



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

**City of Kenmore
City Council Regular Meeting Agenda
6:15 p.m., Monday, July 27, 2020**

The meeting will be held 100% virtually via Zoom.

Zoom Log-In Information is stated below. **Please note 2 different Zoom Log-Ins.**

If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please email the City Clerk at kchelin@kenmorewa.gov.

I. 6:15 p.m. CALL MEETING TO ORDER

FIRST LINK:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/84632120631>

Description: Call Meeting to Order and Recess to Executive Session

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 669 900 9128 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 846 3212 0631

International numbers available: <https://us02web.zoom.us/j/kjTqHwJH5>

II. RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council)

A. Discussion of Property Acquisition per RCW 42.30.110(1)(b).

III. 7:00 p.m. RECONVENE TO REGULAR SESSION

SECOND LINK:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/88991655954>

Description: Business Meeting

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 889 9165 5954

International numbers available: <https://us02web.zoom.us/j/kc7SBbG9D>

IV. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

V. ROLL CALL

VI. FLAG SALUTE

VII. AGENDA APPROVAL

VIII. PRESENTATION

- A. Housing Development Consortium (HDC) of Seattle-King County 2019 Municipal Champion Award to the City of Kenmore - Mallory Van Abbema, MSW Advocacy & Policy Manager, HDC

IX. PROCLAMATION

- A. Recognizing Official Color for the City of Kenmore
[Proclamation](#)
- B. 100th Anniversary of 19th Amendment to the United States Constitution
[Proclamation](#)

X. CITIZEN COMMENTS

- A. This is an opportunity to express your views on issues that are important to you and to the community. Please email comments to the Finance and Administration Director Joanne Gregory at jgregory@kenmorewa.gov by 5:00 p.m. on Monday, July 27, 2020. All comments received will be forwarded to the Council for consideration. You can also use the "raise hand" feature in Zoom or call in. The 3-minute limit still applies.

XI. CONSENT AGENDA

- A. Check #s 45181 through 45248 in the amount of \$2,076,578.32
Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic Deposits Dated: 7/10/2020 in the amount of \$171,943.07.
[Checks](#)
- B. Total Check #s 45249 through 45338 in the amount of \$2,016,974.19
Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic Deposits Dated: 7/17/2020 in the amount of \$164,133.88.
[Checks](#)
- C. Resolution 20-345 Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 To Extend Temporary Moratorium on Residential Tenant Evictions
[Agenda Item](#)
- D. Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy
[Agenda Item](#)

- E. Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements
[Agenda Item](#)
- F. Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 To Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions
[Agenda Item](#)
- G. Authorize the City Manager to Execute Amendment No. 8 of Contract 17-C1657 with Mott MacDonald
[Agenda Item](#)
- H. Authorize City Manager to Execute Agreement No. 20-C2177 for Wallace Swamp Creek Park Pond Maintenance
[Agenda Item](#)
- I. Cancel all Regular Meetings in the Month of August, 2020
- J. City Council Meeting Minutes of June 8, June 22, July 13 and July 20, 2020
[6-8-20 Meeting Minutes](#)
[6-22-20 Meeting Minutes](#)
[7-13-20 Meeting Minutes](#)
[7-20-20 Meeting Minutes](#)
- K. Authorize the City Manager to sign Amendment 1 of the WRIA 8 Interlocal Agreement
[Agenda Item](#)

XII. PUBLIC HEARING

- A. Kenmore Municipal Code Amendments related to Accessory Dwelling Units, Ordinance 20-0510 - Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner

This is an opportunity to express your views during the Public Hearing on Accessory Dwelling Units. Please email comments to the Finance and Administration Director Joanne Gregory at jgregory@kenmorewa.gov by 5:00 p.m. on Monday, July 27, 2020. All comments received will be forwarded to the Council for consideration. You can also use the "raise hand" feature in Zoom or call into the meeting. The 5-minute limit still applies.

[Agenda Item](#)

[Comments received on Ordinance 20-0510 \(ADU\)](#)

[Additional Comments received on Ordinance 20-0510 \(ADU\)](#)

[Accessory Dwelling Units Powerpoint](#)

XIII. BUSINESS AGENDA

- A. Ordinance 20- 0510 Adopting Kenmore Municipal Code Amendments related to Accessory Dwelling Units - Debbie Bent Community Development Director and Lauri Anderson, Principal Planner
[Agenda Item](#)
- B. Walkways and Waterways Park Project Update: Log Boom Park - Debbie Bent, Community Development Director and Maureen Colaizzi, Parks Project Manager
[Agenda Item](#)
[Presentation](#)
- C. Walkways and Waterways Park Project Update: Squire's Landing Park - Debbie Bent, Community Development Director and Maureen Colaizzi, Parks Project Manager
[Agenda Item](#)
[Presentation](#)
- D. Authorize the City Manager to Enter into an Agreement with Diversified for Audio and Visual Upgrades in the Council Chambers and Community Room - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)
- E. Receive and File the June, 2020 Financial Report for the City of Kenmore - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)
- F. Review July 15, 2020 Economic Indicators Report - Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner
[Agenda Item](#)
[Presentation](#)
- G. Update on Financial Sustainability Project and 2021-2022 Biennial Budget Process - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)

XIV. STAFF REPORT

XV. COUNCILMEMBER REPORTS, COMMENTS & INITIATIVES

XVI. ADJOURNMENT

City of Kenmore, Washington Proclamation

WHEREAS, Kenmore was an established community for many years before its incorporation in 1998, and;

WHEREAS, the community is proud of its history and excited about its future, and;

WHEREAS, Kenmore businesses, community organizations and schools demonstrate excellence and are widely recognized, which reflects well on the City, and;

WHEREAS, the sentiment about Kenmore's present and future is strong, even in challenging times, and;

WHEREAS, Kenmore business owner Derek Wyckoff brought forward the idea to establish an official City color, pointing out that a certain color is present in and emblematic of Kenmore in notable civic, business and educational settings, and;

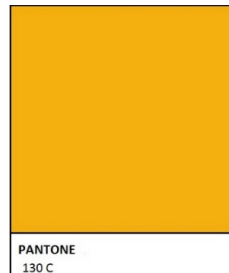
WHEREAS, the Kenmore City flag's gold field, the gold and black of the Inglemoor High School Vikings, and Kenmore Air's gold and black logo are seen around the region and convey pride and optimism;

NOW THEREFORE, I, David Baker, Mayor of the City of Kenmore and on behalf of the City Council of the City of Kenmore, Washington hereby recognize gold as the official color of the City of Kenmore and invite community members to consider it as a symbol of the City.



**PANTONE®
123 C**

Pantone: 123C
Hex: #FFC72C
RGB: 255, 199, 44
CMYK: 0, 16, 89, 0



**PANTONE
130 C**

Pantone: 130C
Hex: #ffb300
RBG: 255, 179, 0
CMYK: 0, 30, 100, 0

IN WITNESS WHEREOF, signed this 27th day of July 2020.

Signed:

Attested:

David Baker, Mayor

Kelly Chelin, City Clerk

City of Kenmore, Washington

Proclamation in Honor of the 100th Anniversary of the 19th Amendment to the United States Constitution

WHEREAS, we wish to celebrate the 100th anniversary of the ratification of the 19th amendment to the United States Constitution on August 18, 1920 by the states, and officially adopted on August 26, 1920 by the U.S. Government; and

WHEREAS, Washington was the 35th state to ratify the 19th Amendment on March 22, 1920; and

WHEREAS, women's hard-fought accomplishments have strengthened our economy, our communities, and our families, and have enriched the American spirit; and

WHEREAS, women's resolve, innovation, leadership, passion, and compassion have changed the world and continue to inspire future generations of women; and

WHEREAS, the 19th amendment to the United States Constitution has played an important role in advancing the right of all women;

NOW THEREFORE, I, David Baker, Mayor, on behalf of the Kenmore City Council recommend that residents and civic institutions celebrate the 100th anniversary of the passage and ratification of the 19th Amendment, providing for women's right to vote, to the Constitution of the United States; reaffirm our desire to continue to strengthen democratic participation and to inspire future generations to cherish and preserve the historic precedent established under the 19th Amendment.

IN WITNESS WHEREOF, signed this 27th day of July, 2020.



Signed: _____
David Baker, Mayor

Attested: _____
Kelly M. Chelin, City Clerk



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

06/27/2020-07/10/2020

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

Total Check #s 45181 through 45248: \$2,076,578.32

Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic Deposits Dated: 7/10/2020: \$171,943.07

R. Koj 7/15/20
City Manager / Date

Joanna M. Jorgensen 7/15/20
Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
CITY OF KENMORE	45181	07/03/2020	Employee Deduction	30.00
HRA VEBA TRUST	45182	07/03/2020	HRA VEBA - Employer	19,173.99
ICMA RETIREMENT C/O ALLFIRST BANK / 109964	45183	07/03/2020	City of Kenmore 401a	17,962.12
ICMA RETIREMENT TRUST 457 / 304745	45184	07/03/2020	ICMA 457 Deferred Comp	6,292.75
STATE OF FLORIDA DISBURSEMENT UNIT	45185	07/03/2020	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	45186	07/03/2020	Employee Charitable Contribution	53.00
KENDALL FORD OF MARYSVILLE	45187	07/01/2020	ESD Vehicle Purchase	51,263.40
AGORA REFRESHMENTS	45188	07/08/2020	Filtered Water Service	225.28
AM TEST, INC	45189	07/08/2020	Swamp Creek Water Testing	225.00
AMERICALL	45190	07/08/2020	After Hours Call Out Service	134.16
BRIEN, GAYLYNN	45191	07/08/2020	June 2020 Sales Tax Data Conversion	50.00
CANON FINANCIAL SERVICES, INC.	45192	07/08/2020	2nd Floor Photocopier Lease	265.84
CASCADE PEST CONTROL	45193	07/08/2020	Rhododendron Park Pest Control	286.00
CENTER FOR HUMAN SERVICES	45194	07/08/2020	Q2 Behavioral Health Clinic & Family Support Prog.	5,250.00
COMCAST BUSINESS	45195	07/08/2020	Hangar Building Cable Bill	147.26
DAILY JOURNAL OF COMMERCE	45196	07/08/2020	Road Preservation Notice of Bid Opening	121.80
EARTHCORPS	45197	07/08/2020	May Rhod. Park Mitigation Monitoring	1,837.00
EARTHWORKS	45198	07/08/2020	SR 522 & 153rd Landscaping	5,671.88
EVERMARK, LLC	45199	07/08/2020	City of Kenmore Logo Wear	299.53
GORDON THOMAS HONEYWELL	45200	07/08/2020	June 2020 Governmental Affairs Services	3,908.77
HAULAWAY STORAGE CONTAINERS, INC.	45201	07/08/2020	Log Boom Park Container Rental	572.00
HDR ENGINEERING, INC	45202	07/08/2020	April & May Juanita Dr. Ped/Bike Improvements	38,410.23

XI. A. Check #s 45181 through 45248 in the amount of \$2,076,578.32 Total...

HONEY BUCKET	45203	07/08/2020	Squire's Landing & PW Yard Rentals	397.10
HORIZON DISTRIBUTORS INC	45204	07/08/2020	ROW Irrigation Repairs	104.84
ICLEI	45205	07/08/2020	ICLEI Membership & Climate Action Plan	600.00
JET CITY PRINTING	45206	07/08/2020	Quarterly Newsletter Printing	321.20
KING COUNTY FINANCE	45207	07/08/2020	King County Road/Signal Services	12,554.83
KING COUNTY FINANCE	45208	07/08/2020	King County Special Use Permit-Squires Landing	500.00
KING COUNTY FINANCE W.L.R.D.	45209	07/08/2020	WLRD WRIA-8	2,713.00
KING COUNTY SHERIFF	45210	07/08/2020	Jan. - May 2020 Police Services Contract	1,407,302.60
KNOWBE4, INC.	45211	07/08/2020	Network Security Software	735.92
KPFF CONSULTING ENGINEERS	45212	07/08/2020	Apr. 68th Ave. NE Ped/Bike & Consulting Svcs	10,580.68
LAKESIDE INDUSTRIES	45213	07/08/2020	Simonds Road Overlay	314,104.67
LIGHTHOUSE CONSULTING INC	45214	07/08/2020	June IT/Web Hosting/Protection/Backup Svcs	11,041.97
MILLER STEPHENS, MARY	45215	07/08/2020	June 2020 Public Defense Services	1,250.00
MOJO STRATEGIES	45216	07/08/2020	June 2020 Professional Services Consulting	937.50
MORUP SIGNS, INC.	45217	07/08/2020	Juanita Ped/Bike Projet Signage	1,996.51
MOTT MACDONALD GROUP, INC.	45218	07/08/2020	May Squires Landing & Apr. Log Boom Park Prof. Svcs	33,342.50
NATIONAL BARRICADE CO., LLC	45219	07/08/2020	Park Barricade Rentals	1,168.75
NXLVLUP, LLC	45220	07/08/2020	June 2020 Incubator Consultant	3,200.00
OFFICE DEPOT	45221	07/08/2020	Misc. Office Supplies	397.89
OFFICE DEPOT	45222	07/08/2020	Void	-
OLSON BROTHERS PRO VAC	45223	07/08/2020	Sweeper Decant Tank Cleaning	1,260.00
OLYMPIC ENVIRONMENTAL RESOURCES INC	45224	07/08/2020	Spring Recycling Event	16,271.48
OSBORN CONSULTING INC.	45225	07/08/2020	12-C1081 Rhododendron Park Consulting	4,037.75
OTTO ROSENAU & ASSOCIATES, INC	45226	07/08/2020	Rhododendron Park Boat Launch Steel Testing	427.88
PACIFIC TOPSOILS	45227	07/08/2020	Vegetation Disposal, Overlay, & Materials	423.53
PHSI PURE HEALTH SOLUTIONS INC.	45228	07/08/2020	City Hall Filtered Water	101.09
PUGET SOUND ENERGY	45229	07/08/2020	CH/Parks/Hangar/PW/Signals Electric/Gas	3,704.67
QUADIENT LEASING USA, INC.	45230	07/08/2020	July 27-Oct. 26, 2020 Postage Meter Lease & Ink	886.70
QUALITY WATER FINANCIAL	45231	07/08/2020	PW & Incubator June/July Filtered Water	263.80
RED BARN ENGINEERING, INC.	45232	07/08/2020	5/23-6/19 Engineering Consulting Services	5,026.50
SCORE	45233	07/08/2020	April 2020 Inmate Medical	27.69
SEATTLE TIMES	45234	07/08/2020	Legal Notices	622.17
SHANNON & WILSON, INC.	45235	07/08/2020	Geotechnical Consulting Services-19-C2122	1,657.50
SISKUN POWER EQUIPMENT	45236	07/08/2020	Trimmer Supplies	79.04
SMS CLEANING, INC.	45237	07/08/2020	City Hall, Hangar, & PW Office Janitorial Svcs	6,495.00
STAPLES ADVANTAGE	45238	07/08/2020	Hangar/City Hall/Facility Maint. Supplies	309.79
STARDOM SERVICES, INC.	45239	07/08/2020	Incubator Janitorial Services	456.93
STELL ENVIRONMENTAL ENTERPRISES, INC	45240	07/08/2020	Park Consulting Services	10,650.19
T MOBILE USA, INC.	45241	07/08/2020	Staff Cell Phones & Data Plans	1,038.14

XI. A. Check #s 45181 through 45248 in the amount of \$2,076,578.32 Total...

U.S. BANK PURCHASE CARDS	45242	07/08/2020	Purchase Card Purchases - <i>mostly COVID-Related supplies + equipment.</i>	55,985.26
U.S. BANK PURCHASE CARDS	45243	07/08/2020	Void	-
U.S. BANK PURCHASE CARDS	45244	07/08/2020	Void	-
UTILITIES UNDERGROUND LOCATION CTR	45245	07/08/2020	June 2020 Utility Locates	300.57
VERIZON WIRELESS	45246	07/08/2020	Staff Cell Phones & Data Plans	287.68
WASHINGTON STATE OFFICE CASH MGMT	45247	07/08/2020	Q2 2020 State Building Permit Fees	262.50
WILLIAMS, KASTNER & GIBBS PLLC	45248	07/08/2020	May 2020 El Sharaway Special Counsel	10,297.49
DRS 457	DFT0000727-728	07/03/2020	DRS 457 Deferred Comp	1,908.91
AVIDIA HEALTH	DFT0000729	07/03/2020	Employee Health Savings Contribution	100.00
NAVIA	DFT0000730	07/03/2020	HSA - Employer	6,500.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000731-736	07/03/2020	Public Employees Retirement	32,108.30
NAVIA	DFT0000737	07/03/2020	Employee Flexible Spending Account	416.15
BANK OF AMERICA 941	DFT0000738	07/03/2020	Federal Taxes	18,875.26
PAYROLL	Electronic Deposit	07/03/2020	Direct Deposit	112,034.45
				<u><u>\$ 2,248,521.39</u></u>

XI. A. Check #s 45181 through 45248 in the amount of \$2,076,578.32 Total...



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

07/11/2020-07/24/2020

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

Total Check #s 45249 through 45338: \$2,016,974.19

Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic Deposits Dated: 7/17/2020: \$164,133.88


City Manager / Date

 7/24/20
Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
NORTHSHORE UTILITY DIST	45249	07/13/2020	Rhododendron Park Water & Sewer Permitting Fees	38,750.00
AFLAC	45250	07/17/2020	Employee Medical/Disability Plans	359.99
AMERICAN GENERAL LIFE GPO/4005	45251	07/17/2020	Life Insurance	279.92
CITY OF KENMORE	45252	07/17/2020	Employee Deduction	30.00
DEPARTMENT OF LABOR AND INDUSTRIES	45253	07/17/2020	City of Kenmore Workers Comp.	3,932.23
DEPARTMENT OF LABOR AND INDUSTRIES	45254	07/17/2020	Void	
EMPLOYMENT SECURITY DEPARTMENT	45255	07/17/2020	Paid Family & Medical Leave	1,285.93
ICMA RETIREMENT C/O ALLFIRST BANK/109964	45256	07/17/2020	City of Kenmore 401a	17,815.19
ICMA RETIREMENT TRUST 457 / 304745	45257	07/17/2020	ICMA 457 Deferred Comp	6,292.75
LINCOLN NATIONAL LIFE INSURANCE	45258	07/17/2020	Life Ins/ADD & LTD	1,356.99
NATIONAL LIFE OF VERMONT	45259	07/17/2020	Life Insurance	123.17
STATE OF FLORIDA DISBURSEMENT UNIT	45260	07/17/2020	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	45261	07/17/2020	Employee Charitable Contribution	53.00
AWC EMPLOYEE BENEFIT TRUST	45262	07/22/2020	Employee Health Insurance	64,985.74
AWC EMPLOYEE BENEFIT TRUST	45263	07/22/2020	Void	-
DEPARTMENT OF LABOR AND INDUSTRIES	45264	07/22/2020	Adj. for Intern Sanchez WC not calculated	107.14
AGORA REFRESHMENTS	45265	07/24/2020	City Hall Filtered Water System Svc. Call	64.24
ALL CITY FENCE CO.	45266	07/24/2020	Repair Damaged Fence on 60th Ave NE	2,332.00
AMERICALL	45267	07/24/2020	Jan. 2019 - June 2020 After Hrs. Call Out Svc.	1,884.42
AURORA RENTS	45268	07/24/2020	Cement Mixer Rental	44.04

XI. B. Total Check #s 45249 through 45338 in the amount of \$2,016,974.19...

BANNER BANK	BAKER	45269	07/24/2020	Zoom/Warriors Quick Stop (Gas)	146.78
BANNER BANK	JGORDON	45270	07/24/2020	Goodearth/Amazon/Plastic Sales-COVID-19 Supplies	3,795.02
BANNER BANK	NO	45271	07/24/2020	Growthzone/Shutterstock/Kenmore Camera/Vcita	263.09
BOTHELL KENMORE CHAMBER OF COMM.		45272	07/24/2020	Membership Dues	600.00
BUILDERS EXCHANGE OF WASHINGTON INC		45273	07/24/2020	W. Samm. Bridge Pavement Seal Proj.	70.00
BUILDERS EXCHANGE OF WASHINGTON INC		45274	07/24/2020	Slurry Seal Project Publishing	45.00
BULGER SAFE & LOCK, INC.		45275	07/24/2020	Park Restroom Bin Keys	21.80
CANON FINANCIAL SERVICES, INC.		45276	07/24/2020	July 2nd Floor Copier Lease	265.84
CECCANTI, INC.		45277	07/24/2020	19-C1977 June W. Samm. Bridge Construction	1,284,714.83
CODE PUBLISHING COMPANY		45278	07/24/2020	Kenmore Municipal Code Web Update	2,907.60
COLUMBIA RIDGE LANDFILL		45279	07/24/2020	June Street Sweeper Debris Disposal	2,165.84
COMCAST		45280	07/24/2020	July City Hall Phone Services	378.04
COMCAST		45281	07/24/2020	July Incubator/Hangar/City Hall Internet/Telecomm.	2,257.57
COMCAST BUSINESS		45282	07/24/2020	7/14-8/13 City Hall Cable & Internet	152.22
COMCAST BUSINESS		45283	07/24/2020	7/10-8/9/20 Squire's Landing Internet	69.95
CONTRACT LAND STAFF LLC		45284	07/24/2020	19-C2077 PW Facility Prop. Acquisition Svcs	2,904.00
DEPARTMENT OF ECOLOGY		45285	07/24/2020	NPDES Monitoring Program Fees	10,561.00
DILIGENT CORPORATION		45286	07/24/2020	Icompass Annual Subscription	16,703.51
ELECTRONIC BUSINESS MACHINES		45287	07/24/2020	June 2nd Floor Copier Chgs B/W & Color	60.76
FERGUSON ENTERPRISES INC #3011		45288	07/24/2020	Part for Street Sweeper	6.11
GAMETIME		45289	07/24/2020	Hand Sanitizer Dispensers for Parks-COVID-19	1,447.46
GENCAP CONSTRUCTION CORP		45290	07/24/2020	19-C2112 6/8-6/30 Rhod. Boathouse Construction	163,616.25
GRAINGER		45291	07/24/2020	Wheeled Marking Wand	39.11
HOME DEPOT CREDIT SERVICES		45292	07/24/2020	ROW & Parks Materials/Supplies	414.41
HORIZON DISTRIBUTORS INC		45293	07/24/2020	Moorlands Park Irrigation Supplies	93.98
HORIZON DISTRIBUTORS INC		45294	07/24/2020	Irrigation Supplies	518.99
INSLEE, BEST, DOEZIE & RYDER, P.S.		45295	07/24/2020	May Legal Svcs	20,465.78
INSLEE, BEST, DOEZIE & RYDER, P.S.		45295	07/24/2020	May Legal Svcs - COVID-19 Response	927.50
INSLEE, BEST, DOEZIE & RYDER, P.S.		45295	07/24/2020	May Legal Svcs - COVID-19 Response	6,466.00
INTERNATIONAL CITY/CNTY MGMT ASSOC		45296	07/24/2020	City Manager Dues 2020-2021	1,400.00
JACOBS ENGINEERING GROUP		45297	07/24/2020	15-C1411 4/25-6/26 W. Samm Bridge Proj.	111,329.71
JOYCE ZIKER PARKINSON		45298	07/24/2020	June Kenmore Village Attorney Svcs	937.50
KBA INC.		45299	07/24/2020	18-C1846 June W. Samm. Bridge Proj. Mgmt.	129,823.81
KENMORE COMMERCIAL LLC		45300	07/24/2020	August Incubator Bldg. Lease Payment	3,367.04
KENMORE ELEMENTARY		45301	07/24/2020	2nd Quarter Human Svcs Funding	1,250.00
KING COUNTY BAR ASSOCIATION		45302	07/24/2020	2nd Quarter Human Svcs Funding	250.00
KING COUNTY FINANCE		45303	07/24/2020	June Dump Fees	201.55

XI. B. Total Check #s 45249 through 45338 in the amount of \$2,016,974.19...

XI. B. Total Check #s 45249 through 45338 in the amount of \$2,016,974.19...

KING COUNTY FINANCE	45304	07/24/2020	June Public Defense Indigency Screening	251.00
KING COUNTY FINANCE	45305	07/24/2020	June Road Svcs/Signs/Signals/Bridge Inspection	8,717.30
KPFF CONSULTING ENGINEERS	45306	07/24/2020	Jan. Engineering Svcs 15-C1484	8,850.55
MARY'S PLACE	45307	07/24/2020	2nd Qtr Human Svcs Funding	5,500.00
MINUTEMAN PRESS	45308	07/24/2020	ADU Public Hearing Post Cards	2,953.10
MSR GLASS HOUSE, LLC	45309	07/24/2020	Refund Deposit PRJ16-0049/ENG18-0376	2,000.00
NATIONAL BARRICADE CO., LLC	45310	07/24/2020	Sign Stands for Park Notices	500.96
NORTHSHORE FIRE DEPT	45311	07/24/2020	May Fire Marshal Plan Review	200.00
NORTHSHORE SENIOR CENTER	45312	07/24/2020	19-C2002 Q2 Human Svcs Funding	500.00
NORTHSHORE UTILITY DIST	45313	07/24/2020	June Fleet Maintenance & Fuel	5,156.58
NORTHSHORE UTILITY DIST	45314	07/24/2020	Public Works Monthly Safety Meetings 2019	977.97
PACIFIC AIR CONTROL, INC.	45315	07/24/2020	19-C2065 HVAC Repair @ City Hall	744.70
PACIFIC OFFICE AUTOMATION	45316	07/24/2020	Temperature Kiosks - COVID-19	6,243.60
PAWS	45317	07/24/2020	June Animal Sheltering Svcs	394.00
PUGET SOUND ENERGY	45318	07/24/2020	6/2-7/1/20 Street Lights	9,252.29
QUALITY BUSINESS SYSTEMS INC.	45319	07/24/2020	7/5-8/4/20 1st Floor Copier Lease	675.53
SCORE	45320	07/24/2020	June Inmate Housing/Medical	10,546.00
SCORE	45321	07/24/2020	May Medical/Outside Health Svcs	33.69
SEATTLE PUMP & EQUIPMENT CO/JETTERS NW	45322	07/24/2020	Vital Oxide & Sprayers for Disinfecting Parks	2,637.98
SEATTLE TIMES	45323	07/24/2020	Ad for Ord 20-0508/Ordinance Summary	64.67
SEATTLE TIMES	45324	07/24/2020	NPDES/Legal Notice for Stormwater	156.10
SHRED IT USA LLC	45325	07/24/2020	Shredding Services	77.15
SITESCAPES	45326	07/24/2020	Trash/Recycle Bin Replacements for Moorlands Arson	2,670.00
STAPLES ADVANTAGE	45327	07/24/2020	Gloves	25.50
STEWART TITLE CO.	45328	07/24/2020	Void	-
SUMMIT LAW GROUP PLLC	45329	07/24/2020	Employment Matter	9,492.50
THE WIDE FORMAT COMPANY	45330	07/24/2020	Service for Plotter Printer	352.00
TOTAL LANDSCAPE CORP	45331	07/24/2020	Parks Landscape Maintenance	9,535.45
TOWN CENTER HARDWARE	45332	07/24/2020	June Paint/Parts/Supplies	169.68
U.S. BANK N.A. / CUSTODY	45333	07/24/2020	2nd Qtr Custody/Bank Charges	88.00
US POSTAL SERVICE (HASLER)	45334	07/24/2020	Postage Meter Refill	1,721.06
WA STATE DEPT OF TRANSPORTATION	45335	07/24/2020	68th/175th & 68th/181st June Signal Maint.	553.09
WILLIAMS, KASTNER & GIBBS PLLC	45336	07/24/2020	July Special Counsel El-Sharawy & Ridout	9,208.24
ZIPLY FIBER	45337	07/24/2020	6/28-7/27 City Hall Phones	1,115.70
STEWART MACNICHOLS HARMEL	45338	07/24/2020	June Public Defense Services	5,000.00
DRS 457	DFT0000740-41	07/17/2020	DRS 457 Deferred Comp	1,908.91

XI. B. Total Check #s 45249 through 45338 in the amount of \$2,016,974.19...

AVIDIA HEALTH	DFT0000742	07/17/2020	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000743-48	07/17/2020	Public Employees Retirement	31,784.35
NAVIA	DFT0000749	07/17/2020	Employee Flexible Spending Account	416.15
BANK OF AMERICA 941	DFT0000750	07/17/2020	Federal Taxes	18,775.33
PAYROLL	Electronic Deposit	7/17/2020	Direct Deposit	111,149.14
				<u><u>\$ 2,181,108.07</u></u>



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2020 - 07/24/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	550.00
0014	AMERICAN PLANNING ASSOCIATION	1,900.00
0022	ASSOCIATION OF WA CITIES	90.00
0024	BAKER, DAVID	4,051.53
0037	BASTYR UNIVERSITY	351.45
0054	BULGER SAFE & LOCK, INC.	304.21
0064	CASCADE PEST CONTROL	1,001.00
0067	CENTER FOR HUMAN SERVICES	28,750.00
0076	CITY OF BELLEVUE	101,518.12
0081	CITY OF KENMORE	65.17
0083	CITY OF LAKE FOREST PARK	48,111.00
0086	CITY OF SHORELINE	2,783.00
0092	CODE PUBLISHING COMPANY	3,829.90
0099	CONSOLIDATED PRESS	4,349.92
0106	CROWN PRODUCTS LLC	991.20
0109	DAILY JOURNAL OF COMMERCE	1,604.40
0111	DEPARTMENT OF ECOLOGY	28,638.85
0121	REPUBLIC SERVICES	8,127.58
0130	EMPLOYMENT SECURITY DEPARTMENT	9,442.75
0137	FERGUSON ENTERPRISES INC #3011	1,328.94
0145	FRUHLING SAND & TOPSOIL	1,296.67
0151	CALPORTLAND COMPANY	783.49
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190.00
0169	HERRERA ENVIRONMENTAL CONSULTANTS	4,121.72
0173	HOME DEPOT CREDIT SERVICES	1,688.19
0174	HOPELINK	10,000.00
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	125,084.99
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	1,400.00
0197	JET CITY PRINTING	1,141.80
0201	KCDA PURCHASING COOP	4,010.70
0205	KENMORE HERITAGE SOCIETY	100.00
0212	KING COUNTY FINANCE W.L.R.D.	2,713.00
0213	KING COUNTY ANIMAL SVCS	1,435.00
0216	KING COUNTY FINANCE	1,000.00
0218	KING COUNTY FINANCE	3,208.10
0219	KING COUNTY FINANCE	72,443.78
0224	SOUND PUBLISHING, INC.	395.00
0230	KING COUNTY RADIO COMM SERVICES	600.60
0233	KING COUNTY SHERIFF	1,442,427.92
0235	KING COUNTY TREASURY	39,839.98
0246	LAKE CITY PICTURE FRAMING	310.21
0251	LIGHTHOUSE CONSULTING INC	68,202.20
0261	PENDLETON CONSULTING LLC	4,200.70
0285	NORTHSHORE FIRE DEPT	2,440.00
0286	NORTHSHORE SCHOOL DISTRICT	137,449.00
0287	NORTHSHORE SENIOR CENTER	17,300.00
0288	NORTHSHORE UTILITY DIST	85,529.24
0290	NORTHSHORE YOUTH & FAMILY SERVICES	4,000.00
0292	HONEY BUCKET	8,161.35
0299	EBIX, INC.	118.27
0300	OFFICE DEPOT	3,719.13
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	17,811.48

Vendor Purchasing Report

For Date Range 01/01/2020 - 07/24/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0310	PACIFIC TOPSOILS	4,000.48
0314	PETTY CASH CUSTODIAN	400.31
0327	PUGET SOUND CLEAN AIR AGENCY	18,889.00
0328	PUGET SOUND ENERGY	114,391.81
0329	PUGET SOUND FINANCE OFFICERS ASSOC	130.00
0345	SEATTLE TIMES	3,983.33
0350	SIGN UP, SIGN CO, INC	412.50
0355	STAPLES ADVANTAGE	8,337.88
0357	STEWART MACNICHOLS HARMELL, INC.	35,000.00
0359	SOUND CITIES ASSOC	15,539.29
0365	TOTAL LANDSCAPE CORP	56,155.15
0371	UNITED STATES POSTMASTER	1,817.64
0375	US POSTAL SERVICE (HASLER)	6,143.89
0385	WA ASSOC OF BUILDING OFFICIALS	70.00
0387	WA CITIES INSURANCE AUTHORITY	329,569.00
0401	WA STATE DEPT OF TRANSPORTATION	4,247.94
0405	WASHINGTON STATE OFFICE CASH MGMT	1,142.50
0412	COLUMBIA RIDGE LANDFILL	17,737.36
0424	ICMA RETIREMENT TRUST 457 / 304745	88,477.40
0425	DRS 457	28,628.37
0426	AFLAC	2,519.94
0428	BANK OF AMERICA 941	273,052.52
0429	AWC EMPLOYEE BENEFIT TRUST	438,668.14
0431	DEPARTMENT OF RETIREMENT SYSTEMS	476,058.97
0432	DEPARTMENT OF LABOR AND INDUSTRIES	25,815.31
0434	UNITED WAY OF KING COUNTY	795.00
0436	NATIONAL LIFE OF VERMONT	862.19
0448	UPS STORE KENMORE	414.24
0450	AURORA RENTS	2,400.93
0473	ARTS OF KENMORE	3,400.00
0515	NATIONAL LEAGUE OF CITIES	1,563.00
0550	KING COUNTY RECORDER'S OFFICE	216.00
0586	QUADIENT LEASING USA, INC.	1,596.20
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5,720.00
0617	KING COUNTY FINANCE	250.00
0641	TELESYSTEMS WEST	137.51
0685	PACE ENGINEERS, INC.	27,083.95
0690	BUILDERS EXCHANGE OF WASHINGTON INC	1,106.55
0692	HDR ENGINEERING, INC	216,223.76
0696	AMERICAN GENERAL LIFE GPO/400S	1,959.44
0699	BANNER BANK DB	1,114.51
0743	BANNER BANK NO	5,063.06
0764	OUSLEY, NANCY	86.08
0781	QUALITY BUSINESS SYSTEMS INC.	3,672.62
0791	NORTHSHORE ROTARY CLUB	367.00
0807	CASCADE RECREATION, INC	551.25
0817	GRAINGER	3,472.82
0828	PUGET SOUND BUSINESS JOURNAL	125.00
0831	NORTHSHORE PARK & REC SERVICE AREA	2,567.00
0851	EVERMARK, LLC	609.73
0852	GREGORY, JOANNE	267.00
0858	A+ CONFERENCING	1,441.56
0864	COLUMBIA FORD	22,530.94
0868	JAYMARC AV	5,814.62
0869	BANNER BANK JGORDON	3,977.01
0892	JACOBS ENGINEERING GROUP	206,266.49
0899	SHRED IT USA LLC	410.24
0912	ALCALDE & FAY	30,398.20

Vendor Purchasing Report

For Date Range 01/01/2020 - 07/24/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0913	KENMORE ELEMENTARY	3,750.00
0981	COMCAST BUSINESS	2,438.66
0994	GORDON THOMAS HONEYWELL	23,617.79
1003	IWORQ SYSTEMS	2,800.00
1010	TOWN CENTER HARDWARE	946.41
1045	HORIZON DISTRIBUTORS INC	3,938.18
1047	SARAH ROBERTS	46,841.59
1052	FIRE PROTECTION, INC	4,114.65
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.20
1114	PHSI PURE HEALTH SOLUTIONS INC.	606.54
1116	FRONTIER	4,922.99
1123	AM TEST, INC	1,350.00
1140	PAWS	2,354.00
1148	AGORA REFRESHMENTS	402.16
1168	SCHINDLER ELEVATOR CORPORATION	1,890.83
1177	WELLS FARGO FINANCIAL	81.67
1197	MILLER STEPHENS, MARY	8,750.00
1215	STATE OF FLORIDA DISBURSEMENT UNIT	4,125.00
1216	ADVANCE TESTING & SERVICE INC	1,566.00
1222	OLSON BROTHERS PRO VAC	27,729.73
1259	PERTEET INC.	352.36
1267	AUTOMATED CONTROLS	1,551.00
1269	KAMINS CONSTRUCTION INC.	34,996.72
1293	THE WATERSHED COMPANY	9,287.50
1297	GOVERNMENT FINANCE RESEARCH GROUP	1,995.00
1299	VERIZON WIRELESS	2,466.57
1309	BANNER BANK BAKER	7,323.43
1311	WASHINGTON STATE PATROL	1,039.49
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	3,900.00
1322	AABCO BARRICADE COMPANY INC.	1,485.00
1326	JOYCE ZIKER PARKINSON	1,837.50
1331	KBA INC.	535,854.43
1339	STATE OF WA DEPARTMENT OF LICENSING	0.44
1345	SHERWIN WILLIAMS CO. #8099	57.96
1356	KARLINSEY, ROB	150.08
1357	KENMORE COMMERCIAL LLC	23,569.28
1358	ALPHAGRAPHS	649.40
1372	AAA PRINTING	922.14
1385	CITYWORKS/ AZTECA SYSTEMS INC.	37,100.00
1390	UTILITIES UNDERGROUND LOCATION CTR	1,381.59
1403	OSBORN CONSULTING INC.	154,486.29
1431	BRIEN, GAYLYNN	300.00
1452	CITY OF KENT	500.00
1456	HESTON VISUAL ARTS	214.70
1457	LANGUAGE LINE SERVICES, INC.	35.37
1459	FLEMINGS HOLIDAY LIGHTING LLC	5,174.70
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	25.00
1500	MARINE FLOATS CORPORATION	3,169.29
1504	SCORE	148,194.27
1555	LINCOLN NATIONAL LIFE INSURANCE	9,464.68
1581	STARDOM SERVICES, INC.	3,611.54
1605	ALL CITY FENCE CO.	2,332.00
1606	GALLATIN PUBLIC AFFAIRS	22,064.25
1629	WESTERN DISPLAY FIREWORKS, LTD.	4,750.00
1657	STEWART TITLE COMPANY	258,326.30
1673	KPFF CONSULTING ENGINEERS	119,253.95
1689	MOTT MACDONALD GROUP, INC.	424,308.50
1704	BANNER BANK KK	9,291.20

Vendor Purchasing Report

For Date Range 01/01/2020 - 07/24/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1711	SOFTWAREONE, INC.	11,360.34
1712	SITEIMPROVE, INC.	3,353.90
1715	THE WIDE FORMAT COMPANY	352.00
1718	RESOURCE EXPLORATION, LLC	20,000.00
1721	GOOD TO GO	2.75
1731	NORTHWEST ARBORICULTURE LLC	6,571.40
1738	MUNIMANAGE, LLC	5,280.00
1754	RFI ENTERPRISES INC.	365.20
1762	BAKER, BRIDGIT	905.54
1763	REID, JAMES FALCONER	9,292.50
1774	OWEN EQUIPMENT COMPANY	1,112.43
1814	YSI INCORPORATED, A XYLEM BRAND	1,789.98
1816	NAVIA	19,242.25
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	4,053.18
1829	SHI INTERNATIONAL CORP.	882.79
1838	AVIDIA HEALTH	1,500.00
1863	HAULAWAY STORAGE CONTAINERS, INC.	572.00
1884	CADMAN MATERIALS, INC.	47.50
1885	NATIONAL BARRICADE CO., LLC	3,627.71
1889	WILLIAMS, KASTNER & GIBBS PLLC	57,065.43
1892	HEARTH MUSIC	2,050.00
1901	NORTH COAST ELECTRIC COMPANY	1,837.55
1908	VAUGHAN, KENT	400.00
1914	MCNAMARA SIGNS	1,420.29
1927	GAMETIME	2,429.19
1930	T MOBILE USA, INC.	5,383.17
1932	U.S. BANK N.A. / CUSTODY	276.00
1945	GLASS MASTERS LLC	3,445.00
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	100.00
1960	WALTER E. NELSON CO.	408.87
1964	EARTHWORKS	36,855.17
1970	CROSSROAD SIGN	385.00
1978	GOVDELIVERY, LLC	5,000.00
1980	HRA VEBA TRUST	37,356.54
1985	CONTRACT LAND STAFF LLC	22,689.24
1991	WASHINGTON STATE TREASURER	6,290.28
1993	HYAS GROUP, LLC	3,750.00
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
2004	RED BARN ENGINEERING, INC.	42,827.50
2007	HYDROPOINT DATA SYSTEMS, INC.	1,077.00
2009	O'CONNOR CONSULTING GROUP, LLC	21,000.00
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	1,932.80
2017	DARRELL THOMSON	1,667.58
2024	DFR LAW GROUP, LLC	600.00
2048	SMS CLEANING, INC.	38,970.00
2054	BLUE FLAME HEATING, AIR & ELECTRIC	264.60
2063	French Touchup LLC	5,400.00
2081	SHANNON & WILSON, INC.	21,196.50
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180.00
2119	PIONEER TOWING COMPANY	138,000.00
2120	LAKEPOINTE, INC.	24,000.00
2135	AMERICAN SOLUTIONS FOR BUSINESS	1,511.42
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	264,906.61
2143	ERIK D PLUMBER LLC	165.00
2144	MODUS TECHNOLOGY, INC.	721.22
2147	SOD SPOT LLC	5,400.00
2156	ASSOCIATED PETROLEUM PRODUCTS INC.	1,536.49
2157	SOUND SAFETY PRODUCTS CO.	1,182.09

Vendor Purchasing Report

For Date Range 01/01/2020 - 07/24/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2161	BENNETT GOLD, TOBIN	4,035.47
2167	APWA/WA CHAPTER	1,500.00
2175	ELECTRONIC BUSINESS MACHINES	2,076.30
2176	CANON FINANCIAL SERVICES, INC.	1,860.88
2183	SISKUN POWER EQUIPMENT	1,301.55
2199	HALALILO, PAULA	40.00
2206	CHECK RIDE	3,450.00
2209	MORUP SIGNS, INC.	3,784.02
2211	PRECISION FUEL SOLUTIONS	1,237.50
2214	CAROLYN LAW	6,487.50
2215	INTERSECTION MEDIA, LLC	194.22
2221	O'REILLY/FIRST CALL	58.27
2222	GRADE, INC.	14,044.24
2227	EARTHCORPS	1,837.00
2236	COMCAST	18,020.87
2237	CREATIVE HOUSE BRANDING	942.93
2242	MARY'S PLACE	23,334.00
2247	EMERALD PAVING, INC	4,941.00
2249	KING COUNTY BAR ASSOCIATION	750.00
2252	TRUGREEN	605.00
2253	CHANCERY CIVIC LLC	11,208.60
2254	U.S. BANK PURCHASE CARDS	100,217.43
2259	MINUTEMAN PRESS	12,894.18
2262	DILIGENT CORPORATION	16,703.51
2264	SWOFFORD EXCAVATING	50,707.80
2268	IRIS WINDOW COVERINGS	8,635.00
2270	LAKESIDE INDUSTRIES	315,018.77
2283	VSS INTERNATIONAL INC.	72,923.00
2285	QUALITY WATER FINANCIAL	923.30
2295	ALL THINGS HR, LLC	245.00
2300	MICROSOFT CORPORATION	7,288.51
2311	BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	11,232.00
2312	GOOD, MICHAEL J.	250.00
2313	MANAGEMENT PARTNERS	26,930.00
2318	PIXEYES GRAPHICS & DESIGN	1,740.00
2319	SITESCAPES	2,670.00
2327	PACIFIC AIR CONTROL, INC.	4,379.38
2333	NORTHEND TRUCK EQUIPMENT CO., LLC	1,062.33
2334	NORTHSHORE YOUTH SOCCER ASSOC.	44.00
2335	DEBO, ALEXANDER	150.00
2336	CHRISTEN ESTATES, LLC	15,000.00
2337	HUANG, ANGELINA	7,500.00
2338	58 STARS TRAVEL	940.30
2339	EE-NA ENTERPRISES, LLC	1,147.75
2340	MOJO STRATEGIES	18,625.00
2341	ALLIANCEONE RECEIVABLES MGMT INC	350.93
2342	RAINBOW TOWING	302.50
2343	KNOWBE4, INC.	735.92
2344	DZHENKOV, PETAR	275.00
2345	DEOL, GUR RAJ	275.00
2346	DILLON, MARGARET	550.00
2347	HOUSING AUTHORITY OF KING COUNTY WA	3,525.00
2348	ARROWHEAD PARK VISTA CONDOMINIUM ASSOCIATIC	2,150.00
2349	SSI & MHA CORPORATION	9,755.00
2351	ENGINEER SUPPLY	709.00
2352	EARTHCAM	15,715.73
2353	NORTHSHORE SCHOOLS FOUNDATION	4,000.00
2354	ALLAN WEBB NISSAN	62,542.46

Vendor Purchasing Report

For Date Range 01/01/2020 - 07/24/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2355	BUREAU VERITAS	9,900.00
2356	KEIM, JEANNIE	150.00
2357	4IMPRINT	432.07
2359	PRECISION PLUMBING AND HEATING	165.90
2360	O'CAIN, MELANIE	965.22
2361	BFI 4 LLC	26,351.99
2362	CHASEWEST VENTURES, INC.	25,406.25
2363	IDAHO ASSOC. OF BUILDING OFFICIALS, INC.	25.00
2364	JASON'S CREATIONS	350.00
2365	ADAM TIEGS	350.00
2366	CCI SOLUTIONS	858.00
2367	MARGARET FLYNN	650.00
2368	JEFF LUKE PHOTOGRAPHY LLC	4,525.11
2369	MARIA SZABLYA RIVAS	150.00
2370	PYRAMID CATERING & EVENTS	925.00
2371	RACHEL RISING	150.00
2372	ANDERSON ROOFING INC.	218.60
2373	BRAD OR KELLI CARSON	150.00
2374	DEPARTMENT OF NATURAL RESOURCES	1,261.17
2375	FONG, DAPHNE	150.00
2376	LISA TROUT	100.00
2377	NORTH URBAN HUMAN SVCS ALLIANCE	1,000.00
2378	NXLVLUP, LLC	10,648.00
2379	JENNIFER DIXON	15,000.00
2380	JOHN BROWN	56.75
2381	NORTHLAKE LITTLE LEAGUE	250.00
2382	FOCUS TOOLS & ENGINEERING, INC.	25,050.00
2383	NORTH LAKE LITTLE LEAGUE	3,080.00
2384	NORTHWEST ENERGY EFFICIENCY COUNCIL	75.00
2385	TACOMA SCREW PRODUCTS, INC.	82.81
2386	CECCANTI, INC.	4,570,340.77
2387	IIUI, IVANA	150.00
2388	3CMA CITY-COUNTY COMMUNICATIONS & MARKETIN	400.00
2389	JET CITY CLEANING	5,632.00
2392	DEPARTMENT OF COMMERCE	6,561.97
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHWE	2,637.98
2394	GRIESEL, LEN	3,089.10
2395	PLASTIC SALES & SERVICE INC.	8,452.15
2396	ZIPLY FIBER	2,464.93
2400	MSR GLASS HOUSE, LLC	9,500.00
2401	SHIXIONG HU	7,500.00
2402	PACIFIC OFFICE AUTOMATION	6,243.60
2403	AMERICALL	2,152.74
2404	BAKER, W. COLE	13.39
2406	FISCHER, AUSTIN	13.39
2408	FISHER, AKSEL	13.39
2410	KENDALL FORD OF MARYSVILLE	51,263.40
2411	STELL ENVIRONMENTAL ENTERPRISES, INC	10,650.19
2412	OTTO ROSENAU & ASSOCIATES, INC	427.88
2413	ICLEI	600.00
2414	GENCAP CONSTRUCTION CORP	163,616.25
2417	SUMMIT LAW GROUP PLLC	9,492.50
Vendor Set Vendor Set 01 Total:		13,507,917.16



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: 1. Resolution 20-345 Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 To Extend Temporary Moratorium on Residential Tenant Evictions; 2. Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy 3. Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements 4. Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 To Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions	For Council Meeting Agenda of July 27, 2020 Department: City Manager's Office Prepared by: Kelly Chelin, City Clerk for Rob Karlinsey, City Manager <table> <tr> <td>Approved by City Attorney:</td><td><u>Initial & Date</u> DR 7/15/20</td></tr> <tr> <td>Approved by Finance Director:</td><td>_____</td></tr> <tr> <td>Approved by City Manager:</td><td>KC 7/17/20</td></tr> </table> Exhibits/Attachments: 1. Resolution 20-345 2. Proclamation & Issuance of Emergency Rule 20-04.3 3. Resolution 20-346 4. Resolution 20-347	Approved by City Attorney:	<u>Initial & Date</u> DR 7/15/20	Approved by Finance Director:	_____	Approved by City Manager:	KC 7/17/20
Approved by City Attorney:	<u>Initial & Date</u> DR 7/15/20						
Approved by Finance Director:	_____						
Approved by City Manager:	KC 7/17/20						
<u>INFORMATION/BACKGROUND:</u> Attached Resolutions and Proclamations have been prepared for your adoption: 1. Resolution 20-345: Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 To Extend Temporary Moratorium on Residential Tenant Evictions. Deadline to coincide with Governor's Proclamation 20-19 (Residential Eviction Prohibition). 2. Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy. Because it is a local rule, the deadline is when the City Manager determines emergency declared under Proclamation 20-01 to be over. 3. Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements. Same deadline as above to give local control over deadline. 4. Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 To Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions. Deadline to coincide with Governor's Proclamation 20-19 (Residential Evictions).							

CITY OF KENMORE
WASHINGTON

RESOLUTION NO. 20-345

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, RATIFYING AND ADOPTING
PROCLAMATION AND EMERGENCY RULE 20-03.4 TO
EXTEND TEMPORARY MORATORIUM ON
RESIDENTIAL TENANT EVICTIONS**

WHEREAS, Art. XI, Sec. 11 of the Washington State Constitution grants the City broad police powers to “make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”, including during public health emergencies and disasters; and

WHEREAS, RCW 38.52.070 establishes emergency and disaster response powers, and authorizes the City to, among other things, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster; and

WHEREAS, pursuant to KMC 8.30.060.A, the City Manager has the authority to “make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster”; and

WHEREAS, in the exercise of such authority, on March 5, 2020, the City Manager issued the City of Kenmore Proclamation 20-01, dated March 5, 2020, which proclaimed an emergency due to COVID-19, and also proclaimed that emergency operations under Chapter 8.30 of the Kenmore Municipal Code (KMC) and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same; and

WHEREAS, in the exercise of such authority, the City Manager also issued and executed Proclamation 20-03, which established a temporary moratorium on residential tenant evictions, and Proclamation 20-03.1, which clarified the proclamation and extended the moratorium to May 4, 2020, and Proclamation 20-03.2, which extended the moratorium to June 4, 2020, and Proclamation 20-03.3, which extended the moratorium to August 1, 2020; and

WHEREAS, on June 8, 2020 the City Council ratified Proclamation 20-03.3 and extended said moratorium to August 1, 2020; and

WHEREAS, on March 18, 2020, the Governor issued Proclamation 20-19, which temporarily prohibited residential evictions until April 17, 2020; and Proclamation 20-19.1, which extended the residential eviction prohibition until June 4, 2020, and Proclamation 20-19.2, which extended the residential eviction prohibition until August 1, 2020, and it is anticipated that the Governor will soon extend Proclamation 20-19 beyond August 1st; and

WHEREAS, to be consistent with the anticipated extension of the Governor's Proclamation 20-19, the City Manager issued Kenmore Proclamation 20-03.4 to extend the moratorium duration to coincide with future extensions of the Governor's Proclamation 20-19 and the residential eviction prohibition; and

WHEREAS, the City Council finds that ability to self-isolate at home during this COVID-19 emergency is critical to containing, mitigating and slowing the transmission of COVID-19, and that residential tenant evictions severely undermine state and local emergency COVID-19 response efforts; and

WHEREAS, in light of the COVID19 emergency and threat to health, safety and public welfare, the City Council wishes to ratify and adopt Proclamation 20-03.4, and the acts of City departments and staff that have been and will be taken in connection with such emergency rule; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES RESOLVE

Section 1. Findings. The recitals set forth above, and as set forth in Proclamation 20-03, 20-03.1, 20-03.2, 20-03.3 are hereby incorporated by reference as support for this Resolution.

Section 2. Ratification & Adoption.

- A. The City Council hereby ratifies, confirms, and adopts Proclamation 20-03.4, "Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-03.4: Temporary Moratorium on Residential Tenant Evictions", attached hereto and incorporated by reference.
- B. Any and all acts undertaken by City departments and staff consistent with Proclamation 20-03.4 are ratified and authorized until such time as such proclamation has been rescinded or otherwise terminated by the City Manager or City Council.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 27th DAY OF July 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

City of Kenmore

Proclamation & Issuance of Emergency Rule 20-03.4: Amending Temporary Moratorium on Residential Tenant Evictions

WHEREAS, the outbreak of the novel coronavirus (COVID-19), and its rapid progression in Washington state continues to threaten the life and health of its people as well as the economy of the state, and remains a public disaster affecting life, health, property or the public peace; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed a State of Emergency due to COVID-19; and

WHEREAS, on March 5, 2020, the City Manager issued the *City of Kenmore Proclamation*, dated March 5, 2020, which proclaimed an emergency due to COVID-19, and also proclaimed that emergency operations under Chapter 8.30 of the Kenmore Municipal Code (KMC) and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same; and

WHEREAS, on March 11, 2020, the World Health Organization classified the global spread of COVID-19 as a pandemic, and urged all governments to take action now to stem the spread of the disease; and

WHEREAS, on March 11, 2020, the Governor issued the “*Proclamation By The Governor Amending Proclamations 20-05, 20-06 And 20-07, 20-08*”, dated March 11, 2020 (Proclamation 20-08), which found that COVID-19 spreads easily from person to person and may result in serious illness or death, and continues to spread in the state with cases expected to double every five to seven days, without any expectation of ending soon; and

WHEREAS, the Governor’s Proclamation 20-08 also identified stringent social distancing as necessary to curtail and limit the opportunities for disease transmission, and prohibited: 1) private and public schools from in-person educational, recreational and other programs; and 2) gatherings of 250 people or more until April 24, 2020, unless extended beyond that date; and

WHEREAS, on March 11, 2020, the Local Health Officer for Public Health – Seattle & King County issued the *Local Health Officer Order*, dated March 11, 2020, which limited public events of fewer than 250 people, except under certain circumstances, with the intent to mitigate and slow the spread of COVID-19 in the community; and

WHEREAS, on March 11 the Centers for Disease Control and Prevention (CDC) issued *CDC's Recommendations for the next 30 days of Mitigation Strategies for Seattle-King, Pierce, and Snohomish Counties based on current situation with widespread COVID-19 transmission and affected health care facilities*, dated March 11, 2020, which recommends "extensive community mitigation activities" to slow the spread of, and minimize morbidity and mortality caused by, COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency due to the COVID-19 pandemic; and

WHEREAS, on March 15, the Governor expanded protections against COVID-19, and ordered a temporary closure of all restaurants, bars and entertainment and recreational facilities; and

WHEREAS, on March 18, 2020, the Governor issued Proclamation 20-19, which temporarily prohibited residential evictions until April 17, 2020; and on April 16, 2020, the Governor issued Proclamation 20-19.1, which amended Proclamation 20-19 by extending the residential eviction prohibition until June 4, 2020, and

WHEREAS, on March 23, 2020, the Governor issued Proclamation 20-25, "Stay Home – Stay Healthy" which require all non-essential workers to stay home until April 8, 2020, which the Governor extended to 11:59 p.m. on May 4, 2020 under Proclamation 20-25.1; and

WHEREAS, federal, state and local proclamations, recommendations and orders have the intended purpose of containing, mitigating and slowing the transmission of COVID-19, and include, among other things, social distancing measures, such as, limiting public events and recommending that individuals stay at home to reduce exposure to and transmission of COVID-19; and

WHEREAS, COVID-19 has severely impacted the local economy, resulting in thousands of employees working from home, the cancellation of numerous public events, significant reductions in tourism and demand at restaurants, coffee shops, and other local businesses, increased employee lay-offs, and reduction in work-hours; and

WHEREAS, the social distancing and self-isolation mitigation measure needed to slow the spread of COVID-19 will likely result in continued reductions in employment and household income, thereby leaving large numbers of residential tenants unable to pay rent and increasing the risk of eviction; and

WHEREAS, the Rental Housing Association of Washington posted an announcement acknowledging that King County is experiencing the highest rate of COVID-19 illness in the country, and stating that the rental housing industry recommends a 30-day hold on writs of restitution for King County, which would

prevent physical evictions of local citizens during the emergency period; and

WHEREAS, the economic impacts of COVID-19 have increased the risk of residential tenant evictions due to loss of income and/or employment, however, residential evictions would dramatically undermine the containment and mitigation measures needed to slow the transmission of COVID-19; and

WHEREAS, residential tenant evictions would negate the ability of tenants to self-isolate, would increase their risk of contracting and/or spreading COVID-19, and would put them, and high-risk individuals (older adults and individuals with underlying medical conditions), at greater risk from COVID-19; and

WHEREAS, the City Manager finds that ability to self-isolate at home during this COVID-19 emergency is critical to containing, mitigating and slowing the transmission of COVID-19, and that residential tenant evictions severely undermine state and local emergency COVID-19 response efforts; and

WHEREAS, RCW 38.52.070 establishes emergency and disaster response powers, and authorizes the City to, among other things, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster; and

WHEREAS, under the emergency powers authorized under KMC 8.30.060.A, the City Manager is empowered to “make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster”; and

WHEREAS, Art. XI, Sec. 11 of the Washington State Constitution gives the City broad police powers to “make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”; and

WHEREAS, the City Manager issued Proclamation 20-03, which established a temporary moratorium on residential tenant evictions, and the moratorium was extended to May 4, 2020, under Proclamation 20-03.1, and extended to June 4, 2020 under Proclamation 20-03.2, and extended to August 1st under Proclamation 20-03.3; and

WHEREAS, on June 2, 2020, the Governor issued Proclamation 20-19.2 which amended Proclamation 20-19 by extending residential eviction prohibition until August 1, 2020, and it is anticipated that Proclamation will be extended again beyond August 1st; and

WHEREAS, to be consistent with the anticipated extension of the Governor's Proclamation 20-19, the City Manager desires to amend Kenmore Proclamation 20-03 to extend its duration to coincide with any future extensions of the Governor's Proclamation 20-19;

NOW, THEREFORE, THE CITY MANAGER OF THE CITY OF KENMORE, WASHINGTON, HEREBY PROCLAIMS, MAKES, AND ISSUES AN EMERGENCY COVID-19 RULE AS FOLLOWS:

1. Recitals. The recitals set forth above, which are incorporated herein by reference, are adopted as findings in support of the emergency rule established by this proclamation.
2. Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-03 Temporary Moratorium on Residential Tenant Evictions: The City Manager hereby amends Emergency Rule 20-03, as amended by Emergency Rule 20.03.1, 20-03.2, and 20-03.3 as set forth on Exhibit 1, "Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-03.4: Temporary Moratorium on Residential Tenant Evictions", attached hereto and incorporated by reference. All other provisions of Proclamation 20-03 and 20-03.1 shall remain in full force and effect.
3. Effective date & Duration. This proclamation and emergency rule shall be in full force and effect upon signature of the City Manager and its duration shall extend and be consistent with any extension of the Governor's Proclamation 20-19. The emergency rule shall be ratified by the City Council at the earliest practicable time.

Dated this ____ day of July, 2020.

Signed _____
Rob Karlinsey, City Manager

Attested _____
Kelly Chelin, City Clerk



Exhibit 1

**Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-03.3:
Temporary Moratorium on Residential Tenant Evictions**

1. PURPOSE:

A. The purpose of this Rule is to protect the health and safety of persons, provide emergency assistance to the victims of the COVID 19 emergency and establish procedures relating to mitigation of the pandemic illness and public health emergency currently taking place, which pose a continuing risk to the health and safety of staff and the community at large.

B. The purpose of this Rule is also to implement a containment and mitigation tool for the protection of the Kenmore community, by imposing a temporary moratorium on residential tenant evictions, and therefore reducing exposure to and transmission of COVID-19.

2. SCOPE: The temporary moratorium imposed under this Rule applies to all tenant evictions from residential dwelling units within the City's boundaries.

3. DEFINITIONS:

A. "City" means the City of Kenmore.

B. "Eviction" or "evictions" mean any and all acts or conduct taken by a landlord or owner to expel or cause a tenant to vacate a residential dwelling unit within the City.

C. "Landlord" means the owner, lessor, or sub-lessor of a residential dwelling unit or property of which it is a part, and in addition means any person designated as representative of the owner, lessor, or sub-lessor, but not limited to an agent, a resident manager, or designated property manager.

D. "Moratorium" means the prohibition, delay and/or suspension of an activity.

E. "Owner" means one or more persons, jointly or severally, in whom is vested: a) all or any part of the legal title to property containing a residential dwelling unit; or b) all or part of the beneficial ownership, and a right to present use and enjoyment of the property containing a residential dwelling unit.

- F. “Rental Agreement” means all agreements which establish or modify terms, conditions, rules, regulations, or any other provisions concerning the use and occupancy of a residential dwelling unit.
- G. “Rental Premises” means a residential dwelling unit, appurtenances thereto, grounds, and facilities held out for the use of tenants generally and any other area or facility which is held out for use by the tenant.
- H. “Residential Dwelling Unit” means a residential structure or that part of a residential structure which is used as a home, residence, or sleeping place by one person or by two or more persons maintaining a common household, including, but not limited to, single-family residences and units of multiplexes, apartment buildings, and mobile homes.
- I. “Tenant” means any person who is entitled to occupy a residential dwelling unit primarily for living and dwelling purposes under a rental agreement.

4. REFERENCES:

- A. Art. XI, Sec. 11 of the Washington State Constitution
- B. Chapter 7.05 RCW – Local Health Departments
- C. Chapter 7.08 RCW – Combined City-County Health Departments
- D. Chapter 70.26 RCW – Pandemic Influenza Preparedness
- E. RCW 38.52.070 – Emergency Powers
- F. Chapter 8.30 KMC – Emergency Operations Plan
- G. City of Kenmore Comprehensive Emergency Management Plan
- H. Washington Department of Health: doh.wa.gov
- I. Public Health – Seattle & King County: www.kingcounty.gov/depts/health.aspx
- J. *City of Kenmore Proclamation*, dated March 5, 2020
- K. *Proclamation By The Governor Amending Proclamations 20-05, 20-06 And 20-07, 20-08*, dated March 11, 2020
- L. *Proclamation By The Governor 20-05 - 20-19*, dated March 18, 2020;
- M. *Proclamation by the Governor 20-05, 20-19.1*, dated April 16, 2020
- N. Public Health – Seattle & King County, *Local Health Officer Order*, dated March 11, 2020
- O. *CDC’s Recommendations for the next 30 days of Mitigation Strategies for Seattle-King, Pierce, and Snohomish Counties based on current situation with widespread COVID-19 transmission and affected health care facilities*, dated March 11, 2020

5. EMERGENCY RULE - TEMPORARY MORATORIUM IMPOSED:

- A. There is hereby adopted and imposed a temporary moratorium on all tenant evictions of residential dwelling units within the City by landlords and/or owners of said residential dwelling units for the time period set forth in Section 7 of this Rule.
- B. A landlord or owner of a residential housing unit shall not issue a notice of termination or initiate an eviction action or otherwise act to evict a tenant during this temporary moratorium. Further, no late fees or other charges due to late payment of rent shall accrue during the moratorium.
- C. For any pending residential tenant eviction, it shall be a defense that the eviction of the tenant would occur during the moratorium. Given the public health

emergency and public safety issues, a court may grant a continuance for future hearing date in order for the eviction action to be heard after the moratorium.

6. EXCEPTION TO MORATORIUM: The temporary moratorium imposed under Section 5 of this Rule shall not apply to evictions relating to the protection of life and safety, including, but not limited to circumstances where a tenant threatens another tenant or other person(s) with a firearm or other deadly weapon, or some other unlawful use of a firearm or other deadly weapon on the rental premises, for physically assaulting or placing another person in immediate physical danger on the rental premises; or evictions issued for waste, nuisance or commission of a crime on the rental premises.
7. DURATION: The temporary moratorium imposed in Section 5 of this Rule shall be in full force and effect upon signature of the City Manager, and ratification by the City Council, and its duration shall extend and be consistent with all future extensions of the Governor's Proclamation 20-19~~shall not expire until 11:59 p.m. on August 1, 2020~~. Provided, however, the City Manager shall have the authority, in his discretion, to extend the temporary moratorium for additional time periods based on public health necessity.

Dated this ___ day of July, 2020:

Signed _____
Rob Karlinsey, City Manager

Attested _____
Kelly Chelin, City Clerk



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: 1. Resolution 20-345 Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 To Extend Temporary Moratorium on Residential Tenant Evictions; 2. Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy 3. Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements 4. Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 To Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions	For Council Meeting Agenda of July 27, 2020 Department: City Manager's Office Prepared by: Kelly Chelin, City Clerk for Rob Karlinsey, City Manager <table> <tr> <td>Approved by City Attorney:</td><td><u>Initial & Date</u> DR 7/15/20</td></tr> <tr> <td>Approved by Finance Director:</td><td>_____</td></tr> <tr> <td>Approved by City Manager:</td><td>KC 7/17/20</td></tr> </table> Exhibits/Attachments: 1. Resolution 20-345 2. Proclamation & Issuance of Emergency Rule 20-04.3 3. Resolution 20-346 4. Resolution 20-347	Approved by City Attorney:	<u>Initial & Date</u> DR 7/15/20	Approved by Finance Director:	_____	Approved by City Manager:	KC 7/17/20
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City of Kenmore

Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy

WHEREAS, the outbreak of the novel coronavirus (COVID-19), and its rapid progression in Washington state continues to threaten the life and health of its people as well as the economy of the state, and remains a public disaster affecting life, health, property or the public peace; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed a State of Emergency due to COVID-19; and

WHEREAS, on March 5, 2020, the City Manager issued the *City of Kenmore Proclamation*, dated March 5, 2020, which proclaimed an emergency due to COVID-19, and also proclaimed that emergency operations under Chapter 8.30 of the Kenmore Municipal Code (KMC) and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same; and

WHEREAS, on March 11, 2020, the World Health Organization classified the global spread of COVID-19 as a pandemic, and urged all governments to take action now to stem the spread of the disease; and

WHEREAS, on March 11, 2020, the Governor issued the “*Proclamation By The Governor Amending Proclamations 20-05, 20-06 And 20-07, 20-08*”, dated March 11, 2020 (Proclamation 20-08), which found that COVID-19 spreads easily from person to person and may result in serious illness or death, and continues to spread in the state with cases expected to double every five to seven days, without any expectation of ending soon; and

WHEREAS, the Governor’s Proclamation 20-08 also identified stringent social distancing as necessary to curtail and limit the opportunities for disease transmission, and prohibited: 1) private and public schools from in-person educational, recreational and other programs; and 2) gatherings of 250 people or more until April 24, 2020, unless extended beyond that date; and

WHEREAS, on March 11, 2020, the Local Health Officer for Public Health – Seattle & King County issued the *Local Health Officer Order*, dated March 11, 2020, which limited public events of fewer than 250 people, except under certain circumstances, with the intent to mitigate and slow the spread of COVID-19 in the community; and

WHEREAS, on March 11 the Centers for Disease Control and Prevention (CDC) issued *CDC's Recommendations for the next 30 days of Mitigation Strategies for Seattle-King, Pierce, and Snohomish Counties based on current situation with widespread COVID-19 transmission and affected health care facilities*, dated March 11, 2020, which recommends "extensive community mitigation activities" to slow the spread of, and minimize morbidity and mortality caused by, COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency due to the COVID-19 pandemic, and on March 29, 2020, the President extended federal social distancing guidance through the month of April, 2020; and

WHEREAS, on March 15, the Governor expanded protections against COVID-19, and ordered a temporary closure of all restaurants, bars and entertainment and recreational facilities; and

WHEREAS, on March 18, 2020, the Governor issued Proclamation 20-19, which temporarily prohibited residential evictions until April 17, 2020; and on April 16, 2020, the Governor issued Proclamation 20-19.1, which amended Proclamation 20-19 by extending the residential eviction prohibition until June 4, 2020, and

WHEREAS, on March 23, 2020, the Governor issued Proclamation 20-25, "Stay Home – Stay Healthy" which ordered all residents to stay home and non-essential businesses and projects to close until April 8, 2020, and then under Proclamation 20-25.1, the Governor extended the Stay-Home Stay-Safe order to May 4, 2020; and

WHEREAS, on March 24, 2020, the Governor issued Proclamation 20-28, which waived and suspended until midnight on April 23, 2020, certain portions of the Public Records Act and Open Public Meetings Act that required in-person settings or activities, which is anticipated to be extended to be consistent with Proclamation 20-25.1; and

WHEREAS, to mitigate and reduce the transmission of COVID-19 when buying groceries or other necessary items, it is vital to allow retail establishments to provide paper or plastic bags to customers, and to limit the use of reusable bags from homes, which could increase risk of transmission; and

WHEREAS, RCW 38.52.070 establishes emergency and disaster response powers, and authorizes the City to, among other things, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster; and

WHEREAS, under the emergency powers authorized under KMC 8.30.060.A, the City Manager is empowered to "make and issue rules and regulations on matters

reasonably related to the protection of life and property as affected by such disaster”; and

WHEREAS, on March 23, 2020 the City Manager issued Proclamation 20-04 Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy (Proclamation 20-04) to provide greater protection to workers in food and retail industries that provide essential services to the public, by temporarily suspending the regulations adopted under Chapter 8.50 NMC, “Plastic Bag Policy”; and

WHEREAS, the City Manager extended Proclamation 20-02 to August 1 under Proclamation 20-04.2, and desires to extend the same during this continued emergency;

NOW, THEREFORE, THE CITY MANAGER OF THE CITY OF KENMORE, WASHINGTON, HEREBY PROCLAIMS, MAKES, AND ISSUES AN EMERGENCY COVID-19 RULE AS FOLLOWS:

1. Recitals. The recitals set forth above, which are incorporated herein by reference, are adopted as findings in support of the emergency rule established by this proclamation.
2. Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-04: Suspension of KMC, Plastic Bag Policy: The City Manager hereby amends Section 3, “Effective Date” of Emergency Rule No.20-04, as amended by Emergency Rules 20-04.1 and 20-04.2, to read as follows:
 3. Effective date & Duration. This proclamation and emergency rule shall be in full force and effect upon signature of the City Manager, and shall expire ~~at 11:59 p.m. on August 1, 2020, when unless~~ the City Manager determines the emergency declared under Proclamation 20-01 is over and that this emergency rule an extension is no longer necessary for public health. The emergency rule shall be ratified by the City Council at the earliest practicable time.

All other provisions of Proclamation 20-04 shall remain in full force and effect.

Dated this ___ day of July, 2020.

Signed _____
Rob Karlinsey, City Manager

Attested _____
Kelly Chelin, City Clerk



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: 1. Resolution 20-345 Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 To Extend Temporary Moratorium on Residential Tenant Evictions; 2. Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy 3. Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements 4. Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 To Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions	For Council Meeting Agenda of July 27, 2020 Department: City Manager's Office Prepared by: Kelly Chelin, City Clerk for Rob Karlinsey, City Manager <table> <tr> <td>Approved by City Attorney:</td><td><u>Initial & Date</u> DR 7/15/20</td></tr> <tr> <td>Approved by Finance Director:</td><td>_____</td></tr> <tr> <td>Approved by City Manager:</td><td>KC 7/17/20</td></tr> </table> Exhibits/Attachments: 1. Resolution 20-345 2. Proclamation & Issuance of Emergency Rule 20-04.3 3. Resolution 20-346 4. Resolution 20-347	Approved by City Attorney:	<u>Initial & Date</u> DR 7/15/20	Approved by Finance Director:	_____	Approved by City Manager:	KC 7/17/20
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CITY OF KENMORE
WASHINGTON

RESOLUTION NO. 20-346

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, RATIFYING CITY MANAGER
PROCLAMATION AND ISSUANCE OF EMERGENCY
RULE 20-05.2: TEMPORARY SUSPENSION OF CITY IN-
PERSON RULES AND REQUIREMENTS**

WHEREAS, Art. XI, Sec. 11 of the Washington State Constitution grants the City broad police powers to “make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”, including during public health emergencies and disasters; and

WHEREAS, RCW 38.52.070 establishes emergency and disaster response powers, and authorizes the City to, among other things, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster; and

WHEREAS, pursuant to KMC 8.30.060.A, the City Manager has the authority to “make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster”; and

WHEREAS, in the exercise of such authority, on March 5, 2020, the City Manager issued the City of Kenmore Proclamation 20-01, dated March 5, 2020, which proclaimed an emergency due to COVID-19, and also proclaimed that emergency operations under Chapter 8.30 of the Kenmore Municipal Code (KMC) and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same; and

WHEREAS, in the exercise of such authority, the City Manager also issued and executed Proclamation 20-05, which suspended City “in-person” rules, requirements and procedures during this emergency; and

WHEREAS, on June 3, 2020, the City Manager issued and executed Proclamation 20-05.1, which extended said proclamation to August 1, 2020; and

WHEREAS, the City Council finds that in order to provide greater protection to the public and City staff, that all City rules, regulations, and policies that require in-person attendance at meetings or in-person submittals should be temporarily suspended, and that the emergency rule is intended to contain, mitigate and reduce the exposure and transmission of COVID-19 in the Kenmore community and public at large; and

WHEREAS, in light of the COVID19 emergency and threat to health, safety and public welfare, the City Council wishes to extend Proclamation 20-05 by ratifying and adopting Proclamation 20-05.2, and the acts of City departments and staff that have been and will be taken in connection with such emergency rule; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES RESOLVE:

Section 1. Findings. The recitals set forth above, and as set forth in Proclamations 20-05 and 20-05.1, are hereby incorporated by reference as support for this Resolution.

Section 2. Ratification & Adoption.

- A. The City Council hereby ratifies “COVID-19 Pandemic and Public Health Emergency Rule 20-05.2: Suspension of In-Person Rules, Regulations and Policies”, as set forth in Exhibit 1, attached hereto and incorporated by reference.
- B. Any and all acts of City departments and staff that have been and will be taken in connection with Proclamation 20-05.2 are ratified and authorized until such time as such proclamation has been rescinded or otherwise terminated by the City Manager or City Council.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 27th DAY OF JULY 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

City of Kenmore

Proclamation & Issuance of Emergency Rule 20-05.2: Amendment: Temporary Suspension of City In-Person Rules and Requirements

WHEREAS, the outbreak of the novel coronavirus (COVID-19), and its rapid progression in Washington state continues to threaten the life and health of its people as well as the economy of the state, and remains a public disaster affecting life, health, property or the public peace; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed a State of Emergency due to COVID-19; and

WHEREAS, on March 5, 2020, the City Manager issued the City of Kenmore Proclamation, dated March 5, 2020, which proclaimed an emergency due to COVID-19, and also proclaimed that emergency operations under Chapter 8.30 of the Kenmore Municipal Code (KMC) and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same; and

WHEREAS, on March 11, 2020, the World Health Organization classified the global spread of COVID-19 as a pandemic, and urged all governments to take action now to stem the spread of the disease; and

WHEREAS, on March 11, 2020, the Governor issued the "*Proclamation By The Governor Amending Proclamations 20-05, 20-06 And 20-07, 20-08*", dated March 11, 2020 (Proclamation 20-08), which found that COVID-19 spreads easily from person to person and may result in serious illness or death, and continues to spread in the state with cases expected to double every five to seven days, without any expectation of ending soon; and

WHEREAS, the Governor's Proclamation 20-08 also identified stringent social distancing as necessary to curtail and limit the opportunities for disease transmission, and prohibited: 1) private and public schools from in-person educational, recreational and other programs; and 2) gatherings of 250 people or more until April 24, 2020, unless extended beyond that date; and

WHEREAS, on March 11, 2020, the Local Health Officer for Public Health – Seattle & King County issued the *Local Health Officer Order*, dated March 11, 2020, which limited public events of fewer than 250 people, except under certain circumstances, with the intent to mitigate and slow the spread of COVID-19 in the community; and

WHEREAS, on March 11 the Centers for Disease Control and Prevention (CDC) issued *CDC's Recommendations for the next 30 days of Mitigation Strategies for Seattle-King, Pierce, and Snohomish Counties based on current situation with widespread COVID-19 transmission and affected health care facilities*, dated March 11, 2020, which recommends "extensive community mitigation activities" to slow the spread of, and minimize morbidity and mortality caused by, COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency due to the COVID-19 pandemic, and on March 29, 2020, the President extended federal social distancing guidance through the month of April, 2020; and

WHEREAS, on March 18, 2020, the Governor issued Proclamation 20-19, which temporarily prohibited residential evictions until April 17, 2020, and which has been extended by amendment to August 1, 2020; and

WHEREAS, on March 23, 2020, the Governor issued Proclamation 20-25, "Stay Home – Stay Healthy" which ordered all residents to stay home and non-essential businesses and projects to close until April 8, 2020, and then under Proclamation 20-25.1, the Governor extended the Stay-Home Stay-Safe order to May 4, 2020; and

WHEREAS, the Governor issued Proclamations 20-25.4 through 20-25.6, "*Safe Start – Stay Healthy*" *County-by-County Phased Reopening*, where the Governor phased reopening of counties as established under 20.25.4, and the Proclamation has been extended to August 6, 2020, and is anticipated to be extended beyond August 6th; and

WHEREAS, on March 24, 2020, the Governor issued Proclamation 20-28, which waived and suspended until midnight on April 23, 2020, certain portions of the Public Records Act and Open Public Meetings Act that required in-person settings or activities, and which has been amended to prohibit in-person meetings and extended until August 1, 2020; and

WHEREAS, on June 24, 2020, the Secretary of Health issued Order 20-03, requiring all individuals in Washington state to wear a face covering that covers their nose and mouth when in any indoor or outdoor public setting, except under certain circumstances; and

WHEREAS, federal, state and local proclamations, recommendations and orders have the intended purpose of containing, mitigating and slowing the transmission of COVID-19, and include, among other things, social distancing measures, such as, limiting public events and recommending that individuals stay at home to reduce exposure to and transmission of COVID-19; and

WHEREAS, RCW 38.52.070 establishes emergency and disaster response powers, and authorizes the City to, among other things, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster; and

WHEREAS, under the emergency powers authorized under KMC 8.30.060.A, the City Manager is empowered to “make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster”; and

WHEREAS, the City Manager finds that in order to provide greater protection to the public and City staff, that all City rules, regulations, and policies that require in-person attendance at meetings or other occasions, or in-person submittals should be temporarily suspended; and

WHEREAS, the City Manager also finds that suspending said rules, regulations and policies is reasonably related to the protection of life, health and property, and is intended to contain, mitigate and reduce the exposure and transmission of COVID-19 in the Kenmore community and public at large; and

WHEREAS, the City Manager issued Proclamation 20.05 imposing a temporary suspension of in-person rules, which the City Council ratified, and extended to August 1, 2020, under Proclamation 20-05.1, and desires to extend the same;

NOW, THEREFORE, THE CITY MANAGER OF THE CITY OF KENMORE, WASHINGTON, HEREBY PROCLAIMS, MAKES, AND ISSUES AN EMERGENCY COVID-19 RULE AS FOLLOWS:

1. Recitals. The recitals set forth above, which are incorporated herein by reference, are adopted as findings in support of the emergency rule established by this proclamation.
2. Amendment. The City Manager amends Section 4 of the “Covid-19 Pandemic and Public Health Emergency Rule: Suspension of In-Person Rules, Regulations & Policies” as follows:

4. Effective date. This proclamation and emergency rule shall be in full force and effect upon signature of the City Manager ~~until 11:59 p.m. on August 1, 2020, and shall expire when unless~~ the City Manager determines the emergency declared under Proclamation 20-01 is over and that this emergency rule an extension is no longer necessary for public health. The emergency rule shall be ratified by the City Council at the earliest practicable time.

All other provisions of Proclamation 20-05 shall remain in full force and effect.

3. Effective date. This proclamation and emergency rule shall be in full force and effect upon signature of the City Manager, and shall expire when the City Manager determines the emergency declared under Proclamation 20-01 is over and that this emergency rule is no longer necessary for public health. The emergency rule shall be ratified by the City Council at the earliest practicable time.

Dated this ___ day of July, 2020.

Signed _____
Rob Karlinsey, City Manager

Attested _____
Kelly Chelin, City Clerk



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: 1. Resolution 20-345 Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 To Extend Temporary Moratorium on Residential Tenant Evictions; 2. Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy 3. Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements 4. Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 To Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions	For Council Meeting Agenda of July 27, 2020 Department: City Manager's Office Prepared by: Kelly Chelin, City Clerk for Rob Karlinsey, City Manager <table> <tr> <td>Approved by City Attorney:</td><td><u>Initial & Date</u> DR 7/15/20</td></tr> <tr> <td>Approved by Finance Director:</td><td>_____</td></tr> <tr> <td>Approved by City Manager:</td><td>KC 7/17/20</td></tr> </table> Exhibits/Attachments: 1. Resolution 20-345 2. Proclamation & Issuance of Emergency Rule 20-04.3 3. Resolution 20-346 4. Resolution 20-347	Approved by City Attorney:	<u>Initial & Date</u> DR 7/15/20	Approved by Finance Director:	_____	Approved by City Manager:	KC 7/17/20
Approved by City Attorney:	<u>Initial & Date</u> DR 7/15/20						
Approved by Finance Director:	_____						
Approved by City Manager:	KC 7/17/20						
<u>INFORMATION/BACKGROUND:</u> Attached Resolutions and Proclamations have been prepared for your adoption: 1. Resolution 20-345: Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 To Extend Temporary Moratorium on Residential Tenant Evictions. Deadline to coincide with Governor's Proclamation 20-19 (Residential Eviction Prohibition). 2. Proclamation & Issuance of Emergency Rule 20-04.3: AMENDED: Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy. Because it is a local rule, the deadline is when the City Manager determines emergency declared under Proclamation 20-01 to be over. 3. Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements. Same deadline as above to give local control over deadline. 4. Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 To Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions. Deadline to coincide with Governor's Proclamation 20-19 (Residential Evictions).							

CITY OF KENMORE
WASHINGTON

RESOLUTION NO. 20-347

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, RATIFYING AND ADOPTING
PROCLAMATION AND EMERGENCY RULE 20-06.3 TO
EXTEND TEMPORARY MORATORIUM ON SMALL
BUSINESS/NONPROFIT TENANT EVICTIONS**

WHEREAS, Art. XI, Sec. 11 of the Washington State Constitution grants the City broad police powers to “make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”, including during public health emergencies and disasters; and

WHEREAS, RCW 38.52.070 establishes emergency and disaster response powers, and authorizes the City to, among other things, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster; and

WHEREAS, pursuant to KMC 8.30.060.A, the City Manager has the authority to “make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster”; and

WHEREAS, in the exercise of such authority, on March 5, 2020, the City Manager issued the City of Kenmore Proclamation 20-01, dated March 5, 2020, which proclaimed an emergency due to COVID-19, and also proclaimed that emergency operations under Chapter 8.30 of the Kenmore Municipal Code (KMC) and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same; and

WHEREAS, on March 18, 2020, the Governor issued Proclamation 20-19, which temporarily prohibited residential evictions until April 17, 2020; and on April 16, 2020, the Governor issued Proclamation 20-19.1, which amended Proclamation 20-19 by extending the residential eviction prohibition until June 4, 2020, and

WHEREAS, the City Manager issued Proclamation 20-06, which established a temporary moratorium on small business/nonprofit evictions for non-payment of rent until May 4, 2020, which was extended to June 4, 2020 under Proclamation 20-06.1; and

WHEREAS, on June 2, 2020, the Governor issued Proclamation 20-19.2 which amended Proclamation 20-19 by extending residential eviction prohibition until August 1, 2020, and it is anticipated that the Governor will soon extend Proclamation 20-19 beyond August 1st; and

WHEREAS, to be consistent with the Governor’s Proclamation 20-19.2, the City Manager issued Proclamation 20-06.2 to extend its duration to August 1, 2020, and to be consistent with the anticipated extension of the Governor’s Proclamation 20-19, the City Manager

issued Kenmore Proclamation 20-06.3 to extend the moratorium duration to coincide with future extensions of the Governor's Proclamation 20-19; and

WHEREAS, the City Council finds that a temporary moratorium on small business and nonprofit tenant evictions during the COVID19 outbreak will protect public health, safety, and welfare by providing small businesses with stable locations from which to operate during and immediately after the public health emergency, thus reducing the number of small businesses declaring bankruptcy and closing during the economic downturn caused by the public health emergency; and

WHEREAS, in light of the COVID19 emergency and threat to health, safety and public welfare, the City Council wishes to ratify and adopt Proclamation 20-06.3, and the acts of City departments and staff that have been and will be taken in connection with such emergency rule; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES RESOLVE

Section 1. Findings. The recitals set forth above, and as set forth in Proclamation 20-06, 20-06.1, and 20-06.2, are hereby incorporated by reference as support for this Resolution.

Section 2. Ratification & Adoption.

- A. The City Council hereby ratifies, confirms, and adopts, "Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-06.3: Temporary Moratorium on Small Business/Nonprofit Tenant Evictions", as set forth in in Exhibit 1 to Proclamation 20-06.3, attached hereto and incorporated by reference.
- B. Any and all acts undertaken by City departments and staff consistent with Proclamation 20-06.3, are ratified and authorized until such time as such proclamation has been rescinded or otherwise terminated by the City Manager or City Council.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 27th DAY OF JULY 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

City of Kenmore

Proclamation & Issuance of Emergency Rule 20-06.3: Amending Temporary Moratorium on Small Business/Non-Profit Tenant Evictions

WHEREAS, the outbreak of the novel coronavirus (COVID-19), and its rapid progression in Washington state continues to threaten the life and health of its people as well as the economy of the state, and remains a public disaster affecting life, health, property or the public peace; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed a State of Emergency due to COVID-19; and

WHEREAS, on March 5, 2020, the City Manager issued the *City of Kenmore Proclamation 20-01*, dated March 5, 2020, which proclaimed an emergency due to COVID-19, and also proclaimed that emergency operations under Chapter 8.30 of the Kenmore Municipal Code (KMC) and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same; and

WHEREAS, on March 11, 2020, the World Health Organization classified the global spread of COVID-19 as a pandemic, and urged all governments to take action now to stem the spread of the disease; and

WHEREAS, on March 11, 2020, the Governor issued the “*Proclamation By The Governor Amending Proclamations 20-05, 20-06 And 20-07, 20-08*”, dated March 11, 2020 (Proclamation 20-08), which found that COVID-19 spreads easily from person to person and may result in serious illness or death, and continues to spread in the state with cases expected to double every five to seven days, without any expectation of ending soon; and

WHEREAS, Proclamation 20-08 also identified stringent social distancing as necessary to curtail and limit the opportunities for disease transmission, and prohibited: 1) private and public schools from in-person educational, recreational and other programs; and 2) gatherings of 250 people or more until April 24, 2020, unless extended beyond that date; and

WHEREAS, on March 11, 2020, the Local Health Officer for Public Health – Seattle & King County issued the *Local Health Officer Order*, dated March 11, 2020, which limited public events of fewer than 250 people, except under certain circumstances, with the intent to mitigate and slow the spread of COVID-19 in the community; and

WHEREAS, on March 11 the Centers for Disease Control and Prevention (CDC) issued *CDC's Recommendations for the next 30 days of Mitigation Strategies for Seattle-King, Pierce, and Snohomish Counties based on current situation with widespread COVID-19 transmission and affected health care facilities*, dated March 11, 2020, which recommends "extensive community mitigation activities" to slow the spread of, and minimize morbidity and mortality caused by, COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency due to the COVID-19 pandemic, and on March 29, 2020, the President extended federal social distancing guidance through the month of April, 2020; and

WHEREAS, on March 15, 2020, the Governor expanded protections against COVID-19, and ordered a temporary closure of all restaurants, bars and entertainment and recreational facilities; and

WHEREAS, on March 18, 2020, the Governor issued Proclamation 20-19, which temporarily prohibited residential evictions until April 17, 2020; and on April 16, 2020, the Governor issued Proclamation 20-19.1, which amended Proclamation 20-19 by extending the residential eviction prohibition until June 4, 2020, and

WHEREAS, on March 23, 2020, the Governor issued Proclamation 20-25, "Stay Home – Stay Healthy" which ordered all residents to stay home and non-essential businesses and projects to close until April 8, 2020, and then under Proclamation 20-25.1, the Governor extended the Stay-Home Stay-Safe order to May 4, 2020; and

WHEREAS, on June 2, 2020, the Governor issued Proclamation 20-19.2 which amended Proclamation 20-19 by extending residential eviction prohibition until August 1, 2020, and it is anticipated that the Governor will soon extend Proclamation 20-19 beyond August 1st; and

WHEREAS, COVID-19 has severely impacted the local economy, resulting in thousands of employees working from home, the cancellation of numerous public events, significant reductions in tourism and demand at restaurants, coffee shops, and other local businesses, increased employee lay-offs, and reduction in work-hours; and

WHEREAS, the social distancing and self-isolation mitigation measures needed to slow the spread of COVID-19 have caused numerous businesses and residents in the State and Kenmore to suffer significant financial loss, including loss of business income, layoffs and reduced hours for a significant segment of the workforce; and

WHEREAS, Art. XI, Sec. 11 of the Washington State Constitution grants the City

broad police powers to “make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”, including during public health emergencies and disasters; and

WHEREAS, RCW 38.52.070 establishes emergency and disaster response powers, and authorizes the City to, among other things, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster; and

WHEREAS, under the emergency powers authorized under KMC 8.30.060.A, the City Manager is empowered to “make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster”; and

WHEREAS, jurisdictions across the nation, including the cities of Seattle, Kirkland, and Edmonds have adopted eviction prevention measures to provide small business and nonprofit organization stabilization support during this unprecedented health emergency; and

WHEREAS, the City Manager finds that establishing a temporary moratorium on small business and nonprofit tenant evictions during the COVID19 outbreak will protect public health, safety, and welfare by providing small businesses with stable locations from which to operate during and immediately after the public health emergency, thus reducing the number of small businesses declaring bankruptcy and closing during the economic downturn caused by the public health emergency; and

WHEREAS, the City Manager issued Proclamation 20.06 imposing a temporary moratorium on small business/nonprofit tenant evictions due to non-payment of rent, which the City Council ratified, and extended the moratorium to August 1, 2020, under Proclamation 20-06.2, and

WHEREAS, the City Manager desires to extend the moratorium under Kenmore Proclamation 20-06 to be to be consistent with the anticipated extension of Governor’s Proclamation 20-19 and the residential eviction prohibition;

NOW, THEREFORE, THE CITY MANAGER OF THE CITY OF KENMORE, WASHINGTON, HEREBY PROCLAIMS, MAKES, AND ISSUES AN EMERGENCY COVID-19 RULE AS FOLLOWS:

1. Recitals. The recitals set forth above, which are incorporated herein by reference, are adopted as findings in support of the emergency rule established by this proclamation.
2. Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-06.3: Temporary Moratorium on Small Business/Nonprofit Tenant Evictions:

The City Manager hereby amends Proclamation 20-06, as set forth on Exhibit 1, "Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-06.3: Temporary Moratorium on Small Business/Nonprofit Tenant Evictions", attached hereto and incorporated by reference. All other provisions of Proclamation 20-06 shall remain in full force and effect.

3. Effective date & Duration. This proclamation and emergency rule shall be in full force and effect upon signature of the City Manager and its duration shall extend and be consistent with all future extensions of the Governor's Proclamation 20-19. The emergency rule shall be ratified by the City Council at the earliest practicable time.

Dated this ___ day of July, 2020.

Signed _____
Rob Karlinsey, City Manager

Attested _____
Kelly Chelin, City Clerk



Exhibit 1

**Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-06.3:
Temporary Moratorium on Small Business/Nonprofit Tenant Evictions**

1. PURPOSE:
 - A. The purpose of this Rule is to protect the health and safety of persons, provide emergency assistance to the victims of the COVID 19 emergency and establish procedures relating to mitigation of the pandemic illness and public health emergency currently taking place, which pose a continuing risk to the health and safety of staff and the community at large.
 - B. The purpose of this Rule is also to provide small businesses and nonprofits stabilization support during this unprecedented health emergency. A temporary moratorium on small business and nonprofit tenant evictions during the COVID19 outbreak will protect public health, safety, and welfare by providing small businesses with stable locations from which to operate during and immediately after the public health emergency, thus reducing the number of small businesses declaring bankruptcy and closing during the economic downturn caused by the public health emergency.
2. SCOPE: The temporary moratorium imposed under this Rule applies to all tenant evictions of small businesses or nonprofits within the City's boundaries.
3. DEFINITIONS:
 - A. "City" means the City of Kenmore.
 - B. "Eviction" or "evictions" mean any and all acts or conduct to expel or cause a small business or nonprofit tenant to vacate property for non-payment of rent.
 - C. "Moratorium" means the prohibition, delay and/or suspension of an activity.
 - D. "Nonprofit" shall mean an entity that: (1) is a "not for profit corporation" or "nonprofit corporation" under RCW 24.03.005(16) or is designated a "public benefit not for profit corporation" or "public benefit nonprofit corporation" under RCW 24.03.490 or 2) holds tax-exempt status under 26 U.S.C. Sec. 501(c)(3).

- E. “Small business” shall have the same meaning as in RCW 19.85.020(2), which is any business entity, including a sole proprietorship, corporation, partnership, or other legal entity, that is owned and operated independently from all other businesses, and that has fifty or fewer employees” per establishment or premises.

4. TEMPORARY MORATORIUM IMPOSED:

- A. There is hereby adopted, ordered and imposed a temporary moratorium on all tenant evictions of small businesses or nonprofits within the City for the non-payment of rent for the time period set forth in Section 7 of this Rule.
- B. During this moratorium, a landlord or owner of property shall endeavor to enter into a payment plan, discount to rent, or other agreement to assist the distressed small business or nonprofit in rent relief, including but not limited to, the deferred payment of rent, or other strategies to address the economic disruption caused by the COVID19 emergency.
- C. No late fees, interest, or other charges due to late payment of rent shall accrue during the moratorium.
- D. For any pending eviction action for the non-payment of rent, it shall be a defense to any eviction action that the eviction of a small business or nonprofit tenant would occur during the moratorium. Given the public health emergency and public safety issues, a court may grant a continuance for future hearing date in order for the eviction action to be heard after the moratorium.

5. EXCEPTION TO MORATORIUM: The temporary moratorium imposed under Section 4 of this Rule shall not apply to small business/nonprofit tenant evictions relating to the protection of life and safety, including, but not limited to circumstances where a tenant threatens another tenant or other person(s) with a firearm or other deadly weapon, or some other unlawful use of a firearm or other deadly weapon on the property, for physically assaulting or placing another person in immediate physical danger on the property, or evictions issued for waste, nuisance or commission of a crime on the property.

6. REFERENCES:

- A. Art. XI, Sec. 11 of the Washington State Constitution
- B. Chapter 7.05 RCW – Local Health Departments
- C. Chapter 7.08 RCW – Combined City-County Health Departments
- D. Chapter 70.26 RCW – Pandemic Influenza Preparedness
- E. RCW 38.52.070 – Emergency Powers
- F. Chapter 8.30 KMC – Emergency Operations Plan
- G. City of Kenmore Comprehensive Emergency Management Plan
- H. Washington Department of Health: doh.wa.gov
- I. Public Health – Seattle & King County: www.kingcounty.gov/depts/health.aspx
- J. *City of Kenmore Proclamation*, dated March 5, 2020
- K. *Proclamation By The Governor Amending Proclamations 20-05, 20-06 and 20-07 - 20-08*, dated March 11, 2020
- L. *Proclamation By The Governor 20-05 - 20-19*, dated March 18, 2020;
- M. *Proclamation by the Governor 20-05, 20-19.1*, dated April 16, 2020;
- N. *Proclamation By The Governor Amending Proclamations 20-05 - 20-25*, dated

March 23, 2020

- O. *Proclamation By The Governor Amending Proclamations 20-05 and 20-25 - 20-25.1*, dated April 2, 2020
- P. Public Health – Seattle & King County, *Local Health Officer Order*, dated March 11, 2020
- Q. *CDC’s Recommendations for the next 30 days of Mitigation Strategies for Seattle-King, Pierce, and Snohomish Counties based on current situation with widespread COVID-19 transmission and affected health care facilities*, dated March 11, 2020

7. DURATION: The temporary moratorium imposed in Section 4 of this Rule shall be in full force and effect upon signature of the City Manager, and ratification by the City Council, and its duration shall extend and be consistent with all future extensions of the Governor’s Proclamation 20-19. shall not expire until 11:59 p.m. on August 1, 2020. Provided, however, the City Manager shall have the authority, in his discretion, to extend the temporary moratorium for additional time periods based on public health necessity.

Dated this ____ day of July, 2020:

Signed _____
Rob Karlinsey, City Manager

Attested _____
Kelly Chelin, City Clerk



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Squire's Landing Park Waterfront & Natural Open Space Access Project -Amendment No. 8 to Mott MacDonald Professional Services Contract 17-C1656 for Final Engineering Design and Bid Document Preparation. Proposed Council Action/Motion: Motion to authorize the City Manager to execute Amendment No. 8 of Contract 17-C1657 with Mott MacDonald in an amount not to exceed \$250,000.	For Council Meeting Agenda of July 27, 2020 Department: Community Development Prepared by: Maureen Colaizzi Initial & Date Approved by Department Head: <u>DB 7/10/20</u> Approved by City Attorney: <u>n/a</u> Approved by Finance Director: <u></u> Approved by City Manager: <u>RK 7/13/20</u> Exhibits/Attachments: Attachment 1: Phase Three Draft Scope of Work and Fee Estimate
INFORMATION/BACKGROUND: Staff recommends that Council approve a motion authorizing the City Manager to execute Amendment No. 8 of Contract 17-C1657 with Mott MacDonald in an amount not to exceed \$250,000 to complete Phase Three: final engineering design and bid document preparation, for the Squire's Landing Park Waterfront & Natural Open Space Access Project. Attachment A includes the draft scope of work and fee estimate for Amendment No. 8 in an amount of \$240,790 for a total contract amount of \$1,367,371.40. Council authorization of Amendment No. 8 gives the City Manager authority to approve an additional \$9,210 for a full amount of \$250,000 if required. A contract amendment for Mott MacDonald to complete Phase Four, engineering support during construction, is estimated at \$150,000. This estimate is included in the 90% design budget assumptions. Staff will review the scope of services and fee estimate for Phase 4 and bring it forward for Council consideration this fall. Staff will present a project update at the July 27th Council meeting including updated schedule, cost estimate and necessary design refinements. Any adjustments to the Capital Improvement Program (CIP) budget (revenues/expenditures) will be brought forward for Council consideration later this year Contract 17-C1657: Mott MacDonald was selected through RFQ 15-C1375 for Waterfront Access Improvements for Squires Landing Park to provide for consulting services from concept plan through engineering support services during construction. On February 27, 2017, City Council passed a motion giving the authority to the City Manager to execute Contract 17-C1657 for an amount up to \$503,200 to advance the Squire's Landing Park project from conceptual design through preliminary design and environmental permitting. Contract 17-C1657 was executed by the City Manager on March 15, 2017 for a total contract amount of \$455,215. Contract 17-C1657 has been amended seven times since execution. Below is a summary: • Original Contract: signed 3/15/17 for \$455,215. Council Authorize up to \$503,200 on 2/27/17 – a potential increase of \$47,985 -that was not used until Amendment 3. • Amendment No. 1: signed 9/27/17 extended the contract from 12/31/17 to 4/30/18 & amended tasks but not the contract amount.	

- **Amendment No. 2:** signed 4/16/18 extended the contract from 4/30/18 to 10/31/18.
- **Amendment No. 3:** signed 10/05/18 increased the contract from \$455,215 to \$502,862.86 for an increase of \$47,647.86 to address environmental; regulatory agency questions. This amendment was within Council authorization from the original contract authorization on 2/27/17.
- **Amendment No. 4:** signed 10/16/18 extended the contract from 10/31/18 to 8/31/19 & increased the contract from \$502,862.86 to \$611,614.47 for an increase of \$108,751.61 to conduct additional data collection and design work to support the shoreline permit and SEPA permit applications in Phase 1. On 10/15/18 Council Authorized \$108,762 for a total contract amount of \$611,614.47 .
- **Amendment No. 5:** signed 6/25/19 extended the contract from 8/31/19 to 8/31/20 & increased the contract from \$611,614.47 to \$1,051,549.40 for an increase of \$439,935 to complete Phase 2, 60-90% design. On 6/17/19 Council authorized up to \$20,065 to the full amount of \$460,000 if required.
- **Amendment No. 6:** signed 8/12/19 increased the contract from \$1,051,549.40 to \$1,059,208.40 for an increase of \$7,659 to assist with the land conversion process associated with the project. This amendment was within Council authorization from Amendment No. 5.
- **Amendment No. 7:** signed 11/12/19 increased the contract from \$1,059,208.40 to \$1,126,581.40 for an increase of \$67,373 to incorporate the off-site mitigation from the Log Boom Park project into the Phase 2 design to prepare the design for permit applications. On 11/12/19 Council authorized an increase of \$67,373 for a total contract amount of \$1,126,581.40.

FISCAL CONSIDERATION: \$6,985,533 is allocated in the 2019-2024 Capital Improvement Program (CIP) adopted September 9, 2019 (Ordinance 19-0497) which includes: \$500,000 RCO grant funding; \$5,005,464 bond funds; \$185,000 King County Conservation District grant funds (unsecured, application 2020); \$651,968 Swamp Creek Basin Funds; \$393,101 Park Impact Fee funds; \$250,000 state appropriation (unsecured, application 2021) or Park Impact Fees. The total project budget is \$7.9 million which includes: \$538,287 spent prior to 2019; A budget adjustment is not required for Amendment No. 8 to this Mott MacDonald Contract (17-C1657).

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council 2020-2021 Priority #4 Implement the Walkways & Waterways Projects.

Attachment 1: Phase 3 Draft Scope of Services and Fee Estimate



**City of Kenmore Park Improvement Project
Squire's Landing Park – Final Design and Bid Documents
Scope of Work & Fee Estimate**

**CONTRACT NO. 17-C1657
ADDENDUM NO. 8, EXHIBIT A**

INTRODUCTION

Development of the Squires Landing Waterfront Park is planned to be conducted as part of the Walkways and Waterways Proposition 1. Mott MacDonald was selected under RFQ 15-C1375 to provide planning and design services for waterfront park development projects. Prior work (Phase 1 under Contract #C1657) was conducted to assist the City of Kenmore (the City) with planning, preliminary 30% design and regulatory permit application development (land use and environmental) and Phase 2: permit level design 60% to 90% level design for building permits for the planned improvements.

Phase 3 of design is all work needed to advance the design from a 90% design level (prior phase 2) to a bid ready set of Plans, Specifications and Estimates (PS&E). The work conducted in this scope will include development of PS&E and engineering support during bidding.

CONSULTANT TEAM ROLES & RESPONSIBILITIES

- Project Manager & Consultant Team (CT) Lead – Mott MacDonald.
- Waterfront Engineering (Boardwalk, bridges, gangway, recreational floats, hand carry boat access, swamp creek mitigation, bank stabilization, gangway connection to plaza, dredging) – Mott MacDonald.
- Landscape Architecture (trails, pathways, restroom building, picnic shelter, plaza, boat storage, planting plans, landscaping, maintenance plan lead, onsite wetland creation, and support with parking lot grading design; limited coordination with artist, wayfinding, entry and interpretive signage coordination) - J.A. Brennan.
- Civil Engineering (parking lot lead, utilities (except power) lead, stormwater, grading, assist with maintenance plan) – Davido Consulting Group.
- Regulatory Permitting & Habitat (Ongoing support for environmental regulatory permitting and design assistance with mitigation, Habitat Conservation & Stewardship Plan Lead, assistance with maintenance plan, cultural resources) – Confluence Environmental.
- Electrical/Mechanical (Electrical Power) – Pressler Engineering.
- Geotechnical Engineering – Landau Associates.
- Public Art & Interpretive Signage. To be provided by the City to coordinate with project team.

GENERAL ASSUMPTIONS

- Modifications. No major site plan changes are anticipated between 90% and 100% final design. This design effort will be based on the existing 90% design.
- Data Collection. No new data collection is required for the final design work. Assumed no field data collection will be needed for any cultural resources work.

City of Kenmore
7/10/2020

Squire's Landing Park – Phase 3
1



- Interpretive & Signage. Consulting work will be provided by others under contract to the City. City will coordinate any details that pertain to the park design throughout the design process.
- Deliverables: All plans will be provided in ACAD DWG and Adobe PDF formats. All reports, technical memorandums, and presentations will be provided in Adobe PDF and MS Word formats. All cost estimates will be provided in Adobe PDF and MS Excel format.
- Geotechnical work will be limited to review of specifications and development of pile installation requirements during design.

SCOPE OF WORK

Task 3 – Final Design Bid Phase Assistance

- ***Task 3.1 – King County Coordination & Stormwater Design Revisions***

Scope:

- King County Coordination
 - The scope of work for Phase 2 (90% design) included assistance with stakeholders (King County and the North Utility District) in the form of development of graphics and supplemental material and did not include stakeholder meetings.
 - As a result of coordination with King County there were multiple rounds of design iterations needs to meet their requirements and obtain approval to develop over the easement. This included 2 additional meetings with King County, several internal coordination meetings, preparation of a separate design package , and iterations to the design.
- Stormwater Design Revision
 - The original scope of work was to progress the 30% design to a 90% design level which included conveying stormwater from the parking lot to Swamp Creek via a buried pipe system.
 - This work requires revisions to the TIR and development of a variance request for the storm water system design for the engineering permit submittal.
 - Design meetings- It has been found in the previous phases and is anticipated for the conclusion of design that good designs result from collaborative weekly meetings. With people at workstations from home and sometimes away from their primary PC, the lead designers benefit the COK by working with the rest of the team, the City and the County through high level design items, virtually. We assume this will continue weekly throughout the completion of design.

Deliverables:

- Additional graphics to aid in King County coordination.
- Updated 90% design drawings for building/engineering permits. The 90% design drawings will need to be reviewed and finalized for building permit submittal after the design changes have been made.
- Final TIR and KC stormwater manual variance submittal.



Assumptions:

- No additional meetings after the 6/22/2020 meeting with King County are required.

- **Task 3.2 – Final Design (100%)**

Scope:

- Building Permit Comment Responses. Respond to comments from building permit submittal, incorporate comments into final design.
- Basis of Design. Finalize Basis of Design from prior phase work and incorporate decisions from materials selection and operations meeting results.
- Schedule. Update construction schedule for final deliverable.
- Plans.
 - Develop design plans (digital format, not printed) in half and full-size City format for a bid ready set.
 - Address comments received during building permit submittal and review.
- Integration of art including concrete finish work.
 - Includes coordination and support with integration of screen panel at the boat storage facility; we assume post location and alignment to chain link fence will need to be illustrated.
 - Includes coordination with concrete flat work and formliner integration on the concrete seat wall will be needed.
 - Assume one additional landscape detail sheet and an additional structural sheet will be needed to coordinate art elements into site work. MM will coordinate connection details to the boardwalk.
 - Assume public artist's engineer will provide fabrication details of all public art structures.
- Specifications. Develop WSDOT 2018 format specifications, assist the City with development of Division 1, and finalize special provisions for bid ready documents.
- Cost Estimate. Update cost estimate in format for bid sheet with bid item terms. Finalize quantities and unit costs.
- Technical Information Report (TIR). Finalize based on comments from building permit submittal.
- Finalizing any permit needs and the Habitat Conservation and Stewardship Plan (HCSP).
- Coordination meetings with the City Park Project Management. Six (6) 1-hr meetings assumed.

Deliverables:

- Building Permit Responses in table format.
- Updated Technical Information Report (based on engineering permit review comments).
 - Basis of Design (finalized).
 - Bid ready PS&E in PDF format and native file digital format.
 - Habitat Conservation and Stewardship Plan and Inadvertent Discovery Plan.
 - Draft Water Quality Monitoring Report



Assumptions.

- Reviews. City will combine comments from all reviewers and send to the consultant team to address. Assumed 1 round of review for the final submittal deliverables.
 - No hard copies are needed except wet signed set of plans.
 - Stakeholder Coordination. Coordination with effected stakeholders (King County, Boater User Groups, etc.) will be led by the City, no assistance from the CT will be provided. No meetings will be provided for stakeholder coordination.
 - Up to (6) team coordination bi-weekly calls are anticipated
 - No Public Meetings will be conducted.
 - Minor graphics assistance for City Council meetings.
 - The City will develop the bid contract.
- **Task 3.3 – Bidding Assistance**

Scope.

- Participation in (1) pre-bid meeting (1 person from MM, JAB, and DCG).
- Responses to question from bidders.
- Clarification or interpretation of the bidding documents
- Assist with bid evaluation.

Deliverables.

- Meeting minutes and notes in MS Word format.
- RFI response in email format

Assumptions.

- The City will lead the bidding process.
- The MM team will not attend the bid opening.

SCHEDULE

The following is the anticipated schedule for the work which the scope of services is based upon.

- Task 3.1 – Total duration estimated to be 1 month from NTP.
- Task 3.2 – Total duration estimated to be 4-5 months from NTP.
- Task 3.3 – Total duration estimated to be 2-3 months following Task 3.22.

COSTS

The work will be conducted on a time and material basis with not to exceed amount of \$240,790. The total contract amount will increase from \$1,126,581.40 (at amendment #7) to a new contract amount of \$1,367,371.40. See Exhibit B for cost change summary.

DRAFT

Squire's Landing Park Phase 3 Final Design Fee Estimate - 7/10/2020

	MM	JAB	CEC	DCG	Pressler	Landau	Stelle	Tree Solutions	Total
3.1 - King County Easement & Stormwater Modification	\$ 7,976	\$ 13,141	\$ -	\$ 21,096	\$ -	\$ -	\$ -	--	\$ 42,212
3.2 - Final Design	\$ 64,529	\$ 63,440	\$ 15,420	\$ 15,266	\$ 10,178	\$ 3,075	\$ 2,050	\$ 2,050	\$ 176,009
3.3 - Bidding Assistance	\$ 8,285	\$ 3,106	\$ 1,025	\$ 7,079	\$ 2,563	\$ 513	--	\$ -	\$ 22,569
	\$ 80,790	\$ 79,687	\$ 16,445	\$ 43,441	\$ 12,741	\$ 3,588	\$ 2,050	\$ 2,050	\$ 240,790
	34%	33%	7%	18%	5%	1%	1%	1%	100%

Mott MacDonald
Client: City of Kenmore
Project Name: City of Kenmore Park Improvement Project
Project Location: Squire's Landing Park
MM Project No. 353381

CONTRACT NO. 17-C1657 - AMENDMENT # 8

EXHIBIT B - BUDGET SUMMARY

	Contracted		Amendment #1		Amendment #3		Amendment #4		Amendment #5		Amendment #6		Amendment #7		Amendment #8		New Contracted Amount	
Squire's Landing Park	Task #	Budget	Task #	Rev Budget	Task #	Rev Budget	Task #	Rev Budget	Task #	Rev Budget	Task #	Rev Budget	Task #	Rev Budget	Task #	Rev Budget	Task #	New Budget
Kickoff Meeting	1.1	\$ 2,734.00	1.1	\$ -	1.1	\$ 700.00	1.1	\$ -	1.1		1.1		1.1		1.1		1.1	\$ 3,434.00
Data Collection	1.2	\$ 106,266.00	1.2	\$ -	1.2	\$ -	1.2	\$ 51,393.80	1.2		1.2		1.2		1.2		1.2	\$ 157,659.80
Mitigation Strategy-Planning	1.3	\$ 25,404.00	1.3	\$ -	1.3	\$ 3,084.88	1.3	\$ 2,438.34	1.3		1.3		1.3		1.3		1.3	\$ 30,927.22
Conceptual Design Updates	1.4	\$ 22,485.00	1.4	\$ -	1.4	\$ 9,175.27	1.4	\$ -	1.4		1.4		1.4		1.4		1.4	\$ 31,660.27
Regulatory Pre-Application	1.5	\$ 17,569.00	1.5	\$ -	1.5	\$ 7,012.76	1.5	\$ 7,377.74	1.5		1.5		1.5		1.5		1.5	\$ 31,959.50
Public Outreach	1.6	\$ 4,925.00	1.6	\$ -	1.6	\$ -	1.6	\$ -	1.6		1.6		1.6		1.6		1.6	\$ 4,925.00
Preliminary Design	1.7	\$ 160,909.00	1.7	\$ -	1.7	\$ 20,848.15	1.7	\$ 16,560.07	1.7		1.7		1.7		1.7		1.7	\$ 198,317.22
Permitting	1.8	\$ 72,300.00	1.8	\$ -	1.8	\$ 1,800.00	1.8	\$ 5,242.85	1.8		1.8		1.8		1.8		1.8	\$ 79,342.85
Regulatory Assistance - Post Submission	1.9	\$ 3,875.00	1.9	\$ (15,221.00)	1.9	\$ 150.00	1.9	\$ 21,545.38	1.9		1.9		1.9		1.9		1.9	\$ 25,570.38
Project Management	1.10	\$ 23,527.00	1.10	\$ -	1.10	\$ 2,467.70	1.10	\$ 4,193.44	1.10		1.10		1.10		1.10		1.10	\$ 30,188.14
Water Temperature Monitoring (New)	1.11	\$ 15,221.00	1.11	\$ 15,221.00	1.11	\$ 2,409.09	1.11	\$ -	1.11		1.11		1.11		1.11		1.11	\$ 17,630.09
Permit Level Design (90%)	2.1	\$ -	2.1	\$ -	2.1	\$ -	2.1	\$ -	2.1	\$ 305,316.82	2.1		2.1	\$ 39,556.00	2.1		2.1	\$ 344,872.82
Meetings	2.2	\$ -	2.2	\$ -	2.2	\$ -	2.2	\$ -	2.2	\$ 41,007.46	2.2		2.2	\$ 8,163.00	2.2		2.2	\$ 49,170.46
Regulatory Permitting Support	2.3	\$ -	2.3	\$ -	2.3	\$ -	2.3	\$ -	2.3	\$ 60,789.20	2.3	\$ 604.00	2.3	\$ 14,455.00	2.3		2.3	\$ 75,848.20
Project Management	2.4	\$ -	2.4	\$ -	2.4	\$ -	2.4	\$ -	2.4	\$ 32,821.73	2.4		2.4	\$ 5,199.00	2.4		2.4	\$ 38,020.73
Hazardous Building Materials Survey	2.5	\$ -	2.5	\$ -	2.5	\$ -	2.5	\$ -	2.5	\$ -	2.5	\$ 7,054.72	2.5		2.5		2.5	\$ 7,054.72
KC Easement & Stormwater Modifications	3.1	\$ -	3.1	\$ -	3.1	\$ -	3.1	\$ -	3.1	\$ -	3.1	\$ -	3.1	\$ -	3.1	\$ 42,212.00	3.1	\$ 42,212.00
Final Design	3.2	\$ -	3.2	\$ -	3.2	\$ -	3.2	\$ -	3.2	\$ -	3.2	\$ -	3.2	\$ -	3.2	\$ 176,009.00	3.2	\$ 176,009.00
Bidding Assistance	3.3	\$ -	3.3	\$ -	3.3	\$ -	3.3	\$ -	3.3	\$ -	3.3	\$ -	3.3	\$ -	3.3	\$ 22,569.00	3.3	\$ 22,569.00
MM Totals		\$ 455,215.00		\$ -		\$ 47,647.85		\$ 108,751.62		\$ 439,935.21		\$ 7,658.72		\$ 67,373.00		\$ 240,790.00		\$ 1,367,371.40



**City Council Consent Agenda Item
City of Kenmore, WA**

Subject/Topic: Wallace Swamp Creek Park
Pond Maintenance

For Council Meeting Agenda of: July 27, 2020

Department: Public Works, Env Services Division

Prepared by: Richard Sawyer, Env Services Manager

Initial & Date

Approved by Department Head: RS

Approved by City Attorney: _____

Approved by Finance Director: _____

Approved by City Manager: RK 7/15/20

Proposed Council Action/Motion:
Authorize City Manager to execute Agreement
20-C2177 for Wallace Swamp Creek Park
pond maintenance in an amount not to exceed
\$150,000.

Exhibits/Attachments:
NA

INFORMATION/BACKGROUND:

The Wallace Swamp Creek Park pond was installed in the 1980s by King County and was updated in 2005 by the City during the 73rd Ave NE flood reduction project. The pond is designed to capture sediment and debris in Swamp Creek (up to approximately 3,200 yards) before it is transported into downstream wetlands. The pond is located just upstream of the pedestrian bridge that crosses over Swamp Creek.



The Wallace Swamp Creek Park pond requires maintenance every one to three years, which includes removal of approximately 2,000 to 3,000 yards of sediment and other typical maintenance tasks. The Wallace Swamp Creek Park pond was designed to hold up to 50% sediment accumulation before requiring dredging, which was exceeded during a recent 2020 inspection.

Sediment removal is accomplished by first setting up a stream diversion, which redirects stream flow around the pond work area through a bypass channel (shown in the aerial image above). Fish and other aquatic animals are removed from the work area and safely returned to a downstream location in the stream before any work begins. In previous years, the contractor has removed 500-2,000 fish prior to starting work, which are typically dominated by Cutthroat trout, sculpin, Speckled Dace and Coho. Second, the contractor spends 3-4 days hauling sediment from the pond and returns it back to its designed shape and depth. Sediment is typically comprised of a clean mixture of sand and cobble sized rocks. In the past, the contractor has been able to transport the material to other local projects. Last, the contractor cleans up the site and slowly reintroduces the stream into the pond allowing it to stabilize.

The work is subject to Hydraulic Project Approval (HPA), which is administered by the Washington State Department of Fish and Wildlife. The City has received its HPA for this project and the work must be conducted between July 1, 2020 and September 30, 2020 to minimize environmental impacts.

The City requested bids for this project between July 9th and July 23rd and the contractor will be selected and under agreement by July 31st. Depending on the Contractor's schedule and weather the work will be conducted sometime during August or September. The work typically takes 5 work days to complete.

FISCAL CONSIDERATION:

Staff have estimated the cost for this project to be between \$120,000 and \$150,000. The approved 2019-2020 biennium budget (Surface Water Management fund) has \$616,000 allocated for surface water maintenance services. Approximately \$400,000 of this budget remains as of July 2020.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council's 2020-2021 Priority #3 "Develop a Kenmore Climate and Environment Action Plan including water, air, forest, and habitat restoration.

**City of Kenmore
City Council Regular Meeting
Minutes
June 8, 2020**

CALL TO ORDER - Mayor David Baker called the meeting to order at 6:20 p.m.

RECESS TO EXECUTIVE SESSION

The meeting recessed to executive session at 6:26 p.m. pursuant to RCW 42.30.110(1)(b) to discuss Property Acquisition for approximately 35 minutes.

RECONVENE BACK TO REGULAR SESSION

The meeting reconvened to regular session at 7:00 p.m.

ROLL CALL

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Councilmember Melanie O’Cain

FLAG SALUTE

AGENDA APPROVAL

The agenda was approved.

MOMENT OF SILENCE

In Memory of George Floyd (8 minutes and 46 seconds)

PRESENTATION

2020 Inglemoor High School Graduating Seniors - David Baker, Mayor

PROCLAMATION

Recognize Juneteenth - Friday, June 19, 2020

CITIZEN COMMENTS

John Peeples (read a letter into the record)
Nadia Silver
Rose H.

City of Kenmore - City Council Meeting Minutes
June 8, 2020

Vicki Grayland
Steve Yoder
Sharen Williams
John Hagen
Pastor Anja Helmon
Maria R.
Rachael Sage

CONSENT AGENDA

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

The consent agenda included the following items:

Cancel the June 15, 2020 Council Meeting

Resolution 20-342 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-06.2 to Extend Temporary Moratorium on Small Business/Non-Profit Tenant Evictions until August 1, 2020

Resolution 20-343 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-03.3 to Extend Temporary Moratorium on Residential Tenant Evictions until August 1, 2020

Resolution 20-344 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.1: Temporary Suspension of City In-Person Rules and Requirements until August 1, 2020

Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-04.2 Temporary Suspension of Chapter 8.50 KMC Plastic Bag Policy until August 1, 2020

BUSINESS AGENDA

68th Avenue/170th Street Intersection Improvements - John Vicente, City Engineer

MOTION: Councilmember Marshall made a motion to explore options and cost of retaining the right pocket lane due to concerns with traffic and community comments, Mayor Baker seconded the motion. The motion failed 2-5 with Councilmember Marshall and Mayor Baker voting yes.

City of Kenmore - City Council Meeting Minutes
June 8, 2020

STAFF REPORT

Pandemic Update - Rob Karlinsey, City Manager

Pandemic Update: Economic Indicators - Debbie Bent, Community Development Director
and Lauri Anderson, Principal Planner

COUNCILMEMBER REPORTS, COMMENTS & INITIATIVES

MOTION: Councilmember O’Cain made a motion for the City of Kenmore to sign the My Brothers Keeper’s pledge, Mayor Baker seconded the motion. The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at approximately 10:37 p.m.

David Baker, Mayor

ATTEST:

Kelly M. Chelin, City Clerk

**City of Kenmore
City Council Regular Meeting
Minutes
June 22, 2020**

CALL TO ORDER - Mayor David Baker called the meeting to order at 7:00 p.m.

ROLL CALL

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Councilmember Melanie O’Cain

FLAG SALUTE

AGENDA APPROVAL

The agenda was approved as submitted.

PRESENTATION

Recognition of Fire Marshall Jeff LaFlam's Years of Service to the City - Brian Hampson,
Development Services Director

Forterra Riparian Restoration Program – Sammamish River - Richard Sawyer,
Environmental Services Manager

CITIZEN COMMENTS

David Francis (read a letter into the record)
Vicki Grayland
Rose Hendricks
Elizabeth Mooney
Drew Coombs
Stacey Valenzuela
Carol Baker
Nancy Hansen

City of Kenmore - City Council Meeting Minutes
June 22, 2020

CONSENT AGENDA

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

The consent agenda included the following items:

Total Checks #44965 through 45034 in the amount of \$1,002,239.39.

Total Payroll/Taxes/Retirement/Flexible Spending/Health Savings Electronic Deposits dated 5/22/20 in the amount of \$160,413.74.

City Council Meeting Minutes of May 11, 2020 and May 26, 2020

Authorize the City Manager to Execute a Contract with the Responsible Low Bid Contractor for the 2020 Pavement Sealing Project for an amount up to \$700,000

Receive and File the April, 2020 Financial Report for the City of Kenmore

Adopt Resolution 20-341 Adopting the King County Regional Hazard Mitigation Plan and Kenmore Plan Annex

Adopt Ordinance 20-0508 Federal Emergency Management Agency (FEMA) Flood Hazard Area Zoning Code Amendments

Authorize the City Manager to Execute an Agreement with Transpo Group in an amount not to exceed \$70,000 (includes 10% contingency) for design and construction management services of the Local Road Safety Plan (LRSP) Signing and Lighting projects

Authorize City Manager to Purchase Two Environmental Services Division Vehicles up to the Approved Budget Amount of \$60,000

BUSINESS AGENDA

Environmental Sustainability Initiatives - Rob Karlinsey, City Manager and Adam Nebenzahl, Management Intern

Ad-Hoc Public Art Committee’s Recommendation to Accept Jennifer Dixon’s Final Artwork Designs for Three Walkways and Waterways Projects at: Log Boom, Squire’s Landing and Rhododendron Parks; and Authorization for the City Manager to Enter into a Fabrication and Installation Contract (Contract 20-C2159) with the Artist (Jennifer Dixon) - Maureen Colaizzi, Parks Project Manager

City of Kenmore - City Council Meeting Minutes
June 22, 2020

MOTION: Councilmember O’Cain made a motion to authorize the City Manager to enter into a fabrication and installation contract (Contract 20-C2159) with the artist (Jennifer Dixon), Mayor Baker seconded the motion. The motion passed unanimously.

King County-Cities Climate Collaboration (K4C) Letter of Joint Commitment - Richard Sawyer, Environmental Services Manager

MOTION: Councilmember Pfeil made a motion to sign on to the letter to support K4C Climate Action Plan, Deputy Mayor Herbig seconded the motion. The motion passed unanimously.

STAFF REPORT

Pandemic Update - Rob Karlinsey, City Manager

Coronavirus Relief Funds (CRF) and Eligible Reimbursement Costs - Debbie Bent, Community Development Director

MOTION: Councilmember Curtis made a motion that for the \$103,000, give 2/3 to Human Services rent assistance and 1/3 to businesses, Councilmember Marshall seconded the motion. The motion passed unanimously.

MOTIONL Councilmember Curtis made a motion to not do the survey for \$20,000 and give that money to the businesses, Councilmember Srebnik seconded the motion. The motion passed unanimously.

Parks Project Status Update - Debbie Bent, Community Development Director

Transportation Capital Improvement Plan Update - John Vicente, City Engineer

COUNCILMEMBER REPORTS, COMMENTS & INITIATIVES

ADJOURNMENT

The meeting was adjourned at approximately 10:56 p.m.

David Baker, Mayor

ATTEST:

Kelly M. Chelin, City Clerk

**City of Kenmore
City Council Regular Meeting
Minutes
July 13, 2020**

CALL TO ORDER - Mayor David Baker called the meeting to order at 7:00 p.m.

ROLL CALL

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Councilmember Melanie O’Cain

FLAG SALUTE

AGENDA APPROVAL

The agenda was approved as submitted.

CITIZEN COMMENTS

All letters and emails sent to the Council were read into the record by the City Clerk.

John Hendrickson
Vicki Grayland
Paul Wu
John Peeples
Rose Hendricks
Bruce Gardiner
Hanna
Sandra
Jerry Lutz
Ricky Tsoi
Will Sommers
Pastor Anya Helmon
Anita
Megan Linme
Golf Sintepadon
Ammy Phuwanartunrak
Sunisa

City of Kenmore - City Council Meeting Minutes
July 13, 2020

CONSENT AGENDA

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

The consent agenda included the following items:

Total Check #s 45035 through 45096 in the amount of \$255,621.95.

Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic Deposits Dated 6/5/2020 in the amount of \$161,088.41.

Total Check #s 45097 through 45180 in the amount of \$2,748,732.48.

Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic Deposits Dated: 6/19/20 in the amount of \$159,588.88.

Receive and File the May 2020 Financial Report for the City of Kenmore, Washington

Authorize the City Manager to Execute Amendment No. 6 of Contract 17-C1656 with Mott MacDonald

BUSINESS AGENDA

Ordinance No. 20-0509 Authorizing the Acquisition of Real Property Under Threat of Condemnation or by Condemnation for the Kenmore Public Works Operations and Maintenance Facility - Jennifer Gordon, Public Works Operation Manager

MOTION: Councilmember Curtis made a motion to postpone this item for at least a month until issues can be addressed, Mayor Baker seconded the motion. The motion passed unanimously.

Accessory Dwelling Unit (ADU) Code Amendments - Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner

MOTION: Councilmember Curtis made a motion for Option 2, an owner occupancy requirement for 6 months, Councilmember Srebnik seconded the motion. The motion passed 6-1-0 with Councilmember Pfeil opposed.

MOTION: Councilmember O'Cain made a motion to approve the proposal from February 24 Council Meeting: 600 sq.ft. maximum for a detached ADU on a lot smaller than 6,000 sq.ft.; 10% of lot size up to a maximum of 1,500 sq.ft. for a detached ADU on a lot equal to or larger than 6,000

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sq.ft., Deputy Mayor Herbig seconded the motion. The motion passed 6-1-0 with Councilmember Marshall opposed.

Comprehensive Plan 2020 Docket / Work Program Update and Affordable Housing Review Process - Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner

MOTION: Councilmember Marshall made a motion to add disability to senior housing projects, Councilmember Pfeil seconded the motion. The motion passed unanimously.

Environmental Sustainability Initiatives Proposed Next Steps - Adam Nebenzahl, City Management Intern

Authorize the City Manager to Execute the Agreement with Cascadia Consulting Group an in Amount not to Exceed \$15,000 for the Greenhouse Gas Inventory Project - Adam Nebenzahl, City Management Intern

MOTION: Councilmember Srebnik made a motion to authorize the City Manager to execute the agreement with Cascadia Consulting Group, Councilmember Curtis seconded the motion. The motion passed unanimously.

Amend the Pandemic and Public Health Emergency Response and Recovery Proclamation 20-02.1 to Discontinue Closure Pay - Joanne Gregory, Finance and Administration Director

MOTION: Councilmember Srebnik made a motion to approve the Pandemic and Public Health Emergency Response and Recovery Proclamation 20-02.2 to Discontinue Closure Pay, Mayor Baker seconded the motion. The motion passed unanimously.

STAFF REPORT

Pandemic Update - Rob Karlinsey, City Manager

Update on Mayor's Pledge to Action - Rob Karlinsey, City Manager and Brandon Moen, Police Chief

COUNCILMEMBER REPORTS, COMMENTS & INITIATIVES

ADJOURNMENT

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The meeting was adjourned at approximately 11:08 p.m.

David Baker, Mayor

ATTEST:

Kelly M. Chelin, City Clerk

**City of Kenmore
City Council Regular Meeting
Minutes
July 20, 2020**

CALL TO ORDER - Mayor David Baker called the meeting to order at 7:00 p.m.

ROLL CALL

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Councilmember Melanie O’Cain

FLAG SALUTE

AGENDA APPROVAL

The agenda was approved as submitted.

MOMENT OF SILENCE

Fallen Officer in the Line of Duty - Bothell Police Officer Jonathan Shoop

CITIZEN COMMENTS NOT RELATED TO THE AGENDA

Letters and emails that were received were submitted to the Council.

Vicki Grayland
John Peebles
Pat O’Brien
Phyllis Finley
John Hendrickson
K. Hamlin

PRESENTATION AND COMMUNITY DISCUSSION

Community Discussion Regarding Policing: Obama Foundation Commit to Action - Brandon Moen, Police Chief and King County Sheriff Mitzi Johanknecht

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COMMUNITY DISCUSSION CITIZEN COMMENTS

Pat O'Brien
Rose Hendricks
Jenny Craig
Nadia Silver
Ethan
Kelsey Hamlin
John Peeples
Johannes James
Anja Helmon
Randy Walls
Stan Seo
Fernell Miller
David Dorian

COUNCILMEMBER REPORTS, COMMENTS & INITIATIVES

ADJOURNMENT

The meeting was adjourned at approximately 10:04 p.m.

David Baker, Mayor

ATTEST:

Kelly M. Chelin, City Clerk

Subject/Topic: Water Resource Inventory Area 8 (WRIA 8) Interlocal Agreement (ILA) Amendment I. Proposed Council Action/Motion: Authorize the City Manager to sign Amendment I of the WRIA 8 ILA.	For Council Meeting Agenda of: July 27, 2020 Department:_Public Works, Env Services Division Prepared by: Richard Sawyer, Env Services Manager <u>Initial & Date</u> Approved by Department Head: RS Approved by City Attorney: _____ Approved by Finance Director: _____ Approved by City Manager: NKO for RK Exhibits/Attachments: WRIA 8 ILA Amendment #1
<u>INFORMATION/BACKGROUND:</u> The Water Resource Inventory Area 8 (WRIA 8) Interlocal Agreement (ILA) establishes the City of Kenmore as a voting member of WRIA 8 and is effective 2016 through 2025. In 2019, Snohomish County terminated their membership due to budget constraints, but wishes to re-join in 2020. This action requires an amendment to the ILA and all participating WRIA 8 members must provide consent. Approving the Amendment will re-establish Snohomish County as a voting member of WRIA 8.	
<u>FISCAL CONSIDERATION:</u> Beginning in 2020, Snohomish County will resume paying their share of WRIA 8 costs, which will benefit all WRIA 8 members.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Council’s 2020-2021 Priority #3 “Develop a Kenmore Climate and Environment Action Plan including water, air, forest, and habitat restoration	

**FIRST AMENDMENT TO
INTERLOCAL AGREEMENT
For the Watershed Basins within Water Resource Inventory Area 8**

PREAMBLE

THIS FIRST AMENDMENT ("Amendment") to the Interlocal Agreement ("Agreement") for the Watershed Basins within Water Resource Inventory Area 8 ("WRIA 8") is entered into by the Parties and Snohomish County ("County") to authorize the County to rejoin the Agreement as a member of the WRIA 8 Salmon Recovery Council ("Council"). The County terminated its participation effective December 31, 2018, and now wishes to rejoin.

AMENDMENT

Upon the effective date of this Amendment, the County shall be a member of the Council, and shall have all of the rights, privileges, duties and obligations afforded the Parties under the terms of the Agreement. Per Section 7 of the Agreement, the County agrees to pay its annual cost share for 2020 and future years.

IN WITNESS WHEREOF. Snohomish County and the Parties have executed this Amendment as of the last date of signature below:

Amendment to WRIA 8 ILA 2016-2025

December 2019

City of Kenmore

By: _____

Title: _____

Date: _____

Subject/Topic: Public Hearing on Municipal Code Amendments related to Accessory Dwelling Units, Ordinance 20-0510 Proposed Council Action/Motion: Hold a public hearing on Ordinance 20-0510. Potential adoption of the Ordinance is on the Business Agenda.	For Council Meeting Agenda of: July 27, 2020 Department: Community Development Prepared by: Debbie Bent, Community Development Director Lauri Anderson, Principal Planner <u>Initial & Date</u> Approved by Department Head: 7/15/20 DB Approved by City Attorney: 7/7/20, 7/14/20 DR Approved by Finance Director: _____ Approved by City Manager: RK 7/15/20 Exhibits/Attachments: 1. Ordinance 20- 0510, Municipal Code Amendments related to Accessory Dwelling Units
<u>INFORMATION/BACKGROUND:</u> Lack of affordable housing is a crisis in our region, and Kenmore can be part of the solution. Affordable housing is one of the top priorities of the City Council. The City's Housing Strategy Plan recommends creating incentives for construction of accessory dwelling units (ADUs) to support development of more affordable housing and promote more housing choices. On January 13, February 24 and July 13, the City Council provided preliminary policy direction on amendments to the City's Accessory Dwelling Unit (ADU) regulations. The Council addressed: • Allowable number of ADUs and minimum lot sizes • Owner occupancy requirements • ADU size limits • Parking • ADU height • Door locations • Rear yard requirements Attachment 1, draft Ordinance 20-0510, contains the revised ADU regulations based on Council's direction. Given the differences between Council's amendments and the Planning Commission's recommendations, staff recommends that the City Council hold a public hearing on the ordinance. <u>Background</u> ADUs are smaller dwelling units placed on the same lot as a single-family residence. The City's current regulations, which have been in place since incorporation in 1998, allow both attached and detached ADUs in the City, although detached ADUs are not permitted on lots smaller than 10,000 sq.ft. in size. Attached ADUs	

are those that are located inside the primary residence—for example, in a converted basement. Detached ADUs (sometimes called DADUs) are separate structures from the main house—sometimes built over a garage, in other cases as standalone structures.

The Planning Commission presented their recommendations on ADU code amendments to the City Council on January 13, 2020.

FISCAL CONSIDERATION:

None. Staff and Planning Commission time were spent to work on this project.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

(From adopted 2019 Goals)

Goal 3: Increase and preserve the options for affordable housing stock.

Housing Strategy Plan A.3.c: Accessory dwelling units - i. Review current code provisions; ii. Review permitting process and fees / utility requirements; iii. Clemency program to legalize existing ADUs.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 20-0510**

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON, RELATING TO ACCESSORY DWELLING
UNITS; AMENDING CHAPTERS 18.20, 18.30 AND 18.73 OF
THE KENMORE MUNICIPAL CODE; AND PROVIDING
AN EFFECTIVE DATE.**

WHEREAS, over the past year, the City's Planning Commission has reviewed and recommended options to incentivize the development of additional accessory dwelling units in Kenmore, consistent with the City's Housing Strategy Plan; and

WHEREAS, the Planning Commission held a public hearing on the draft accessory dwelling unit Municipal Code amendments on November 19, 2019; and

WHEREAS, on January 13, 2020, the Planning Commission presented recommended amendments to the City Council related to accessory dwelling units; and

WHEREAS, on January 13, February 24, and July 13, 2020, the City Council reviewed the Planning Commission's recommendations, received additional background information, and requested the formulation of new policy options; and

WHEREAS, throughout the accessory dwelling unit Municipal Code amendment project, efforts have been made to generate public involvement, including advertising public meetings and hearings and creating a regularly-updated web page; and

WHEREAS, the City's Responsible Official under the State Environmental Policy Act has issued a determination of non-significance for the proposal; and

WHEREAS, the Washington State Department of Commerce was notified of the proposed amendments pursuant to RCW 36.70A.106; and

WHEREAS, the City Council held a public hearing on the Municipal Code amendments on July 27, 2020; and

WHEREAS, the City Council finds that the proposed amendments meet the criteria found in Section 19.20.090 of the Kenmore Municipal Code (KMC); and

WHEREAS, the City Council desires to adopt amendments to Chapters 18.20, 18.30 and 18.73 KMC to incentivize development of additional accessory dwelling units in the City;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings Adopted. The City Council adopts the foregoing recitals as findings in support of this Ordinance, which are incorporated herein as if set forth in full.

Section 2. Amendments to the Kenmore Municipal Code. The City Council amends Chapters 18.20, 18.30, and 18.73 of the Kenmore Municipal Code, as set forth in Exhibit A, attached hereto and incorporated by reference.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ____TH DAY OF _____, 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn F. Reitan, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.:
Date of Publication:
Effective Date:

EXHIBIT A

Amend the following section of KMC Chapter 18.20:

18.20.820 Dwelling unit, accessory.

"Accessory dwelling unit" **or "ADU"** means a separate, complete *dwelling unit* attached to or contained within the *structure* of the primary dwelling; or contained within a separate *structure* that is accessory to the primary *dwelling unit* on the premises.

Add the following new sections to KMC Chapter 18.20:

18.20.218 Attached accessory dwelling unit.

"Attached accessory dwelling unit" means an *accessory dwelling unit* attached to or contained within the *structure* of the primary dwelling.

18.20.705 Detached accessory dwelling unit.

"Detached accessory dwelling unit" means an *accessory dwelling unit* contained within a separate *structure* that is accessory to the primary *dwelling unit* on the premises. A detached accessory dwelling unit shall be separated from the primary *dwelling unit* by a minimum of 5', measured between the eaves or other projections beyond the walls of the two structures.

Amend the following section of KMC Chapter 18.30:

18.30.230 Setbacks – Projections and structures allowed.

Provided that the required *setbacks* from *regional utility corridors* of KMC [18.30.200](#), the adjoining half-street or designated arterial *setbacks* of KMC [18.30.220](#) and the sight distance requirements of KMC [18.30.240](#) are maintained, *structures* may extend into or be located in required *setbacks*, including *setbacks* as required by KMC [18.21.060](#)(B), as follows:

• • •

R. In a rear *setback* in the R-4 and R-6 residential zones, an *accessory dwelling unit* shall be permitted; provided, that the *accessory dwelling unit* shall be no closer than ten feet to the rear *lot line*. All of the other standards for *accessory dwelling units* specified in KMC Chapter 18.73 shall be met.

EXHIBIT A

Amend the following sections of KMC Chapter 18.73:**18.73.100 Accessory dwelling units (ADUs).**

A. ~~Only one~~ A maximum of two accessory dwelling units (ADUs), including either one attached ADU and one detached ADU or two attached ADUs, ~~accessory dwelling is allowed~~ are permitted per primary single detached dwelling unit, on a lot equal to or greater than 8,000 sq.ft. in size. On lots smaller than 8,000 sq.ft. in size only one ADU, either detached or attached, is permitted per primary single detached dwelling unit.

B. ~~An accessory dwelling unit is allowed only in the same building as the primary dwelling unit on a lot that is less than 10,000 square feet in area, or on a lot containing more than one primary dwelling. No minimum lot size is required for an ADU.~~

C. ~~Either the~~ The primary dwelling unit or the accessory dwelling unit shall be owner occupied for a minimum of six consecutive months after completion of the ADU. At the end of the six-month period, the owner occupancy requirement shall be extinguished.;

D. Maximum ADU sizes shall be as follows:

1. Attached ADU. ~~If the accessory dwelling unit is attached to the primary dwelling unit, then the~~ An attached accessory dwelling unit shall not exceed a floor area of 1,000 square feet or 50 percent of the living area of the primary residence, whichever is greater; and unless the use of pre-existing floor area on a single level of the primary single detached dwelling unit is being proposed for the ADU.

2. ~~When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each streetside of the building.~~

3. Detached ADU. ~~If the accessory dwelling unit is detached from the primary residence, then the accessory dwelling unit may be 10 percent of the lot size, or 50 percent of the primary dwelling unit, whichever is less.~~ The following floor area limitations shall apply to detached accessory dwelling units.;

<u>Lot size</u>	<u>Maximum Floor Area for a Detached ADU</u>
<u>Lots with an area equal to or greater than 6,000 square feet</u>	<u>10% of the lot area up to a maximum of 1,500 square feet</u>

EXHIBIT A

<u>Lots with an area less than 6,000 square feet</u>	<u>600 square feet</u>
--	------------------------

~~2. When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each streetside of the building;~~

~~E. The maximum height for a detached ADU shall be 35'; however, the detached ADU may not exceed one story over a detached garage or two stories if built at ground level.~~

~~EF. One~~~~No~~ additional off-street parking spaces shall be ~~provided;~~required for an ADU.

~~F. The accessory dwelling unit shall be converted to another permitted use or shall be removed if one of the dwelling units ceases to be owner occupied.~~

G. An applicant seeking to build an accessory dwelling unit shall file a notice approved by the department with the records and elections division which identifies the dwelling unit as accessory. The notice shall run with the land. The applicant shall submit proof that the notice was filed before the department shall approve any permit for the construction of the accessory dwelling unit. The required contents and form of the notice shall be set forth in administrative rules.

H. The total number of occupants in the principal dwelling unit and the accessory dwelling unit combined shall not exceed the maximum number established for a single-family dwelling as defined in KMC [18.20.1010](#).

Staff Responses to Citizen Comments: Accessory Dwelling Units

(Written comments received as of 7/24/20, 3:00 p.m. A second response matrix will be prepared on Monday for future comments.)

	Commenter	Concern	Staff Response
1.	Jim and Cynthia Howard 7/16/20, 3:55 p.m.	Consider a minimum 10' wide Type 1 buffer along rear and side yard lot lines in the area of the ADU to create greener neighborhoods and mitigate for loss of existing trees. Overall, happy with the new requirements.	There are no buffer requirements in the code for single-family development. A Type 1 buffer is a "full screen that functions as a visual barrier." Type 1 buffers commonly are located between commercial/industrial development and residential development.
2.	Carol F. Atkinson 7/20/20, 1:30 p.m.	City council is apparently preparing to change the rules for additional dwelling units without discussion or a vote by the residents of Kenmore, who may be seriously impacted.	A vote of the community is not needed to amend development regulations. The purpose of the public hearing is to obtain public input before decisions are made.
3.	Phyllis Finley 7/20/20, 3:28 p.m.	• 6-month owner-occupancy requirement will be used as a loophole to create 3 rental units per lot. • This is a change of zoning (R-6 to R18) not a change of development regulations. A Comprehensive Plan amendment and EIS are needed. • Will property values (and property taxes) increase because those properties have the POTENTIAL for three homes per lot? • No on-site parking is a disaster waiting to happen. See Ballard.	• Comment noted. • No changes to the zoning are proposed. Current Comprehensive Plan language supports development of ADUs: Policy H-3.3.2, "Allow and accommodate accessory dwelling units in single-family districts." A SEPA Determination of Nonsignificance has been issued. • Property values for ADU properties are assessed through an annual review of new construction, including ADUs. The valuation is determined by comparing comparable market sales of properties containing an ADU. • It is not anticipated that the expected small number of ADUs will impact on-street parking. In Ballard's single-family zones, 1 parking space is required per primary residence (versus 2 in Kenmore) and until August 2019 when amended rules were passed, 1 parking space was required for an ADU. It is highly unlikely that Ballard's parking situation has any

			relationship to the relatively new reduced parking requirements for ADUs.
4.	Patrick O'Brien 7/20/20, 4:27 p.m.	• Please do not adopt the proposed changes; current regulations are more than adequate. Increased ADU units and the elimination of the owner occupancy requirement will be the death-nail to our single-family neighborhoods. • There are no provisions for additional parking. • There has been no analysis of the environmental impacts. • Result will be increase in impervious surfaces, the loss of trees, other vegetation and wildlife. Surface water drainage system will be over-run. • Result will be triplex rental units. • Need higher density growth on NE 181st and in the TOD.	• To date, ADU production has been limited and the City's Housing Strategy Plan suggested the review of the ADU regulations to encourage more development. • Comment noted. • See above comments about environmental analysis. • There may be an increase in impervious surfaces, etc. However, under current rules (apart from the reduced rear yard for ADUs), single-family housing units could be built to a comparable size as a house plus ADU. • An owner-occupancy requirement applies for the first 6 months of occupancy. • Comment noted.
5.	John Roark 7/20/20, 4:58 p.m.	I am opposed to the proposed changes to Accessory Dwelling Units for the following reasons: • Will affect the single-family neighborhood housing to be protected under the Comprehensive Plan. This is not a Development Regulation, but should be a Plan change with full environmental impacts and public participation requirements met. • Should not eliminate the permanent owner occupancy requirement. • Only one ADU should be allowable.	• The ADU rules are development regulations and not a change to the Comprehensive Plan which supports development of ADUs (see earlier response). An assessment of environmental impacts has been completed and a Determination of Nonsignificance was issued. A public hearing was held before the Planning Commission and is scheduled in front of the City Council. • Comment noted. • Comment noted.
6.	Heidi Hiatt 7/20/20, 4:59 p.m.	I do not support these changes because they could radically alter the character of the city and eliminate many of its cherished trees and much of its wildlife. These broad changes could also bring more traffic, crime, noise, and the need for infrastructure improvements that the city can't currently afford.	An environmental review of the proposed changes did not conclude that significant adverse impacts were likely. Under current rules, single-family houses generally could be built to the same size and lot coverage as a house plus ADU.

		No one I know who lives in Kenmore wants it to look like Seattle or desires to see a heavy increase in density, particularly in single family neighborhoods.	
7.	Jeanie and Bill McBee 7/21/20, 2:09 p.m.	This may solve a perceived current need, but the character of our single family neighborhoods will be permanently changed. The two items which we ADAMANTLY OPPOSE are: • Relaxing the requirement that the property owner live in either the main house or ADU. Neighborhoods could/would easily become a mass RENTAL community instead of a homeowner community. • Eliminating the ADU parking requirement. It is dangerous driving in areas that have all these cars parked every which way, as you can't see around them to see pedestrians -- also cross street vehicles at intersections are not visible. It gives the whole city a look of decline	• Owner-occupancy would be required for the first 6 months of occupancy. It is estimated that 5% of the lots in the City may have an ADU in the future. • The environmental review for the proposal concluded that the impact on on-street parking would not be significant.
8.	John Hendrickson 7/22/20, 8:18 a.m.	In our existing code: 1. Do we have a minimum sq. ft. size for bedrooms? 2. Do we have a maximum number of bedrooms allowed per single family home? 3. Do we have a maximum number of occupants / residents allowed in a single family home? If so, please provide the code sections. For the proposed ADU's: 1. Do we have a minimum sq. ft. size for bedrooms? 2. Do we have a maximum number of bedrooms allowed per ADU?	The Zoning Code does not have minimum bedroom sizes or maximum number of bedrooms allowed per single-family residence. The Building Code may have minimum bedroom size standards. The Zoning Code does have a maximum number of unrelated residents allowed in a single-family home (KMC 18.20.1010) and this standard would be unchanged with the addition of an ADU. The number of unrelated residents would remain at 8 over both the house and ADU (see proposed Code section 18.73.100(H).

		3. Do we have a maximum number of occupants / residents allowed per ADU.	
9.	John Hendrickson 7/22/20, 8:27 a.m.	Am I correct in understanding that the proposed change in Maximum ADU size is: • 1,500 Sq. Ft. and • The new law would eliminate the requirement that the max ADU size be limited to 50% or less of the existing living area of the primary residence? Therefore, on a 1,000 Sq. Ft. home, a two or three story ADU could be added to that structure up to 1,500 Sq. Ft.?	For detached ADUs, the maximum size on lots over 6,000 sq.ft. would be 10% of the lot area up to a maximum of 1,500 sq.ft. For an attached ADU, the size limitation is 1,000 sq.ft. or the floor area on a single level of the primary residence. A 2 or 3-story ADU could be added but would be limited to 1,000 sq.ft.
10.	John Hendrickson 7/22/20, 8:34 a.m.	Would you please explain this exception: "D. Maximum ADU sizes shall be as follows: 1. Attached ADU. An attached accessory dwelling unit shall not exceed a floor area of 1,500 square feet <i>unless the use of pre-existing floor area on a single level of the primary single detached dwelling unit is being proposed for the ADU.</i>" Does this mean that there are circumstances where an ADU can exceed 1,500 Sq. Ft.? Please provide an example.	The maximum size for an attached ADU is 1,000 sq.ft. (not 1,500 as cited) unless the use of pre-existing floor area on a single level of the primary dwelling unit is being proposed for the ADU. An attached ADU could exceed 1,000 sq.ft. if, for example, the basement of a 2,400 sq.ft. home was being converted and the floor area in the basement was 1,200 sq.ft.
11.	Mary Mellott 7/22/20, 11:49 a.m.	Strongly support the proposal to allow more ADUs in Kenmore. Lack of affordable housing is a very serious problem for our area - with many serious consequences. I worry about the elimination of the extra parking place requirement. We really don't need more cars parking on the street.	The lack of affordable housing has been called a "crisis" in our region. The environmental analysis concluded that the elimination of the parking requirement would not have a significant impact in Kenmore.

12.	Jim and Cynthia Howard 7/22/20, 11:59 a.m.	My concern is that with blanket up zone from R6 to R18, densities are being increased within single family neighborhoods without mass transit being available. Limit where the new ADU developments may occur. Perhaps R-12 (duplex) allowed when greater than 1/2 mile walking distance from mass transit and R-18 (triplex) allowed when closer than 1/2 mile walking distance.	There are no upzones proposed with the ADU project. ADUs are small accessory units to the primary residence, currently allowed in the City's single-family zoning districts.
13.	Wayne Miller 7/22/20, 4:10 p.m.	Current high volumes of on-street parking are already presenting safety issues in the Arrowhead neighborhood for pedestrians and children who play and ride their bikes in these public right of ways. Consider the increased negative impacts associated with additional vehicles parked on the streets in our neighborhood, including: - more cars create limited sight visibility issues at driveways and street corners - vehicles parked on both sides of road create bottleneck situations where cars and pedestrians are forced to move to one side to allow other vehicles to pass through - additional vehicles block US Postal Service's access to mailboxes and trash collector's access to waste cans - unknown vehicles parked in front of neighbors homes for long periods of time create both maintenance and security concerns	See response, above, about parking.
14.	Art Saunders and Candace Kayne 7/22/20, 7:54 pm.	My wife and I live in Kenmore and think ADU's are a great idea. Please count us in the support column for this way to help house more people in an affordable way.	Comments noted.
15.	Dick Roberts 7/23/20, 1:06 p.m.	Strongly opposed to any changes that would allow more ADUs. Homelessness in our region is a	ADUs are one approach to helping solve the affordable housing crisis. They can provide rental income to the

		problem of mental health issues and drug abuse. Further housing density brings with it more traffic congestion, parking issues and other problems. We are a suburban community and the quality of life here is directly and adversely impacted by greater density.	homeowner, house family members or allow seniors to age in place. They are not designed as homeless housing. The environmental analysis concluded that an additional 234 ADUs might be built in Kenmore over and above those already allowed by the existing regulations.
16.	John Hendrickson 7/23/20, 1:31 p.m.	• When investment companies (and other legal entities like REITs, Limited partnerships, Family Trusts) buy up our neighborhoods, and start renting out triplexes, how do they meet the six-month owner occupancy requirement? • Would an employee of the company qualify as an owner occupant? • Could a new tenant be hired by the company for the first six months as live there at a 50% rental discount. Would this meet the owner occupancy requirement in a court case?	• The primary residence or ADU must be owner-occupied. An affidavit is signed by the owner that includes the following language, "I occupy or intend to occupy the primary residence or the accessory dwelling unit on this property. I understand that the accessory dwelling unit shall be converted to another permitted use or shall be removed if one of the dwelling units ceases to be owner occupied." • Unless an owner of the company lives in one of the units, they are not an owner-occupant. • Again, an owner must live in the one of the units.
17.	John Hendrickson 7/23/20, 2:08 p.m.	What (if any) owner occupancy requirement would there be for corporate investors who purchases residential property after a previous owner (of that property) has met the six-month occupancy requirement? Could the rental investment market buy up as many of these properties as they want and just start renting out triplex units without any owner occupancy requirement?	The owner-occupancy requirement is in place for 6 months and is then extinguished. After 6 months, there would be no restrictions on who could buy or live in the units.
18.	Witt Yao 7/23/20, 3:06 p.m.	I am generally in support of the ADU amendments. I am not sure how eliminating the 6 month occupancy requirement accomplishes affordable housing. This could very easily be exploited by developers/foreign investors to buy up a lot of property in the area for	The intent of the 6-month owner-occupancy requirement was to limit opportunities for developers but provide more flexibility for homeowners.

		the purpose of renting them out. Such action would price people out of being able to afford homes in the area, which seems to run completely counter to the intention of the rest of the amendments.	
19.	Jesse Piano 7/23/20, 4:04 p.m.	While I like the idea for people to be able to put ADU or DADU's on there (sic) property, the idea that they are affordable housing is just not true especially DADU's you have all the components of a full house shrunk down into a small foot print so there is no economy of scale to build them, I have been building and installing ADU and DADU in the seattle area for years now and they are expensive to build; everyone we have done is renting for 2-3K a month or more depending on location. Telling people they are the answer to affordable housing is a total smoke and mirror show.	ADUs generally do have higher per square foot building costs than do new single-family residences but are less expensive to build than multifamily units. Research done for the ADU project showed that in many cases no rent was charged for an ADU (built for a family member) or a below-market rate was charged.
20.	Kari Graydon 7/24/20, 11:00 a.m.	I am writing to express my concerns: • Parking. We cannot allow for more residences without plans for parking (and street parking is not a good option!). • Traffic. Kenmore is growing very, very quickly. We have new homes being built and are adding new families to Kenmore all the time. We do not have the infrastructure in place to deal with such rapidly increasing population and traffic. • Schools. Additional dwellings will result in additional students in an already highly dense population. Will there be school impact fees required for building ADU's? • Trees. Many more trees would be lost to make space for ADU's. • 5. Vacation homes/rentals: What regulations will there be to prevent these homes from being unaffordable to low income persons?	• As previously mentioned, parking and traffic impacts are not expected to be significant. The projected number of units is low (an additional 234 units) and would be distributed throughout the City. • Likewise, significant school impacts are not anticipated. ADUs are often used as senior housing or to house a family member. The units generally are small (600-800 sq.ft.), limiting the number of residents. In a survey of Kenmore ADU owners, 80% of the units were studios or one-bedroom. • Tree rules would continue to apply as they currently do to single-family residences. • Comment noted.

21.	Kristen and Bryan Sharkey Molly and Paul Wright 7/24/20, 12:12 p.m.	One thing that is very important to both of us is that our future children will grow up knowing their grandparents. Another thing that is important to us is making sure that my parents will always be well taken care of, and who better than us to care for them? Supportive of the DADU and ADU proposed changes that would make keeping my family together more possible. My parents wrote the message below: Our daughter and son-in-law recently moved to Kenmore and love the area. My husband and I have been considering moving closer to them from Missouri. However, with the cost of housing prices in the Seattle area, we haven't been able to make this move. Now that DADUs and ADUs are becoming more commonplace, we are more hopeful. We are also pleased to see Kenmore is looking at adopting more flexible regulations. This will allow many more parents and children a chance to move closer to their children, which is so important as we age.	AARP supports ADU development as a benefit to seniors.
22.	John Hendrickson 7/24/20, 12:49 p.m.	There is a 1,100 sq. ft. house on a 9,000 sq. ft. lot. With two attached ADUs, what is the maximum size that the triplex could be in terms of (1) Sq. Ft., and (2) height? What is the maximum size of each ADU? If the main House was expanded to 2,200 sq. ft. first, then what would the maximum size of the triplex be in terms of (1) Sq. Ft., and (2) height? What is the maximum size of each ADU?	The proposed attached ADU size limit is 1,000 sq.ft. or the full preexisting square footage on a single floor. The proposed detached ADU square footage on a lot of this size would be 900 sq.ft. The structure height is limited to 35', but a single story over a garage or 2 stories if built at ground level.

23.	Bill Good 7/24/20, 2:48 p.m.	• ADU's are useful tools to improve an 'existing family requirement' for more living space. Using ADU's to integrate a neighborhood outside 'existing family requirements' is not a 'family value.' The government's plan to 'pack people in' to this county is multi pronged and based on greed. • 2. ADU's rule changes, in your current proposal, speak about 'multiple' ADU's on one piece of property. That speaks to your willingness to accept more complexity regarding services, utilities and infrastructure without knowing "what you know, or think you know" about how those challenges will be addressed (not necessarily resolved). • Why are motor homes banned from being parked on private property. An ADU isn't much different than a motorhome functionally. • And lastly, the idea that an additional parking space should be exempt from the ADU code means that either more cars will be parking on the street right of way, OR, more ADU dwellers will be using alternate transportation if needed.	• Comment noted. • An environmental analysis of the proposal and the number of potential new ADUs concluded that there would be no significant environmental impacts. • Comment noted. • Additional street parking may result from the proposal but is not anticipated to be a significant problem.
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From: [Jim and Cynthia Howard](#)
To: [Lauri Anderson](#)
Subject: Re: Accessory Dwelling Landscape Buffer
Date: Thursday, July 16, 2020 3:55:21 PM

Lauri,

Thank you for your response. Yes, please forward our email correspondence to Council for the upcoming ADU public hearing.

I would request that Council consider a minimum 10' wide Type 1 buffer along rear and side yard lot lines. The length of Type 1 buffer could be calculated based upon the length of the ADU building wall that abuts the rear or side yard plus 20 feet. For instance, if an ADU is 30' x 30', a 50-foot long by 10 feet wide Type 1 buffer would be required along abutting side and rear lot lines. This would help mitigate for loss of existing trees and also provide an evergreen visual buffer to conflicting (denser) single family land uses.

Please let me know if this seems like a reasonable requirement in regards to the city's plan review and enforcement.

Overall, I am happy with the new ADU requirements. I would just like to see a greener neighborhood.

Thanks!

Jim Howard

From: Lauri Anderson <landerson@kenmorewa.gov>
Sent: Thursday, July 16, 2020 2:33 PM
To: Jim and Cynthia Howard <jhoward79@hotmail.com>
Subject: RE: Accessory Dwelling Landscape Buffer

Hi Jim-- Thanks for your comments. The setback requirements for ADUs would be the same as those for the primary residence, except in the 20' rear yard where, as you noted, the yard could be reduced to 10'.

There are no landscape buffer requirements in single-family zones and none have been contemplated for ADUs.

With your permission, I'll forward your comments to the City Council for their consideration as part of the public hearing testimony. Let me know!

Any future comments/questions will also go to the Council as part of public testimony.

Best,

Lauri

Lauri Anderson

Principal Planner | City of Kenmore
18120 68th Ave NE | Kenmore, WA 98028
Tel: (425) 398-8900 | Fax: (425) 481-3236
landerson@kenmorewa.gov | www.kenmorewa.gov

From: Jim and Cynthia Howard <jhoward79@hotmail.com>

Sent: Wednesday, July 15, 2020 9:30 AM

To: Lauri Anderson <landerson@kenmorewa.gov>; Debbie Bent <Dbent@kenmorewa.gov>; Herbig, Nigel <Nigel.Herbig@leg.wa.gov>

Subject: Accessory Dwelling Landscape Buffer

Lauri and Debbie,

I listened in on July 13th city council meeting and understand they may be adopting a new ADU ordinance for the city. I have a question regarding the landscape buffer requirements for new detached dwelling units. I understand detached ADU's would have a minimum 10' offset from rear and side yards but what are the landscape buffer requirements? With tree removal likely required for detached ADU's, I would like to make sure adequate landscape restoration and buffering is being provided along lot lines. I'm also concerned about changes to the visual character of single family neighborhoods with large ADU structures showing up in a neighbors back yard. The purpose of landscape buffers is to reduce visual impacts from conflicting (denser) land uses.

Thanks!

Jim Howard

2.

Joanne Gregory

From: Carol Atkinson <carolfatkinson@gmail.com>
Sent: Monday, July 20, 2020 1:30 PM
To: Joanne Gregory
Subject: ADUs

Dear Ms. Gregory,

I was disturbed to learn that our city council is apparently preparing to change the regulations for additional dwelling units without discussion or a vote by the residents of Kenmore, some of whom could be seriously impacted by such a change in the law. I agree that accommodations for affordable housing are the ethical thing to do, but definitely would like to see more transparency and willingness to listen to the people who elected them on the part of our council before such changes are enacted into law.

Respectfully,
Carol F. Atkinson
16925 Inglewood Rd. NE B303
Kenmore, WA 98028

3.

To: Kenmore City Council
 From: Phyllis Finley
 Date: July 20, 2020
 Re: ADU Proposal

I support the quest to provide more affordable housing in Kenmore.

I ask that you accomplish that mission without negatively impacting single family neighborhoods and the quality of life Kenmore residents now enjoy.

A mother-in-law apartment in the basement, or one bay of the garage converted to a studio apartment, or a "tiny house" in the backyard are vastly different from Kenmore's ADU proposal as it now stands.

I have four concerns regarding the current proposal:

1. Owner Occupancy

The proposal to eliminate "owner occupancy" can create rental neighborhoods, with three buildings per lot. A developer/investor/buyer/homeowner doesn't have to be a creative genius to figure out how to use the "6-month" clause as a mere inconvenient loophole to the goal of three rentals per parcel.

2. Development change vs. Zoning change

This is not merely a change of development regulations. It is an obvious change of zoning.

To couch it in terms of a development change is deceptive.

The proposal changes the current zoning from R-6 (residential single-family homes - 6 houses per acre) to R-18 (Multi-Family at 18 units per acre.)

This should be accomplished through a Comprehensive Plan Amendment.

This process will require full environmental impact studies and a FULL public process.

3. Property tax change

Many years ago, my husband and I challenged our property tax criteria that indicated we owned a view lot.

In reality, we haven't cut down trees between our house and the "view", so, in reality, we have almost no view.

The county assessor stood by the valuation because, in his words, we had the POTENTIAL for a view.

What happens to property values of parcels owned by homeowners who don't want ADUs on their property. Will property values (and property taxes) increase because those properties have the POTENTIAL for three homes per lot? What about "affordable housing" for *those* homeowners who will be faced with higher property tax bills?

4. No on-site parking

One word can sum up this disaster waiting to happen: Ballard.

If you haven't done so recently, please take a drive through the side streets of Ballard.

Please learn from their mistake of requiring no on-site parking.

Please continue to fine tune the ADU proposal so that it meets the goal of providing affordable housing AND maintains the quality of life and neighborhood character that Kenmore residents now enjoy.

4.

Joanne Gregory

From: Patrick O'Brien <gomutgo@gmail.com>
Sent: Monday, July 20, 2020 4:27 PM
To: Kelly Chelin; Joanne Gregory; bluexenolith@gmail.com; Elizabeth Mooney; Janet and Bob Hays
Subject: Regarding the Proposed Kenmore ADU Changes

07/20/2020

To the Kenmore City Clerk:

Regarding the Proposed Kenmore ADU Changes:

Please do not adopt the proposed changes on Accessory Dwelling Units (which is just a copy of Seattle's long-failed zoning regulations.)

The current Kenmore regulations are more than adequate for providing affordable housing by way of using ADU Units in Kenmore.

Increased ADU units and the elimination of the owner occupancy requirement will be the death-nail to our single-family neighborhoods and the Universal Dream of being able to raise a family in a home that provides a reasonable level of peace, security, and privacy.

The proposed amendments have no provision for additional parking requirements nor analysis of the environmental impacts.

At full build-out the increase in impervious surfaces, the loss of trees and other vegetation will over-run our surface water drainage system that is already dysfunctional during heavy storm events.
 The little wild-life we have left in Kenmore will be mostly lost (except for the rats.)

Any real estate investment trust, LLC, family trust, partnership or corporation will be able to take over our neighborhoods and turn them into tri-plex rental units. In 20 years you will likely have permanently taken away the quality of life in our neighborhoods that you are supposed to be protecting.

To trigger growth we do need higher density and 60 feet of height on N.E. 181st that was taken away by a past Council Look!

Just as Kirkland, Bellevue, Woodinville, Bothell are doing we require Five and Six story buildings on Streets' That are in the Transit Oriented Districts areas and others close areas close to 522- Mass transit and existing parking. (Park and Ride)

Kenmore signed up with King County on the 522 high density building project initiative. Nothing has been done. What is up with that?

While this will bring a bonus in increased tax revenue to the city, the best part about living in Kenmore many single family neighborhoods will be destroyed forever.

This is a bad policy.

Sincerely,

Patrick E. O'Brien

5.

Joanne Gregory

From: John Roark <theroarkster@yahoo.com>
Sent: Monday, July 20, 2020 4:58 PM
To: Joanne Gregory; Kelly Chelin
Subject: Citizen Comments - 7-20-2020

To the City Clerk:

Issue: Kenmore ADU Changes

I am opposed to the proposed changes to Accessory Dwelling Units for the following reasons:

- 1) The proposed changes will effect the single-family neighborhood housing that the City is supposed to be protecting under the Comprehensive Plan.
- 2) This zoning change should not be treated as a Development Regulation change under the GMA. The citizens need to discuss Plan change with full environmental impacts and public participation requirements met
- 3) The elimination of the "Owner Occupancy Requirement" and replacing it with a limited "6-month owner occupancy requirement" Also needs to be discussed.

Please keep the ADU Regs. as they are, with permanent owner occupancy and one ADU allowable. This provision already addresses the need for affordable housing using ADU's.

Please add these comments to the record for next week's public hearing.

Thank You,

6.

Joanne Gregory

From: H Hiatt <bluexenolith@gmail.com>
Sent: Monday, July 20, 2020 4:59 PM
To: Kelly Chelin; Joanne Gregory
Subject: Kenmore's proposed ADU changes

Thank you for this opportunity to comment on the proposed ADU changes. I do not support these changes because they could radically alter the character of the city and eliminate many of its cherished trees and much of its wildlife. I understand the need for affordable housing thoroughly, but not at the expense of the city's natural environment. These broad changes could also bring more traffic, crime, noise, and the need for infrastructure improvements that the city can't currently afford.

This matter should be opened up for more public comment and debate so that residents can ultimately decide what they want. No one I know who lives in Kenmore wants it to look like Seattle or desires to see a heavy increase in density, particularly in single family neighborhoods.

Heidi Hiatt

7.

Joanne Gregory

From: Jeanie McBee <outlook_B9A79070EA6D8847@outlook.com>
Sent: Tuesday, July 21, 2020 2:09 PM
To: Joanne Gregory
Subject: Accessory Dwelling Units

We have read the press release listing options the Council will consider in voting for changing the ADU requirements.

While there are many things to consider, and we support some ADUs, we are also concerned that changing all of those things on the list is not good. It seems like the current trend is to transform single family zoning to a mish-mash of added structures. This may solve a perceived current need, but after making such changes, they are there forever and might not be so desirable after the character of our neighborhoods is changed. People have purchased homes in single family neighborhoods because that's what they prefer, and now the city wants to change it from what residents thought they were getting when making their purchase – it changes the overall ambiance of their neighborhood.

While several of the items on the list need clarification before we could support them, the two items which we **ADAMANTLY OPPOSE** are:

--Relaxing the requirement that the property owner live in either the main house or ADU

Neighborhoods could/would easily become a mass RENTAL community instead of a homeowner community that people bought into. You are messing with people's main item of value in their lives, their homes. They chose a single family neighborhood, and now the city wants to change that, affecting many aspects of their lives (home value, street parking, noise pollution, people density, etc.).

--Eliminating the ADU parking requirement

PLEASE – **NO !!!** We've lived in Kenmore for 51 years, and in spite of the many improvements, there are definitely some things the don't improve our community. The current trend of Kenmore to not require off street parking is AWFUL. It is dangerous driving in areas that have all these cars parked every which way, as you can't see around them to see pedestrians -- also cross street vehicles at intersections are not visible. Additionally, it gives the whole city a look of decline. A good estimate is that 80% of the people we've talked to are against all the street parking. And yet there is a good chance the city will push this through regardless of what current residents want. Please listen to us.

Current residents, which include long-time residents, deserve consideration by the Council as they consider changing such a basic part of our neighborhoods.

Jeanie and Bill McBee
jamcbee@comcast.net
 20117 – 73rd Avenue NE, Kenmore

Sent from [Mail](#) for Windows 10

8.

From: [John H](#)
To: [Lauri Anderson](#)
Cc: [CI Council](#); [Rob Karlinsey](#)
Subject: ADU's - Maximum Bedrooms - Occupants
Date: Wednesday, July 22, 2020 8:19:29 AM

Hi Laurie,

In our existing code:

1. Do we have a minimum sq. ft. size for bedrooms?
2. Do we have a maximum number of bedrooms allowed per single family home?
3. Do we have a maximum number of occupants / residents allowed in a single family home?

If so, please provide the code sections.

For the proposed ADU's:

1. Do we have a minimum sq. ft. size for bedrooms?
2. Do we have a maximum number of bedrooms allowed per ADU?
3. Do we have a maximum number of occupants / residents allowed per ADU.

Thank You,

John Hendrickson

q.

From: [John H](#)
To: [Lauri Anderson](#)
Cc: [CI Council](#); [Rob Karlinsey](#)
Subject: Max ADU Size - KMC 18.73.100(D)
Date: Wednesday, July 22, 2020 8:27:16 AM

Hi Laurie,

Am I correct in understanding that the proposed change in Maximum ADU size is:

- 1,500 Sq. Ft. and
- The new law would eliminate the requirement that the max ADU size be limited to 50% or less of the existing living area of the primary residence?

Therefore, on a 1,000 Sq. Ft. home, a two or three story ADU could be added to that structure up to 1,500 Sq. Ft.?

John Hendrickson

10.

From: [John H](#)
To: [Lauri Anderson](#)
Cc: [CI Council](#); [Rob Karlinsey](#)
Subject: Max ADU - Exception
Date: Wednesday, July 22, 2020 8:35:11 AM

Hi Laurie,

Would you please explain the exception to the new language in 18.73.700(D) as highlighted:

"D. Maximum ADU sizes shall be as follows:

1. Attached ADU. An attached accessory dwelling unit shall not exceed a floor area of 1,500 square feet unless the use of pre-existing floor area on a single level of the primary single detached dwelling unit is being proposed for the ADU."

Does this mean that there are circumstances where an ADU can exceed 1,500 Sq. Ft.?

Please provide an example.

Thank You,

John Hendrickson

Joanne Gregory

From: Mary Mellott <mmellott2134@gmail.com>
Sent: Wednesday, July 22, 2020 11:49 AM
To: Joanne Gregory
Subject: Hurray for ADUs Proposal!

I was very pleased to receive the announcement of the proposal to allow more ADUs in Kenmore. Lack of affordable housing is a very serious problem for our area - with many serious consequences.

I strongly support this move, with the caveat that I worry about the elimination of the extra parking place requirement. We really don't need more cars parking on the street. It seems to me that there should be room on most lots for at least one space/new unit.

GOOD WORK, per usual. I'm proud of our City Council.

Mary Mellott
6125 NE 175th St, P-103
KENMORE!

12'

Joanne Gregory

From: Jim and Cynthia Howard <jhoward79@hotmail.com>
Sent: Wednesday, July 22, 2020 11:59 AM
To: Joanne Gregory; Lauri Anderson
Subject: Fw: Accessory Dwelling Landscape Buffer

Joanne,

I understand my email correspondence will be forwarded to Council. I would like make the following additions to my earlier correspondence regarding landscape buffers.

- 1) My address is 20017 61st Ave. NE Kenmore
- 2) I am a former City of Kenmore Planning Commissioner
- 3) I have an additional comment regarding the possible blanket up zone from R-6 to R-18 throughout the entire city. My concern is that densities are being increased within single family neighborhoods without mass transit being available. Typically, higher density residential development is only encouraged when mass transit is available nearby. I request the council consider a slower approach to implementing the new ADU regulations and limit where the new ADU developments may occur. Perhaps R-12 (duplex) allowed when greater than 1/2 mile walking distance from mass transit and R-18 (triplex) allowed when closer than 1/2 mile walking distance. This would allow for a moderate amount of ADU development to occur now while the city monitors this new land use. If after a few years the new ADU developments are considered a success, increasing density farther from mass transit services could be considered.

Best regards.
Jim Howard

On Jul 21, 2020, at 6:53 PM, Joanne Gregory <jgregory@kenmorewa.gov> wrote:

Good Evening Council,

Please see the comment below regarding ADUs.

Thank you,

Joanne

Joanne M. Gregory, CPA

Finance and Administration Director | City of Kenmore
18120 68th Ave NE | Kenmore, WA 98028
Tel: (425) 398-8900 | Fax: (425) 481-3236

jgregory@kenmorewa.gov | www.kenmorewa.gov

KENMORE CITY HALL IS CURRENTLY CLOSED TO THE PUBLIC

<image001.png>

From: Lauri Anderson <landerson@kenmorewa.gov>
Sent: Monday, July 20, 2020 2:51 PM
To: Joanne Gregory <jgregory@kenmorewa.gov>
Subject: FW: Accessory Dwelling Landscape Buffer

Hi Joanne-- The following email is public testimony for the ADU public hearing. Please forward to the City Council.

Thanks!

Lauri

From: Jim and Cynthia Howard <jhoward79@hotmail.com>
Sent: Thursday, July 16, 2020 3:55 PM
To: Lauri Anderson <landerson@kenmorewa.gov>
Subject: Re: Accessory Dwelling Landscape Buffer

Lauri,

Thank you for your response. Yes, please forward our email correspondence to Council for the upcoming ADU public hearing.

I would request that Council consider a minimum 10' wide Type 1 buffer along rear and side yard lot lines. The length of Type 1 buffer could be calculated based upon the length of the ADU building wall that abuts the rear or side yard plus 20 feet. For instance, if an ADU is 30' x 30', a 50-foot long by 10 feet wide Type 1 buffer would be required along abutting side and rear lot lines. This would help mitigate for loss of existing trees and also provide an evergreen visual buffer to conflicting (denser) single family land uses.

Please let me know if this seems like a reasonable requirement in regards to the city's plan review and enforcement.

Overall, I am happy with the new ADU requirements. I would just like to see a greener neighborhood. 😊

Thanks!

Jim Howard

From: Lauri Anderson <landerson@kenmorewa.gov>
Sent: Thursday, July 16, 2020 2:33 PM
To: Jim and Cynthia Howard <jhoward79@hotmail.com>
Subject: RE: Accessory Dwelling Landscape Buffer

Hi Jim-- Thanks for your comments. The setback requirements for ADUs would be the same as those for the primary residence, except in the 20' rear yard where, as you noted, the yard could be reduced to 10'.

There are no landscape buffer requirements in single-family zones and none have been contemplated for ADUs.

With your permission, I'll forward your comments to the City Council for their consideration as part of the public hearing testimony. Let me know!

Any future comments/questions will also go to the Council as part of public testimony.

Best,

Lauri

Lauri Anderson

Principal Planner | City of Kenmore
18120 68th Ave NE | Kenmore, WA 98028
Tel: (425) 398-8900 | Fax: (425) 481-3236
landerson@kenmorewa.gov | www.kenmorewa.gov

From: Jim and Cynthia Howard <jhoward79@hotmail.com>

Sent: Wednesday, July 15, 2020 9:30 AM

To: Lauri Anderson <landerson@kenmorewa.gov>; Debbie Bent <Dbent@kenmorewa.gov>; Herbig, Nigel <Nigel.Herbig@leg.wa.gov>

Subject: Accessory Dwelling Landscape Buffer

Lauri and Debbie,

I listened in on July 13th city council meeting and understand they may be adopting a new ADU ordinance for the city. I have a question regarding the landscape buffer requirements for new detached dwelling units. I understand detached ADU's would have a minimum 10' offset from rear and side yards but what are the landscape buffer requirements? With tree removal likely required for detached ADU's, I would like to make sure adequate landscape restoration and buffering is being provided along lot lines. I'm also concerned about changes to the visual character of single family neighborhoods with large ADU structures showing up in a neighbors back yard. The purpose of landscape buffers is to reduce visual impacts from conflicting (denser) land uses.

Thanks!

Jim Howard

13.

Joanne Gregory

From: Wayne Miller <wamagm@comcast.net>
Sent: Wednesday, July 22, 2020 4:10 PM
To: Joanne Gregory
Cc: Wam
Subject: ADU's - Safety and Parking concerns

For the record at the City's Public Hearing regarding ADU's on July 27, 2020:

Greetings Kenmore City Council and Staff members,

We are long time residents of Kenmore, in the Arrowhead neighborhood, and the current high volumes of on-street parking are already presenting safety issues for pedestrians and our neighborhood children who play and ride their bikes in these public right of ways.

As requirements for ADU's are revisited in Kenmore, we strongly urge city planners and council members to consider the increased negative impacts associated with additional vehicles parked on the streets in our neighborhood, including:

- more cars create limited sight visibility issues at driveways and street corners
- vehicles parked on both sides of road create bottleneck situations where cars and pedestrians are forced to move to one side to allow other vehicles to pass through
- additional vehicles block US Postal Service's access to mailboxes and trash collector's access to waste cans
- unknown vehicles parked in front of neighbors homes for long periods of time create both maintenance and security concerns

In the Arrowhead neighborhood, we currently have problems with all of the issues listed above, and any additional vehicles allowed to park on the streets by relaxing ADU parking requirements will certainly intensify these safety concerns.

It is our opinion that if property owners are allowed to add ADU's structures on their land in our residential zones simply because they have enough land area to do so, the zoning code should also require owners to designate adequate off-street parking area(s) on their property in order to accommodate associated additional vehicles.

Thank you for taking these concerns into consideration as any modifications are adopted to the zoning ordinance for ADU's in Kenmore.

Please feel free to contact me/us if you have any questions.

Sincerely and respectfully,
Your neighbors,

Wayne and Adina Miller
15421 63rd Ave NE
Kenmore, WA 98028
Ph: 425-488-6376

Sent from my iPad

12.

Joanne Gregory

From: Art Sanders <asanders@seattleradio.com>
Sent: Wednesday, July 22, 2020 7:54 PM
To: Joanne Gregory
Subject: adu support

My wife and I live in Kenmore at 17430 83rd Ct. N.E. and think ADU's are a great idea. Please count us in the **support** column for this way to help house more people in an affordable way.

Thank you,

Art Saunders
Candace Kayne

15.

Joanne Gregory

From: Dick Roberts <dick@trcisu.com>
Sent: Thursday, July 23, 2020 1:06 PM
To: Joanne Gregory
Subject: ADU units in Single-Family Zones

As a homeowner in Kenmore I would like to go on record as being strongly opposed to any changes that would allow more ADUs in our city other than what is already permitted. The argument for this, as stated in the mailing I received from the city announcing the public hearing on this matter, is that "lack of affordable housing is a crisis in our region, and Kenmore can be a part of the solution". To this I strongly disagree, and believe this argument is disingenuously put forward by the progressive left, when the fact is that the homelessness in our region is a problem of mental health issues and drug abuse. Those problems are not going to be solved by creating further housing density in Kenmore, which brings with it more traffic congestion, parking issues and other problems. We are a suburban community and the quality of life here is directly and adversely impacted by greater density. We don't need to be like Seattle, where urban planners pack people together. We've already greatly increased density in Kenmore....just look at all the apartments that have been built in recent years. We do not need any more!

Thank you,

Dick Roberts

15421 61st PL NE

Kenmore, WA 98028

Joanne Gregory

From: John H <jwhend@hotmail.com>
Sent: Thursday, July 23, 2020 1:31 PM
To: Lauri Anderson; Rob Karlinsey; CL_Council
Cc: Nancy Ousley; Debbie Bent; Joanne Gregory
Subject: Owner Occupancy by Corporate Investors

Laurie Anderson, Rob Karlinsey, and City Council,

Below are pictures and ownership records of two rental houses on 197th NE in Kenmore.

The first house is at 5839 197th and is owned by HPA Borrower 2016-1 LLC.
(When the first tenants moved in 2015, they would have 5, 6 and 7 cars parked there at night.)

The second house is across the street at 5842 197th and is owned by Sreenivas Praveenkumar I.
(The next-door neighbor tells me that the owner is also a real estate investment company)

When investment companies (and other legal entities like REITs, Limited partnerships, Family Trusts) buy up our neighborhoods, and start renting out triplexes, how do they meet the six-month owner occupancy requirement?

Would an employee of the company qualify as an owner occupant?

Could a new tenant be hired by the company for the first six months as live there at a 50% rental discount.
Would this meet the owner occupancy requirement in a court case?

Please start providing answers to these questions, so the public can be informed before the public hearing.

Thank You,

John Hendrickson



Excise Number	Recording Number	Document Date	Sale Price	Seller Name	Buyer Name	Instrument	Sale Reason
<u>2785071</u>	<u>20160317000776</u>	2/4/2016	\$0.00	HP WASHINGTON I LLC	HPA BORROWER 2016-1 LLC	Special Warranty Deed	Other
<u>2732662</u>	<u>20150527001833</u>	5/26/2015	\$505,000.00	PLAID PROPERTY INVESTMENTS INC	HP WASHINGTON I LLC	Statutory Warranty Deed	None
<u>2698017</u>		10/28/2014	\$290,000.00	ANDERSON DONNAA	PLAID PROPERTY INVESTMENTS INC	Statutory Warranty Deed	None



SALES HISTORY

Excise Number	Recording Number	Document Date	Sale Price	Seller Name	Buyer Name	Instrument	Sale Reason
2898453		10/21/2017	\$559,000.00	ADAMS ROGER+MARTYN+LINDA	SREENIVAS PRAVEENKUMAR I	Statutory Warranty Deed	None
2387488	20090422000381	4/12/2009	\$250,000.00	MCGREGOR MICHAEL S+LORI JO	ADAMS ROGER F+MARTYN F+LINDA D	Statutory Warranty Deed	None
1664009	199901262333	1/21/1999	\$180,000.00	PATRICK ARCHER CONSTRUCTION	MCGREGOR MICHAEL S+LORI JO	Statutory Warranty Deed	None

17.

Joanne Gregory

From: John H <jwhend@hotmail.com>
Sent: Thursday, July 23, 2020 2:08 PM
To: Lauri Anderson; Rob Karlinsey; Nancy Ousley; Debbie Bent; Joanne Gregory
Cc: CI_Council
Subject: ADU - Post six month owner occupancy requirement?

To Laurie Anderson, Rob Karlinsey and Executive Managers,

Under the new legislation for ADU's what (if any) owner occupancy requirement would there be for corporate investors who purchases residential property after a previous owner (of that property) has met the six-month occupancy requirement?

Could the rental investment market buy up as many of these properties as they want and just start renting out triplex units without any owner occupancy requirement?

Thank You,

John Hendrickson

18

Joanne Gregory

From: Witt Yao <witt.yao@gmail.com>
Sent: Thursday, July 23, 2020 3:06 PM
To: Joanne Gregory
Subject: ADUs

Hello! I was taking a look over the bullet points around the ADU amendments and am generally in support of it. I agree that affordable housing is incredibly important, but I am not sure how it is that eliminating the 6 month occupancy requirement accomplishes this. To me, this seems like it could very easily be exploited by developers/foreign investors to buy up a lot of property in the area for the purpose of renting them out, much like what happened in Vancouver BC. Such action would price people out of being able to afford homes in the area, which seems to run completely counter to the intention of the rest of the amendments. I would like to see this particular amendment removed. Thank you for your time and I am always happy to clarify any of my points.

-Witt Yao

Joanne Gregory

From: Jesse Piano <jesserpiano@yahoo.com>
Sent: Thursday, July 23, 2020 4:04 PM
To: Joanne Gregory
Subject: ADU for affordable housing

Hi,

My name is Jesse Piano, I've lived in Kenmore for 16 years and been in the new home and remodel construction industry for 23 years now including 3 years of owning a family construction company that's been in business in Lake forest park for almost 30 years now. While I like the idea for people to be able to put ADU or DADU's on there property, the idea that they are affordable housing is just not true especially DADU's you have all the components of a full house shrunk down into a small foot print so there is no economy of scale to build them, I have been building and installing ADU and DADU in the seattle area for years now and they are expensive to build and if you think people are then going to rent them for cheap it wont happen, everyone we have done is renting for 2-3K a month or more depending on location. Telling people they are the answer to affordable housing is a total smoke and mirror show.

Jesse Piano, President

Phoenix Construction Inc.

Cell # 206-854-7746

[Jesserpiano@yahoo.com](mailto:jesserpiano@yahoo.com)

WWW.Myphoenixconstructioninc.com

20

Joanne Gregory

From: Kari Graydon <karik55@yahoo.com>
Sent: Friday, July 24, 2020 11:00 AM
To: Joanne Gregory
Subject: Kenmore ADU

Hello,

I am writing to express my concerns for the proposed changes to allow ADU's on Kenmore properties. My concerns are as follows:

1. Parking. We cannot allow for more residences without plans for parking (and street parking is not a good option!). This is risky for drivers as well as pedestrians, increases congestion and causes stress to the community. Please make parking spots required to any property adding an ADU.
2. Traffic. Kenmore is growing very, very quickly. We have new homes being built and are adding new families to Kenmore all the time. We do not have the infrastructure in place to deal with such rapidly increasing population and traffic.
3. Schools. Additional dwellings will result in additional students in an already highly dense population. Will there be school impact fees required for building ADU's? I am all for supporting low income housing, but there needs to be thought on the educational impact.
4. Trees. Already developers in our city cut down tremendous amounts of trees. We know trees are necessary to our health and well being, and a homeowner who wants to cut down a tree would have to pay for a permit, and yet anyone can walk by the developing sites on ne 181st or ne 165th in the moorlands area and see that developers are NOT keeping trees or working around them. I believe many more trees would be lost to make space for ADU's. We must not put the environment on the back burner!
5. Vacation homes/rentals: What regulations will there be to prevent these homes from being unaffordable to low income persons? Any person willing to sacrifice yard space generally wants to make a profit for doing so. It would be one thing if they were building a dwelling unit for a family member, but I think many people want to earn some passive income off unused space. This will cause problems for the community without the benefit of helping low income families as intended.

I would love this shared with the counsel. Thank you.

Kari Graydon

21.

Joanne Gregory

From: Kristen Sharkey <kristen.l.sharkey@gmail.com>
Sent: Friday, July 24, 2020 12:12 PM
To: Joanne Gregory
Subject: Kenmore ADU Amendments

Mr. J. Gregory
and Kenmore Council members,

We purchased our first home in Kenmore last year and couldn't have found a better place to live. The one thing my husband and I are missing is family.

One thing that is very important to both of us is that our future children will grow up knowing their grandparents. Another thing that is important to us is making sure that my parents will always be well taken care of, and who better than us to care for them?

I think if Covid 19 has taught us anything, it's that family is vital and having them close by in these times, and the good times, is crucial.

We are completely in support of the DADU and ADU proposed changes that would make keeping my family together more possible.

Best,
Kristen and Bryan Sharkey
7649 NE 202nd Place
Kenmore, WA

My parents wrote the message below:

Mr. J. Gregory
and Kenmore Council members

Our daughter and son-in-law recently moved to Kenmore and love the area. For several years they rented in Seattle proper and were so excited to finally purchase their first home.

My husband and I have been considering moving closer to them. However, with the cost of housing prices in the Seattle area, we haven't been able to make this move.

Now that DADUs and ADUs are becoming more commonplace, we are more hopeful. We are also pleased to see Kenmore is looking at adopting more flexible regulations. This will allow many more parents and children a chance to move closer to their children, which is so important as we age.

Thank you for holding this discussion. We look forward to hearing what the city of Kenmore decides.

Please feel free to contact us if you have any questions.

Sincerely,

Molly and Paul Wright
Columbia, Missouri

22.

Joanne Gregory

From: John H <jwhend@hotmail.com>
Sent: Friday, July 24, 2020 12:49 PM
To: Lauri Anderson; Rob Karlinsey; Nancy Ousley; Debbie Bent; Joanne Gregory
Cc: CI_Council
Subject: Maximum ADU sizes - 1,100 Sq. Ft. 1968 house on 9,000 Sq. Ft. Lot



Laurie, Rob, City Council, and Executive Management,

Here is a 1968 house on 19515 NE 61st, in Kenmore.

It is a 1,100 sq. ft. house on a 9,000 sq. ft. lot.

To turn this into an attached ADU development, (with two ADU's) what is the maximum size that the triplex could be in terms of (1) Sq. Ft., and (2) height? What is the maximum size of each ADU?

If the main House was expanded to 2,200 sq. ft. first, then what would the maximum size of the triplex be in terms of (1) Sq. Ft., and (2) height? What is the maximum size of each ADU?

Thank You,

John Hendrickson

Joanne Gregory

From: John H <jwhend@hotmail.com>
Sent: Friday, July 24, 2020 12:35 PM
To: Lauri Anderson; Rob Karlinsey; Nancy Ousley; Debbie Bent; Joanne Gregory
Cc: CI_Council
Subject: City Web Site - No Comp. Plan Access

Hi Rob, Laurie and Executive Management,

People are having trouble finding the proposed ADU changes and other related documents on the web site.

In particular, I cannot get the Comprehensive Plan to come up.

Who is responsible for this, and can you get it corrected ASAP.

Thank You,

John Hendrickson

Please add this email to the public hearing record for the ADU Amendments.

Yahoo Mail - ADU

<https://mail.yahoo.com/d/TOlders/2/message>

23.

ADU

From: bill good (weg21145@yahoo.com)

To: jgregory@kenmorewa.gov

Cc: cityhall@kenmorewa.gov; dbaker@kenmorewa.gov; nherbig@kenmorewa.gov;
mcurtis@kenmorewa.gov; jmarshall@kenmorewa.gov; mocain@kenmorewa.gov;
cpfeil@kenmorewa.gov; dsrebink@kenmorewa.gov

Date: Friday, July 24, 2020, 11:26 AM PDT

hand delivered 7/24/20 2:48 pm

First, thanks for the three day advanced notice regarding yet another threat to my community. Common courtesy would dictate that in order for a reasonable community input to be achieved, maybe some of us would like to have the time to research this ADU 'significant amendment' in more depth. Since that is not how you choose to approach this alleged 'affordable housing crisis' with respect to this ADU proposal, with respect to the resident community being impacted, the only conclusion I can draw without having the benefit of what you think or know is that I oppose all 7 of the proposals you have presented. And here are the reason why.

1. ADU's are useful tools to improve an 'existing family requirement' for more living space. Using ADU's to integrate a neighborhood outside 'existing family requirements' is not a 'family value', it's a government value. Providing government 'incentives' for existing legacy residents to relinquish their 'space' is coercive and just plain wrong. And for all the wrong reasons. You're not helping the current resident, you're helping yourself. The government's plan to 'pack people in' to this county is multi pronged, I know, and most of that plan is based on greed. The government's 'density dreams' have already substantially destroyed the north Kenmore area ever since Aspen Glen. Aspen Glen was promoted as the answer to 'affordable housing'. The promised \$150,000 home sold for \$325,000+ when completed. Another government promise broken. And I add, most likely due to poor insight, poor planning, poor review and rich special interests.

2. ADU's rule changes, in your current proposal, speak about 'multiple' ADU's on one piece of property. That speaks to your willingness to accept more complexity regarding services, utilities and infrastructure without knowing "what you know, or think you know" about how those challenges will be addressed (not necessarily resolved). Just because existing legacy properties occupy more space than you 'now' deem 'unfair' or 'unjust' or 'selfish' is not reason enough to permit legalizing this process. The 'process' goal is 'affordable housing'. The question you are not answering is 'for whom?' Once we know that answer, the relevance of your motives will be clearer.

3. ADU 'liveability' standards are not much more rigorous than living in a motor home next to existing structure. Why are motor homes banned from being parked on private property. An ADU isn't much different than a motorhome functionally. At least a motor home can be moved once it becomes an eyesore. An ADU can remain an eyesore indefinitely.

4. And lastly, the idea that an additional parking space should be exempt from the ADU code means that either more cars will be parking on the street right of way, OR, more ADU dwellers will be using alternate transportation if needed. The cultural aspects that are being pushed in this ADU change are obvious to me and others.

NO, we don't want bicycles in our community.
NO, we don't want poor people in our community.
NO, we don't want criminals in our community.
NO, we don't want sex offenders in our community;
NO, we don't want any socio-political agitators in our community.
NO, we don't want any 'city' in our community.

WE LIVE IN THE SUBURBS BECAUSE WE MADE THE DELIBERATE CHOICE TO LIVE IN THE SUBURBS BECAUSE "SUBURBIA" IS SUPPOSED TO BE A REFUGE FROM ALL THE NONSENSE AND IRRATIONALITY OF THE CURRENT CITY LIFE IN SEATTLE. WE DON'T WANT TO ENCOURAGE THE

7/24/2020, 1:18 PM

Staff Responses to Citizen Comments: Accessory Dwelling Units

Second Installment

(This installment contains written comments received as of noon on 7/27/20. Comments received between noon and 5:00 p.m. will be forwarded to the City Council but no written staff response will be provided at this time.)

	Commenter	Concern	Staff Response
24.	Russ Van Moppes 7/23/20, 4:30 p.m.	- This has more negative consequences than positive I.e. consider: 1. you get weekly or monthly neighbors even people who say they are vacationers A TV GOES B COMPUTER DISAPPEARS - SHACKS ARE BUILT W NO INSPECTIONS OR INSPECTORS ARE CO OPTED FOR A FEW BUCKS.NON TAXPAYERS CHANGING ADDRESSES. - HAWAII HAS A HUGH PROBLEM W THIS SHORT TERM RENTALS INCREASED PROPERTY TAXES UNPAID CONTESTED TAXES ETC. SOON YOU HAVE SIDEWALK BUSINESSES AND MONITOR PROBLEMS. - INVITING TENTPEOPLE ON FOOD STAMPS ETC IN TO PREMIER FAMILY NEIGHBORHOODS EXTREMELY COUNTER PRODUCTIVE. CHILDREN FEEL LESS SECURE. - WOULD WE SEE THIS IN WINDERMERE OR LAURELHURST,? YOU WOULDN'T AND YOU SHOULDN'T IN BEAUTIFUL KENMORE	- Comment noted. - Both attached and detached ADUs are inspected by the City before occupancy. - Comment noted. - Comment noted. - Comment noted. ADUs are allowed in both Windermere and Laurelhurst per City of Seattle regulations.
25.	Jon-Paul Mickle 7/23/20, 5:43 p.m.	- How many single-family homes are affected by this change to ADU regulations? Follow-up: How many previous/existing ADU requests have been/are being denied by current ADU regulations? - Why are you recommending eliminating the additional parking space requirement? Do you anticipate increasing street parking by this exemption? How will you increase pedestrian safety considering you have now created a conflict between pedestrian (disabled) transportation and ADU vehicles?	Currently, attached ADUs are permitted in all single-family residential zones regardless of lot size and detached ADUs are permitted on lots of 10,000 sq.ft. or greater. It is estimated that an additional 234 secondary ADUs might be constructed as a result of the amendments. Information on exact numbers of previous ADU permit denials

		• Why are you labeling a detached structure of 1,500 square feet on a 6,000 square foot lot an ADU? That is the same size as my single family home with three bedrooms and three bathrooms. That is EXCESSIVE for an ADU size, regardless of size of the lot. • Anything over 900 square feet should be considered a separate home and the lot divided accordingly. • How do current ADU regulations control or restrict Air-B&B use? Use of ADU as Air-B&Bs works directly against the intent of ADU and the proposed new changes.	is not available. Approximately 50 ADUs were permitted in the City between 2012 and 2018. • Elimination of the parking space is to incentivize construction of ADUs and reduce costs. The environmental review concluded that no adverse impacts would result from the potential street parking. • Detached ADUs would be limited to 600 sq.ft. on lots less than 6,000 sq.ft. On lots $\geq 6,000$ sq.ft., the maximum size would be 10% of the lot area up to a maximum of 1,500 sq.ft. • Comment noted. • There would be no restrictions on use of an ADU as an Airbnb (no change to current regulations).
26.	Jon-Paul Mickle 7/24/20, 8:29 a.m.	• Considering the on-going and future pandemics and that population density directly contributed to the skyrocket infection and death rates, what is the Public Health assessment of purposely working to increasing population density in Kenmore? • 2. The goal is to create "affordable" housing. What is the working definition for affordable? Will ADU rental rates be capped or controlled? What will keep ADU rental rates "affordable?" If rental rates are to be controlled by the market, then they will most likely not be affordable.	• The pandemic has affected areas of all residential densities, including rural areas. • ADUs generally do have higher per square foot building costs than do new single-family residences but are less expensive to build than multifamily units. Research done for the ADU project showed that in many cases no rent was charged for an ADU (built for a family member) or a below-market rate was charged. No rent caps are proposed.
27.	Jon-Paul Mickle 7/24/20, 8:38 a.m.	1. What is Kenmore's predicted population increase if changes to ADU regulations are made? a. Is the local school district aware and prepared to accommodate population change? With or without requiring additional property taxes?	The environmental analysis concluded that an additional 234 secondary ADUs might be built in Kenmore over and above those already allowed by the existing regulations. No significant adverse impacts to schools,

		b. Are the existing utility infrastructure (electric, water, gas, sewer) able to accomodate population change? With or without requiring additional property taxes? c. Are the existing emergency response providers (police, fire, medical, social services) able to accommodate population change? With or without requiring additional property taxes?	infrastructure or emergency response were identified.
28.	Kristina Kelley and Martin Schager 7/24/20, 3:34 p.m.	Strongly oppose the City's proposal to allow and even worse - incentivize the construction of ADUs. We believe that crime will increase, property values will decrease, parking will overflow into streets making them less safe for pedestrians and traffic and pollution will increase.	Comments noted.
29.	Tracy Robinson 7/25/20, 12:42 a.m.	This is the worst idea the city of kenmore has ever had. It will ruins the neighborhoods and properties. Kenmore does not have the man power to over see a project like this or make sure these get built correctly or used correctly and once it goes through we can never reverse it and this town will never be the same. Please don't ruin Kenmore.	Kenmore has allowed both attached and detached ADUs since incorporation in 1998. Current rules allow an attached ADU on a lot of any size. Detached ADUs are allowed on lots equal to or greater than 10,000 sq.ft.
30.	Rosie Schaffer 7/25/20, 12:53 a.m.	I oppose ADUs that do not require off-street parking.	Commented noted.
31.	Mark Stanton 7/25/20, 1:15 p.m.	• We are strongly opposed to the elimination of the current Owner occupancy requirement. • We are also opposed to the ADU's to two units per single family home and elimination of parking requirements. • This would have a negative impact on our neighborhoods.	The environmental analysis for the project concluded that the estimated small number of additional ADUs would not have significant adverse impacts.
32.	Carla Blackner 7/25/20, 1:33 p.m.	• The doubling the density of ADUs will change Kenmore's biggest asset which is a quiet safe family oriented community. Eliminating the requirement for owner occupation is a major change that will negatively impact the city. Eliminating parking increases street parking and this negatively impacts the safety for pedestrians on streets without sidewalks or pedestrian walkways. Increased noise levels both from traffic and a higher density of persons on existing lots especially with short term rentals.	• It is estimated that 5% of the lots in the City may have an ADU in the future. The environmental review of the proposed changes concluded that significant adverse impacts were unlikely. • Under current rules, single-family houses generally could be built to the same size and lot coverage as a house plus ADU(s). • Comment noted.

		• Negative visual impacts on the neighborhood from a wide variety of buildings both in terms of style and quality, access, and height. • The impacts to safety of short term rentals on close knit communities with families. Questions: • Why were additional changes made to the Planning Commission recommendations? • Why have the fiscal impacts not been addressed? • Could you clarify why the recommended amendments were to not permit a detached ADU on lots less than 4500 sq ft changed to no minimum lot size; and the increase in maximum floor area from 1000 sq ft to 1500 sq ft? • I reject the premise that a comparison of family size to average size of home of 1950 to 2005 is even relevant, the 1950's were 70 years ago. Do the percentages of cost burdened rentals include the addition of new apartment rentals in the downtown core? • Has there been any discussion of how the city plans to manage short term rentals such as Airbnb?	• The Planning Commission makes recommendations. The City Council reviews those recommendations and makes final decisions. • It is unclear what fiscal impacts are at issue. • Changes were made to incentivize development of additional ADUs in the City. • The background information on house sizes was provided to illustrate that while house sizes have been increasing, the number of people living in those houses has been decreasing which may make development of an attached ADU (or a smaller detached ADU for the present homeowner to live in) attractive. • See above comment about Airbnb.
33.	Dennis Kurtz 7/25/20, 3:55 p.m.	> NO - Elimination of the Owner Occupancy Requirement > NO - Doubling of Mother-in-law apartments (ADUs to two units per Single Family Homes) > NO - Elimination of the parking requirement > NO - Sneak Attack Zoning Changes - Home Owners/public need timely notice from the City on these ISSUES!	Comments noted.
34.	Bill and Jackie Smith 7/25/20, 4:32 p.m.	We are against two ADU units per single family home. Do not eliminate requirement for off street parking, and do not remove the owner occupancy requirement. If you want more housing in Kenmore, re-zone certain areas for apartments instead.	Comments noted.
35.	Karen Braucht 7/25/20, 8:27 p.m.	I object to the lack of off-street parking. There are a number of streets in Kenmore right now that are already difficult to drive down due to the increase of parked cars. Please do not eliminate the requirement of an off-street parking spot for these dwelling units.	The environmental review for the proposal concluded that the impact on on-street parking would not be significant.
36.	Roger Heiland 7/25/20, 10:15 p.m.	I would like consideration on 2 items:	Comments noted.

		Not eliminating the requirement after 6 months of occupancy that the property owner live in either the main house or ADU. Not eliminating the additional parking space requirement for an ADU.	
37.	Marcelle Faddoul 7/26/20, 9:24 a.m.	I totally oppose allowing ADUs in single family zones. • Keeping the owner occupancy requirements will be best for the residents of Kenmore. I have seen the difference between renters and owners. • We are presently getting over crowded with traffic..Adding ADUs will only compound and worsen the situation. • The existing parking requirements should not be changed. Frankly, I am quite upset that the council is moving so quickly on this since it affects the existing home owners of Kenmore who pay the taxes and vote for the council. I do NOT want my council to allow Kenmore to become over crowded. As my representative please vote NO to allow ADUs.	Kenmore has allowed both attached and detached ADUs since incorporation in 1998. With the changes, it is estimated that 5% of the lots in the City may have an ADU in the future. The environmental review of the proposed changes concluded that significant adverse impacts were unlikely.
38.	Edward J. and Elaine Z. Jennerich 7/26/20, 2:15 p.m.	We are writing to state our opposition to your proposed amendments. One of the major attractions of Kenmore was the appeal of a small 'city' with mostly single-family homes. What you are proposing would cause: • Increased traffic in an already congested area, increasing demands on water, sewer, waste management, energy utilization with the resulting negative environmental impacts, increasing demands on police and fire resources, additional burdens on our already packed schools, increased automobiles. Eliminating the parking space requirements will cause on-street congestion and make parking more difficult. • All the above will negatively affect property values. • The amendments to the ADU regulations are not consistent with the intent of the City's Comprehensive Plan. To cite only a few salient portions:	• The environmental analysis for the project concluded that the estimated small number of additional ADUs would not have significant adverse impacts. • Comment noted. • Current Comprehensive Plan language supports development of ADUs: Policy H-3.3.2, "Allow and accommodate accessory dwelling units in single-family districts." Likewise, the City's Housing Strategy Plan recommended review of the City's ADU regulations to encourage additional development. • The City Council is holding the public hearing to obtain community input before making any decisions.

		"The Housing Element is intended to promote and maintain residential neighborhoods, ensure a range of densities and housing types for all incomes, address special needs housing, and the quality of the residential requirement." page 1-4 Kenmore 20 Year Vision statement: "supports the character of its single-family residential neighborhoods." page 2-1 "Protection/maintenance of single-family residential areas. This is a key concept of the Vision Statement to protect single-family areas and concentrate most multi-family in Downtown." page 4A-10 City Policy Goal LU-1.1.2 "limit land uses and activities that may result in harmful secondary effects to the community, such as crime, vandalism or <u>neighborhood deterioration</u>." page 4A-12 Objective 1.3 "Maintain and enhance the character of existing single-family neighborhoods by allowing compatible housing, improving infrastructure and establishing appropriate site development standards." page 4A-12 Policy LU-1.3.1 "Ensure that zoning regulations emphasize single-family dwellings as the principal use in the City's established single-family neighborhoods." page 4A-12 • It is also very disappointing that during this time of Covid-19 and social distancing requirements, the City Council wants to push these ADU amendments through without adequate discussion by the community.	
39.	Heather Byrne 7/26/20, 3:17 p.m.	• Has the problem in Kenmore been studied (affordable housing) with data available to the public. • This does look like a page out of the Seattle handbook. Eliminating parking space requirement is logical in Seattle but not in suburbs. • Eliminating the requirement for occupancy of the property owner creates very little regard for the neighborhood/community quality of life. • Is Kenmore prepared for school/police/fire/hospital impact?	• The Housing Element of the City's Comprehensive Plan identified housing needs for the community. The Housing Strategy Plan concluded that encouraging ADUs could help with the need for more affordable housing in Kenmore. • Comment noted. • Comment noted. • See earlier responses about environmental impact.

40.	Lara Allen and Rob Butler 7/26/20, 4:04 p.m.	We do NOT believe that this proposal will help to create more lower income housing (which we support) but instead will allow developers to buy residential properties and cram them with tiny, expensive homes with nowhere to park!	• ADUs generally do have higher per square foot building costs than do new single-family residences but are less expensive to build than multifamily units. Research done for the ADU project showed that in many cases no rent was charged for an ADU (built for a family member) or a below-market rate was charged. No rent caps are proposed. • The intent of the 6-month owner-occupancy requirement was to limit opportunities for developers but provide more flexibility for homeowners. • The environmental review for the proposal concluded that the impact on on-street parking would not be significant.
41.	Shannon Pickard 7/26/20, 5:10 p.m.	Thank you for recognizing the lack of affordable housing as a crisis in our region. I absolutely support allowing more ADU's in Single Family zones. I support all the proposed amendments to allow this.	Comments noted.
42.	Karen Prince 7/26/20, 6:09 p.m. and 6:13 p.m.	• What venues have been used to put this issue before the public? • These changes seem substantial enough to be considered a zoning change. • Why is the 6 month owner-occupancy period so brief? What protections will be in place to keep up maintenance if landlords are not around after 6 months? • No additional off-street parking space shall be required for an ADU? Essentially, then, cars must park on the street. • Reducing backyard set-backs from 20' to 10' sounds so congested. • How will this increase in housing align with Kenmore's vision of preserving open spaces and its aspirations of bringing good stewardship to environmental concerns?	• The Planning Commission studied the ADU regulations between August 2019 and January 2020. A public hearing was held in November 2019. • There is not change of zoning proposed with this project. • The intent of the owner-occupancy requirement was to limit opportunities for developers but provide more flexibility for homeowners. • See earlier responses about street parking. • Comment noted.

			• The environmental review conducted for this project concluded that there would be no significant adverse environmental impacts given the small number of additional ADUs expected.
43.	Barney Wimer 7/26/20, 6:27 p.m.	There are some unintended consequences of such a plan: • The property values in Kenmore will diminish. That is so because low-cost housing always lowers property values any place one looks. • The on-street parking will increase, meaning a decrease in the traffic lanes, thus make walking and riding bicycles more dangerous in our neighborhoods. • Allowing ADUs in single-family neighborhoods will mean additional people in what was planned as individual family homes. This has the potential to mean that too many people are occupying too little areas. • Allowing ADUs does not necessarily mean that the ADUs will be low-cost. The property owner will be able to charge whatever they wish unless the City Council decides to require a rent ceiling. • If this proposal is passed the Council will not allow property owners to evict those who do not/cannot pay their rent or who do not properly maintain their rental. • If low-cost housing is needed, incentivize the building of more apartment buildings	• There is no evidence that property values will be reduced with the proposal. • See earlier responses about on-street parking. The environmental analysis for the proposal concluded that there would not be a significant adverse environmental impact. • The number of individuals in the house plus ADU(s) cannot exceed the number that currently is allowed. • See earlier comments about ADU rents. No rent ceilings are proposed. • The proposal does not include eviction standards. • Comment noted.
44.	Karen Braucht 7/26/20, 6:37 p.m.	Some of the streets around my house such as NE 185th, 66th, and 68th Avenue NE are rapidly filling up with cars. It makes visibility difficult as both a walker and driver. With so few sidewalks, the last thing we need is more cars parked on the roads.	See earlier responses about on-street parking.
45.	Bob Swain 7/26/20, 9:20 p.m.	I support the ADU amendments as proposed by the Council.	Comment noted.
46.	Curt Weese 7/26/20, 9:32 p.m.	ADU Questions: • I would like to build 2 ADU's in one separate building (I have 1/3 acre so lots of room) with it being a 2 story ADU that houses two	• The proposal restricts the 2 ADUs to one attached and one detached, or two attached.

		different "ADU's". 750 sq ft each floor I guess if 1,500 is the new limit. • I was thinking of subdividing my 1/3 acre lot and moving into the new house on smaller lot and selling my current house. • You could also maybe loosen garage space counting against total size limit somehow. • Thanks for your time in this project. Will help a lot of people stay in their homes.	• The subdivision process and smaller lot sizes (zoning) are not addressed with this proposal. • Garage space is not included in the ADU square footage. • Comment noted.
47.	Roger and Ingrid Haapanen 7/26/20, 11:13 p.m.	Would like to see the zoning laws remain unchanged.	Comment noted.
48.	Leslie McCallum 7/27/20, 1:29 a.m.	Thank you to the Kenmore City Council for seeking to improve housing options. I support expanding the regulations to allow for more ADUs. Particularly now, when we're still in the grips of a public health crisis, it is necessary to alleviate some of the stresses to our current housing crisis by providing more affordable places to live.	Comments noted.
49.	Bill Whitmore 7/27/20, 7:18 a.m.	A few years ago, I checked into making an ADU as part of my house, and ran into a snag: My house was built 60 years ago with two front doors. I was told that the current ADU regs do not allow two front doors, and I was also told that this could not be grandfathered either. I was told the reason for the "no two front door" regulation was so that neighborhoods wouldn't look like duplexes. Even though the concern is 60 years too late for my house, I was not allowed to have an ADU. Could ADUs have doors on the same side of the house?	Proposed changes eliminate the requirement that only one entrance may be located on each streetside of a residence.
50.	Judy Murray 7/27/20, 8:37 a.m.	My husband and I are strongly AGAINST your Accessory Dwelling Units proposal. THERE MUST BE A BETTER OPTION. Our neighborhood could become a mix of owner-occupied single-family houses and single-family homes converted to rental housing that may or may not be owner-occupied. I don't see how that can do anything but devalue our property. And possibly create more public safety, parking and traffic issues.	See earlier responses about property devaluation, public safety, parking and traffic.
51.	Deborah and Larry Rogers 7/27/20, 9:13 a.m.	We are not in favor of relaxing restrictions on ADU's. About 6 years ago a home on our block began renting its ADU. The ADU at that time did not have additional parking spots to accommodate	The environmental analysis of the proposal concluded that no significant adverse environmental impacts would result given

		additional cars and so the cars parked on the street limiting visibility and basically turning the street into a one way street in front of their house. Many of the homes on NE 154TH st. were built in 1956 and have 1 car garages or carports and cannot support additional cars that having ADUs would add. We are respectfully requesting that the Kenmore City Council embark on a much more detailed study of how adding additional ADUs to Kenmore would impact roads, schools, parking, traffic, and current residents.	the small number of additional ADUs anticipated.
52.	Karen Braucht 7/27/20, 10:02 a.m.	I would like to add a comment that the owners should reside on the property. In particular, I do not want to see multiplexes in single family neighborhoods.	Comment noted.
53.	Rick and Ann Emerick 7/27/20, 10:32 a.m.	We stand against these new ADU proposals. • ADU lot sizes should be increased not reduced, especially if ADU sizes are increased. • Do not eliminate the additional parking space requirement, you'll just be pushing more people to park on the street. • We also oppose creating incentives for construction of ADU's. A poor use of taxpayer funds.	• Comment noted. • See above responses about street parking • No taxpayer funds are being provided for construction of ADUs.
54.	Mark Laulainen 7/27/20, 11:44 a.m.	I am concerned about: • Parking - Kenmore has been going too far in relaxing parking restrictions for new development. At least one off-street parking spot should be provided for each unit, or perhaps a mitigation fee can be paid instead. Something with teeth, at least \$5000, to discourage a street parking solution. • Restrictions on developers - There are instances in Seattle where developers start with new construction and shoehorn ADUs in with their new houses. Consider a one- or two-year residency requirement prior to applying to issuing new ADU permits. Or no permits issues to LLC owners. Removing a six-month occupancy requirement only serves to allow exploitation. • Size - 1500 sq ft seems too large for an ADU, and would presumably have 2-3 bedrooms. That is larger than many 'mid-century modern'	• See earlier responses about parking • The six-month owner occupancy requirement is designed to prevent developers from pursuing ADUs while still allowing homeowner flexibility. • Comments noted. • Tree removal would be handled as it currently is for single-family residences. • Higher utility charges are not recommended in order to support affordability. The Northshore Utility District determines the charges, not the City.

		homes. 1,000 sq ft or maybe 1,200 seems more reasonable. And if the ADU is over tbd (900?) sq ft, or more than one bedroom, a second off-street parking space should be required or mitigated. • Trees - Require mitigation for tree removal. • Utilities - ADUs should be required to pay multi-unit NUD utility fees. Make sure any loopholes are closed.	
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24.

Joanne Gregory

From: Russell Van Moppes <russvanmop@aol.com>
Sent: Thursday, July 23, 2020 4:30 PM
To: Joanne Gregory
Subject: ADU'S

I personally believe this is a feel good proposal and believe it has more negative consequences than positive I.e. consider:

1. you get weekly or monthly neighbors even people who say they are vacationers

A TV GOES

B COMPUTER DISAPPEARS

2 SHACKS ARE BUILT W NO INSPECTIONS OR INSPECTORS

ARE CO OPTED FOR A FEW BUCKS.NON TAXPAYERS CHANGING ADDRESSES.

3.HAWAII HAS A HUGH PROBLEM W THIS SHORT TERM RENTALS INCREASED PROPERTY TAXES UNPAID
CONTESTED TAXES ETC.

SOON YOU HAVE SIDEWALK BUSINESSES AND MONITOR PROBLEMS.

4.INVITING TENTPEOPLE ON FOOD STAMPS ETC IN TO PREMIER FAMILY NEIGHBORHOODS

EXTREMELY COUNTER PRODUCTIVE. CHILDREN

FEEL LESS SECURE.

5 WOULD WE SEE THIS IN WINDERMERE OR LAURELHURST,?

YOU WOULDN'T AND YOU SHOULDN'T IN BEAUTIFUL KENMORE

Russ Van moppes
6504 NE 171st pl
Kenmore

25

Joanne Gregory

From: Jon-Paul Mickle <jpmickle@uw.edu>
Sent: Thursday, July 23, 2020 5:43 PM
To: Joanne Gregory
Subject: Public Hearing, 27 Jul, 1900//Written Questions Submission

Written Questions for ADU Public Hearing on 27 July/1900:

1. How many single-family homes are affected by this change to ADU regulations?
 - a. Follow-up: How many previous/existing ADU requests have been/are being denied by current ADU regulations?
2. Why are you recommending eliminating the additional parking space requirement? Where will ADU occupants park their car if there is insufficient space on the single family lot? Do you anticipate increasing street parking by this exemption? How will you increase pedestrian safety considering many single-family zones do not have sidewalks and by encouraging street parking, you have now created a conflict between pedestrian (disabled) transportation and ADU vehicles?
3. Why are you labeling a detached structure of 1,500 square feet on a 6,000 square foot lot an ADU? That is the same size as my single family home with three bedrooms and three bathrooms. That is EXCESSIVE for an ADU size, regardless of size of the lot. Anything over 900 square feet should be considered a separate home and the lot divided accordingly. The intention of ADU is not to create space for a family of four--it is to provide an efficiency/loft style apartment to be used for either extended family, caretaker or rental purposes. The emphasis is on "affordable." If an ADU is over 900 square feet, owners are going to demand the equivalent of a current mortgage to rent. ADUs should be restricted to 900 square feet and smaller, regardless of lot size.
4. How do current ADU regulations control or restrict Air-B&B use of existing or new ADUs? Use of ADU as Air-B&Bs works directly against the intent of ADU and the proposed new changes.

--

JON-PAUL MICKLE, Col, USAF
Commander, AFROTC/Det 910

(Comm) 206-543-2360
jpmickle@uw.edu
jonpaul.mickle@us.af.mil

26.

Joanne Gregory

From: Jon-Paul Mickle <jpmickle@uw.edu>
Sent: Friday, July 24, 2020 8:29 AM
To: Joanne Gregory
Subject: Re: Public Hearing, 27 Jul, 1900//Written Questions Submission

Follow on questions for ADU Public Hearing on 27 Jul:

1. Considering the on-going pandemic and the fact future pandemics are as inevitable as climate change along with the facts that population density directly contributed to the skyrocket infection and death rates in California and New York, what is the Public Health assessment of purposely working to increasing population density in Kenmore?

2. The stated Kenmore goal is to create "affordable" housing. What is the working definition Kenmore is using for affordable?
 Will ADU rental rates be capped or controlled by the city? What will keep ADU rental rates "affordable?" If rental rates are to be controlled by the market, then they will most likely not be affordable for the demographics being targeted (see New York City, Chicago, Los Angeles, San Diego, San Francisco, etc.).

On Thu, Jul 23, 2020 at 5:43 PM Jon-Paul Mickle <jpmickle@uw.edu> wrote:
 Written Questions for ADU Public Hearing on 27 July/1900:

1. How many single-family homes are affected by this change to ADU regulations?
 - a. Follow-up: How many previous/existing ADU requests have been/are being denied by current ADU regulations?
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27.

Joanne Gregory

From: Jon-Paul Mickle <jpmickle@uw.edu>
Sent: Friday, July 24, 2020 8:38 AM
To: Joanne Gregory
Subject: Re: Public Hearing, 27 Jul, 1900//Written Questions Submission

Follow-on questions for ADU Public Hearing 27 Jul:

1. What is Kenmore's predicted population increase if changes to ADU regulations are made?
 - a. Is the local school district aware and prepared to accommodate population change? With or without requiring additional property taxes?
 - b. Are the existing utility infrastructure (electric, water, gas, sewer) able to accomodate population change? With or without requiring additional property taxes?
 - c. Are the existing emergency response providers (police, fire, medical, social services) able to accommodate population change? With or without requiring additional property taxes?

On Fri, Jul 24, 2020 at 8:29 AM Jon-Paul Mickle <jpmickle@uw.edu> wrote:
 Follow on questions for ADU Public Hearing on 27 Jul:

1. Considering the on-going pandemic and the fact future pandemics are as inevitable as climate change along with the facts that population density directly contributed to the skyrocket infection and death rates in California and New York, what is the Public Health assessment of purposely working to increasing population density in Kenmore?
2. The stated Kenmore goal is to create "affordable" housing. What is the working definition Kenmore is using for affordable?
 Will ADU rental rates be capped or controlled by the city? What will keep ADU rental rates "affordable?" If rental rates are to be controlled by the market, then they will most likely not be affordable for the demographics being targeted (see New York City, Chicago, Los Angeles, San Diego, San Francisco, etc.).

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 Written Questions for ADU Public Hearing on 27 July/1900:

1. How many single-family homes are affected by this change to ADU regulations?
 - a. Follow-up: How many previous/existing ADU requests have been/are being denied by current ADU regulations?
2. Why are you recommending eliminating the additional parking space requirement? Where will ADU occupants park their car if there is insufficient space on the single family lot? Do you anticipate increasing street parking by this exemption? How will you increase pedestrian safety considering many single-family zones do not have sidewalks and by encouraging street parking, you have now created a conflict between pedestrian (disabled) transportation and ADU vehicles?

3. Why are you labeling a detached structure of 1,500 square feet on a 6,000 square foot lot an ADU? That is the same size as my single family home with three bedrooms and three bathrooms. That is EXCESSIVE for an ADU size, regardless of size of the lot. Anything over 900 square feet should be considered a separate home and the lot divided accordingly. The intention of ADU is not to create space for a family of four--it is to provide an efficiency/loft style apartment to be used for either extended family, caretaker or rental purposes. The emphasis is on "affordable." If an ADU is over 900 square feet, owners are going to demand the equivalent of a current mortgage to rent. ADUs should be restricted to 900 square feet and smaller, regardless of lot size.
4. How do current ADU regulations control or restrict Air-B&B use of existing or new ADUs? Use of ADU as Air-B&Bs works directly against the intent of ADU and the proposed new changes.

--

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28.

Joanne Gregory

From: Kristina Kelley <kkelley@carterseattle.com>
Sent: Friday, July 24, 2020 3:34 PM
To: Joanne Gregory
Cc: Martin Schager
Subject: Kenmore ADU discussion participation

Mr. Gregory,
As residents of Kenmore, my husband Martin Schager and I strongly oppose the City's proposal to allow and even worse - incentivize the construction of ADUs. We believe that crime will increase, property values will decrease, parking will overflow into streets making them less safe for pedestrians and traffic and pollution will increase. Thank you for your attention and consideration.

Sincerely,

Kristina Kelley
Kenmore Resident
206.551.0396

29.

Joanne Gregory

From: Communications
Sent: Saturday, July 25, 2020 12:43 AM
To: Joanne Gregory
Subject: FW: Feedback for City of Kenmore Washington

Follow Up Flag: Follow up
Flag Status: Flagged

Comment received for ADUs below.

Thanks,

Lauren Chomiak

Communications Specialist | City of Kenmore
18120 68th Ave NE | Kenmore, WA 98028
Tel: (425) 398-8900 | Mobile: (425) 970-0343
lchomiak@kenmorewa.gov | www.kenmorewa.gov

From: City of Kenmore, WA <kenmorewa@enotify.visioninternet.com>
Sent: Saturday, July 25, 2020 12:42 AM
To: Communications <communications@kenmorewa.gov>
Subject: Feedback for City of Kenmore Washington

You have received this feedback from Tracy robinson <Trobinson10@frontier.com> for the following page:

<https://www.kenmorewa.gov/government/departments/community-development/planning-initiatives/accessory-dwelling-units>

Please Do Not let the ADU apprial go through. This is the worst idea the city of kenmore has ever had. It will ruins the neighborhoods and properties. Kenmore does not have the man power to over see a project like this or make sure these get built correctly or used correctly and once it goes through we can never reverse it and this town will never be the same. Please don't ruin kenmore.

30-

Joanne Gregory

From: rrschaffer@frontier.com
Sent: Saturday, July 25, 2020 12:53 AM
To: Joanne Gregory
Subject: ADUs

Follow Up Flag: Follow up
Flag Status: Flagged

I oppose ADUs that do not require off-street parking.

Rosie Schaffer
Kenmore, WA

31.

Joanne Gregory

From: Mark Stanton <markstanton2@comcast.net>
Sent: Saturday, July 25, 2020 1:15 PM
To: Joanne Gregory
Subject: residential rezoning

Follow Up Flag: Follow up
Flag Status: Flagged

Mr. Gregory

We have been informed of possible residential rezoning changes for the City of Kenmore.

As a resident and homeowner at 5627 Ne 204th St., Kenmore for 23 yrs., we are strongly opposed to the elimination of the current Owner occupancy requirement.

We are also opposed to the ADU's to two units per single family home and elimination of parking requirements in regards to residential rezoning.

This would have a negative impact on our neighborhoods.

Mark Stanton

32'

Joanne Gregory

From: Carla Blackner <c.blackner@comcast.net>
Sent: Saturday, July 25, 2020 1:33 PM
To: Joanne Gregory
Subject: More ADUs comments from a 20 year Kenmore resident

Follow Up Flag: Follow up
Flag Status: Flagged

Comments pertaining to ADU:

In and of itself doubling the density of ADUs will change Kenmore's biggest asset which is a quiet safe family oriented community. Eliminating the requirement for owner occupation is a major change that will negatively impact the city.

Eliminating the need for parking increases street parking and this negatively impacts the safety for pedestrians on streets without sidewalks or pedestrian walkways.

Increased noise levels both from traffic and a higher density of persons on existing lots especially with short term rentals.

Negative visual impacts on the neighborhood from a wide variety of buildings both in terms of style and quality, access, and height. I fail to see how the proposed code amendments would support single family neighborhood character.

The impacts to safety of short term rentals on close knit communities with families.

I have the following questions:

Why were additional changes made to the Planning Commission recommendations?

Why have the fiscal impacts not been addressed?

Could you clarify why the recommended amendments were to not permit a detached ADU on lots less than 4500 sq ft changed to no minimum lot size; and the increase in maximum floor area from 1000 sq ft to 1500 sq ft?

I reject the premise that a comparison of family size to average size of home of 1950 to 2005 is even relevant, the 1950's were 70 years ago. Do the percentages of cost burdened rentals include the addition of new apartment rentals in the downtown core?

Has there been any discussion of how the city plans to manage short term rentals such as Airbnb?

I thank you for your consideration of my comments and look forward to your reply.

Carla Blackner

33.

Joanne Gregory

From: Dennis Kurtz <denniswaynekurtz@msn.com>
Sent: Saturday, July 25, 2020 3:55 PM
To: Joanne Gregory
Cc: CI_Council
Subject: Accessory Dwelling Units in Single-Family Zones

Follow Up Flag: Follow up
Flag Status: Flagged

COMMENTS AS FOLLOWS:

- > NO - Elimination of the Owner Occupancy Requirement
- > NO - Doubling of Mother-in-law apartments (ADUs to two units per Single Family Homes)
- > NO - Elimination of the parking requirement
- > NO - Sneak Attack Zoning Changes - Home Owners/public need timely notice from the City on these ISSUES!

The key word being single-family housing.

Dennis Kurtz
5943 NE 200TH CT
Kenmore, WA 98028

34.

Joanne Gregory

From: Bill <kenmorebill@aol.com>
Sent: Saturday, July 25, 2020 4:32 PM
To: Joanne Gregory
Cc: David Baker; Nigel Herbig; Milton Curtis; Joe Marshall; Melanie OCain; cofeil@kenmorewa.gov; Debra Srebnik
Subject: ADU proposal

Follow Up Flag: Follow up
Flag Status: Flagged

We are against two ADU units per single family home. Do not eliminate requirement for off street parking, and do not remove the owner occupancy requirement.

If you want more housing in Kenmore, re-zone certain areas for apartments instead. We don't want to become another Seattle!

Bill and Jackie Smith
19318 65th PL NE
Kenmore, WA 98028

35

Joanne Gregory

From: Karen Braucht <ksbraucht@gmail.com>
Sent: Saturday, July 25, 2020 8:27 PM
To: Joanne Gregory
Subject: Accessory Dwelling Units

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Ms. Gregory;

As a 30 year resident of Kenmore, I would like to comment on the accessory dwelling unit recommendations. I have no issue with the dwelling units themselves, however, I do object to the lack of off-street parking. There are a number of streets in Kenmore right now that are already difficult to drive down due to the increase of parked cars. Please do not eliminate the requirement of an off-street parking spot for these dwelling units.

Thank you.

Karen Braucht
6485 NE 183rd St.
Kenmore, WA

36.

Joanne Gregory

From: Roger Heiland <roger@heiland.me>
Sent: Saturday, July 25, 2020 10:15 PM
To: Joanne Gregory
Subject: Accessory Dwelling Units

Follow Up Flag: Follow up
Flag Status: Flagged

In reference to the proposed changes on ADU's would like consideration on 2 items

Not eliminating the requirement after 6 months of occupancy that the property owner live in either the main house or ADU.

Not eliminating the additional parking space requirement for an ADU.

Roger Heiland

37.

Joanne Gregory

From: Marcelle Faddoul <gmtus@yahoo.com>
Sent: Sunday, July 26, 2020 9:24 AM
To: Joanne Gregory
Subject: Re: ADU meeting

Follow Up Flag: Follow up
Flag Status: Flagged

On Sunday, July 26, 2020, 09:18:07 AM PDT, Marcelle Faddoul <gmtus@yahoo.com> wrote:

I totally oppose allowing ADUs in single family zones.

Keeping the owner occupancy requirements will be best for the residents of Kenmore. I have seen the difference between renters and owners..

We are presently getting over crowded with traffic..Adding ADUs will only compound and worsen the situation.

The existing parking requirements should not be changed.

Frankly, I am quite upset that the council is moving so quickly on this since it affects the existing home owners of Kenmore who pay the taxes and vote for the council. I do NOT want my council to allow Kenmore to become over crowded. As my representative please vote NO to allow ADUs.

Respectfully,

Marcelle Faddoul
5929 NE 200th Ct.
Kenmore, WA. 98028

38'

Joanne Gregory

From: Ed Jennerich <jennerich@mindspring.com>
Sent: Sunday, July 26, 2020 2:15 PM
To: Joanne Gregory
Subject: comments on ADU amendments
Attachments: City of Kenmore Adu amendments.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Attached please find written comments regarding the proposed ADU amendments.

Sincerely,

Edward Jennerich

July 26, 2020

Dear Kenmore City Council Members,

We are writing to state our opposition to your proposed amendments to the ADU regulations.

When we moved to Kenmore 33 years ago, one of the major attractions was the appeal of a small 'city' with mostly single-family homes. Kenmore subsequently became a City in large measure to fend off the unnecessary regulations/policies of King County. It now appears that the City Council wants to dramatically change the character of our City for a heretofore unstated policy of socially engineering our community.

What you are proposing, if fully implemented would cause, at the very least, the following negative impacts on our community:

1. Increased traffic in an already congested area. Juanita Drive and Bothell Way are already a nightmare during rush hour traffic time.
2. Increased population puts increasing demands on water, sewer, waste management, energy utilization with the resulting negative environmental impacts
3. Increased population puts increasing demands on police and fire resources which are already stretched.
4. Increased population will put additional burdens on our already packed schools.
5. With the additional population will come increased automobiles and eliminating the parking space requirements will cause on-street congestion and make parking more difficult.
6. All the above will negatively affect property values.

The amendments to the ADU regulations are not consistent with the intent of the City's Comprehensive Plan. To cite only a few salient portions:

"The Housing Element is intended to **promote and maintain residential neighborhoods**, ensure a range of densities and housing types for all incomes, address special needs housing, and **the quality of the residential requirement.**" page 1-4

Kenmore 20 Year Vision statement: "supports the character of its single-family residential neighborhoods." page 2-1

"Protection/maintenance of single-family residential areas. This is a key concept of the Vision Statement to protect single-family areas and concentrate most multi-family in Downtown." page 4A-10

City Policy Goal LU-1.1.2 "limit land uses and activities that may result in harmful secondary effects to the community, such as crime, vandalism or neighborhood deterioration." page 4A-12

Objective 1.3 "Maintain and enhance the character of existing single-family neighborhoods by allowing compatible housing, improving infrastructure and establishing appropriate site development standards." page 4A-12

Policy LU-1.3.1 "Ensure that zoning regulations emphasize single-family dwellings as the principal use in the City's established single-family neighborhoods." page 4A-12

Page 1 of 2

While the goal of affordable housing is laudatory, there are other ways to accomplish it without destroying the character of our City. We don't want to become another Seattle--that's not why we live here.

It is also very disappointing that during this time of Covid-19 and social distancing requirements, the City Council wants to push these ADU amendments through without adequate discussion by the community. Zoom meetings simply do not give the true emotional and personal feelings of the participants. A change of this magnitude to the character of our City requires much more discussion and a greater level of community involvement. Perhaps that's the objective -- push it through while no one is paying attention. What you are proposing is not how Kenmore has done things in the past. City Council has previously been open about its objectives for our community. Unfortunately, these proposed ADU Amendments don't meet acceptable standards for community involvement.

Finally, the proposed amendments seem to fly in the face of the stated objectives for ADU production as stated on the City's web site, specifically

" the Code amendments are not necessary for achieving the city's general housing targets"
"support single-family neighborhood character."
the amendments should not "...create excessive density, permit unattractive structures..."

We hope you will reconsider these proposed amendments to the ADU regulations.

Sincerely,

Edward J. Jennerich
6935 NE 164th St.
Kenmore, WA 98028

Elaine Z. Jennerich

39.

Joanne Gregory

From: Heather Byrne <jahbyrne@icloud.com>
Sent: Sunday, July 26, 2020 3:17 PM
To: Joanne Gregory
Subject: ADUs

Follow Up Flag: Follow up
Flag Status: Flagged

Written comment:

1. Has the problem in Kenmore been studied (affordable housing) with data available to the public. Or is this in response to the dire needs created in Seattle, with the hope that the rest of King County solves their problem. Seattle has not addressed contributing factors like mental health and treatment for individuals with substance abuse issues. Basically, all the free or very low income housing created will not address the problems but just create more.
2. This does look like a page out of the Seattle handbook. Eliminating parking space requirement is logical in Seattle but not in suburbs, without bussing and without neighborhood grocery stores, etc.
3. Eliminating the requirement for occupancy of the property owner creates very little regard for the neighborhood/community quality of life. Merely hands over the right to place income generating mini slums wherever possible.
4. Is Kenmore prepared for school/police/fire/hospital impact? How much growth is anticipated from this proposal? Is there a plan in place to address those needs?

Sincerely,
 Heather Byrne
 Kenmore resident

40.

Joanne Gregory

From: Lara <larakristine15@hotmail.com>
Sent: Sunday, July 26, 2020 4:04 PM
To: Joanne Gregory
Cc: CI_Council
Subject: Comments on ADU proposal

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

My husband and I have owned our home in Kenmore since 2006, and we love living here!

We are concerned about the city's proposal to allow additional ADUs in areas zoned for single family units.

We do NOT believe that this proposal will help to create more lower income housing (which we support) but instead will allow developers to buy residential properties and cram them with tiny, expensive homes with nowhere to park!

We moved out of Seattle and into Kenmore to live in a quiet suburb with plenty of parking and streets where our children can play. This proposal feels like it's the first step towards becoming more like Seattle, and that's NOT what we moved here for!

We STRONGLY OPPOSE this proposal the way it stands now.

Thank you for listening!

Kind regards,

Lara Allen and Rob Butler

Sent from my iPhone

41.

Joanne Gregory

From: Shannon Pickard <shannonjpickard@gmail.com>
Sent: Sunday, July 26, 2020 5:10 PM
To: Joanne Gregory
Subject: More ADU's

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Kenmore City Council,

Thank you for recognizing the lack of affordable housing as a crisis in our region.
As a resident of Kenmore, I absolutely support allowing more ADU's in Single Family zones. I support all the proposed amendments to allow this. Please vote YES!

Thank you!
Shannon Pickard

42

Joanne Gregory

From: Richard Prince <rdprince57@hotmail.com>
Sent: Sunday, July 26, 2020 6:13 PM
To: Joanne Gregory
Cc: Kelly Chelin; CI_Council
Subject: Accessory Dwelling Units Proposed Amendments

Follow Up Flag: Follow up
Flag Status: Flagged

To: Joanne Gregory, Finance and Administration Director, Mayor David Baker, and Council members Herbig, Curtis, Marshall, O'Cain, Pfeil and Srebnik,

I am writing to voice concerns about the proposed amendments to Kenmore Municipal Code, Chapter 18.73, which I learned about only last week, just one week before the scheduled vote to adopt or not adopt.

I feel like I do read the Kenmore newsletter and try to keep up with what is happening, but what venues have been used to put this issue before the public? I know Kenmore envisions an "informed citizenry working with an open, responsive government that *seeks out and integrates* public input" (Vision statement of 2000) and this has been the case with many, many issues (Walkways and Waterways, current Bicycle and Sidewalk enhancements on Juanita Drive, etc.)

I would appreciate hearing from you to explain clearly why the following concerns should be of no concern:

- **Zoning.** These changes seem substantial enough to be considered a zoning change. Why is it not considered such? Shouldn't they require an appropriate public process? I have missed the deliberations on this.
- **6-Month Owner occupancy requirement.** Why is the period so brief? What protections will be in place to keep up maintenance if landlords are not around after 6 months?
- **Parking space.** No additional off-street parking space shall be required for an ADU? Essentially, then, cars must park on the street. Is this a good thing?
- **Reducing backyard set-backs from 20' to 10'.** This sounds so congested.

- **Environment.** How will this increase in housing align with Kenmore's vision of preserving open spaces and its aspirations of bringing good stewardship to environmental concerns?

I realize Kenmore is dealing with a challenging issue of making housing more available and affordable. Let us be clear about what outcomes we desire. Is there a new Vision Statement for Kenmore? It sounds like the Vision statement of 2000 is getting quite a redo.

I will be listening tomorrow evening to the Council's discussion on this issue and hope these concerns will be addressed. Thank you.

Sincerely,

Karen Prince
15122 65th Ave. NE.,
Kenmore, WA 98028
425-488-2429

43.

Joanne Gregory

From: B.D. Wimer <bmwimer@hotmail.com>
Sent: Sunday, July 26, 2020 6:27 PM
To: Joanne Gregory
Subject: Opposed To ADUs

Follow Up Flag: Follow up
Flag Status: Flagged

I wish to add my comments regarding the upcoming public hearing regarding Additional Dwelling Units (ADUs) in Kenmore. **I could not be more opposed to such a plan.** There are some unintended consequences of such a plan that you need to understand:

1. The property values in Kenmore will diminish. That is so because low-cost housing always lowers property values any place one looks.
2. The on-street parking will increase. This will happen because eliminating the additional parking space requirement will mean cars, pickups, boats, trailers, etc. will be parked on the street.
3. The neighborhoods will become more dangerous for walkers. The additional on-street parking will mean a decrease in the traffic lanes and thus make walking and riding bicycles more dangerous in our neighborhoods.
4. Allowing ADUs in single-family neighborhoods will mean additional people in what was planned as individual family homes. This has the potential to mean that too many people are occupying too little areas.
5. Allowing ADUs does not necessarily mean that the ADUs will be low-cost. The property owner will be able to charge whatever they wish unless the City Council decides to require a rent ceiling in which case the Council is using top down government requirements rather than what has historically been bottom up management of one's own property. It is not the responsibility of government to tell a property owner what they may charge for rent.
6. If this proposal is passed the result undoubtedly will be that the Council will begin telling property owners what they can charge for rent, not allow property owners to evict those who do not/cannot pay their rent, and disallow property owners from evicting those who do not properly maintain their rental.

If this is such a grand idea let the Kenmore City Council members try it out first on their property before forcing it on to the citizens of Kenmore. It is not the responsibility of the Kenmore City Council to provide low-cost housing. If low-cost housing is needed, incentivize the building of more apartment buildings like the one recently completed in downtown Kenmore. Do not add insult to injury by forcing low-cost housing on single-family neighborhoods. If you do force this plan down the throats of the citizens of Kenmore the result may be that the new slogan for Kenmore might read: Live in Kenmore, Seattle's Suburban Slum.

Barney Wimer, a Kenmore resident for 45 years

44.

Joanne Gregory

From: Karen Braucht <ksbraucht@gmail.com>
Sent: Sunday, July 26, 2020 6:37 PM
To: Joanne Gregory
Subject: Re: Accessory Dwelling Units

Follow Up Flag: Follow up
Flag Status: Flagged

Thanks, I appreciate your response. Some of the streets around my house such as NE 185th, 66th, and 68th Avenue NE are rapidly filling up with cars. It makes visibility difficult as both a walker and driver. One of the reasons we originally moved to Kenmore was the uncongested side streets. With so few sidewalks, the last thing we need is more cars parked on the roads.

Karen Braucht

On Sun, Jul 26, 2020 at 8:47 AM Joanne Gregory <jgregory@kenmorewa.gov> wrote:

Thank you for your comments on the proposed changes to the Accessory Dwelling Unit (ADU) regulations. I have forwarded your email to the City Council for their review and consideration as part of the public hearing scheduled for July 27.

Sincerely,

Joanne M. Gregory, CPA

Finance and Administration Director | City of Kenmore

18120 68th Ave NE | Kenmore, WA 98028

Tel: (425) 398-8900 | Fax: (425) 481-3236

jgregory@kenmorewa.gov | www.kenmorewa.gov

KENMORE CITY HALL IS CURRENTLY CLOSED TO THE PUBLIC



From: Karen Braucht <ksbraucht@gmail.com>
Sent: Saturday, July 25, 2020 8:27 PM
To: Joanne Gregory <jgregory@kenmorewa.gov>
Subject: Accessory Dwelling Units

Dear Ms. Gregory;

As a 30 year resident of Kenmore, I would like to comment on the accessory dwelling unit recommendations. I have no issue with the dwelling units themselves, however, I do object to the lack of off-street parking. There are a number of streets in Kenmore right now that are already difficult to drive down due to the increase of parked cars. Please do not eliminate the requirement of an off-street parking spot for these dwelling units.

Thank you.

Karen Braucht

6485 NE 183rd St.

Kenmore, WA

45.

Joanne Gregory

From: Bob Swain <rvswain65@gmail.com>
Sent: Sunday, July 26, 2020 9:20 PM
To: Joanne Gregory
Subject: ADU Comments

Follow Up Flag: Follow up
Flag Status: Flagged

Hello --

I support the ADU amendments as proposed by the Council.

Thank you

Bob Swain
8210 NE 166th St, Kenmore, WA 98028
206.794.0443

46.

Joanne Gregory

From: Curt Weese <worldresults@live.com>
Sent: Sunday, July 26, 2020 9:32 PM
To: Joanne Gregory
Subject: ADU and Subdividing Streamlining

Follow Up Flag: Follow up
Flag Status: Flagged

Hello!

I do have a couple of questions.

ADU Question:

If I were to go the route of the ADU, I would like to build 2 ADU's in one separate building (I have 1/3 acre so lots of room) with it being a 2 story ADU that houses two different "ADU's". 750 sq ft each floor I guess if 1,500 is the new limit.

I didn't see that as an option, but would prefer to be alone in my house and still have TWO (in same ADU, but separate from my home) ADU ability.

Subdividing Question:

I was thinking of subdividing my 1/3 acre lot and moving into the new house on smaller lot and selling my current house of 20 years. The new house would be on a @4,000 sq ft lot, so a bit smaller than the normal legal lot size.

I was wondering if the rules for approving smaller lots would be also be streamlined to make things easier. Maybe you have to own the property for 10 years or something before subdividing so not abused by developers?

I am hoping to retire in Kenmore some day, but I need to sell my house in order to unlock the equity is why subdividing is better for me. I could build a bit bigger house that 1,500 s.f. for myself and then sell my remaining 9,000 s.f. lot with my current house on it.

***Occurred to me you could also maybe loosen garage space counting against total size limit somehow. Maybe for larger lots that have the room? Or less people between ADU's/Main Home. Really nice to have a garage for storage and it rains so much here.

Thanks for your time in this project. Will help a lot of people stay in their homes. 😊
 Curt

47.

Joanne Gregory

From: ROGER H HAAPANEN <rhaap@comcast.net>
Sent: Sunday, July 26, 2020 11:13 PM
To: Joanne Gregory
Subject: Public hearing

Follow Up Flag: Follow up
Flag Status: Flagged

Having owned a single family home in Kenmore for the past 53 years, I would like to see the zoning laws remain unchanged.

Sincerely, Roger and Ingrid Haapanen
5939 NE 202nd Lane
Kenmore, Wa.

48.

Joanne Gregory

From: Leslie McCallum <mcleslied@gmail.com>
Sent: Monday, July 27, 2020 1:29 AM
To: Joanne Gregory
Subject: ADU Regulation

Follow Up Flag: Follow up
Flag Status: Flagged

Thank you to the Kenmore City Council for seeking to improve housing options. I support expanding the regulations to allow for more ADUs. Particularly now, when we're still in the grips of a public health crisis, it is necessary to alleviate some of the stresses to our current housing crisis by providing more affordable places to live. Please pass the proposed amendments to the current ADU regulations.

Leslie McCallum
Kenmore Homeowner

49

Joanne Gregory

From: bill bill <eromtihw@gmail.com>
Sent: Monday, July 27, 2020 7:18 AM
To: Joanne Gregory
Subject: a not mentioned adu restriction...

Follow Up Flag: Follow up
Flag Status: Flagged

A few years ago, I checked into making an ADU as part of my house, and ran into a snag: My house was built 60 years ago with two front doors. I was told that the current ADU regs do not allow two front doors, and I was also told that this could not be grandfathered either. I was told the reason for the "no two front door" regulation was so that neighborhoods wouldn't look like duplexes. Even though the concern is 60 years too late for my house, I was not allowed to have an ADU.

Could structures that were built with two front doors be grandfathered into permission for an ADU? Or, maybe allow the ADUs to have doors on the same side of the house?

Thanks,

Bill Whitmore,
19515 64th Ave NE.

425.246.1157

50.

Joanne Gregory

From: Judy Murray <kittysmom@hotmail.com>
Sent: Monday, July 27, 2020 8:37 AM
To: Joanne Gregory; CI_Council
Subject: NO to Accessory Dwelling Units in SINGLE-FAMILY HOUSING ZONES - July 27, 2020
 Vote

Hi,

My husband and I are strongly AGAINST your Accessory Dwelling Units proposal. We understand the need for more affordable housing. THERE MUST BE A BETTER OPTION. If I understand your proposal correctly, our neighborhood could become a mix of owner-occupied single-family houses and single-family homes converted to rental housing that may or may not be owner-occupied. I don't see how that can do anything but devalue our property. And possibly create more public safety, parking and traffic issues.

We currently pay over \$10,000.00 a year in King County property taxes so that we can live in an owner-occupied single-family housing development (Arrowhead Inglewoods). Please don't take that away from us.

If approved, the decision to allow rental ADUs in non-owner-occupied homes may be the last straw, the thing that convinces us to sell and move. Note that we have lived in the same house in Kenmore more than 20 years. (We paid off our mortgage last year.) During that time, government agencies have made several suboptimal decisions that have made living in Kenmore less desirable. We're at a tipping point.

- First, allowing jets to fly over the north end of Lake Washington is a prime example. In the last couple of years, the noise pollution from jet traffic has become unbelievably loud (even during the pandemic) at times. Standing on our deck in the afternoon, I have had to pause conversations until jets flying overhead disappear--just so both parties can be heard. Given our location, I think this is nutty. We knew that there would be some noise from Kenmore Air seaplanes. We did not think we were signing up to be under a flight path for jets when we bought our home in 1998.
- Second, Juanita Drive has become a traffic bottleneck. I'm talking pre-pandemic and pre-bridge replacement. There's just too much traffic on what is essentially a two-lane road. (My husband and I both believe that there are many people who choose to drive around the north end of the lake to avoid the tolls on the 520 bridge. I think that the city of Kenmore did a study to look at this and claimed this is not the case. All I know is that it shouldn't take 10-15 minutes to get from Arrowhead Elementary to Bothell Way during rush hour.) New bike paths and sidewalks aren't going to solve this problem.
- Third, there is an overabundance of road construction projects this year. Who is in charge? We knew that the 68th Street bridge was going to be replaced. We knew that there was a sidewalk and bike path project in the works. We didn't expect them to be run concurrently. Or for there to be a weeks' long detour around Simonds Road and 100th. Or for someone to decide to seal the streets in our development the first week in August and for us to not be given much notice.

We understand that Puget Sound is growing. We understand that you must serve several different constituencies, but I feel like we are continually being ignored.

Sincerely,

Judy Murray
15725 62nd Ave NE
Kenmore, WA 98028

51.

Joanne Gregory

From: dcl_rogers@frontier.com
Sent: Monday, July 27, 2020 9:13 AM
To: Joanne Gregory
Subject: ADU amendments

Members of Kenmore City Council,

My family and I have lived in the Arrowhead neighborhood on NE 154th st. for over 30 years. We are not in favor of relaxing restrictions on ADU's in Kenmore. About 6 years ago a home on our block began renting its ADU. The ADU at that time did not have additional parking spots to accommodate additional cars and so the cars parked on the street limiting visibility and basically turning the street into a one way street in front of their house. Eventually they did comply with city ordinance to provide parking for the additional cars and turned their front lawn into a parking lot. Shortly after the problem created by the parking shortage for the ADU the city created a no-parking zone on the opposite side of the street so that school children could safely walk to the arrowhead school which created a lack of parking for residents. Many of the homes on NE 154TH st. were built in 1956 and have 1 car garages or carports and cannot support additional cars that having ADUs would add.

We are very concerned about driving and pedestrian safety as well as lack of parking for residents ADU's would bring to small neighborhood streets.

We are respectfully requesting that the Kenmore City Council embark on a much more detailed study of how adding additional ADUs to Kenmore would impact roads, schools, parking, traffic, and current residents.

Our vote is a no for additional ADUs in the city of Kenmore.

Thank you,

Deborah and Larry Rogers

Debora

52.

Joanne Gregory

From: Karen Braucht <ksbraucht@gmail.com>
Sent: Monday, July 27, 2020 10:02 AM
To: Joanne Gregory
Subject: Re: Accessory Dwelling Units

I would like to add a comment that the owners should reside on the property. In particular, I do not want to see multiplexes in single family neighborhoods. Thanks.

Karen Braucht

On Mon, Jul 27, 2020 at 8:10 AM Joanne Gregory <jgregory@kenmorewa.gov> wrote:

Thank you for your comments on the proposed changes to the Accessory Dwelling Unit (ADU) regulations. I have forwarded your email to the City Council for their review and consideration as part of the public hearing scheduled for July 27.

Sincerely,

Joanne M. Gregory, CPA

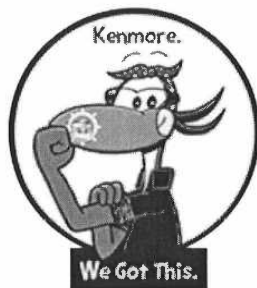
Finance and Administration Director | City of Kenmore

18120 68th Ave NE | Kenmore, WA 98028

Tel: (425) 398-8900 | Fax: (425) 481-3236

jgregory@kenmorewa.gov | www.kenmorewa.gov

KENMORE CITY HALL IS CURRENTLY CLOSED TO THE PUBLIC



53.

Joanne Gregory

From: Rick Emerick <rick.golfish.emerick@gmail.com>
Sent: Monday, July 27, 2020 10:32 AM
To: Joanne Gregory
Subject: ADU Public Hearing

My wife and I have lived in Kenmore for more than 40 years. We chose Kenmore because of the wonderful single family neighborhoods and the Northshore School System.

At this point we stand against these new ADU proposals as they are stated in your notice. We feel these would be a move in the wrong direction.

ADU lot sizes should be increased not reduced, especially if ADU sizes are increased.

Do not eliminate the additional parking space requirement, you'll just be pushing more people to park on the street. Not a direction Kenmore should be going.

We also oppose creating incentives for construction of ADU's. A poor use of taxpayer funds.

In all our days in Kenmore not once have we heard anyone say, "Boy I sure wish Kenmore had more small additional dwelling units." You have to be kidding me!

We will be attending tonight's public hearing. Maybe we will learn something that will change our minds. In either case you will be hearing from us concerning this issue.

Rick & Ann Emerick
7228 NE 156th Street
Kenmore, WA 98028
425-488-2725

54.

Joanne Gregory

From: MarkLinWA <marklinwa@yahoo.com>
Sent: Monday, July 27, 2020 11:44 AM
To: Joanne Gregory
Subject: Comments on Kenmore ADU proposal

I support amendments to the ADU regulations in general, however I am concerned about several aspects in the proposal, and some that are not addressed.

Parking - Kenmore has been going too far in relaxing parking restrictions for new development. At least one off-street parking spot should be provided for each unit, or perhaps a mitigation fee can be paid instead. Something with teeth, at least \$5000, to discourage a street parking solution. Kenmore already has substantial issues with junk and inoperable car codes not being enforced, not to mention car prowls. I have to contend with about twenty cars or boats or dilapidated RVs just on the several lots surrounding my parcel.

Restrictions on developers - There are instances in Seattle where developers start with new construction and shoehorn ADUs in with their new houses. Consider a one- or two-year residency requirement prior to applying to issuing new ADU permits. Or no permits issues to LLC owners. Removing a six-month occupancy requirement only serves to allow exploitation. Building ADUs then turning all the units into rentals should not be a desired outcome.

Size - 1500 sq ft seems too large for an ADU, and would presumably have 2-3 bedrooms. That is larger than many 'mid-century modern' homes. 1,000 ft or maybe 1,200 seems more reasonable. And if the ADU is over tbd (900?) sq ft, or more than one bedroom, a second off-street parking space should be required or mitigated.

Trees - Require mitigation for tree removal. Enough of the developer clear cuts.

Utilities - ADUs should be required to pay multi-unit NUD utility fees. Make sure any loopholes are closed.

Mark Laulainen
 18918 73rd Ave NE

Subject/Topic: Consideration of Municipal Code Amendments related to Accessory Dwelling Units, Ordinance 20-0510 Proposed Council Action/Motion: Adopt Ordinance 20-0510 related to Accessory Dwelling Units	For Council Meeting Agenda of: July 27, 2020 Department: Community Development Prepared by: Debbie Bent, Community Development Director Lauri Anderson, Principal Planner <u>Initial & Date</u> Approved by Department Head: <u>7/15/20 DB</u> Approved by City Attorney: <u>7/7/20, 7/14/20 DR</u> Approved by Finance Director: _____ Approved by City Manager: <u>RK 7/15/20</u> Exhibits/Attachments: Ordinance 20- 0510, Municipal Code Amendments related to Accessory Dwelling Units
<u>INFORMATION/BACKGROUND:</u> After the public hearing on July 27, Council should consider adoption of Ordinance 20-0510 (see Attachment 1), the Municipal Code Amendments related to Accessory Dwelling Units. Council could adopt the ordinance as drafted or direct staff to make desired changes. If changes are needed, the ordinance would be amended for consideration at a September City Council meeting. <u>Background</u> Lack of affordable housing is a crisis in our region, and Kenmore can be part of the solution. Affordable housing is one of the top priorities of the City Council. The City's Housing Strategy Plan recommends creating incentives for construction of accessory dwelling units (ADUs) to support development of more affordable housing and promote more housing choices. ADUs are smaller dwelling units placed on the same lot as a single-family residence. The City's current regulations, which have been in place since incorporation in 1998, allow both attached and detached ADUs in the City, although detached ADUs are not permitted on lots smaller than 10,000 sq.ft. in size. Attached ADUs are those that are located inside the primary residence—for example, in a converted basement. Detached ADUs (sometimes called DADUs) are separate structures from the main house—sometimes built over a garage, in other cases as standalone structures. The Planning Commission presented their recommendations on ADU code amendments to the City Council on January 13, 2020. The City Council considered the recommended amendments at meetings on February 24 and July 13 and directed changes. A public hearing on the amendments is being held on July 27.	
<u>FISCAL CONSIDERATION:</u> None. Staff and Planning Commission time were spent to work on this project.	

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

(From adopted 2019 Goals)

Goal 3: Increase and preserve the options for affordable housing stock.

Housing Strategy Plan A.3.c: Accessory dwelling units - i. Review current code provisions; ii. Review permitting process and fees / utility requirements; iii. Clemency program to legalize existing ADUs.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 20-0510**

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON, RELATING TO ACCESSORY DWELLING
UNITS; AMENDING CHAPTERS 18.20, 18.30 AND 18.73 OF
THE KENMORE MUNICIPAL CODE; AND PROVIDING
AN EFFECTIVE DATE.**

WHEREAS, over the past year, the City's Planning Commission has reviewed and recommended options to incentivize the development of additional accessory dwelling units in Kenmore, consistent with the City's Housing Strategy Plan; and

WHEREAS, the Planning Commission held a public hearing on the draft accessory dwelling unit Municipal Code amendments on November 19, 2019; and

WHEREAS, on January 13, 2020, the Planning Commission presented recommended amendments to the City Council related to accessory dwelling units; and

WHEREAS, on January 13, February 24, and July 13, 2020, the City Council reviewed the Planning Commission's recommendations, received additional background information, and requested the formulation of new policy options; and

WHEREAS, throughout the accessory dwelling unit Municipal Code amendment project, efforts have been made to generate public involvement, including advertising public meetings and hearings and creating a regularly-updated web page; and

WHEREAS, the City's Responsible Official under the State Environmental Policy Act has issued a determination of non-significance for the proposal; and

WHEREAS, the Washington State Department of Commerce was notified of the proposed amendments pursuant to RCW 36.70A.106; and

WHEREAS, the City Council held a public hearing on the Municipal Code amendments on July 27, 2020; and

WHEREAS, the City Council finds that the proposed amendments meet the criteria found in Section 19.20.090 of the Kenmore Municipal Code (KMC); and

WHEREAS, the City Council desires to adopt amendments to Chapters 18.20, 18.30 and 18.73 KMC to incentivize development of additional accessory dwelling units in the City;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings Adopted. The City Council adopts the foregoing recitals as findings in support of this Ordinance, which are incorporated herein as if set forth in full.

Section 2. Amendments to the Kenmore Municipal Code. The City Council amends Chapters 18.20, 18.30, and 18.73 of the Kenmore Municipal Code, as set forth in Exhibit A, attached hereto and incorporated by reference.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ____TH DAY OF _____, 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn F. Reitan, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.:
Date of Publication:
Effective Date:

EXHIBIT A

Amend the following section of KMC Chapter 18.20:

18.20.820 Dwelling unit, accessory.

"Accessory dwelling unit" **or "ADU"** means a separate, complete *dwelling unit* attached to or contained within the *structure* of the primary dwelling; or contained within a separate *structure* that is accessory to the primary *dwelling unit* on the premises.

Add the following new sections to KMC Chapter 18.20:

18.20.218 Attached accessory dwelling unit.

"Attached accessory dwelling unit" means an accessory dwelling unit attached to or contained within the structure of the primary dwelling.

18.20.705 Detached accessory dwelling unit.

"Detached accessory dwelling unit" means an accessory dwelling unit contained within a separate structure that is accessory to the primary dwelling unit on the premises. A detached accessory dwelling unit shall be separated from the primary dwelling unit by a minimum of 5', measured between the eaves or other projections beyond the walls of the two structures.

Amend the following section of KMC Chapter 18.30:

18.30.230 Setbacks – Projections and structures allowed.

Provided that the required *setbacks* from *regional utility corridors* of KMC [18.30.200](#), the adjoining half-street or designated arterial *setbacks* of KMC [18.30.220](#) and the sight distance requirements of KMC [18.30.240](#) are maintained, *structures* may extend into or be located in required *setbacks*, including *setbacks* as required by KMC [18.21.060](#)(B), as follows:

• • •

R. In a rear setback in the R-4 and R-6 residential zones, an accessory dwelling unit shall be permitted; provided, that the accessory dwelling unit shall be no closer than ten feet to the rear lot line. All of the other standards for accessory dwelling units specified in KMC Chapter 18.73 shall be met.

EXHIBIT A

Amend the following sections of KMC Chapter 18.73:**18.73.100 Accessory dwelling units (ADUs).**

A. ~~Only one~~ A maximum of two accessory dwelling units (ADUs), including either one attached ADU and one detached ADU or two attached ADUs, ~~accessory dwelling is allowed~~ are permitted per primary single detached dwelling unit, on a lot equal to or greater than 8,000 sq.ft. in size. On lots smaller than 8,000 sq.ft. in size only one ADU, either detached or attached, is permitted per primary single detached dwelling unit.

B. ~~An accessory dwelling unit is allowed only in the same building as the primary dwelling unit on a lot that is less than 10,000 square feet in area, or on a lot containing more than one primary dwelling. No minimum lot size is required for an ADU.~~

C. ~~Either the~~ The primary dwelling unit or the accessory dwelling unit shall be owner occupied for a minimum of six consecutive months after completion of the ADU. At the end of the six-month period, the owner occupancy requirement shall be extinguished.;

D. Maximum ADU sizes shall be as follows:

1. Attached ADU. ~~If the accessory dwelling unit is attached to the primary dwelling unit, then the~~ An attached accessory dwelling unit shall not exceed a floor area of 1,000 square feet or 50 percent of the living area of the primary residence, whichever is greater; and unless the use of pre-existing floor area on a single level of the primary single detached dwelling unit is being proposed for the ADU.

2. ~~When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each streetside of the building.~~

3. Detached ADU. ~~If the accessory dwelling unit is detached from the primary residence, then the accessory dwelling unit may be 10 percent of the lot size, or 50 percent of the primary dwelling unit, whichever is less.~~ The following floor area limitations shall apply to detached accessory dwelling units.;

<u>Lot size</u>	<u>Maximum Floor Area for a Detached ADU</u>
<u>Lots with an area equal to or greater than 6,000 square feet</u>	<u>10% of the lot area up to a maximum of 1,500 square feet</u>

EXHIBIT A

<u>Lots with an area less than 6,000 square feet</u>	<u>600 square feet</u>
--	------------------------

~~2. When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each streetside of the building;~~

~~E. The maximum height for a detached ADU shall be 35'; however, the detached ADU may not exceed one story over a detached garage or two stories if built at ground level.~~

~~EF. One~~~~No~~ additional off-street parking spaces shall be ~~provided;~~required for an ADU.

~~F. The accessory dwelling unit shall be converted to another permitted use or shall be removed if one of the dwelling units ceases to be owner occupied.~~

G. An applicant seeking to build an accessory dwelling unit shall file a notice approved by the department with the records and elections division which identifies the dwelling unit as accessory. The notice shall run with the land. The applicant shall submit proof that the notice was filed before the department shall approve any permit for the construction of the accessory dwelling unit. The required contents and form of the notice shall be set forth in administrative rules.

H. The total number of occupants in the principal dwelling unit and the accessory dwelling unit combined shall not exceed the maximum number established for a single-family dwelling as defined in KMC [18.20.1010](#).

Subject/Topic: Walkways and Waterways Park
Project Update: Log Boom Park

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

Initial & Date

Approved by Department Head: DB 7/13/20

Approved by City Attorney: n/a

Approved by Finance Director: _____

Approved by City Manager: RK 7/13/20

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

1. 90% Design Site Plan
2. Budget Summary
3. 30% Design Site Plan
4. 60% Design Site Plan

Staff last gave a project update to Council on February 10, 2020 prior to a public open house held on February 26, 2020. The open house presented the refined 60% design site plans for both Squire's Landing Park and Log Boom Park. Since February staff and consultants have been working on further design refinements and continuing the permit review/approval process.

The 90% Site Plan (Attachment 1) includes the same project elements as the 30% Site Plan (Attachment 3) presented to Council February 12, 2018 and the 60% Site Plan (Attachment 4) presented to Council February 10, 2020. Consistent with the conceptual plan for the 2016 Bond Measure, the 90% design plan continues to provide improved waterfront access to Lake Washington including: beach expansion; new trails and viewpoints; picnic areas; a waterfront picnic pavilion; native habitat restoration; and access for hand-powered watercraft including a structure for storing and renting hand-powered watercraft. The 60% design refinements (February 2020) were the asphalt trail alignment modification to protect adjacent trees and additional native habitat restoration along pathways in the park to satisfy environmental regulatory permit requirements. The 90% design refinements include minor adjustments to the trail alignment through the park, the transition from an asphalt to gravel trail and making the trail pedestrian only (bike riders will have to dismount and walk their bikes on the trail). In addition, to address King County concerns, part of the drainage system was redesigned to remove all underground improvements from County property.

Project Schedule Update:

A Shoreline Permit and SEPA approval were issued in 2019 and the Shoreline Permit also received Department of Ecology approval. The US Army Corps of Engineers permit, and State Department of Fish & Wildlife permit have also been issued. City permits (engineering and building permits) are required and permit applications will be submitted early August, with an estimated six-month review/approval process. A King County permit is also required for work being proposed along the property line between their property and ours. The application is under review.

Assuming all permits are received by the end of January 2021 and bid documents are prepared, the project would go out for bid February 2021. Assuming a bid is awarded, construction is anticipated April through 2021. However, construction timing may need to be adjusted based on the July and November fish windows in order to complete in-water construction. As timing is uncertain, the official project end date, consistent with the bond measure approval, remains at the end of 2023.

Park Closure During Construction:

The parking lot will serve as a construction staging area. The park including Tracy Owen Station restroom, the playground and access to the park from the Burke Gilman Trail will be closed during construction to keep users out of the construction access route to the western portion of the park where the majority of construction is planned to occur. It is anticipated that access to the pier from the eastern path that connects from the entrance sidewalk along 175th Street will remain open and only closed for a period of time while work occurs in this vicinity. Portable restrooms will be provided during construction.

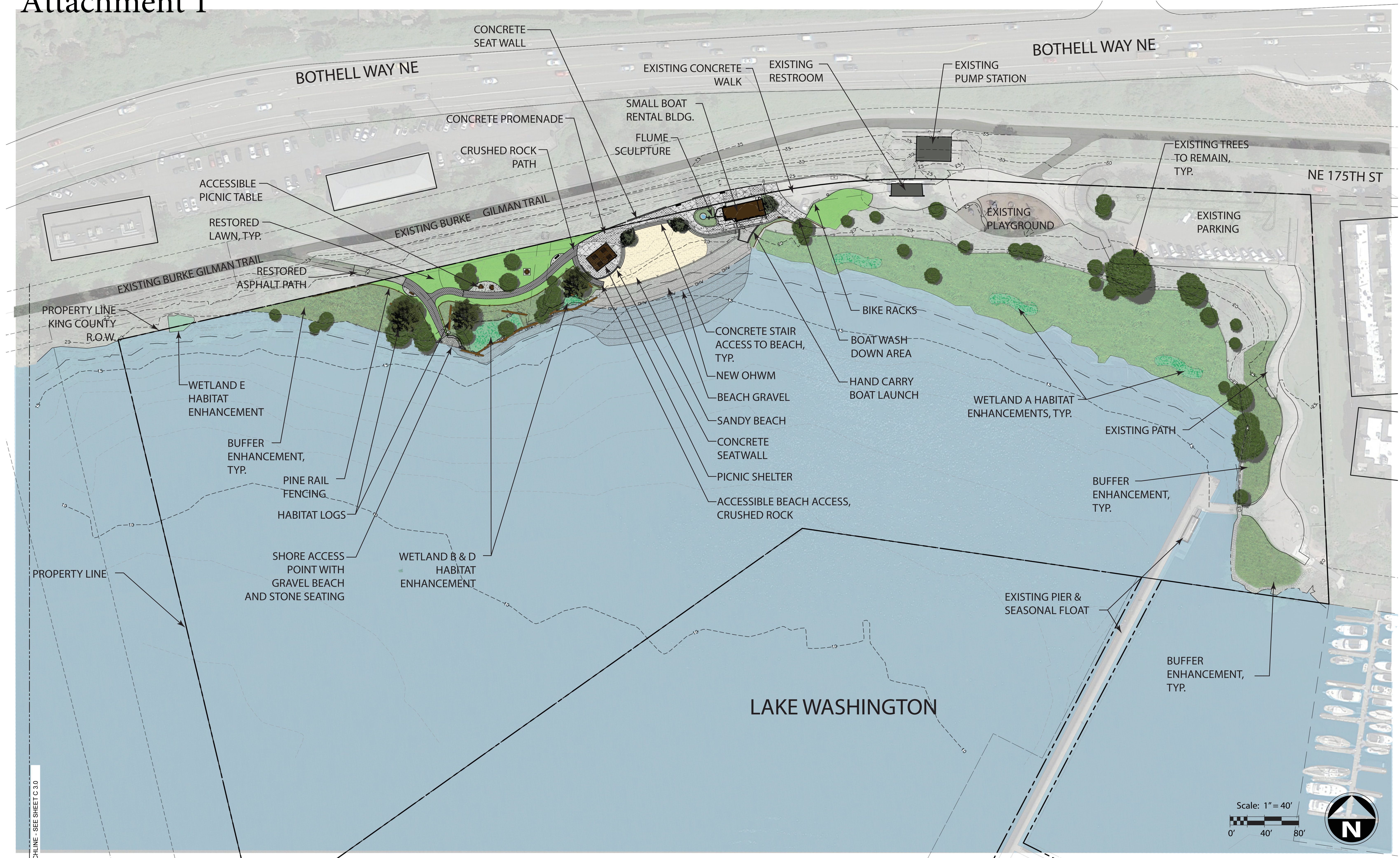
FISCAL CONSIDERATION:

- **2020:** The project cost estimate at 60% design, presented to Council February 10th, was \$3,680,634.00. Any adjustments to the Capital Improvement Project (CIP) budget will be brought forward for Council consideration and action in the fall. Costs will continue to be reviewed and refined between the 90% design phase through final construction plans. Attachment 2 is an overview of the updated total project cost estimate with a revenue funding plan. The total project budget is now estimated at \$3,778,725. The cost estimate reflects an increase in construction costs from 60% design which are offset by a reduction in contingency to 15% (reduction of 5%) plus a reduction in escalation costs (6% based on current construction cost estimates).
- **2019:** The project budget estimate of \$3.9 million was reviewed by Council at the July 22, 2019 meeting where amendments to the 2019-2024 Capital Improvement Program (CIP) were presented. The 3.9 million budget estimate included \$447,227 spent prior to 2019; \$3,122,535 proposed allocation in the 2019-2024 CIP; and \$340,000 for mitigation monitoring allocated in future CIP's 2025-2032. The amended Park Capital Improvement Program (CIP) was approved 9/9/19 (Ordinance 19-0497). The CIP allocates \$3,122,535 including: \$2.43 million bond funds; \$316,112 RCO ALEA grant funds; \$102,535 King County Trail Levy Funds; \$80,000 REET funds; \$193,888 Park Impact Fee Funds.
- **2018:** The estimated total project budget presented to Council 2/12/18 was \$3.34 million (\$2.94 million project cost through construction plus \$400,000 for project mitigation monitoring). The six-year 2019-2024 Park Capital Improvement Program (CIP) adopted 9/7/18 (Ordinance 18-0469) allocated \$2.74 million with an additional \$447,227 spent prior to 2019, giving a total project cost of \$3.18 million.

2015-16: \$55,908 in Park Impact Fee Revenue was used to create the Bond Levy Concept Plan. The 2016 Walkways & Waterways bond measure estimated a \$3.2 million total project cost.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED: City Council Goal #4 Implement the Walkways and Waterways Projects. Priority Based Budget (PBB) results “enhances access to, and opportunities and activities to enjoy the City’s waterfront region”.

Attachment 1



Log Boom Park 90% Design

Plan

07/14/2020



Attachment 2 Budget Summary

LOG BOOM PARK WALKWAYS AND WATERWAYS PROJECT BUDGET ANALYSIS

EXPENDITURES	
Walkways & Waterways (W&W) Log Boom Park Water Access Project	
90% Design Engineer's Estimate (July 2020)	\$1,444,118
1% for the Arts + Public Art Funds	\$60,000
10% WSST	\$144,412
Administrative Staff Costs (.25 FTE x 4 yrs.)	\$253,600
Data Collection, Analysis, Design & Permitting	\$1,003,331
Construction Management (City Engineer Estimate)	\$170,000
Project Cost Subtotal	\$3,075,460
Inflation Contingency (6%)	\$86,647
Design/Construction Contingency (15%)	\$216,618
Contingency Subtotal	\$303,265
Total Estimated Project Cost w/ Contingency	\$3,378,725

Funding Plan		
Log Boom Park Water Access Project		
NEED		COST INCREASE
Construction Cost Estimate	\$3,378,725	\$131,037
10-year Mitigation & Monitoring	\$400,000	
TOTAL FUNDS NEEDED	\$3,778,725	\$131,037
SOURCES		SOURCE INCREASE
Bond Levy Funds (Total Available \$3.2 Mil)	\$2,233,397	
Public Art Fund	\$45,559	\$45,559
2019 RCO ALEA Grant Contract Award	\$470,575	\$154,463
2015-16 Revenue - Park Impact Fees	\$55,908	
2017-19 Prior Year Revenue (Bond Levy)	\$587,891	
Current Park Impact Fee Revenue	\$193,888	
Current REET	\$80,000	
2020-2025 King County Trail Levy	\$102,535	
Future REET or KC Trail Levy Funding	\$340,000	
TOTAL SOURCES AVAILABLE	\$4,109,753	\$200,022
POTENTIAL REVENUE SURPLUS	\$331,028	

Updated 7/11/20

Attachment 3

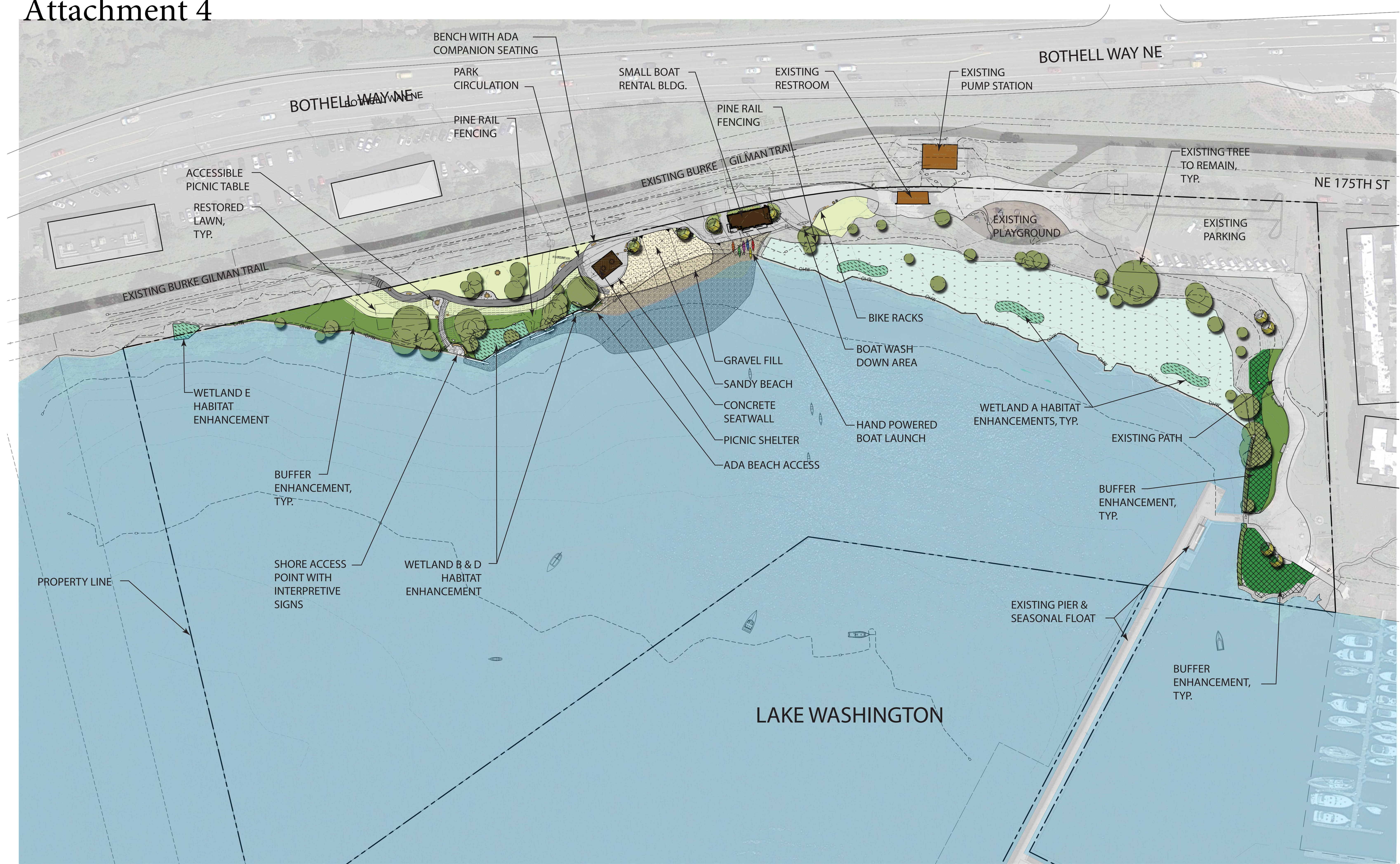


Log Boom Park
30% Site Plan

3/22/2018



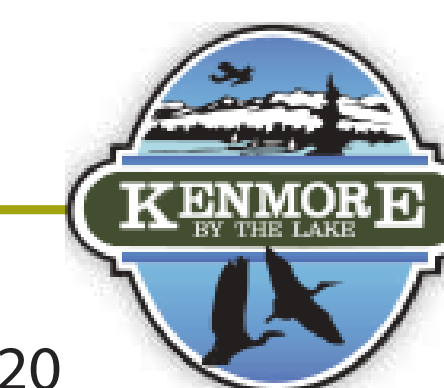
Attachment 4



Log Boom Park

60% Site Plan

01/27/2020



Scale: 1" = 40'
0' 40' 80'





Kenmore Waterfront Improvement Projects

Log Boom Park Waterfront Access & Viewing Project

Squire's Landing Park Waterfront & Natural Open Space Access Project

City Council Update – 90% Design



Agenda

1

Log Boom Design Refinements,
Permitting, Budget & Schedule

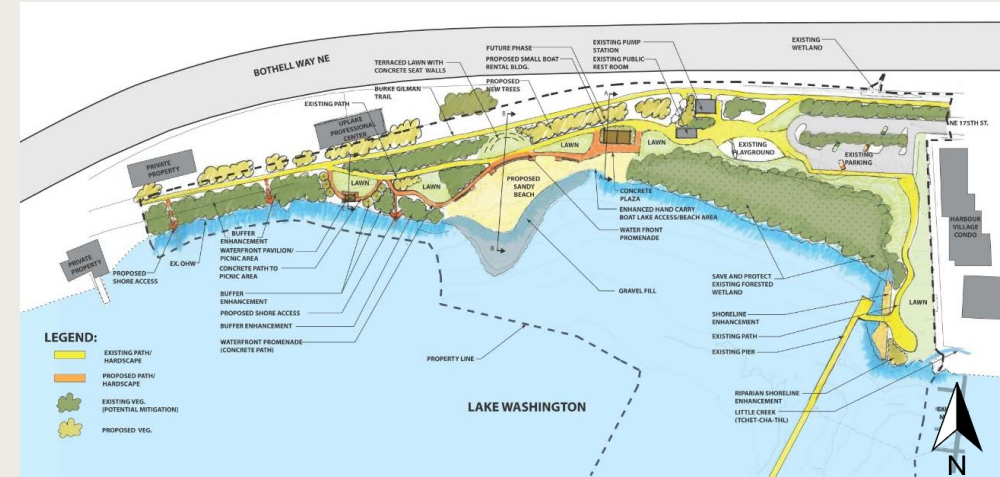
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Squire's Landing Design Refinements,
Permitting, Budget & Schedule

Log Boom Park Waterfront Access & Viewing Project

Concept Design (2015-16)

- Imagine Kenmore/Walkways & Waterways Bond Measure
- Community Input
 - Improve Park Natural Habitat & Water Access



30% Design (2017-18)

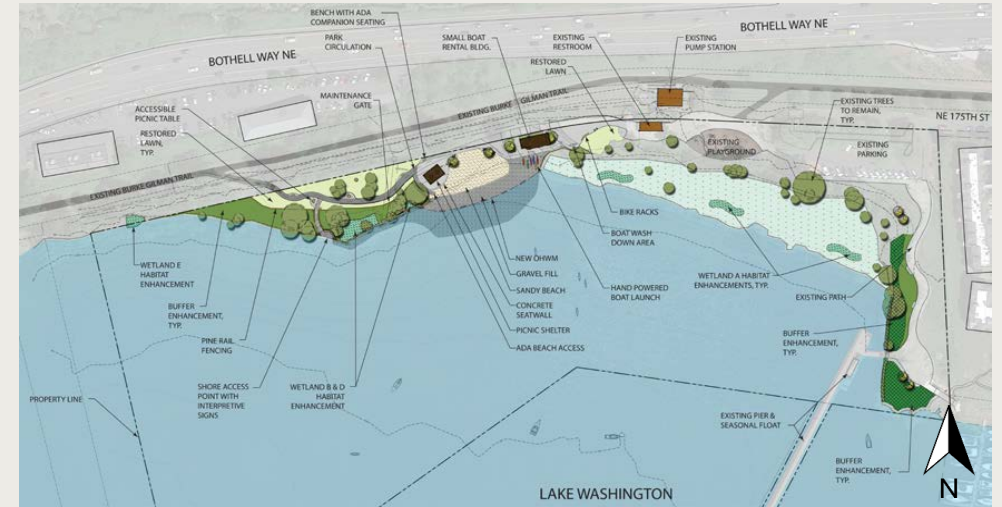
- Data Gathering & Analysis
- Environmental Regulatory Agency Input
- Council Update / Public Open House / Grant Applications
- Submitted Land Use/Environmental Permits



Log Boom Park Waterfront Access & Viewing Project

60% - 90% Design (2019-20)

- Material Selection, Value Engineering
- Public Art Integration
- Constructability Assessment



90% -100% Final Design (2020-21)

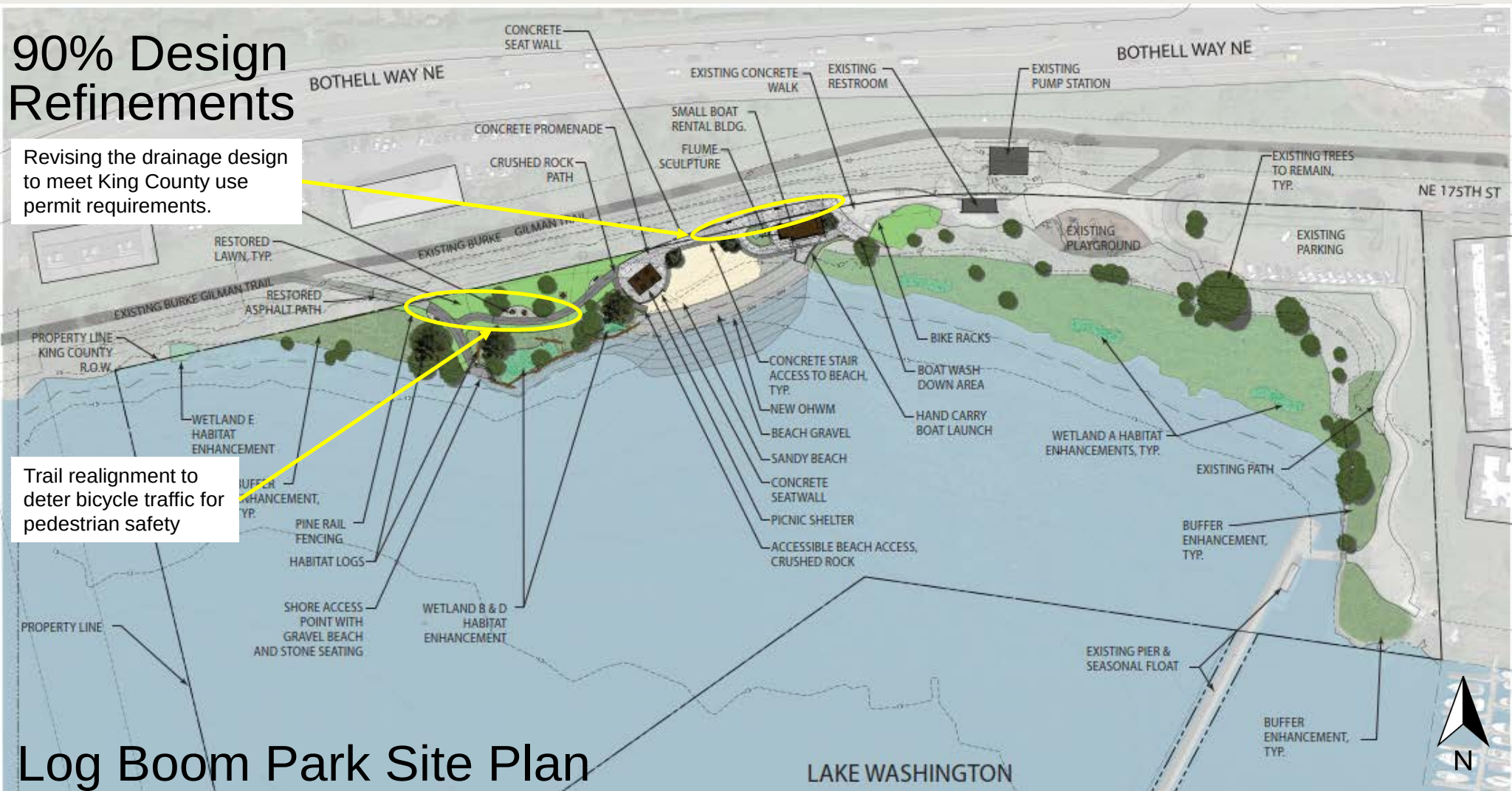
- Submit City of Kenmore Building/Engineering Permits
- Submit King County Special Use Permit
- Bid Preparation & Opening



90% Design Refinements

Revising the drainage design to meet King County use permit requirements.

Trail realignment to deter bicycle traffic for pedestrian safety



Log Boom Park Site Plan

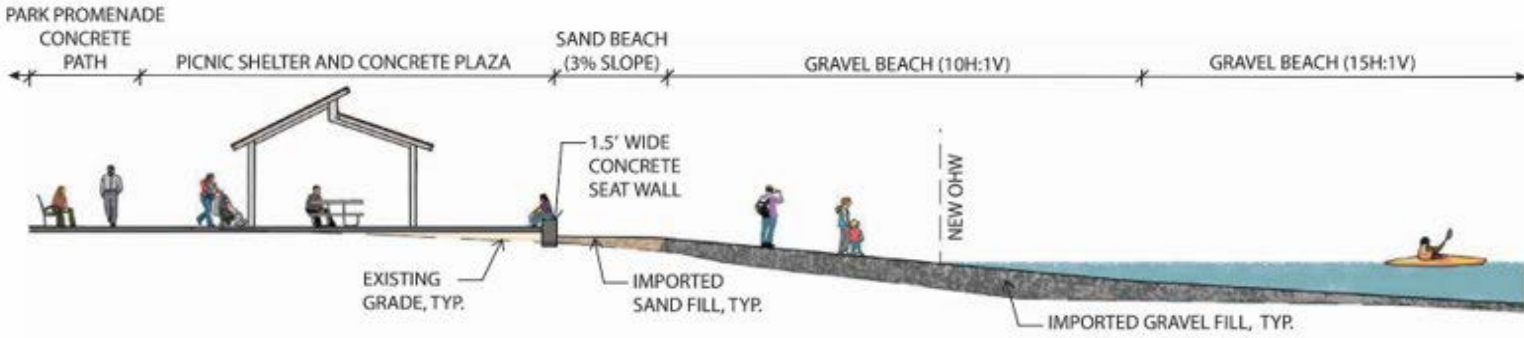
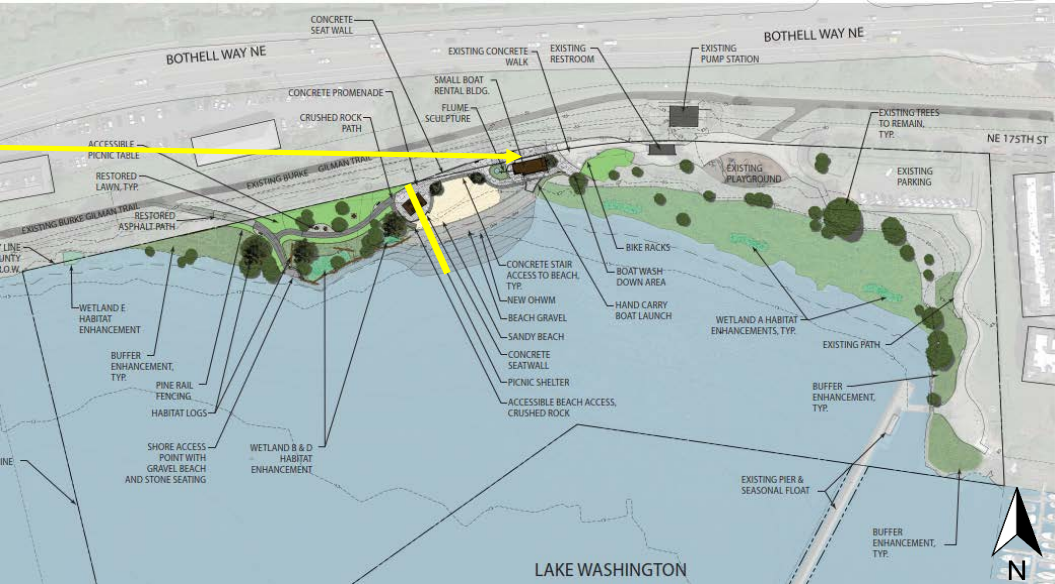
Boat Rental Building & Beach Access



WEST ELEVATION

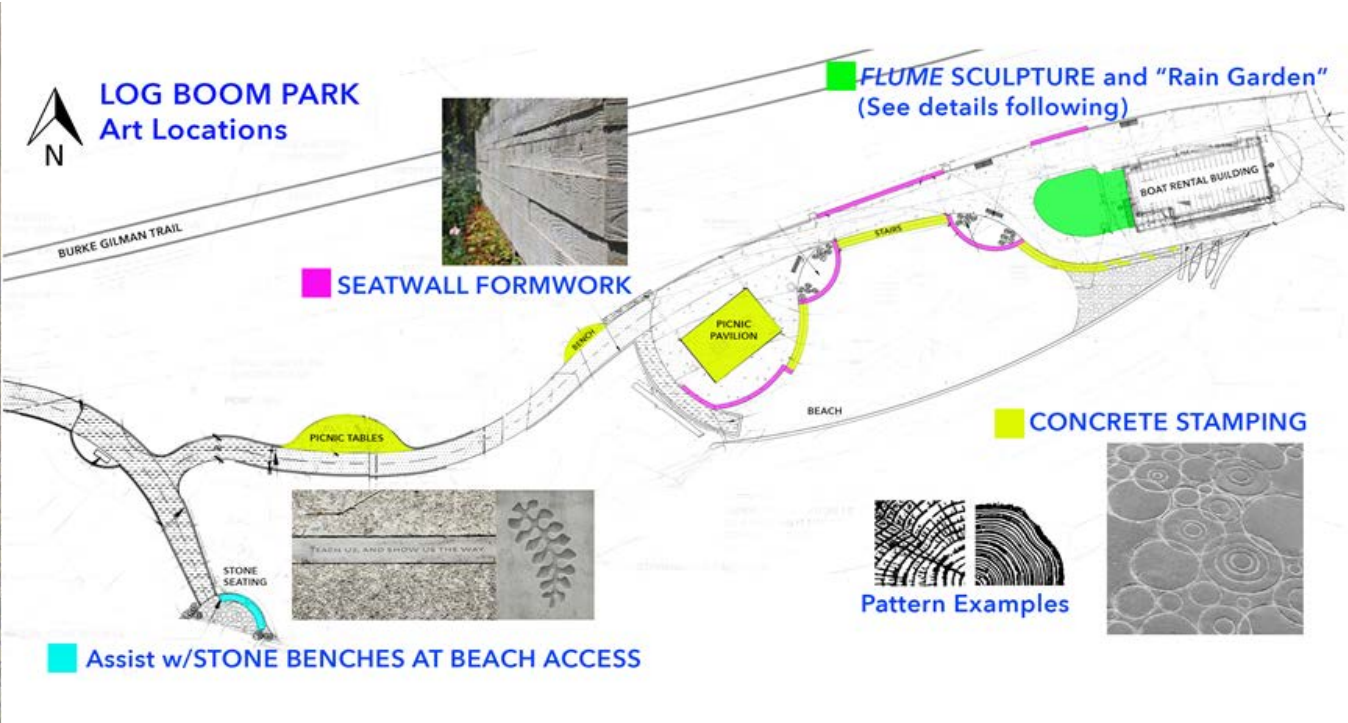
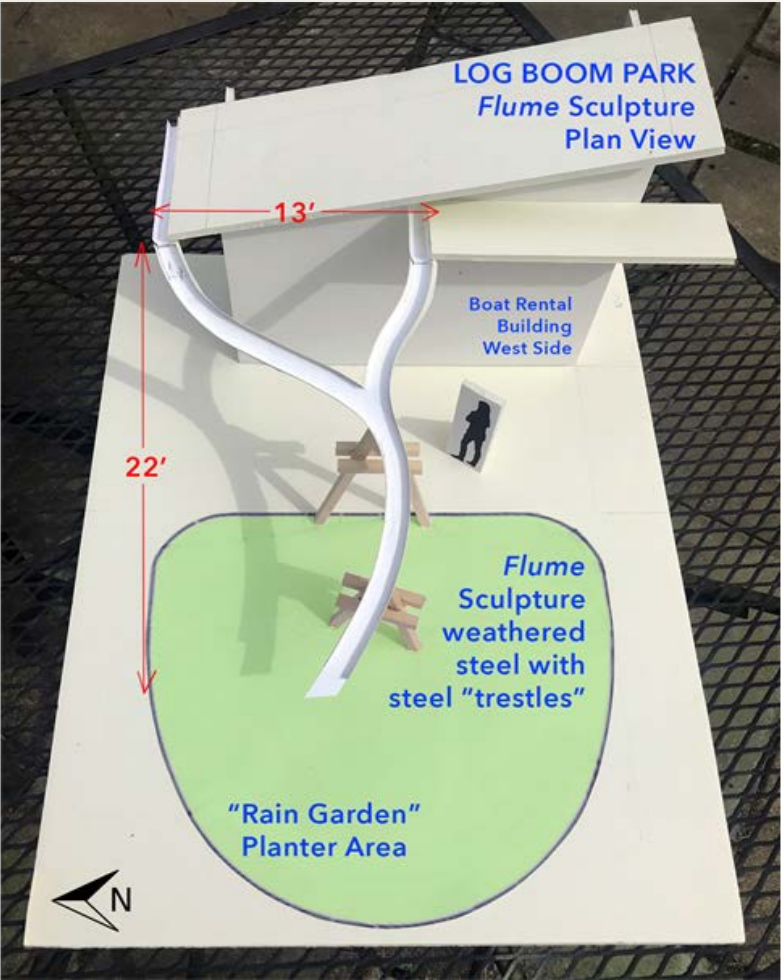


SOUTH ELEVATION



A SECTION A- PICNIC SHELTER AND BEACH
1"=10'-0"

Public Art Integration



Permits

Land Use & Environmental Permits Received

- US Army Corps, WDFW, City SMP/SEPA
- No objections from Tribes
- No permit needed – Ecology

City Building/Engineering & KC Special Land Use Permits

- August 2020-January 2021



Budget

Cost Update

- 2019 Approved Budget = \$3.9 mil.
- Overall Project Cost = \$3.8 mil.
- No major changes from previous update

Considerations

- Tight in-water work window (July 16 to July 31) – Bid project early in the year
- COVID 19 Variables – Number of bidders, economic climate

Schedule

Final Design & Bidding

- City Engineering/Building & King County Permits- August 2020-January 2021
- Final Design- August-October 2020
- Bidding- January-March 2021

Construction

- April-August 2021 (Contingency thru 2023)
- In-Water Work Window- July 16-July 31
- Park will be closed. Access to the Pier will mostly remain open.
- Temporary restrooms will be provided.



Questions?

Squire's Landing Park Waterfront & Natural Area Open Space Access Project

Concept Design (2015-16)

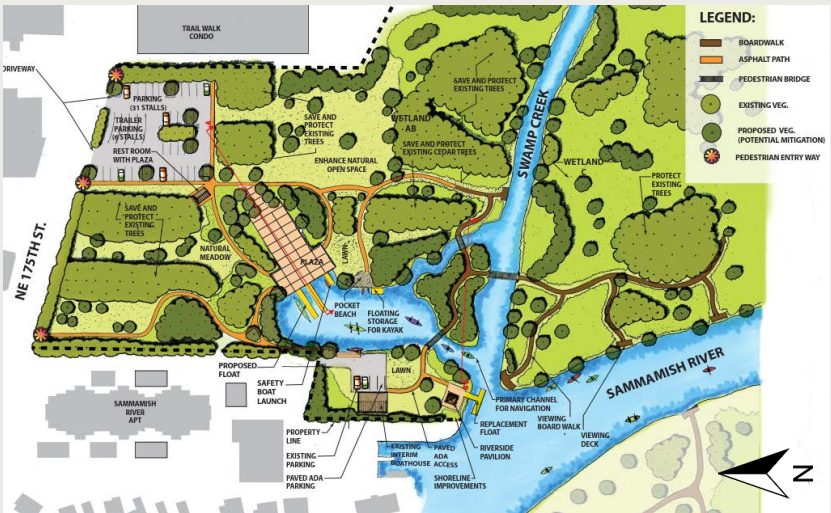
- Imagine Kenmore / Walkways & Waterways Bond Measure
- Public Input: Improve Park Natural Habitat & Water Access

30% Design (2017-18)

- Data Gathering, Analysis / Environmental Regulatory Agency Input
- Council Update / Public Open House / Grant Applications
- Land Use Permits

60%-90% Design (2019-20)

- Material Selection, Value Engineering, Public Art Integration
- Constructability Assessment
- Environmental Permit Submittal & Agency Coordination



Current Progress

90% -100% Final Design (2020-21)

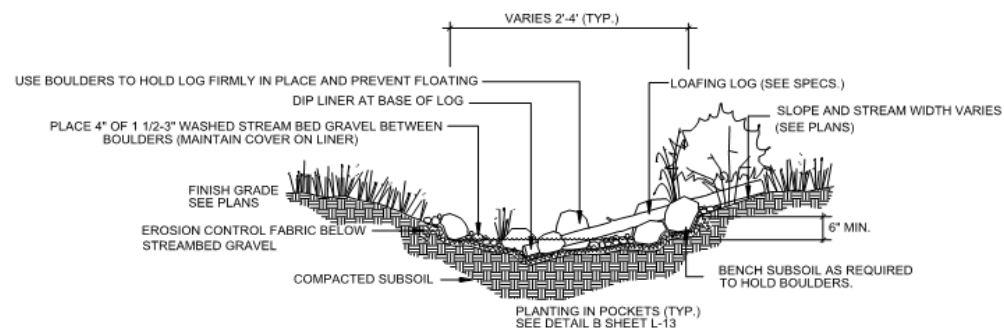
- Submit City Building/Engineering Permits
- Submit King County Special Use Permit
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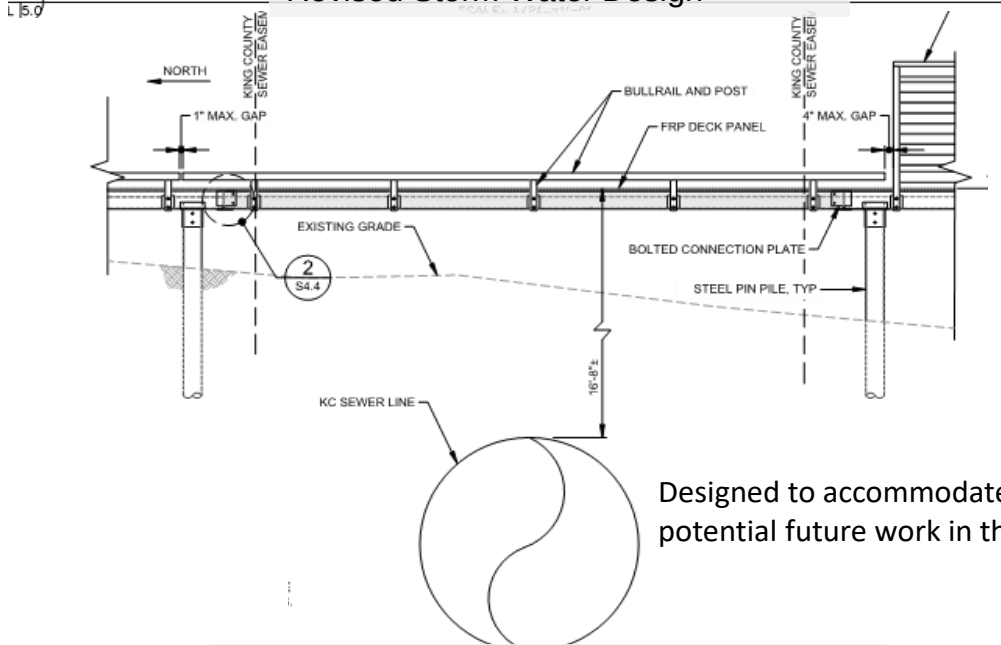
Squire's Landing Park Site Plan 90% Design



90% Design Refinements



Revised Storm Water Design



Designed to accommodate potential future work in the ROW

Boardwalk Span Over KC Sewer Easement

Revised Storm Water Design

KC Easement

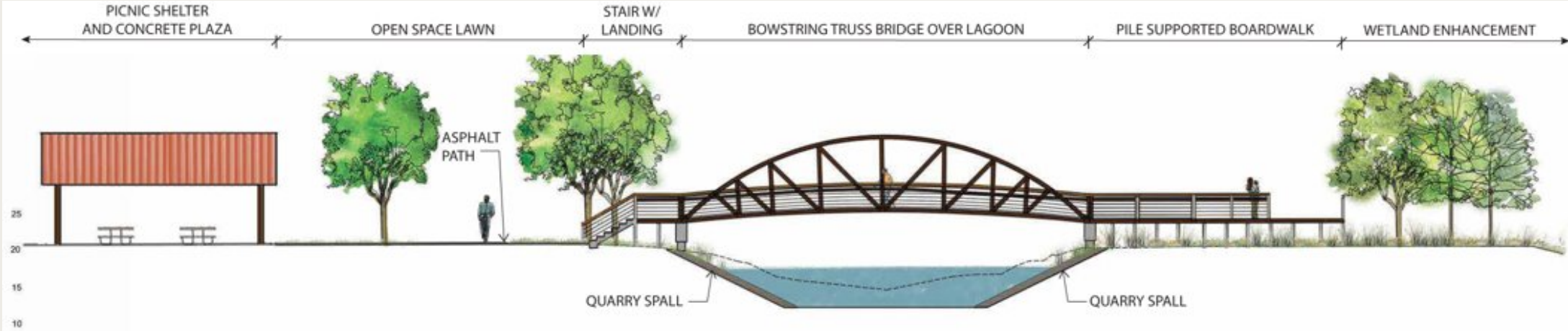
Reduced Parking to Better Protect Existing Trees

Bridge (Next Slide)

July 27, 2020



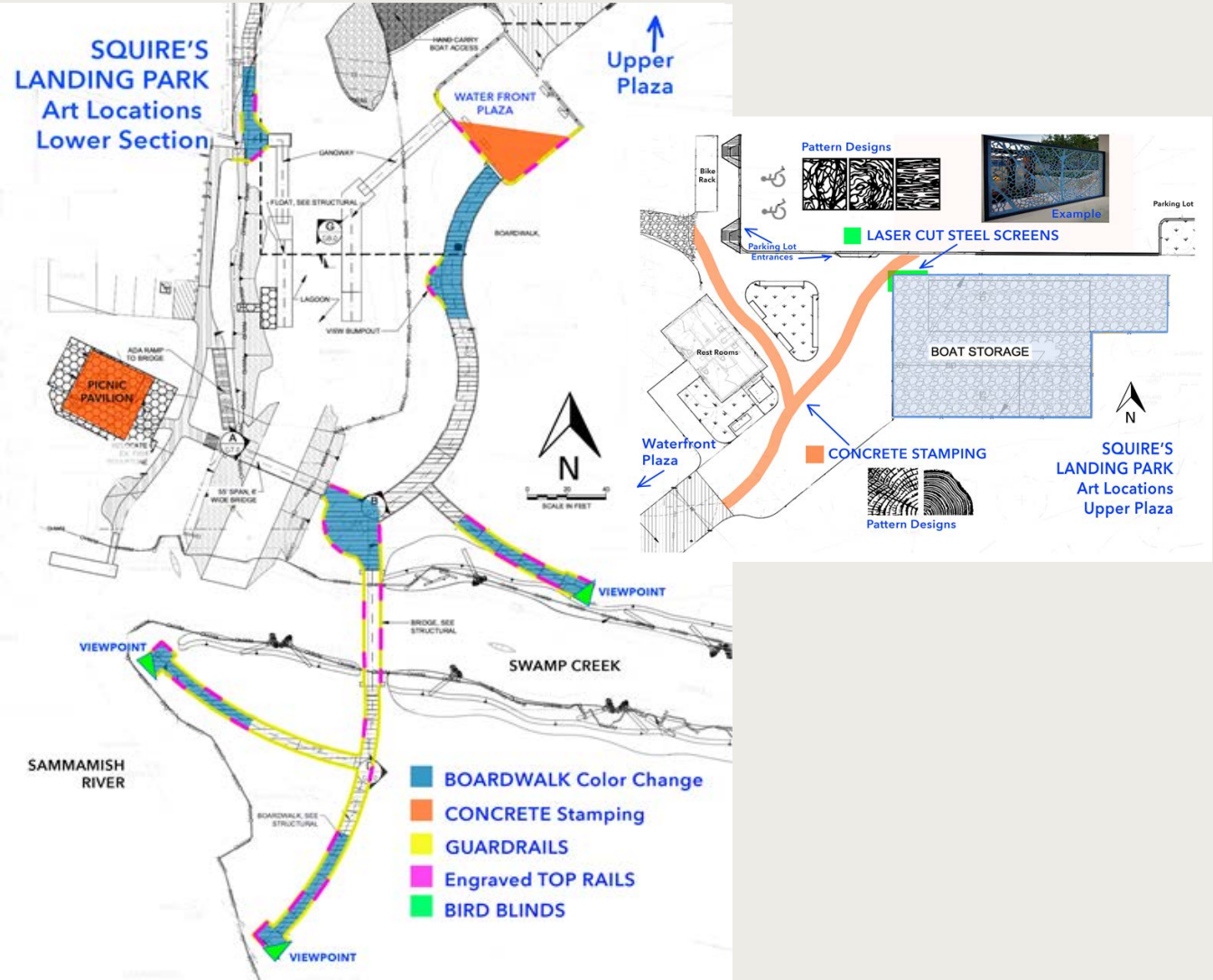
Bridge & Boardwalk Section



Public Art Integration



Mott MacDonald
Kenmore Waterfront Improvement Projects



Permitting

- Land use & Environmental
 - Received- City SMP/SEPA
 - Pending- US Army Corps 408, Ecology, WDFW
 - Continuing coordination with MIT
 - 18-month duration = October 2020
 - 24-month duration = April 2021
- City Building/Engineering & KC Conditional Use Permit
 - August 2020-January 2021



Budget

Cost Update

- 2019 Approved Budget = \$7.9 mil.
- Current Project Cost = \$8.2 mil.

Considerations

- Piles – price of steel fluctuations, hitting soft soils – longer piles
- Excavation – more over-excavation than estimated from possible softer soils
- Winter work window – pile driving/soil conditions (wet weather, lower water levels)
- COVID 19 Variables

Schedule

Final Design & Bidding

- City Engineering/Building & King County Permits- August 2020-January 2021
- Environmental Regulatory Permits- April 2021
- Final Design- August-December 2020
- Bidding- April-June 2021

Construction

- August 2021-April 2022 (Contingency thru 2023)
- In-Water Work Window- November 16-February 1



Questions?

Subject/Topic: Walkways and Waterways Park Project Update: Squire's Landing Park Proposed Council Action/Motion: No Action. This agenda item is a status update on the Walkways and Waterways Project at Squire's Landing Park.	For Council Meeting Agenda of: July 27, 2020 Department: Community Development Prepared by: Maureen Colaizzi, Parks Project Manager and Debbie Bent, Community Development Director <table border="0"> <tr> <td></td> <td style="text-align: right;"><u>Initial & Date</u></td> </tr> <tr> <td>Approved by Department Head:</td> <td style="text-align: right;">DB 7-13-20</td> </tr> <tr> <td>Approved by City Attorney:</td> <td style="text-align: right;">n/a</td> </tr> <tr> <td>Approved by Finance Director:</td> <td style="text-align: right;"></td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: right;">RK 7-13-20</td> </tr> </table> Exhibits/Attachments: 1. 90% Design Site Plan 2. Budget Summary 3. 30% Design Site Plan 4. 60% Design Site Plan		<u>Initial & Date</u>	Approved by Department Head:	DB 7-13-20	Approved by City Attorney:	n/a	Approved by Finance Director:		Approved by City Manager:	RK 7-13-20
	<u>Initial & Date</u>										
Approved by Department Head:	DB 7-13-20										
Approved by City Attorney:	n/a										
Approved by Finance Director:											
Approved by City Manager:	RK 7-13-20										
<u>INFORMATION/BACKGROUND:</u> On July 27th, staff will provide an update on the 90% level design, an updated cost estimate and schedule for the Squires Landing Park Waterfront Access and Viewing project. Attachments 1 shows the 90% design site plan and Attachment 2 is a table showing the updated budget summary. A PowerPoint presentation will be given at the meeting and the presentation will be uploaded prior to the meeting. Staff last gave a project update to Council on February 10, 2020 prior to a public open house held on February 26, 2020. The open house presented the refined 60% design site plans for both Squire's Landing Park and Log Boom Park. Since February staff and consultants have been working on further design refinements and continuing the permit review/approval process. <u>Design Refinements:</u> The 90% site plan (Attachment 1) provides for the same project elements as the 30% site plan (Attachment 3) presented to Council March 22, 2018 and the 60% Site Plan (Attachment 4) presented to Council February 10, 2020. Consistent with the conceptual plan for the 2016 Bond Measure, the 90% design plan continues to provide improved public access to the Sammamish River by creating 1.5 acres of new park infrastructure and over 4 acres of native habitat restoration. The project includes boardwalks, bridges, and viewing points to connect the park to the river for public viewing and maintenance and operations of areas of the park that are currently separated by water. The project also adds a public hand-powered watercraft facility with staging areas, float and hand carry launches, a community plaza, restroom, parking lot and pathways through native habitat restoration areas. The 60% design refinements (February 2020) included modification of the boardwalk alignment and plaza configuration to reduce impacts to trees. The entry plaza and restroom were also reconfigured to address better public access. Guardrail and ADA ramping were added to bridges, boardwalk, and gangways to meet ADA accessibility requirements. Additional upland native habitat restoration was added to remove invasive plants and improve views into the park and refinements were made to reduce impacts to environmental critical areas. The 90% design refinements include: revisions to the lower plaza area that spans the King County sewer easement; modifications to the stormwater s design so that drainage outfalls to the lagoon; a slight modification to the boardwalk alignment to avoid an existing vertical pipe; and a reduction in parking to better protect existing trees.											

On June 22nd Council approved the final art design for Squires Landing Park and fabrication contract for artwork. The artwork design will be incorporated into final plans and installation will be coordinated with construction of site improvements.

Project Schedule Update:

- A shoreline permit and SEPA application were submitted to the City in April 2019 and a City decision was issued May 2020. The Department of Ecology issued a final decision on the Shoreline Permit June 19th, 2020. Permit applications were also submitted in 2019 to other regulatory agencies including the US Army Corps of Engineers, Washington State Department of Fish & Wildlife and King County and these permits are still under review. City permits (engineering and building permits) are required and permit applications will be submitted early August, with an estimated six-month review/approval process. The permit and regulatory review process will continue and is estimated to be complete by April 2021. Assuming all permits are received by April 2021 and bid documents are prepared, the project may be ready to go out for bid late April 2021. Assuming a bid is awarded, construction would be between August 2021 and June 2023. Assumption is that it is a two-year construction cycle. However, construction timing may need to be adjusted based on the July and November fish windows in order to complete in-water construction. As timing is uncertain, the official project end date, consistent with the bond measure approval, remains at the end of 2023.

P-31 Squire's Landing Land Acquisition: This is a capital improvement project for land acquisition. Several Squire's Landing parcels east of the lagoon were originally acquired by King County with Recreation Conservation Office (RCO) funding that restricts active recreation use of the parcels. To allow for more active uses (particularly associated with water access for the hand-powered watercraft), the RCO land conversion process requires replacing land based on current appraised value. The City has been working with RCO on the land conversion process. The replacement properties have been purchased and the final requirements for the conversion are being finalized. Staff will present the details of the land conversion to City Council in a public hearing in September. Staff anticipates this process being complete by end of year 2020.

FISCAL CONSIDERATION:

- **2020:** The project cost estimate at 60% design, presented to Council February 10th, was \$8,211,732. Any adjustments to the Capital Improvement Project (CIP) budget will be brought forward for Council consideration and action in the fall. Costs will continue to be reviewed and refined between the 90% design phase through final construction plans. Attachment 2 is an overview of the updated total project cost estimate with a revenue funding plan. The total project budget is still estimated at \$8.21 million. The cost estimate reflects an increase in construction costs from 60% design which are offset by a reduction in contingency to 15% (reduction of 5%) plus a reduction in escalation costs (6% based on current construction cost estimates).

The current total project cost of \$8.216,733 million is \$313,413 over the adopted CIP budget (\$7.9 million). The revenue sources for the \$313,413 are anticipated to be a future 2021 King County Waterworks Council Allocated grant award of \$50,000 with the remaining \$263,413 anticipated to be either Park Impact Fee Funds or bond funds if the Log Boom Park project remains under budget. The adopted CIP budget also includes \$250,000 of unsecured funds in the revenue estimate anticipated to be either a future State Appropriation request or Park Impact Fee Funds. Therefore, in the current revenue estimate (Attachment 2) there is over \$600,000 of unsecured revenues.

- **2019:** The project budget estimate of \$7.9 million was reviewed by Council at the July 22, 2019 meeting where amendments to the 2019-2024 Capital Improvement Program (CIP) were presented. The 7.9 million budget estimate included \$538,287 spent prior to 2019; \$6,985,533 proposed allocation in the 2019-2024 CIP; and \$382,500 for mitigation monitoring allocated in future CIP's 2025-2034. The amended Park Capital Improvement Program (CIP) approved 9/9/19 (Ordinance 19-0497) allocates \$6,985,533 including: \$5,005,464 million bond funds; \$500,000 RCO grant funds; \$185,000 King County Conservation District grant funds (unsecured, application 2020); \$651,968 Swamp Creek Basin Funds; \$393,101 Park Impact Fee funds; \$250,000 State appropriation (unsecured) or additional Park Impact Fee Funds.

- **2018:** The estimated total project budget presented to Council 3/19/18 was \$6.6 million (\$6.2 million project cost through construction plus \$400,000 for project mitigation monitoring). The six-year 2019-2024 Park Capital Improvement Program (CIP) adopted 9/7/18 (Ordinance 18-0469) allocated \$5.75 million with an additional \$538,287 spent prior to 2019, giving a total project cost of \$6.3 million.
- **2015-16:** \$53,751 in Park Impact Fee funds were used to create the Bond Levy Concept Plan. The 2016 Walkways & Waterways bond measure estimated a \$5.1 million total project cost.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED: City Council Goal #4 Implement the Walkways and Waterways Projects. Priority Based Budget (PBB) results “enhances access to, and opportunities and activities to enjoy the City’s waterfront region”.

Attachment 1



Squire's Landing Park

90% Site Plan



07/10/2020



Attachment 2 Budget Summary

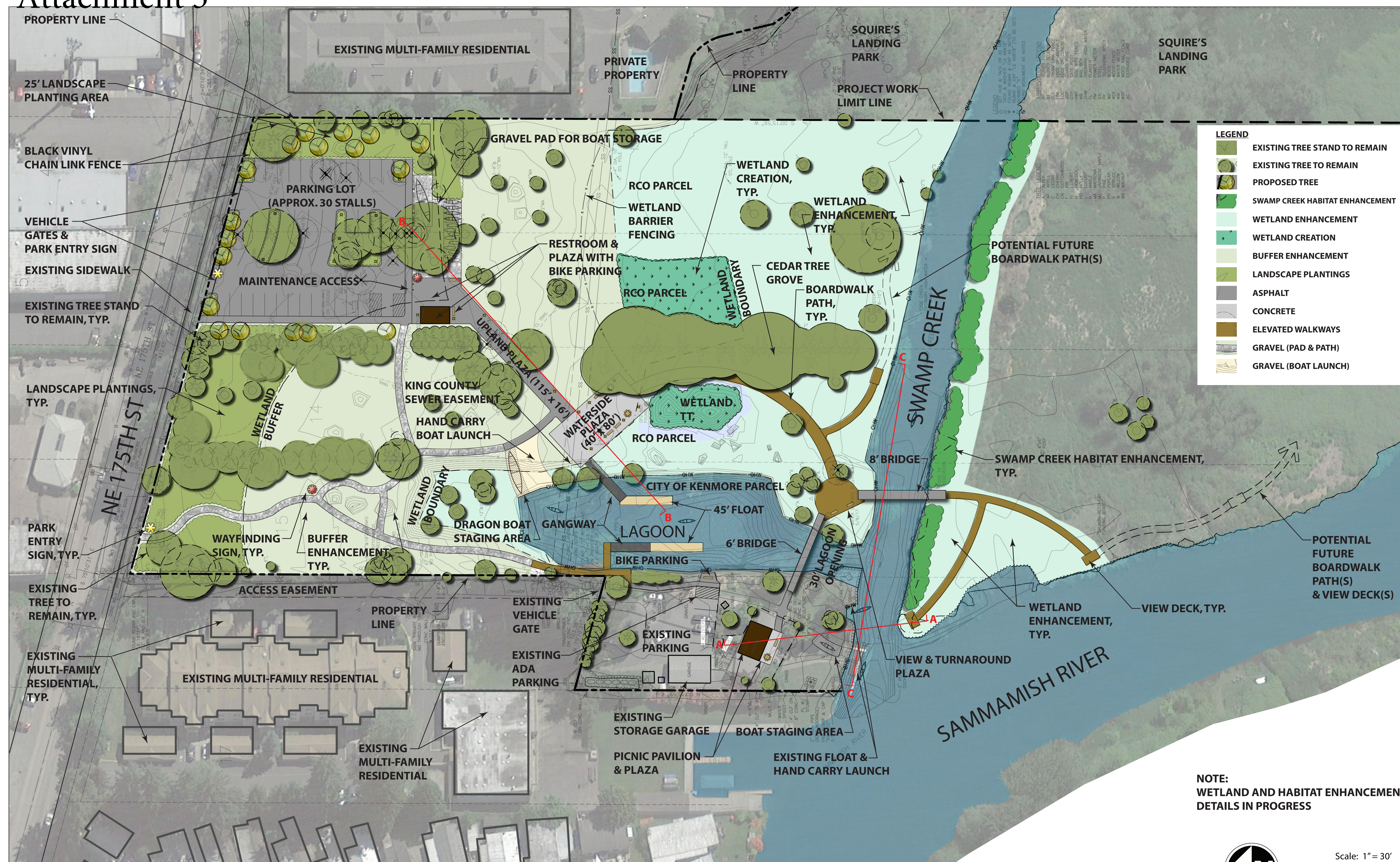
SQUIRE'S LANDING PARK WALKWAYS WATERWAYS PROJECT BUDGET ANALYSIS

Construction Project Expenditures	
Walkways & Waterways (W&W) Squire's Landing Park Project	
Engineer's Estimate (July 10, 2020 90% Site Plan)	\$3,942,693
1% for the Arts + Public Art Funds	\$65,000
10% WSST	\$394,269
Administrative Staff Costs (.25 FTE x 4 yrs)	\$297,746
Data Collection, Analysis, Design & Permitting	\$1,589,059
Construction Management (Based on City Engineer Estimate)	\$700,000
Project Cost Subtotal	\$6,988,767
Inflation Contingency (6%)	\$236,562
Design & Construction Contingency (15%)	\$591,404
Contingency Subtotal	\$827,966
Total Estimated Project Cost w/ Contingency	\$7,816,733

Funding Plan		
Walkways & Waterways (W&W) Squire's Landing Park		
NEED		NEED INCREASE
Construction Cost Estimate	\$7,816,733	\$322,280
10-year Mitigation & Monitoring	\$400,000	
TOTAL FUNDS NEEDED	\$8,216,733	\$322,280
SOURCE		SOURCE INCREASE
Bond Levy Funds (\$5,150,000 available)	\$4,147,584	
Public Art Fund	\$25,573	\$25,573
2016-19 Prior Year Revenue (Bond Levy + PIF Funds)	\$1,056,167	
2018 RCO ALEA Grant Secured	\$500,000	
2019 King County Waterworks Council Allocated Grant Secured	\$50,000	\$50,000
2020 King Conservation Grant Request	\$185,000	
Swamp Creek Basin Mitigation Fund 00-C68 Amend 1	\$651,968	
Park Impact Fee Funds	\$553,101	
2021 State Appropriation Unsecured or Park Impact Fee Funds	\$250,000	
2026-2034 CIP Funds (Potentially Swamp Creek Basin Funds)	\$425,060	
2021 King County Waterworks Grant #2 Unsecured	\$50,000	
TOTAL SOURCES AVAILABLE	\$7,894,453	\$75,573
ADDITIONAL SOURCES NEEDED	\$300,000-\$600,000+	Grant Award Dependent

Updated 7/11/2020

Attachment 3



Squire's Landing Park

30% Site Plan

3/22/2018



M **M**
MOTT
MACDONALD



j.a. brennan
associates, PLLC

Attachment 4



Squire's Landing Park

60% Site Plan

M
MOTT
MACDONALD

CONFLUENCE
ENVIRONMENTAL COMPANY

01/31/2020

j.a. brennan
associates PLLC





Kenmore Waterfront Improvement Projects

Log Boom Park Waterfront Access & Viewing Project

Squire's Landing Park Waterfront & Natural Open Space Access Project

City Council Update – 90% Design



Agenda

1

Log Boom Design Refinements,
Permitting, Budget & Schedule

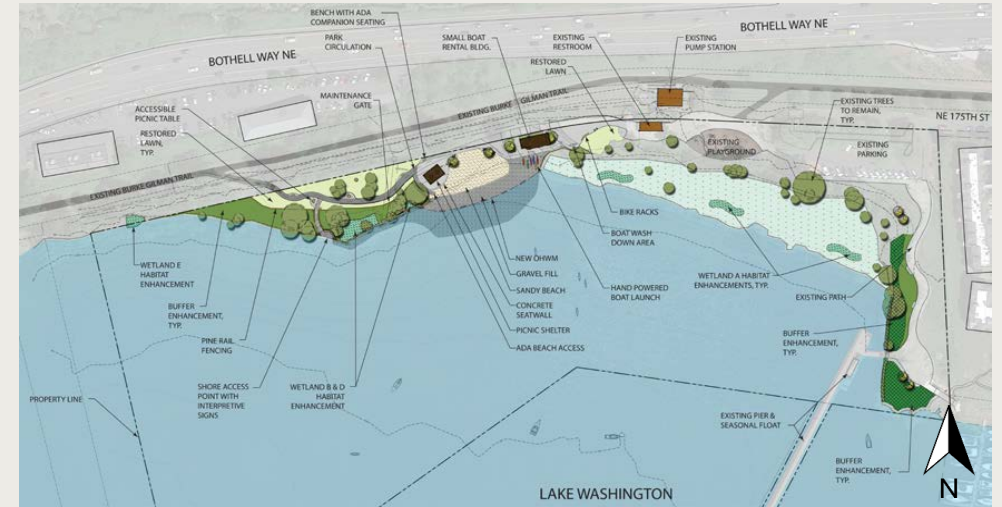
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Squire's Landing Design Refinements,
Permitting, Budget & Schedule

Log Boom Park Waterfront Access & Viewing Project

60% - 90% Design (2019-20)

- Material Selection, Value Engineering
- Public Art Integration
- Constructability Assessment



90% -100% Final Design (2020-21)

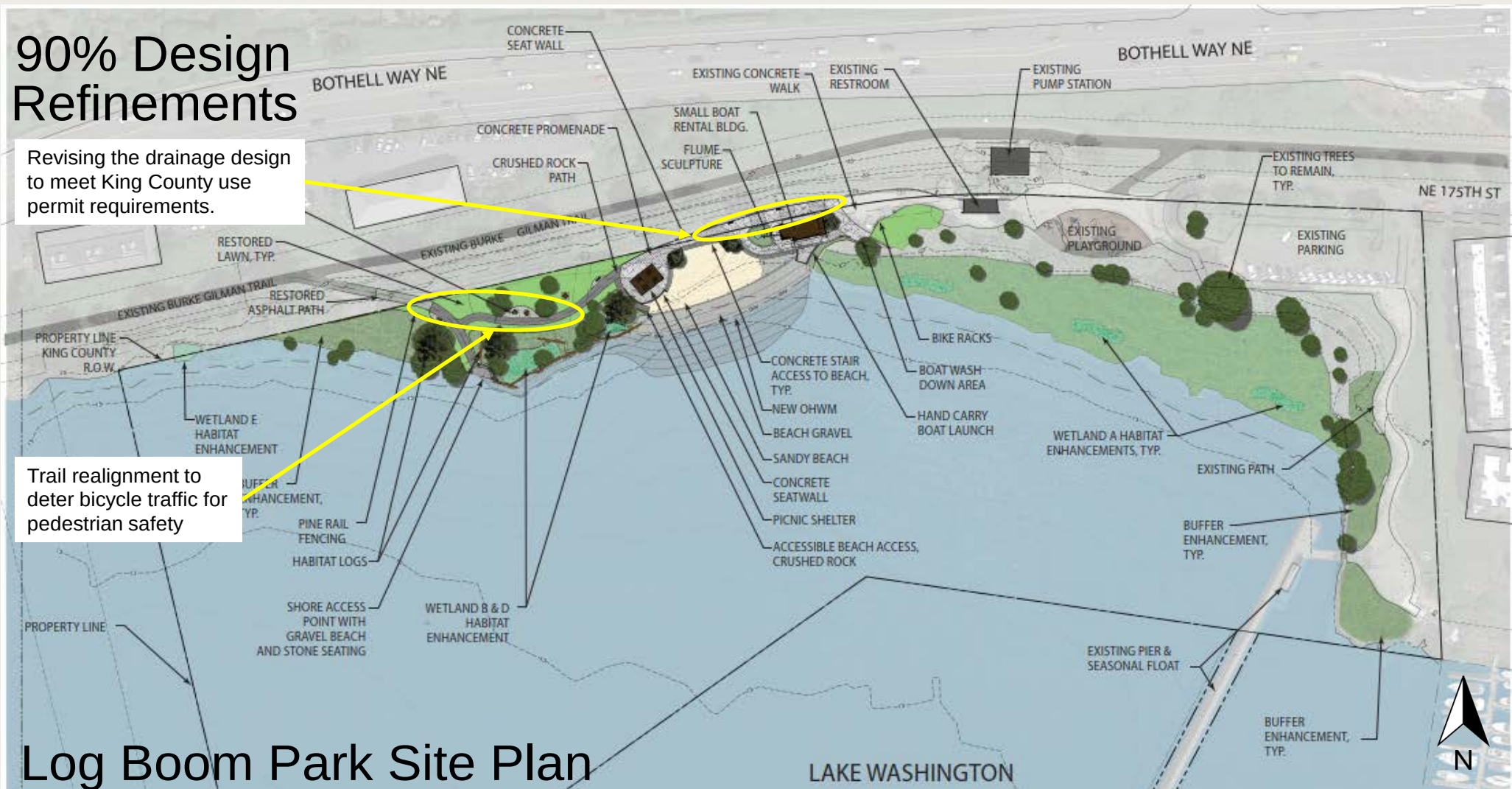
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Log Boom Park Site Plan

Mott MacDonald
Kenmore Waterfront Improvement Projects

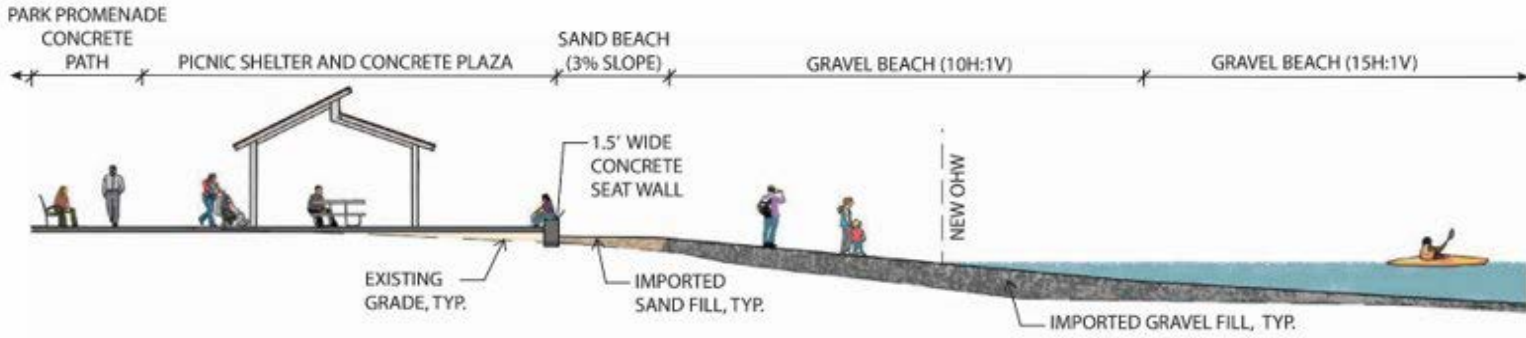
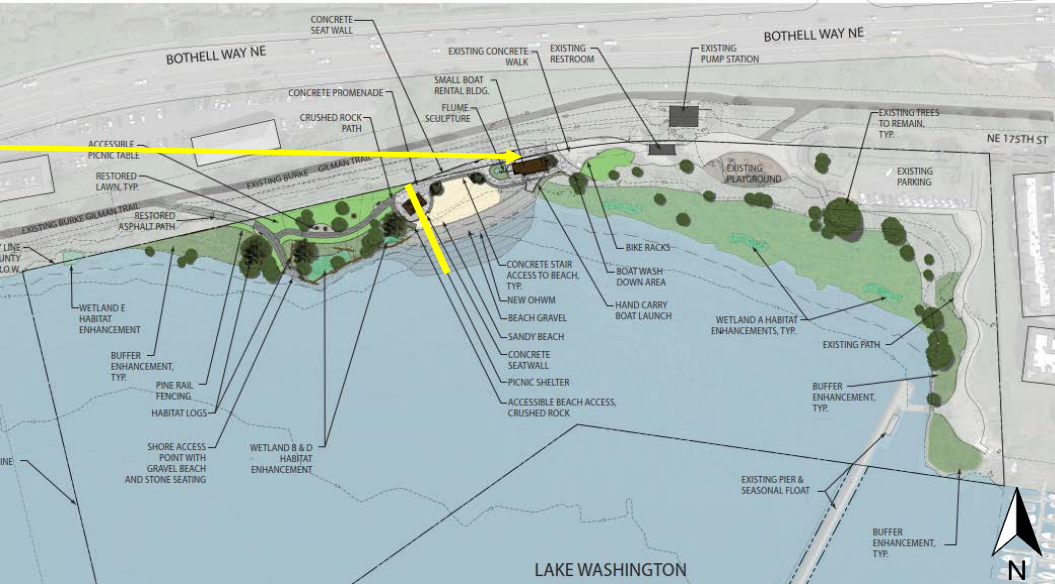
Boat Rental Building & Beach Access



WEST ELEVATION

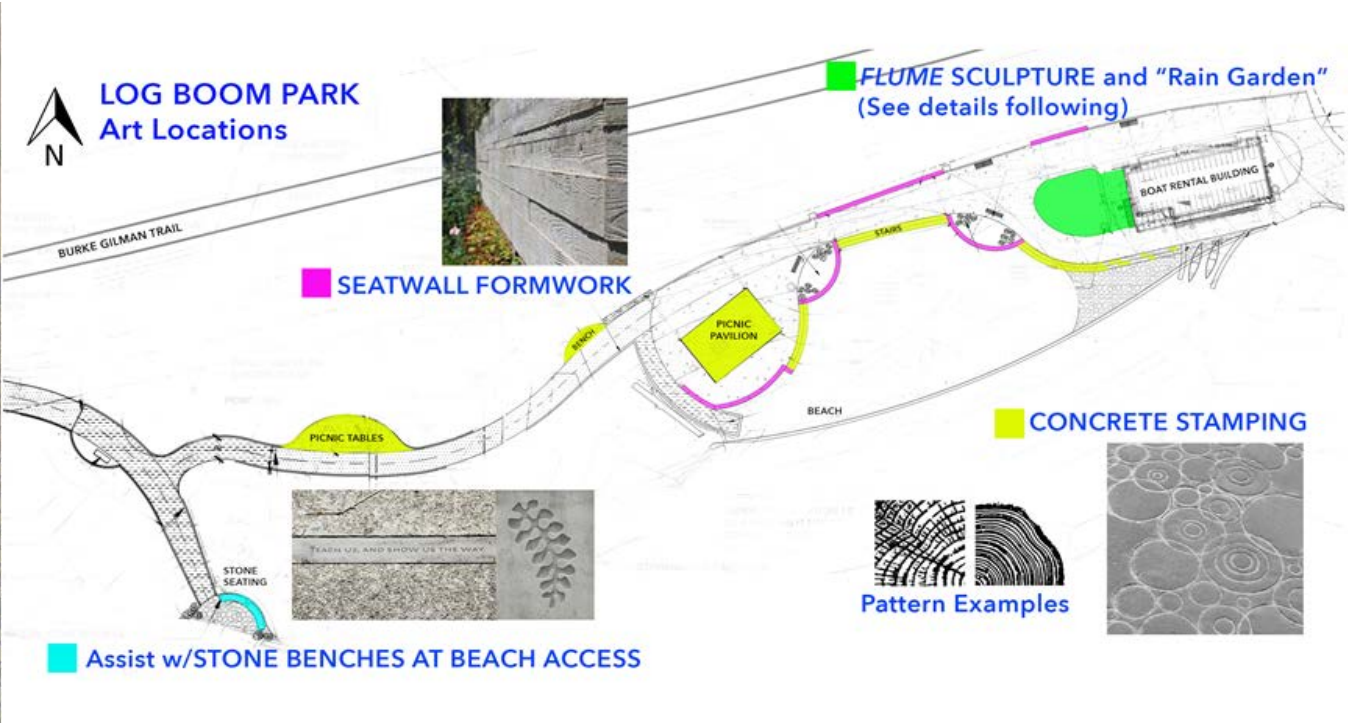
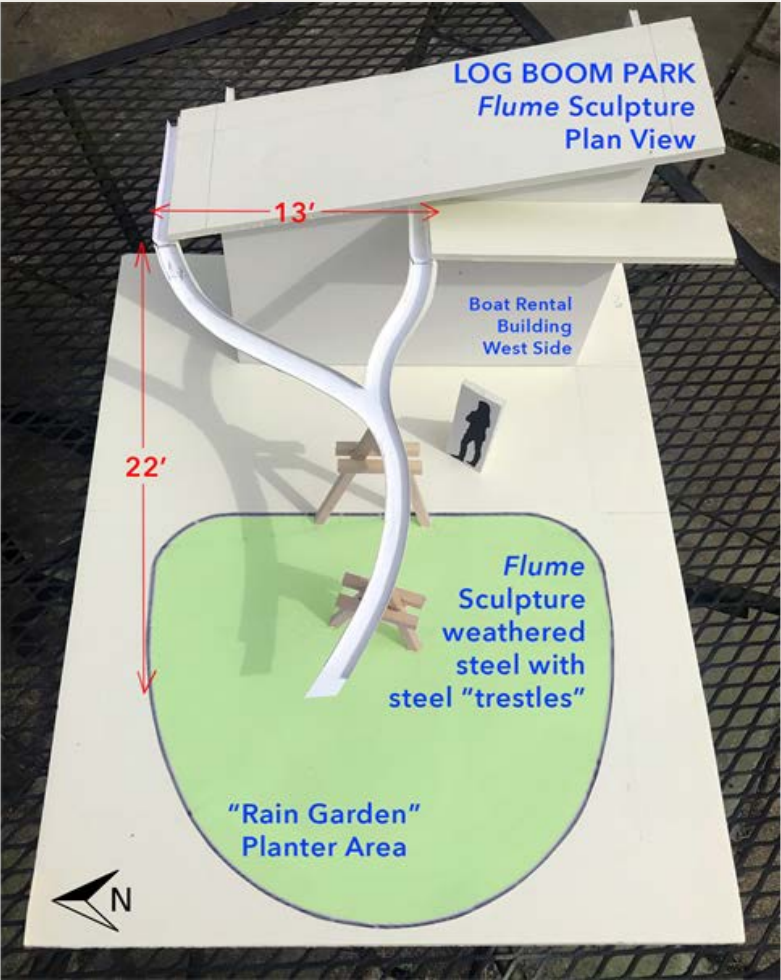


SOUTH ELEVATION



A SECTION A- PICNIC SHELTER AND BEACH
1"=10'-0"

Public Art Integration



Permits

Land Use & Environmental Permits Received

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- No objections from Tribes
- No permit needed – Ecology

City Building/Engineering & KC Special Land Use Permits

- August 2020-January 2021



Budget

Cost Update

- 2019 Approved Budget = \$3.9 mil.
- Overall Project Cost = \$3.8 mil.
- No major changes from previous update

Considerations

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- COVID 19 Variables – Number of bidders, economic climate

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- Final Design- August-October 2020
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- Temporary restrooms will be provided.



Questions?

Squire's Landing Park Waterfront & Natural Area Open Space Access Project

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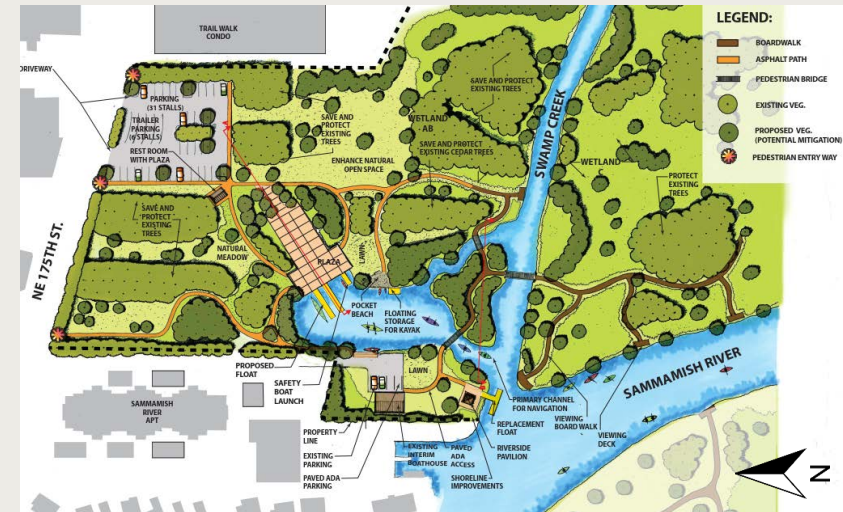
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- Data Gathering, Analysis / Environmental Regulatory Agency Input
- Council Update / Public Open House / Grant Applications
- Land Use Permits

60%-90% Design (2019-20)

- Material Selection, Value Engineering, Public Art Integration
- Constructability Assessment
- Environmental Permit Submittal & Agency Coordination



Current Progress

90% -100% Final Design (2020-21)

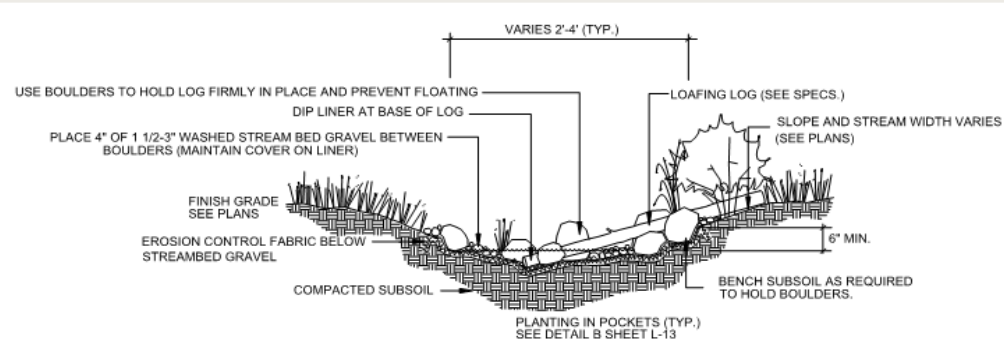
- Submit City Building/Engineering Permits
- Submit King County Special Use Permit
- Bid Preparation & Opening



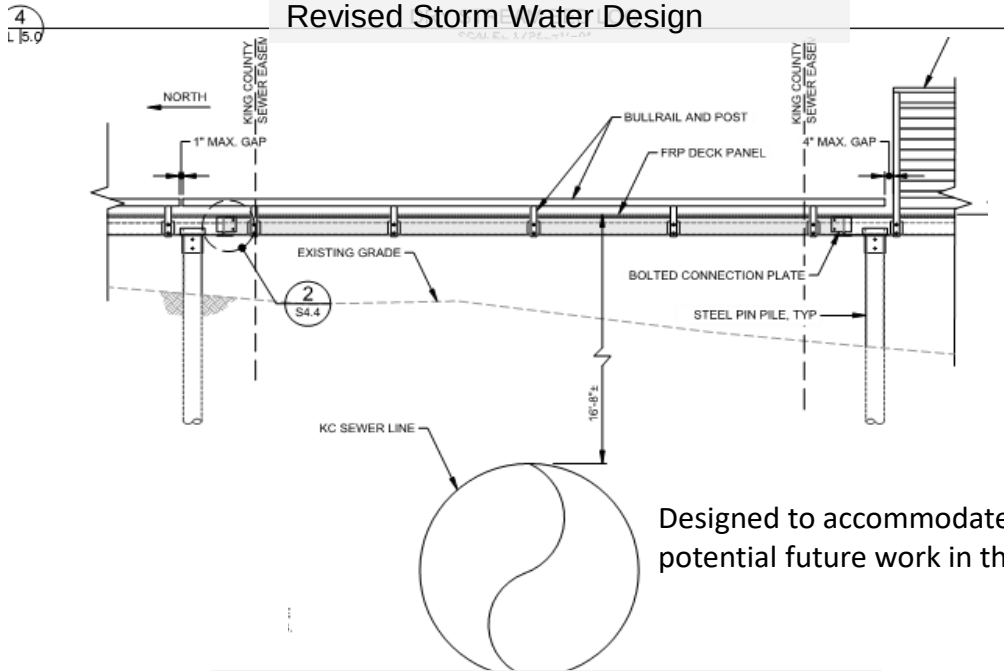
Squire's Landing Park Site Plan 90% Design



90% Design Refinements



Revised Storm Water Design



Designed to accommodate potential future work in the ROW

Boardwalk Span Over KC Sewer Easement

Revised Storm Water Design

KC Easement

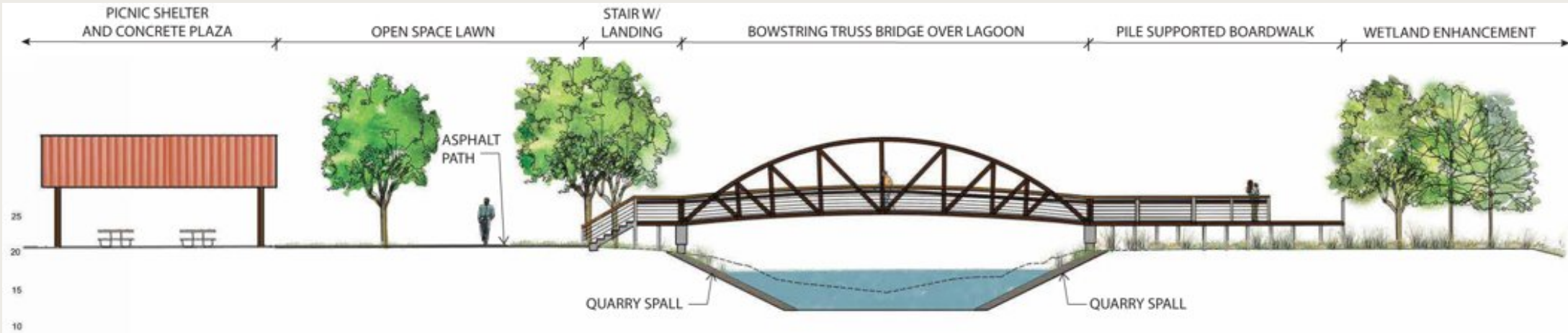
Reduced Parking to Better Protect Existing Trees

Bridge (Next Slide)



July 27, 2020

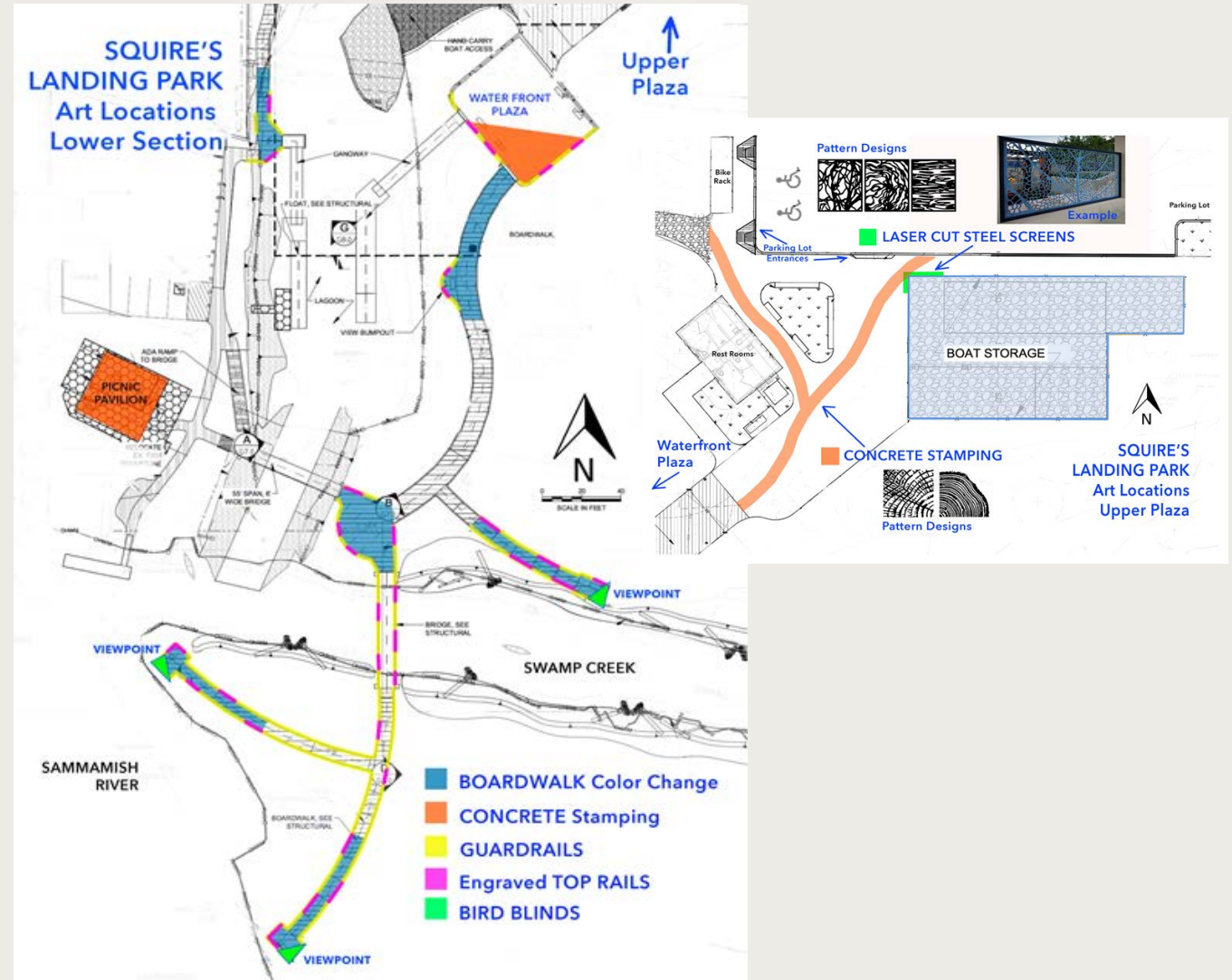
Bridge & Boardwalk Section



Public Art Integration



Mott MacDonald
Kenmore Waterfront Improvement Projects



Permitting

- Land use & Environmental
 - Received- City SMP/SEPA
 - Pending- US Army Corps 408, Ecology, WDFW
 - Continuing coordination with MIT
 - 18-month duration = October 2020
 - 24-month duration = April 2021
- City Building/Engineering & KC Conditional Use Permit
 - August 2020-January 2021



Budget

Cost Update

- 2019 Approved Budget = \$7.9 mil.
- Current Project Cost = \$8.2 mil.

Considerations

- Piles – price of steel fluctuations, hitting soft soils – longer piles
- Excavation – more over-excavation than estimated from possible softer soils
- Winter work window – pile driving/soil conditions (wet weather, lower water levels)
- COVID 19 Variables

Schedule

Final Design & Bidding

- City Engineering/Building & King County Permits- August 2020-January 2021
- Environmental Regulatory Permits- April 2021
- Final Design- August-December 2020
- Bidding- April-June 2021

Construction

- August 2021-April 2022 (Contingency thru 2023)
- In-Water Work Window- November 16-February 1



Questions?



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Audio and Visual Upgrades in the Council Chambers and Community Room Proposed Council Action/Motion: Authorize the City Manager to enter into an agreement with Diversified for audio and visual upgrades in the Council Chambers and Community Room, financed by a 48-month lease.	For Council Meeting Agenda of July 27, 2020 Department: Finance and Administration Prepared by: Joanne Gregory, Finance and Administration Director and Kelly Chelin, City Clerk <table border="0" style="width: 100%;"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;">JG 7/20/20</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">_____</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">JG 7/20/20</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">RK 7/20/20</td></tr> </table> Exhibits/Attachments: Attachment 1: Scope of Work and Terms from Diversified		<u>Initial & Date</u>	Approved by Department Head:	JG 7/20/20	Approved by City Attorney:	_____	Approved by Finance Director:	JG 7/20/20	Approved by City Manager:	RK 7/20/20
	<u>Initial & Date</u>										
Approved by Department Head:	JG 7/20/20										
Approved by City Attorney:	_____										
Approved by Finance Director:	JG 7/20/20										
Approved by City Manager:	RK 7/20/20										
<u>INFORMATION/BACKGROUND:</u> Staff recommends that Council authorize the City Manager to enter into an agreement with Diversified for audio and visual upgrades in the City Hall Council Chambers and Community Room. The current equipment, much of which is original to the building, is now outdated technology. The City has received many complaints about poor quality of recordings, lack of live streaming, or loss of recordings all together. Staff also receives constant complaints about feedback in the speakers and the ability to hear the Council at the dais. The system has been very unreliable for the last year. It is imperative that the City retain Council audio and video proceedings as well as those of the Planning Commission and other important meetings. This project includes an upgrade of the entire audio/visual equipment including all new hardware, software and a 24/7 service agreement. Below is a list of issues with the current equipment: • Exceeded its useful life - Outdated equipment that cannot be serviced or replaced. • Feedback noise on the microphones and through the speakers in the room making it very difficult to hear even with listening devices. • Camera view is far from the dais and audience podium. No camera in front of the flags during presentations. (Several complaints from citizens that they can't see everything that is going on in the room during live streaming). • Projector is not bright enough for the room. • Presentation resolution on dais monitors doesn't match audience screen. • Overall poor audio-visual quality sometimes resulting in no recording or corrupted recordings that are not available to the public.											

- Loss of live streaming in the middle of a meeting with no way to get it back up and running.
- Many hours of troubleshooting by staff to keep the current system operational.
- No service or maintenance contract currently.
- Viewers cannot see the presentation screen from the live stream or recording.
- Unreliable wireless projection. The wi-fi is not reliable therefore staff will often lose a presentation mid-way through.

The City contacted two companies from the Washington State Department of Enterprise Services: Avidex and Diversified. Each of these companies are part of a master contract established and administered by Enterprise Services and used by state and local government entities to purchase products and services directly from contractors. Master contracts result from competitive solicitations run by Enterprise Services or run by the Western States Contracting Alliance (WSCA) and adopted as master contracts for Washington. The City would “piggyback” on the already negotiated State contract for this project.

An internal team consisting of Joanne Gregory, Finance and Administration Director, Jennifer Gordon, Public Works Operations Manager and Kelly Chelin, City Clerk had several meetings with both Avidex and Diversified including a walkthrough at City Hall, demonstrations and many follow-up meetings.

After thorough review of the recommendations and various options offered by both contractors the team felt that Diversified offered the most value for the cost. Staff conducted references for Diversified and they were all 100% positive. Diversified has done work with Amazon, Costco, Washington Department of Transportation and King County. Diversified has been in business since 1993 and has emerged as an industry leading technology solution in many different markets including government.

The scope of work attached provides further detail of the project. The main components in the upgrade are:

- New 12,000 lumens projector (currently the projector is 6,500 so it would double the brightness).
- Replace all VGA (analog) connections to HDMI (digital) in both Council Chambers and Community Room. Many users of the room do not have VGA connections (old technology) on their devices.
- New wireless connection that works for all users with any device including the public.
- All new AV rack/equipment.
- 16 new premium speakers.
- Improved audio amplifier.
- Portable microphone system (which can be brought off site for retreats or other meetings).
- New wireless microphones that can be moved anywhere in the room (no more cords on the floor).
- Two lapel microphones.
- Larger touch screen for clerk desk and renters of the space – also more features and functionality.
- New monitors in the dais that match the presentation screen so that Council can view the entire presentation.
- New PTZ camera that allows for preset positions to view more corners of the room.
- 24/7 Service Agreement, updates and training for staff and new staff in the future.
- A reliable solution for all needs including live streaming and recording of proceedings.
- Closed caption

The City is recommending a lease to finance the project over a 48-month lease term. Besides spreading the cost and cash flow over 4 years, this would avoid owning the equipment and it could be returned or upgraded at the end of the term and a new lease or purchase could be considered. The total cost of the project is \$159,888 plus tax. The City has applied for a lease financing package but has not yet received the specific terms or approval. It is expected that the interest rate will be about 5% resulting in monthly payments of approximately \$3,900.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Priority Based Budgeting Results:

- Fosters open, responsive and **transparent government** by ensuring accountability, efficiency, effectiveness, and integrity in all operations
- Protects, **manages**, optimizes and invests in its financial, human, physical, and technology **resources**



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652 Industry Drive, Tukwila, WA 98188

Registered & Bonded
Contractor #ONEDIDL839CG
Electrical # ONEDIDL828C7

Project Name: **City of Kenmore
Council Chambers AV Upgrade**
Project Number: **SE6168_R1**
Account Executive: Pete Monuteaux
Submittal Date: 7-9-20

Scope of Work: City of Kenmore Council Chambers Audio Visual Upgrade

Introduction to Diversified

Diversified is an industry leading technology solutions provider delivering innovative digital media, collaborative, broadcasting, electronic security, and OTT solutions to a global clientele across a wide array of markets. Clients turn to our team of specialized technical experts to design custom solutions that enhance their operations, increase productivity, and help drive ROI. Diversified serves clients globally from 30 offices in the United States and through partnerships around the world.

SCOPE OF WORK

Following is a scope of work that includes the project features and design requirements as stipulated in our project definition meeting. It is the client's responsibility, or their authorized representative, to review the following information for accuracy and make any necessary changes prior to signing the document. OFE is owner furnished equipment.

The City of Kenmore has a large council chambers space used for council meetings and as a multipurpose space for a variety of additional meetings. The City also rents the space for third-party events.

The intent of this proposal is to provide a baseline AV system upgrade along with an option for an assistive listening induction loop solution.

The City of Kenmore wishes to see lease options for this project.

COUNCIL CHAMBERS UPGRADE

PROJECTION

The NEC projector was installed as part of a partial upgrade done about three years ago. The image is not as bright as needed given the ambient light from the windows. Even with the gradient shades down the image is still dimmer than it should be.

- The existing projector is 6500 lumens – not bright enough for this space



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Diversified shall provide and install an Epson Pro L1500H, 12000 lumen laser projector replacing the existing ceiling mounted unit. The existing projection screen shall be reused for this solution. The projected image shall be fitted to the screen dimensions to maximize image size.

Diversified shall also provide and install a new electric projection screen with a surface designed to provide much better reflection of the projected image than the current screen in place.

VIDEO CONNECTIVITY

This system is essentially analog. Most all accessible connections to the projector are VGA.

- HDMI connections should replace the VGA connections in most locations
- There are several floor boxes with VGA
- There is a wireless connection via URL that does not work for everyone – need an easy, simple wireless solution for staff and guest laptops

Diversified shall provide and install HDMI connections at the clerk's station and across (4) floor boxes, Boxes A,D,E & F.

Diversified shall provide and configure a wireless connectivity solution replacing the existing system.

AUDIO

There are ceiling speakers throughout the chambers that appear to cover the space.

- There are issues with interference/feedback when using some of the various microphones
- The speakers have been evaluated and found to be inefficient for such a large space
- Overall volume level control is another problem

Diversified shall provide and install (16) premium speakers specifically designed for higher ceilings along with an improved audio amplifier.

A portable microphone system is available for some types of meetings held within the space. These meetings are typically in the center of the room with tables formed into a horseshoe or circle. The old, wired microphone system is clumsy and not very professional given all the wires/cabling.

Diversified shall provide and install a new wireless portable microphone system. This system shall include (10) gooseneck microphones with charging station. In addition, Diversified shall provide and configure (2) handheld and (2) lapel microphones for presentation use.

CONTROL

The control system works but the user interface is an old and rather small touch screen.

- A new, larger (10") touch screen is recommended
- A refresh to the programming is needed to improve ease of use
- A second (7") panel will be provided and wall mounted for renters of the space allowing for basic functionality
- City of Kenmore has the programming source code



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Diversified shall provide, install and program a new Crestron control system providing a larger touch panel, simplified control for both the clerk's station and the wall mounted panel for third-party organizations.

DAIS

The existing dais microphones shall be retained and utilized in this solution.

There are individual monitors. per dais seat, on a motorized lift controlled at each location.

- These monitors are VGA only and need to be replaced
- Currently, presentation video displayed on the main projector does not feed to the individual monitors – this needs to be remedied

Diversified shall provide and install similarly sized monitors with HDMI connection replacing the old VGA-only monitors at the dais locations. Once integrated into the system the presentation video displayed on the monitors shall match what is being seen on the main projection screen.

CAMERA

There is currently (1) camera for video capture/streaming.

Diversified shall provide and install a PTZ camera mounted at the same approximate position. The new camera shall have the ability to be controlled allowing for several pre-set positions set up within the control system.

EQUIPMENT ENCLOSURE

There is an existing equipment rack in the AV room with sufficient room for component placement.

Diversified shall utilize the existing equipment enclosure to house added components.

COMMUNITY ROOM

There is a separate conference room next to the chambers. This is a stand-alone conference room and is also used as overflow for larger chamber meetings. When the wall is opened between spaces video and audio from the main chambers room is seen and heard in the community room.

- Upgrading to HDMI, from VGA is needed for the wall plate located below the projection screen
- A second HDMI connection is requested within a centrally located floor box
- The room control system needs to be refreshed

Diversified shall provide, install and program an upgraded control panel replacing the existing unit. (2) HDMI connection shall be integrated into the room, one replacing the existing VGA wall plate mounted below the screen and adding a HDMI connection within an existing floor box.

COUNCIL CHAMBERS AV UPGRADE

\$159,888



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OPTION #1 - Assistive Listening System

Diversified shall provide a complete assistive listening induction loop solution fitting the square footage of the council chambers space. This system ties into existing hearing aids rather than relying on equipment being worn by meeting attendees.

ASSISTIVE LISTENING SYSTEM **\$12,970**

OPTION #2 - Additional Cameras

Diversified shall provide and install (2) additional HDMI Cameras (in addition to the single camera being replaced in the base system listed above). The cameras will move to the person talking and will also be controllable via the system control touch panel.

ADDITIONAL CAMERAS (Qty 2) **\$18,694**

OPTION #3 – Voting System

Diversified shall provide and install a voting system for the Kenmore council chambers. The recommended voting system utilized new, wireless, gooseneck microphones. These microphone models have a three button voting capability built into the base of the microphone. This solution also includes a charging station for the microphones.

VOTING SYSTEM **\$17,432**

Note: Pricing is based on the Washington State AV Master Contract #03418

Leasing Option

Please see the attached document from Direct Funding Services regarding leasing options.

COMPLETION & EXECUTION OF ORDER

- Quote valid for 30 days from above date
- Sales tax not included in pricing
- Both this Scope of Work and Proposal for System Integration must be reviewed by Client and signed prior to executing work order
- The project schedule is based on room and equipment availability. Exact dates shall be determined at the time of contractual engagement. Current lead times are six to eight weeks from engagement



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PROFESSIONAL SERVICES

Diversified, provides a turn-key system that includes sales consultation, design, engineering, programming, project management, system builds, certified installation and commissioning, training, and service. We have long standing partnerships with all of the major professional audio and video manufacturers that include advanced and on-going training and certification. We look forward to supporting your needs and appreciate your business.

*Limitations and Exclusions

1. Diversified shall install all equipment in accordance with the manufacturer's specifications, national and local regulation ordinances and codes, including all OSHA guidelines.
2. All work shall be performed during the normal working hours of Monday-Friday, between 8:00am-5:00pm PST, except for recognized holidays, unless specifically stated elsewhere and premium rates may apply.
3. Client shall be responsible for dedicated electrical A/C power and conduits (as required) to all specified locations. All A/V conduits shall be dedicated for Diversified wiring and of adequate size.
4. Client shall be responsible for all LAN and CCTV cable and connections.
5. Client shall be responsible for modifications to ceilings, walls, finish work and custom paint finishes (if required).
6. Diversified is not responsible for structural, mechanical, or electrical obstructions, distortions, or other related encumbrances to the A/V system, this would include HVAC vibration.
7. Client and Diversified shall agree upon project schedule. Client shall provide access to facility, furniture and Owner Furnished Equipment (O.F.E.) in accordance with that schedule.
8. Diversified removes itself from all functional and cosmetic liability in relationship to the condition of all Owner Furnished Equipment (OFE) both prior to and there after this scope of work is completed.
9. Unless otherwise specified in this document, customer shall supply all computer equipment including but not limited to: desktop computers, laptops, and network hardware.
10. Equipment and labor prices are estimated based on the project detailed in this signed document. Any changes or additions to the project shall affect the cost.
11. Sheet rock studded interior walls with no insulation, fire blocking or obstructions to wire installation.
12. Suspended, T-bar acoustic tile ceiling, non-insulated, no obstructions above or below ceiling, ceiling no more than 10' above floor, structure no more than 4' above ceiling.
13. Floor coring or installation of raceways not included.
14. Equipment cannot be wired into furniture that is not adjacent to interior walls, without additional provisions.
15. Unobstructed accesses to facility and work areas during normal business hours.
16. Electrical outlets within reach of equipment supplied power cords.
17. Facility located within 30-mile radius of CVI office.
18. Client shall be responsible for all computer networking, telephony, satellite, and television distribution cable and connections.
19. Please note that recent and upcoming tariffs can have an immediate impact on equipment pricing. Price quoted is based on information available as of this date and is subject to increase.



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*Variations to the above conditions will not necessarily prohibit installation of this system, but would affect the price of installation. These variations in price would need to be considered on an individual basis, and would be determined prior to quotation. The aforementioned scope of work includes the project features and design requirements as stipulated in this attachment, the site assessments, and the final proposal. It is the client's responsibility, or their authorized representative, to review the following information for accuracy and make any necessary changes prior to signing this document.

Client Authorization

I, _____, acting as a representative of the City of Kenmore, agree that the information contained in this scope of work is accurate and represents intent and detail for goods and/or services provided as referenced to this document.

_____	_____
Client (print name)	Pete Monuteaux Diversified (print name)
_____	_____
Client (signature)	Pete Monuteaux Diversified (Signature)
_____	_____
Date	Date

COUNCIL GOAL/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 monthly report.

Priority Based Budgeting Result: Governance: Supports decision-making with timely and accurate short-term and long-range analysis that enhances vision and planning.



18120 68TH AVE. NE
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: July 14, 2020
RE: June 2020 Financial Reports for the City of Kenmore, Washington

June 2020 financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

- General Fund Summary
- General Fund Revenue Graphs
- General Fund Expenditure Graphs
- Street Fund Summary
- Cash and Investment Report
- Investment Schedule and Portfolio Analysis
- Sales Tax Receipts by Business Type
- Retail Sales and Use Tax Distribution
- Real Estate Excise Tax Report
- Report for Transportation Benefit District

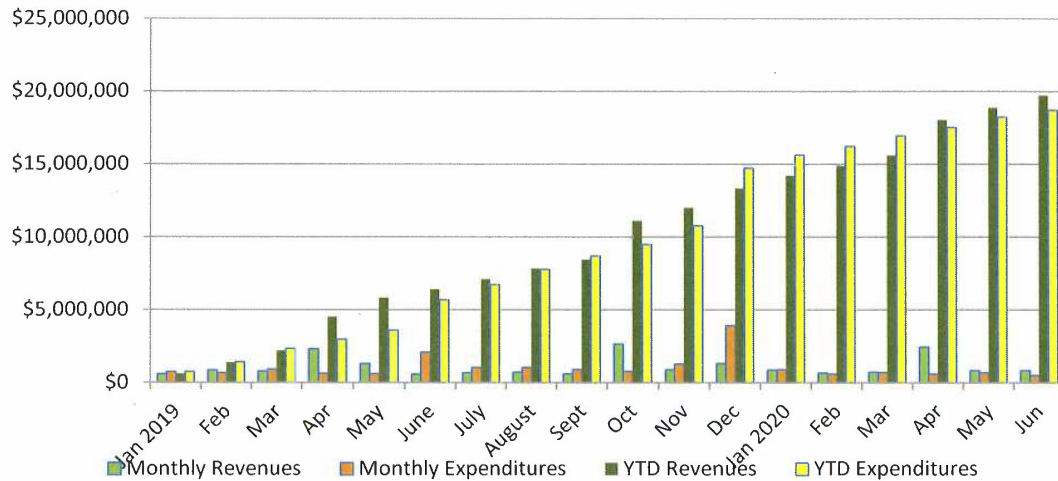
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the monthly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, June is the eighteenth month (75%) of the 2019-2020 biennial budget period. For the month of June, revenues exceeded expenditures in the General Fund by \$339,322. Biennium to date, revenues exceed expenditures by \$988,667.

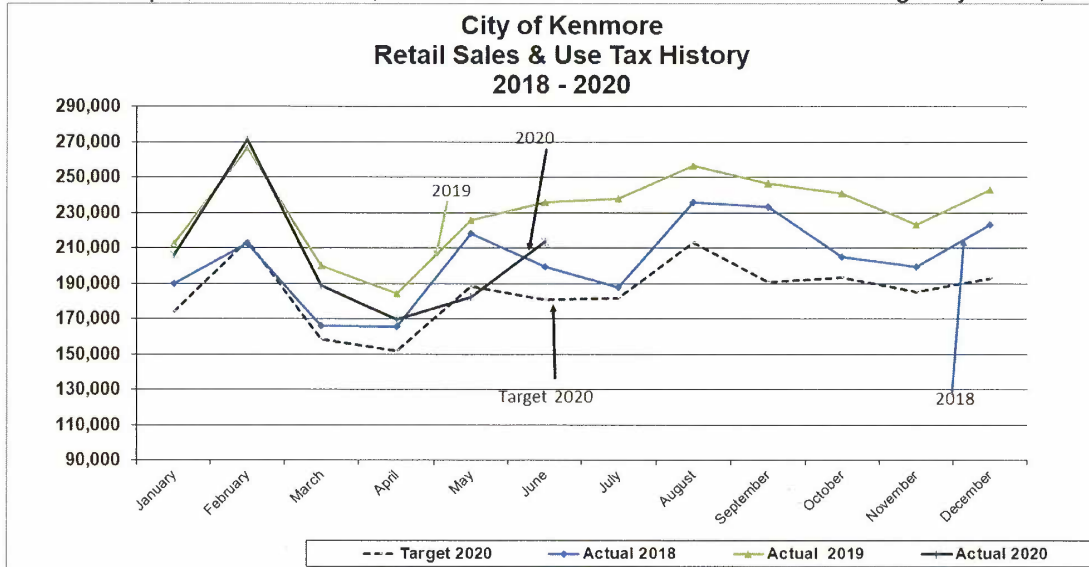
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through June 2020.

City of Kenmore, Washington
Monthly Financial Report
June 2020



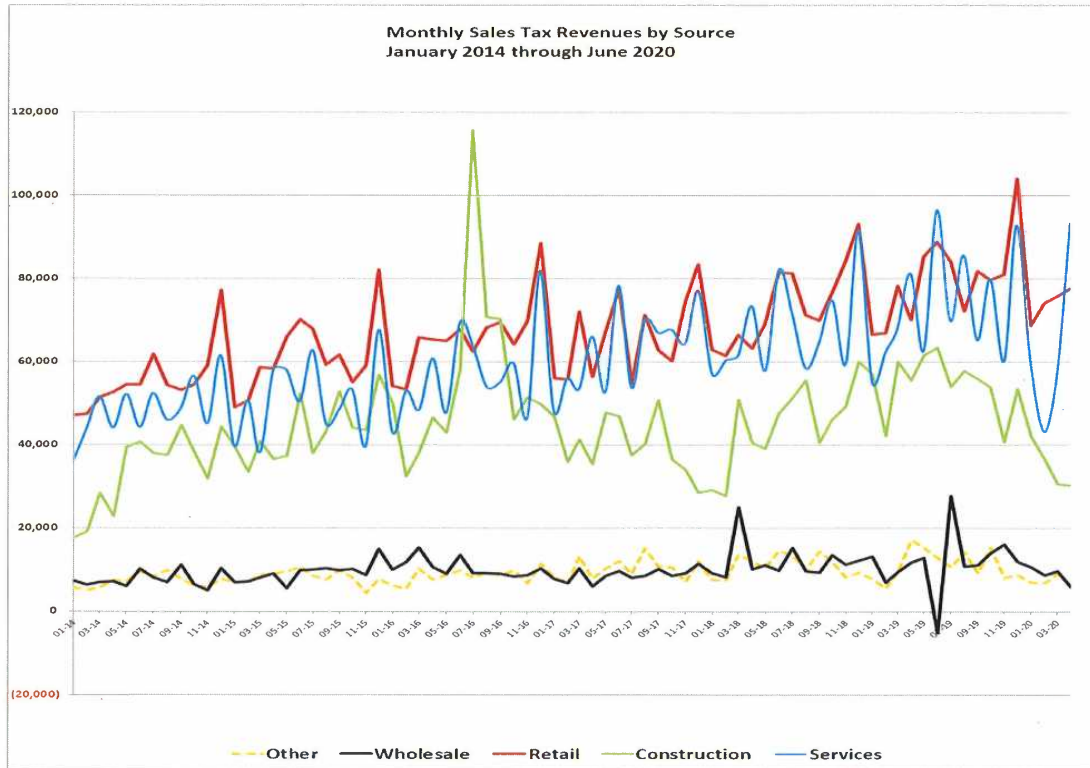
Total **revenues** for the month were **\$837,029**. Biennium to date revenues are \$19,718,978 which is 75% of the amended budgeted revenues of \$26,477,872. Primary sources of revenue for the month included property taxes in the amount of \$250,024, development fees & permits in the amount of \$96,264, retail sales and use taxes in the amount of \$213,794, and utility taxes in the amount of \$135,528.

A summary of sales tax revenues received in **June** is attached. These receipts are based on **April** sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2020 line is a monthly average of actual receipts during 2017, 2018, and 2019. The purple line represents 2020 actual receipts, which are \$93,041 below 2019 and ahead of the 2020 target by \$164,580.



City of Kenmore, Washington
Monthly Financial Report
June 2020

The following chart illustrates the historical trends of sales tax receipts from the major segments: construction, retail, wholesale, other (agriculture, services, manufacturing, transportation and utilities) from January 2014 through June 2020.



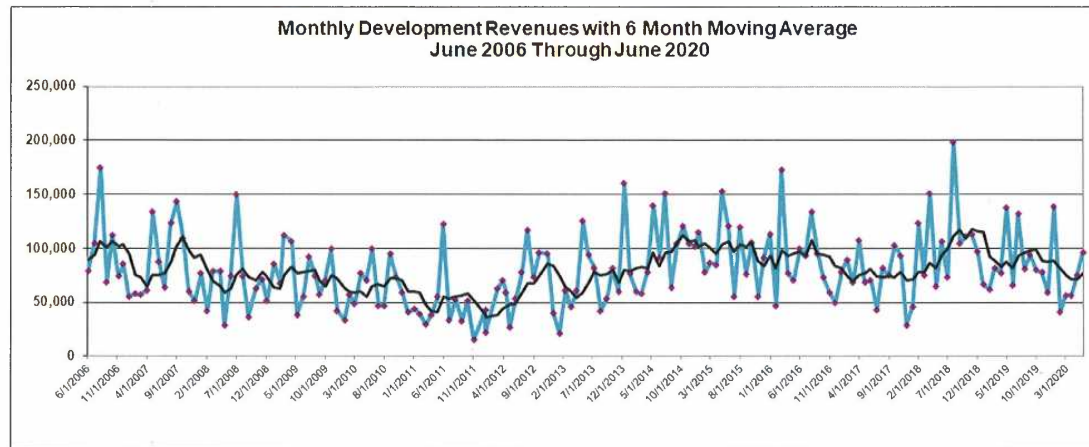
In June, the top 404 sales tax remitters, accounting for 90% or \$191,791 of total remittances, were reviewed for internet sales activity.

Of the \$191,791 of sales tax remitted by these companies in June, \$49,750 (23% of the total) was generated from internet-based companies. Below is a chart that illustrates the amount of internet based sale tax in the major segments that include it:

	Total Sales Tax Remitted in June	Internet Based Companies	% of Total Internet Sales Tax Collected
Retail Trade	\$62,410	\$34,629	56%
Information	8,394	2,235	27%
Services	78,761	11,364	15%
Wholesale	3,536	1,522	43%
		\$49,750	

City of Kenmore, Washington
Monthly Financial Report
June 2020

The following chart illustrates the development revenue activity over the last 14 years.



June 2020 expenditures were **\$497,707**. Biennium to date expenditures are \$18,730,311, which is 67% of the amended biennial budget expenditures of \$27,857,781.

Total City cash (\$21,974,194) and long-term investments (\$5,510,927), at the end of June, totaled \$27,485,121. Proposition 1 levy funds are included in this cash balance. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2019-2020 biennial budget.

Total non-General Fund revenues were \$560,584 and total non-General Fund expenditures were \$2,954,322.

In the **Street Fund** revenue from gas tax distributions were \$31,385. This revenue is from gas sales in May and is 44% higher than April. \$24,366 was expended for maintenance and operations during the month.

In the **Transportation Capital Fund**, there were expenditures in the amount of \$39,085 on pedestrian safety projects.

The **Sammamish Bridge Replacement Fund** had \$2,491,522 in expenditures during the month.

The **Park Impact Fee** fund received \$0 in revenues during the month.

There were \$0 in revenues for the **Transportation Impact Fee** fund during the month.

The **Real Estate Excise Tax** Fund received \$110,913 of real estate excise taxes (REET) in June from sales activity that occurred in May. 28 transactions were reported during the month. The 2020 year to date revenue is higher than the 2019 revenue by \$66,981 and \$58,725 lower than the 2020 target.

City of Kenmore, Washington
Monthly Financial Report
June 2020

The **Park Capital** fund had \$69,723 in Park improvement expenditures and \$105,707 in King County Parks Levy disbursements during the current month.

The **Walkways & Waterways Debt Service** Fund collected \$25,536 in property taxes related to the Prop 1 Bond for a biennium to date total revenue of \$1,535,752.

The **Transportation Benefit District** Fund received \$30,690 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **June 30, 2020**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore, Washington
General Fund Summary Report
June 30, 2020



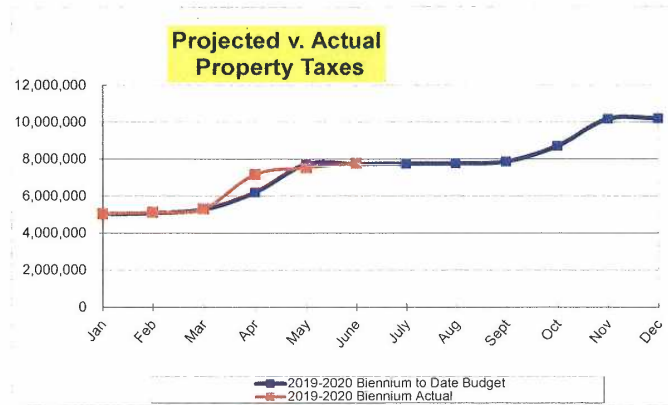
	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	June 2020	2019-2020	BUDGET	2019-2020	June 2018	2017-2018	BUDGET	2017-2018
REVENUES								
Beginning Fund Balance		4,934,368		4,934,368		3,138,914		3,131,687
Property Taxes	250,024	7,795,717	76.2%	10,224,205	27,916	7,210,439	76.0%	9,491,704
Sales and Use Taxes	259,465	5,049,140	81.3%	6,212,000	251,385	4,376,790	74.1%	5,906,291
Utility Taxes	135,528	1,623,719	65.8%	2,466,355	100,931	1,858,304	68.4%	2,717,485
Other Taxes	2,830	174,934	96.2%	181,868	1,525	126,595	58.0%	218,113
Development Fees & Permits	96,264	1,479,076	79.8%	1,854,042	106,634	1,474,421	71.9%	2,050,518
Franchise Fees	0	1,304,237	71.2%	1,831,835	0	1,306,033	74.9%	1,743,476
Intergovernmental and Grants	55,380	872,583	82.5%	1,057,677	89,864	719,491	85.5%	841,615
Investment Interest	1,172	161,425	169.4%	95,300	1,827	173,725	334.1%	52,000
Fines and Forfeitures	0	4,173	n/a	0	-545	13,356	0.0%	0
Transfers and Other Revenues	36,366	1,253,975	49.1%	2,554,590	14,673	710,393	44.4%	1,600,972
Total Revenues	837,029	19,718,978	74.5%	26,477,872	594,210	17,969,546	73.0%	24,622,174
Total Revenues & Beginning Fund Balance		24,653,347		31,412,240		21,108,460		27,753,861

	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	June 2020	2019-2020	BUDGET	2019-2020	June	2017-2018	BUDGET	2017-2018
EXPENDITURES								
Cost Center								
City Council	6,378	266,298	79.2%	336,208	11,758	266,851	81.0%	329,426
City Manager	128,645	2,521,658	79.5%	3,170,520	129,260	2,361,311	70.9%	3,328,297
City Clerk	32,416	547,097	59.5%	919,466	10,917	384,291	90.3%	425,368
Finance	51,267	1,489,901	77.4%	1,925,756	50,234	1,420,886	84.9%	1,672,775
Legal	16,668	457,584	69.9%	654,782	24,593	378,906	75.8%	500,000
Interfund Transfers	0	2,606,529	80.8%	3,226,484	0	650,220	46.3%	1,403,228
Public Safety	13,043	4,544,392	50.7%	8,967,044	1,480,184	5,749,318	65.3%	8,806,304
Engineering & Environmental Services	43,393	954,142	61.3%	1,555,790	83,637	958,652	67.7%	1,415,011
Community Development	53,842	1,149,550	72.7%	1,580,826	69,682	957,178	55.8%	1,715,510
Developmental Services	72,395	1,868,299	82.2%	2,273,299	166,863	1,839,707	86.3%	2,131,288
Parks & Facility Maintenance	79,659	2,324,861	71.6%	3,247,606	120,453	1,482,943	52.0%	2,854,489
Total Expenditures	497,707	18,730,311	67.2%	27,857,781	2,147,582	16,450,263	66.9%	24,581,696
Ending Fund Balance	339,322	5,923,036	0	3,554,459		4,658,197		3,172,165
Total Expenditures and Ending Fund Balance		24,653,347		31,412,240		21,108,460		27,753,861

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

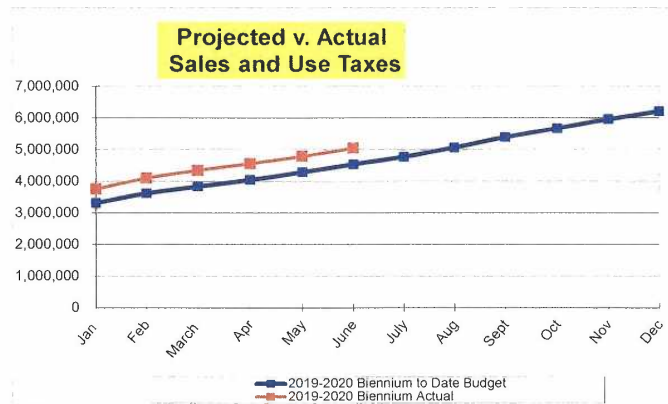
**City of Kenmore, Washington
General Fund Revenue Graphs
June 30, 2020
PROPERTY TAXES**

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	5,024,414	5,050,864
Jan	5,041,120	5,061,216
Feb	5,105,461	5,142,142
Mar	5,296,524	5,334,145
Apr	6,228,071	7,185,633
May	7,737,751	7,545,693
June	7,752,286	7,795,717
July	7,766,698	
Aug	7,782,013	
Sept	7,886,618	
Oct	8,730,684	
Nov	10,194,653	
Dec	10,224,205	
2019-20	10,224,205	
Year To Date		
Actual v. Projected		101%



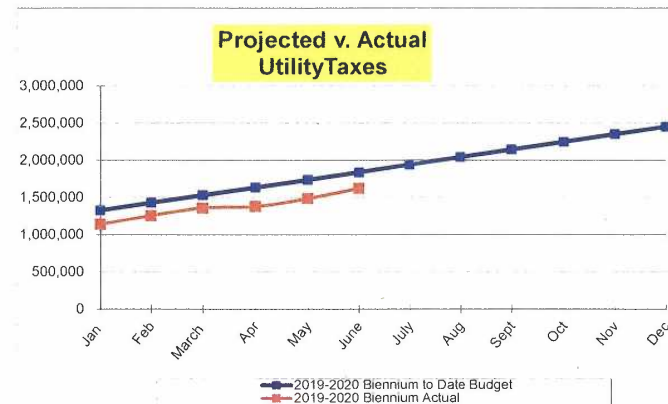
SALES, USE, CRIM JUSTICE TAXES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	3,102,000	3,493,551
Jan	3,314,653	3,759,238
Feb	3,620,942	4,101,432
March	3,838,937	4,346,349
Apr	4,049,383	4,562,020
May	4,291,368	4,789,674
June	4,543,454	5,049,140
July	4,778,211	
Aug	5,068,877	
Sept	5,397,027	
Oct	5,677,075	
Nov	5,960,380	
Dec	6,212,000	
2019-20	6,212,000	
Year To Date		
Actual v. Projected		111%



UTILITY TAXES

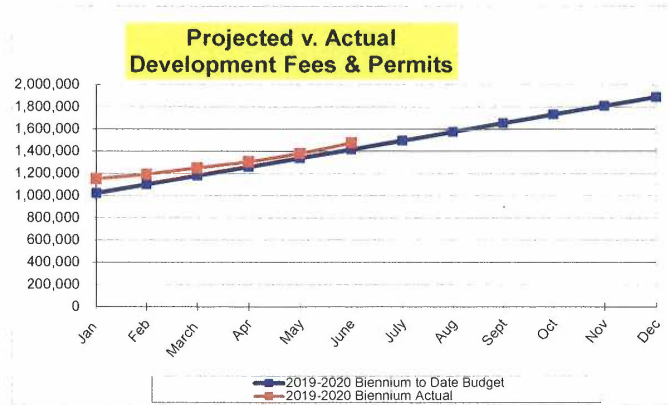
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,227,000	1,029,975
Jan	1,329,250	1,143,328
Feb	1,431,500	1,257,030
March	1,533,750	1,360,425
Apr	1,636,000	1,380,122
May	1,738,250	1,488,191
June	1,840,500	1,623,719
July	1,942,750	
Aug	2,045,000	
Sept	2,147,250	
Oct	2,249,500	
Nov	2,351,750	
Dec	2,454,000	
2019-20	2,466,355	
Year To Date		
Actual v. Projected		88%



**City of Kenmore, Washington
General Fund Revenue Graphs
June 30, 2020**

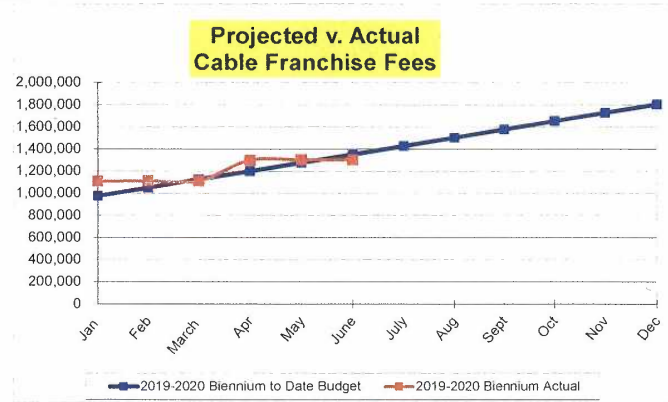
DEVELOPMENT FEES & PERMITS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	945,576	1,014,896
Jan	1,024,374	1,153,770
Feb	1,103,172	1,195,109
March	1,181,970	1,251,405
Apr	1,260,768	1,307,950
May	1,339,566	1,382,812
June	1,418,364	1,479,076
July	1,497,162	
Aug	1,575,960	
Sept	1,654,758	
Oct	1,733,556	
Nov	1,812,354	
Dec	1,891,152	
'2019-20	1,854,042	
Year To Date		
Actual v. Projected		104%



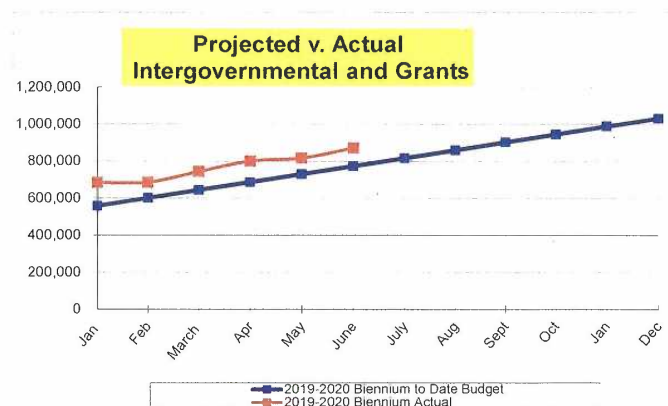
CABLE/WATER/SEWER FRANCHISE FEES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	902,382	874,872
Jan	977,581	1,110,153
Feb	1,052,779	1,114,341
March	1,127,978	1,114,341
Apr	1,203,176	1,300,350
May	1,278,375	1,304,237
June	1,353,573	1,304,237
July	1,428,772	
Aug	1,503,970	
Sept	1,579,169	
Oct	1,654,367	
Nov	1,729,566	
Dec	1,804,764	
'2019-20	1,831,835	
Year To Date		
Actual v. Projected		96%



INTERGOVERNMENTAL & GRANTS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	515,651	627,769
Jan	558,622	684,503
Feb	601,593	686,213
March	644,564	744,611
Apr	687,535	801,143
May	730,506	817,203
June	773,477	872,583
July	816,447	
Aug	859,418	
Sept	902,389	
Oct	945,360	
Jan	988,331	
Dec	1,031,302	
'2019-20	1,057,677	
Year To Date		
Actual v. Projected		113%



**City of Kenmore, Washington
General Fund Revenue Graphs
June 30, 2020**

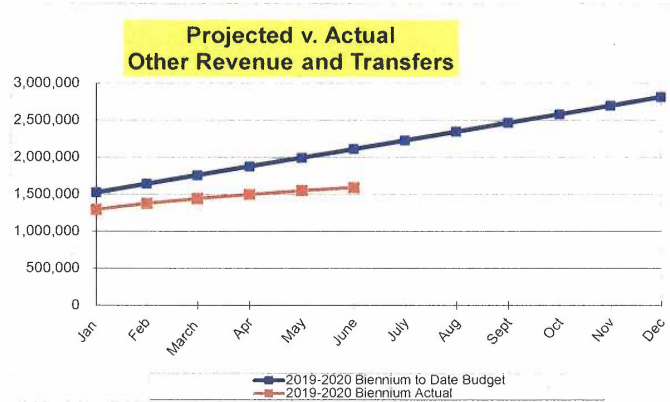
OTHER REVENUES AND TRANSFERS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,410,444	1,234,739
Jan	1,527,981	1,297,287
Feb	1,645,518	1,378,460
March	1,763,055	1,444,730
Apr	1,880,592	1,502,044
May	1,998,129	1,554,138
June	2,115,666	1,594,506
July	2,233,203	
Aug	2,350,740	
Sept	2,468,277	
Oct	2,585,814	
Nov	2,703,351	
Dec	2,820,888	
'2019-20	2,831,758	

Year To Date

Actual v. Projected

75%



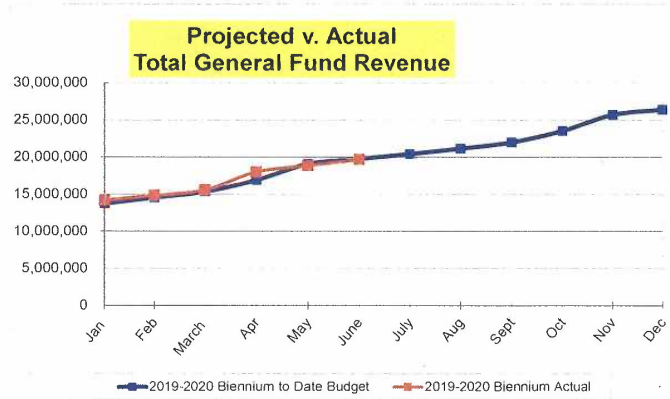
TOTAL GENERAL FUND REVENUE

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	13,773,581	14,209,494
Feb	14,560,965	14,874,728
March	15,386,777	15,596,006
Apr	16,945,525	18,039,262
May	19,113,945	18,881,949
June	19,797,319	19,718,978
July	20,463,243	
Aug	21,185,979	
Sept	22,035,488	
Oct	23,576,356	
Nov	25,740,386	
Dec	26,438,311	
'2019-20	26,477,872	

Year To Date

Actual v. Projected

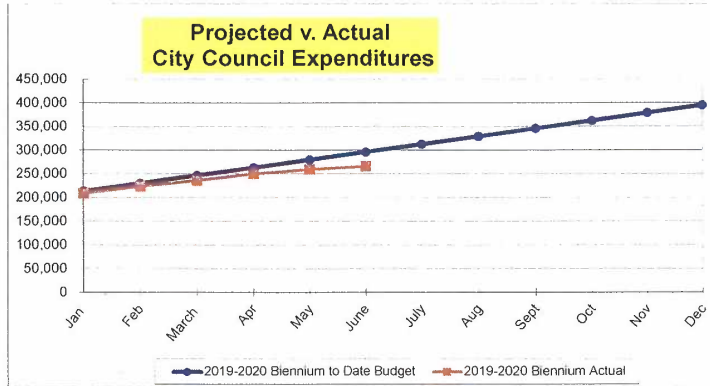
100%



**City of Kenmore, Washington
General Fund Expenditure Graphs*
June 30, 2020**

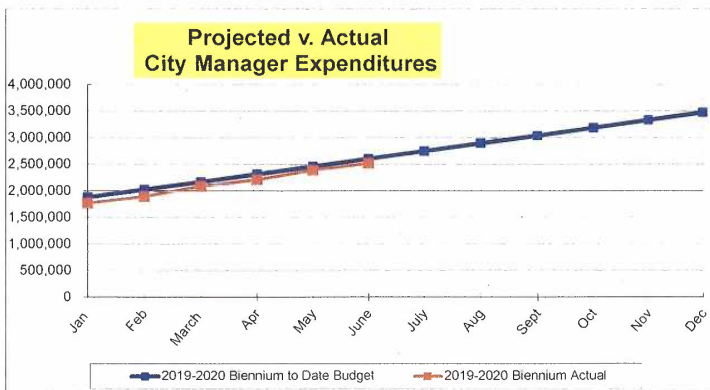
CITY COUNCIL

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	197,953	166,557
Jan	214,449	209,570
Feb	230,945	224,551
March	247,441	236,851
Apr	263,937	250,761
May	280,433	259,920
June	296,930	266,298
July	313,426	
Aug	329,922	
Sept	346,418	
Oct	362,914	
Nov	379,410	
Dec	395,906	
2019-20	400,337	
Year To Date		
Actual v. Projected		90%



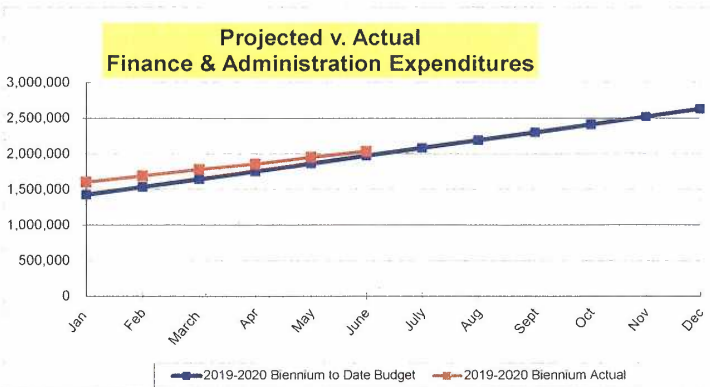
CITY MANAGER

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,738,841	1,651,429
Jan	1,883,744	1,773,645
Feb	2,028,648	1,897,149
March	2,173,551	2,091,116
Apr	2,318,455	2,213,470
May	2,463,358	2,393,013
June	2,608,262	2,521,658
July	2,753,165	
Aug	2,898,068	
Sept	3,042,972	
Oct	3,187,875	
Nov	3,332,779	
Dec	3,477,682	
2019-20	3,471,467	
Year To Date		
Actual v. Projected		97%



FINANCE & ADMINISTRATION

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,316,827	1,248,548
Jan	1,426,563	1,603,856
Feb	1,536,298	1,691,479
March	1,646,034	1,785,191
Apr	1,755,769	1,859,291
May	1,865,505	1,953,314
June	1,975,241	2,036,998
July	2,084,976	
Aug	2,194,712	
Sept	2,304,447	
Oct	2,414,183	
Nov	2,523,918	
Dec	2,633,654	
2019-20	2,708,853	
Year To Date		
Actual v. Projected		103%

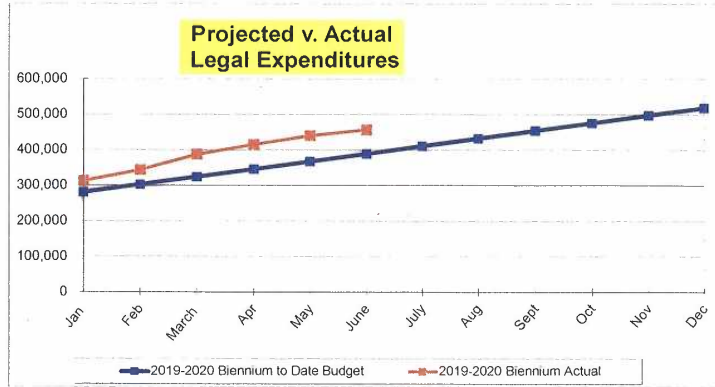


* The Blue Budget lines do not reflect the COVID19 reductions taken in April

City of Kenmore, Washington
General Fund Expenditure Graphs*
June 30, 2020

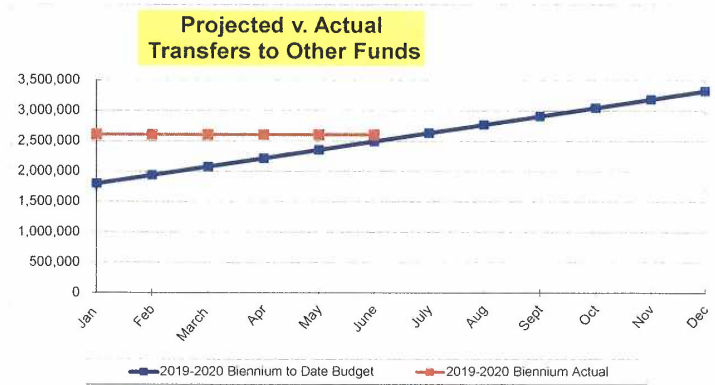
LEGAL

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	260,000	312,722
Jan	281,667	313,184
Feb	303,333	344,327
March	325,000	387,838
Apr	346,667	415,988
May	368,333	440,916
June	390,000	457,584
July	411,667	
Aug	433,333	
Sept	455,000	
Oct	476,667	
Nov	498,333	
Dec	520,000	
2019-20	530,000	
Year To Date		
Actual v. Projected		117%



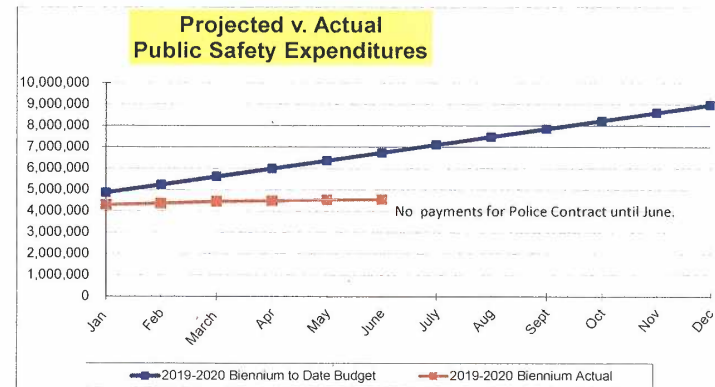
TRANSFERS TO OTHER FUNDS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,663,897	2,606,529
Jan	1,802,555	2,606,529
Feb	1,941,213	2,606,529
March	2,079,871	2,606,529
Apr	2,218,529	2,606,529
May	2,357,187	2,606,529
June	2,495,846	2,606,529
July	2,634,504	
Aug	2,773,162	
Sept	2,911,820	
Oct	3,050,478	
Nov	3,189,136	
Dec	3,327,794	
2019-20	3,226,484	
Year To Date		
Actual v. Projected		104%



PUBLIC SAFETY

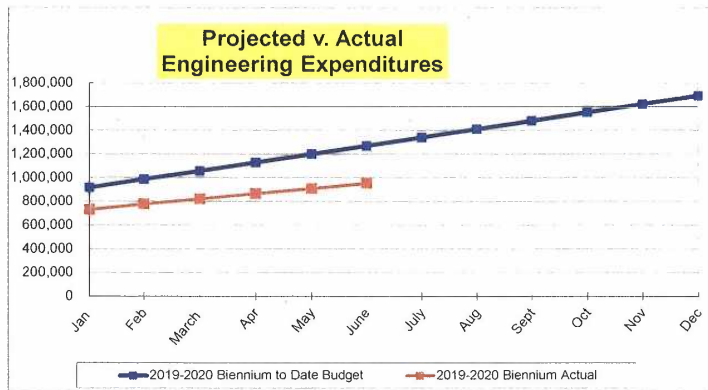
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	4,492,575	4,282,065
Jan	4,866,956	4,291,016
Feb	5,241,338	4,362,349
March	5,615,719	4,448,594
Apr	5,990,100	4,485,997
May	6,364,481	4,531,349
June	6,738,863	4,544,392
July	7,113,244	
Aug	7,487,625	
Sept	7,862,006	
Oct	8,236,388	
Nov	8,610,769	
Dec	8,985,150	
2019-20	9,133,991	
Year To Date		
Actual v. Projected		67%



City of Kenmore, Washington
General Fund Expenditure Graphs*
June 30, 2020

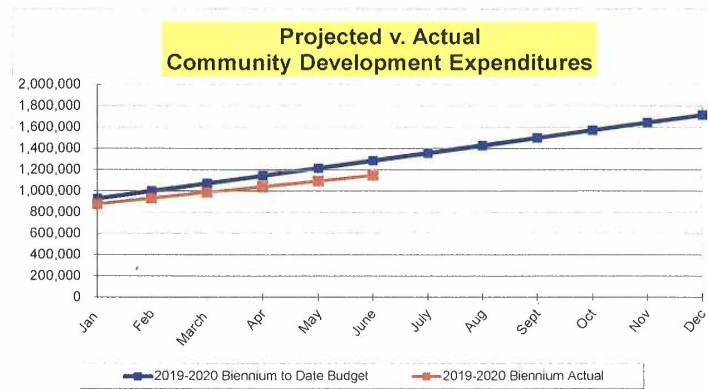
ENGINEERING

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	847,685	674,259
Jan	918,325	731,841
Feb	988,966	780,295
March	1,059,806	823,596
Apr	1,130,247	867,066
May	1,200,887	910,748
June	1,271,528	954,142
July	1,342,168	
Aug	1,412,808	
Sept	1,483,449	
Oct	1,554,089	
Nov	1,624,730	
Dec	1,695,370	
2019-20	1,658,620	
Year To Date		
Actual v. Projected		75%



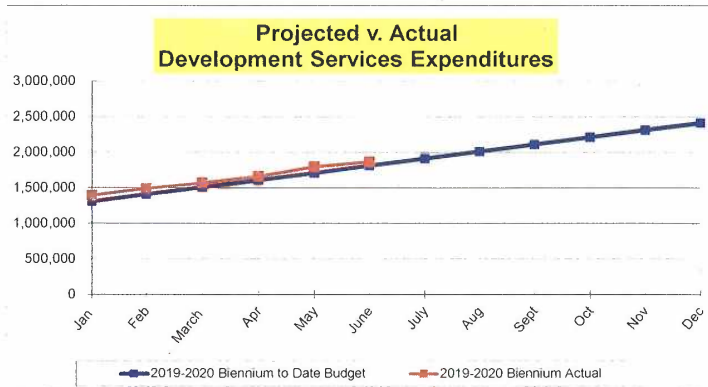
COMMUNITY DEVELOPMENT

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	858,610	798,613
Jan	930,161	878,279
Feb	1,001,712	933,626
March	1,073,263	988,218
Apr	1,144,813	1,041,906
May	1,216,364	1,095,708
June	1,287,915	1,149,550
July	1,359,466	
Aug	1,431,017	
Sept	1,502,568	
Oct	1,574,118	
Nov	1,645,669	
Dec	1,717,220	
2019-20	1,698,893	
Year To Date		
Actual v. Projected		89%



DEVELOPMENT SERVICES

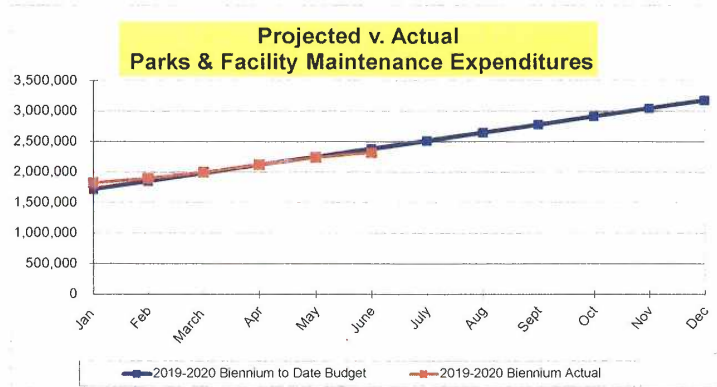
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,208,200	1,227,207
Jan	1,308,883	1,396,571
Feb	1,409,567	1,491,445
March	1,510,250	1,571,648
Apr	1,610,933	1,663,786
May	1,711,617	1,795,904
June	1,812,300	1,868,299
July	1,912,983	
Aug	2,013,667	
Sept	2,114,350	
Oct	2,215,033	
Nov	2,315,717	
Dec	2,416,400	
2019-20	2,461,502	
Year To Date		
Actual v. Projected		103%



City of Kenmore, Washington
General Fund Expenditure Graphs*
June 30, 2020

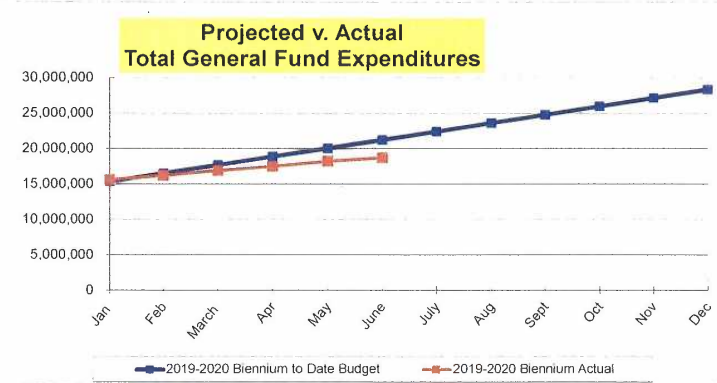
PARKS & FACILITY MAINTENANCE

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,592,380	1,760,364
Jan	1,725,078	1,828,695
Feb	1,857,777	1,905,398
March	1,990,475	2,002,841
Apr	2,123,173	2,127,339
May	2,255,872	2,245,201
June	2,388,570	2,324,861
July	2,521,268	
Aug	2,653,967	
Sept	2,786,665	
Oct	2,919,363	
Nov	3,052,062	
Dec	3,184,760	
2019-20	3,236,725	
Year To Date		
Actual v. Projected		97%



TOTAL GENERAL FUND EXPENDITURES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	15,358,382	15,633,185
Feb	16,539,796	16,237,147
March	17,721,210	16,942,423
Apr	18,902,624	17,532,133
May	20,084,038	18,232,604
June	21,265,452	18,730,311
July	22,446,866	
Aug	23,628,280	
Sept	24,809,694	
Oct	25,991,108	
Nov	27,172,522	
Dec	28,353,936	
2019-20	28,526,872	
Year To Date		
Actual v. Projected		88%



**City of Kenmore, Washington
Street Fund Summary Report
June 30, 2020**



	MONTH June 2020	BIENNIUM TO DATE 2019-2020	% of BUDGET	BUDGET 2019-2020
REVENUES				
Beginning Fund Balance		926,962		926,962
Fuel Tax	31,385	687,171	68.3%	1,006,385
Investment Interest	245	20,630	412.6%	5,000
Miscellaneous	2,250	14,879	743.9%	2,000
ROW Permit Fees/Inspections	4,987	227,770	94.9%	240,000
Multimodal Transportation	7,947	47,625	75.7%	62,910
Transfer from General Fund	0	1,982,529	76.2%	2,602,484
Transfer from TBD	0	358,000	50.0%	716,000
Total Revenues	46,814	3,338,604	72.0%	4,634,779

Total Revenues & Beginning Fund Balance		4,265,566		5,561,741
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		BIENNIUM TO DATE 2019-2020	% of BUDGET	BUDGET 2019-2020
EXPENDITURES				
Salary and Benefits	49,997	990,097	75.0%	1,320,880
Maintenance & Operations	24,366	1,548,626	54.6%	2,838,406
Capital	0	155,312	341.6%	45,463
Total Expenditures	74,363	2,694,034	64.1%	4,204,749

Ending Fund Balance		1,571,532		1,356,992
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Total Expenditures and Ending Fund Balance		4,265,566		5,561,741
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City of Kenmore, Washington
Cash and Investment Report
June 30, 2020



Fund	Beg. Cash & Inv.	Monthly	Monthly	End. Cash & Inv.
	from Prev. Mo.	Revenues	Expenditures	Current Month
General	\$5,583,713	\$837,029	\$497,707	5,923,035
Street	1,598,081	46,814	74,363	1,570,531
Transportation Capital	-281,052	924	39,085	(319,214)
Public Art	69,590	11	0	69,601
Park Impact Fee	327,361	51	0	327,412
Transportation Impact Fee	3,320,418	518	0	3,320,936
Swamp Creek Basin	1,087,474	170	0	1,087,643
Transportation Benefit District	267,022	30,736	0	297,759
Sammamish Bridge Replacement	720,209	2,063	2,491,522	(1,769,249)
Walkways & Waterways Debt Service	440,626	25,536	122,325	343,837
Real Estate Excise Tax	2,041,352	111,229	0	2,152,580
Kenmore Village	3	0	0	3
Park Capital	-238,094	105,707	69,723	(202,110)
Walkways & Waterways Bond	6,423,528	2,527	0	6,426,055
Surface Water Management	2,567,715	223,000	88,538	2,702,176
Surface Water Capital	-96,489	0	27,531	(124,020)
Public Works Shop Fund	0	0	0	0
Strategic Reserve	1,339,498	209	0	1,339,707
Strategic Opportunities	3,048,664	476	0	3,049,140
Equipment Replacement	502,930	78	0	503,008
Trust & Agency	816,617	10,534	41,235	785,916
Totals	\$29,539,165	\$1,397,613	\$3,452,029	\$27,484,748

Fund	Cash, Savings,	(> One Year)	
	Local Govt Investment Pool	Fixed Investments	Total
General	\$5,547,483	\$375,927	5,923,410
Street	720,532	850,000	1,570,532
Transportation Capital	-319,214	0	(319,214)
Public Art	54,601	15,000	69,601
Park Impact Fee	-602,586	930,000	327,414
Transportation Impact Fee	3,290,939	30,000	3,320,939
Swamp Creek Basin	-312,356	1,400,000	1,087,644
Transportation Benefit District	297,758	0	297,758
Sammamish Bridge Replacement	-1,769,249	0	(1,769,249)
Walkways & Waterways Debt Service	343,837	0	343,837
Real Estate Excise Tax	2,152,579	0	2,152,579
Kenmore Village	0	0	0
Park Capital	-202,110	0	(202,110)
Walkways & Waterways Bond	6,426,055	0	6,426,055
Surface Water Management	2,192,178	510,000	2,702,178
Surface Water Capital	-124,021	0	(124,021)
Public Works Shop Fund	0	0	0
Strategic Reserve	489,708	850,000	1,339,708
Strategic Opportunities	3,049,141	0	3,049,141
Equipment Replacement	53,008	450,000	503,008
Trust & Agency	685,911	100,000	785,911
Totals	\$21,974,194	\$5,510,927	\$27,485,121

note: negative balances are due to pending transfers from other funds, not yet recorded.

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City of Kenmore, Washington
Investment Schedule
June 30, 2020



Average Yield to Maturity-Securities							Overall Average Yield	0.64%
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Principal or Balance	Yield Equivalents
Morgan Stanley								
	3130AHFA6	FHLB	11/4/2022	11/4/2019	1.80%	1.80%	1,000,000.00	18,000.00
Total Morgan Stanley Purchases							1,000,000.00	18,000.00
Time Value Investments								
	3130AHV83	FHLB	1/22/2024	1/22/2020	1.78%	1.78%	1,001,154.00	17,820.54
	3133ELAU8	FFCB	11/25/2022	3/25/2020	1.71%	1.71%	1,510,054.50	25,821.93
	76116FAG2	RFCSP	1/15/2021	5/31/2018	2.50%	2.50%	999,718.18	24,992.95
Total TVI Purchases							3,510,926.68	68,635.43
Opus Bank CD's								
	11495975	CD	8/10/2020	8/10/2019	2.50%	2.50%	1,000,000.00	24,970.00
Total Cascade Bank CD's							1,000,000.00	24,970.00
TOTAL ALL SECURITIES							\$ 5,510,926.68	\$ 111,605.43
Banner Checking and Savings						0.03% Banner	5,569,388.61	1,670.82
Opus Savings						0.39% Opus	3,149,994.49	12,284.98
LGIP - Primary Account						0.37% LGIP	4,938,448.37	18,262.38
LGIP - Bond Proceeds Account						0.37% LGIP	8,316,362.66	30,753.91
Total Accounts							\$ 27,485,120.81	174,577.51

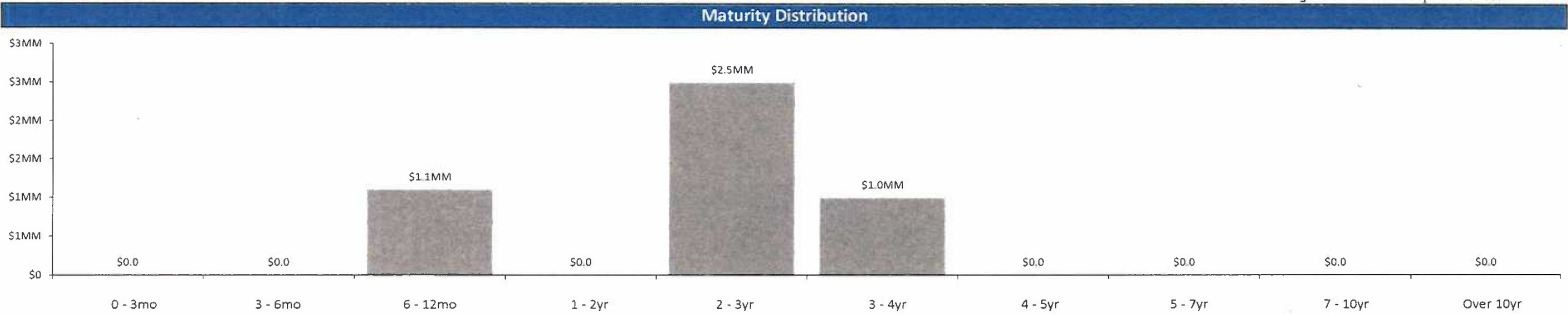


Portfolio Summary		Portfolio Composition (incl. Liquid Balances)				Portfolio Ratings (Best****)	
Wgtd Avg YTM *	1.84%	Sector	Par Value	YTM *	Weight		
Wgtd Avg YTM with Liq. Bal.*	0.57%	Agencies	4,567,000	1.84%	15.2%		
Wgtd Avg YTM **	1.57%	Treasuries					
Wgtd Avg Mat (no call)	2.21 yrs	Certificates of Deposit					
Wgtd Avg Mat with Liq. Bal.	0.34 yrs	Municipal Bonds					
Wgtd Avg Mat (all called)	0.46 yrs	Corporate Bonds					
		Mortgages					
		Commercial Paper					
		Supra Nationals					
Market Value 5/31/2020	4,592,089	Total	4,567,000	1.84%	15.2%		
Market Value 6/30/2020	4,580,978	Account Name	Balance	Rate	Weight		
Difference	(11,111)	Bank	8,125,801	0.03%	27.0%		
		Bank	3,149,995	0.39%	10.5%		
Par Value	4,567,000	LGIP	13,255,310	0.37%	44.0%		
Liquid Balances	25,531,106	CD	1,000,000	2.50%	3.3%		
Total Par with Liquid Bal.	30,098,106	Total Liquid Balances	25,531,106	0.35%	84.8%		
Current MV with Liquid Bal.	30,112,084						

* Purchase Yield to Maturity

** Purchase Yield to Worst

**** All ratings are shown in S&P format.
Ratings Do Not Include Liquid Balances.



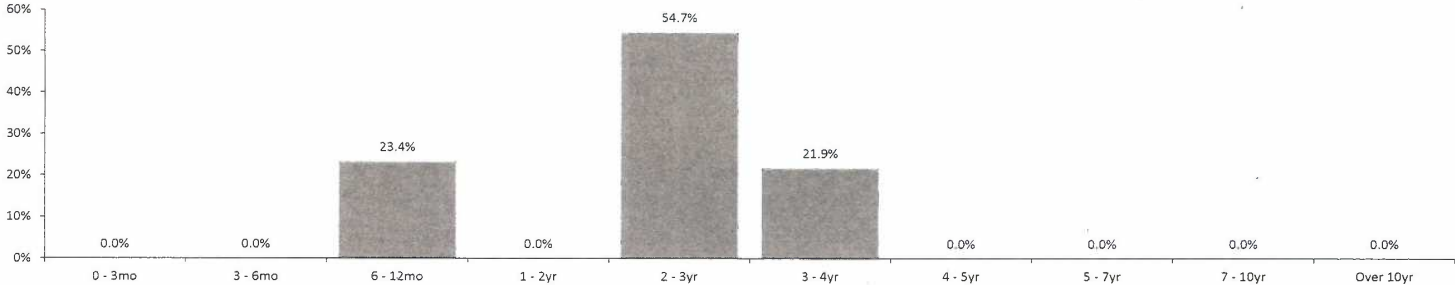
Performance versus Benchmark as of 6/30/2020											Excluded Securities	
	1Yr Average	As of 6/30/2020	1Mo Ago	3Mos Ago	6Mos Ago	9Mos Ago	As of 12/31/2019	1Yr Ago	3Yrs Ago	5Yrs Ago	Bonds that are not found will not be shown	
Yield to Maturity:											Cusip	Reason
Portfolio	1.93%	1.84%	1.84%	1.87%	1.93%	1.98%	1.93%	2.05%	1.34%	n/a		
2-Year Treasury	1.11%	0.14%	0.16%	0.23%	1.58%	1.63%	1.58%	1.75%	1.38%	0.64%		
Fed Funds	1.45%	0.25%	0.25%	0.25%	1.75%	2.00%	1.75%	2.50%	1.25%	0.25%		
LGIP (per most recent month end)	1.58%	0.37% (06/20)	0.50% (05/20)	1.29% (03/20)	1.77% (12/19)	2.20% (09/19)	1.77% (12/19)	2.51% (06/19)	0.99% (06/17)	n/a		
Total Return:			1Mo	3Mos	6Mos	9Mos	YTD	1Yr	3Yrs *	5Yrs *		
Portfolio **			0.04%	0.39%	1.27%	1.90%	1.27%	2.53%	6.35%	n/a		
Benchmark Index - BAML's 0-3Yr US Treasury			0.12%	0.12%	2.35%	2.88%	2.35%	3.62%	7.65%	8.74%		

* Annualized Total Return

** Total return calculation uses Modified Dietz formula per GIPS standards



Maturity Distribution



Portfolio Details - Sorted by Maturity

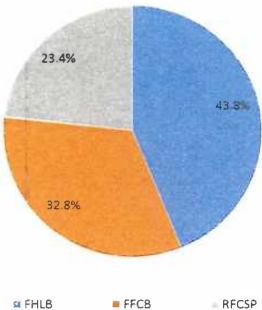
#	CUSIP/Sec-ID	Sec Desc 1	Weight	Par Value	Coupon *	Settle Dt	Mat Dt	Nxt Call Dt	Rating ***	YTM **	YTW **	Duration	Call Type	Estimated Bps to Call	Estimated Redem. Date
0	Total Liquid Balances		84.8%	25,531,106											
1	76116FAG2	RFCSP STRIP PRINCIP	3.5%	1,067,000	0.000	6/1/2018	1/15/2021		AAA	2.50	2.50	0.54			1/15/2021
2	3130AHFA6	FEDERAL HOME LOA	3.3%	1,000,000	1.800	11/4/2019	11/4/2022	11/4/2020	AAA	1.80	1.80	0.34	Anytime	161	11/4/2020
3	3133ELAU3	FEDERAL FARM CREI	5.0%	1,500,000	1.710	3/25/2020	11/25/2022	11/25/2020	AAA	1.45	0.70	0.40	Anytime	152	11/25/2020
4	3130AHV83	FEDERAL HOME LOA	3.3%	1,000,000	1.780	1/22/2020	1/22/2024	1/22/2021	AAA	1.75	1.66	0.55	Anytime	140	1/22/2021
TOTAL and AVERAGES			100.0%	30,098,106			2.21 yrs	0.46 yrs		1.84	1.57	0.45			

* Semi-Annual interest payment ** Yields calculated using cost price, at settlement date *** All ratings are shown in S&P format, NR AGY = Non-Rated U.S. Government Agency

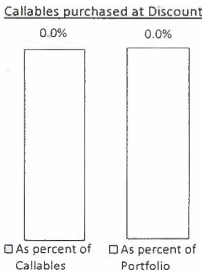
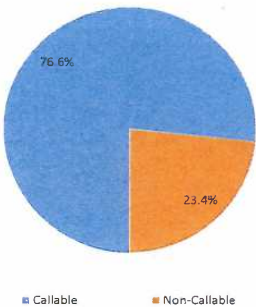
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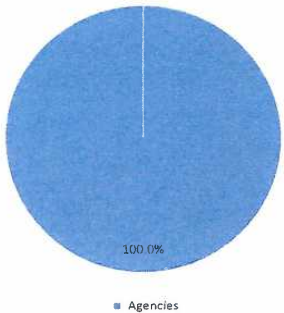
Agency Distribution



Callable Breakdown



Portfolio Composition *



Amortization/Accretion Book Calculations														Unrealized
#	CUSIP/Sec-ID	Sec Desc 1	Cpn	Mat Dt	Par Value	Cost	Purch Px	Book Val	Book Px	Book YTM	Mkt Val	Mkt Px	Mkt YTM	Gain/Loss
1	76116FAG2	RFCSP STRIP PRINCIPAL	0.00	1/15/2021	1,067,000	999,718	93.69	1,052,748	98.66	0.52	1,065,082	99.82	0.33	12,334
2	3130AHFA6	FEDERAL HOME LOAN BANK	1.80	11/4/2022	1,000,000	1,000,000	100.00	1,000,000	100.00	1.80	1,005,120	100.51	1.58	5,120
3	3133ELAU8	FEDERAL FARM CREDIT BANK	1.71	11/25/2022	1,500,000	1,510,055	100.67	1,509,079	100.61	1.48	1,503,972	100.26	1.60	(5,107)
4	3130AHV33	FEDERAL HOME LOAN BANK	1.78	1/22/2024	1,000,000	1,001,154	100.12	1,001,027	100.10	1.75	1,006,804	100.68	1.58	5,777
TOTAL and AVERAGES					4,567,000	4,510,927		4,562,854		1.38	4,580,978		1.29	18,124

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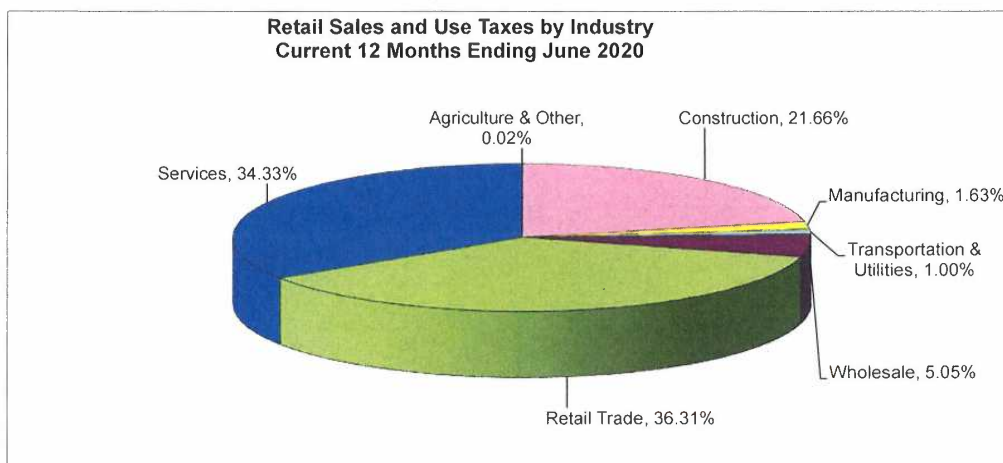
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 June 2020

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	28.92	0.00	28.92	0.0%
CONSTRUCTION	30,250.97	69.02	30,319.99	14.2%
MANUFACTURING	3,108.83	1.91	3,110.73	1.5%
TRANSPORTATION & UTILITIES	1,166.40	267.35	1,433.75	0.7%
WHOLESALE	5,906.97	62.33	5,969.30	2.8%
RETAIL TRADE	77,503.60	137.39	77,640.99	36.3%
SERVICES	83,868.34	194.14	84,062.48	39.3%
INFORMATION	9,241.27	85.40	9,326.67	4.4%
PUBLIC SERVICES	7.84	1,893.20	1,901.05	0.9%
	<u>211,083.13</u>	<u>2,710.75</u>	<u>213,793.88</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
June 30, 2020

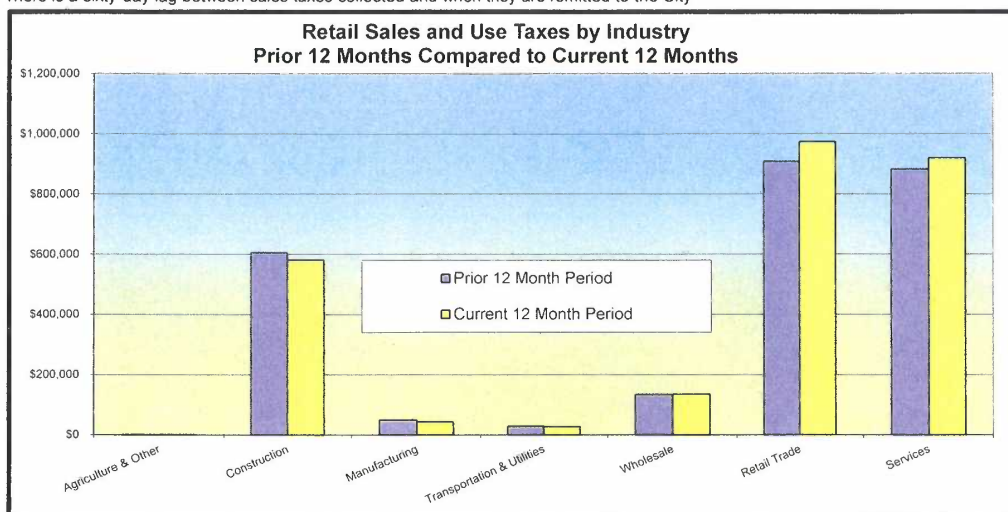


Industry	Prior 12 Months ending June 2019	Current 12 Months ending June 2020	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$674	\$564	-16.39%	0.02%
Construction	604,803	580,651	-3.99%	21.66%
Manufacturing (Printing, Publishing, Other Manuf.)	49,848	43,607	-12.52%	1.63%
Transp/Comm/Utilities (Telecomm., Air Transport.)	28,507	26,899	-5.64%	1.00%
Wholesale (Lumber, Other Wholesale)	134,599	135,307	0.53%	5.05%
Retail Trade (Eating, Merchandise, Food Stores)	908,848	973,619	7.13%	36.31%
Services (Auction, Recreation, Auto Repair, Financial)	<u>882,805</u>	<u>920,405</u>	4.26%	34.33%
Totals	<u>\$2,610,085</u>	<u>\$2,681,051</u>	<u>2.72%</u>	100%
Increase/(Decrease)		<u>\$70,966</u>	<u>2.72%</u>	



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

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



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City of Kenmore, Washington
Real Estate Excise Tax Report
June 30, 2020



Real Estate Excise Taxes (REET)
2017 - 2020 Monthly Receipts

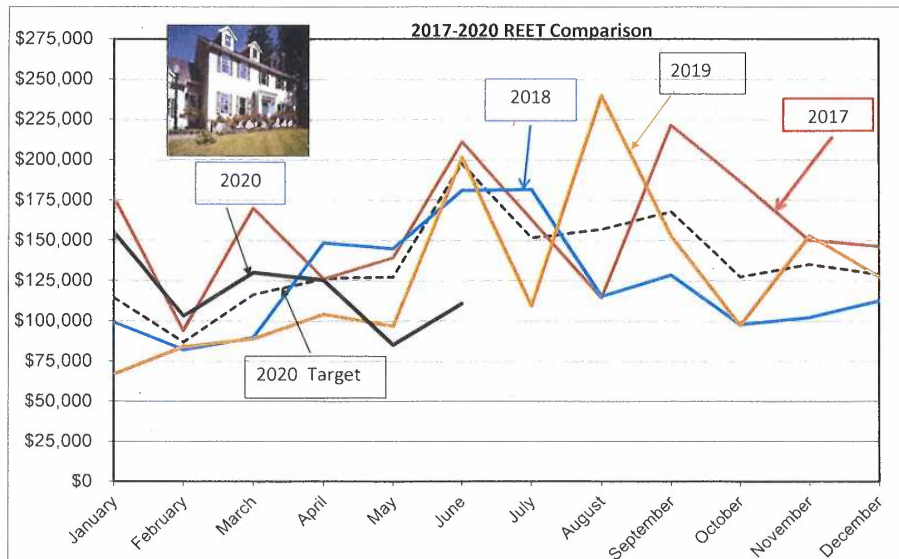
	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2020
January	176,657	99,205	67,141	155,141	114,335
February	94,134	82,263	84,215	103,270	86,871
March	170,086	89,698	89,106	130,207	116,297
April	126,245	148,514	104,430	125,508	126,396
May	139,422	144,906	96,756	85,257	127,028
June	211,430	181,182	201,666	110,913	198,093
July	163,138	181,974	109,538		151,550
August	114,754	115,421	240,124		156,766
September	221,719	128,704	153,174		167,866
October	186,805	97,998	97,291		127,365
November	150,187	102,373	152,965		135,175
December	146,159	112,490	127,473		128,707
	\$1,900,736	\$1,484,728	\$1,523,880	\$710,295	\$1,636,448

For 2020, REET is \$66,981 more than the same period last year and less than the 2020 target by \$58,725

* NOTE THE 2020 target is computed on a 3 year average (2017-2019) of actual receipts

Real Estate Excise Taxes (REET)
2017 - 2019 Property Sales > \$500,000
(30 Day Lag)

	2017	2018	2019	2020	2017	2018	2019
January	27,548,430	17,379,581	12,424,500	26,365,900	136,365	86,029	61,501
February	19,017,050	15,277,640	14,286,900	17,193,650	94,134	75,624	70,720
March	29,692,641	13,818,387	15,106,888	23,534,795	146,979	68,401	74,779
April	19,953,544	23,896,450	19,671,000	24,286,927	98,770	118,287	97,371
May	24,277,456	25,710,632	16,722,738	15,764,089	120,173	127,268	82,778
June	36,414,050	31,816,871	36,281,428	20,531,013	180,250	157,494	179,593
July	28,779,145	32,800,185	20,426,900		142,457	162,361	101,113
August	18,859,991	19,693,600	44,530,295		93,357	97,483	220,425
September	38,431,272	22,172,221	23,545,383		190,235	109,752	116,550
October	31,278,148	14,697,849	15,876,738		154,827	72,754	78,590
November		16,347,581	28,040,050		0	80,921	138,798
December	25,603,889	19,908,284	20,693,490		126,739	98,546	102,433
	\$299,855,616	\$253,519,281	\$267,606,310	\$127,676,374	\$1,484,286	\$1,254,920	\$1,324,651



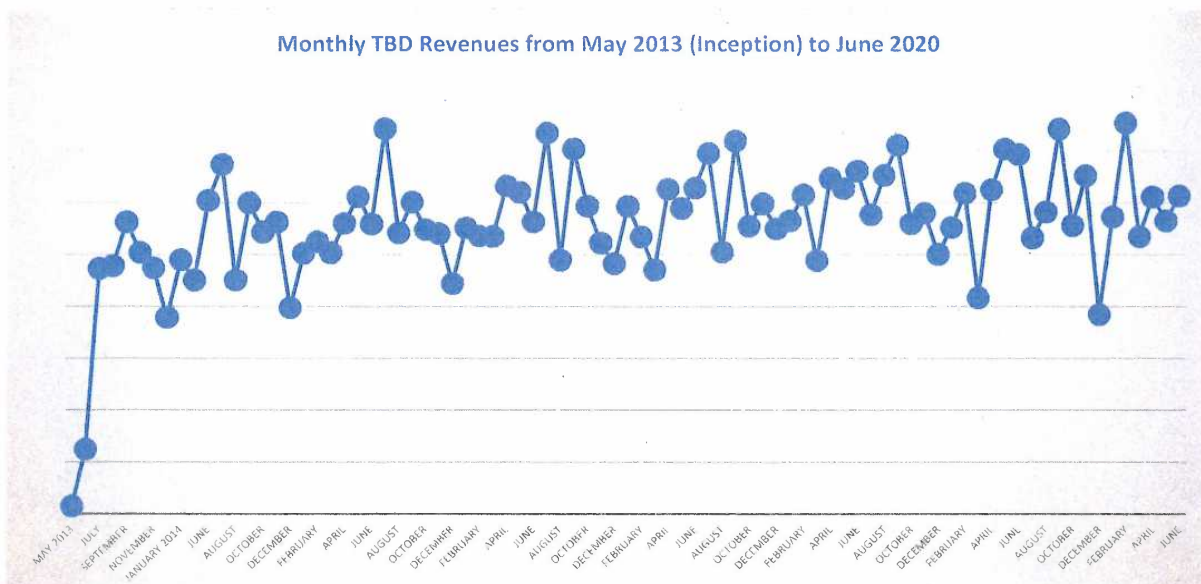
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Kenmore Transportation Benefit District
Monthly Report
June 30, 2020



Revenues	June 2020	Biennium-to-Date	Percent of Budget	Biennium Budget
Vehicle Fees	30,690	536,109	75.51%	710,000
Investment Interest	46	5,289	66.12%	8,000
Total Revenues	\$30,736	\$541,398	75.40%	\$718,000
Expenditures				
Reimbursement to Street Fund	0	358,000	50.00%	716,000
Total Expenditures	0	358,000	50.00%	716,000
Net Income (Loss)	\$30,736	\$183,398		\$2,000

Monthly TBD Revenues from May 2013 (Inception) to June 2020



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Subject/Topic: Economic Indicators	For Council Meeting Agenda of: July 27, 2020 Department: Community Development Prepared by: Debbie Bent, Community Development Director Lauri Anderson, Principal Planner
Proposed Council Action/Motion: Review July 15 Economic Indicators Report.	<u>Initial & Date</u> Approved by Department Head: <u>7/15/20 DB</u> Approved by City Attorney: _____ Approved by Finance Director: _____ Approved by City Manager: <u>RK 7/15/20</u>
Exhibits/Attachments: 1. July 15, 2020 Economic Indicators Report	
<u>INFORMATION/BACKGROUND:</u> In order to spot trends and plan for the future as the pandemic progresses, staff has continued to prepare an Economic Indicators report. The first report was presented to the City Council on June 8. Additional reports have been prepared and presented to the Management Team on the first and third Wednesdays of the month. The latest report, dated July 15, is attached (see Attachment 1). The initial section of the report briefly describes the current situation, followed by a number of indicators for Kenmore, King County, Washington State, and the nation. The last part of the report provides information from the news. Data release dates vary and while some of the economic indicators change rapidly, others are from monthly or quarterly datasets. A Powerpoint presentation on July 27 will highlight key points for Council review and discussion.	
<u>FISCAL CONSIDERATION:</u> None. Staff time was spent to work on this project.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> This information affects all of the City Council priorities, but particularly: Council Priority 5: Create and implement a Financial Stability Plan; and Council Priority 7: Implement the Economic Development Plan.	

ECONOMIC INDICATORS

Week of July 15, 2020

Summary of situation:

- King County is still in Phase 2 of the Governor’s “Safe Start” recovery plan. Phase 2 allows, among other activities: all construction; manufacturing; domestic services; indoor fitness for 5 or less; outdoor recreation generally for 5 or less; limited social and recreational gatherings (generally 5 from outside the household per week); in-store retail at 30% occupancy; personal and professional services at 50% occupancy; pet grooming at 50% occupancy; indoor and outdoor dining at 50% occupancy; library curbside pickup; indoor faith-based activities at 25% capacity or 50 individuals; and non-professional sporting activities limited to 5 or less. All further Safe Start phase advancements have been temporarily paused.
- Any person in an indoor public space, or in an outside public space when unable to physically distance from others, is legally required to wear a face covering. Businesses may not serve any customer not in compliance with face covering requirements.
- The moratorium on tenant evictions runs through August 1.
- The extra \$600 per week in unemployment benefits provided by the federal government expires at the end of July.
- The U.S. Small Business Administration has resumed accepting Paycheck Protection Program (PPP) applications following the July 4 passage of the Paycheck Protection Program Extension Act. The new deadline to apply for a Paycheck Protection Program loan is August 8.
- Public health experts express ongoing concern that Covid-19 cases are increasing in most states, including Washington. King County case numbers also are on an upward trend.

Indicator	Kenmore	King County	Washington	National	Data Sources
Employment					
Overall unemployment rate		March: 5.6% April: 14.9% May: 14.3%	March: 5.1% April: 15.4% May 15.1%	March: 4.4% April: 14.7% May: 13.3% June: 11.1%	BLS; ESD; Labor Dept.
Total new claims for unemployment*		5/10-5/16: 47,136 5/17-5/23: 14,371 5/24-5/30: 8,974 5/31-6/6: 8,725 6/7-6/13: 8,753 6/14-6/20: 8,752 6/21-6/27: 9,179 6/28-7/4: 7,945	5/10-5/16: 138,733 5/17-5/23: 48,445 5/24-5/30: 31,224 5/31-6/6: 29,713 6/7-6/13: 29,028 6/14-6/20: 29,612 6/21-6/27: 31,911 6/28-7/4: 28,393	5/10-5/16: 2,438,000 5/17-5/23: 2,123,000 5/24-5/30: 1,897,000 5/31-6/6: 1,542,000 6/7-6/13: 1,540,000 6/14-6/20: 1,480,000 6/21-6/27: 1,413,000 6/28-7/4: 1,314,000	ESD; Labor Dept.

Construction new unemployment claims			6/28-7/4: 2,186, down 446 from previous week		ESD
Manufacturing new unemployment claims			6/28-7/4: 2,622, down 681 from previous week		ESD
Retail new unemployment claims			6/28-7/4: 2,217, down 540 from previous week		ESD
Accommodation and food service new unemployment claims			6/28-7/4: 3,089, down 544 from previous week		ESD
Consumer spending					
GDP				May: -5.0% first quarter	Commerce Dept.; BEA
Personal income		July forecast (annual growth) in 2020: -2.1% July forecast (annual growth) for 2021: +5%		May: -4.2%	BEA, King County Office of Economic and Financial Analysis
Consumer confidence				March to April: -26.9 pts. April to May: +1.0 point May to June: +12.2 pts.	Conference Board
Consumer spending				March: -6.6% (adjusted) April: -12.6% (adjusted) May: +8.2%	BEA
Sales tax revenue	March: -19% yoy** April: -9.4% yoy	July forecast for taxable retail sales (annual growth) in 2020: -15.7% July forecast (annual growth) for 2021: +9.8%	5/15: Revenue Act collections -7.1% yoy (adjusted) 6/10: Revenue Act collections -14.8% yoy (adjusted)		ERF; Puget Sound Indexer; Finance Dept.; King County Office of Economic and Financial Analysis
Construction revenue	March: \$30,711, -49% yoy April: \$30,320, -46% yoy				Finance Dept.
Retail trade revenue	March: \$75,773, -3% yoy April: \$77,641, +11% yoy				Finance Dept.
Information and Services revenue	April: \$93,389, +15% yoy				Finance Dept.
Other revenue	March: \$27,629, +3% yoy				Finance Dept.

	April: \$12,444, -57% yoy				
Housing					
Missed rents/rental assistance		6/26: Metro-area survey shows 18% of renter households (208,000) may have trouble making July rent		7/6: 77.4% of apartment households paid full or partial rent, -2.3% yoy	NMHC; Seattle Times
Missed mortgage payments/mortgage assistance		6/26: Metro-area survey shows 10% of owner households (198,000) may have trouble making July mortgage payment	May: 4.91% of Washington mortgages were delinquent--147.81% higher yoy, but one of the 5 lowest in listing of states	6/22: Loan delinquency (30+ days past due but not in foreclosure) at 7.76%, up 130.78% yoy and highest level in 8.5 years	Black Knight; Seattle Times
Pending home sales		May: -19.7% yoy June: +2.4% yoy		The Pending Home Sales Index down 2.5% in the West yoy-- up 56.2% month-over-month	NAR Index; NWMLS; Seattle Times
Closed sales		May: -41.2% yoy June: -17.1% yoy	April: New home sales - 6.2% yoy. Existing home sales: -17.2% yoy		ERF, NWMLS
Median home price		May: -2.8% yoy June: +5.9% yoy			NWMLS
Listings		May: -40.1% yoy June: -41.5% yoy			NWMLS
REET	May: -47% yoy June: +25% yoy		June 15: Collections came in 23.1% lower for the month than forecasted. Cumulatively, collections are still 2.1% higher than forecasted.		Finance Dept.
Business and Development					
Permits (applications)	July 1-July 14: Land use: -57% yoy (3/7) Engr: +200% (2/0) Building*: -8% yoy (22/24)	First quarter: -14.1% yoy			King County Economist; Trakit

	*includes mechanical, plumbing, reroof & sign permits				
Housing starts			April: -29.7% yoy	March: 1,216,000, +1.4% yoy April: 891,000, - 29.7% yoy May: 974,000, -23.2% yoy	Census Bureau
Development Services revenues	February: +108% yoy March: -30% yoy April: -33% yoy May: -47% yoy June: +42% yoy YTD: -2% yoy				Dev. Services Dept.
Transportation impact fees	May: -59.57% yoy June: -60% yoy				Finance Dept., Dev. Services Dept.
Park impact fees	May: -36.66% yoy June: -37% yoy				Finance Dept., Dev. Services Dept.
Retail and food services sales				April: -19.9% yoy May: -6.1% yoy	Census Bureau
Bankruptcy filings				May: +48% yoy June: +43% yoy	U.S. Bankruptcy Court; CBS News; Epiq
Transportation					
Metro Transit trips (M-F)		June 15-19: -68% yoy, but up from recent weeks			Metro
Sound Transit (M-F), King County +	5/22: ST Express Route 522 still operating on a reduced schedule with cuts to some trips	June: -86% yoy this spring. Projects may need to be cancelled or delayed			Sound Transit; Seattle Times
Gas tax receipts	May: -37% yoy June: -29% yoy				Finance Dept.
Other					
Property tax			6/15: Property tax collections 15.8% lower than		ERF

			forecasted—mainly due to deferred payment of taxes		
\$ spent on COVID-19	6/11: \$169,512				Finance Dept.
Utility taxes	May: -13.6% yoy				Finance Dept.
Franchise fees (quarterly)	April: -1.57% yoy				Finance Dept.
Liquor tax (quarterly)	April: +6.52% yoy		6/15: For month, liquor taxes came in 37.3% higher than forecasted. Cumulatively, receipts are 10.8% higher than forecasted.		Finance Dept.; State

* Unemployment fraud may have inflated these numbers

**yoy = year over year

Impacts reported from the news:

General

- Big banks are preparing for a protracted recession, setting aside billions as they prepare for customers to default on loans (Washington Post, 7/14/20).
- The coronavirus surge is officially slowing the U.S. recovery (Bloomberg, 7/13/20).
- A new study by economists at the University of Chicago found that only 7% of the change in consumer mobility in the United States in recent months can be explained by lockdowns. The rest is due to consumer aversion to social interaction because of the virus (Deloitte, 7/6/20).
- Forecasters at the Congressional Budget Office said on Thursday that they expected the economy to shrink by 5.9 percent this year, a contraction that would be more than twice as large as the one the United States experienced during the Great Recession in 2009 (NYT, 7/2/20).
- The June jobs report showed that the number of adults who are working part-time hours for economic reasons remained elevated at 9.1 million in June, more than double its February level. The figure dropped by 1.6 million from May to June, as a sizable chunk of people who would prefer full-time work found it (NYT, 7/2/20).
- The median forecast of economists surveyed in the CNBC/Moody’s Analytics Rapid Update is for a 34% drop in GDP in the second quarter, and a less than V-shaped gain of 13.5% in the third quarter (CNBC, 7/1/20).
- The national average retail regular gasoline price was \$2.177 per gallon on July 6, 2020, \$0.003 higher than last week’s price but \$0.566 under a year ago (EIA, 7/8/20).

Major industries/sectors

- RETAIL:

Facteus Insight Report on Consumer Spending and Transactions (FIRST)



6 July 2020 | Year over Year % Change

MOST POSITIVE TREND

+101%

Video Games

21 June

SMALLEST DECLINE WEEK

21 June

avg

-5%

MOST NEGATIVE TREND

-99%

Movie Theaters

from 3 to 10 May

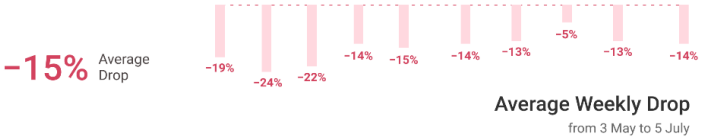
LARGEST DECLINE WEEK

10 May

avg

-24%

	May -19% avg					June -11% avg				July -14% avg
	3	10	17	24	31	7	14	21	28	5
Retail										
Department Stores	-39	-42	-30	-15	-9	-3	+4	+30	+15	+6
Discount Stores	+70	+53	+51	+49	+48	+49	+48	+49	+37	+34
Grocery Stores & Supermarkets	+40	+25	+19	+19	+14	+17	+11	+22	+7	+9
Misc. General Merchandise	+4	+5	+2	+14	+6	+20	+17	+30	+20	+29
Variety Stores	+46	+33	+33	+32	+30	+30	+26	+39	+23	+20
Wholesale Clubs	+49	+23	+29	+30	+27	+31	+28	+38	+26	+29
Retail Average	+28	+16	+17	+21	+19	+24	+22	+35	+21	+21
Entertainment										
Amusement Parks	-80	-82	-83	-86	-82	-77	-69	-69	-68	-69
Commercial Sports & Athletic Fields	-60	-70	-60	-56	-65	-41	-49	-37	-43	-44
Fast Food Restaurants	+2	-3	-3	+1	+3	+5	+5	+2	+2	+4
Movie Theaters	-99	-99	-98	-98	-98	-98	-97	-97	-97	-98
Restaurants	-39	-39	-34	-29	-23	-18	-16	-7	-9	-15
Tourist Attractions	-51	-56	-59	-53	-48	-34	-27	-18	-26	-22
Video Games	+96	+81	+93	+95	+85	+57	+62	+101	+63	+51
Entertainment Average	-33	-38	-35	-32	-33	-29	-27	-18	-25	-28
Travel										
Airlines	-84	-82	-79	-76	-72	-70	-63	-62	-63	-69
Cruise Lines	-81	-74	-65	-68	-76	-63	-72	-76	-82	-72
Lodging	-60	-54	-47	-33	-31	-28	-18	-18	-17	-19
Travel Bookings	-71	-62	-57	+27	+26	-38	-30	-29	-29	-31
Travel Average	-74	-68	-62	-37	-38	-50	-46	-46	-48	-48
Healthcare										
Drug Stores and Pharmacies	+11	+3	+0	+3	+3	+4	+0	+20	+6	+8



- TECH:
 - o Tech companies are ending leases and consolidating offices as remote work is here to stay (CNBC, 7/13/20).
 - o Yelp is bringing back “nearly all” of its 1,100 furloughed employees and restoring employee pay and work hours starting in August (CNBC, 7/13/20).
- MANUFACTURING:
 - o More than half of U.S. manufacturers reported better-than-expected expansion in June, the first time that has happened since the coronavirus pandemic locked down the domestic economy (CNBC, 7/1/20).
- WHOLESALE TRADE:
 - o May 2020 sales of merchant wholesalers, except manufacturers’ sales branches and offices, were up 5.4 percent from the revised April level, but were down 16.2 percent from the revised May 2019 level (Census Bureau, 7/9/20).
- TOURISM:
 - o More than 1,000 TSA employees have tested positive for coronavirus. Nearly all of them are security officers who have continued to work screening passengers at airports throughout the pandemic (ST, 7/9/20).
 - o Passenger volume at Seattle-Tacoma International Airport notched another small gain last week, increasing to 15,500 average passengers per day from 14,500 the prior week. The latest figure is 75% below last year’s comparable week (ST, 7/9/20),
 - o The 2020 Washington State Fair has been cancelled.
- REAL ESTATE/CONSTRUCTION:
 - o “Worst of both worlds for Seattle-area home shoppers: rising prices and not much for sale” (ST, 7/6/20).

Major companies/institutions

- The Boeing 737 Max suffered 60 more cancellations in June as the airline industry struggles amid travel restrictions during the coronavirus pandemic (Investor’s Business Daily, 7/14/20).
- Alaska Air Group, the biggest single user of Sea-Tac with Alaska Airlines and Horizon Air flights, said last month it anticipates cutting thousands of jobs next year and shrinking to survive the coronavirus-induced downturn (ST, 7/9/20).
- More than 40,000 state employees will be required to take one furlough day per week through July 25. After July, employees will be required to take one furlough day per month at least through the fall (Governor’s Office, 6/17/20)

July 27, 2020

Economic Indicators

The report

Purpose: Present a picture of the economy to assess the impact of Covid-19 and help plan and prepare for the future

Timing: Presented to the Management Team every first and third Wednesday of the month with periodic updates to Council

Sources: Variety of “legitimate” sources that may change from report to report

Relevance: Information available at different rates—hourly, daily, weekly, monthly, quarterly. Some data is adjusted.

Changes between the June 3 and July 15 reports

- Unemployment rate in King County was highest in April, but has continued to drop (14.9% April, 14.3% May, 9.2% June). The national unemployment rate declined from 14.7% in April to 11.1% in June, while the Washington State rate went from 15.4% in April to 9.8% in June
- Consumer confidence is rebounding (from -26.9 points in April to +12.2 points in May), but concerns remain over reopening as cases increase. Retail and food services sales rebounded after a -19.9% drop year-over-year (yoy) in April to a -6.1% yoy decline in May and a -3.4% yoy decrease in June
- Sales tax picture has improved. After a 19% yoy decline in March, -9.4% yoy in April. Year-to-date for the first 6 months of the year, sales tax is down 7% yoy

Changes between the June 3 and July 15 reports

- Some other revenues (REET, liquor tax) are up yoy. Gas tax receipts continue to be down (-29% yoy in June) and year-to-date are 9% lower than in 2019.
- Development Services revenues were down only 2% yoy year-to-date at the end of June. Through July 15, they are down 6% year-to-date. Park impact fees are tracking close to the pre-pandemic projections but transportation impact fees are well below those projections.
- Home prices and pending sales are up, although inventory is quite constrained (-41.5% yoy in June).
- Transit continues to suffer, with Sound Transit considering “realignment” of future projects

Local business reports

(City Manager's Office, July 24)

- A number of local businesses secured Paycheck Protection Program (PPP) loans.
- Investments in PPE (up to \$1,000) and patient/client limitations are reducing revenues.
- Guest House has a permit to use some of their parking area for customer seating. Seaplane has a special event permit to use some of the Town Square
- Though outdoor recreation continues and sporting goods are selling well, bowling at Kenmore Lanes is not allowed.



Concerns for the future

- Coronavirus surge. New national first time claims for unemployment increased the week of July 13 for the first time in nearly four months.
- Recovery timing— 6 months or two years?
- Revenues
- Impact of remote work on local business recovery
- Rental assistance
- Loan defaults
- Transit



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic Update on Financial Sustainability Project and 2021-2022 Biennial Budget Process. Proposed Council Action/Motion: No action needed, provided for discussion purposes only.	For Council Meeting Agenda: July 27, 2020 Department: City Manager Finance and Administration Prepared by: Joanne Gregory, Director of Finance and Administration <table border="0"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;">jmg 7/17/20</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">_____</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">jmg 7/17/20</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">jmg for RK</td></tr> </table> Exhibits/Attachments: 2021-2022 Budget Calendar		<u>Initial & Date</u>	Approved by Department Head:	jmg 7/17/20	Approved by City Attorney:	_____	Approved by Finance Director:	jmg 7/17/20	Approved by City Manager:	jmg for RK
	<u>Initial & Date</u>										
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Approved by City Manager:	jmg for RK										
<u>INFORMATION/BACKGROUND:</u> The City of Kenmore continues to face a structural budget deficit. While we do have strong reserves to buy some time, the revenue and expenditure lines are crossing now, thanks to the pandemic. Prior to the pandemic, the lines were anticipated to cross in 2022, and we were on a path to work with the Financial Sustainability Plan Task Force to create strategies that would bring the budget into balance through 2026. After taking a forced hiatus due to the pandemic, the Financial Sustainability Plan Task Force will get started again in August. They will receive recommendations on potential budget strategies and solutions from Steve Toler of Management Partners, and then the committee will deliberate and hopefully generate some recommendations of their own by the end of August. The task force meetings are currently scheduled for the evenings of August 11, 24, and 25. We plan to bring the task force recommendations to the City Council at an evening budget retreat on September 10th. At that meeting the City Council will review the task force recommendations and hopefully be able to provide some guidance on possible budget solutions, not only for the next biennium but also for the six-year forecast. Attached is a suggested Budget Calendar which anticipates budget activities beginning August 1, budget presentations to the City Council beginning early to mid-October, public hearings in October and November, and budget and 2021 levy adoption on November 23, 2020. <u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> <u>Priority Based Budgeting Result:</u> Governance: Supports decision-making with timely and accurate short-term and long-range analysis that enhances vision and planning.											

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City of Kenmore, Washington 2021-2022 Budget Calendar

Major Task	2020 Target Date and/or Deadline
City Council Budget Retreat and Review of Priority Based Budgeting Programs	July
Instructions to Departments on Incode Budget Preparation and Expenditure Assumptions and Constraints	August 1 <i>Statutory Request for Budget, Deadline September 14</i>
Financial Sustainability Task Force Meets	August 11, 24, 25
Departments Prepare 2021-2022 Budget Estimates for Revenue and Expenditures and Submit to Finance	August 28 <i>Statutory Deadline for Budget Estimates September 28</i>
Review and Update to 2021-2026 Capital Improvement Program	September 1-30
Finance Submits Complete Revenue Projections and Expenditure Requests For 2021-2022 to City Manager	September 4 <i>Statutory Deadline to Submit Preliminary Budget Estimates October 1</i>
City Council Budget Retreat	September 10
Department Complete Update Accomplishments, Goals, Workload and Performance Measures, Budget Highlights Final Department YE 2020 Projections of Expenditures Due to Finance	September 11
City Clerk Publishes Notice of Filing of Proposed Preliminary Budget and Notice of Public Hearing on Revenues and Proposed Preliminary Budget (scheduled for Nov 2, Nov 16)	September 24 <i>Statutory Deadline: Publish once a week for two consecutive weeks for Hearings in October & November</i>
Adopt 2021-2026 Capital Improvement Program	October 5
City Manager Provides Council with Estimates of Revenues and Expenditures	October 5 <i>Statutory Deadline: October 5</i>

City of Kenmore, Washington 2021-2022 Budget Calendar

Major Task	2020 Target Date and/or Deadline
2021-2022 Preliminary Budget Document and Budget Message Filed with City Council	October 12 <i>Statutory Deadline for Presenting Preliminary Budget to City Council is November 2</i>
Presentation of 2021-2022 Proposed Biennial Budget: City Council, City Manager, Finance & Admin, City Clerk, Legal, Police, Development Services, Proposed 2022 Salary Plan	October 19
Public Hearing on the 2021 Property Tax Levy	October 19 <i>Statutory Deadline for Revenue Hearing is Mid October to Mid November</i>
Presentation of 2021-2022 Proposed Biennial Budget: Community Development, Public Works Engineering, Maintenance, Street Fund, Parks Capital Fund, Transportation Capital Fund	October 26
Presentation of 2021-2022 Proposed Biennial Budget: SWM, SWM Capital Fund, Facility Capital Fund, Impact Fee Funds, TBD Fund, Other Funds	November 2
Copies of Preliminary Budget Document are made Available to the Public	November 2 Statutory Deadline is November 20
Review 2019-2020 Budget Amendments	November 9
Public Hearing on the 2021-2022 Preliminary Budget	<i>Statutory Deadline for Preliminary Budget Hearing is Prior to Final Budget Hearing</i>
Public Hearing On 2021-2022 Final Biennial Budget	November 16 <i>Statutory Deadline for Final Budget Hearing December 7</i>
Adopt 2019-2020 Budget Amendment Ordinance Adopt 2021 Property Tax Levy Ordinance Adopt 2021-2022 Biennial Budget Ordinance	November 23 <i>Official Levy Deadline November 30</i> <i>Budget Deadline December 31</i>