



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

City of Kenmore City Council Meeting Agenda

7:00 p.m., September 14, 2020, via Zoom

Please click the link below or copy and put in the URL to join the webinar:

<https://us02web.zoom.us/j/84241876852>

Or iPhone one-tap :

US: +16465588656,,84241876852# or +13017158592,,84241876852#

Or Telephone:

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

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Webinar ID: 842 4187 6852

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If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please call the City Clerk at 425-398-8900. Council agendas are also available on our website at www.kenmorewa.gov.

I. 7:00 p.m. - CALL REGULAR MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. CITIZEN COMMENTS

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

VI. CONSENT AGENDA

- A. Total Check #s 45414 through 45514 in the amount of \$4,098,132.97. Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposit Dated 8/14/20 in the amount of \$172,114.38. Payroll Check #10159 dated 8/14/20 in the amount of \$521.83.

[Agenda Item](#)

- B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic

Deposits Dated 7/31/2020 in the amount of \$168,535.13.

[Agenda Item](#)

- C. City Council Minutes of July 27, 2020 and August 3, 2020
[7-27-20 Minutes](#)
[8-3-20 Minutes](#)
- D. July Financial Report, Joanne Gregory, Director of Finance and Administration
[Agenda Item](#)
- E. Resolution to Adopt Electronic Signature Authority, Joanne Gregory, Director of Finance and Administration
[Agenda Item](#)
- F. Lease Agreement for Council Chambers Audio Visual Updates
[Agenda Item](#)
- G. Authorize the Department of Commerce Grant for the Juanita Drive Ped/Bike Project, John Vicente, City Engineer
[Agenda Item](#)
- H. Emergency Rule Amendment: Temporary Moratorium on Residential Tenant Evictions
[Agenda Item](#)
[Agenda Item](#)
- I. Authorize City Manager to execute Contract No. 20-C2128, Amendment No. 1 with Red Barn Engineering to continue to perform development engineering inspection services
[Agenda Item](#)

VII. BUSINESS AGENDA

- A. Ordinance on Amendments to Accessory Dwelling Unit (ADU) Regulations, Lauri Anderson, Principal Planner
[Agenda Item](#)
[Agenda Item](#)
[Agenda Item](#)
[Agenda Item](#)
[Agenda Item](#)
- B. Obama Foundation Mayors' Pledge - Police Use of Force Report, Brandon Moen, Chief of Police
[Agenda Item](#)
- C. Resolution 20-349 Declaring Racism a Public Health Crisis, Adam Nebenzahl, City Management Intern
[Agenda Item](#)
- D. Resolution 20-348 Developing a Framework to Begin the Process of Developing a Diversity, Equity, and Inclusion Policy, Adam Nebenzahl, City

Management Intern

[Agenda Item](#)

[Agenda Item](#)

[Agenda Item](#)

VIII. STAFF REPORT

- A. Federal Corona Virus Relief Fund - Business Assistance

IX. COUNCILMEMBER REPORTS & COMMENTS

X. ADJOURNMENT

Upcoming Meetings:

- A. Monday, September 21, 2020 - Council Meeting
Monday, September 28, 2020 - Council Meeting



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

08/08/2020-08/21/2020

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 45414 through 45514: \$4,098,132.97

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 8/14/2020: \$172,114.38

Payroll Check #10159 dated 08/14/2020: \$ 521.83

RJ K 8/27/20
City Manager / Date

Jamie M. Ingram 8/24/20
Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
KING COUNTY RECORDER'S OFFICE	45414	08/13/2020	Squire's Landing Acquisition Project	114.5
MAUREEN COLAIZZI	45415	08/13/2020	Expense Reimbursement/WiFi Extender	119
CITY OF KENMORE	45416	08/14/2020	Employee Deduction	30
ICMA RETIREMENT C/O ALLFIRST BANK / 109964	45417	08/14/2020	City of Kenmore 401a	18211.78
ICMA RETIREMENT TRUST 457 / 304745	45418	08/14/2020	ICMA 457 Deferred Comp	6292.75
STATE OF FLORIDA DISBURSEMENT UNIT	45419	08/14/2020	Employee Deduction	275
UNITED WAY OF KING COUNTY	45420	08/14/2020	Employee Charitable Contribution	53
A+ CONFERENCING	45421	08/21/2020	Development Svcs Conference Call 8/4/20	20.23
AABCO BARRICADE COMPANY INC.	45422	08/21/2020	VMS Board Rentals	990
AGORA REFRESHMENTS	45423	08/21/2020	Aug. City Hall Filtered Water Systems	101.09
ALL THINGS HR, LLC	45424	08/21/2020	July Consulting/Recruiting Svcs	210
ALPHAGRAPHS	45425	08/21/2020	Police Officer Business Cards	98.38
AM TEST, INC	45426	08/21/2020	Swamp Creek Water Testing	225
ANCHOR QEA, LLC	45427	08/21/2020	July Navigation Channel Prof. Svcs	520
ASPECT CONSULTING LLC	45428	08/21/2020	Environmental Consulting Svcs	859.3
ASSOCIATION OF WA CITIES	45429	08/21/2020	AWC GIS Consortium Tier 1	3200
BAUTISTA, REGINALD	45430	08/21/2020	Boot Reimbursement	269.48
BOTHELL KENMORE CHAMBER OF COMMERCE	45431	08/21/2020	July KBA Support Svcs	300
BUILDERS EXCHANGE OF WASHINGTON INC	45432	08/21/2020	W. Samm. Bridge Online Publishing	25
BULGER SAFE & LOCK, INC.	45433	08/21/2020	Park Dumpster Padlocks	72.64
CADMAN MATERIALS, INC.	45434	08/21/2020	Asphalt	44.85
CADMAN MATERIALS, INC.	45435	08/21/2020	Asphalt	136.2

CALPORTLAND COMPANY	45436	08/21/2020	Rock for Ditch Stabilization	93.37
CASCADE PEST CONTROL	45437	08/21/2020	Rhododendron Park Monthly Pest Control	143
CECCANTI, INC.	45438	08/21/2020	19-C1977 July W. Samm. Bridge Construction	2760647.36
COMCAST	45439	08/21/2020	August City Hall/Incubator/Hangar Internet	2257.68
COMCAST	45440	08/21/2020	August City Hall Phone Services	378.15
COMCAST BUSINESS	45441	08/21/2020	8/14-9/13 City Hall Cable/Internet	152.23
COMCAST BUSINESS	45442	08/21/2020	8/10-9/9 Squire's Landing Internet	69.95
CONTRACT LAND STAFF LLC	45443	08/21/2020	19-C2077 PW Property Acquisition Svcs	4431.25
COPIERS NORTHWEST	45444	08/21/2020	Temperature Screening Kiosks	7598.8
EARTHCORPS	45445	08/21/2020	Rhododendron Park Mitigation Svcs	555.5
FIRE PROTECTION, INC	45446	08/21/2020	City Hall Fire Alarm Servicing	995.5
FIRE PROTECTION, INC	45447	08/21/2020	City Hall Fire Alarm Servicing	1677.5
GOVDELIVERY, LLC	45448	08/21/2020	Website Color Customization	1440
GRAINGER	45449	08/21/2020	Engineering Dept. Marking Wand	41.16
HDR ENGINEERING, INC	45450	08/21/2020	16-C1625 5/25-6/27 Juanita Dr. Prof. Svcs	37843.41
HDR ENGINEERING, INC	45451	08/21/2020	16-C1625 6/28-8/1 Juanita Dr. Prof. Svcs	36664.25
HEARTH MUSIC	45452	08/21/2020	2020 Booking Agent for Summer Concerts	2050
HOME DEPOT CREDIT SERVICES	45453	08/21/2020	Parks/ROW Materials & Tools	367.57
HONEY BUCKET	45454	08/21/2020	8/8-9/4 Squire's Landing Rental	240.35
HORIZON DISTRIBUTORS INC	45455	08/21/2020	61st Ave Irrigation Repair Parts	59.41
HYAS GROUP, LLC	45456	08/21/2020	457b & 401a Consulting 2/1/20-7/31/20	3750
INTNL. PUBLIC MGT ASSOC FOR HUMAN	45457	08/21/2020	1 Year Renewal	156
JET CITY PRINTING	45458	08/21/2020	Misc. Office Supplies/Envelopes	385
JOYCE ZIKER PARKINSON	45459	08/21/2020	July Attorney Svcs/Kenmore Village	600
KENMORE AIR	45460	08/21/2020	Flight for Aerial Photos - Port of Seattle	625
KENMORE COMMERCIAL LLC	45461	08/21/2020	Sept. Incubator Bldg. Lease Payment	3367.04
KING COUNTY FINANCE	45462	08/21/2020	July Public Defense Indigency Screening	251
KING COUNTY FINANCE	45463	08/21/2020	July Road Svcs - Signs & Markings	224.98
KING COUNTY FINANCE	45464	08/21/2020	July Road Svcs - Signs/Signals/Striping	34345.56
KING COUNTY FINANCE	45465	08/21/2020	July Bridge Inspection	2593.67
KING COUNTY FINANCE	45466	08/21/2020	June & July Dump Fees	123.57
KING COUNTY FINANCE	45467	08/21/2020	Jan. - June Surface Water Billing Fees	6426.28
KING COUNTY SHERIFF	45468	08/21/2020	July Police Services	309105.92
KPFF CONSULTING ENGINEERS	45469	08/21/2020	15-C1484 68th Ave Ped/Bike Svcs thru 6/26	854.54
KRAZAN & ASSOCIATES, INC.	45470	08/21/2020	July Rhod. Park Testing & Inspection Svcs	2325
LAKESIDE INDUSTRIES	45471	08/21/2020	20-C2130 6/21-7/20 Simonds Overlay	476079.6
LAKESIDE INDUSTRIES	45472	08/21/2020	Cold Patch Asphalt	914.1
LIGHTHOUSE CONSULTING INC	45473	08/21/2020	July IT Services	2314.88
LIGHTHOUSE CONSULTING INC	45474	08/21/2020	July Backup/Web Hosting/Antivirus/Software	8828.6

VI. A. Total Check #s 45414 through 45514 in the amount of \$4,098,132.97...

MINUTEMAN PRESS	45475	08/21/2020	Postcard Printing/FSP	3263.42
NORTHSHORE SCHOOL DISTRICT	45476	08/21/2020	July School Impact Fee Remittance	112584
NORTHSHORE UTILITY DIST	45477	08/21/2020	July Fleet Maintenance & Fuel	3550.24
NORTHSHORE UTILITY DIST	45478	08/21/2020	5/31-7/31 Various Locations Water/Sewer/Irr.	9743.04
OASIS EIGHT, LLC	45479	08/21/2020	Deposit Refund PRJ2014-024/ENG2015-0702	7500
OFFICE DEPOT	45480	08/21/2020	Public Works/Mechanical Pencils	19.98
OFFICE DEPOT	45481	08/21/2020	Public Works Notebooks	51.53
OLSON BROTHERS PRO VAC	45482	08/21/2020	SR522/62nd Irrigation Leak Detection	723.25
OSBORN CONSULTING INC.	45483	08/21/2020	19-C2012 4/25-5/29 On-Call Engineering Svcs	8812.83
PACIFIC AIR CONTROL, INC.	45484	08/21/2020	7/1-9/30/20 Quarterly Maint.	1808.68
PACIFIC AIR CONTROL, INC.	45485	08/21/2020	19-C2065 City Hall HVAC Service	1003.2
PAWS	45486	08/21/2020	July Animal Sheltering Svcs	197
PIXEYES GRAPHICS & DESIGN	45487	08/21/2020	FSP Postcard Design	120
PUGET SOUND ENERGY	45488	08/21/2020	6/15-7/15 City Hall Electricity	1995.35
PUGET SOUND ENERGY	45489	08/21/2020	7/2-7/30/20 Street Light Charges	9298.7
QUALITY BUSINESS SYSTEMS INC.	45490	08/21/2020	4/1-6/30/20 1st Floor Color & B/W Chgs	784.85
REPUBLIC SERVICES	45491	08/21/2020	June & July City Hall Solid Waste Svcs	1145.9
REPUBLIC SERVICES	45492	08/21/2020	Hangar Bldg. Final Invoice for Solid Waste	491.24
REPUBLIC SERVICES	45493	08/21/2020	June & July Rhod. Park Solid Waste Svcs	1315.62
SCORE	45494	08/21/2020	July Housing & Medical Svcs @ SCORE	10000
SEATTLE TIMES	45495	08/21/2020	Legal Notice 7/22 ADU Public Hearing	124.88
SHRED IT USA LLC	45496	08/21/2020	Monthly Shredding Services	78.26
SISKUN POWER EQUIPMENT	45497	08/21/2020	Chain Saw Repair	50.89
SISKUN POWER EQUIPMENT	45498	08/21/2020	Hedger Repair	152.24
SNOHOMISH COUNTY HEARING EXAMINER	45499	08/21/2020	Void	0
SOUND SAFETY PRODUCTS CO.	45500	08/21/2020	Boots - Public Works Dept./Walker	300
STAPLES ADVANTAGE	45501	08/21/2020	Parks Supplies	287.42
STEWART MACNICHOLS HARMELL, INC.	45502	08/21/2020	July Public Defense Services	5000
THOMCO CONSTRUCTION, INC.	45503	08/21/2020	20-C2144 Juanita Dr. Ped/Bike Const./July	160748.16
TOTAL LANDSCAPE CORP	45504	08/21/2020	NS Summit/Squires/Moorlands Landscaping	5637.5
TOTAL LANDSCAPE CORP	45505	08/21/2020	Parks & City Hall Landscape Maint.	5025.45
TOWN CENTER HARDWARE	45506	08/21/2020	Public Works Supplies/Tools	191.17
TRUGREEN	45507	08/21/2020	Moorlands Field Fertilizer	302.5
UPS STORE KENMORE	45508	08/21/2020	May 30th & June 22nd Copy/Laminating Svcs	70.22
UPS STORE KENMORE	45508	08/21/2020	May 30th & June 22nd Copy/Laminating Svcs	40.07
VERIZON WIRELESS	45509	08/21/2020	6/27-7/26 Cell Phones	264.15
WA RECREATION & PARK ASSOC.	45510	08/21/2020	Training for Jennifer Gordon/PW	175
WA RECREATION & PARK ASSOC.	45511	08/21/2020	Training for Anna Arnott/PW	550
ZIPLY FIBER	45512	08/21/2020	7/28-8/27 City Hall Phone Svcs.	475.89

ZIPLY FIBER	45513	08/21/2020	City Hall Phone Svc. 7/28-8/27/20	654.96
KIERA CONDON	45514	08/21/2020	Public Art Fund Art Purchase	450
DRS 457	DFT0000764-65	08/14/2020	DRS 457 Deferred Comp	1908.91
AVIDIA HEALTH	DFT0000766	08/14/2020	Employee Health Savings Contribution	100
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000767-772	08/14/2020	Public Employees Retirement	32608.26
NAVIA	DFT0000773	08/14/2020	Employee Flexible Spending Account	416.15
BANK OF AMERICA 941	DFT0000774	08/14/2020	Federal Taxes	20634.89
PACHECO GARCIA, HILDA	10159	8/14/2020	Payroll	521.83
PAYROLL	Electronic Dep.	8/14/2020	Direct Deposit	116,446.17
TOTAL				\$ 4,270,769.18



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2020 - 08/21/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	550
0014	AMERICAN PLANNING ASSOCIATION	1900
0022	ASSOCIATION OF WA CITIES	3290
0024	BAKER, DAVID	4051.53
0037	BASTYR UNIVERSITY	351.45
0054	BULGER SAFE & LOCK, INC.	376.85
0064	CASCADE PEST CONTROL	1144
0067	CENTER FOR HUMAN SERVICES	28750
0076	CITY OF BELLEVUE	101518.12
0081	CITY OF KENMORE	125.17
0083	CITY OF LAKE FOREST PARK	48111
0086	CITY OF SHORELINE	2783
0092	CODE PUBLISHING COMPANY	3829.9
0099	CONSOLIDATED PRESS	4349.92
0106	CROWN PRODUCTS LLC	991.2
0109	DAILY JOURNAL OF COMMERCE	1604.4
0111	DEPARTMENT OF ECOLOGY	28638.85
0121	REPUBLIC SERVICES	11080.34
0130	EMPLOYMENT SECURITY DEPARTMENT	10090.71
0134	EVERGREEN PRINT SOLUTIONS	335.36
0137	FERGUSON ENTERPRISES INC #3011	1554.03
0145	FRUHLING SAND & TOPSOIL	1296.67
0151	CALPORTLAND COMPANY	876.86
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190
0169	HERRERA ENVIRONMENTAL CONSULTANTS	6310.4
0173	HOME DEPOT CREDIT SERVICES	2055.76
0174	HOPELINK	10000
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	143179.51
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	1400
0197	JET CITY PRINTING	1526.8
0201	KCDA PURCHASING COOP	4010.7
0205	KENMORE HERITAGE SOCIETY	100
0212	KING COUNTY FINANCE W.L.R.D.	2713
0213	KING COUNTY ANIMAL SVCS	1435
0216	KING COUNTY FINANCE	1000
0218	KING COUNTY FINANCE	3208.1
0219	KING COUNTY FINANCE	109982.56
0224	SOUND PUBLISHING, INC.	395
0230	KING COUNTY RADIO COMM SERVICES	600.6
0233	KING COUNTY SHERIFF	2061006.32
0235	KING COUNTY TREASURY	39839.98
0246	LAKE CITY PICTURE FRAMING	310.21
0251	LIGHTHOUSE CONSULTING INC	79345.68
0261	PENDLETON CONSULTING LLC	4200.7
0285	NORTHSHORE FIRE DEPT	2440
0286	NORTHSHORE SCHOOL DISTRICT	250033
0287	NORTHSHORE SENIOR CENTER	18950
0288	NORTHSHORE UTILITY DIST	101742.85
0290	NORTHSHORE YOUTH & FAMILY SERVICES	4000
0292	HONEY BUCKET	8798.8
0299	EBIX, INC.	118.27
0300	OFFICE DEPOT	3961.8

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Vendor	Name	Volume
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	17811.48
0310	PACIFIC TOPSOILS	4389.58
0314	PETTY CASH CUSTODIAN	400.31
0327	PUGET SOUND CLEAN AIR AGENCY	18889
0328	PUGET SOUND ENERGY	127481
0329	PUGET SOUND FINANCE OFFICERS ASSOC	130
0345	SEATTLE TIMES	4790.59
0350	SIGN UP, SIGN CO, INC	412.5
0355	STAPLES ADVANTAGE	9157.03
0357	STEWART MACNICHOLS HARMELL, INC.	40000
0359	SOUND CITIES ASSOC	15539.29
0365	TOTAL LANDSCAPE CORP	66818.1
0371	UNITED STATES POSTMASTER	1817.64
0375	US POSTAL SERVICE (HASLER)	6143.89
0385	WA ASSOC OF BUILDING OFFICIALS	120
0387	WA CITIES INSURANCE AUTHORITY	329569
0401	WA STATE DEPT OF TRANSPORTATION	4247.94
0405	WASHINGTON STATE OFFICE CASH MGMT	1142.5
0412	COLUMBIA RIDGE LANDFILL	17737.36
0424	ICMA RETIREMENT TRUST 457 / 304745	101062.9
0425	DRS 457	32446.19
0426	AFLAC	2519.94
0428	BANK OF AMERICA 941	313158.81
0429	AWC EMPLOYEE BENEFIT TRUST	438668.14
0431	DEPARTMENT OF RETIREMENT SYSTEMS	540665.76
0432	DEPARTMENT OF LABOR AND INDUSTRIES	27860.78
0434	UNITED WAY OF KING COUNTY	901
0436	NATIONAL LIFE OF VERMONT	862.19
0448	UPS STORE KENMORE	524.53
0450	AURORA RENTS	2544.06
0473	ARTS OF KENMORE	3400
0515	NATIONAL LEAGUE OF CITIES	1563
0550	KING COUNTY RECORDER'S OFFICE	330.5
0586	QUADIENT LEASING USA, INC.	1596.2
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5720
0617	KING COUNTY FINANCE	6676.28
0641	TELESYSTEMS WEST	137.51
0685	PACE ENGINEERS, INC.	27083.95
0690	BUILDERS EXCHANGE OF WASHINGTON INC	1131.55
0692	HDR ENGINEERING, INC	290731.42
0696	AMERICAN GENERAL LIFE GPO/400S	1959.44
0699	BANNER BANK DB	1114.51
0743	BANNER BANK NO	5063.06
0764	OUSLEY, NANCY	86.08
0781	QUALITY BUSINESS SYSTEMS INC.	4457.47
0791	NORTHSHORE ROTARY CLUB	427
0807	CASCADE RECREATION, INC	551.25
0817	GRAINGER	3513.98
0828	PUGET SOUND BUSINESS JOURNAL	125
0831	NORTHSHORE PARK & REC SERVICE AREA	2567
0851	EVERMARK, LLC	609.73
0852	GREGORY, JOANNE	3456.98
0858	A+ CONFERENCING	1461.79
0864	COLUMBIA FORD	22530.94
0868	JAYMARC AV	5814.62
0869	BANNER BANK JGORDON	3977.01
0892	JACOBS ENGINEERING GROUP	206266.49
0899	SHRED IT USA LLC	488.5

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Vendor	Name	Volume
0912	ALCALDE & FAY	30398.2
0913	KENMORE ELEMENTARY	3750
0981	COMCAST BUSINESS	2808.1
0994	GORDON THOMAS HONEYWELL	27526.56
1003	IWORQ SYSTEMS	2800
1010	TOWN CENTER HARDWARE	1137.58
1045	HORIZON DISTRIBUTORS INC	3997.59
1047	SARAH ROBERTS	46841.59
1052	FIRE PROTECTION, INC	6787.65
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.2
1114	PHSI PURE HEALTH SOLUTIONS INC.	606.54
1116	FRONTIER	4922.99
1123	AM TEST, INC	1575
1140	PAWS	2551
1148	AGORA REFRESHMENTS	503.25
1168	SCHINDLER ELEVATOR CORPORATION	1890.83
1177	WELLS FARGO FINANCIAL	81.67
1197	MILLER STEPHENS, MARY	10000
1215	STATE OF FLORIDA DISBURSEMENT UNIT	4675
1216	ADVANCE TESTING & SERVICE INC	1566
1222	OLSON BROTHERS PRO VAC	34944.1
1248	KENMORE AIR	625
1259	PERTEET INC.	352.36
1267	AUTOMATED CONTROLS	1551
1269	KAMINS CONSTRUCTION INC.	34996.72
1293	THE WATERSHED COMPANY	9287.5
1297	GOVERNMENT FINANCE RESEARCH GROUP	1995
1299	VERIZON WIRELESS	2730.72
1309	BANNER BANK BAKER	7323.43
1311	WASHINGTON STATE PATROL	1039.49
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	4200
1322	AABCO BARRICADE COMPANY INC.	2475
1326	JOYCE ZIKER PARKINSON	2437.5
1328	ANCHOR QEA, LLC	520
1331	KBA INC.	535854.43
1339	STATE OF WA DEPARTMENT OF LICENSING	0.44
1345	SHERWIN WILLIAMS CO. #8099	102.6
1356	KARLINSEY, ROB	150.08
1357	KENMORE COMMERCIAL LLC	26936.32
1358	ALPHAGRAPHS	747.78
1372	AAA PRINTING	922.14
1385	CITYWORKS/ AZTECA SYSTEMS INC.	37100
1390	UTILITIES UNDERGROUND LOCATION CTR	1381.59
1403	OSBORN CONSULTING INC.	177991.2
1431	BRIEN, GAYLYNN	350
1452	CITY OF KENT	500
1456	HESTON VISUAL ARTS	214.7
1457	LANGUAGE LINE SERVICES, INC.	35.37
1459	FLEMINGS HOLIDAY LIGHTING LLC	5174.7
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	25
1500	MARINE FLOATS CORPORATION	3169.29
1504	SCORE	158194.27
1555	LINCOLN NATIONAL LIFE INSURANCE	9464.68
1581	STARDOM SERVICES, INC.	4271.54
1605	ALL CITY FENCE CO.	2332
1606	GALLATIN PUBLIC AFFAIRS	22064.25
1629	WESTERN DISPLAY FIREWORKS, LTD.	4750
1657	STEWART TITLE COMPANY	258326.3

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Vendor	Name	Volume
1673	KPFF CONSULTING ENGINEERS	120108.49
1689	MOTT MACDONALD GROUP, INC.	443442.96
1704	BANNER BANK RK	9291.2
1711	SOFTWAREONE, INC.	11360.34
1712	SITEIMPROVE, INC.	3353.9
1714	KRAZAN & ASSOCIATES, INC.	2325
1715	THE WIDE FORMAT COMPANY	352
1718	RESOURCE EXPLORATION, LLC	20000
1721	GOOD TO GO	2.75
1731	NORTHWEST ARBORICULTURE LLC	7319.4
1738	MUNIMANAGE, LLC	5280
1754	RFI ENTERPRISES INC.	365.2
1762	BAKER, BRIDGIT	905.54
1763	REID, JAMES FALCONER	9292.5
1774	OWEN EQUIPMENT COMPANY	1112.43
1786	TYLER TECHNOLOGIES, INC.	18814.08
1814	YSI INCORPORATED, A XYLEM BRAND	1789.98
1816	NAVIA	20074.55
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	4053.18
1829	SHI INTERNATIONAL CORP.	882.79
1838	AVIDIA HEALTH	1700
1863	HAULAWAY STORAGE CONTAINERS, INC.	763.4
1884	CADMAN MATERIALS, INC.	603.11
1885	NATIONAL BARRICADE CO., LLC	3627.71
1889	WILLIAMS, KASTNER & GIBBS PLLC	57065.43
1892	HEARTH MUSIC	4100
1900	ASPECT CONSULTING LLC	859.3
1901	NORTH COAST ELECTRIC COMPANY	1837.55
1908	VAUGHAN, KENT	400
1914	MCNAMARA SIGNS	1420.29
1927	GAMETIME	2429.19
1930	T MOBILE USA, INC.	6398.46
1932	U.S. BANK N.A. / CUSTODY	276
1945	GLASS MASTERS LLC	3445
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	100
1960	WALTER E. NELSON CO.	408.87
1964	EARTHWORKS	42527.05
1970	CROSSROAD SIGN	385
1978	GOVDELIVERY, LLC	6440
1979	MSPT XXII, LLC	500
1980	HRA VEBa TRUST	37356.54
1985	CONTRACT LAND STAFF LLC	27120.49
1991	WASHINGTON STATE TREASURER	6290.28
1993	HYAS GROUP, LLC	7500
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50
2004	RED BARN ENGINEERING, INC.	42827.5
2007	HYDROPOINT DATA SYSTEMS, INC.	1077
2009	O'CONNOR CONSULTING GROUP, LLC	21000
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	1932.8
2017	DARRELL THOMSON	1667.58
2024	DFR LAW GROUP, LLC	600
2048	SMS CLEANING, INC.	45465
2049	SUNBELT RENTALS	310.28
2054	BLUE FLAME HEATING, AIR & ELECTRIC	264.6
2063	French Touchup LLC	5400
2078	WA RECREATION & PARK ASSOC.	725
2081	SHANNON & WILSON, INC.	21196.5
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180

Vendor Purchasing Report

For Date Range 01/01/2020 - 08/21/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2119	PIONEER TOWING COMPANY	138000
2120	LAKEPOINTE, INC.	24000
2135	AMERICAN SOLUTIONS FOR BUSINESS	1511.42
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	301002.93
2143	ERIK D PLUMBER LLC	165
2144	MODUS TECHNOLOGY, INC.	721.22
2147	SOD SPOT LLC	5400
2156	ASSOCIATED PETROLEUM PRODUCTS INC.	1536.49
2157	SOUND SAFETY PRODUCTS CO.	1482.09
2161	BENNETT GOLD, TOBIN	4035.47
2167	APWA/WA CHAPTER	1500
2175	ELECTRONIC BUSINESS MACHINES	2135.8
2176	CANON FINANCIAL SERVICES, INC.	1860.88
2183	SISKUN POWER EQUIPMENT	1672.86
2199	HALALILO, PAULA	40
2206	CHECK RIDE	3450
2209	MORUP SIGNS, INC.	3784.02
2211	PRECISION FUEL SOLUTIONS	1237.5
2214	CAROLYN LAW	6487.5
2215	INTERSECTION MEDIA, LLC	194.22
2221	O'REILLY/FIRST CALL	72.56
2222	GRADE, INC.	14044.24
2227	EARTHCORPS	2392.5
2231	A WORKSAFE SERVICE, INC	55
2236	COMCAST	20656.7
2237	CREATIVE HOUSE BRANDING	942.93
2242	MARY'S PLACE	23334
2247	EMERALD PAVING, INC	4941
2248	INTERNATIONAL PUBLIC MGT ASSOC FOR HUMAN RE	156
2249	KING COUNTY BAR ASSOCIATION	750
2252	TRUGREEN	907.5
2253	CHANCERY CIVIC LLC	11208.6
2254	U.S. BANK PURCHASE CARDS	106772.12
2259	MINUTEMAN PRESS	16157.6
2262	DILIGENT CORPORATION	16703.51
2264	SWOFFORD EXCAVATING	50707.8
2268	IRIS WINDOW COVERINGS	8635
2270	LAKESIDE INDUSTRIES	316146.01
2283	VSS INTERNATIONAL INC.	72923
2285	QUALITY WATER FINANCIAL	1055.2
2295	ALL THINGS HR, LLC	455
2300	MICROSOFT CORPORATION	7288.51
2311	BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	11232
2312	GOOD, MICHAEL J.	250
2313	MANAGEMENT PARTNERS	26930
2318	PIXEYES GRAPHICS & DESIGN	1860
2319	SITESCAPES	2670
2327	PACIFIC AIR CONTROL, INC.	7191.26
2333	NORTHEND TRUCK EQUIPMENT CO., LLC	1062.33
2334	NORTHSHORE YOUTH SOCCER ASSOC.	44
2335	DEBO, ALEXANDER	150
2336	CHRISTEN ESTATES, LLC	15000
2337	HUANG, ANGELINA	7500
2338	58 STARS TRAVEL	940.3
2339	EE-NA ENTERPRISES, LLC	1147.75
2340	MOJO STRATEGIES	19125
2341	ALLIANCEONE RECEIVABLES MGMT INC	350.93
2342	RAINBOW TOWING	302.5

VI. A. Total Check #s 45414 through 45514 in the amount of \$4,098,132.97...

Vendor Purchasing Report

For Date Range 01/01/2020 - 08/21/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2343	KNOWBE4, INC.	735.92
2344	DZHENKOV, PETAR	275
2345	DEOL, GUR RAJ	275
2346	DILLON, MARGARET	550
2347	HOUSING AUTHORITY OF KING COUNTY WA	3525
2348	ARROWHEAD PARK VISTA CONDOMINIUM ASSOCIATI	2150
2349	SSI & MHA CORPORATION	9755
2351	ENGINEER SUPPLY	709
2352	EARTHCAM	15715.73
2353	NORTHSHORE SCHOOLS FOUNDATION	4000
2354	ALLAN WEBB NISSAN	62542.46
2355	BUREAU VERITAS	9900
2356	KEIM, JEANNIE	150
2357	4IMPRINT	432.07
2359	PRECISION PLUMBING AND HEATING	165.9
2360	O'CAIN, MELANIE	965.22
2361	BFI 4 LLC	26351.99
2362	CHASEWEST VENTURES, INC.	25406.25
2363	IDAHO ASSOC. OF BUILDING OFFICIALS, INC.	25
2364	JASON'S CREATIONS	350
2365	ADAM TIEGS	350
2366	CCI SOLUTIONS	858
2367	MARGARET FLYNN	650
2368	JEFF LUKE PHOTOGRAPHY LLC	4525.11
2369	MARIA SZABLYA RIVAS	150
2370	PYRAMID CATERING & EVENTS	925
2371	RACHEL RISING	150
2372	ANDERSON ROOFING INC.	218.6
2373	BRAD OR KELLI CARSON	150
2374	DEPARTMENT OF NATURAL RESOURCES	1261.17
2375	FONG, DAPHNE	150
2376	LISA TROUT	100
2377	NORTH URBAN HUMAN SVCS ALLIANCE	1000
2378	NXLVLUP, LLC	13848
2379	JENNIFER DIXON	15000
2380	JOHN BROWN	56.75
2381	NORTHLAKE LITTLE LEAGUE	250
2382	FOCUS TOOLS & ENGINEERING, INC.	25050
2383	NORTH LAKE LITTLE LEAGUE	3080
2384	NORTHWEST ENERGY EFFICIENCY COUNCIL	75
2386	CECCANTI, INC.	7330988.13
2387	HUI, IVANA	150
2388	3CMA CITY-COUNTY COMMUNICATIONS & MARKETIN	400
2389	JET CITY CLEANING	5632
2392	DEPARTMENT OF COMMERCE	6561.97
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHW	2637.98
2394	GRIESEL, LEN	21388.5
2395	PLASTIC SALES & SERVICE INC.	8452.15
2396	ZIPLY FIBER	3707.76
2399	COPIERS NORTHWEST	7598.8
2400	MSR GLASS HOUSE, LLC	9500
2401	SHIXIONG HU	7500
2402	PACIFIC OFFICE AUTOMATION	6243.6
2403	AMERICALL	2286.9
2404	BAKER, W. COLE	13.39
2406	FISCHER, AUSTIN	13.39
2408	FISHER, AKSEL	13.39
2410	KENDALL FORD OF MARYSVILLE	51263.4

VI. A. Total Check #s 45414 through 45514 in the amount of \$4,098,132.97...

Vendor Purchasing Report

For Date Range 01/01/2020 - 08/21/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2411	STELL ENVIRONMENTAL ENTERPRISES, INC	10650.19
2412	OTTO ROSENAU & ASSOCIATES, INC	427.88
2413	ICLEI	600
2414	GENCAP CONSTRUCTION CORP	451239.43
2416	KIERA CONDON	450
2417	SUMMIT LAW GROUP PLLC	9492.5
2418	AMERICAN LEAK DETECTION	1782
2419	MIKE FOLDEN PRODUCTIONS	4000
2421	SIGNARAMA	280.76
2423	MAUREEN COLAIZZI	119
2424	BAUTISTA, REGINALD	269.48
2425	THOMCO CONSTRUCTION, INC.	160748.16
2426	OASIS EIGHT, LLC	7500
2427	LAKESIDE INDUSTRIES	476079.6
Vendor Set Vendor Set 01 Total:		18488682.42

VI. A. Total Check #s 45414 through 45514 in the amount of \$4,098,132.97...



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

07/25/2020-08/07/2020

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 45339 through 45413: \$774,277.56

Total Payroll/Taxes/Flexible Spending/Retirement/Health Savings Electronic Deposits Dated: 7/31/2020: \$168,535.13

J. J. J. for Rob Karlinsky
City Manager / Date 8/7/20

Jaminda J. J.
Finance Director / Date 8/7/20

Vendor Name	Check #	Date	Description	Amount
CITY OF KENMORE	45339	07/31/2020	Employee Deduction	30.00
DEPARTMENT OF LABOR AND INDUSTRIES	45340	07/31/2020	City of Kenmore	2,045.47
EMPLOYMENT SECURITY DEPARTMENT	45341	07/31/2020	Paid Family & Medical Leave	647.96
ICMA RETIREMENT C/O ALLFIRST BANK/109964	45342	07/31/2020	City of Kenmore 401a	17,884.54
ICMA RETIREMENT TRUST 457/304745	45343	07/31/2020	ICMA 457 Deferred Comp	6,292.75
STATE OF FLORIDA DISBURSEMENT UNIT	45344	07/31/2020	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	45345	07/31/2020	Employee Charitable Contribution	53.00
A WORKSAFE SERVICE, INC	45346	08/07/2020	Maint. Dept. Drug Test	55.00
AMERICALL	45347	08/07/2020	June Afterhours Call Service	134.16
AMERICAN LEAK DETECTION	45348	08/07/2020	ROW Irrigation Leak Detection Services	1,782.00
AURORA RENTS	45349	08/07/2020	Diesel Compressor Rental	143.13
BRIEN, GAYLYNN	45350	08/07/2020	May Sales Tax Data Conversion Services	50.00
CADMAN MATERIALS, INC.	45351	08/07/2020	Asphalt	374.56
COMCAST BUSINESS	45352	08/07/2020	7/19-8/18 Hangar Bldg. Cable	147.26
EARTHWORKS	45353	08/07/2020	SR511 & 153rd-155th Monthly Landscaping	5,671.88
ELECTRONIC BUSINESS MACHINES	45354	08/07/2020	July 2nd Floor B\W & Color Copier Chgs	59.50
EVERGREEN PRINT SOLUTIONS	45355	08/07/2020	Check Stock	335.36
FERGUSON ENTERPRISES INC #3011	45356	08/07/2020	Cement	225.09
GENCAP CONSTRUCTION CORP	45357	08/07/2020	19-C2112 July Boathouse Construction	287,623.18

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

GORDON THOMAS HONEYWELL	45358	08/07/2020	July Government Affairs Consulting	3,908.77
GREGORY, JOANNE	45359	08/07/2020	Reibursement for Surface Tablet Purchases	3,189.98
GRIESEL, LEN	45360	08/07/2020	Refund Deposit PRJ2015-0208/ENG17-0864	18,299.40
HAULAWAY STORAGE CONTAINERS, INC.	45361	08/07/2020	6/26-7/23 Container Rentals	191.40
HERRERA ENVIRONMENTAL CONSULTANTS	45362	08/07/2020	5/30-6/26 20-C2153 Aquatic Weeds Plan	2,188.68
HONEY BUCKET	45363	08/07/2020	Public Works Yard Rental 7/27-8/23	156.75
HONEY BUCKET	45364	08/07/2020	7/11-8/7/20 Squire's Landing Rental	240.35
INSLEE, BEST, DOEZIE & RYDER, P.S.	45365	08/07/2020	June Legal Services	18,094.52
KING COUNTY SHERIFF	45366	08/07/2020	May School District Police Overtime	366.56
KING COUNTY SHERIFF	45367	08/07/2020	June Police Services	309,105.92
LAKESIDE INDUSTRIES	45368	08/07/2020	Asphalt Supplies	213.14
MIKE FOLDEN PRODUCTIONS	45369	08/07/2020	Port of Seattle Grant Photography	4,000.00
MILLER STEPHENS, MARY	45370	08/07/2020	July Public Defense Services @ SCORE	1,250.00
MOJO STRATEGIES	45371	08/07/2020	19-C2108 July Social Media/Communications Svcs	500.00
MOTT MACDONALD GROUP, INC.	45372	08/07/2020	17-C1657 June Squire's/Logboom Permitting/Design	19,134.46
MSPT XXII, LLC	45373	08/07/2020	July Hangar Bldg./Town Square Trash	500.00
NORTHSHORE ROTARY CLUB	45374	08/07/2020	April-June Quarterly Dues	60.00
NORTHSHORE SENIOR CENTER	45375	08/07/2020	2nd Qtr Transportation Funding	1,650.00
NORTHSHORE UTILITY DIST	45376	08/07/2020	5/15-7/15 PW/CH/Hangar/Irrigation/Town Square	2,920.33
NORTHWEST ARBORICULTURE LLC	45377	08/07/2020	Arborist Work @ Rhododendron Park	748.00
NXLVLUP, LLC	45378	08/07/2020	July Incubator Consulting Svcs	3,200.00
OFFICE DEPOT	45379	08/07/2020	Misc. Office Supplies	171.16
OLSON BROTHERS PRO VAC	45380	08/07/2020	Vactor Truck/CCTV/Catch Basin Svcs	6,491.12
O'REILLY/FIRST CALL	45381	08/07/2020	Vehicle Cleaner	14.29
OSBORN CONSULTING INC.	45382	08/07/2020	June Consulting Svcs/Rhod. Park Boathouse	14,692.08
PACIFIC TOPSOILS	45383	08/07/2020	6/26-7/25 Green Waste Dump Fees	389.10
PUGET SOUND ENERGY	45384	08/07/2020	6/15-7/15 Gas/Electricity/Traffic Signals	1,795.14
QUALITY WATER FINANCIAL	45385	08/07/2020	Incubator Bldg. Filtered Water Svc.	65.95
QUALITY WATER FINANCIAL	45386	08/07/2020	Public Works Office Filtered Water Svc.	65.95
SEATTLE TIMES	45387	08/07/2020	SEPA Notice Hiatt Springs Townhomes	254.22
SEATTLE TIMES	45388	08/07/2020	PRJ18-0095 Inglemoor Concert Hall	265.37
SEATTLE TIMES	45389	08/07/2020	Public Hearing Park/Rec. Open Space	162.79
SHERWIN WILLIAMS CO. #8099	45390	08/07/2020	Paint for Senior Center	44.64

SIGNARAMA	45391	08/07/2020	Signs for Scavenger Hunt	280.76
SISKUN POWER EQUIPMENT	45392	08/07/2020	Equipment Parts	15.62
SISKUN POWER EQUIPMENT	45393	08/07/2020	Parks/Streets Tools & Equipment	152.56
SMS CLEANING, INC.	45394	08/07/2020	City Hall/Hangar/Public Works Office Janitorial	6,495.00
STAPLES ADVANTAGE	45395	08/07/2020	City Hall Supplies/Cleaners/Batteries	119.96
STAPLES ADVANTAGE	45396	08/07/2020	City Hall Supplies/Cleaners	196.59
STAPLES ADVANTAGE	45397	08/07/2020	Hand Sanitizer	171.14
STAPLES ADVANTAGE	45398	08/07/2020	City Hall Trash Bags	44.04
STARDOM SERVICES, INC.	45399	08/07/2020	July Incubator Janitorial Service	660.00
SUNBELT RENTALS	45400	08/07/2020	Parts for Street Equipment	310.28
T MOBILE USA, INC.	45401	08/07/2020	Staff Cell Phones & Data Plans	1,015.29
T MOBILE USA, INC.	45402	08/07/2020	Staff Cell Phones & Data Plans	1,125.66
TYLER TECHNOLOGIES, INC.	45403	08/07/2020	Tyler Annual Software Maint. Agreement	18,814.08
U.S. BANK PURCHASE CARDS	45404	08/07/2020	Zoom Fees	269.37
U.S. BANK PURCHASE CARDS	45405	08/07/2020	Dell Laptop/Paypal - WACE Membership	1,563.06
U.S. BANK PURCHASE CARDS	45406	08/07/2020	Paypal/MBP Merchant Fees	30.70
U.S. BANK PURCHASE CARDS	45407	08/07/2020	Volgistics/Survey Monkey	85.71
U.S. BANK PURCHASE CARDS	45408	08/07/2020	Annual Sweeper Maint/Auto Desks/Stand	4,362.93
U.S. BANK PURCHASE CARDS	45409	08/07/2020	Amazon/Decibel Meter	20.94
U.S. BANK PURCHASE CARDS	45410	08/07/2020	Amazon/Work from Home Supplies/Sidewalk Chalk	221.98
WA ASSOC OF BUILDING OFFICIALS	45412	08/07/2020	Recruitment Svcs - Bldg Inspector	50.00
ZIPLY FIBER	45413	08/07/2020	Public Works Office Internet 7/19-8/18	111.98
DRS 457	DFT0000752-53	07/31/2020	DRS 457 Deferred Comp	1,908.91
AVIDIA HEALTH	DFT0000754-59	07/31/2020	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000760	07/31/2020	Public Employees Retirement	31,998.53
NAVIA	DFT0000761	07/31/2020	Employee Flexible Spending Account	416.15
BANK OF AMERICA 941	DFT0000762	07/31/2020	Federal Taxes	19,471.40
PAYROLL	Electronic Deposit	7/31/2020	Direct Deposit	114,640.14
				<u><u>\$ 942,812.69</u></u>

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2020 - 08/07/2020

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	550
0014	AMERICAN PLANNING ASSOCIATION	1900
0022	ASSOCIATION OF WA CITIES	90
0024	BAKER, DAVID	4051.53
0037	BASTYR UNIVERSITY	351.45
0054	BULGER SAFE & LOCK, INC.	304.21
0064	CASCADE PEST CONTROL	1001
0067	CENTER FOR HUMAN SERVICES	28750
0076	CITY OF BELLEVUE	101518.12
0081	CITY OF KENMORE	95.17
0083	CITY OF LAKE FOREST PARK	48111
0086	CITY OF SHORELINE	2783
0092	CODE PUBLISHING COMPANY	3829.9
0099	CONSOLIDATED PRESS	4349.92
0106	CROWN PRODUCTS LLC	991.2
0109	DAILY JOURNAL OF COMMERCE	1604.4
0111	DEPARTMENT OF ECOLOGY	28638.85
0121	REPUBLIC SERVICES	8127.58
0130	EMPLOYMENT SECURITY DEPARTMENT	10090.71
0134	EVERGREEN PRINT SOLUTIONS	335.36
0137	FERGUSON ENTERPRISES INC #3011	1554.03
0145	FRUHLING SAND & TOPSOIL	1296.67
0151	CALPORTLAND COMPANY	783.49
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190
0169	HERRERA ENVIRONMENTAL CONSULTANTS	6310.4
0173	HOME DEPOT CREDIT SERVICES	1688.19
0174	HOPELINK	10000
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	143179.51
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	1400
0197	JET CITY PRINTING	1141.8
0201	KCDA PURCHASING COOP	4010.7
0205	KENMORE HERITAGE SOCIETY	100
0212	KING COUNTY FINANCE W.L.R.D.	2713
0213	KING COUNTY ANIMAL SVCS	1435
0216	KING COUNTY FINANCE	1000
0218	KING COUNTY FINANCE	3208.1
0219	KING COUNTY FINANCE	72443.78
0224	SOUND PUBLISHING, INC.	395
0230	KING COUNTY RADIO COMM SERVICES	600.6
0233	KING COUNTY SHERIFF	1751900.4
0235	KING COUNTY TREASURY	39839.98
0246	LAKE CITY PICTURE FRAMING	310.21
0251	LIGHTHOUSE CONSULTING INC	68202.2
0261	PENDLETON CONSULTING LLC	4200.7
0285	NORTHSHORE FIRE DEPT	2440
0286	NORTHSHORE SCHOOL DISTRICT	137449
0287	NORTHSHORE SENIOR CENTER	18950
0288	NORTHSHORE UTILITY DIST	88449.57
0290	NORTHSHORE YOUTH & FAMILY SERVICES	4000
0292	HONEY BUCKET	8558.45
0299	EBIX, INC.	118.27
0300	OFFICE DEPOT	3890.29

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	17811.48
0310	PACIFIC TOPSOILS	4389.58
0314	PETTY CASH CUSTODIAN	400.31
0327	PUGET SOUND CLEAN AIR AGENCY	18889
0328	PUGET SOUND ENERGY	116186.95
0329	PUGET SOUND FINANCE OFFICERS ASSOC	130
0345	SEATTLE TIMES	4665.71
0350	SIGN UP, SIGN CO, INC	412.5
0355	STAPLES ADVANTAGE	8869.61
0357	STEWART MACNICHOLS HARMELL, INC.	35000
0359	SOUND CITIES ASSOC	15539.29
0365	TOTAL LANDSCAPE CORP	56155.15
0371	UNITED STATES POSTMASTER	1817.64
0375	US POSTAL SERVICE (HASLER)	6143.89
0385	WA ASSOC OF BUILDING OFFICIALS	120
0387	WA CITIES INSURANCE AUTHORITY	329569
0401	WA STATE DEPT OF TRANSPORTATION	4247.94
0405	WASHINGTON STATE OFFICE CASH MGMT	1142.5
0412	COLUMBIA RIDGE LANDFILL	17737.36
0424	ICMA RETIREMENT TRUST 457 / 304745	94770.15
0425	DRS 457	30537.28
0426	AFLAC	2519.94
0428	BANK OF AMERICA 941	292523.92
0429	AWC EMPLOYEE BENEFIT TRUST	438668.14
0431	DEPARTMENT OF RETIREMENT SYSTEMS	508057.5
0432	DEPARTMENT OF LABOR AND INDUSTRIES	27860.78
0434	UNITED WAY OF KING COUNTY	848
0436	NATIONAL LIFE OF VERMONT	862.19
0448	UPS STORE KENMORE	414.24
0450	AURORA RENTS	2544.06
0473	ARTS OF KENMORE	3400
0515	NATIONAL LEAGUE OF CITIES	1563
0550	KING COUNTY RECORDER'S OFFICE	216
0586	QUADIENT LEASING USA, INC.	1596.2
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5720
0617	KING COUNTY FINANCE	250
0641	TELESYSTEMS WEST	137.51
0685	PACE ENGINEERS, INC.	27083.95
0690	BUILDERS EXCHANGE OF WASHINGTON INC	1106.55
0692	HDR ENGINEERING, INC	216223.76
0696	AMERICAN GENERAL LIFE GPO/4005	1959.44
0699	BANNER BANK DB	1114.51
0743	BANNER BANK NO	5063.06
0764	OUSLEY, NANCY	86.08
0781	QUALITY BUSINESS SYSTEMS INC.	3672.62
0791	NORTHSHORE ROTARY CLUB	427
0807	CASCADE RECREATION, INC	551.25
0817	GRAINGER	3472.82
0828	PUGET SOUND BUSINESS JOURNAL	125
0831	NORTHSHORE PARK & REC SERVICE AREA	2567
0851	EVERMARK, LLC	609.73
0852	GREGORY, JOANNE	3456.98
0858	A+ CONFERENCING	1441.56
0864	COLUMBIA FORD	22530.94
0868	JAYMARC AV	5814.62
0869	BANNER BANK JGORDON	3977.01
0892	JACOBS ENGINEERING GROUP	206266.49
0899	SHRED IT USA LLC	410.24

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0912	ALCALDE & FAY	30398.2
0913	KENMORE ELEMENTARY	3750
0981	COMCAST BUSINESS	2585.92
0994	GORDON THOMAS HONEYWELL	27526.56
1003	IWORQ SYSTEMS	2800
1010	TOWN CENTER HARDWARE	946.41
1045	HORIZON DISTRIBUTORS INC	3938.18
1047	SARAH ROBERTS	46841.59
1052	FIRE PROTECTION, INC	4114.65
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.2
1114	PHSI PURE HEALTH SOLUTIONS INC.	606.54
1116	FRONTIER	4922.99
1123	AM TEST, INC	1350
1140	PAWS	2354
1148	AGORA REFRESHMENTS	402.16
1168	SCHINDLER ELEVATOR CORPORATION	1890.83
1177	WELLS FARGO FINANCIAL	81.67
1197	MILLER STEPHENS, MARY	10000
1215	STATE OF FLORIDA DISBURSEMENT UNIT	4400
1216	ADVANCE TESTING & SERVICE INC	1566
1222	OLSON BROTHERS PRO VAC	34220.85
1259	PERTEET INC.	352.36
1267	AUTOMATED CONTROLS	1551
1269	KAMINS CONSTRUCTION INC.	34996.72
1293	THE WATERSHED COMPANY	9287.5
1297	GOVERNMENT FINANCE RESEARCH GROUP	1995
1299	VERIZON WIRELESS	2466.57
1309	BANNER BANK BAKER	7323.43
1311	WASHINGTON STATE PATROL	1039.49
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	3900
1322	AABCO BARRICADE COMPANY INC.	1485
1326	JOYCE ZIKER PARKINSON	1837.5
1331	KBA INC.	535854.43
1339	STATE OF WA DEPARTMENT OF LICENSING	0.44
1345	SHERWIN WILLIAMS CO. #8099	102.6
1356	KARLINSEY, ROB	150.08
1357	KENMORE COMMERCIAL LLC	26936.32
1358	ALPHAGRAPHS	649.4
1372	AAA PRINTING	922.14
1385	CITYWORKS/ AZTECA SYSTEMS INC.	37100
1390	UTILITIES UNDERGROUND LOCATION CTR	1381.59
1403	OSBORN CONSULTING INC.	169178.37
1431	BRIEN, GAYLYNN	350
1452	CITY OF KENT	500
1456	HESTON VISUAL ARTS	214.7
1457	LANGUAGE LINE SERVICES, INC.	35.37
1459	FLEMINGS HOLIDAY LIGHTING LLC	5174.7
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	25
1500	MARINE FLOATS CORPORATION	3169.29
1504	SCORE	148194.27
1555	LINCOLN NATIONAL LIFE INSURANCE	9464.68
1581	STARDOM SERVICES, INC.	4271.54
1605	ALL CITY FENCE CO.	2332
1606	GALLATIN PUBLIC AFFAIRS	22064.25
1629	WESTERN DISPLAY FIREWORKS, LTD.	4750
1657	STEWART TITLE COMPANY	258326.3
1673	KPFF CONSULTING ENGINEERS	119253.95
1689	MOTT MACDONALD GROUP, INC.	443442.96

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1704	BANNER BANK RK	9291.2
1711	SOFTWAREONE, INC.	11360.34
1712	SITEIMPROVE, INC.	3353.9
1715	THE WIDE FORMAT COMPANY	352
1718	RESOURCE EXPLORATION, LLC	20000
1721	GOOD TO GO	2.75
1731	NORTHWEST ARBORICULTURE LLC	7319.4
1738	MUNIMANAGE, LLC	5280
1754	RFI ENTERPRISES INC.	365.2
1762	BAKER, BRIDGIT	905.54
1763	REID, JAMES FALCONER	9292.5
1774	OWEN EQUIPMENT COMPANY	1112.43
1786	TYLER TECHNOLOGIES, INC.	18814.08
1814	YSI INCORPORATED, A XYLEM BRAND	1789.98
1816	NAVIA	19658.4
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	4053.18
1829	SHI INTERNATIONAL CORP.	882.79
1838	AVIDIA HEALTH	1600
1863	HAULWAY STORAGE CONTAINERS, INC.	763.4
1884	CADMAN MATERIALS, INC.	422.06
1885	NATIONAL BARRICADE CO., LLC	3627.71
1889	WILLIAMS, KASTNER & GIBBS PLLC	57065.43
1892	HEARTH MUSIC	2050
1901	NORTH COAST ELECTRIC COMPANY	1837.55
1908	VAUGHAN, KENT	400
1914	MCNAMARA SIGNS	1420.29
1927	GAMETIME	2429.19
1930	T MOBILE USA, INC.	6398.46
1932	U.S. BANK N.A. / CUSTODY	276
1945	GLASS MASTERS LLC	3445
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	100
1960	WALTER E. NELSON CO.	408.87
1964	EARTHWORKS	42527.05
1970	CROSSROAD SIGN	385
1978	GOVDELIVERY, LLC	5000
1979	MSPT XXII, LLC	500
1980	HRA VEBA TRUST	37356.54
1985	CONTRACT LAND STAFF LLC	22689.24
1991	WASHINGTON STATE TREASURER	6290.28
1993	HYAS GROUP, LLC	3750
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50
2004	RED BARN ENGINEERING, INC.	42827.5
2007	HYDROPOINT DATA SYSTEMS, INC.	1077
2009	O'CONNOR CONSULTING GROUP, LLC	21000
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	1932.8
2017	DARRELL THOMSON	1667.58
2024	DFR LAW GROUP, LLC	600
2048	SMS CLEANING, INC.	45465
2049	SUNBELT RENTALS	310.28
2054	BLUE FLAME HEATING, AIR & ELECTRIC	264.6
2063	French Touchup LLC	5400
2081	SHANNON & WILSON, INC.	21196.5
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180
2119	PIONEER TOWING COMPANY	138000
2120	LAKEPOINTE, INC.	24000
2135	AMERICAN SOLUTIONS FOR BUSINESS	1511.42
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	282791.15
2143	ERIK D PLUMBER LLC	165

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2144	MODUS TECHNOLOGY, INC.	721.22
2147	SOD SPOT LLC	5400
2156	ASSOCIATED PETROLEUM PRODUCTS INC.	1536.49
2157	SOUND SAFETY PRODUCTS CO.	1182.09
2161	BENNETT GOLD, TOBIN	4035.47
2167	APWA/WA CHAPTER	1500
2175	ELECTRONIC BUSINESS MACHINES	2135.8
2176	CANON FINANCIAL SERVICES, INC.	1860.88
2183	SISKUN POWER EQUIPMENT	1469.73
2199	HALALILO, PAULA	40
2206	CHECK RIDE	3450
2209	MORUP SIGNS, INC.	3784.02
2211	PRECISION FUEL SOLUTIONS	1237.5
2214	CAROLYN LAW	6487.5
2215	INTERSECTION MEDIA, LLC	194.22
2221	O'REILLY/FIRST CALL	72.56
2222	GRADE, INC.	14044.24
2227	EARTHCORPS	1837
2231	A WORKSAFE SERVICE, INC	55
2236	COMCAST	18020.87
2237	CREATIVE HOUSE BRANDING	942.93
2242	MARY'S PLACE	23334
2247	EMERALD PAVING, INC	4941
2249	KING COUNTY BAR ASSOCIATION	750
2252	TRUGREEN	605
2253	CHANCERY CIVIC LLC	11208.6
2254	U.S. BANK PURCHASE CARDS	106772.12
2259	MINUTEMAN PRESS	12894.18
2262	DILIGENT CORPORATION	16703.51
2264	SWOFFORD EXCAVATING	50707.8
2268	IRIS WINDOW COVERINGS	8635
2270	LAKESIDE INDUSTRIES	315231.91
2283	VSS INTERNATIONAL INC.	72923
2285	QUALITY WATER FINANCIAL	1055.2
2295	ALL THINGS HR, LLC	245
2300	MICROSOFT CORPORATION	7288.51
2311	BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	11232
2312	GOOD, MICHAEL J.	250
2313	MANAGEMENT PARTNERS	26930
2318	PIXEYES GRAPHICS & DESIGN	1740
2319	SITESCapes	2670
2327	PACIFIC AIR CONTROL, INC.	4379.38
2333	NORTHEND TRUCK EQUIPMENT CO., LLC	1062.33
2334	NORTHSHORE YOUTH SOCCER ASSOC.	44
2335	DEBO, ALEXANDER	150
2336	CHRISTEN ESTATES, LLC	15000
2337	HUANG, ANGELINA	7500
2338	58 STARS TRAVEL	940.3
2339	EE-NA ENTERPRISES, LLC	1147.75
2340	MOJO STRATEGIES	19125
2341	ALLIANCEONE RECEIVABLES MGMT INC	350.93
2342	RAINBOW TOWING	302.5
2343	KNOWBE4, INC.	735.92
2344	DZHENKOV, PETAR	275
2345	DEOL, GUR RAJ	275
2346	DILLON, MARGARET	550
2347	HOUSING AUTHORITY OF KING COUNTY WA	3525
2348	ARROWHEAD PARK VISTA CONDOMINIUM ASSOCIATI	2150

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2349	SSI & MHA CORPORATION	9755
2351	ENGINEER SUPPLY	709
2352	EARTHCAM	15715.73
2353	NORTHSHORE SCHOOLS FOUNDATION	4000
2354	ALLAN WEBB NISSAN	62542.46
2355	BUREAU VERITAS	9900
2356	KEIM, JEANNIE	150
2357	4IMPRINT	432.07
2359	PRECISION PLUMBING AND HEATING	165.9
2360	O'CAIN, MELANIE	965.22
2361	BFI 4 LLC	26351.99
2362	CHASEWEST VENTURES, INC.	25406.25
2363	IDAHO ASSOC. OF BUILDING OFFICIALS, INC.	25
2364	JASON'S CREATIONS	350
2365	ADAM TIEGS	350
2366	CCI SOLUTIONS	858
2367	MARGARET FLYNN	650
2368	JEFF LUKE PHOTOGRAPHY LLC	4525.11
2369	MARIA SZABLYA RIVAS	150
2370	PYRAMID CATERING & EVENTS	925
2371	RACHEL RISING	150
2372	ANDERSON ROOFING INC.	218.6
2373	BRAD OR KELLI CARSON	150
2374	DEPARTMENT OF NATURAL RESOURCES	1261.17
2375	FONG, DAPHNE	150
2376	LISA TROUT	100
2377	NORTH URBAN HUMAN SVCS ALLIANCE	1000
2378	NXLVLUP, LLC	13848
2379	JENNIFER DIXON	15000
2380	JOHN BROWN	56.75
2381	NORTHLAKE LITTLE LEAGUE	250
2382	FOCUS TOOLS & ENGINEERING, INC.	25050
2383	NORTH LAKE LITTLE LEAGUE	3080
2384	NORTHWEST ENERGY EFFICIENCY COUNCIL	75
2386	CECCANTI, INC.	4570340.77
2387	HUI, IVANA	150
2388	3CMA CITY-COUNTY COMMUNICATIONS & MARKETIN	400
2389	JET CITY CLEANING	5632
2392	DEPARTMENT OF COMMERCE	6561.97
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHW	2637.98
2394	GRIESEL, LEN	21388.5
2395	PLASTIC SALES & SERVICE INC.	8452.15
2396	ZIPLY FIBER	2576.91
2400	MSR GLASS HOUSE, LLC	9500
2401	SHIXIONG HU	7500
2402	PACIFIC OFFICE AUTOMATION	6243.6
2403	AMERICALL	2286.9
2404	BAKER, W. COLE	13.39
2406	FISCHER, AUSTIN	13.39
2408	FISHER, AKSEL	13.39
2410	KENDALL FORD OF MARYSVILLE	51263.4
2411	STELL ENVIRONMENTAL ENTERPRISES, INC	10650.19
2412	OTTO ROSENAU & ASSOCIATES, INC	427.88
2413	ICLEI	600
2414	GENCAP CONSTRUCTION CORP	451239.43
2417	SUMMIT LAW GROUP PLLC	9492.5
2418	AMERICAN LEAK DETECTION	1782
2419	MIKE FOLDEN PRODUCTIONS	4000

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2421	SIGNARAMA	280.76
Vendor Set Vendor Set 01 Total:		14338248.28

VI. B. Total Check #s 45339 through 45413 in the amount of \$774,277.56. ...

**City of Kenmore
City Council Regular Meeting
Minutes
July 27, 2020**

CALL TO ORDER - Mayor David Baker called the meeting to order at 6:15 p.m.

6:00 p.m. EXECUTIVE SESSION

Discussion of Property Acquisition per RCW 42.30.110(1)(b). At 7:00 p.m., the executive session was extended until 7:05 p.m.

POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

No action taken

RECONVENE TO REGULAR SESSION

The meeting reconvened to regular session at 7:05 PM

7:05 p.m. - CALL REGULAR MEETING TO ORDER

ROLL CALL

All Councilmembers were present virtually via Zoom:

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

There were no objections and the agenda was approved as submitted.

PRESENTATIONS

Housing Development Consortium (HDC) of Seattle-King County presented the 2019 Municipal Champion Award to the City of Kenmore.

PROCLAMATION

Official City Color

City of Kenmore - City Council Meeting Minutes
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100th Anniversary of 19th Amendment to the United States Constitution

CITIZEN COMMENTS

Victoria Grayland

Ms. Grayland spoke about her concerns of the chemicals in the paint striping and asphalt materials.

Todd Prince

Mr. Prince spoke in opposition of the ADU amendments because they will destroy the character of the neighborhood.

Phyllis Finley

Ms. Finley spoke in opposition of the condemnation under Ord. 20-0509 and would like to see more notice given regarding the public hearing for regulations. Ms. Finley suggested city staff holding question and answer time with the public prior to hearing.

Rose Hendrix

Ms. Hendrix played a short video of police brutality and urged council to not support the King County Sheriff's office.

Nicole Dubois

Ms. Dubois spoke in opposition of Ord. 20-0509 as a neighbor living next door and spoke of her concerns regarding chemicals and large rigs next to a wetland and the potential drainage runoff problems.

Anthony Tiburcio

Mr. Tiburcio spoke in opposition of Ordinance No. 20-0509 and emphasized the displacement it would cause.

Stacey Valenzuela

Ms. Valenzuela spoke in opposition of Ord. 20-0509 as a resident of the community next door for her concerns about critical areas. She reminded council to not berate the public for providing comments.

Rae Hanashiro

Ms. Hanashiro spoke in opposition of Ord. 20-0509 because this space is used by tutors to assist students who need extra help.

Christine Sismaet

Ms. Sismaet spoke in opposition of Ord. 20-0509.

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John Hendrickson

Mr. Hendrickson spoke to council about organizational clarity and the lack of transparency for the public.

Rowena Soloman

Ms. Soloman spoke in opposition of Ord. 20-0509 for concerns of the rating system.

Irene Vuhn

Ms. Irene spoke in opposition of Ord. 20-0509 for its importance to the property owner's family.

Leann van Alstine

Ms. Van Alstine spoke in opposition of Ord. 20-0509.

Sandora Tiburcio

Ms. Tiburcio spoke in opposition of Ord. 20-0509 for concerns of the rating system.

Felyx Tsoi

Mr. Tsoi spoke in opposition of Ord. 20-0509.

Nora Starosky

Ms. Starosky spoke in opposition of Ord. 20-0509.

Joanmarie Hughes

Ms. Hughes spoke in opposition of Ord. 20-0509.

Ilyne Macintosh

Ms. Macintosh spoke in opposition of Ord. 20-0509.

Rebecca Chen

Ms. Chen spoke in opposition of Ord. 20-0509.

RJ Soloman

Ms. Soloman spoke in opposition of Ord. 20-0509 by continuing the comments made by Mr. Felyx Tsoi earlier in the meeting.

CONSENT AGENDA

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

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July 27, 2020

The consent agenda included the following items:

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

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Date: 7/10/2020 in the Amount of \$171,943.07.

Approve Resolution 20-0345 Ratifying and Adopting Proclamation and Emergency Rule 20-03.4 to Extend Temporary Moratorium on Residential Tenant Evictions.

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

Approve Resolution 20-346 Ratifying City Manager Proclamation and Issuance of Emergency Rule 20-05.2: Temporary Suspension of City In-Person Rules and Requirements.

Approve Resolution 20-347 Ratifying and Adopting Proclamation and Emergency Rule 20-06.3 to Extend Temporary Moratorium on Small Business/Nonprofit Tenant Evictions.

Authorize the City Manager to Execute Amendment No. 8 of Contract 17-C1657 with Mott MacDonald.

Authorize the City Manager to Execute Agreement No. 20-C2177 for Wallace Swamp Creek Park Pond Maintenance.

Cancel all Regular Meetings in the Month of August, 2020.

Approve Council Meeting Minutes of June 8, June 22, July 13, and July 20, 2020.

Authorize the City Manager to sign Amendment 1 of the WRIA 8 Interlocal Agreement.

PUBLIC HEARING

Kenmore Municipal Code Amendments related to Accessory Dwelling Units, Ordinance No. 20-0510 – Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner.

Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner presented code amendments relating to Accessory Dwelling Units (ADU). Prior to opening the Public Hearing, staff went through a presentation to provide background information to the Council.

Background

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

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July 27, 2020

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.

Due to an error with the Zoom recording, approximately 20 minutes of the meeting was not recorded. During that time, Council heard a presentation from the Principal Planner and discussed the ADU regulation amendments.

Public Hearing Comments

Comments sent in by email were forwarded to the Council for consideration.

Bruce Garberding

Mr. Garberding spoke about his worry that the ADU regulation changes will cause a decreased quality of life, request to maintain owner occupancy requirements, and the cost of the city for a growing population.

Prasad Jakka

Mr. Jakka spoke about liking the concept of the ADU regulation changes but requested the owner occupancy requirement be at 6 months to 1 year.

Phyllis Finley

Ms. Finley was not in favor of amendments and highlighted five points: owner occupancy requirement should remain, the intent of the regulations results in a zoning change, property value changes and tax ramifications, the lack of onsite parking requirements, and setback changes.

Leann Van Alstine

Ms. Van Alstine spoke in favor of ADU regulation amendments as ADUs are a benefit to homeowners and ADUs do not noticeably change neighborhoods.

Randy Bannecker

Mr. Bannecker spoke in favor of ADU regulations for boosting neighborhood stability, give homeowners flexibility.

John Hendrickson

Mr. Hendrickson spoke against the ADU regulation amendments for the crime they would bring to the city and his opinion that the ADU regulations do not need to be changed.

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July 27, 2020

Tom Cass

Mr. Cass spoke against the ADU regulation amendments because of the negative effect they could have on the charm and character of Kenmore.

Ed Cummings

Mr. Cummings spoke in support of the proposed ADU regulations since they provide an alternative to subdivisions which change the character of the neighborhood.

Roman Kessleman

Mr. Kessleman spoke in opposition of the proposed ADU regulation amendments for concerns of infrastructure and lack of enforcement.

Rose Hendrix

Ms. Hendrix spoke in favor of the proposed ADU regulation amendments and thanked council for making affordable housing a priority.

Sandora Tiburcio

Ms. Tiburcio spoke in opposition of the proposed ADU amendments for concerns of changing neighborhoods.

Adele Gilchrist

Ms. Gilchrist spoke in opposition of the proposed ADU amendments for questions regarding exceptions to the zoning code setbacks.

Dylan Thornsberry

Mr. Thornsberry spoke in support of the ADU regulation amendments because it will not drastically change neighborhoods based on percentages of developments.

Elizabeth Mooney

Ms. Mooney spoke in opposition of the proposed ADU amendments for concerns of the owner occupancy requirements and potential issues with impervious surface maximums.

BUSINESS AGENDA

Ordinance No. 20-0510 Adopting Kenmore Municipal Code Amendments related to Accessory Dwelling Units – Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner

MOTION: **Councilmember O’Cain made a motion to adopt ordinance no. 20-0510 for Kenmore Municipal Code Amendments related to Accessory Dwelling Units which was seconded by Deputy Mayor Herbig. After discussion and prior to voting on this motion, an**

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July 27, 2020

additional motion was made to table this motion for a later meeting.

After discussion, many Councilmembers determined they would vote against the ordinance as written for concerns of owner occupancy, impervious surface, tree canopy preservation and potential to change residential areas. The Council directed staff to revise the Municipal code amendments to allow only one accessory dwelling unit (attached or detached). Due to the amendment revisions having a lesser impact to the regulations an additional public hearing would not be required. The Council will continue discussion of the proposed amendments with the requested revision at their next regular council meeting in September.

MOTION: Councilmember Herbig made a motion to table the motion to adopt ordinance no. 20-0510 to a later meeting in September. The motion was seconded by Councilmember Marshall. The motion passed 4-3 with Mayor Baker, Councilmember Curtis, and Councilmember Srebnik voting no.

Walkways and Waterways Park Project Update: Log Boom Park – Debbie Bent, Community Development Director and Maureen Colaizzi, Parks Project Manager

No action requested.

Walkways and Waterways Park Project Update: Squire’s Landing Park – Debbie Bent, Community Development Director and Maureen Colaizzi, Parks Project Manager

No action requested.

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

MOTION: Councilmember Pfeil made a motion to enter into a lease agreement with Diversified for A/V upgrades in the Council Chambers and Community Room. The motion was seconded by Deputy Mayor Herbig and passed unanimously.

Receive and File the June 2020 Financial Report for the City of Kenmore – Joanne Gregory, Finance and Administration Director

MOTION: Councilmember O’Cain made a motion to receive and file the June 2020 Financial report which was seconded by Mayor Baker. The motion passed unanimously.

Review July 15, 2020 Economic Indicators Report – Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner

Update on Financial Sustainability Project and 2021-2022 Biennial Budget Process – Joanne Gregory, Finance and Administration Director

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STAFF REPORT

City Manager, Rob Karlinsey provided an update on the King County Stay at Home order through the end of the year for city employees and mentioned there will be a special council meeting on August 3, 2020 to discuss an issue with the West Sammamish River Bridge project.

COUNCILMEMBER REPORTS & COMMENTS

MOTION: Councilmember Pfeil made a motion to Recognize Bee Awareness Day on August 15th and Voter Rights Day on August 6th which was seconded by Councilmember O’Cain. The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at approximately 11:38 p.m.

David Baker, Mayor

ATTEST:

Tela Gardner, Acting City Clerk

**City of Kenmore
City Council Special Meeting
Minutes
August 3, 2020**

CALL TO ORDER - Mayor David Baker called the meeting to order at 6:15 p.m.

6:00 p.m. EXECUTIVE SESSION

The meeting recessed to executive session pursuant to RCW 42.30.110(l)(i) to discuss pending litigation. The executive session ended at 6:55 PM.

POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

MOTION: Councilmember O’Cain made a motion to direct the City Attorney’s office to file an appeal of the Thurston County Superior Court’s decision dated July 22, 2020 in case no. 19-2-04781-34 to reverse the decision of the Growth Management Hearings Board and to take all necessary actions to effectuate the appeal. The motion was seconded by Deputy Mayor Herbig. Motion passed 6-1 with Councilmember Curtis voting no.

7:01 p.m. - CALL SPECIAL MEETING TO ORDER

ROLL CALL

All Councilmembers were present virtually via Zoom:

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

Mayor Baker added the Bee Awareness Day Proclamation to the agenda. Councilmember Pfeil also requested that the Voting Rights Act Proclamation be added to the agenda. There were no objections to the proposed changes.

PROCLAMATION

Bee Awareness Day August 15th, 2020

City of Kenmore – Special City Council Meeting Minutes
August 03, 2020

Voting Rights Act – information regarding the Act was read by Mayor Baker to honor the 55th Anniversary on August 6, 2020 , no proclamation was read

CITIZEN COMMENTS

Samson Kong

Mr. Kong spoke in opposition of Ord. 20-0509 as the building is a community gathering place.

Victoria Grayland

Ms. Grayland spoke about her concerns of the chemicals in the paint striping and asphalt materials.

Patrick O'Brien

Mr. O'Brien spoke in support of Ms. Grayland's comments. He also spoke of his concerns of the Mayor's comments in previous meetings, in favor of closing the asphalt plant, and in opposition of Ord. 20-0509.

Steven Yoder

Mr. Yoder spoke about the traffic challenges he faces living near the West. Sammamish River Bridge Project.

Scott Chow

Mr. Chow spoke in opposition of Ord. 20-0509 and read letters from tenants in the building.

Elizabeth Mooney

Ms. Mooney spoke about her concerns for the asphalt plant and the health concerns to Kenmore citizens.

Stacey Valenzuela

Ms. Valenzuela thanked the Council and Police Chief for providing mask for Seniors and for the Simonds Rd. pavement project. She also concurred with Ms. Grayland's comments.

Vin Keane

Mr. Keane spoke in favor of Bridge Option 2.

Alyssa Chow

Ms. Chow spoke in opposition of Ord. 20-0509 for lack of transparency.

David Teeny

Mr. Teeny spoke in favor of Bridge Option 2.

Rae Hanashiro

City of Kenmore – Special City Council Meeting Minutes
August 03, 2020

Ms. Hanashiro spoke in opposition of Ord. 20-0509 for concerns of the rating system and environmental impacts.

Patrin Sinteppadon

Mr. Sinteppadon spoke in opposition of Ord. 20-0509 as the building is used as a community gathering space.

Anne Cahanin

Ms. Cahanin spoke in favor of Bridge Option 2.

Jasmine Hawkins

Ms. Hawkins spoke in opposition of Ord. 20-0509 and shared a memory of attending a cultural event at the property.

Papp Sinteppadon

Mr. Sinteppadon spoke in opposition of Ord. 20-0509 as a member of the family.

JoanMarie Hughes

Ms. Hughes spoke in opposition of Ord. 20-0509 on behalf of her son.

Nadia Reigna Silver

Ms. Silver requested that the Mayor issue a new apology for his comments at a previous meeting, also spoke in opposition of Ord. 20-0509 and in favor of Bridge Option 2.

Anita (last name not provided)

Ms. Anita spoke in opposition of Ord. 20-0509 as a member of the family and read a letter from a business tenant, Kristen Rowley.

Irene Vuhn

Ms. Vuhn spoke in opposition of Ord. 20-0509 for concerns of the rating system and environmental impacts.

Minh Lang

Mr. Lang spoke in opposition of Ord. 20-0509 for support of the current property owner's family.

Philip Peters

Mr. Peters spoke in favor of Bridge Option 2 and expressed concerns about the traffic signals near construction.

Naturi J. (spelling may be incorrect)

Ms. Naturi spoke as a member of the Thai community in opposition of Ord. 20-0509 because it is used as a community gathering place.

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Katie Leung

Ms. Leung spoke in opposition of Ord. 20-0509 as it is a community gathering place.

Eva Sinteppadon

Ms. Sinteppadon spoke in opposition of Ord. 20-0509 because it will disrupt the business tenants there and for concerns of environmental impact.

Sandora Tiburcio

Ms. Tiburcio spoke in opposition of Ord. 20-0509 for concerns of the rating system.

Linda Woo

Ms. Woo spoke in opposition of Ord. 20-0509 and requested the City provide more information regarding scoring and answering the public's questions of the property.

Roya G. (spelling may be incorrect)

Ms. Roya spoke in opposition of Ord. 20-0509 as the building is used as a community gathering place.

Alex Evans

Ms. Evans spoke in opposition of Ord. 20-0509 for concerns of environmental impacts.

Rowena Solomon

Ms. Solomon spoke in opposition of Ord. 20-0509.

John Miller

Mr. Miller spoke in favor of Bridge Option 2 and raised concerns about the people on the bridge job site not wearing face masks.

Ricky Tsoi

Ms. Tsoi spoke in opposition of Ord. 20-0509 as a member of the property owner's family.

Elaine Everitt

Ms. Everitt spoke in favor of Bridge Option 2 and in opposition of Ord. 20-0509.

Felyx Tsoi

Mr. Tsoi spoke in opposition of Ord. 20-0509 by summarizing comments from previous meetings.

BUSINESS AGENDA

West Sammamish River Bridge Project Girder Delay – John Vicente, City Engineer

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MOTION: Councilmember Curtis made a motion to approve Option 2 to reduce traffic to 1 lane each direction with Additive Bid 1 – Q-Jump Lane/Sidewalk which was seconded by Councilmember Pfeil. The motion passed unanimously.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

The meeting was adjourned at approximately 10:00 p.m.

David Baker, Mayor

ATTEST:

Tela Gardner, Acting City Clerk



18120 68TH AVE. NE
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: August 28, 2020
RE: July 2020 Financial Reports for the City of Kenmore, Washington

July 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

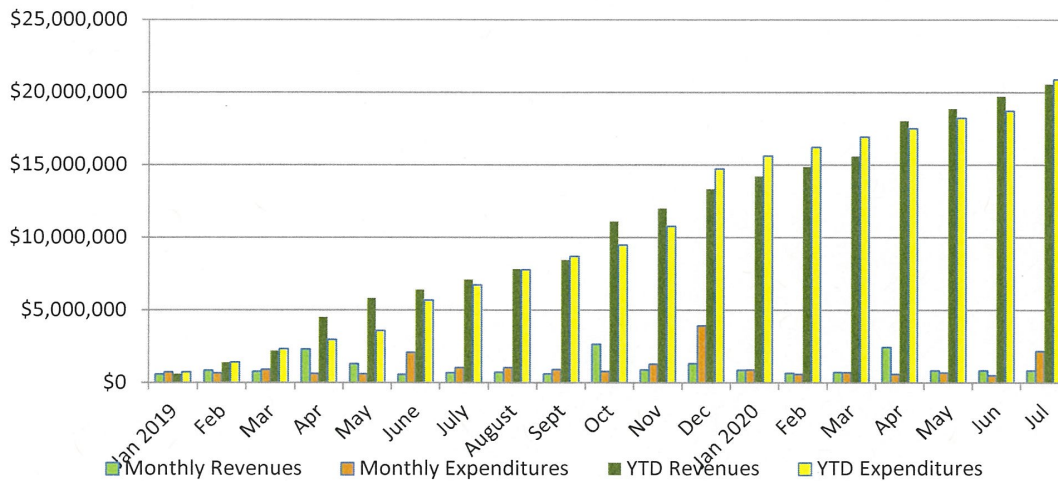
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

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, July is the nineteenth month (79%) of the 2019-2020 biennial budget period. For the month of July, expenditures exceeded revenues in the General Fund by \$1,339,360. Biennium to date, expenditures exceed revenues by \$350,693.

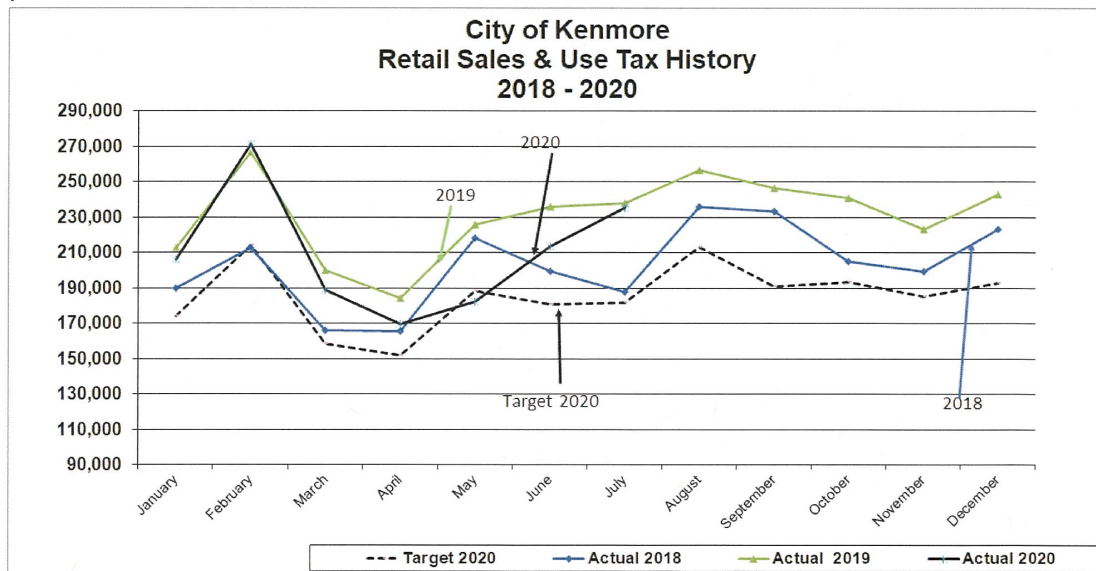
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through July 2020.

City of Kenmore, Washington
Monthly Financial Report
July 2020



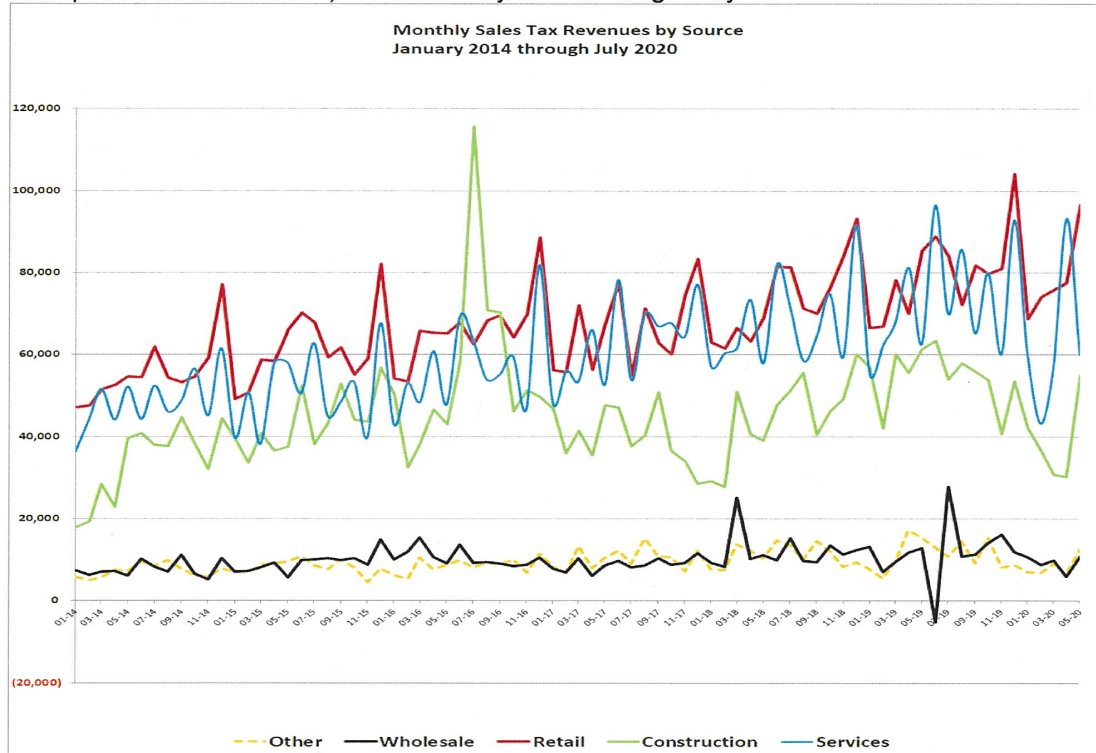
Total **revenues** for the month were **\$834,241**. Biennium to date revenues are \$20,553,219 which is 78% of the amended budgeted revenues of \$26,477,872. Primary sources of revenue for the month included property taxes in the amount of \$48,020, development fees & permits in the amount of \$156,058, retail sales and use taxes in the amount of \$235,288, franchise fees in the amount of \$144,926, and utility taxes in the amount of \$72,230.

A summary of sales tax revenues received in **July** is attached. These receipts are based on **May** 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 \$95,531 below 2019 and ahead of the 2020 target by \$217,966



City of Kenmore, Washington
Monthly Financial Report
July 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 July 2020.



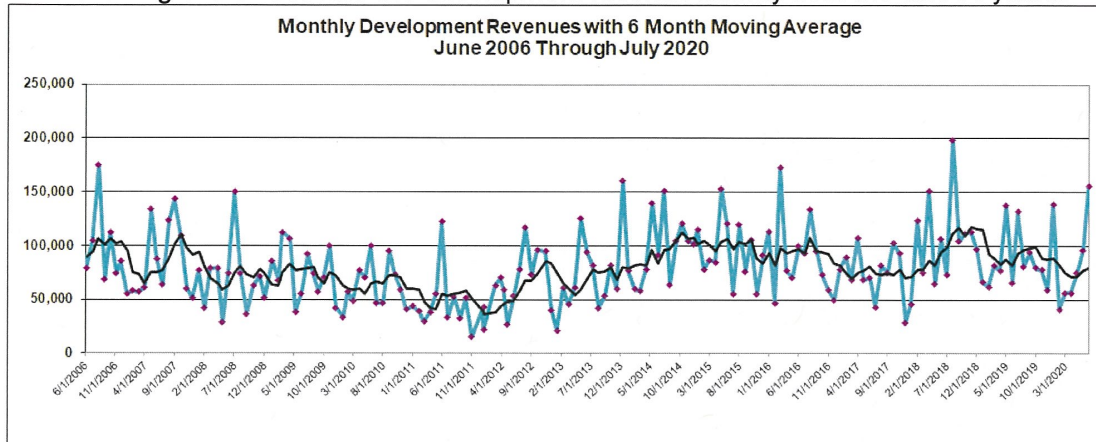
In July, the top 506 sales tax remitters, accounting for 88% or \$205,952 of total remittances, were reviewed for internet sales activity.

Of the \$205,952 of sales tax remitted by these companies in July, \$61,465 (30% 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 July	Internet Based Companies	% of Total Internet Sales Tax Collected
Retail Trade	\$75,252	\$43,822	58%
Information	7,677	2,145	28%
Services	44,766	13,504	30%
Wholesale	7,773	1,875	24%
		\$61,346	

City of Kenmore, Washington
Monthly Financial Report
July 2020

The following chart illustrates the development revenue activity over the last 14 years.



July 2020 expenditures were **\$2,173,601**. This included a payment of \$1.4 million to the King County Sheriff's Office for January through May 2020 police services. Biennium to date expenditures are \$20,903,912, which is 75% of the amended biennial budget expenditures of \$27,857,781.

Total City cash (\$19,899,351) and long-term investments (\$5,510,927), at the end of July, totaled \$25,410,278. 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 \$1,700,538 and total non-General Fund expenditures were \$2,436,097.

In the **Street Fund** revenue from gas tax distributions were \$30,948. This revenue is from gas sales in June and is 1% lower than May. \$16,048 was expended for maintenance and operations during the month.

In the **Transportation Capital Fund**, there were expenditures in the amount of \$369,132 on pedestrian safety projects.

The **Sammamish Bridge Replacement Fund** had \$1,525,893 in expenditures during the month. The fund received \$1,096,963 in bridge grant reimbursements during the month.

The **Park Impact Fee** fund received \$31,084 in revenues during the month.

City of Kenmore, Washington
Monthly Financial Report
July 2020

There were \$108,946 in revenues for the **Transportation Impact Fee** fund during the month.

The **Real Estate Excise Tax** Fund received \$137,879 of real estate excise taxes (REET) in July from sales activity that occurred in June. 37 transactions were reported during the month. The 2020 year to date revenue is higher than the 2019 revenue by \$95,322 and \$72,396 lower than the 2020 target.

The **Park Capital** fund had \$253,302 in Park improvement expenditures during the current month.

The **Walkways & Waterways Debt Service** Fund collected \$4,916 in property taxes related to the Prop 1 Bond for a biennium to date total revenue of \$1,540,668.

The **Transportation Benefit District** Fund received \$28,037 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **July 31, 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
July 31, 2020



	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH July 2020	BIENNIUM TO DATE 2019-2020	% of BUDGET	BIENNIUM BUDGET 2019-2020	MONTH July 2018	BIENNIUM TO DATE 2017-2018	% of BUDGET	BIENNIUM BUDGET 2017-2018
REVENUES								
Beginning Fund Balance		4,934,368		4,934,368		3,138,914		3,131,687
Property Taxes	48,020	7,843,737	76.7%	10,224,205	8,697	7,219,136	76.1%	9,491,704
Sales and Use Taxes	291,279	5,340,419	86.0%	6,212,000	244,021	4,620,811	78.2%	5,906,291
Utility Taxes	72,230	1,695,949	68.8%	2,466,355	132,584	1,990,889	73.3%	2,717,485
Other Taxes	9,270	184,204	101.3%	181,868	11,541	138,135	63.3%	218,113
Development Fees & Permits	156,058	1,635,134	88.2%	1,854,042	73,186	1,547,606	75.5%	2,050,518
Franchise Fees	144,926	1,449,163	79.1%	1,831,835	71,631	1,377,664	79.0%	1,743,476
Intergovernmental and Grants	105,424	978,007	92.5%	1,057,677	47,424	766,915	91.1%	841,615
Investment Interest	2,740	164,165	172.3%	95,300	893	174,619	335.8%	52,000
Fines and Forfeitures	0	4,173	n/a	0	0	13,356	0.0%	0
Transfers and Other Revenues	4,294	1,258,269	49.3%	2,554,590	10,483	720,875	45.0%	1,600,972
Total Revenues	834,241	20,553,219	77.6%	26,477,872	600,460	18,570,006	75.4%	24,622,174

Total Revenues & Beginning Fund Balance		25,487,588		31,412,240		21,708,920		27,753,861
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	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH July 2020	BIENNIUM TO DATE 2019-2020	% of BUDGET	BIENNIUM BUDGET 2019-2020	MONTH July	BIENNIUM TO DATE 2017-2018	% of BUDGET	BIENNIUM BUDGET 2017-2018
EXPENDITURES								
<u>Cost Center</u>								
City Council	18,797	285,096	84.8%	336,208	7,190	274,040	83.2%	329,426
City Manager	142,602	2,664,260	84.0%	3,170,520	178,346	2,539,657	76.3%	3,328,297
City Clerk	49,511	596,608	64.9%	919,466	11,498	395,789	93.0%	425,368
Finance	107,882	1,597,783	83.0%	1,925,756	45,139	1,466,026	87.6%	1,672,775
Legal	47,703	505,287	77.2%	654,782	15,318	394,224	78.8%	500,000
Interfund Transfers	0	2,606,529	80.8%	3,226,484	0	650,220	46.3%	1,403,228
Public Safety	1,424,589	5,968,981	66.6%	8,967,044	365,920	6,115,238	69.4%	8,806,304
Engineering & Environmental Services	71,060	1,025,202	65.9%	1,555,790	79,241	1,037,893	73.3%	1,415,011
Community Development	84,256	1,233,806	78.0%	1,580,826	53,316	1,010,494	58.9%	1,715,510
Developmental Services	113,482	1,981,782	87.2%	2,273,299	97,935	1,937,642	90.9%	2,131,288
Parks & Facility Maintenance	113,718	2,438,579	75.1%	3,247,606	69,718	1,552,661	54.4%	2,854,489
Total Expenditures	2,173,601	20,903,912	75.0%	27,857,781	923,620	17,373,883	70.7%	24,581,696

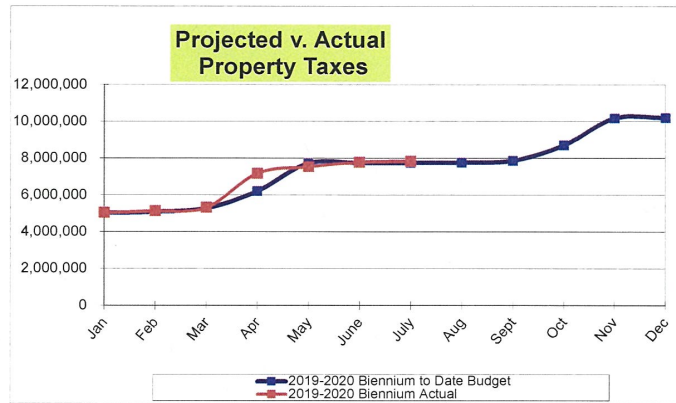
Ending Fund Balance	-1,339,360	4,583,676	0	3,554,459		4,335,037		3,172,165
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Total Expenditures and Ending Fund Balance		25,487,588		31,412,240		21,708,920		27,753,861
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*Non-Departmental expenditures have been moved to other General Fund Cost Centers

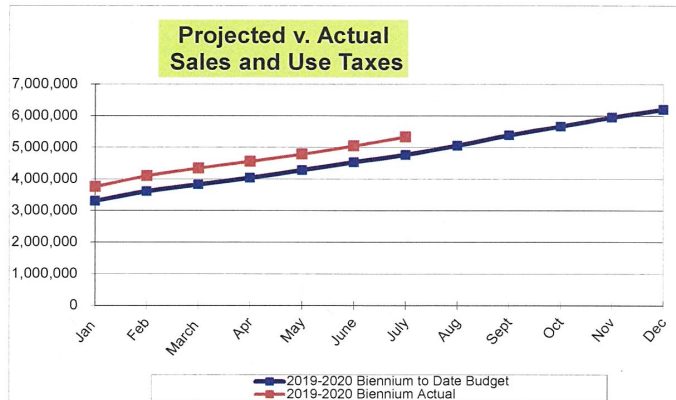
City of Kenmore, Washington
General Fund Revenue Graphs
July 31, 2020
PROPERTY TAXES

	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	7,843,737
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%



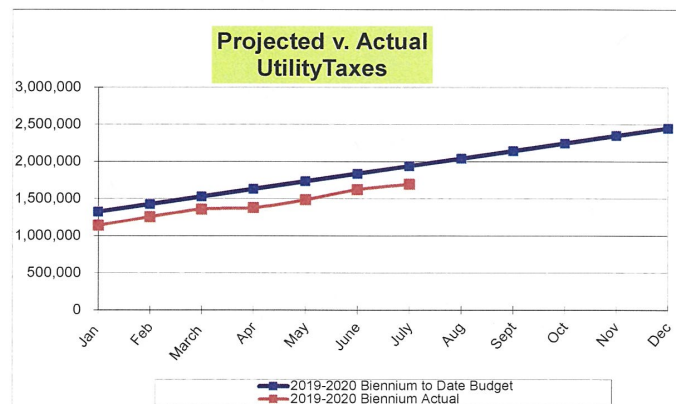
SALES, USE, CRIM JUSTICE TAXES

	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	5,340,419
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		112%



UTILITY TAXES

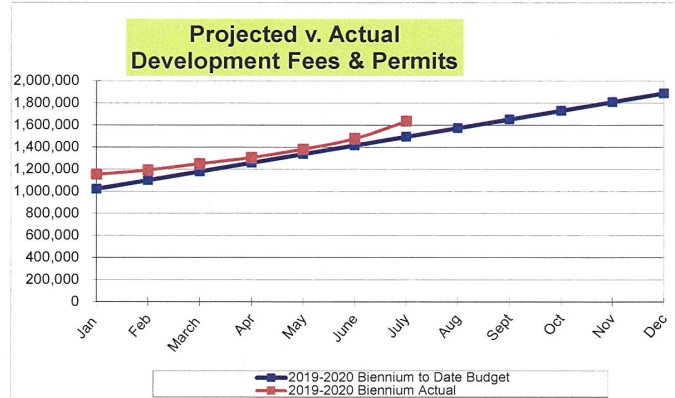
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,227,000	1,029,975
Jan	1,329,250	1,143,328
Feb	1,431,500	1,257,030
March	1,533,750	1,360,425
Apr	1,636,000	1,380,122
May	1,738,250	1,488,191
June	1,840,500	1,623,719
July	1,942,750	1,695,949
Aug	2,045,000	
Sept	2,147,250	
Oct	2,249,500	
Nov	2,351,750	
Dec	2,454,000	
2019-20	2,466,355	
Year To Date		
Actual v. Projected		87%



**City of Kenmore, Washington
General Fund Revenue Graphs
July 31, 2020**

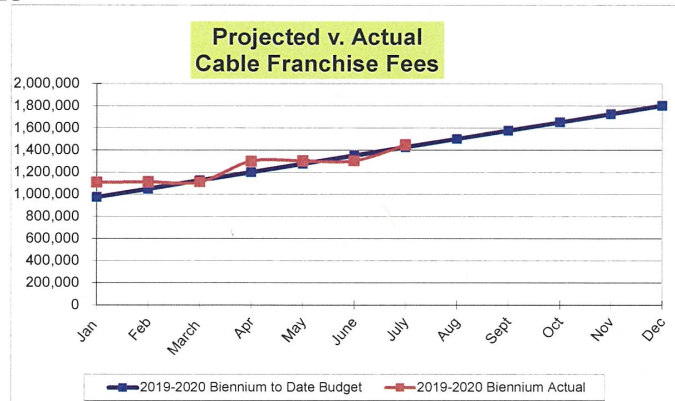
DEVELOPMENT FEES & PERMITS

	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	1,635,134
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		109%



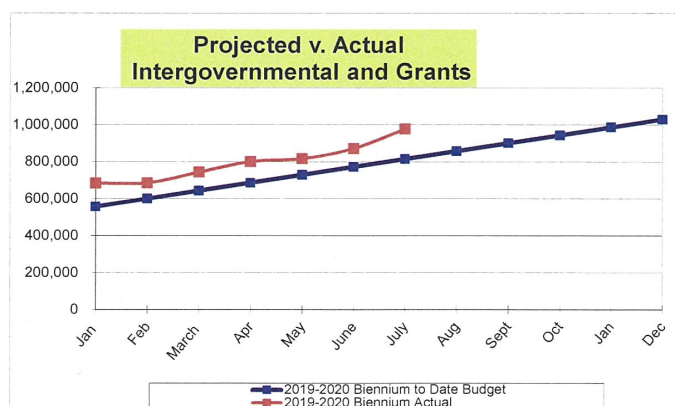
CABLE/WATER/SEWER FRANCHISE FEES

	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	1,449,163
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		101%



INTERGOVERNMENTAL & GRANTS

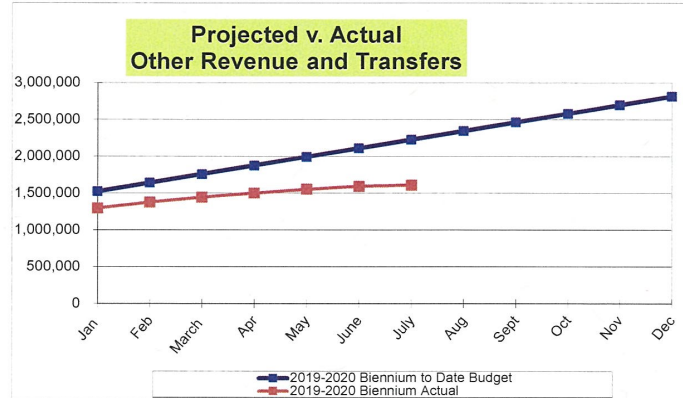
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	515,651	627,769
Jan	558,622	684,503
Feb	601,593	686,213
March	644,564	744,611
Apr	687,535	801,143
May	730,506	817,203
June	773,477	872,583
July	816,447	978,007
Aug	859,418	
Sept	902,389	
Oct	945,360	
Jan	988,331	
Dec	1,031,302	
2019-20	1,057,677	
Year To Date		
Actual v. Projected		120%



City of Kenmore, Washington
General Fund Revenue Graphs
July 31, 2020

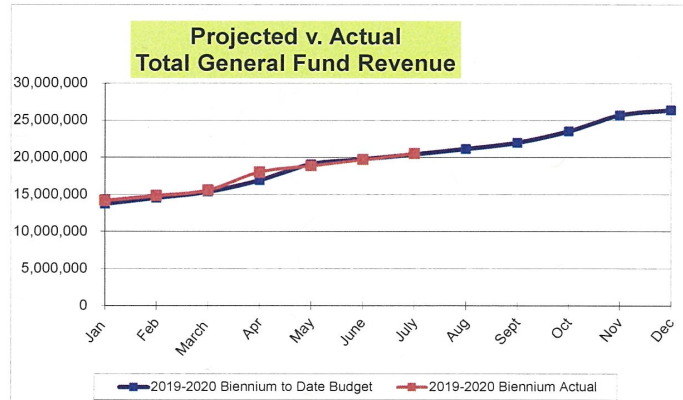
OTHER REVENUES AND TRANSFERS

	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	1,610,810
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		72%



TOTAL GENERAL FUND REVENUE

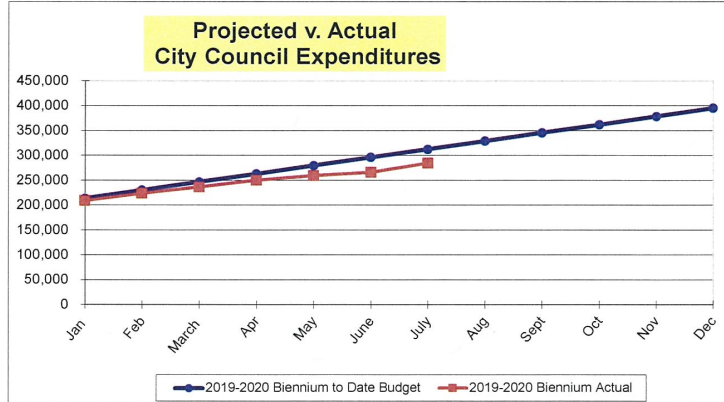
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	13,773,581	14,209,494
Feb	14,560,965	14,874,728
March	15,386,777	15,596,006
Apr	16,945,525	18,039,262
May	19,113,945	18,881,949
June	19,797,319	19,718,978
July	20,463,243	20,553,219
Aug	21,185,979	
Sept	22,035,488	
Oct	23,576,356	
Nov	25,740,386	
Dec	26,438,311	
'2019-20	26,477,872	
Year To Date		
Actual v. Projected		100%



City of Kenmore, Washington
General Fund Expenditure Graphs*
July 31, 2020

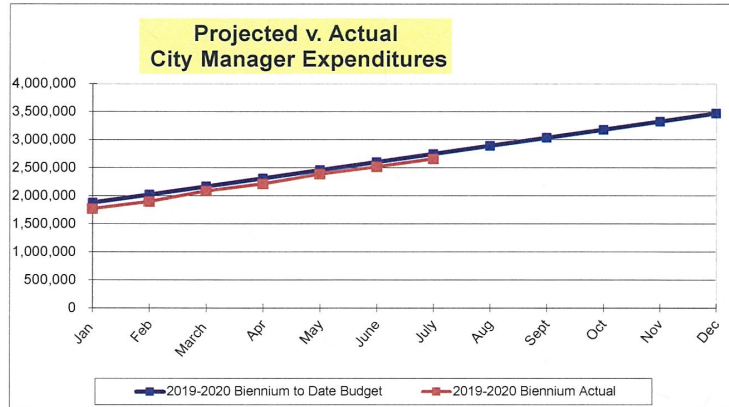
CITY COUNCIL

	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	285,096
Aug	329,922	
Sept	346,418	
Oct	362,914	
Nov	379,410	
Dec	395,906	
2019-20 Year To Date	400,337	
Actual v. Projected		91%



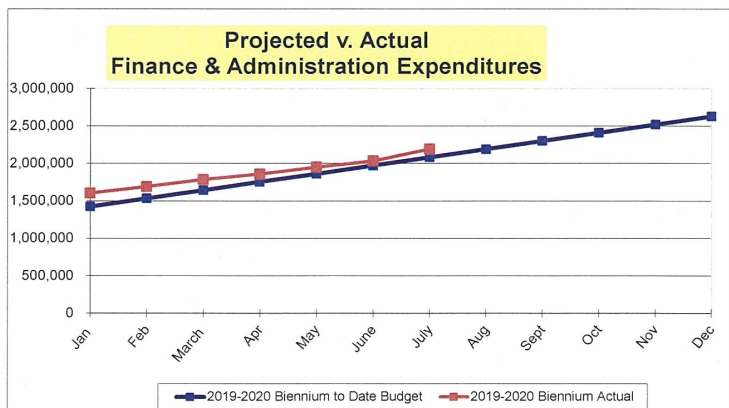
CITY MANAGER

	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	2,664,260
Aug	2,898,068	
Sept	3,042,972	
Oct	3,187,875	
Nov	3,332,779	
Dec	3,477,682	
2019-20 Year To Date	3,471,467	
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	2,194,391
Aug	2,194,712	
Sept	2,304,447	
Oct	2,414,183	
Nov	2,523,918	
Dec	2,633,654	
2019-20 Year To Date	2,708,853	
Actual v. Projected		105%



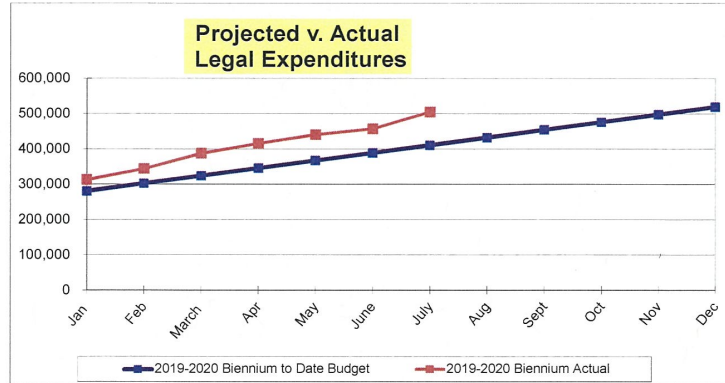
* The Blue Budget lines do not reflect the COVID19 reductions taken in April

I:\Admin & Finance\Monthly Reports\2020\July 2020\General Fund Exp Graphs

**City of Kenmore, Washington
General Fund Expenditure Graphs*
July 31, 2020**

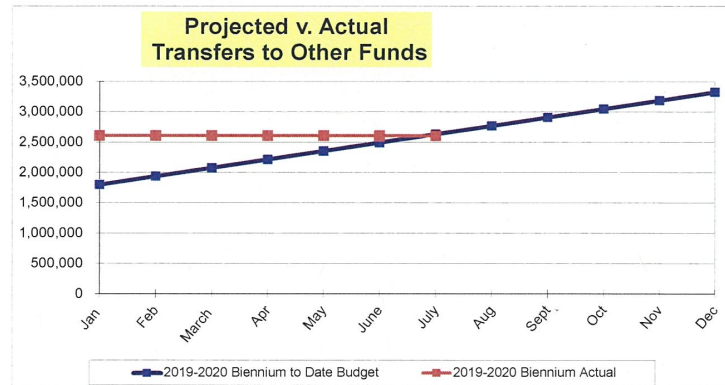
LEGAL

	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	505,287
Aug	433,333	
Sept	455,000	
Oct	476,667	
Nov	498,333	
Dec	520,000	
2019-20 Year To Date	530,000	
Actual v. Projected		123%



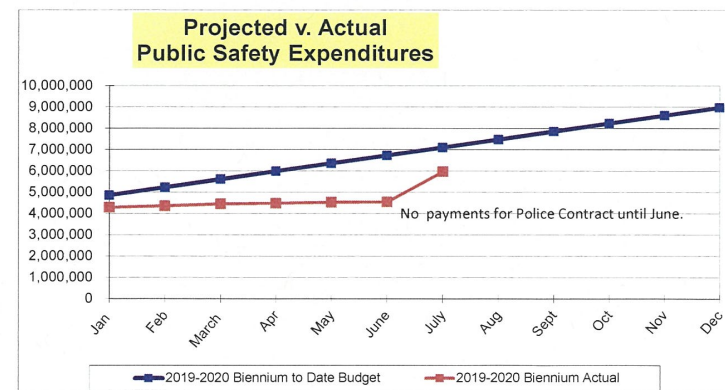
TRANSFERS TO OTHER FUNDS

	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	2,606,529
Aug	2,773,162	
Sept	2,911,820	
Oct	3,050,478	
Nov	3,189,136	
Dec	3,327,794	
2019-20 Year To Date	3,226,484	
Actual v. Projected		99%



PUBLIC SAFETY

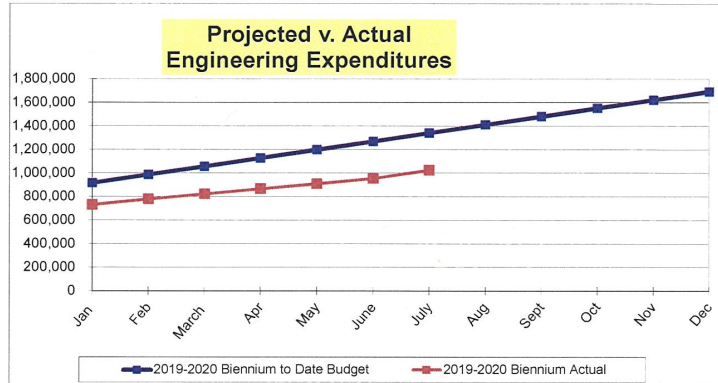
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	4,492,575	4,282,065
Jan	4,866,956	4,291,016
Feb	5,241,338	4,362,349
March	5,615,719	4,448,594
Apr	5,990,100	4,485,997
May	6,364,481	4,531,349
June	6,738,863	4,544,392
July	7,113,244	5,968,981
Aug	7,487,625	
Sept	7,862,006	
Oct	8,236,388	
Nov	8,610,769	
Dec	8,985,150	
2019-20 Year To Date	9,133,991	
Actual v. Projected		84%



City of Kenmore, Washington
General Fund Expenditure Graphs*
July 31, 2020

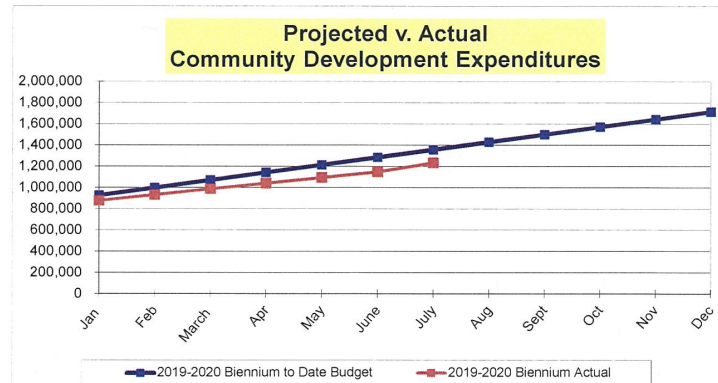
ENGINEERING

	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	1,059,606	823,596
Apr	1,130,247	867,066
May	1,200,887	910,748
June	1,271,528	954,142
July	1,342,168	1,025,202
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		76%



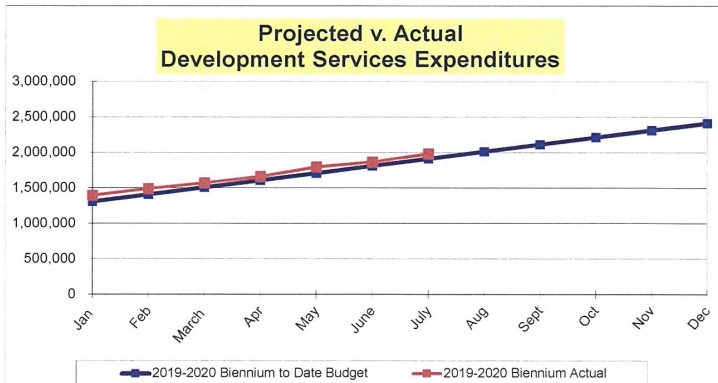
COMMUNITY DEVELOPMENT

	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	1,233,806
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		91%



DEVELOPMENT SERVICES

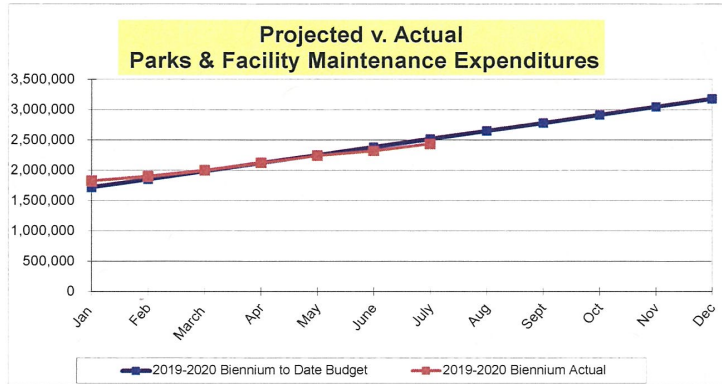
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
2019	1,208,200	1,227,207
Jan	1,308,883	1,396,571
Feb	1,409,567	1,491,445
March	1,510,250	1,571,648
Apr	1,610,933	1,663,786
May	1,711,617	1,795,904
June	1,812,300	1,868,299
July	1,912,983	1,981,782
Aug	2,013,667	
Sept	2,114,350	
Oct	2,215,033	
Nov	2,315,717	
Dec	2,416,400	
2019-20	2,461,502	
Year To Date		
Actual v. Projected		104%



City of Kenmore, Washington
General Fund Expenditure Graphs*
July 31, 2020

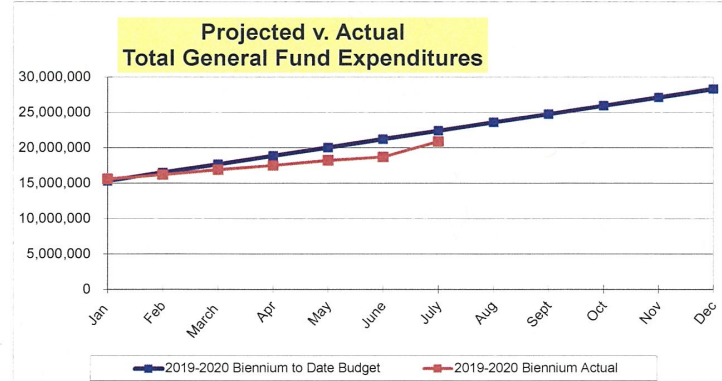
PARKS & FACILITY MAINTENANCE

	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	2,438,579
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	20,903,912
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		93%



**City of Kenmore, Washington
Street Fund Summary Report
July 31, 2020**



	MONTH	BIENNIUM TO DATE	% of	BUDGET
	<u>July 2020</u>	<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>
<u>REVENUES</u>				
Beginning Fund Balance		926,962		926,962
Fuel Tax	30,948	718,119	71.4%	1,006,385
Investment Interest	795	21,426	428.5%	5,000
Miscellaneous	0	14,879	743.9%	2,000
ROW Permit Fees/Inspections	14,719	242,489	101.0%	240,000
Multimodal Transportation	0	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	46,463	3,385,066	73.0%	4,634,779
Total Revenues & Beginning Fund Balance		4,312,028		5,561,741

		BIENNIUM TO DATE	% of	BUDGET
		<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>
<u>EXPENDITURES</u>				
Salary and Benefits	80,432	1,070,528	81.0%	1,320,880
Maintenance & Operations	46,048	1,594,674	56.2%	2,838,406
Capital	0	155,312	341.6%	45,463
Total Expenditures	126,480	2,820,514	67.1%	4,204,749
Ending Fund Balance		1,491,515		1,356,992
Total Expenditures and Ending Fund Balance		4,312,028		5,561,741

City of Kenmore, Washington
Cash and Investment Report
July 31, 2020



<u>Fund</u>	<u>Beg. Cash & Inv.</u> <u>from Prev. Mo.</u>	<u>Monthly</u> <u>Revenues</u>	<u>Monthly</u> <u>Expenditures</u>	<u>End. Cash & Inv.</u> <u>Current Month</u>
General	\$5,923,035	\$834,241	\$2,173,601	4,583,675
Street	1,570,531	46,463	126,480	1,490,514
Transportation Capital	-319,214	0	369,132	(688,346)
Public Art	69,601	37	0	69,639
Park Impact Fee	327,412	31,276	0	358,688
Transportation Impact Fee	3,320,936	110,784	0	3,431,720
Swamp Creek Basin	1,087,643	583	0	1,088,226
Transportation Benefit District	297,759	28,208	0	325,967
Sammamish Bridge Replacement	-1,769,249	1,096,963	1,525,893	(2,198,180)
Walkways & Waterways Debt Service	343,837	4,916	0	348,753
Real Estate Excise Tax	2,152,580	139,107	0	2,291,687
Kenmore Village	3	0	0	3
Park Capital	-202,110	0	253,302	(455,412)
Walkways & Waterways Bond	6,426,055	2,194	0	6,428,249
Surface Water Management	2,702,176	21,429	161,028	2,562,577
Surface Water Capital	-124,020	80,698	0	(43,323)
Public Works Shop Fund	0	0	0	0
Strategic Reserve	1,339,707	718	0	1,340,425
Strategic Opportunities	3,049,140	1,634	0	3,050,774
Equipment Replacement	503,008	270	0	503,278
Trust & Agency	785,916	135,259	263	920,912
Totals	\$27,484,748	\$2,534,779	\$4,609,698	\$25,409,830

<u>Fund</u>	<u>Cash, Savings,</u> <u>Local Govt Investment Pool</u>	<u>(> One Year)</u> <u>Fixed</u> <u>Investments</u>	<u>Total</u>
General	\$4,208,198	\$375,927	4,584,126
Street	640,515	850,000	1,490,515
Transportation Capital	-688,346	0	(688,346)
Public Art	54,638	15,000	69,638
Park Impact Fee	-571,309	930,000	358,691
Transportation Impact Fee	3,401,723	30,000	3,431,723
Swamp Creek Basin	-311,773	1,400,000	1,088,227
Transportation Benefit District	325,967	0	325,967
Sammamish Bridge Replacement	-2,198,180	0	(2,198,180)
Walkways & Waterways Debt Service	348,753	0	348,753
Real Estate Excise Tax	2,291,686	0	2,291,686
Kenmore Village	0	0	0
Park Capital	-455,412	0	(455,412)
Walkways & Waterways Bond	6,428,249	0	6,428,249
Surface Water Management	2,052,579	510,000	2,562,579
Surface Water Capital	-43,323	0	(43,323)
Public Works Shop Fund	0	0	0
Strategic Reserve	490,426	850,000	1,340,426
Strategic Opportunities	3,050,775	0	3,050,775
Equipment Replacement	53,277	450,000	503,277
Trust & Agency	820,907	100,000	920,907
Totals	\$19,899,351	\$5,510,927	\$25,410,278

note: negative balances are due to pending transfers from other funds, not yet recorded.

City of Kenmore, Washington
Investment Schedule
July 31, 2020



Average Yield to Maturity-Securities							Overall Average Yield	0.65%
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Principal or Balance	Yield Equivalents
<u>Morgan Stanley</u>								
	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
<u>Time Value Investments</u>								
	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	3,490,139.22	1,047.04
					Opus Savings	0.34% Opus	3,150,903.96	10,713.07
					LGIP - Primary Account	0.31% LGIP	4,939,751.11	15,342.87
					LGIP - Bond Proceeds Account	0.31% LGIP	8,318,556.48	25,837.44
					Total Accounts		\$ 25,410,277.45	164,545.85

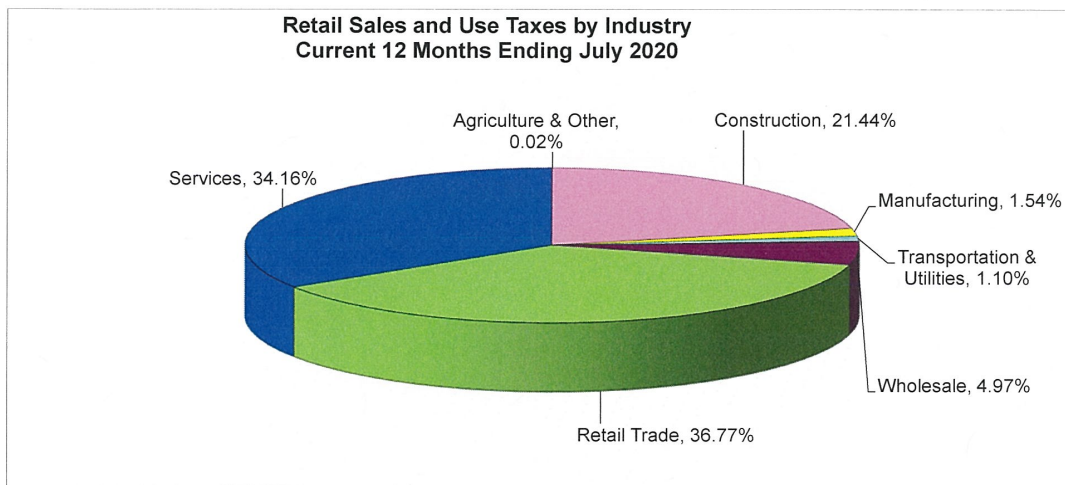
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 July 2020

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	97.73	0.00	97.73	0.0%
CONSTRUCTION	54,061.02	1,117.60	55,178.63	23.5%
MANUFACTURING	4,244.21	4.26	4,248.47	1.8%
TRANSPORTATION & UTILITIES	4,080.58	284.65	4,365.23	1.9%
WHOLESALE	10,667.46	83.30	10,750.76	4.6%
RETAIL TRADE	96,452.42	135.82	96,588.24	41.1%
SERVICES	51,184.00	155.91	51,339.91	21.8%
INFORMATION	8,634.88	85.30	8,720.18	3.7%
PUBLIC SERVICES	4.28	3,994.52	3,998.81	1.7%
	<u>229,426.58</u>	<u>5,861.37</u>	<u>235,287.95</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
July 31, 2020

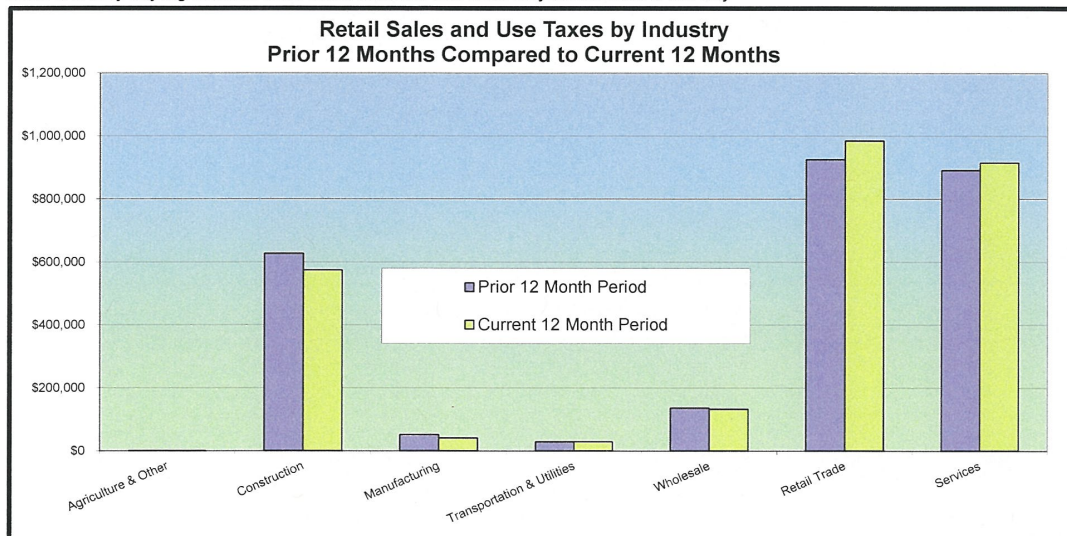


<u>Industry</u>	<u>Prior 12 Months ending July 2019</u>	<u>Current 12 Months ending July 2020</u>	<u>% Increase/ (Decrease)</u>	<u>% of Total</u>
Agriculture & Other (Landscaping, Animal Hospitals)	\$659	\$628	-4.63%	0.02%
Construction	627,158	574,368	-8.42%	21.44%
Manufacturing (Printing, Publishing, Other Manuf.)	51,796	41,225	-20.41%	1.54%
Transp/Comm/Utilities (Telecomm., Air Transport.)	28,401	29,363	3.39%	1.10%
Wholesale (Lumber, Other Wholesale)	136,317	133,149	-2.32%	4.97%
Retail Trade (Eating, Merchandise, Food Stores)	925,222	984,844	6.44%	36.77%
Services (Auction, Recreation, Auto Repair, Financial)	890,648	914,984	2.73%	34.16%
Totals	\$2,660,201	\$2,678,561	0.69%	100%
Increase/(Decrease)		\$18,360	0.69%	



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
July 31, 2020**

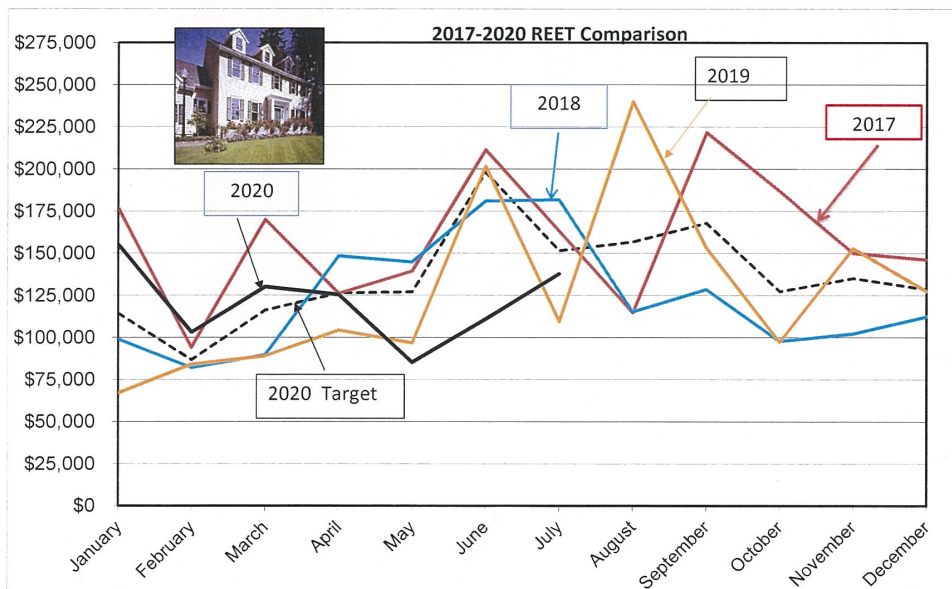


Real Estate Excise Taxes (REET) 2017 - 2020 Monthly Receipts					
	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2020
January	176,657	99,205	67,141	155,141	114,335
February	94,134	82,263	84,215	103,270	86,871
March	170,086	89,698	89,106	130,207	116,297
April	126,245	148,514	104,430	125,508	126,396
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	137,879	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	\$848,174	\$1,636,448

For 2020, REET is \$95,322 more than the same period last year and less than the 2020 target by \$72,396

* 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	25,632,898	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	\$153,309,272	\$1,484,286	\$1,254,920	\$1,324,651

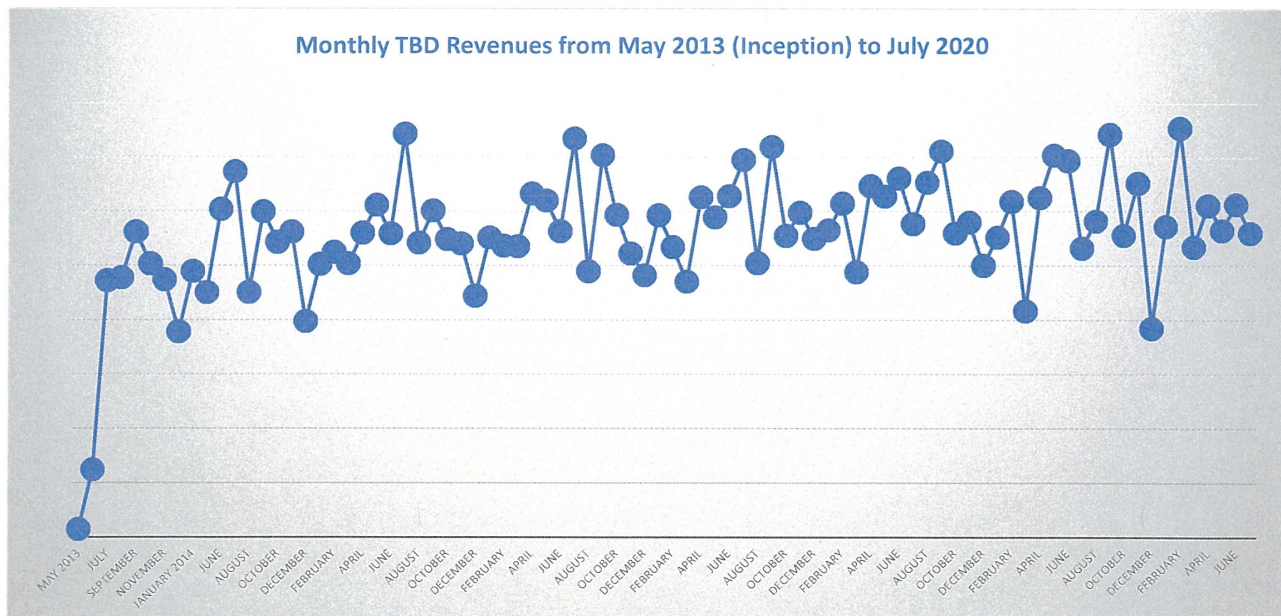


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**Kenmore Transportation Benefit District
Monthly Report
July 31, 2020**



Revenues	July 2020	Biennium-to-Date	Percent of Budget	Biennium Budget
Vehicle Fees	28,037	564,145	79.46%	710,000
Investment Interest	172	5,461	68.26%	8,000
Total Revenues	<u>\$28,208</u>	<u>\$569,606</u>	79.33%	<u>\$718,000</u>
Expenditures				
Reimbursement to Street Fund	0	358,000	50.00%	716,000
Total Expenditures	<u>0</u>	<u>358,000</u>	50.00%	<u>716,000</u>
Net Income (Loss)	<u>\$28,208</u>	<u>\$211,606</u>		<u>\$2,000</u>



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Adoption of the resolution would not result in any fiscal impact. There may be costs associated with the selection and implementation of an electronic signature platform.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Priority Based Budgeting Results:

Provides assurance of regulatory and policy compliance.

Protects, manages, optimizes, and invests in financial, human, physical, and technology resources.

CITY OF KENMORE
WASHINGTON
RESOLUTION NO. ~~20-351~~

A RESOLUTION OF THE CITY COUNCIL OF KENMORE, WASHINGTON,
APPROVING AND AUTHORIZING THE USE OF ELECTRONIC
SIGNATURES FOR CITY BUSINESS

WHEREAS, decreasing reliance on paper-based transactions and physical documents reduces the costs associated with conducting City business; and

WHEREAS, conducting City business electronically improves citizen access to records and services and the ability to participate in governmental affairs; and

WHEREAS, public agencies and private businesses throughout the nation use electronic signatures, records and contracts and standardization creates efficiencies; and

WHEREAS, on February 29, 2020, Washington Governor Jay Inslee declared a state of emergency directing state agencies to use all resources necessary to prepare for and respond to the outbreak of COVID-19 and using electronic documents and signatures protects the public by reducing in-person contact required to conduct City business; and

WHEREAS, on April 13, 2020, the City Council adopted Resolution 20-337 and ratified Emergency Rule 20-05, which authorized the temporary suspension of in-person rules and requirements, including the use of electronic signatures under state law; and

WHEREAS, under Chapter 19.360 RCW, Electronic Signatures and Records, local agencies were granted the ability to “determine whether, and to what extent, the agency will send and accept electronic records and electronic signatures to and from other persons and otherwise create, generate, communicate, store, process, use, and rely upon electronic records and electronic signatures”, for official public business and to provide reasonable assurance of the integrity, authenticity, and nonrepudiation of an electronic communication; and

WHEREAS, effective June 11, 2020, the Legislature repealed Chap. 19.360 RCW, and replaced it with the Washington Uniform Electronic Transaction Act (UETA) of June 11, 2020, which provides for essentially the same authority provided under Chapter 19.360 RCW for the use of electronic signature; and

WHEREAS, the UETA authorizes local agency’s to use electronic signatures, and ensures that when parties have agreed to conduct transactions by electronic means a record or signature may not be denied legal effect or enforceability solely because it is in electronic form; and

WHEREAS, the City Council desires to authorize electronic signatures on a permanent basis, consistent with Washington state law;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE,
WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The City Council incorporates the recitals set forth above as findings in support of this Resolution.

Section 2. Authorization Pursuant to the Uniform Electronic Transactions Act (UETA), the City Council, Mayor, City Manager and designees are authorized to use an electronic signature platform product, such as DocuSign, Adobe Sign, or any future replacement of such platform, to affix electronic signatures to electronic records for City business to the fullest extent allowed by law.

Section 3. Validity of Electronic Signatures The City Council recognizes that whenever the use of a written, affixed by hand, or “wet” signature created when a person physically marks a document with the intent to sign the record is authorized or required, an electronic signature may be used with the same force and effect, except as otherwise required by law. A City document that is required by law to include a signature affixed by hand or “wet” signature may not be electronically signed.

Section 4. Administrative Policies. Giving due consideration to security, the City Manager is authorized and directed to adopt and promulgate any necessary administrative policies, processes or criteria to implement the use of electronic signatures and records consistent with this Resolution and in compliance with the UETA.

Section 5. Ratification. All prior City use and acceptance of electronic or digital signatures is approved and ratified.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT A
REGULAR MEETING THEREOF THIS DAY OF SEPTEMBER 14, 2020

CITY OF KENMORE

David Baker, Mayor

ATTESTATION/AUTHENTICATED:

Joanne Gregory, Acting City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney

VI. F. Lease Agreement for Council Chambers Audio Visual Updates

FISCAL CONSIDERATION:

The amount of the project to be financed is \$175,877 which includes tax. The annual payments total \$177,939. A budget amendment will be forthcoming later this year to provide for the first annual payment of \$44,484.74.

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



HUNTINGTON TECHNOLOGY FINANCE
2180 Satellite Blvd. Duluth GA 30097
Phone (770) 239-1739
Email: ben.sadler@huntington.com

Joanne Gregory
City of Kenmore
18120 68th Ave NE
Kenmore, WA 98028

Joanne:

Huntington Technology Finance ("Huntington") is pleased to present the following lease proposal for your consideration.

LESSOR:	Huntington Technology Finance, Inc.
LESSEE:	City of Kenmore
EQUIPMENT DESCRIPTION:	Diversified Project SE6168
TOTAL EQUIPMENT COST:	\$ 99,602.00 – Hardware <u>\$ 60,286.00</u> – Soft Costs (Install, PM, Programming) \$159,888.00 – Total amount financed (pretax)
TERM:	48 months billed as 4 annual in advance payments
RENTAL PAYMENT:	4 payments @ \$40,440.67 plus tax (tax estimate = \$4,044.07 per year)
INTEREST RATE:	0.78%
FAIR MARKET VALUE:	Lessee shall have the option to purchase, renew and/or terminate and return the equipment to Lessor provided Lessee provides Lessor with not less than (90) days prior written notice selecting Option A, B or C as detailed below. (A) RENEWAL OPTION Lessee may renew the Lease for a fixed term of six months or greater at its then fair market value rental rate. (B) PURCHASE OPTION Lessee may purchase the equipment at its then fair market value. (C) RETURN PROVISIONS Lessee may return the equipment to Lessor.

This proposal shall expire thirty (30) days from the date of this letter. This is a proposal only and does not constitute a formal order or approval. Final approval of this proposed lease transaction is conditioned upon credit and investment approval by Huntington Technology Finance and execution of mutually agreeable documentation between both parties. We look forward to your favorable review of this proposal and hope your decision is to lease through Huntington Technology Finance.

Sincerely,
Huntington Technology Finance
Ben Sadler

Agreed to and Acknowledged by:

NAME/TITLE



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

Subject/Topic: Audio and Visual Upgrades in the Council Chambers and Community Room	For Council Meeting Agenda of July 27, 2020										
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.	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



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

Subject/Topic: Juanita Drive NE Pedestrian and Bicycle Safety Improvements Project – Acceptance of Washington State Department of Commerce Grant	For Council Meeting Agenda of: September 14, 2020										
	Department: Public Works Engineering										
	Prepared by: Kent Vaughan										
	To Be Presented By: NA										
Proposed Council Action/Motion: Authorize the City Manager to execute Contract 20-C2193 with Washington State Department of Commerce to accept grant funds in the amount of \$194,000 for construction of the Juanita Drive NE Pedestrian and Bicycle Safety Improvements Project.	<table> <tr> <td>Approved by Department Head:</td> <td><u>Initial & Date</u> JFV 8/18/2020</td> </tr> <tr> <td>Approved by City Attorney:</td> <td>NA</td> </tr> <tr> <td>Approved by Finance Director:</td> <td>_____</td> </tr> <tr> <td>Approved by City Manager:</td> <td>_____ <i>RAK</i></td> </tr> <tr> <td colspan="2">Exhibits/Attachments: N/A</td> </tr> </table>	Approved by Department Head:	<u>Initial & Date</u> JFV 8/18/2020	Approved by City Attorney:	NA	Approved by Finance Director:	_____	Approved by City Manager:	_____ <i>RAK</i>	Exhibits/Attachments: N/A	
Approved by Department Head:	<u>Initial & Date</u> JFV 8/18/2020										
Approved by City Attorney:	NA										
Approved by Finance Director:	_____										
Approved by City Manager:	_____ <i>RAK</i>										
Exhibits/Attachments: N/A											
<u>INFORMATION/BACKGROUND:</u> Juanita Drive NE is part of the Lake WA Loop Trail and is heavily used by cyclists in the region. In March 2019, staff applied for funding from the State Legislature, sponsored by Senator Frockt, in the amount of \$2M to fund Lake WA Loop Trail Improvements (a.k.a. Juanita Drive NE Pedestrian and Bicycle Safety Improvements). In February 2020, the City received word that the project made the funding list and was awarded \$200,000. This grant award is funded through the Washington State Department of Commerce's 2021 Local and Community Projects Program. Less State administrative costs, the grant balance of \$194,000 will be applied to the project's construction contract expenditures, supplanting an equal amount of city funds. Although the grant is 10% of the amount requested, the legislative process is extremely competitive, so any award is a victory. Construction of the Juanita Drive NE Pedestrian and Bicycle Safety Improvements officially started on July 6, 2020 and will continue through 2021. <u>Recommendation:</u> Staff recommends that City Council authorize the City Manager to execute Contract 20-C2193 with Washington State Department of Commerce to accept grant funds in the amount of \$194,000 for construction of the Juanita Drive NE Pedestrian and Bicycle Safety Improvements Project.											
<u>FISCAL CONSIDERATION:</u> The Washington State Department of Commerce grant is 100% reimbursable with no local match requirement.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Council goal 1: Focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel. Council goal 4: Implement the Walkways and Waterways projects.											



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

Subject/Topic: Resolution # 20-350 Ratifying Proclamation & Issuance of Emergency rule 20-03.5: Amendment to Temporary Moratorium on Residential Tenant Evictions Move to: Approve Resolution # 20-350 Ratifying the Proclamation & Issuance of Emergency Rule 20-03.5: Amendment to Temporary Moratorium on Residential Tenant Evictions	For Council Meeting Agenda of: September 14, 2020 Department: Rob Karlinsey, City Manager <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;">_____</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;">_____</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">_____</td></tr> </table> Exhibits/Attachments: 1. Resolution #20-350 2. Proclamation & Issuance of Emergency Rule 20-03.5: Amendment to Temporary Moratorium on Residential Tenant Evictions		<u>Initial & Date</u>	Approved by Department Head:	_____	Approved by City Attorney:	_____	Approved by Finance Director:	_____	Approved by City Manager:	_____
	<u>Initial & Date</u>										
Approved by Department Head:	_____										
Approved by City Attorney:	_____										
Approved by Finance Director:	_____										
Approved by City Manager:	_____										
<u>INFORMATION/BACKGROUND:</u> 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. 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. On March 5, 2020, in the exercise of such emergency powers, the City Manager issued Proclamation 20-01, which proclaimed an emergency due to COVID-19. The proclamation also declared that emergency operations under Chapter 8.30 of the Kenmore Municipal Code, and the utilization of emergency powers granted under RCW 38.52.070 were in effect, and the City Council ratified the same. In the exercise of emergency powers, the City Manager issued Proclamation 20-03, which established a temporary moratorium on residential tenant evictions. The City Manager also issued Proclamation 20-03.1, which extended the moratorium and also added certain exemptions to the moratorium. On July 27, 2020, Proclamation 20-03 was extended to coincide with the Governor's Proclamation 20-19, which prohibits residential evictions through October 15, 2020. In addition, the Governor's Proclamation 20-19.3 provides certain exemptions to the same. For example, the Governor's Proclamation 20-19.3 exempts property owners from the prohibition on residential evictions if they provide at least 60 days' written notice of intent to (i) personally occupy the premises as a primary residence, or (ii) sell the property. Accordingly, the City Manager issued Kenmore Proclamation 20-03.5 to more closely follow the exemptions provided under the Governor's Proclamation 20-19.3. The City Council also desires to ratify and adopt Kenmore Proclamation 20-03.5 to be consistent with the Governor's Proclamation 19.3. All other provisions of Proclamation 20-03 would remain in full force and effect.											

~~A property appraisal was completed, and staff presented the results to the Council in November 2019. The Council approved moving forward with an offer based on several contingencies.~~

~~A real estate purchase and sale agreement was drafted and then signed by the City Manager on November 12, 2019.~~

CITY OF KENMORE
WASHINGTON

RESOLUTION NO. 20-350

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, RATIFYING AND ADOPTING
PROCLAMATION AND EMERGENCY RULE 20-03.5
AMENDING THE 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 provided certain exemptions, and Proclamations 20-03.2 through 20-03.4, which extended the moratorium; and

WHEREAS, the Governor issued Proclamation 20-19, which temporarily prohibited residential evictions, and said proclamation was extended under Proclamations 20-19.1 through 20-19.3; and

WHEREAS, the Governor issued Proclamation 20-19.3 which prohibits residential evictions through October 15, 2020, but also exempts property owners from the prohibition if they provide at least 60 days’ written notice of intent to (1) personally occupy the premises as a primary residence, or (ii) sell the property; and

WHEREAS, the City Manager issued Kenmore Proclamation 20-03.5 to more closely follow the exemptions provided under the Governor’s Proclamation 20-19.3, and the City Council also desires to ratify and adopt Kenmore Proclamation 20-03.5 to be consistent

with the Governor's Proclamation 20-19.3;

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, and 20-03.4 are hereby incorporated by reference as support for this Resolution.

Section 2. Ratification & Adoption.

- A. The City Council hereby ratifies, confirms, and adopts Proclamation 20-03.5, "Amendment - COVID-19 Pandemic and Public Health Emergency Rule 20-03.5: 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 20-03.5 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 14th DAY OF SEPTEMBER 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Joanne Gregory, Acting City Clerk

Approved as to form:

Dawn Reitan, City Attorney

Subject/Topic: Red Barn Engineering Consulting Contract Proposed Council Action/Motion: Authorize City Manager to execute Contract No. 20-C2128, Amendment No. 1 with Red Barn Engineering to continue to perform development engineering inspection services	For Council Meeting Agenda of: <u>September 14, 2020</u> Department: <u>Development Services</u> Prepared by: <u>Bryan Hampson, Director</u> <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;"><u>BH 9-9-20</u></td> </tr> <tr> <td>Approved by City Attorney:</td> <td style="text-align: right;"><u>NA</u></td> </tr> <tr> <td>Approved by Finance Director:</td> <td style="text-align: right;"><u> </u></td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: right;"><u> </u></td> </tr> </table> Exhibits: <u>Contract No. 20-C2128 with Amendment No 1</u>		<u>Initial & Date</u>	Approved by Department Head:	<u>BH 9-9-20</u>	Approved by City Attorney:	<u>NA</u>	Approved by Finance Director:	<u> </u>	Approved by City Manager:	<u> </u>
	<u>Initial & Date</u>										
Approved by Department Head:	<u>BH 9-9-20</u>										
Approved by City Attorney:	<u>NA</u>										
Approved by Finance Director:	<u> </u>										
Approved by City Manager:	<u> </u>										
<u>INFORMATION/BACKGROUND:</u> The City needs engineering inspection support services from time to time. Red Barn Engineering has been providing this support to the City on an as needed basis. Contract No, 20-C2128 not to exceed amount is \$50,000. Amendment No. 1 increases the maximum contract amount to \$100,000. Specific tasks the support services include are inspections for grading, erosion control, stormwater systems, infrastructure, and other activities associated with development projects within the City.											
<u>FISCAL CONSIDERATION:</u> The City receives engineering inspection fees from developers and applicants during the permitting process which are used to support this contract. Development revenues did not drop as much as previously predicted due to Covid-19. 2020 development revenues are slightly down compared to the 2019 revenues, as anticipated with the revenue projections used for the 2019-2020 Biennial Budget.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> These services address City Council Goal #'s 1 & 10: 1. Focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.											

City of Kenmore Contract No. 20-C2128

CONTRACT FOR PROFESSIONAL SERVICES

This Agreement is entered into by and between the City of Kenmore, Washington, a municipal corporation ("City"), and Red Barn Engineering, Inc., ("Consultant") whose principal office is located at 6610 NE 181st Street, Suite 2, Kenmore WA, 98028.

WHEREAS, the City has determined the need to have certain services performed for its citizens requiring specific expertise, and

WHEREAS, the City desires to have the Consultant perform such services pursuant to certain terms and conditions,

NOW THEREFORE, in consideration of the mutual benefits and conditions hereinafter contained, the parties hereto agree as follows:

1. Scope and Schedule of Services to be Performed by Consultant. The Consultant shall perform those services described in Exhibit "A" of this Agreement. In performing such services, the Consultant shall at all times comply with all Federal, State, and local laws and regulations applicable to the performance of such services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance. The Consultant shall request and obtain prior written approval from the City if the scope or schedule is to be modified in any way.

2. Compensation and Method of Payment. The Consultant shall request payment for work performed using the billing invoice form at Exhibit "C."

The City shall pay Consultant [Check applicable method of payment]:

 X According to the rates set forth in Exhibit "B."

 X A sum not to exceed \$50,000 per year.

 Other (describe): _____

The Consultant shall complete and return to the City Exhibit "D," federal tax Form W-9, prior to or along with the first billing invoice. The City shall pay the Consultant for services rendered within ten (10) days after City Council voucher approval.

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing January 14, 2020 and ending, December 31, 2020, with an option to renew annually at the City's discretion, unless sooner terminated under the provisions of this Agreement. Time is of the essence of this agreement in each and all of its provisions in which performance is required.

4. Ownership and Use of Documents. Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City, whether the project for which they were created is executed or not.

5. Independent Consultant. The Consultant and the City agree that the Consultant is an independent Consultant with respect to the services provided pursuant to this Agreement. The Consultant will be solely responsible for its acts and for the acts of its agents, employees, subconsultants or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties. Neither Consultant nor any employee of Consultant shall be entitled to any benefits accorded City employees by virtue of the services provided under this Agreement. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or contributing to the State Industrial Insurance Program, or otherwise assuming the duties of an employer with respect to the Consultant, or any employee of the Consultant.

6. Indemnification.

A. Consultant shall protect, defend, indemnify and hold harmless the City, its officers, officials, employees, agents and volunteers from any and all costs, claims, injuries, damages, suits, losses or liabilities of any nature, including attorneys' fees, arising out of or in connection with the acts, errors or omissions of the Consultant, its officers, employees and agents in performing this Agreement.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

C. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

D. The provisions of this section shall survive the expiration or termination of this Agreement.

7. Insurance. The Consultant shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

A. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent Consultants and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial

General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provision. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability, and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance or insurance pool coverage maintained by the City shall be in excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant's insurance shall be endorsed to state that coverage shall not be canceled by either party except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. Verification of Coverage. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to, the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

8. Record Keeping and Reporting.

A. The Consultant shall maintain accounts and records, including personnel, property, financial and programmatic records which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain other such records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven (7) years after the termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by the City.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review or audit by the City during the performance of this Agreement.

10. Termination. This Agreement may at any time be terminated by the City giving to the Consultant thirty (30) days written notice of the City's intention to terminate the same. Failure to provide products on schedule may result in contract termination. If the Consultant's insurance coverage is canceled for any reason, the City shall have the right to terminate this Agreement.

A. The City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon thirty (30) days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City.

B. In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be canceled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The Consultant reserves the right to terminate this Agreement with not less than thirty (30) days written notice, or in the event that outstanding invoices are not paid within sixty (60) days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

11. Discrimination Prohibited. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual orientation, age, national origin, marital status, presence of any sensory, mental or physical disability, or other circumstance prohibited by federal, State or local law or ordinance, except for a bona fide occupational qualification.

12. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the written consent of the City.

13. Conflict of Interest. The Consultant represents to the City that it has no conflict of interest in performing any of the services set forth in Exhibit "A." In the event that the Consultant is asked to perform services for a project with which it may have a conflict, Consultant will immediately disclose such conflict to the City.

14. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

15. Non-appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which funds are

allocated. No penalty or expense shall accrue to the City in the event that the terms of the provisions are effectuated.

16. Entire Agreement. This Agreement contains the entire agreement between the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties. If there is a conflict between the terms and conditions of this Agreement and the attached exhibits, then the terms and conditions of this Agreement shall prevail over the exhibits. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

17. Notices. Notices to the City of Kenmore shall be sent to the following address:

City Clerk
18120 68th Ave. NE
City of Kenmore
Kenmore, Washington 98028-0607

Notices to the Consultant shall be sent to the following address:

Red Barn Engineering, Inc.
6610 NE 181st Street, Suite 2
Kenmore WA 98028

Phone No.: 425-419-4979

18. Applicable Law; Venue; Attorney's Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorney's fees and costs of suit, which shall be fixed by the judge hearing the case, and such fee shall be included in the judgment.

19. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

CONSULTANT:

BY: _____

Title: _____

Date: _____

CITY OF KENMORE:

BY: _____

Rob Karlinsey

Title: City Manager

Date: _____

**CITY OF KENMORE CONTRACT NO. 20-C2128
AMENDMENT NO. 1**

The following section of the Contract between the City of Kenmore and Red Barn Engineering is amended to read in its entirety as set forth (i.e. below or in attachment). All other terms and conditions of the underlying Contract shall remain in full force and effect.

Exhibit A

- 1) The maximum Contract amount is \$100,000.00

DATED this ____ day of _____, 20__.

CONSULTANT:

BY: _____

Title: _____

Address: _____

Phone No.: _____

CITY OF KENMORE:

BY: _____

Rob Karlinsey

Title: City Manager

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: September 14, 2020 Department: Community Development Prepared by: Debbie Bent, Community Development Director Lauri Anderson, Principal Planner <u>Initial & Date</u> Approved by Department Head: DB, 8/28/20 Approved by City Attorney: DR, 8/26/20 Approved by Finance Director: _____ Approved by City Manager: <u>RK</u> Exhibits/Attachments: 1. Ordinance 20- 0510, Municipal Code Amendments related to Accessory Dwelling Units 2. Final installment: Staff responses to ADU public comments
<u>INFORMATION/BACKGROUND:</u> After holding the Accessory Dwelling Unit (ADU) public hearing on July 27, Council tabled final discussion of the proposed ADU amendments until a revised ordinance allowing only one ADU per primary single-family detached dwelling unit could be brought back for consideration. Ordinance 20-0510 (see Attachment 1) includes this modification. Attachment 2 is the final installment of staff responses to the ADU public hearing testimony. The first two sets of staff responses were provided to the Council on July 24 and July 27. Staff responses were not previously prepared for the remaining emails received as of 5:00 p.m. on July 27—the deadline for submitting written comments. Although Attachment 2 includes all of the remaining emails directed to the City Council, emails received after 5:00 p.m. on July 27 (the comment deadline) have no staff response. <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. The City Council considered the recommended amendments at meetings on February 24, July 13 and July 27. A public hearing was held on July 27. 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.

ATTACHMENT 1

**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, July 13, July 27, and September 14, 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, creating a regularly-updated web page and mailing an informational postcard to all residents in the City; and

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

ATTACHMENT 1

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:

Joanne M. Gregory, Finance and Administration Director

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 accessory dwelling unit, either an attached or a detached accessory dwelling unit, is allowed 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 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 units 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.;

Lot size	Maximum Floor Area for a Detached ADU
Lots with an area equal to or greater than 6,000 square feet	10% of the lot area up to a maximum of 1,500 square feet
Lots with an area less than 6,000 square feet	600 square feet

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;

EXHIBIT A

~~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](#).

ATTACHMENT 2

Staff Responses to Citizen Comments: Accessory Dwelling Units**Third Installment**

(This installment contains written comments received as of 5 p.m. on 7/27/20.)

	Commenter	Concern	Staff Response
55.	Joy Dise 7/25/20, 9:00 p.m.	I live in a quiet, single family home and would like to keep it that way. • The increased number of people will increase the stress in the sewer system. Double-parking on the street and increased traffic will be a safety issue for fire trucks and kids. • My home-owner's insurance will go up. • Increasing the square footage of a home will increase the tax. • The cost of building these ADUs are not cheap. How long would it take to recoup the cost seeing that the renters are low income? • How will it affect the resale of my property. • What would stop the "rich and powerful" developers buy homes and convert them into high rise and multiple dwelling for profit.	• 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 utility provision, traffic, parking, or emergency response were identified. • There is no evidence that homeowner's insurance costs would increase as a result of the changes. • Properties adding an ADU may see an increase in property tax. • 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. Renters need not be low income. • There is no evidence that property values will be reduced with the proposal.

ATTACHMENT 2

			The intent of the 6-month owner-occupancy requirement was to limit opportunities for developers but provide more flexibility for homeowners.
56.	Michael Price 7/26/20, 11:50 p.m.	- Neighbor added a basement apartment which may have been illegal codes or covenants. House was sold and someone else moved in upstairs. The owner doesn't live there, and doesn't speak English, so I can't even communicate any problems. I don't want to live around renters! - A bunch more kids moved in (like upstairs). It looks like a frat house, and I count at least six living there now. - As far as the ADU's go, I AM DEAD AGAINST IT!!!	- Comment noted. - The number of individuals in the house plus ADU(s) cannot exceed the number that currently is allowed. - Comment noted.
57.	Greg and Pat Collins 7/26/20, 3:17 p.m.	Do not approve of certain of the proposed ADU amendments. - Allowing larger and more ADUs to be built undermines the very lifestyle we all were seeking and are paying taxes to support. It does not seem fair to us that we are forced to lose the community atmosphere we have invested in, for the sake of the financial gain of others. - Although there may be an affordable housing problem, we do not believe it is fair for the council to try solving it by taking away the community lifestyle of their constituents. - The one amendment we are not opposed to is that which allows an ADU to extend to within ten feet of the rear property line setback.	Comments noted.
58.	Mary Lou Hill 7/27/20, 8:06 a.m.	- I do not support eliminating the parking space requirement nor the owner occupation requirement. - Allow ONLY one ADU on single family lots greater than 18,000 square feet - in part to help create the additional parking spaces for ADU inhabitants	- Comments noted. - Comment noted. - Runoff may be no more than from a large single-family residence that could be built under the existing code. The same impervious surface limits

ATTACHMENT 2

		• Pay for the increased damage caused by rain water run off created by reducing the amount of land available to absorb precipitation • Detached ADU units must have solar panels to provide electricity to the unit and contribute in a positive way to the electrical grid • Locking mail boxes are required if USPS service is available to the ADU unit • Are ADU dwellers also property tax payers with some 'skin in the game' so to speak?	apply to a property with/without an ADU(s). • Comment noted. • Comment noted. • If the property-owner lives in the ADU rather than the main residence, they would be paying the taxes. Income from an ADU may help the property-owner in the main residence pay the taxes.
59.	Roman Kesselman 7/27/20, 11:13 a.m.	• Oppose more ADUs. Kenmore is a beautiful little town built around single family residences. • What is the problem that our city council trying to solve here? Kenmore does not have a homeless problem. Moreover, the homeless problem is related far more to mental illness and drug addiction than to availability of housing. • Consider the impact on our schools and infrastructure of doubling our population size. • Consider the esthetics of adding ADUs.	• Comment noted. • ADUs are not proposed as “homeless housing,” although they may provide a more affordable housing opportunity. • 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. This is not a doubling of population size. No significant adverse impacts to schools and infrastructure were identified. • Comment noted.
60.	Mike Sweazey 7/27/20, 12:11 p.m. and 12:36 p.m.	• Not in favor of Triplexes within R-4 & R-6 residential zones. However, support affordable housing for disabilities 200%, including aging in place and providing expanded affordable housing stock options for our young who cannot afford today's new construction price tag. • Consider approving second IDU as Independent Dwellings Units on the same tax parcel if they are limited to single-story homes meaning ramblers without excessive steps providing for those with limitations. Limiting the IDU's size using the R-4 and R-6 hardscape numbers (45% & 60%) would open the door for a variety of housing options per	• Triplexes are not being considered with this proposal. • Comments noted. • Comment noted. • ADUs would provide another housing option and are one tool to support more affordable housing in the City.

ATTACHMENT 2

		tax parcel. Depending on lot sizes, may need bonus options for onsite parking. • Pride of ownership is realized when you compare IDU to ADU rentals. • City of Shoreline is considering IDU's on all lots greater than 10,000 within R-4 and R-6 zones. If approved, 1,600 new single-story residence could be realized truly providing affordable housing.	
61.	Tom C. 7/27/20, 1:02 p.m.	Adding high volumes of on-street parking will present safety issues , not only in the Arrowhead neighborhood for pedestrians and children who play and ride their bikes in these public right of ways, but also the other school and mixed resi/business areas. Kenmore has its certain charm and let us not undermine that with excessive population and dwelling growth.	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 traffic, parking, schools, or infrastructure were identified.
62.	Dan Olsen 7/27/20, 1:12 p.m.	Oppose the proposed changes to the rules for Accessory Dwelling Units (ADUs). Possible negative effects: • Congestion in on-street parking. • Property maintenance declines when property is not owner-occupied. • Violation of the Kenmore Comprehensive Plan vision of a single-family neighborhood character. • Decreased property values due to additional crowding of inhabitants. • Increased likelihood of inappropriate use of dwellings by temporary occupants instead of homeowners.	• See comments above about parking. • Comment noted. • The Comprehensive Plan includes language supportive of ADUs. Policy H-3.3.2 reads, "Allow and accommodate accessory dwelling units in single-family districts." • There is no evidence that property values will be reduced with the proposal. • Comment noted.
63.	Anna Yarmulnik 7/27/20, 1:43 p.m.	• Allowing additional dwelling units is a very bad idea. Single family home lots should be just that, a lot and a residence for one family. Adding a large number of residents is not a well-thought out proposition. What about our schools, roads, etc.?	• 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 traffic, parking,

ATTACHMENT 2

		Certainly, the rental prices in King County have risen, but the homeless problem is a mental health problem and a problem with drug addiction first and foremost.	schools, or infrastructure were identified. ADUs are not proposed as “homeless housing,” although they may provide a more affordable housing opportunity.
64.	Concerned citizen (Tali Ena) 7/27/20, 1:45 p.m.	- With all the vehicles parked and coming and going there are safety concerns that need to be thought through. - Is there a limit on how many people/vehicles can live in a small unit and can there be legal issues if owner allows more?	- See comments above about parking and traffic. - The number of individuals in the house plus ADU(s) cannot exceed the number that currently is allowed in the main residence.
65.	Geoffrey Palmer 7/27/20, 1:54 p.m.	I think it is great that you are considering measures that work towards the creation of more affordable housing. My only major concern about ADUs is that measures intended to create more affordable housing could unintentionally be used by owners to chase Airbnb revenues instead.	There would be no restrictions on use of an ADU as an Airbnb (no change to current regulations).
66.	Robert Fish 7/27/20, 2:09 p.m.	I want to begin by saying that providing affordable housing, controlling urban sprawl and making more efficient use of existing housing structures are all things I enthusiastically support. At the same time we will need to come to grips with the limits to growth for every place on earth. - Why didn't Kenmore opt to follow the SEPA process and carefully assess the full range of impact of this proposed change? - Why should ADU developers get a free pass on sharing the cost of growing demands on utilities? - Why is there no analysis of the impact of the proposal on surface water management? - What will be done to prevent short term rentals that destabilize neighborhoods and provide no additional long term affordable housing? - What is know about where Kenmore residents who are severely cost burdened live? If not in Single Family zones how will this proposal help them?	- SEPA review was done for this project. A Determination of Nonsignificance was issued. - Comment noted. - The same impervious surface regulations that apply to a single-family residence apply to a residence plus ADU(s). - There would be no restrictions on use of an ADU as an Airbnb (no change to current regulations). - There is no map of where Kenmore residents who are severely cost burdened live. ADUs provide an opportunity for more affordable housing—perhaps by helping the property owner with additional income or by providing no- or

ATTACHMENT 2

		• On page 24 of 34 of the “show document” are you comparing 2013 rents to 2017 rents and why would that make any sense at all? • On page 25 of said document who is MSRC? Why should we rely on 25 year old information for an unspecified place when more recent information for Seattle indicates detached ADU’s to be extremely expensive per square foot? • Also on page 25 who is Chapple and how does s/he know ADU’s rent for less and for what markets at what point in time? • Again on page 25 why should we have any confidence a housing market on Long Island will behave the same way Kenmore’s does. • What, if any, thought has been given to the “double edged sword” that this change would make in housing affordability? Helping making housing more affordable and easier to buy for smaller households who pair up to buy together and for multigenerational households while making it that much harder for families with one or two parents with children to afford a single family residence? • Where is Section 18.20.1010 of the Kenmore Municipal Code and what does it say?	reduced-rent housing for family members. • Two different pieces of information are shown. The 2013 research shows that for a significant portion of ADUs, no rent is charged. The 2017 data shows that ADUs rent for less than a comparable apartment. • MRSC is the Municipal Services Research Center. ADUs may be more expensive to build per square foot as fixed costs are spread over a smaller footprint. • Karen Chapple is a professor at UC Berkeley who has done research on ADUs. • Housing markets behave differently, but data consistently shows that ADUs are rented for less. • It is unclear why single-family residences would become more expensive. Not all residences will have an ADU. • Section 18.20.1010 is the definition of family that restricts how many people can live in a dwelling unit.
67.	Richard Owen 7/27/20, 2:16 p.m.	I am not opposed to ADUs but they must be carefully regulated. The ADU should be allowed on larger lots so that the setbacks for the ADU is the same as the existing zoning, the use as a short term rental should be prohibited, and on site garage or carport parking must be provided for 1 car.	Comments noted.
68.	Bonnie Olsen 7/27/20, 2:16 p.m.	Oppose the proposed changes to the rules for Accessory Dwelling Units. Possible unintended negative effects: - Congestion in on-street parking.	See responses to Dan Olsen, above. Comment about lot size is noted.

ATTACHMENT 2

		- Property maintenance declines when property is not owner-occupied. - Violation of the Kenmore Comprehensive Plan vision of a single-family neighborhood character. - Decreased property values due to additional crowding of inhabitants. - Increased likelihood of inappropriate use of dwellings by temporary occupants instead of homeowners. I would be in support of one ADU per single-family home where the lot size is 8,000 sq ft or larger.	
69.	Daniel Mock 7/27/20, 2:16 and 2:21 p.m.	The mailer indicates that changes being considered to the ADU regulations for lots 8,000 square feet or greater includes allowing for 2 ADU's, and that <u>both ADU's may be attached</u>. However, the recommended amendment for Section 18.73.100 (A) attached to the Council meeting agenda dated Jan. 13, 2020 states that there can be a maximum of two ADU's of which only <u>one can be a detached ADU</u>. Which version reflects the intended change?	The City Council is considering allowing 2 attached ADUs. The January 13 information was based on the Planning Commission's recommendations which have been modified by the City Council.
70.	Olga Martinchik 7/27/20, 2:38 p.m.	Strongly oppose more ADUs. • Allowing one ADU on lots smaller than 8,000 sf and at least two on lots larger than 8,000 sf could potentially transform our town into a trailer park community • Kenmore does not have a homeless problem like they do in Seattle, and we should not pretend that it does. • Consider the impact on our schools and infrastructure of potentially doubling our population size. • Also consider the esthetics of adding ADUs, which could be a regular trailer.	• Manufactured housing communities are not permitted in the R1 single-family zone, are a conditional use in the R4 and R6 zones and are permitted in the MHC zone. A manufactured home could be placed on a single-family lot under existing regulations. • Comment noted. The ADU regulations are not designed to provide "homeless housing." • 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. This is not a doubling of population size.

ATTACHMENT 2

			Regardless, no significant adverse impacts to schools, infrastructure or emergency response were identified. • Comment noted.
71.	Juanita Aquilar and Justin Hodneland 7/27/20, 3:09 p.m.	Oppose allowing more ADUs. • Renters do not have the same investment in adding resources to the community. • Will take away more green spaces, will have negative consequences on the wildlife who depend on those spaces and the local ecosystem. • Will add to the existing parking problem in some neighborhoods. More cars will impact the safety of our community, add to noise pollution and negatively impact wildlife.	• Comment noted. • See response about environmental analysis, above. No significant adverse impacts are anticipated. • See response about parking, above.
72.	Joanna Little 7/27/20, 3:21 p.m.	Opposed to Accessory Dwelling Units. • There is no height limit and I'm not interested in suddenly having windows above my backyard. • There has been no rental control or cap indicated that would ensure these ADU's are actually affordable. • There is no fee attached to assist Northshore School District • The number of cars and resulting traffic will explode. Eliminating required parking spaces creates neighborhoods that are less safe. • I enjoy the view in front of my house and don't want my neighbor's new renters parking out front	• The proposal is that a 35' height limit apply to a detached ADU (generally the same height limit as the primary residence), but no more than 2 stories could be constructed at ground level and no more than 1 story could be constructed over a garage. An attached ADU would have the same height limit as the primary residence. • Rent control has not been proposed for ADUs. • Comment noted. • 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, traffic or parking were identified. • Comment noted.

ATTACHMENT 2

73.	Phyllis Finley 7/27/20, 3:22 PM	• Please <i>justify to Kenmore residents</i> how you square your proposed ADU changes with these three elements of the Comprehensive Plan: A small town feeling; A sense of belonging and pride; The character of a single-family residential neighborhood preserved. I oppose: • Relaxed Owner Occupancy Rule. Without owner occupancy, the rentals are no longer an ACCESSORY to the owner's residence. They are "rentals" in their own right. • Zoning Change Termed "Development Change". • Allowing three rentals on a single-family parcel is a change of the INTENT of the R-6 zoning. • Property Valuation Change. If a single-family parcel can be converted to three rentals, property values will increase...and property taxes along with it. • No On-Site Parking • Reduction of rear-yard setback. Why is there a setback of any kind? Is it to preserve the neighborhood? provide a small-town backyard feel? respect the adjacent property owners? This proposal violates all three.	• The Comprehensive Plan includes language supportive of ADUs. Policy H-3.3.2 reads, "Allow and accommodate accessory dwelling units in single-family districts." • Comment noted. • No changes to zoning are proposed. • Comment noted. • Property value and taxes likely would increase for a property with an ADU(s). • Comment noted • The purpose of the ADU project is to incentivize ADU development as one approach to providing more affordable housing in the City. Allowing a smaller setback makes ADU development more feasible.
74.	Meredith Berther 7/27/20, 3:25 p.m.	My husband and I support the proposed amendments to the ADUs. We would like our children to be close to their grandparents. My in-laws cannot afford to return and live close to us. Our lot is just under 10,000 square feet and we would like to build a DADU for my in-laws. We would prefer the unit to be detached for a greater separation of living spaces. We would keep as many trees as possible. Our driveway has space for four cars as well as two cars in the garage. What is the timeline for the review of this ordinance after the meeting tonight? How soon could changes take effect?	Comments noted. The ordinance will next be reviewed in September (date to be determined).

ATTACHMENT 2

75.	Rosemary Warren 7/27/20, 3:36 p.m.	• This whole proposal is too soon, too fast, and too many unanswered questions. What about sewer? What about electricity and water service? What about fire codes? Not much space to maneuver for the fire service. Where will the kids play? Street will be full of parked cars. Where will the kids go to school? • If an owner doesn't have to live there, it won't be extended family, will it? Who controls the rent? Who decides whether or not the property is maintained? • I think someone stands to make money off of this plan. We don't need more that what is in place. Vote "NO".	• The environmental review for the proposal concluded that the impacts on utilities, fire response, schools, and on-street parking would not be significant. • No rent control is proposed with this project. • Comment noted.
76.	Kerry Koch 7/27/20, 3:56 p.m.	Oppose: • elimination of the owner occupancy • requirement for doubling of the ADU's • elimination of the on-site parking requirement • reduced backyard setbacks.	Comments noted.
77.	Harry Pomeranz 7/27/20, 4:05 p.m.	I reject new ADUs proposal and urge the council to drop this city killing idea. I vote, NO.	Comment noted.
78.	Bruce Garberding and Ron Haukom 7/27/20, 4:10 p.m.	The stipulations are too lax and will contribute to a decreased quality of life in our fair city. • Owner Occupancy is crucial. If owners are allowed to discontinue residency 6 months after these units are occupied, it opens the door to a whole host of potential problems, such as those that come with absentee landlords- noise complaints, lack of maintenance and upkeep, and other issues associated with so many people living in such close quarters. • Parking is bound to become an issue with no parking mandated. • Inspections - I did not see any reference to how these units will be inspected and managed. What department in the City will field complaints on these units and follow up? What kind of enforcement is there?	• The intent of the 6-month owner-occupancy requirement was to limit opportunities for developers but provide more flexibility for homeowners. The number of people living on a lot continues to be the same as under current regulations and residents in both the primary residence and ADU(s) are counted. • The environmental review for the proposal concluded that the impact on on-street parking would not be significant. • Both attached and detached ADUs are inspected by the City before

ATTACHMENT 2

		• Tax- how will these units be taxed? Where will that revenue go? What is the anticipated impact financially and socially? How much and how fast will our population grow? • Emergency Response- how will the increase in physical structures (packed onto a residential lot with no parking) impact Fire and Police response? What will be the cost of increased protection?	occupancy. Complaints would be handled by the Development Services Department. • Tax assessments are done based on sales of comparable properties with ADUs. The estimated addition of 234 secondary ADUs would not be a significant population increase. • See responses above about environmental impacts. No significant adverse impacts to fire or police response are anticipated.
79.	Noemi Aguilar 7/27/20, 4:12 p.m.	This email serves as a plead to oppose the ADU/DADU initiative. I'd like to prevent our city from overcrowding.	• 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.
80.	Don Briggs 7/27/20, 4:22 p.m.	• Residents of Kenmore need more time and information on this proposed amendment prior to the Council going forward. • This proposed change will chip away why many Kenmore residents live here - quiet, single family neighborhoods. • The change in ADU proposal will generate more tax revenue for the City - seems to always be a goal in Kenmore. • Removing the requirement for owner occupancy will create many single family homes being converted to investment/rental properties. • Perhaps there should be a vote of the public on this important issue.	• Comment noted. The Planning Commission studied the ADU regulations between August 2019 and January 2020. A public hearing was held in November 2019. • Comment noted. • Resulting tax revenue would be minimal given the small number of ADUs anticipated. • The intent of the 6-month owner-occupancy requirement was to limit opportunities for developers but provide more flexibility for homeowners.

ATTACHMENT 2

			• Comment noted.
81.	Rick and Sally Nordquist 7/27/20, 4:38 p.m.	We oppose: • Elimination of the “owner occupancy” requirement because creating rental neighborhoods will negatively impact single family dwellings. • Elimination of the “on-site parking” requirement can create traffic and safety issues. • Changing the zoning from R-6 to potential R-18 should require an environmental study and full disclosure to the citizens of Kenmore. • Oppose the possible reduction of backyard setbacks without the approval of Kenmore residents.	• The intent of the 6-month owner-occupancy requirement was to limit opportunities for developers but provide more flexibility for homeowners. • 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. • There are no zoning changes with this proposal. The environmental study concluded that there would be no significant adverse environmental impacts. • Comment noted.
82.	Bill Good 7/27/20, 4:39 p.m.	• On page 9 of the 'DCC77C...etc' document a portion of my comments appear to be in a matrix that includes, I presume, responses from unnamed sources. • The purpose for doing these things is should be explained to the people they are affecting, to be fair. All too often, the City decides that something 'has to be done'.....'because they say so'. The "LACK OF AFFORDABLE HOUSING" argument is getting to be such an obvious straw man argument to hide the real intentions of the City. "SUBURBIA" is a 'sanctuary' from the political crazies who think that we should live like the rats in Seattle et al. ADU's are a smoke screen for 'FORCED INTEGRATION'. • If City of Kenmore was interested in achieving the stated goals, then the City could have done that long before it allowed the development of high cost, high density million	• Responses in the matrices were prepared by Community Development Department staff. • Comments noted. • Comment noted. • See responses above about the environmental analysis which concluded that the changes would have no significant adverse environmental impacts. • Comments noted.

ATTACHMENT 2

		dollars structures called single family dwellings.....for the past 20 years. • This place is 'developing into a hell hole'. The infrastructure is 'pathetic' and 'unsafe'. A back yard for the kids to play in, a garage and adequate driveway and a space between houses make a quality home. • Why is the City of Kenmore in such a big hurry to totally destroy this area? The City of Kenmore did not represent the so called 'single family' image it ran around bragging about.	
83.	Mary Frederick 7/27/20, 4:54 p.m.	• I support one ADU on lots larger than 12,000 square feet only with the unit max. 1000 square feet. • The owner occupancy requirement could be removed. • Additional parking requirement for an ADU could be removed.	• Comments noted. • Comment noted. The proposed amendments include a 6-month owner-occupancy requirement. • The amendments as proposed remove the parking requirement for an ADU.
84.	Mark Prince 7/27/20, 4:55 p.m.	Just about everything in this ordinance is wrong and wrong for Kenmore. • These changes will not add substantially to the needed numbers of affordable housing units. • People move to Kenmore because of how the neighborhoods are now, friendly, open and lower density Seattle and some of our surrounding cities. • If there is an allowable number of ADU's on a property, it should only be 1, anything else is just high density rentals • These ADU's should have the smallest footprint possible, 600 -1000 sq. ft. • Relaxing the owner occupancy requirement is all wrong. • Eliminating the ADU parking requirement creates downstream problems with neighbors and police enforcement, Most of our neighborhoods do not have dedicated concrete sidewalks, children and residents use the edge of the road as their side walk back and forth.	• ADUs are one tool, of many, to provide additional affordable housing in Kenmore. • Comment noted. • Comment noted. • Comment noted. Proposed ADU sizes range from 600 to approximately 1,500 sq.ft. • Comment noted. • The environmental analysis concluded that there would be no significant adverse impact to parking and traffic as a result of this proposal.

Joanne Gregory

From: Joy Dise <jdise330@gmail.com>
Sent: Saturday, July 25, 2020 9:00 PM
To: Joanne Gregory
Subject: ADUs

Follow Up Flag: Follow up
Flag Status: Flagged

The Kenmore City Council's proposal to solve the areas lack of affordable housing concerns me. I live in a quiet, single family home and would like to keep it that way. I have issues / concerns regarding this proposal.

1. Has anyone thought about the effect it would have to our sewer system? The increased number of people in a community will increase the stress in the system. I hate to think what the effect will be.
2. I'm thinking that my home-owner's insurance will go up. If the renters are low income renters, chances are they will not buy renters insurance. If they don't have any insurance and they slip and fall, then they are likely to sue the home owner.
3. Eliminating the on-site parking requirement will cause people to double park in the streets like the other areas with multiple dwelling. This could become a safety issue because in case of fire, the BIG fire trucks would have a problem in maneuvering around the parked cars. And it would be unsafe for the kids.
4. Increasing the square footage of a home will increase the tax.
5. The cost of building these ADUs are not cheap. A detached ADU would require their own sewer, water and electricity line. How long would it take to recoup the cost seeing that the renters are low income?
6. Increase of traffic in the area where kids walk to school. This is unsafe for the kids.
7. How will it affect the resale of my property with all the ADUs in the area where people want to buy homes where they can raise their children in a community where they are safe walking to school and playing in the neighborhood.
8. "Eliminating the requirement after six months of occupancy that the property owner live in either the main house or ADU." What would stop the "rich and powerful" developers buy homes in single family residences and convert them into high rise and multiple dwelling for profit. This is a big problem.

Our community is a stablshed community. This is the reason for buying here. If the Council want to help, they should pressure the high rise builders to have at least 15-20% of accomodation for the lower income residents. High rise apartments and multiple dwelling apartments are popping up all over like wild mushrooms and they can help. The problem is they have the deep pockets and have clout so the poor, seniors who have had their homes and where they raised their kids and now living quietly are pressured by the Council to rearrange their lives for them.

Thank you,
Joy Dise

Sent from my iPad

Joanne Gregory

From: tiny96@aol.com
Sent: Sunday, July 26, 2020 11:50 PM
To: Joanne Gregory
Cc: banana111@msn.com; david.odgers@frontier.com; Hagarsammy@aol.com; lariiibe@comcast.net; shunt0202@msn.com
Subject: ADU's

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

I was born and raised in Kenmore and lived here, and went to school here my entire life. I even used to race in the Slough Race, now we don't even have Seafair, nor a 4th celebration anymore! I have lived in one of the first three houses in Uplake, so I am likely the longest resident. I like to keep quiet, and to myself, so I am hesitant to tell my story before I give you my feelings about the ADU's, but unlike most anymore, I think history is important. And this hit a nerve!

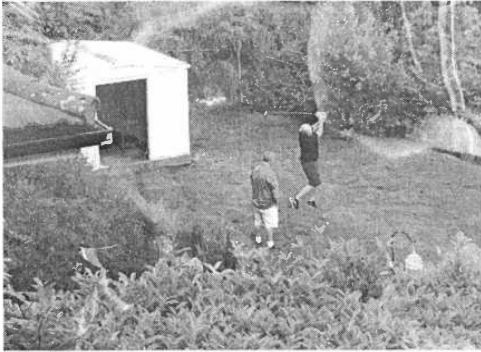
First, I had the biggest jerk in the world move into the house above me. He was a contractor and quickly started adding on I would estimate 25% more sq footage (I have the satellite shots), all in a sensitive area without permits, or geotechnical reports! But I kept my mouth shut. Then he brought in a dozer and cleared out the nice greenbelt between his driveway and my house and built what I call a concrete "Parking Garage"! And again with no permits. Even if it was simply a retaining wall it was still too tall too be built without a permit, and also Way too close to the property line!! To make it worse he then backed his loud truck with Flowmaster exhaust right up to the curb with the tail pipes nearly up against my bedroom wall!!!



And whats worse, he knew I worked nights and would rev it first thing in the morning! At this point I had enough and turned him in! The inspector came out and I told him everything, and that we were now having landslides because of all the additions! I could not believe his answer, he looked at the truck nearly in my bedroom and said "You know, if you look at anyone's house hard enough, you could probably find something wrong". Are you kidding me?! After that he did get one permit to build a huge non pervious deck in a sensitive area with no geotechnical report required which just added to the landslide problems! I can't believe he was grated that permit at all!

I had a carport that was "legally" built in 1970. I decided that before I die I wanted to build a (fairly) similar sized garage in the same spot. It took not one but two expensive geotechnical reports, and nine months to get the permit, which of course put the construction right in the rainy/stormy season! But not only that, I had to get approval from the Neighborhood Association, something that the upper neighbor didn't have to do (but I will give the association credit, the president at the time came out after the inspector and couldn't believe what he saw and made him put a wall around it, and told him to park it the other direction (which didn't last long!). Not only that, I was forced to get permission from the lower neighbor too! Sure would have been nice if we all had to play by the same rules!

So, on to that lower neighbor/ADU's. They added a basement apartment which was as far as I knew not legal by the codes, nor covenants. But again, I didn't say anything. They rented out the basement, but they still lived upstairs, so at least some maintenance/yard work was done. But they eventually sold the house and someone else moved in upstairs. The owner is Chinese, doesn't live there, and doesn't speak English, so I can't even communicate any problems. Now, not only do I have a house converted to nursing home on my street (how did that happen?!), but now also a multi family unit right next to me!! Renters don't care about taking care of anything, but I will give the girl who rented the basement for a long time credit for trying. But the hedges have got so wide, and so filled with sticker bushes coming from their side that I can no longer cut the top! But here is another example of why I don't want to live around renters! This is what I watched her boyfriends doing one day, they made a diving range across 522/Bothell Way!! I couldn't believe it!!!



She recently moved out and a bunch more kids moved in (like upstairs), with a bunch of big barking dogs! It looks like a frat house, and I count at least six living there now. But then tents started going up in the backyard. So who knows whats next, CHOP2?!



I have paid my neighborhood association dues since I purchased the house, but I am done! Their main concern now is that I wear a mask!!

And as far as the ADU's go, **I AM DEAD AGAINST IT!!!** That would mean my neighbor could add yet another dwelling, this is pure insanity, the entire state has gone mad!!

Michael Price

Joanne Gregory

From: Gregory Collins <collinsgreg5@gmail.com>
Sent: Sunday, July 26, 2020 3:17 PM
To: Joanne Gregory
Cc: CI_Council
Subject: ADU amendments

Follow Up Flag: Follow up
Flag Status: Flagged

Dear sirs,

We would like to express our disapproval of certain of the proposed ADU amendments being considered by the Kenmore City Council.

Like us, most people moved to single family dwellings in Kenmore because of the community atmosphere that is inherent in that setting; lower density, less traffic, and more available parking, just to name a few. Allowing larger and more ADUs to be built undermines the very lifestyle we all were seeking and are paying taxes to support.

In most cases, we believe the main motivation for the building of an ADU would be for the financial benefit of the owner/builder. It does not seem fair to us that we are forced to lose the community atmosphere we have invested in, for the sake of the financial gain of others. This becomes particularly unfair if the owner no longer is required to remain as a resident after six months.

Although there may be an affordable housing problem that the City Council wants to address, we do not believe it is fair for the council to try solving it by taking away the community lifestyle of their constituents. That would be a breach of trust on the part of the Council toward the community they were elected to govern. Lack of affordable housing in desirable metropolitan areas is a perennial problem and has been for longer than any of us has been alive. If you build all the ADUs Kenmore can hold, you will succeed in turning Kenmore into a city fewer people want to live in, but you will not solve the affordable housing problem for any length of time.

The one amendment we are not opposed to is that which allows an ADU to extend to within ten feet of the rear property line setback.

Thank you for your consideration.

Respectfully, Greg and Pat Collins

Joanne Gregory

From: ML Hill <mlhillmail@gmail.com>
Sent: Monday, July 27, 2020 8:06 AM
To: Joanne Gregory
Subject: ADUs in Single Family Zones

Follow Up Flag: Follow up
Flag Status: Flagged

I have specific amendments (listed below) to Kenmore's proposed amendments to the ADU regulations in Kenmore.

I do not support : eliminating the parking space requirement nor the owner occupation requirement.

Significant amendments to expand the ADU regulations should first and foremost:

- REQUIRE an additional parking space requirement for each and every ADU
- Allow ONLY one ADU on single family lots **greater than 18,000 square feet** - in part to help create the additional parking spaces for ADU inhabitants
- REQUIRE that the property owner live in the main house or ADU -reap what you sow-
- pay for the increased damage caused by rain water run off created by reducing the amount of land available to absorb precipitation
- Detached ADU units must have solar panels to provide electricity to the unit and
- contribute in a positive way to the electrical grid
- Locking mail boxes are required if USPS service is available to the ADU unit

Kenmore in many parts of the city is NOT a walkable city with services conveniently located and public transportation available. The density of the city has increased considerably and sufficiently. Will the city budget for, require and inspect ADU compliance? At a cost to which programs or services currently provided to citizens? It's always a trade-off. Are ADU dwellers also property tax payers with some 'skin in the game' so to speak?

I am a citizen of Kenmore and live in a multi generational, multicultural, multi-socioeconomic, multi-ethnic area of Kenmore zoned for single family occupancy.

Next to my house (zoned single family) are several houses which are partitioned and rented to more than single families so I have daily experience with:

- the cars of renters,
- the cars of friends of renters,
- the lack of upkeep on the property when owners are absent,
- the garbage which is allowed to accumulate in plastic bags which the crows peck apart

Mary Lou Hill

Joanne Gregory

From: Roman <rokess@yahoo.com>
Sent: Monday, July 27, 2020 11:13 AM
To: Joanne Gregory
Subject: ADUs

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning,

I would like to voice my opposition to the proposition to allow more ADUs. It should not be allowed! Kenmore is a beautiful little town built around single family residences. It has a great potential to become a jewel of King County if the city council makes the right choices regarding its development. Allowing one ADU on lots smaller than 8,000 sf and at least two on lots larger than 8,000 sf could potentially transform our town into a trailer park community.

What is the problem that our city council trying to solve here? Kenmore does not have a homeless problem like they do in Seattle. Moreover, the homeless problem is related far more to mental illness and drug addiction than to availability of housing. To date, there have been no credible study or statistics showing that the homeless problem in Seattle is directly related to rising home prices.

Has Kenmore city council considered the impact on our schools and infrastructure of doubling our population size? Have you considered the esthetics of adding ADUs, which could be a regular trailer or a manufacture structure from Home Depot? We have something similar in our neighborhood and it looks horrible!

We do not need to drastically increase the amount of residents in Kenmore. We do not need more density. We need investment into the waterfront development.

Please do not go forward with this proposition.

Sincerely,

Roman Kesselman
7321 NE 167th Ct
Kenmore, WA 98028

Joanne Gregory

From: Mike Sweazey <mike.sweazey@gmail.com>
Sent: Monday, July 27, 2020 12:36 PM
To: cpfcil@kenmorewa.gov; David Baker; Debra Srebnik; Joe Marshall; Milton Curtis; Melanie OCain; Nigel Herbig; Corina Pfeil; Joanne Gregory
Subject: Email with my contact info.

Follow Up Flag: Follow up
Flag Status: Flagged

Please read my comments below if appropriate at tonight's council meeting from a soon to be returning Kenmore Citizen.

Initially, I would like to thank and acknowledge each of you for the service that you provide. Overseeing the ongoing changes around us, sometimes knowing your decisions, do not please everyone can be daunting. Still, each of you is tasked with representing the interest of so many that have my utmost respect.

With this said, I am submitting comments regarding your efforts to provide ADU reform.

I want to start by stating I am not in favor of Triplexes within R-4 & R-6 residential zones. I do, however, support affordable housing for disabilities 200%, including aging in place and providing expanded affordable housing stock options for our young who cannot afford today's new construction price tag. With today's downsized households compared to 1950, s many do not have an interest in living in a 3-4,000 S/F dwellings.

I want to propose a housing option that might please the community who, for the most part, do not like change, including commissioners and council members who try their best to please everyone.

Consider approving second **IDU** as Independent **D**wellings **U**nits on the same tax parcel if they are limited to single-story homes meaning ramblers without excessive steps providing for those with limitations. If dwellings were segregated using our Washington Uniform Common Interest Ownership Act, these stand-alone dwellings would provide for those who wish to remain in our cities as household needs change as we age.

Our elderly, having the ability to downsize and age in place provides:

- Vacated large dwellings options for our young growing families which is a constant revolving door,
- It also provides comfort and helps minimize loneliness as we age and lose our spouses, friends, and love ones as they depart this earth,
- It also provides improved quality of life which improves physical health,
- It also provides 90% of American seniors a place to live at home as long as possible, avoiding senior living facilities.

A private sanctuary, infill, blending into the community issues are minimized when compared to two-story homes that can produce negative results.

Limiting the IDU's size using the R-4 and R-6 hardscape numbers (45% & 60%) would open the door for a variety of housing options per tax parcel.

Depending on lot sizes, onsite parking does affect the scope of what can be built when applying hardscape numbers, but if the City provided bonus options for doing so, it could be a win, win for all.

Pride of ownership is realized when you compare IDU to ADU rentals. Home-Ownership provides:

- fixed mortgages while rents tend to rise with inflation and,
- ownership is beneficial for most families, offering both financial gains and a way to build wealth.

I am sure everyone has heard the saying, **"if you built it, they will come"** Well, this doesn't apply in Washington State because they are already here. After all, the needs are real and why our GMA has us focused on providing change.

I am aware the City of Shoreline is considering IDU's on all lots greater than 10,000 within R-4 and R-6 zones. If approved, 1,600 new single-story residence could be realized truly providing affordable housing, which will reduce current new construction price tags, lower rents, and help provide additional affordable housing options.

Thanks for listening.

Michael Sweazey,
19310 3RD AVE NW
Shoreline, WA 98177
SOON TO BE A KENMORE RESIDENCE
206-226-8900
Champion of **IDU** as Independent Dwelling Units
Providing Affordable Housing Options

Joanne Gregory

From: Tom Cass <tcass@nwmls.com>
Sent: Monday, July 27, 2020 1:02 PM
To: Joanne Gregory
Subject: Accessory Dwelling Units

Follow Up Flag: Follow up
Flag Status: Flagged

I am in agreement that the current state of our city is sufficient in supporting our residents desires and lifestyle for this area. Adding high volumes of on-street parking will present safety issues , not only in the Arrowhead neighborhood (as previously noted) for pedestrians and children who play and ride their bikes in these public right of ways, but also the other school and mixed resi/business areas.

Kenmore has its certain charm and let us not undermine that with excessive population and dwelling growth. There are additional projects that are in the pipeline for other business areas and larger parcels of property that are being built up with single family homes or Condo/Apartment projects, if you add this ADU component, I think it would truly evolve into an undesirable situation with dwellings that were not kept up or in some cases rented out to people who have not invested the time and care for our community and may act accordingly. The children of Kenmore deserve the chance to grow up in the type of city that it is now, not something we wish it was if we look back in 20 years and realize a mistake was made.

Tom C.

Joanne Gregory

From: Dan Olsen <dolsen98028@gmail.com>
Sent: Monday, July 27, 2020 1:12 PM
To: Joanne Gregory
Subject: To: City Council - Do Not Approve Proposed Changes to ADU

To: Kenmore City Council
From: Dan Olsen
RE: Proposed changes to rules for Accessory Dwelling Units (ADUs) in Single-Family Zones

I oppose the proposed changes to the rules for Accessory Dwelling Units (ADUs) in Single-Family Zones. I find the possible unintended negative effects of these changes to be valid as listed in the Kenmore City Planning Commission's recommendations:

- Congestion in on-street parking.
- Property maintenance declines when property is not owner-occupied.
- Violation of the Kenmore Comprehensive Plan vision of a single-family neighborhood character.
- Decreased property values due to additional crowding of inhabitants.
- Increased likelihood of inappropriate use of dwellings by temporary occupants instead of homeowners.

Please do not jeopardize the quality of life for Kenmore neighborhoods by approval of the proposed changes. Please vote against passage of the changes.

Respectfully,

Dan Olsen

Joanne Gregory

From: Anna Yarmulnik <annayarmulnik@yahoo.com>
Sent: Monday, July 27, 2020 1:43 PM
To: Joanne Gregory
Subject: NO TO ADU N KENMORE

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Kenmore Council,

I am writing to express my concern and frustration with the proposed rule to allow additional dwelling units to be added to single home family lots in our city. I believe this is not a good idea. Rather, a very bad one. Single family home lots should be just that, a lot and a residence for one family. As a community, we all benefit from a steady development of our city. However, adding a large number of residents is not a well-thought out proposition. What about our schools, roads, etc.? Should we double the population of our city? How does this make sense? How does adding small homes next to or near existing homes make our community better? It will look more like a trailer park community than a nice and quiet residential neighborhoods that we now enjoy in many parts of Kenmore.

Certainly, the rental prices in King County have risen, but the homeless problem is a mental health problem and a problem with drug addiction first and foremost. King County would do better targeting the real problem without forcing small towns to destroy themselves. I strongly urge you to dismiss the idea of allowing ADUs in Kenmore neighborhoods and refocus your attention on the development of our infrastructure and finding an investor for the waterfront project.

Sincerely,

Anna Yarmulnik
Kenmore resident and house owner

Joanne Gregory

From: TALI ENA <eonthego@comcast.net>
Sent: Monday, July 27, 2020 1:45 PM
To: Joanne Gregory
Subject: ADU

We live on N.E. 157th up on the hill off of 81st Street.
We have lived at our residence 27 years.

There is a house(8140 NE 157th) that is a duplex. There are supposed to be(legally) a certain amt of people living in each unit(I believe two in each). Well, that is not the case. Which brings me to my concern. There is not enough parking for all their vehicles. One of the tenants owns three trucks and a big white trailer(owns a landscaping business). We definitely have a parking issue on the street. For that **one** duplex house there are three trucks, large trailer, and 3-4 cars. It makes for a very crowded cul de sac:/ Plus, there are two families(not tenants of duplex) that have small children and they bike and play BB in the street. With all the vehicles parked and coming and going there are safety concerns that need to be thought through.

So, w more people living in homes that have Accessory Dwelling Units there are going to be parking issues as well as, is there a limit on how many people/vehicles can live in a small unit and can there be legal issues if owner allows more? Please spend time and energy discussing parking problems, and issues when more people are living at one location.

More people equals more vehicles that create parking concerns.

Thank you!

Concerned citizen

Joanne Gregory

From: Geoffrey Palmer <geoffrey.b.palmer@gmail.com>
Sent: Monday, July 27, 2020 1:54 PM
To: Joanne Gregory
Subject: Re: ADUs in single-family zones

Dear Kenmore City Council,

Thank you for your hard work, and also for reaching out to gather feedback from the community regarding ADUs in single-family zones.

I think **it is great that you are considering measures that work towards the creation of more affordable housing** in our area. I am particularly impressed by the work that led to the recent Municipal Champion Award from the HDC Seattle-King County. Great job!

My **only major concern about ADUs pertains to the possibility that measures intended to create more affordable housing could unintentionally be used by owners to chase Airbnb revenues instead**. Some communities have found failure to consider how Airbnb could impact them have led to a decline in affordable housing, because available units are rented in a way that maximizes profit for the owner, but disadvantages lower-income people that are looking for places to stay for longer than a vacation. The constant churning of tourists works against the development of social bonds, which take time and repeat interactions to build and strengthen. In addition, long-term social bonds produce lots of desirable outcomes ranging from longer lives to lower crime rates.

I know that not everyone likes Seattle, but whatever your view about our municipal neighbor to the South, it is instructive to find that the Seattle City Council imposed measures that place limits on Airbnb in 2017 (or link here: <https://www.seattletimes.com/seattle-news/politics/seattle-imposes-new-limits-on-airbnb-other-short-term-rentals-with-7-0-council-vote/>)

As you deliberate about whether/how to make changes to Kenmore's policies about ADUs, I encourage you to **consider language that prioritizes affordable housing over Airbnb revenues**. A little bit of Airbnb isn't bad, but too much Airbnb could result in a city where we have more temporary visitors than long-term neighbors. This kind of imbalance would certainly work against the goal stated by Rob Karlinsey: to make Kenmore a place where people love where they live.

Thank you for your time and consideration. Please feel free to follow-up with me if you like.

--

Best wishes,

Geoff Palmer

Joanne Gregory

From: Bob Fish <bfishatsea@outlook.com>
Sent: Monday, July 27, 2020 2:09 PM
To: Joanne Gregory
Subject: ADU's in Single Family Zones

Follow Up Flag: Follow up
Flag Status: Flagged

Joanne Gregory, Finance and Administration Director
 City of Kenmore

I want to begin by saying that providing affordable housing, controlling urban sprawl and making more efficient use of existing housing structures are all things I enthusiastically support.

At the same time as a City, region and planet we will eventually have to acknowledge that growth of cities, human population and consumption cannot go on indefinitely on a planet of a finite size and carrying capacity. If Puget Sound is to become healthy enough again to have thriving salmon and Orca populations there are limits to how many people can live in its watershed. At the global, national, state, county, municipal, neighborhood, block and household levels we will need to come to grips with the limits to growth for every place on earth.

I have several questions about the proposed revisions to Kenmore's ADU Guidelines.

1. Why didn't Kenmore opt to follow the SEPA process and carefully assess the full range of impact of this proposed change?
2. Why should ADU developers get a free pass on sharing the cost of growing demands on utilities?
3. Why is there no analysis of the impact of the proposal on surface water management?
4. What will be done to prevent short term rentals that destabilize neighborhoods and provide no additional long term affordable housing?
5. What is know about where Kenmore residents who are severely cost burdened live? If not in Single Family zones how will this proposal help them?
6. On page 24 of 34 of the "show document" are you comparing 2013 rents to 2017 rents and why would that make any sense at all?
7. On page 25 of said document who is MSRC? Why should we rely on 25 year old information for an unspecified place when more recent information for Seattle indicates detached ADU's to be extremely expensive per square foot?
8. Also on page 25 who is Chapple and how does s/he know ADU's rent for less and for what markets at what point in time?
9. Again on page 25 why should we have any confidence a housing market on Long Island will behave the same way Kenmore's does.
10. What, if any, thought has been given to the "double edged sword" that this change would make in housing affordability? Helping making housing more affordable and easier to buy for smaller households who pair up to buy together and for multigenerational households while making it that much harder for families with one or two parents with children to afford a single family residence?
11. Where is Section 18.20.1010 of the Kenmore Municipal Code and what does it say? I tried looking it upon on the City of Kenmore website and found no such section in the code. It supposedly defines the maximum number of residents per household in single family zones so is key to understanding what is proposed.

Suffice it to say your supporting documents leave much to be desired if your goal is to make a convincing argument for what is proposed.

Thank you for your consideration. I look forward to receiving answers to the questions I've raised.

Sincerely,

Robert Fish
5918 NE 199th ST
Kenmore, WA

Sent from Mail for Windows 10

Joanne Gregory

From: dickowen43@aol.com
Sent: Monday, July 27, 2020 2:16 PM
To: Joanne Gregory
Subject: ADU ordinance

I am writing to you in opposition of the proposed ordinance. As I licensed architect I am not opposed to ADUs but they must be carefully regulated. This ordinance is not the answer. The ADU should be allowed on larger lots so that the setbacks for the ADU is the same as the existing zoning, the use as a short term rental should be prohibited, and on site garage or carport parking must be provided for 1 car. These are the main changes that would support.

Richard Owen
15542 62nd Ave NE
Kenmore, WA 98028

Joanne Gregory

From: olsen@seanet.com
Sent: Monday, July 27, 2020 2:16 PM
To: Joanne Gregory
Subject: To: City Council - Do Not Approve Proposed Changes to ADU Rules

Follow Up Flag: Follow up
Flag Status: Flagged

To: Kenmore City Council
From: Bonnie Olsen
RE: Proposed changes to rules for Accessory Dwelling Units (ADUs) in Single-Family Zones

July 27, 2020

I oppose the proposed changes to the rules for Accessory Dwelling Units in Single-Family Zones. I find the possible unintended negative effects of these changes to be valid as listed in the Kenmore City Planning Commission's recommendations:

- Congestion in on-street parking.
- Property maintenance declines when property is not owner-occupied.
- Violation of the Kenmore Comprehensive Plan vision of a single-family neighborhood character.
- Decreased property values due to additional crowding of inhabitants.
- Increased likelihood of inappropriate use of dwellings by temporary occupants instead of homeowners.

I would be in support of one ADU per single-family home where the lot size is 8,000 sq ft or larger. Allowing two ADUs per lot, in addition to an existing single-family home, is a ridiculous level of density and should not be implemented.

Please do not jeopardize the quality of life for Kenmore neighborhoods by approval of the proposed changes. Please vote against passage of the changes.

Respectfully,

Bonnie Olsen

Joanne Gregory

From: Daniel Mock <danchips@hotmail.com>
Sent: Monday, July 27, 2020 2:16 PM
To: Joanne Gregory
Subject: question about ADU reg changes being considered

Hello,

My question is this:

The mailer sent out to citizens in July, 2020 indicates that changes being considered to the ADU regulations for lots 8,000 square feet or greater includes allowing for 2 ADU's, and that both ADU's may be attached. However, the recommended amendment for Section 18.73.100 (A) attached to the Council meeting agenda dated Jan. 13, 2020 states that there can be a maximum of two ADU's of which only one can be a detached ADU. Which version reflects the intended change?

Thank you,
Dan Mock

Joanne Gregory

From: Daniel Mock <danchips@hotmail.com>
Sent: Monday, July 27, 2020 2:21 PM
To: Joanne Gregory
Subject: ADU reg changes being considered

Hello,

Here is my question:

The mailer sent out to Kenmore citizens in July, 2020 indicates that changes being considered to the ADU regulations for lots 8,000 square feet or greater includes allowing for 2 ADU's, and that both ADU's may be attached. However, the recommended amendment for Section 18.73.100 (A) attached to the Council meeting agenda dated Jan. 13, 2020 states that there can be a maximum of two ADU's of which only one can be a detached ADU. Which version reflects the intended change?

Regards,
Dan Mock

Joanne Gregory

From: Corina Pfeil
Sent: Monday, July 27, 2020 2:23 PM
To: Joanne Gregory; Nancy Meehan
Cc: Nancy Ousley
Subject: ADU Q's for tonight

Good Afternoon Joanne,

Re: ADU's

I'm writing to address these few concerns I have for tonight.

Bedroom size - *I would prefer a healthy standard – ensuring the safety of healthy living standards as described for foster children in WA State 8x10, or 10ft room.

of Bdr's - I have no restriction concern – yet hope some of our preformed designs will show 3 BDRs, 1 ½ bath.

I support pre-approved designs to –

- simplify the process for individuals and reduce overall cost to homeowners considering ADUS; *and also*
- for those persons who want to bring in their own designer/architect if they choose too.

In keeping the Charm of Kenmore-

- Exterior Design of exterior – should complement the home.
- Height of Attached ADU's – not taller than the home (Q- If a homeowner builds up in the future – can they add to their attached ADU)
- Attractive facades – built out doorways – with two entrances just beyond? –

ADU Total Floor Size – if a floor space is 1500, and you have a 2-story home, does that mean you could build a ADU with 2-separate floors of 1,500 Square feet.

- Or 2 separate ADU's
- Is there room to match the width or/ depth of the house when building an Attached ADU?

Thank you for all your great work on this!

Warmly,

-Corina

Corina Pfeil | Kenmore Councilmember Pos. 7

City of Kenmore | Government

Pronouns: She/Her/Hers

Office: 425-398-8900
Direct: 425-428-2255
cpfeil@kenmorewa.gov
www.kenmorewa.gov

Joanne Gregory

From: Olga Martinchik <o.martinchik@gmail.com>
Sent: Monday, July 27, 2020 2:38 PM
To: Joanne Gregory
Subject: RESIDENTS' OPPOSITION TO THE PROPOSITION TO ALLOW MORE ADUs IN SINGLE-FAMILY ZONES IN KENMORE

Hello,

I would like to express my family's strong opposition to the proposition to allow more ADUs in our home town. We are homeowners in Kenmore, and one of the particular reasons why we purchased our home here is that Kenmore is a small and beautiful town built around single family residences. I believe that Kenmore city council must make the right decisions regarding Kenmore's development and strongly consider the needs and opinions of the local homeowners, business owners, and other residents.

Allowing one ADU on lots smaller than 8,000 sf and at least two on lots larger than 8,000 sf could potentially transform our town into a trailer park community and should not be allowed. Kenmore does not have a homeless problem like they do in Seattle, and we should not pretend that it does. Evidently, the homeless problem in Seattle is related far more to mental illness and drug addiction than to availability of housing. To date, there have been no credible studies or statistics showing that the homeless problem in Seattle is directly related to rising home prices. However, if you do have the data which shows that the homeless problem in Seattle is directly related to rising home prices, please make this information available to all Kenmore residents.

Kenmore city council must consider the impact on our schools and infrastructure of potentially doubling our population size. Your council must also consider the esthetics of adding ADUs, which could be a regular trailer. We have something similar in our neighborhood and it looks terrible! We do not need more trailer parks and similar dwellings in our town than we already have. In fact, the council should work on decreasing their number, not increasing it. Furthermore, instead of drastically increasing the general amount of residents in Kenmore, Kenmore City Council should focus on and make more investment into improving our schools and our waterfront development. Therefore, on behalf of my family and our local community, I respectfully ask the Council to not go forward with this ridiculous proposition.

Sincerely,

Olga Martinchik
19726 82nd Place NE,
Kenmore, WA 98028

Joanne Gregory

From: juanita Aguilar <juanitaag1@gmail.com>
Sent: Monday, July 27, 2020 3:09 PM
To: Joanne Gregory
Subject: ADU proposal allowing more ADUs in single-family zones

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

We are writing to give our input on allowing more Accessory Dwelling Units in single-family zones. We are in opposition to this proposal of allowing more ADUs in single-family zones. First, it is not good for the overall well being of the existing community. Adding more rentals crowds the streets and the renters do not have the same investment in adding resources to the community. Adding more structures that will take away more green spaces will have negative consequences on the wildlife who depend on those spaces and the local ecosystem. In addition, taking away the additional requirement of the parking space needed for an ADU will only add to the existing parking problem in some neighborhoods like mine. We already have neighbors who live in their homes with renters and park in their yards as well as on the street. We do not want to see more people being added to their lots and having added noise and parking issues. Finally, adding more cars on our already packed streets will impact the safety of our community. More cars coming up and down the streets will not only add to the noise pollution and increase the likelihood of accidents but also negatively impact the wildlife that walk about our neighborhoods. We are very much opposed to the proposal of allowing more ADUs in single-family zones.

Sincerely,

Juanita Aguilar,
Justin Hodneland
Kenmore Homeowners

Joanne Gregory

From: Joanna Little <jabelittle@gmail.com>
Sent: Monday, July 27, 2020 3:21 PM
To: Joanne Gregory
Subject: ADU comments

Dear Kenmore City Council,

I am opposed to Accessory Dwelling Units in single-family zones, particularly since I don't think it will achieve affordable housing in the area at all. Even mother-in-law units have skyrocketed in the last 5-10 years, and there is no indication ADU's would be any different. There is no height limit, either, and I'm not interested in suddenly having windows above my backyard.

There has been no rental control or cap indicated that would ensure these ADU's are actually affordable. There is no fee attached to assist Northshore School District in creating the extra classrooms and paying for extra staff to teach the increased population. When developers started buying up any relatively inexpensive house with land enough to build 3+ houses on, the number of cars and resulting traffic exploded. We moved from our last house in large part because we stopped leaving our house from 4-7 pm because it had become too dangerous to turn out onto Juanita Rd. without a stop light. Compounding this already frustrating issue by adding even more housing without any plan for mitigating traffic is inexcusable, particularly since there are so few arterial roads to leave Kenmore. Eliminating required parking spaces for the additional living spaces creates neighborhoods that are less safe as visibility is reduced for drivers to see children playing outside, and yes, I enjoy the view in front of my house and don't want my neighbor's new renters parking out front. I might not own the land, but I did not buy a house in a neighborhood where that was the norm, either.

Kenmore should invest in affordable housing, but it can and should be done in ways that are responsible to the quality of the life of all community members and also ensure said housing is actually affordable rather than a boon to developers.

Thank you,

Joanna Little

Joanne Gregory

From: Phyllis Finley <plfinley@frontier.com>
Sent: Monday, July 27, 2020 3:22 PM
To: Joanne Gregory; CI_Council
Subject: Kenmore City Council 7.27.2020 ADU Public Hearing
Attachments: Kenmore City Council 7.27.2020 ADU Public Hearing.docx

For the public record.

Thank you.
Phyllis Finley

To: Kenmore City Council
From: Phyllis Finley
Date: July 27, 2020
Re: ADU Proposal Public Hearing

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

I ask that you accomplish that mission while staying true to the Kenmore Comprehensive Plan and Vision Statement. Please *justify to Kenmore residents* how you square your proposed ADU changes with these three elements of the Comprehensive Plan:

- A small town feeling
- A sense of belonging and pride
- The character of a single-family residential neighborhood preserved

The proposed changes have veered wildly off course from the first conversations of the Planning Commission and the typical mother-in-law apartment in the basement, studio apartment in the garage, or “tiny house” in the backyard.

I oppose the following five changes for the following reasons:

1. Relaxed Owner Occupancy Rule

Without owner occupancy, the rentals are no longer an ACCESSORY to the owner’s residence. They are “rentals” in their own right.

You do not need a lively imagination to envision the developers already lined up to buy single family parcels to convert to three rentals. You do not need a lively imagination to figure out a way to circumvent the “6-month owner occupancy” change and have these properties managed by out-of-area investors.

2. Zoning Change Termed “Development Change”.

Call it what it is.

Allowing three rentals on a single-family parcel is a change of the INTENT of the R-6 zoning.

If you believe it is in the best interest of Kenmore residents to allow R-18 in an area zoned R-6, go through the entire and legal process of a Comprehensive Plan amendment.

3. Property Valuation Change

If a single-family parcel can be converted to three rentals, chances are that property values will increase...and property taxes along with it.

The rentals may provide affordable housing for the tenants, but the property tax increase could very well create a situation in which the property owner is taxed out of his/her home.

4. No On-Site Parking

Yes, tenants can park in the driveway. How many times will an occupant want to get out of his garage, have to wake up all the other tenants to move cars before they all agree to just park on the street?

If a person rents her two-bedroom basement to four college students, rents the other house to a couple, and has two cars of her own, that’s a total of eight cars. In the driveway?

Oh? You’ll solve that by putting up “No Parking” signs on the street? I probably don’t need to point out that that would be an inconvenience to other residents on that street.

5. Reduction of rear-yard setback

Why is there a setback of any kind? Is it to preserve the neighborhood? provide a small-town backyard feel? respect the adjacent property owners? This proposal violates all three.

If I want to build an 8x10 shed in my backyard to store a hose and a lawnmower, I need to comply with the 20’ setback.

But if I want to build a 1500 sq ft house to rent, it can be 10’ from the property line.

Does this even make sense to YOU?

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.

Joanne Gregory

From: Meredith Berther <meredith.berther@gmail.com>
Sent: Monday, July 27, 2020 3:25 PM
To: Joanne Gregory
Subject: Kenmore ADU Comments

Members of the Kenmore City Council,

I am writing in regards to the mailer that we received about potential changes to ADUs. My husband and I are in support of the proposed amendments to the ADUs in Kenmore.

As we begin to raise our family, we would like our children to be close to their grandparents. My husband and I both grew up in the area, but my in-laws moved out of state 10 years ago and cannot afford to return and live close to us.

Our lot is just under 10,000 square feet and we would like to build a DADU for my in-laws to live in. Currently, we could build an ADU, but we would prefer the unit to be detached for a greater separation of living spaces.

As northwest natives, we love how wooded our property is and would keep as many trees as possible when building a DADU. Our driveway has space for four cars as well as two cars in the garage, so there would be little to no impact on street parking.

What is the timeline for the review of this ordinance after the meeting tonight? How soon could changes take effect?

Thanks!
Meredith Berther

Joanne Gregory

From: Rosemary Warren <rosemarywarren@yahoo.com>
Sent: Monday, July 27, 2020 3:36 PM
To: Joanne Gregory
Subject: More ADU's

Follow Up Flag: Follow up
Flag Status: Flagged

This notification has been on my mind constantly. I have been in the Arrowhead neighborhood for 44 years. My son, daughter-in-law, and grandson have lived in the original home since 2016. I now live across the street from them. This is my aging in place home, a 1957 rambler on a 13,000 square foot lot. I should be here for another 25+years.

As much as I want people to actually be able to afford to live in Kenmore, this is not the way. This whole proposal is too soon, too fast, and too many unanswered questions. While we planned for my son's remodel of his now home, my then home, I did try to figure out if we could put a separate ADU of 1,000sq feet on that 10,500 sf lot, after looking at the City of Kenmore website for specifics. What about sewer? What about electricity and water service? And now someone thinks it's a good idea to add another ADU in the same property? Same questions, no answers in the card that was mailed out. I will look at the website to see if there are any details.

Who will be living in these ADU's? If an owner doesn't have to live there, it won't be extended family, will it? Who controls the rent? Who decides whether or not the property is maintained? What about fire codes? Not much space to maneuver for the fire service if there isn't much space in an 8,000 sf lot to walk around. Where will the kids play? Not in the street, with. Their parents. It will be full of parked cars. Where will the kids go to school? Arrowhead Elementary is already full (I volunteer there - or I did.). Because of all the huge neighborhoods already built all over Kenmore, my grandson will go by bus to Northshore Middle School, miles away. Kenmore Middle School is walkable in a pinch (my son did it on a snow day.)

Whose idea was this all of a sudden? I'm all for good housing for families at less than thousands of dollars a month. I have had family living with me in my previous home, and would again in a heartbeat. I also know that if someone needed it, I could build an ADU in my current yard, or add on to my home. We have enough in place now, we don't need to shoehorn people in. Somehow it feels like someone stands to make money out of this, and I don't mean the current homeowners.

As I see the Joshua Freed signs, on my rare excursions out into the real world, I'm reminded of his stint as Bothell mayor and the Bothell Reporter Newspaper articles about him and how he managed to benefit his real estate fortunes at the expense of Bothell. I thought at the time it was pretty handy for him to become mayor to help that happen. That's why I think someone stands to make money off of this plan. We don't need more than what is in place. Vote "NO".

I will not be on ZOOM tonight, but you have my long-term resident input. Sincerely, Rosemary Warren
rosemarywarren@yahoo.com

Joanne Gregory

From: kerrykoch@frontier.com
Sent: Monday, July 27, 2020 3:56 PM
To: citycouncil@kenmorewa.gov; Joanne Gregory
Subject: Proposed ADU's changes

I am sending this communication to you to voice my opposition to the elimination of the owner occupancy requirement for doubling of the Mother-In-Law apartments (ADU's) along with the elimination of the on-site parking requirement.

"In essence" I oppose any zoning change that creates reduced backyard setbacks.

I am in total opposition to these proposed changes.

Sincerely,

Kerry Koch
15734 62nd Ave. NE
Kenmore, WA 98028

Joanne Gregory

From: Harry Pomeranz <news.gate@outlook.com>
Sent: Monday, July 27, 2020 4:05 PM
To: Joanne Gregory
Subject: ADUs

Importance: High

As resident of Kenmore, I reject new ADUs proposal and urge the council to drop this city killing idea.
I vote, NO

Sincerely,
Harry Pomeranz
6355 NE 151st Street
Kenmore 98028

Sent from Mail for Windows 10

Joanne Gregory

From: Bruce Garberding <bigbluedog@msn.com>
Sent: Monday, July 27, 2020 4:10 PM
To: Joanne Gregory
Subject: Proposed Accessory Dwelling Units in Kenmore

Reference:

<https://www.kenmorewa.gov/Home/Components/News/News/46/301>

We are Kenmore homeowners in the Arrowhead neighborhood (Inglewood 2). I am making a comment regarding the Council's consideration of the proposal to allow accessory dwelling units in the City of Kenmore with some stipulations.

I believe that the stipulations are too lax and will contribute to a decreased quality of life in our fair city. While I understand the shortage of affordable housing in our region, I think there are problems down the road with the proposed regulations in several ways.

Owner Occupancy is crucial. We believe it is necessary to mandate that the property owners physically live on any lot that contains these ADU's. Not just for 6 months, but for the entirety of the time these ADU's are rented. This means that the owner has a vested interest in the welfare of the residents in the units as well as neighboring residents. If owners are allowed to discontinue residency 6 months after these units are occupied, it opens the door to a whole host of potential problems, such as those that come with absentee landlords- noise complaints, lack of maintenance and upkeep, and other issues associated with so many people living in such close quarters.

Parking is bound to become an issue with no parking mandated. We moved to Kenmore to enjoy the more open space it has to offer and pay very high property taxes accordingly. Kenmore is not a particularly amenable location for walking where you need to go. Hills, traffic, and lack of sidewalks prohibit this kind of density.

Inspections - I did not see any reference to how these units will be inspected and managed. Are they simply subject to Washington State landlord-tenant law? What department in the City will field complaints on these units and follow up? What kind of enforcement is there?

Tax- how will these units be taxed? Where will that revenue go? What is the

anticipated impact financially and socially? How much and how fast will our population grow?

Emergency Response- how will the increase in physical structures (packed onto a residential lot with no parking) impact Fire and Police response? What will be the cost of increased protection?

Please take these comments into consideration when voting on this ADU issue. Thank you.

Respectfully,

Bruce Garberding & Ron Haukom
15805 64th Avenue NE
Kenmore WA 98028
206-854-8969
bigbluedog@msn.com

Joanne Gregory

From: City Hall
Sent: Monday, July 27, 2020 4:12 PM
To: Joanne Gregory
Subject: FW: No To The ADU/DADU

Almost missed this.

-----Original Message-----

From: Noemi Aguilar-Grenzebach <noemi@grenlar.com>
Sent: Monday, July 27, 2020 3:46 PM
To: City Hall <CityHall@kenmorewa.gov>
Subject: No To The ADU/DADU

This email serves as a plead from to oppose the ADU/DADU initiative. I'm a citizen of Kenmore and I'd like to prevent our city from overcrowding.

Thank you,

Noemi Aguilar

Joanne Gregory

From: Don Briggs <alfadon76@gmail.com>
Sent: Monday, July 27, 2020 4:22 PM
To: Joanne Gregory
Subject: ADUs - Kenmore resident comments

Thank you to Kenmore for accepting comments on the proposed ADU amendments. I think the residents of Kenmore need more time and information on this proposed amendment prior to the Council going forward. I just very recently received the postcard via mail with a deadline for comments today at 5:00 PM.

I would favor holding on the city council vote on this topic until more public comments and hearings are held.

my initial thoughts is this proposed change will be another step to chip away why many Kenmore residents live here - quiet, single family neighborhoods. The change in ADU proposal will generate more tax revenue for the City - seems to always be a goal in Kenmore. This change doesn't appear to be a step in the right direction. Another concern is removing the requirement for owner occupancy will create many single family homes being converted to investment/rental properties instead of the neighborhoods we love in Kenmore.

Again, please slow the process down and encourage resident input; perhaps even through a vote of the public on this important issue.

Thank you,
Don Briggs
55 year Kenmore resident.

Joanne Gregory

From: nordq@comcast.net
Sent: Monday, July 27, 2020 4:38 PM
To: Joanne Gregory; CL_Council
Subject: Proposed changes to ADU dwellings

We are concerned about the proposed changes to ADU dwellings and oppose the following items:

1. Elimination of the "owner occupancy" requirement because creating rental neighborhoods will negatively impact single family dwellings in the area.
2. Elimination of the "on-site parking" requirement can create traffic and safety issues for existing neighborhoods.
3. Changing the zoning from R-6 to potential R-18 should require an environmental study and full disclosure to the citizens of Kenmore.
4. We also oppose the possible reduction of backyard setbacks without the approval of Kenmore residents.

Please consider retaining the quality of life and pride of neighborhoods that exists in Kenmore.

Rick and Sally Nordquist

Joanne Gregory

From: bill good <weg21145@yahoo.com>
Sent: Monday, July 27, 2020 4:39 PM
To: Joanne Gregory
Subject: Re: ADU

on page 9 of the 'DCC77C...etc' document are a portion of my comments which appear to be in a matrix that includes, I presume, responses from unnamed sources. the portion of my commentary at the end of the email speaks to the real underlying purpose of these proposed ADU changes, to which I would like an answer. The purpose for doing these things is should be explained to the people they are affecting, to be fair. All too often, the City decides that something 'has to be done'.....'because they say so'.

The "LACK OF AFFORDABLE HOUSING" argument is getting to be such an obvious straw man argument to hide the real intentions of the City.....and that is to 'tow a political agenda' for the political establishment in this state against the will of most of us in this community.

"SUBURBIA" is a 'sanctuary' from the political crazies who think that we should live like the rats in Seattle et al. ADU's are a smoke screen for 'FORCED INTEGRATION'.

"Grandma's own living space" doesn't need ADU revisions. If City of Kenmore was interested in achieving the city's general housing targets, was interested in increasing the variety of housing types, was interested in supporting ADUs as an affordable housing choice for families and individuals who need affordable housing, was interested in benefiting homeowners who need or provide care to other family, was interested in those who need supplemental financial assistance, was interested in seniors who want to age in place, was interested in supporting single-family neighborhood character, was interested in avoiding creating loopholes for developers to create excessive density, permit unattractive structures, or displace vulnerable residents through redevelopment, then the City of Kenmore could have done that long before it allowed the development of high cost, high density million dollars structures called single family dwellings.....for the past 20 years.

So now the City claims to be standing up for 'AFFORDABLE HOUSING' after 20 years of permitting the absolute destruction of this northern Kenmore community through it's greed to race to the cover page of the "Most Liveable Cities" propaganda.

This place is 'developing into a hell hole'. The infrastructure is 'pathetic' and 'unsafe'. The million dollars houses are crap. A granite countertop and stainless steel frig does not make a 'quality home'. A back yard for the kids to play in does. A garage that can accomodate two medium size cars does. A driveway that can hold two vehicles without the ass end extending over the sidewalk does. A space between houses that provides an "American" amount of privacy from your neighbors does. A street that holds safe lane widths AND bike lane would be nice.

Why is the City of Kenmore in such a big hurry to totally destroy this area? Is this what the 'science' is telling you to do? I am seriously disgusted with the so called 'development management' of this City and this area ever since the Growth Management Act deemed it necessary to go around and double all the residential zoning densities. And the City of Kenmore did not stand in the way. It did not represent the so called 'single family' image it ran around bragging about. Unlike other commentors in this document, I declare that you 'are not' doing a good job because you 'are not' representing the citizens of this community like you have pledged to do. Nice try. Very technically deceptive.

On Monday, July 27, 2020, 3:23:35 PM PDT, Joanne Gregory <jgregory@kenmorewa.gov> wrote:

Hi,

Your comments were on two pages and both pages are included and attached. They are at the very end.

Joanne

Joanne M. Gregory, CPA

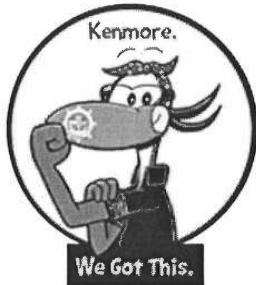
Finance and Administration Director | City of Kenmore

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



From: bill good <weg21145@yahoo.com>
Sent: Monday, July 27, 2020 3:12 PM
To: Joanne Gregory <jgregory@kenmorewa.gov>
Subject: Re: ADU

I realize that you were given a hard paper copy of my comments on the ADU's which may have complicated duplicating them onto the written response record. Some of my comments have been excluded from the record. Why did that happen?

On Friday, July 24, 2020, 2:53:48 PM PDT, 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. I apologize email didn't work and thank you for taking the time to hand deliver to City Hall.

Sincerely,

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



From: bill good <weg21145@yahoo.com>
Sent: Friday, July 24, 2020 2:09 PM
To: Joanne Gregory <jgregory@kenmorewa.gov>
Subject: ADU

why is my email to you regarding ADU's coming back "UNDELIVERABLE"?

Joanne Gregory

From: Mary Frederick <mary@toddfrederick.com>
Sent: Monday, July 27, 2020 4:54 PM
To: Joanne Gregory
Subject: ADU's

To Kenmore City Council:

I support one ADU on lots larger than 12,000 square feet only with the unit max. 1000 square feet.

The owner occupancy requirement could be removed.

Additional parking requirement for an ADU could be removed.

Thank you.

Mary Frederick
6417 NE 190th St.
Kenmore

Joanne Gregory

From: Mark Prince <Prince_Mark@msn.com>
Sent: Monday, July 27, 2020 4:55 PM
To: Joanne Gregory
Cc: Mark Prince
Subject: ADU citizen comments

Please read my statement into record as we cannot be in attendance personally

Mayor and fellow city council members,
Just about everything in this ordinance in regards to (ADU's) is wrong and wrong for Kenmore.

From your earlier studies about ADU's, these changes will not add substantially to the needed numbers of affordable housing units Kenmore is trying to achieve.

And who or what are you trying to remake Kenmore into? People move to Kenmore because of how the neighborhoods are now, friendly, open and lower density Seattle and some of our surrounding cities.

If there is an allowable number of ADU's on a property, it should only be 1, anything else is just high density rentals

These ADU's should be small in size and have the smallest footprint possible, 600 -1000 sq. ft.

Relaxing the owner occupancy requirement is all wrong,,neighborhoods have better upkeep with owner occupancy, what you are creating are slum lord rentals that will decrease property values.

Eliminating the ADU parking requirement is just absurd. They have to have enough space on the property for all parking. You are creating downstream problems with neighbors and police enforcement, You are either living in a bubble and don't think that people drive anymore or you do not care about the safety of our neighborhoods. Most of our neighborhoods do not have dedicated concrete sidewalks, children and residents use the edge of the road as their side walk back and forth and they are now going to just park. If any of you have driven or walked in Ballard or West Seattle you know how hard it is to do so with just this parking issue and just like what we currently see around our current downtown core, and they don't park a vehicle for just the 24 hours on the side of the road, Kenmore currently have vehicles parked 1 -2 months in the same spot (never moved) or more before any action is taken. To the city and the police this may not be a big issue to you, but when it happening to you In front of your house; it is the most important issue.

These changes as stated are not good for the current residents of Kenmore neighborhoods. Don't try to remake us into something we are not with these changes.

Thank you,
Mark Prince
19330 55th Ave NE, Kenmore

Joanne Gregory

From: 陈兆奕 <czy90321@hotmail.com>
Sent: Monday, July 27, 2020 5:06 PM
To: Joanne Gregory
Subject: Concerns on ADU Code Changes

Dear Officer,

I would like to vote against ADU Code changes.

I have concerns on:

1. allowing 2 ADU per lot and NO minimum lot size requirements;
2. reduction of lot set back;
3. no additional parking requirements;
4. owner occupancy elimination

Thanks,
John

Joanne Gregory

From: Pat Fitch <seattleconnection@hotmail.com>
Sent: Monday, July 27, 2020 5:45 PM
To: Joanne Gregory
Subject: ADU's in Kenmore

Follow Up Flag: Follow up
Flag Status: Flagged

I am for affordable housing in Kenmore but the proposed changes appear too lax.
We live on 155th where there is no parking on the street so not having off street parking is already an issue at times.
Besides that the bus that runs on 155th is going away. This already a neighborhood where walk ability is a problem so more vehicles would be coming with more units so off street parking is needed with ADU's.
Not requiring owner occupancy means very little response to complaints about noise, parking, neglect of the area around the units as well extra items kept outdoors of these small units.
How many people are allowed to live in these small units? Will there be a limit? How many animals?
How will these units be taxed? It's nice to say that affordable housing will be added but are people only building them out of the goodness of their hearts? I think not. Most of the existing sewer lines are not adequate to add an extra living unit so new sewer lines need to be added, new electric lines, etc. plus the general expense of building means charging a pretty fair amount of money in rent for a return on the large investment.
What about emergency services getting to these units where there is no extra parking or parking is extremely limited?
We like Kenmore and pay high taxes and high sewer rates in particular to live here but liveability is important, too.
Sincerely,
Pat Fitch
Homeowner in the Moorlands area of Kenmore.

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Joanne Gregory

From: Idolka Cruz Bao <idolkacruzbao@gmail.com>
Sent: Monday, July 27, 2020 6:45 PM
To: Joanne Gregory
Subject: ADU new amendments

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mr. Gregory,

My name is Idolka Cruz Bao.

I'm a resident and a voter in Kenmore. I am writing in support of these rules because they reflect reality. The entire metro area is becoming more dense. Kenmore is exploding with developments placing hundreds of families on home with lots of 5,000 feet or less. Kenmore's vitality will depend on gracefully accepting the increased density and providing a wide variety of living options to young people, seniors, families and single people of all ages and income levels. These regulations are not a major change. They are carefully written to preserve the character of single family neighborhoods. But they do give homeowners a better chance to rationally and safely participate in Kenmore's growth and cleverly provide housing options, without being forced to subdivide. This is good for Kenmore and for people who want to live in Kenmore. Thanks for listening and thanks for doing the work to bring these beneficial changes about.

Sincerely,

Idolka Cruz
425-263-0754
7507 NE 202nd Pl, Kenmore, WA, 98028

Sent from Yahoo Mail for iPhone

Joanne Gregory

From: Annemieke Jones <annemiekejones@gmail.com>
Sent: Monday, July 27, 2020 7:02 PM
To: Joanne Gregory
Cc: dwjones79@mac.com; Annemieke Jones
Subject: ADUs

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Kenmore Council,

We received the notice about the discussion on ADUs this week. We were ready to listen in on the Zoom meeting but the link that was going to be sent out never showed up, at least for us.

Anyway, when I reviewed the notice I saw that email comments were due on July 27, before the meeting.

I was planning to listen to the meeting before I commented, but since I see that the comments deadline are even before the meeting, I will quickly state my concerns, even before I hear the full context of the discussion.

From what I understand about the ADU issue, I am currently adamantly against allowing ADUs. It appears that this proposal is trying to circumvent Kenmore's zoning issues and wants to push increased density in single family neighborhoods.

We have owned our Kenmore home since 1986, and if we wanted more density, we would have bought closer to Seattle. We like the density and community we have.

ADUs have been problematic, from what I know. But we can already see the impact of increased density without the requirement for parking spaces. The streets become more crowded and people are fighting for places to park. Do we want Kenmore to look like the neighborhoods around Green Lake? I don't.

My one experience with increased density is a house that snuck through the permitting process, before Kenmore was incorporated, was built directly behind us, on a steep hill. It has no garage, no driveway, and no place for the owners to park. The house was also built below the standard of our neighborhood. It now has multiple people living in the house, we can never tell who is living there, and their multiple cars spread out all over the neighborhood.

To me, what we are experiencing with this tiny house in our neighborhood is the future, but worse, if we allow ADUs, as Kenmore is proposing.

I'm ready to hear counter arguments, but I worry that the current issues of the present, i.e. equity and diversity, are pushing the council to move too quickly to a future most people in Kenmore will be opposed to.

David and Annemieke Jones
18820 65th Ave NE
Kenmore, WA

Joanne Gregory

From: dave.postetter@comcast.net
Sent: Tuesday, July 28, 2020 1:49 PM
To: Joanne Gregory
Subject: ADU Comments

I am strongly opposed to the changes which favor developers and will clog our streets with parked cars! You can see right outside city hall what happens when off-street parking is not provided (the new apartments to the west of city hall) – and not providing parking for ADUs will then make this spill over into lesser-traveled streets.

The other strong opposition I have is against filling our city with rental dwellings - which is what will happen if landlords are not required to live on-premise. These dwellings then will look good for the first 20 years but then will fall into disrepair – as evident in some Seattle neighborhoods.

All this equates to a reduction in our property values over time – and a reduction in our standard of living.

Respectfully –

Dave Postetter
15221 62nd AVE NE
Kenmore WA 98028

Joanne Gregory

From: jennifer_hill@comcast.net
Sent: Friday, July 31, 2020 3:30 PM
To: Joanne Gregory
Subject: ADU hearing

I was not able to attend the public hearing, but I would like to say that I don't think you should eliminate the additional parking space requirement.

You need to consider parking. Maybe eliminate it for one ADU, but require it for the second. Depending on the neighborhood parking could end up being an issue and neighbors should not have to sacrifice street parking for visitors for the ADU units.

Jennifer Hill
Kenmore, WA

Joanne Gregory

From: Devin Wong <devin.t.wong@gmail.com>
Sent: Monday, August 3, 2020 11:43 AM
To: Joanne Gregory
Subject: Comments on ADU proposals

Hello,

Thank you for considering my comments in this discussion.

While I'm generally in favor of allowing ADUs on properties, Kenmore has more serious issues that need to be addressed prior to increasing housing:

1) Traffic and Critical Transportation Infrastructure: Kenmore has the unfortunate circumstance of being bisected by a major highway. The highway and supporting arterial streets are all at capacity during primary commute hours. Work on the West Sammamish Bridge (possibly extending an additional year) exasperates the issue. This gridlock must be reduced before we look at expanding the city population.

2) Mass Transit: An expanded city population will require non-automobile mobility options. Let's face it - bus mass transit isn't a real mass transit system. Kenmore desperately needs light rail service along the 522 corridor. Expanding the city population without this infrastructure in place would be irresponsible. The city should also look at partnering with Kenmore air to provide regular commuter service to South Lake Union (the planes reposition empty most of the time). With the right investment, Kenmore is positioned to be a local leader in the transportation issues.

3) Crime: Crime statistics for the city are already concerning. Low cost/low income housing is always linked with increased crime rates. Crime rates should be at all-time lows before expanding the city population through ADUs.

4) Commercial Core: Kenmore's current commercial core doesn't attract white-collar jobs, doesn't generate sufficient service jobs for younger or less-skilled workers, doesn't generate sufficient tax income, nor is it pleasant to be in. The only nice buildings are Kenmore Camera and the new Seaplane restaurant. A new commercial core should be constructed South of 522 along the waterfront. Mixed use, walkable, full marina & seaplane base. Something similar to Carillon Point.

With those issues addressed, Kenmore should move forward with considering changes to ADU regulations. Most of the proposed changes I support. Specific comments on the ones I disagree with:

1) Parking: This is already an issue in the city. Many neighborhood streets are lined with cars. This decreases safety and property values. Proposals for ADU changes should retain the additional parking space requirement. Kenmore should maintain a strict requirement to provide ample off-street parking.

2) Occupancy: Retaining the requirement for 6mo occupancy ensures that Kenmore neighborhoods remain owner-occupied, instead of renter-occupied. It's no secret that renters have little/no incentive to maintain property values.

Final thoughts:

While it's admirable that Kenmore wants to help the region with one of its most pressing issues, it's important to do so responsibly and not lose sight of what makes Kenmore great - quiet neighborhoods filled with single-family homes on large lots. In a nutshell, space to breathe. Homes in Kenmore are still affordable relative to other neighboring cities. We need to take care of our existing residents first and ensure that we don't grow in damaging ways. Kenmore isn't Seattle, and we shouldn't try for Seattle density levels.

Thank you.

Devin Wong

BUTCH TRAVERS
7413 N.E. 146th ST
KENMORE WA
98028

SEATTLE WA 98101
30 JUL 2020 PM 2 1



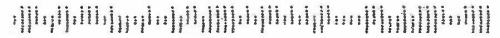
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18120 68th AVE NE
KENMORE, WA
98028

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We lived on the hill for
45 years and so we've seen a
few changes. This project is a
fake, you have the bridge and
up the road you stop again
for a bunch of Stop Slow Co
it was backed up to Lake City way
when it got to the Golf Course I
went up Simon for more
Construction and the road
that goes into the Game Tavern
is closed to much all so close
together / ~~then~~ when you change to
go across bridge the hill

traffic started to get bad - now
 People don't have the coin so
 they drive around

to much

your thing about the housing
 I spent in drawing, permits

10 thousand when I decided to
 give it up you have to make

laws or permits Red Top etc

I just spent \$16,000 to Foster Rotten

no live car almost 80 ~~th~~ time

to make a change

Cars cut through my street so they
 don't have to wait for light at Saint Edwards
 and Arrowhead

Joanne Gregory

From: David Odgers <david.odgers@frontier.com>
Sent: Wednesday, August 5, 2020 7:23 PM
To: tiny96@aol.com; Joanne Gregory
Cc: banana111@msn.com
Subject: RE: ADU's

Follow Up Flag: Follow up
Flag Status: Flagged

One word... IDAHO (before they fuck that up too..)

From: tiny96@aol.com [mailto:tiny96@aol.com]
Sent: Sunday, July 26, 2020 11:50 PM
To: jgregory@kenmorewa.gov
Cc: banana111@msn.com; david.odgers@frontier.com; Hagarsammy@aol.com; lariibe@comcast.net; shunt0202@msn.com
Subject: ADU's

Hello,

I was born and raised in Kenmore and lived here, and went to school here my entire life. I even used to race in the Slough Race, now we don't even have Seafair, nor a 4th celebration anymore! I have lived in one of the first three houses in Uplake, so I am likely the longest resident. I like to keep quiet, and to myself, so I am hesitant to tell my story before I give you my feelings about the ADU's, but unlike most anymore, I think history is important. And this hit a nerve!

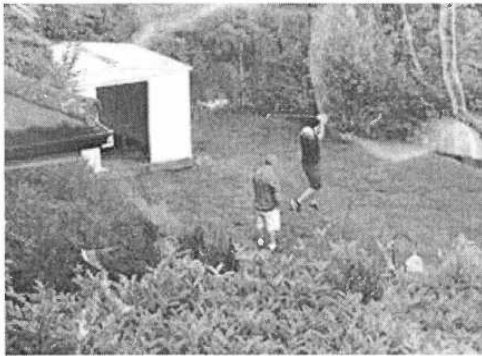
First, I had the biggest jerk in the world move into the house above me. He was a contractor and quickly started adding on I would estimate 25% more sq footage (I have the satellite shots), all in a sensitive area without permits, or geotechnical reports! But I kept my mouth shut. Then he brought in a dozer and cleared out the nice greenbelt between his driveway and my house and built what I call a concrete "Parking Garage"! And again with no permits. Even if it was simply a retaining wall it was still too tall too be built without a permit, and also Way too close to the property line!! To make it worse he then backed his loud truck with Flowmaster exhaust right up to the curb with the tail pipes nearly up against my bedroom wall!!



And whats worse, he knew I worked nights and would rev it first thing in the morning! At this point I had enough and turned him in! The inspector came out and I told him everything, and that we were now having landslides because of all the additions! I could not believe his answer, he looked at the truck nearly in my bedroom and said "You know, if you look at anyone's house hard enough, you could probably find something wrong". Are you kidding me?! After that he did get one permit to build a huge non pervious deck in a sensitive area with no geotechnical report required which just added to the landslide problems! I can't believe he was grated that permit at all!

I had a carport that was "legally" built in 1970. I decided that before I die I wanted to build a (fairly) similar sized garage in the same spot. It took not one but two expensive geotechnical reports, and nine months to get the permit, which of course put the construction right in the rainy/stormy season! But not only that, I had to get approval from the Neighborhood Association, something that the upper neighbor didn't have to do (but I will give the association credit, the president at the time came out after the inspector and couldn't believe what he saw and made him put a wall around it, and told him to park it the other direction (which didn't last long!). Not only that, I was forced to get permission from the lower neighbor too! Sure would have been nice if we all had to play by the same rules!

So, on to that lower neighbor/ADU's. They added a basement apartment which was as far as I knew not legal by the codes, nor covenants. But again, I didn't say anything. They rented out the basement, but they still lived upstairs, so at least some maintenance/yard work was done. But they eventually sold the house and someone else moved in upstairs. The owner is Chinese, doesn't live there, and doesn't speak English, so I can't even communicate any problems. Now, not only do I have a house converted to nursing home on my street (how did that happen?!), but now also a multi family unit right next to me!! Renters don't care about taking care of anything, but I will give the girl who rented the basement for a long time credit for trying. But the hedges have got so wide, and so filled with sticker bushes coming from their side that I can no longer cut the top! But here is another example of why I don't want to live around renters! This is what I watched her boyfriends doing one day, they made a diving range across 522/Bothell Way!! I couldn't believe it!!!



She recently moved out and a bunch more kids moved in (like upstairs), with a bunch of big barking dogs! It looks like a frat house, and I count at least six living there now. But then tents started going up in the backyard. So who knows whats next, CHOP2?!



I have paid my neighborhood association dues since I purchased the house, but I am done! Their main concern now is that I wear a mask!!

And as far as the ADU's go, **I AM DEAD AGAINST IT!!!** That would mean my neighbor could add yet another dwelling, this is pure insanity, the entire state has gone mad!!

Michael Price

Joanne Gregory

From: Stephan Anneberg <stephan@homesleepsolutions.com>
Sent: Thursday, August 6, 2020 6:57 PM
To: Joanne Gregory
Subject: New ADU rules

Follow Up Flag: Follow up
Flag Status: Flagged

Hi-

We have been Kenmore homeowners since May 2000 and were considering an ADU about 18 months ago, but our lot size of 9600 sq ft was disallowed this. I already have a 900 sq ft structure (shop) built in 1990 by previous owners ready to be plumbed etc, and used as an ADU. Have the new requirements been adopted by Kenmore? If so what are they?

Thanks

Stephan Anneberg, CEO

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Mayors Pledge: Police Use of Force Report

June/July 2020



Prepared For:

Mayor David Baker
Kenmore City Council
City Manager Rob Karlinsey

Prepared By:

Kenmore Police Chief Brandon Moen

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Appendix

Use of Force Summary Table: 2015-July 2020
Police Staffing Comparison
Sample Advertisement for Listening Sessions
7/6/20- Listening Session Summary
7/9/20- Listening Session Summary
7/20/20- City Council Meeting Public Comments Summary
E-mailed/Written Comments Received by the City
Kenmore Police Presentation from 7/20 Meeting

Mayors Pledge



On June 8th, 2020, Mayor Baker and the Kenmore City Council adopted the Obama Foundation's Mayors Pledge as a commitment to action regarding police use of force policies. As part of this pledge, the Mayor and Council pledged to:

1. **REVIEW** your police use of force policies.
2. **ENGAGE** your communities by including a diverse range of input, experiences, and stories in your review.
3. **REPORT** the findings of your review to your community and seek feedback.
4. **REFORM** your community's police use of force policies.

About Kenmore Police



The City of Kenmore contracts with the King County Sheriff's Office (KCSO) for police services, as it has since the city's incorporation in 1998. The use of force policies followed by Kenmore Police are directed by the King County Sheriff.

The Kenmore Police Department consists of 12 patrol officers, 1 Detective, and a police Chief. Supervision of patrol officers is often provided by City of Shoreline patrol Sergeants; the City of Shoreline contracts with KCSO as well. Kenmore Police currently has one patrol officer vacancy, which is the city's share of overall vacancies with the Sheriff's Office due to wide-spread staffing and recruitment issues within law enforcement. This one vacancy requires us to regularly schedule an officer on overtime to maintain the two-officer minimum staffing standard.

Kenmore has a two officer staffing minimum, meaning that at least two Kenmore officers are always in-service, 24/7. Should one of these officers be unavailable to assist with a call for service (possibly because they are transporting someone to jail, or are responding to another call), Shoreline officers respond to assist if possible.

Current Use of Force Policies



The use of force policies for the Kenmore Police Department are directed by the King County Sheriff's Office. The KCSO General Orders Manual is available on-line, and is located in chapter 6 of the document:

<https://www.kingcounty.gov/depts/sheriff/about-us/manual.aspx>

Many of the questions from the community over the past month were expressed from policy recommendations from the *8 Can't Wait* website hosted by the *Campaign Zero* organization. The site makes eight immediate policy recommendations for police agencies around the country to enact. In reviewing these recommendations, the policies of the King County Sheriff's Office and Kenmore Police do meet these recommendations, which are detailed below. Some of the existing policies were augmented by

special orders to strengthen the intent and clarity of the policies. Excerpts from the related portion of the KCSO General Orders Manual (GOM) are included.

- **Ban chokeholds & strangleholds:**
GOM Chapter 6.00.050- *“Members shall not make any physical application or maneuver to the neck region that restricts blood or air flow (i.e., choke holds, sleeper holds, carotid submission holds, lateral vascular neck restraint, etc.), except as a last resort to protect the member(s) or others from an immediate threat of death or serious bodily injury. Any and all variations of these maneuvers may be considered deadly force when applied to the neck region.”*
- **Require de-escalation:**
GOM Chapter 6.00.025- *“When safe and feasible members shall use de-escalation tactics in order to reduce the need for force...De-escalation is a deliberate attempt to minimize or avoid the use of force to resolve a law enforcement incident using communication, tactics and actions. Examples of De-escalation goals include calming agitated subjects, providing additional time for responses, and positioning to reduce risk.”*
- **Require warning before shooting:**
GOM Chapter 6.00.005- *“Clear direction and verbal commands shall be given when feasible.”* A recent Special Order (2020-03) expanded on this policy, adding: *“If safe and feasible, members shall identify themselves as a police officer or sheriff’s deputy and issue a verbal warning before discharging their firearm”*.
- **Requires exhaust all alternatives before shooting:**
GOM Chapter 6.00.045- *“Members shall exhaust every reasonable means of apprehension before resorting to the use of deadly force.”*
- **Duty to intervene:**
GOM Chapter 3.03.015- *“Failure to report a member’s possible misconduct (including excessive or unnecessary use of force against a person)...may result in discipline up to and including termination.”* A recent Special Order (2020-03) expanded on this policy, adding: *“Members have a duty to intervene to prevent harm if they observe other member/s using force that is clearly beyond what is reasonable under the circumstances, and such force is likely to cause substantial bodily harm, when in a position to do so. Any member observing an act of excessive, unnecessary force shall also notify a supervisor, when it is safe and feasible to do so.”*
- **Ban shooting at moving vehicles:**
GOM Chapter 6.00.050- *“Members shall not shoot at a moving vehicle, unless: a) deadly physical force is being used against the member or another person by means other than a moving vehicle; or b) the moving vehicle poses an imminent and identifiable threat of serious physical harm to the member or others from which there is no reasonable means of escape. For the purposes of this section, members shall attempt to move out of the path of an oncoming vehicle, if possible, rather than discharge their firearm; and shall not intentionally place themselves in the path of an oncoming vehicle and attempt to disable the vehicle by discharging their firearms. Members shall not discharge their firearms at a fleeing vehicle unless a member reasonable believes, and can articulate reasons therefore, why the necessity for immediate apprehension outweighs the danger to the public that is created by discharging a firearm.”*
- **Require use of force continuum:**
GOM Chapter 6.03.000- *“Less lethal weapons are tools designed to assist deputies to gain control of a physically resistant, or aggressive or violent subject(s) who poses a threat of physical harm to themselves, to the deputy(s) or to other persons or property. Less lethal weapons have been adopted for use by the Sheriff’s Office but are not intended to be a substitute when lethal force is necessary. Sworn personnel shall successfully complete training on less lethal weapons prior to using them. All applications of less lethal weapons shall conform to the principles outlined in the*

training and certification program, consistent with the RCW definition of necessary force (RCW 9A.16.010) and the Use of Force Policy (GOM 6.00.000).”

- **Require comprehensive reporting:**

GOM Chapter 6.01- *“It is the policy of the Sheriff’s Office to promptly report and to thoroughly investigate any use of force or critical incident. Whenever a member uses deadly force, physical force, a Conducted Electrical Weapon (TASER), chemical agent or Pepper Spray, reporting is mandatory by the member using force and any member witnessing the use of force. Failure to report the use of force, when required, is a violation of this policy. Supervisory notification and supervisor response to the scene is required for all incidents outlined in this policy unless expressly exempted.”*

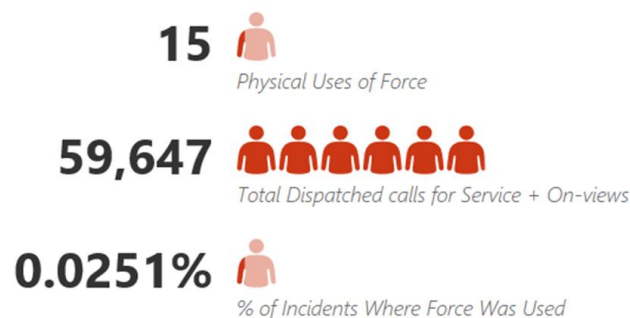
Use of Force Statistics



An analysis of the past 5.5 years of use of force incidents involving Kenmore officers was conducted. It is important to note that the KCSO definition of a reportable use of force is broad, and can range from something as substantial as the use of a firearm, Taser, or pepper spray, or as little as an arrest that resulted in a complaint of pain without any visible injury. In other words, a reportable use of force could entail a Taser application with no injury, a handcuffing that resulted in a complaint of pain without any visible injury, or a scraped knee during a scuffle.

From 2015 through mid-2020 (7/17/20), there have been **15** incidents that involved reportable uses of force by Kenmore officers. During this 5.5 year period, officers have responded or on-viewed in excess of 59,000 incidents. This means that force was used in about two-hundredths of one-percent of the incidents or on-views conducted by officers here.

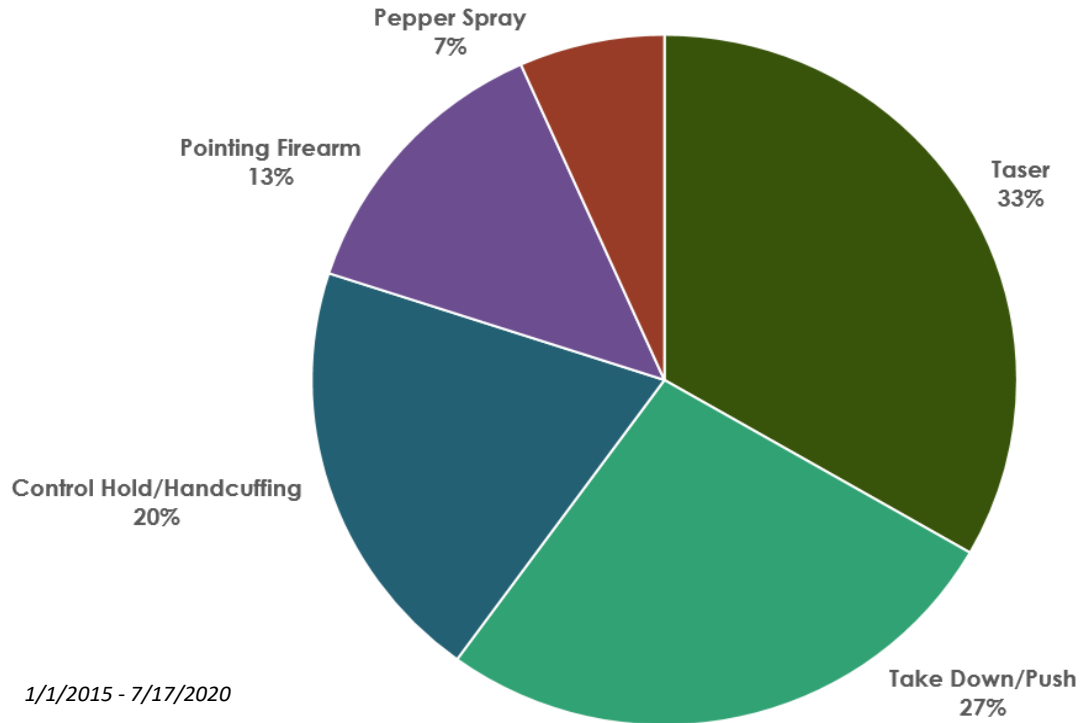
KENMORE POLICE USES OF FORCE : 2015 - PRESENT



1/1/2015 - 7/17/2020

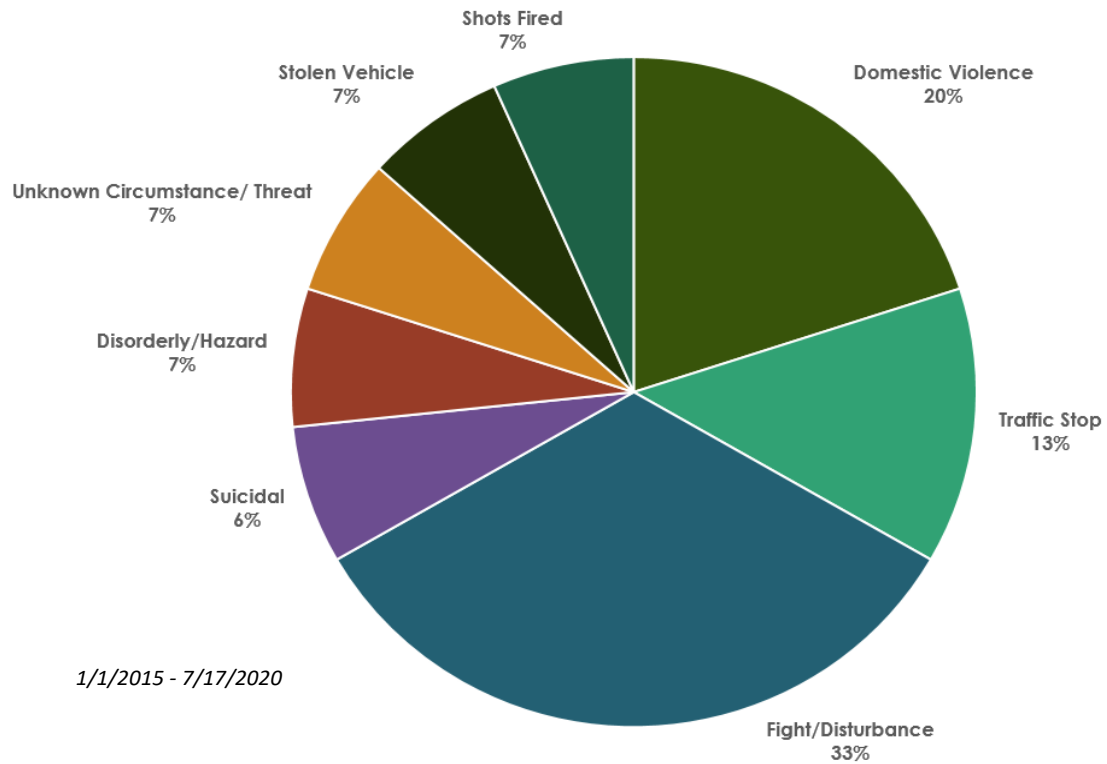
The type of force used during the 15 incidents is shown in Chart 1. The largest percentage of force used was the application of a Taser with 33%. The use of some type of control hold/handcuffing and/or take down/pushes accounted for nearly 50%, primarily because some type of minor injury resulted.

Chart 1: Kenmore Police- Types of Force Used (2015 - July 2020)



The type of calls/incidents that resulted in force being used varied. Chart 2 shows a breakdown of this information, with fights/disturbances, and domestic violence calls resulting in over of 50% of the calls in which force was used by Kenmore officers.

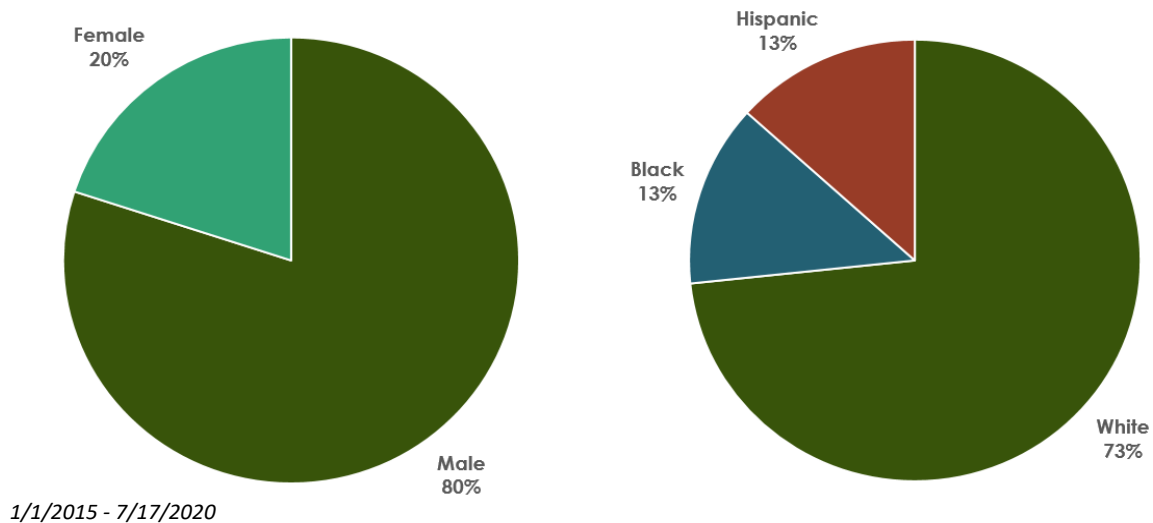
Chart 2: Kenmore Police- Types of Calls Where Force was Used (2015 - July 2020)



The types of injuries sustained during these uses of force were either scrapes, a bloody lip (single occurrence), and/or complaint of pain.

Chart 3 shows the gender and race of the involved subjects on which force was used during the 5.5 year period. The demographic breakdown was 80% male, and 20% female. The subject race breakdown was 73% white, 13% black, and 13% Hispanic.

Chart 3: Kenmore Police- Demographics of Subjects on which Force was Used (2015 - July 2020)



2019 US Census estimates indicate that Kenmore’s population consists of 74% white/non-Hispanic persons. King County’s population as a whole consists of 57% white/non-Hispanic persons. As is indicated in the race portion of Chart 3, 73% of the uses of force involved white/non-Hispanic subjects. This suggests that the use of force incidents, relative to race (white or persons of color) were relatively equitable to the demographics to the Kenmore population in this general regard, as 74% of Kenmore’s population is white, while 26% are either persons of color or identified themselves to the Census as being two or more races. It is important to note that incidents often involve Kenmore Police interacting with people that do not reside in Kenmore. For instance, they may be driving through on NE Bothell Way, waiting for a bus in Kenmore, shopping at a local business, etc. With this in mind, regional demographical information would likely be more applicable. In viewing the data from a regional perspective, a greater percentage of the use of force incidents involved white persons than non-white persons (73% of use of force incidents versus an estimated 57% white population in King County).

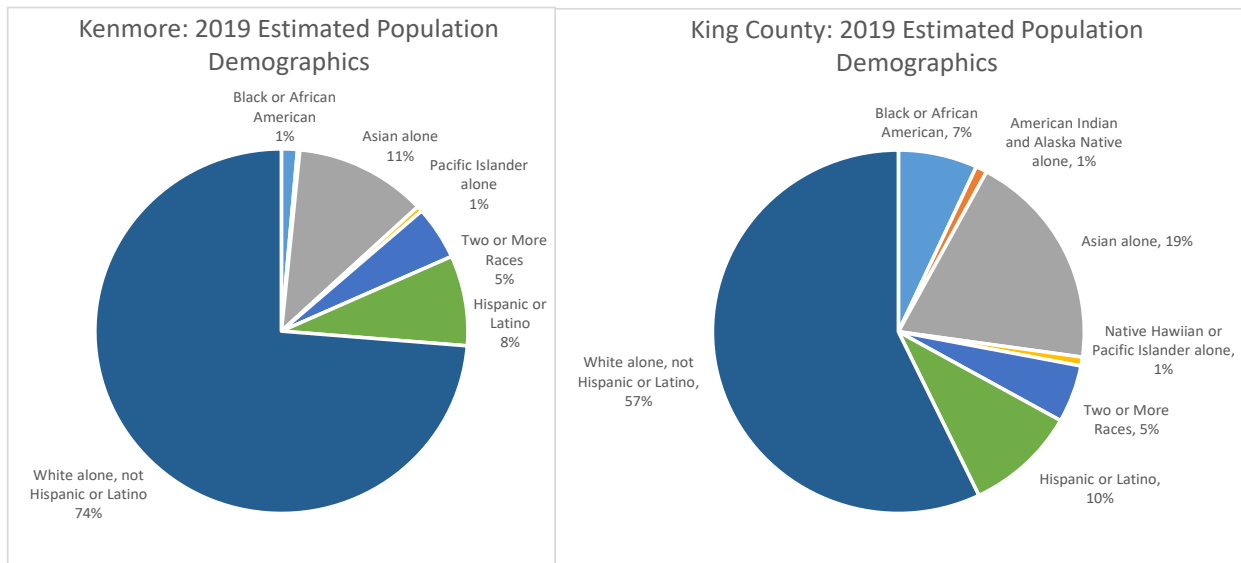
When looking specifically at use of force incidents involving black persons, the rate where force was used was higher than the corresponding demographic percentages for Kenmore and King County persons (13% of use of force incidents versus 1% and 7% of the population, respectively). That said, it is important to look at the context of these two uses of force involving black persons. In these incidents, one involved a Taser application on a suicidal male “*who had slashed his wrists and stabbed himself in the chest.*” This same subject then charged at officers, while foaming at the mouth and was “*covered in blood from his chest down to his feet.*” In the second use of force incident, a male had entered a Kenmore resident’s home and was burglarizing it when police arrived. The officers noted that the male “*was mostly naked except for*

a animal skin rug draped around him. He had smeared toothpaste in his hair. He had the front door barricaded. He grabbed the spear that was lying to his right just inside the entryway and began rattling it screaming at us in a very threatening manner.” These were the only two incidents involving force being used against black persons in Kenmore during the past 5.5 years, and both were reviewed and found to be within department policy.

For the two use of force incidents involving Hispanic persons, the percentage of population compared to the percentage of use of force incidents was comparable (13% of use of force incidents versus 8% of Kenmore’s population, or 10% of the regional population). The use of force incidents involving Hispanic persons included an officer attempting to stop a female from engaging in a fight, leading to a control hold that resulted in a complaint of pain/red mark. The officer wrote: “*She pulled my arms back and ran past me. Feeling certain that her actions were in order to possibly assist in an assault on another student, I tried to grab the back of her sweatshirt. She continued to run, trying to break free from my grasp. I yelled at her to “Stop.” She then spun in a 360 degree turn in order to break my grasp.*” In the other use of force incident, officers responded to a domestic violence incident in which they were arresting a subject. In that incident, the officer wrote that the subject was: “*...on the ground laying on his right side, facing the wall. His right hand was curled up under him while another Deputy controlled his left arm. He continued to isometrically contract his torso and would not allow us to move his arm. He began trying to push off the ground with his free right arm, and used the leverage from the ground to try and roll away from us.*” This struggle resulted in a complaint of pain by the subject, that therefore classifies as a use of force. These incidents were also reviewed and found to be within department policy.

Additional information on all of the Kenmore use of force incidents is provided in the appendix.

Chart 4: Kenmore and King County Racial Demographics



Source: 2019 US Census Population Estimates: <https://www.census.gov/quickfacts/kingcountywashington>

Use of Force Review Process and Criteria



The physical use of force by an officer is evaluated by criteria established by applicable case law, such as the US Supreme Court decision in *Graham v. Connor* (490 U.S. 386-1989), which set the “objectively reasonable” standard for law enforcement use of force review. Along these lines, uses of force are scrutinized at every level of review by asking supervisors and command staff to take into account questions such as these:

- Was the amount of force and methods used **objectively reasonable** to effect the lawful purpose intended?
- Did employee have legal authority to be where the use of force occurred?
- Did statements sufficiently articulate probable cause or reasonable suspicion for detention?
- If there was an opportunity, did the employee use de-escalation skills?
- Were there any reasonable alternatives to the use of force?

There is a lengthy review process for all uses of force, which is outlined in the General Orders Manual. This includes involvement of multiple members of the chain of command, the Internal Investigations Unit (IIU), and the Office of Law Enforcement Oversight (OLEO). For incidents involving the deadly use of force, additional review and investigation is enacted, adding the involvement of the Administrative Review Team (ART), outside agency investigators, the KC Prosecutor’s Office, etc.

Initiative 940 (I-940) was approved by Washington voters in November 2018. The initiative was then modified in the 2019 legislative session, and the implementation of investigative requirements brought on by the initiative is in-process. The new law has several key components, which all of the involved parties are working to make fully operational:

- Mandatory violence de-escalation training and mental health training through the Criminal Justice Training Commission.
- For instances of a deadly use of force, law enforcement officers receive protection against criminal liability only when the use of deadly force is authorized under the circumstances prescribed in statute, and the officer meets a good faith standard. An independent investigation is required.
- Community representation and oversight in the investigative process.
- Creation of a duty for law enforcement to render first aid, with associated standards and training requirements.
- Providing compensation for the cost of defense to a law enforcement officer, if they are found not guilty or charges are dropped.

Currently, deadly use of force incidents within KCSO are being investigated by outside agency Detectives. Previously KCSO Major Crimes Detectives investigated these incidents.

Training



Kenmore Police officers have on-going mandatory training programs that include Crisis Intervention, De-escalation Training, Procedural Justice, and LEED Training (*Listen and Explain with Equity and Dignity*), which are principles of Justice Based Policing efforts coordinated by the Washington Criminal Justice Training Commission (CJTC). Crisis Intervention Training (CIT) in particular prepares officers to assist people in crisis for emotional, developmental, or behavioral health crises. Our officers attend 40-hours of CIT

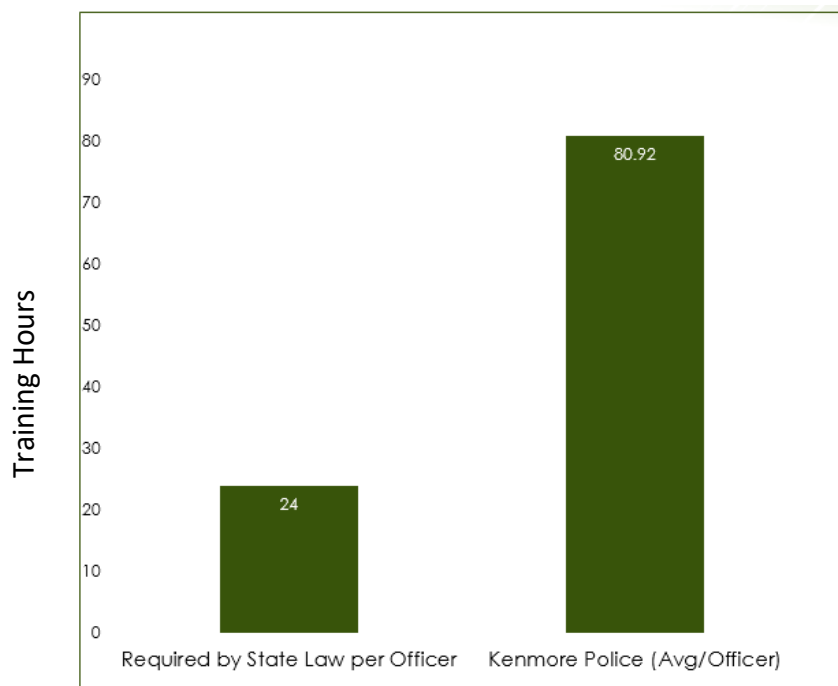
training, rather than the minimum 8-hours required. This CIT class includes conversations with people with diagnosed mental health issues, to help understand the best ways to establish interpersonal relationships, and effective communication strategies. The training also has multiple role-playing scenarios with civilian actors that help train officers about crisis intervention.

Additional de-escalation training teaches our officers techniques to calm tense encounters to reduce the potential for use of force. This training emphasizes the need to slow down encounters, increase distance when possible, and use available resources. The training also emphasizes the importance of constantly assessing a situation, transitioning to a lower level of force (or no force) once compliance is gained.

Our officers attended Implicit Bias Training last year to help them learn and recognize how bias and stereotyping affects communities of color. King County added \$1.3 million for bias awareness and de-escalation training for 2019-20.

Our officers exceed state requirements for annual training, and the King County Sheriff's Office is a model agency for the breadth of training that it requires of its employees. In 2019, Kenmore officers averaged in excess of 80 hours of training, exceeding the 24 hours required by state law.

Chart 5: Kenmore Police- Average Annual Training Hours per Officer- 2019



Response Awareness De-escalation and Referral (RADAR)



While current events highlight the pressing need for alternative approaches to policing, the Kenmore Police Department has been an active part in the Response Awareness De-escalation and Referral (RADAR) program for several years. North Sound RADAR has become a valuable resource for Kenmore Police officers, as they work closely with Mental Health Professionals (MHPs), also referred to as Navigators, to connect those most in need to available services.

Among the RADAR goals is to reduce use of force incidents and to reduce repeat calls from those using a disproportionate amount of emergency services.

The program provides officers with a structured and consistent way to address mental health and substance abuse problems in the community. This has been a tremendous partnership between the police departments of Kenmore, Shoreline, Bothell, Kirkland, and Lake Forest Park. The five cities share a Program Manager and Navigators that are funded by King County MIDD funding and a WASPC grant.

George Mason University studied the RADAR program and completed their published evaluation in December 2019. They conducted an anonymous survey of Shoreline officers at the start (2016) and at the end (2019) of the Department of Justice grant for RADAR. The following data is from the Shoreline officer survey:

- 77% agreed or strongly agreed that RADAR has helped them be more effective.
- 65% said that RADAR helps them make a positive difference in people's lives.
- 92% agreed or strongly agreed RADAR helps them proactively assist people with Behavioral Health Issues (BHI).
- 61% made a referral to the Mental Health Professional (Navigator).
- Officers encounter someone with BHI each day – survey #1 (53%) and survey #2 (69%).
- 70% said RADAR has made them more satisfied with their job.
- 73% said RADAR has helped with the 'revolving door', including emergency room visits, and repeat calls for service.
- Officer has been involved in a recent use of force – survey #1 (89%) and survey #2 (42%).

Kenmore continues to be part of the North Sound RADAR program, with referrals directed to the program from patrol officers regularly. Funding continues from King County MIDD and grant sources. The program is overseen by a Program Manager operating out of the City of Bothell, who coordinates outreach and Navigator scheduling.

A number of resources are available statewide by calling 211, a free confidential community service for one-stop connections to local services. These services often include food and utility assistance, healthcare, housing, child and elder care, crisis intervention, etc. It is common for people calling the communications center (911) to be directed to 211.

For more urgent issues encountered by police, the Mobile Crisis Team (MCT) is available for use. This a 43-member team of mental health professionals and substance use disorder professionals, and is program of King County Mental Illness and Drug Dependency (MIDD). MCT accept referrals from not only police, but callers to 211 as well. The MCT can travel to an individual's location to assist with providing the person's immediate needs, or help address the crisis. MCT is based in downtown Seattle, and referrals are screened to ensure that the client they will be contacting is cooperative and not violent. Use of the MCT

can be limited due to response times and the need for the person to willingly accept help from the team members.

Another MIDD program that is available downtown is the Crisis Solutions Center, which provides therapeutic, community-based alternative to jails and hospitals for adults undergoing a behavioral health crisis. Persons can be brought to the facility by first responders and can stay there voluntarily for 72 hours. Certain criteria must be met for a person to be accepted at the facility, and it is often used to divert a person who is cooperative and need of temporary housing while they are stabilized during their crisis.

Kenmore Police can utilize these resources in the region. Geographical distance from downtown, risk or danger to civilian employees, and persons unwilling to accept help often are the largest barriers to the use of these programs.

Oversight



The services provided by KCSO are overseen by a network of County departments and elected officials that have differing types of influence and oversight over the provision of these services. KCSO is led by the King County Sheriff, a separately elected public official. The King County Executive and King County Council each have roles relating to funding and operations of KCSO.

The Office of Law Enforcement Oversight (OLEO) was created by King County ordinance in 2006 as an independent office within the King County legislative branch.

The work of OLEO falls into five main categories:

1. *Quality assurance review of KCSO internal investigations.* OLEO reviews 25% of investigations each year to evaluate both thoroughness, objectivity, and timeliness. Reviews typically result in suggestions for additional follow-up in specific investigations or overall system improvements in about 40% of investigations reviewed by OLEO. Those that do not meet OLEO's standards are not certified as "thorough and objective" by OLEO.
2. *Systemic reviews within KCSO operations.* These reviews can cover any specific topic, such as training, diversity, and decision-making. This would also cover "sentinel event" reviews, an in-depth review of major events, such as an officer-involved shooting.
3. *Feedback on KCSO policy.* OLEO assesses specific operational policies, such as those relating to use of force, and provide suggestions for improvement.
4. *Administrative investigations.* This category is still under development and must be bargained, but per the King County Charter, OLEO is authorized to conduct its own investigations. A range of operational questions are currently being considered, such as how to conduct the investigations and whether they duplicate or substitute for KCSO investigations.
5. *Community Engagement.* OLEO's community engagement efforts are growing and focus on obtaining community feedback to inform OLEO's work and priorities. OLEO also staffs the Community Advisory Committee for Law Enforcement Oversight, which provides input and guidance to OLEO, KCSO, and the King County Council on policies, procedures and practices relating to policing in King County. Committee members also act as liaisons between OLEO and King County's diverse communities. The committee is composed of up to eleven members of the public who represent the geographic and demographic (i.e., racial, ethnic, language, gender, and

economic) diversity of the Sheriff's service area. They are appointed by the King County Executive and confirmed by the King County Council for three-year terms, with a limit of two consecutive terms.

Many aspects of the provision of law enforcement services are governed by state labor law and are mandatory subjects of bargaining through a labor negotiation process with the various sworn officer labor groups within the KCSO.

The Sheriff's Office also has responsibility for the investigation of civilian complaints, violations of policy (GOM), and use of force, as well as for any resulting decisions to impose discipline or other corrective actions. Citizen complaints or incidents involving use of force are reviewed by the KCSO Internal Investigations Unit (IIU), and an initial determination is made as to whether a given complaint or event warrants further action. The IIU investigation and findings are shared with OLEO for certification review. Findings are also shared with an IIU Advisory Committee which includes representation from the Prosecuting Attorney's Office. This committee provides feedback and guidance on issues relating to the investigation. KCSO command staff make final determinations on the findings of the investigation. For complaints that are sustained, KCSO command staff will also determine discipline or other corrective actions, such as training or counseling.

Investigations completed by IIU are summarized monthly in investigation reports posted publicly at: <https://www.kingcounty.gov/depts/sheriff/about-us/internal-investigations-unit-reports.aspx>

Several proposed changes to the King County Charter are on the November ballot after being approved by the King County Council. Several of these changes could impact the operations of KCSO and OLEO.

- **Subpoena Power for OLEO-** Currently, OLEO can request documentation and information from KCSO, but KCSO is not obligated to provide this. OLEO believes that subpoena power would give them the ability to access information in order to render an independent finding. The KCSO believes that OLEO already has full access as OLEO has the authority to monitor IIU investigations, may review or identify evidence, attend interviews, and provide the Sheriff's Office with input related to the quality of the investigations. While a Charter amendment adds subpoena powers as a tool of OLEO, as long as civilian oversight remains a subject of bargaining, subpoena powers would likely need to be agreed to by the Police Guild.
- **The King County Sheriff as an Appointed Position-** The proposed Charter amendment would make the County Sheriff as an appointed position. Under the amendment, the King County Sheriff would be appointed by the Executive and confirmed by the County Council. The amendment would also designate the Executive as the bargaining agent for the County related to any collective bargaining negotiations with represented employees of KCSO.
- **Establishment of Sheriff's Duties-** Though not a recommendation of the Charter Review Commission, the King County Council proposed an amendment that would allow the Council to establish the duties of the Sheriff's Office, which are currently set by the County charter.
- **Modifications to Inquest Procedures-** An inquest is an administrative, fact-finding inquiry into and review of the manner, facts and circumstances of the death of an individual. In King County, by Charter and Executive Order, inquests are held when a death involves a member of any law enforcement agency within King County while in the performance of an officer's duties. An inquest is not a trial in the sense that no judgment on liability or fault is produced. The scope of the inquest is limited to the cause and circumstances of the death including whether the law

enforcement member acted pursuant to policy and training. The proposed Charter amendment would make some technical clarifications to the inquest process. The amendment would also require the County to assign an attorney to represent the family of the decedent in the inquest proceeding.

Community Engagement



The City Council hosted two listening sessions to solicit resident comments regarding the Mayor's Pledge. Due to COVID-19 concerns, these sessions occurred on-line, via Zoom. The sessions occurred on 7/6/20 (evening session), and 7/9/20 (morning session). Dozens of residents attended, and several residents attended both sessions. The listening sessions were advertised via e-mail to the city's distribution list, as well as on social media, and the city's website. An example of the advertisement of the listening session is included in the appendix.

Both listening sessions were recorded and are viewable using the links below:

7/6: <https://www.youtube.com/watch?v=ldProyPodIA>

7/9: <https://www.youtube.com/watch?v=xYT5hexrDKk>

In addition to the listening sessions, a special City Council meeting was conducted on 7/20/20, and focused on the Mayor's Pledge. Police Chief Moen gave a presentation on current use of force policies, department training, and historical use of force data in Kenmore. King County Sheriff Johanknecht was present and provided comments and answered questions from the City Council. An additional opportunity for public input was provided as part of the City Council meeting process, and further comments were received from the public. This meeting was also advertised via e-mail to the city's distribution list, on social media, and the city's website.

The 7/20 City Council meeting, in its entirety, is viewable at:

<https://www.youtube.com/watch?v=0jKHozTjYc0>

Public comments were also solicited via e-mail. Written comments were sent to the City Council and Police Chief. These comments are provided in the appendix.

Public Input Ideas and Feedback



Comments received during the listening sessions and city council meeting were reviewed and categorized into common themes. Feedback from the listening sessions included such as ideas as:

- Desire for increased transparency and accountability
- Increased emphasis /focus on community policing
- Need for strong relationships to be built between the police and community
- Desire to add or improve access to additional mental health resources and other social services for residents
- Require the use of body-worn cameras by officers
- Need for additional training of officers related to bias awareness, etc.

- Desire to have un-armed personnel to respond to non-life threatening calls
- Reallocation of funding from police to community-based services
- Increased civilian oversight
- Fundamentally re-thinking how the department does policing, including police culture

The comments received from specific community members were summarized in general terms for the listening sessions and City Council meeting; these summaries are provided in the appendix. Though the Mayor's Pledge focuses on department use of force policies, many of the comments were geared towards other police policies and national issues.

Potential Recommendations and Action Items



Based on the comments received specific to the Mayor's Pledge and Kenmore Police/King County Sheriff's Office use of force policies, some potential policy recommendations were developed. First, actions that could be taken that are specific to Kenmore are detailed, consisting of items that could be implemented in Kenmore, independently of KCSO. Secondly, potential recommendations that could be made to the King County Sheriff and the State of Washington are provided.

Potential Kenmore Specific Actions:

- **Augment Existing Training-** Additional funding could be allocated to send Kenmore officers to specific training related to issues brought up during the public engagement process. This training would go beyond the training already provided by KCSO. External training is often available within the region, and could include topics such as:
 - Active Bystandership for Law Enforcement (ABLE)- teaching peer intervention strategies to officers to effectively intervene in another officer's actions
 - Cultural Diversity- either law enforcement specific, or more broadly based training on issues revolving around diversity in our society
 - De-escalation- while KCSO provides annual in-service training on this topic, additional training from outside vendors in verbal skills and communication.
- **I-940 Implementation Engagement** Actively participate with KCSO in implementing the new requirements of I-940, including the involvement of community residents in the oversight process.
- **Add Use of Force Statistics to the Annual Police Services Report** – When the annual review of police services is presented annually in the spring, the Chief of Police could add a detailed analysis of the use of force incidents that occurred during that year. The analysis could contain details such as those included in the 7/20 presentation provided to the City Council:
 - Types of force used
 - Types of incidents in which force was used (DVs, traffic stops, etc)
 - Demographics (gender, race, etc)
- **Add Funding to the RADAR Program-** Currently Kenmore's financial contribution to the RADAR program is in the form of in-kind officer time. The balance of the program is funded by

King County MIDD and grants. In Kenmore currently, a Navigator (MHP) rides with an officer who is on-duty, conducting outreach in-between normal calls for service. Some cities in North Sound RADAR, namely Shoreline, conduct their outreach while the officer is on overtime, relieving them of the need to re-route from outreach efforts to respond to dispatched calls. This would be a more effective method that will maximize the use of the Navigator's time.

- **Increase Community-Oriented Policing-** Kenmore Police have increased outreach efforts during the COVID pandemic, notably adding police-specific social media accounts on Facebook and Twitter. Additional outreach could be added, beyond the events already conducted, such as the annual *National Night Out* event, school dances, city event participation, school education programs, etc. In addition to the outreach already implemented, relationship building with the community could occur through these methods:
 - *Resident Academy (commonly called a Citizen's Academy)*- In this community oriented police effort, residents go through a series of courses where they interact with officers, detectives, and KCSO specialty units, where they learn about the training police receive and gain a better understanding on how the police operate. It has been many years since Kenmore has hosted such an academy; funding in the next biennium budget would be necessary.
 - *Nurturing Trust Workshops*- This had been slated for spring 2020, but was canceled due to COVID. The workshops, in conjunction with the Northshore School District, are geared towards Spanish-speaking families and revolve around youth-centric topics. Funding during the next biennium budget would be necessary to conduct these workshops.
 - *Lunch with a Cop*- This program started in early 2020, but has been on hold until schools reopen. It involves Kenmore officers eating lunch at elementary schools, providing for positive, informal interactions with students. This program can be expanded beyond its initial start at Kenmore Elementary, into Kenmore's two other elementary schools. No additional costs are anticipated to expand this program.
 - *Increased social medial presence*- While still a work in-progress, Kenmore Police could continue to expand the amount of information provided to the community so they are more aware of not only major incidents, but also the day-to-day occurrences in their city.

Potential Recommendations to KCSO and King County:

- **Body-Worn and Vehicle Dash Cameras-** *The Kenmore City Council could encourage King County to fund the body/dash camera program as part of the next biennium budget.*

King County Sheriff Mitzi Johanknecht has indicated that she has requested funding in the next biennium budget to outfit the department with body-worn cameras and vehicle dash cameras. KCSO is awaiting the results of the budget process to determine if the camera program is funded by King County.

It is important to note that body/dash cameras and the equipment to store and recall footage would come with significant costs. It is anticipated that law enforcement agencies and/or courts would receive numerous Public Disclosure Act requests as residents and the media seek to utilize this new tool for transparency. This program would represent a significant increase in funding, and is possibly subject to labor bargaining with the King County Police Officers' Guild.

The Community Advisory Committee for Law Enforcement Oversight (CACLEO) researched body/dash cameras and prepared a comprehensive advisory memo, which they recently transmitted to the King County Council. CACLEO's report recognized the complex challenges surrounding the issue, the need to balance both potential benefits and concerns (such as increased transparency vs. privacy issues), and the importance of community engagement throughout the deliberation and decision-making process. The report recommended that the use of police cameras be subject to further study, with extensive transparency and community engagement, that considers the full range of issues and challenges identified in their report. CACLEO's report can be found at the following link: <https://www.kingcounty.gov/independent/law-enforcement-oversight/citizens-advisory-committee/Issues.aspx>.

- **Expansion of Wellness, Resiliency and Mental Health Support for Officers** - *The Kenmore City Council could encourage KCSO to increase resources and encourage the use of programs supporting the wellness of officers.*

Some comments received from the community revolved around the consistent and frequent exposure of officers to traumatic situations and encounters. While programs of peer support and counseling are available to officers currently, encouraging or mandating the use of these programs could be examined further.

- **Encourage Expansion of the RADAR Program** - *The Kenmore City Council could encourage King County to Expand the RADAR program, or a similar mental-health related program, to other portions of the region.*

With a stated goal of the North Sound RADAR program being the reduction of use of force incidents, the RADAR program could be expanded in Kenmore, as well as expanding to operate in other portions of King County (Eastside RADAR, etc). Addressing the regional mental health crisis, due to the transitory nature of many of the involved persons, will benefit the Kenmore community as well.

- **Encourage the Addition of Local Mental Health and Social/Human Services** - *The Kenmore City Council could encourage the King County Council to expand the breadth of mental health and social/human services provided locally.*

Access and availability issues may prevent residents in North King County from accessing mental health services that are often centralized in downtown Seattle. Easily accessible services for mental health and drug dependency on a more local level may prove more effective, and was consistently discussed during the community engagement process.

Potential Recommendations at a State-wide Level:

- **Independent Review of Uses of Force State-wide-** *Encourage the State of Washington to mandate independent review of uses of force, including investigation and oversight by independent review boards.*

- **Standardize Use of Force Policies Across the State-** *Encourage the State of Washington to explore the standardization of use of force policies for all departments throughout the state, eliminating the wide-range of policies that currently exist.*
- **Mandate Standardized Training on Specific Topics–** *Lobby the State of Washington to mandate additional, consistent cultural awareness, bias awareness, de-escalation, and crisis intervention training for all law enforcement agencies across the state, beyond what is already required by I-940.*



Appendix

- Use of Force Summary Table: 2015- July 2020
- Police Staffing Comparison
- Sample Advertisement for Listening Sessions
- 7/6/20- Listening Session Summary
- 7/9/20- Listening Session Summary
- 7/20/20- City Council Meeting Public Comments Summary
- E-mailed/Written Comments Received by the City
- Kenmore Police Presentation from 7/20 Meeting

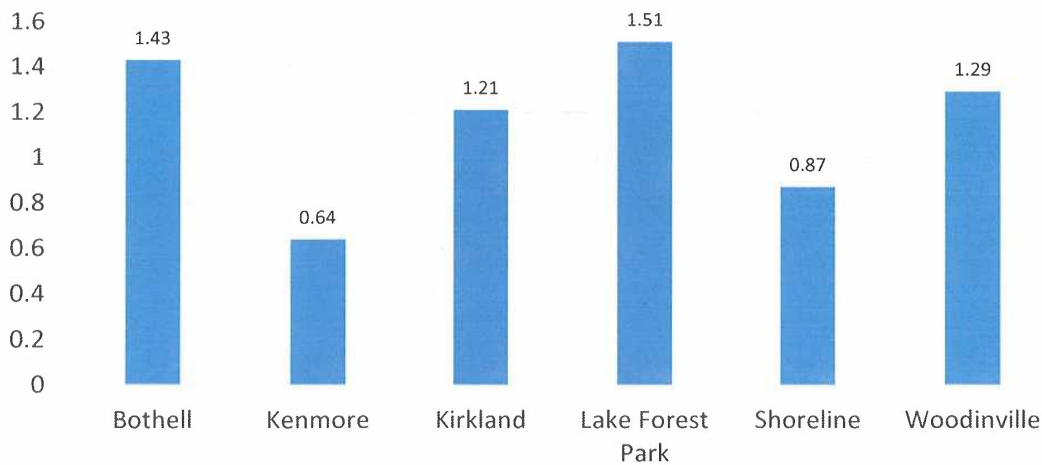
Kenmore Police- Uses of Force: 1/1/15-7/17/2020

Date	Type of call	Crime	Location	Type of Force	Injury	Race	Gender
5/12/2015	DV	Felony Harassment	House	Taser	None	W	M
11/26/2015	Traffic Stop	Invol/Crisis	Street	Taser	None	W	F
1/4/2017	Fight	Assault	School	Pepper Spray	Complaint of pain	W	M
1/17/2017	Assault	Assault	Shed	Taser	None	W	M
1/24/2017	Suicidal	Invol/Crisis	Yard	Taser	None	B	M
2/15/2017	Disorderly	Disorderly Conduct	Street	Push/Shove	None	W	M
1/2/2018	Disturbance	Invol/Crisis	Street	Take down	Bloody lip/scrape on head	W	M
2/25/2018	Disturbance	Burglary	House	Taser	None	B	M
2/19/2019	Unknown Circumstance	Threats	Street	Pointing Firearm	None	W	M
1/17/2019	Fight	Disorderly Conduct	School	Control Hold/Complaint of Pain	Red mark	H	F
4/10/2019	Traffic Stop	VUCSA/DWLS 3	Street	Take down	None	W	F
5/18/2019	Stolen Vehicle	PSP	Parking Lot	Pointing Firearm/Control Hold	Scrape on cheek	W	M
9/18/2019	DV	Assault	House	Handcuffing	Complaint of Pain	H	M
11/17/2019	Shots Fired	Reckless Endangerment	Street	Handcuffing	Scrape on head	W	M
6/24/2020	DV	Malicious Mischief	House	Take down	Scrapes on knees, head	W	M

	Dispatched Calls	On-Views	Total Incidents
2015	3628	7144	10772
2016	3969	6436	10405
2017	4253	7772	12025
2018	4327	6263	10590
2019	3964	6250	10214
2020 (thru 7/17/20)	1863	3778	5641
Total	22004	37643	59647

% of Incidents resulting in Use of Force
0.0251%

Commisioned Officers per 1,000 Residents



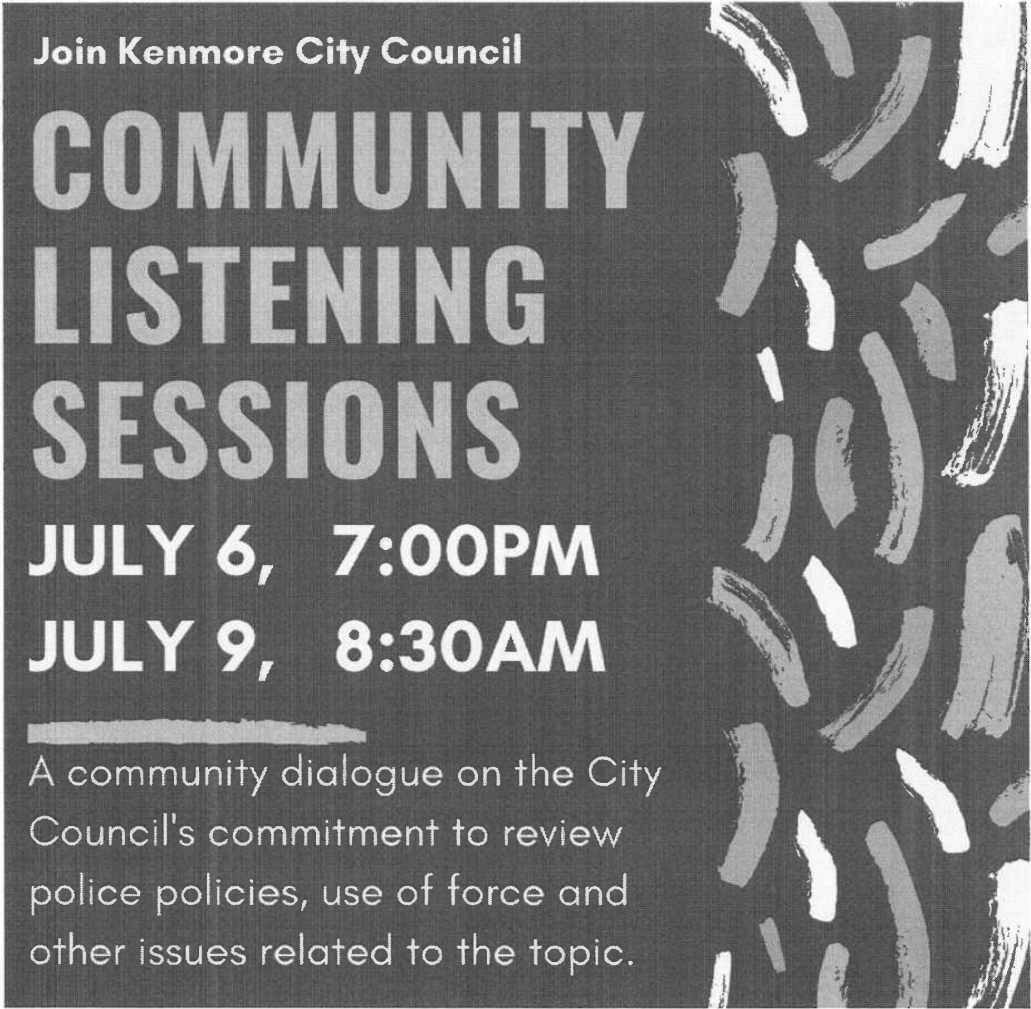
2019: <https://www.waspc.org/cjis-statistics---reports>

Year	County	Agency	Population	Commissioned Total	Commissioned Rate/1,000 Pop.
2019	KING	Algona Police Department	3,190	8	2.51
2019	KING	Auburn Police Department	81,720	113	1.38
2019	KING	Beaux Arts Police Department	300	0	0.00
2019	KING	Bellevue Police Department	145,300	185	1.27
2019	KING	Black Diamond Police Department	4,525	9	1.99
2019	KING	Bothell Police Department	46,750	67	1.43
2019	KING	Burien Police Department	52,000	52	1.00
2019	KING	Carnation Police Department	2,220	2	0.90
2019	KING	Clyde Hill Police Department	3,055	9	2.95
2019	KING	Covington Police Department	20,280	19	0.94
2019	KING	Des Moines Police Department	31,580	38	1.20
2019	KING	Duvall Police Department	7,840	13	1.66
2019	KING	Enumclaw Police Department	12,200	19	1.56
2019	KING	Federal Way Police Department	97,840	128	1.31
2019	KING	Issaquah Police Department	37,590	36	0.96
2019	KING	Kenmore Police Department	23,320	15	0.64
2019	KING	Kent Police Department	129,800	152	1.17
2019	KING	King County Sheriff's Office	248,275	214	0.86
2019	KING	Kirkland Police Department	88,940	108	1.21
2019	KING	Lake Forest Park Police Department	13,250	20	1.51
2019	KING	Maple Valley Police Department	26,180	20	0.76
2019	KING	Medina Police Department	3,665	9	2.46
2019	KING	Mercer Island Police Department	24,470	31	1.27
2019	KING	Muckleshoot Tribal Police Department	0	15	0.00
2019	KING	Newcastle Police Department	12,450	11	0.88
2019	KING	Normandy Park Police Department	6,610	9	1.36
2019	KING	North Bend Police Department	6,965	0	0.00
2019	KING	Pacific Police Department	6,910	11	1.59
2019	KING	Port of Seattle Police Department	0	115	0.00
2019	KING	Redmond Police Department	65,860	84	1.28
2019	KING	Renton Police Department	104,716	125	1.19
2019	KING	Sammamish Police Department	64,410	29	0.45
2019	KING	SeaTac Police Department	29,180	49	1.68
2019	KING	Seattle Police Department	747,300	1,416	1.89
2019	KING	Shoreline Police Department	56,370	49	0.87
2019	KING	Skykomish Police Department	205	0	0.00
2019	KING	Snoqualmie Police Department	13,670	25	1.83
2019	KING	Snoqualmie Tribal Police Department	0	3	0.00
2019	KING	Tukwila Police Department	20,930	74	3.54
2019	KING	University of Washington Police Department	0	44	0.00
2019	KING	Woodinville Police Department	12,410	16	1.29
2019	KING	Yarrow Point Police Department	1,040	0	0.00

Moen, Brandon J

From: City of Kenmore <cityofkenmore@public.govdelivery.com>
Sent: Thursday, July 2, 2020 4:07 PM
To: Moen, Brandon J
Subject: Community Listening Sessions Next Week

[EXTERNAL Email Notice!] External communication is important to us. Be cautious of phishing attempts. Do not click or open suspicious links or attachments.

A poster for the Kenmore City Council Community Listening Sessions. The background is dark with a pattern of white and grey brushstrokes on the right side. The text is in white and light grey.

Join Kenmore City Council

**COMMUNITY
LISTENING
SESSIONS**

JULY 6, 7:00PM
JULY 9, 8:30AM

A community dialogue on the City Council's commitment to review police policies, use of force and other issues related to the topic.

Kenmore City Council has set up two Community Listening Sessions to receive observations and encourage dialogue on the Council's commitment to review police policies, use of force and other issues related to the topic.

The community is invited to join in and provide comments that will be included in the Council Review Report.

In June, Kenmore Mayor David Baker signed the Obama Foundation's Mayors Pledge; a call for mayors, city councils, and police oversight bodies to address police use of force policies. The pledge aims to take steps towards reforms that will combat police violence and systemic racism within law enforcement.

The pledge commits that the mayor and other city council officials will commit to the following actions in the local Kenmore community:

1. **Review** the police use of force policies.
2. **Engage** communities by including a diverse range of input, experiences and stories for review.
3. **Report** the findings of the review to the community and seek feedback.
4. **Reform** the community's police use of force policies

JOIN THE VIRTUAL MEETINGS HERE:

July 6 at 7:00pm

<https://us02web.zoom.us/j/81942432729?pwd=YXlTQjNjZl3N0RGRldFpJenRyTDMxUT09>

Meeting ID: 819 4243 2729

Password: 081899

July 9 at 8:30am

<https://us02web.zoom.us/j/81846612381?pwd=SVVYNFZ0QjNPMnRvMFpHK3lnL3FuUT09>

Meeting ID: 818 4661 2381

Password: 181305

JOIN BY PHONE:

+1-253-215-8782

Unable to join the meeting? Comments can be emailed to cityhall@kenmorewa.gov.



STAY CONNECTED:

7/6/20- Kenmore Police Use of Force Listening Session Public Comment Summary

Fernell M:

- *She knows a lot of officers in Kenmore and has built relationships.
- *Youth are seeing a narrow picture of the police, a negative one
- *SROs are a distraction in schools- used an analogy of the fence built around Arrowhead Elementary having been built as a security measure, but it instead serves as a distraction and barrier (like SROs).
- *Inquired about bias/racism related training that officers go through currently
- *Emphasized the need for police to build relationships (especially SROs)
- *Cited the fact that there are only 3 Navigators in RADAR currently
- *Spoke about trauma encountered by officers, and its impact

Angela K:

- *Community could benefit from increased transparency and insight into police.
- *Insight into reporting and evaluation process
- *Personally has had no bad experiences with Kenmore Police, but would like information on how many "random stops," a breakdown on race of people arrested, and the number of "hate crimes in speech" crimes.
- *Spoke about the King County charter committee (elected Sheriff)
- *Do Officers benefit from qualified immunity?
- *Are Officers required to display badge numbers?
- *Would like a budget breakdown in the next presentation (how much is spent on police, prosecutors, etc).
- *Would like info on policies around chokeholds, etc.
- *Need to hear from "marginalized communities"
- *Would like info from the police on how they think we can improve (from officers)

Nadia S:

- *Spoke about her experiences with the police in Maryland (i.e. "Stop and Frisk")
- *Does not want SROs in schools; wants money spent on psychological health programs
- *Stated that 90% of people stopped and frisked by police are people of color
- *Is in favor of body cameras, as long as they turn them on (she referenced SPD Officers turning them off prior to "riots."). She suggested that only a supervisor be able to turn them off.
- *Stated that the school to jail pipeline is partially due to SROs
- *People of color do not want to come to meetings (such as this one) because of the fear of being targeted.
- *Referenced a Nazi group leaving a note on a church building after a race class that was hosted in the past.
- *Would not recommend going to people of color's houses to solicit input- cited "generational PTSD"
- *Would like there to be opt-out laws that would exempt video from being released publicly
- *Supportive of mental health programs for officers
- *Commented on diversity of Kenmore Police department
- *Would like officers regularly tested in "intrinsic bias" (cited Harvard testing site)
- *Police are trained that they are the last line of defense, and are "trained as soldiers"
- *Would like extra support for "person of color" officers

Shannon:

- *County is cutting services for intellectual or health services (for her daughter), when "bloated" police budgets should be cut instead.
- *Fund services for the vulnerable, not more police

<continued> 7/6/20- Kenmore Police Use of Force Listening Session: Public Comment Summary

Stacey:

- *Would like body cameras "on all officers"
- *Would like info on how many times police and fire departments go to the same address over and over...so the community can provide different services to try and get them to stop using public resources disproportionately

Victoria G.

- *Would like "stats" related to policing at the next meeting

Shannon:

- *What "resources and accountabilities" work with police?

K:

- *Need to examine potential alternatives to police; "Divest" to new programs
- *This would create "roles" or "jobs" for the community
- *Not in favor of body cameras- they cost money that can be spent elsewhere
- *Studies show that they do not impact police behavior

Maria:

- *Would like to see a marketing campaign to the public on non-emergency phone #s that are available as an alternative to the police

Heidi:

- *Not in favor of body cameras, due to expense and the fact that the data is subject to disclosure
- *Does not want her family or home on video to be released to the public
- *Asked about the RADAR program.

7/9/20- Kenmore Police Use of Force Listening Session Public Comment Summary

Rachel R.

- *Concerned about 1/3 of budget being for public safety
- *Would like better mental health social services
- *Would like the city to re-evaluate contract with the Sheriff's Office

Jeff P.

- *His impression is that Kenmore has "good ones" (officers), but would like this backed by info
- *Increased transparency and accountability
- *Additional mental health resources
- *Would like to see attitude to help the community, not just catch the "bad guys"
- *Separate community group
- *Need for change in paradigm in policing

Mariel M.

- *Would like an oversight committee for law enforcement
- *Policies do not impact everyone equally

Lisa K.

- *What is the extent of law enforcement in our schools?
- *How many officers live in King County? In Kenmore?

David D.

- *Would like an inclusive process- not self-selecting who is involved
- *Look more broadly at community policing issues
- *Would like additional information/ data on policing

Tracy B.

- *Concerned with militarization of the police
- *Accountability when policies are broken?
- *Would like to work together- not separate from the community
- *Would like a "holistic accounting" of police culture

Soleil G.

- *Consider a group to handle mental health issues
- *Cops are doing "too much"- not a tenable solution
- *Would like a separate mental health group separate from police (not riding with)
- *Police have developed a culture where respect of the police is required
- *Culture is defined by what leadership puts up with
- *Systemic distrust of police system
- *Referenced a suicide prevention hotline, which has a duty to call the police if someone is suicidal, resulting in persons of colors not calling

Carlos G.

- *Would like to know what challenges the police are facing
- *What type of uses of force are being used? What makes them up?
- *Good or bad experiences with minority communities?
- *Stated that prisons are "full" of black/Hispanic people- does not know why
- *Has not heard about misconduct on the part of Kenmore and Bothell Police

<continued> 7/9/20- Kenmore Police Use of Force Listening Session: Public Comment Summary

K.

- *Consider a civilian group to respond to mental health calls
- *There is potential to pull money from police to fund a civilian group
- *Body Cameras- can Kenmore influence adding them?
- *Take money out of police budget and give elsewhere
- *Referenced an incident where she was afraid of calling the police for a welfare check
- *Problem with the system
- *Doesn't trust cops "in general"
- *Would like budgets to be thought of as a moral document
- *Stated that it is a moral failure to give money to the police
- *Police benefit from crime
- *Favors a productive versus punitive system

Sharon W.

- *More relationships with community
- *Referenced the RADAR pilot program
- *Bargaining power among contract cities to revise KCSO policies (neck restraints, etc)
- *Police training in response to mental health issues?
- *Cultural sensitivity training?
- *Would like a citizen oversight committee for accountability and transparency
- *Re-appropriate money to the community

Nadia S.

- *Problematic to get input from all of the community- recommended just showing up and asking
- *Recommended police for "physical" part; someone else for "mental" part
- *Referenced the need for a committee
- *Stated that police abuses have been happening since the mid 1900's
- *Related her history with police growing up in Washington, D.C.
- *Broken mental health system- have to jump through hoops to get help

Stacey

- *Noted that Kenmore has a "great Chief of police"
- *Certain groups do not represent the whole core
- *Referenced several officers being killed recently, and the release of prisoners due to COVID
- *Shared her personal experiences with police
- *Stated that the "type of person matters most"
- *Referenced an Officer involved shooting in Shoreline

Rachel R.

- *Referenced a family member that became a police officer and changed as a result
- *Police culture is "toxic"
- *Referenced a "Warrior class"
- *Stated that some officers might be "good individuals."

Unknown

- *Interactions with Kenmore Police- "pretty positive"
- *Concerned with the "system"
- *Lack of accountability

7/20/20- Kenmore City Council Meeting

Police Use of Force- Public Comment Summary

Pat O.

- *Would like increased communication from police on crimes occurring in the city
- *Referenced previous policies instituted during Chief Sether's tenure in Kenmore

Rose H.

- *Would like scale of contract with KCSO examined, along with budget
- *Referenced shooting in SW King County and the resulting critiques and lack of implementation of recommendations on policy changes that resulted

Jenny C.

- *Discussed unarmed response units for mental health calls
- *Encouraged the removal of military-type gear from police and reallocation of funding for mental health programs

Nadia S.

- *Referenced a use of force incident in Bellevue; would not like this to occur in Kenmore.
- *Spoke about the stabbing incident in Kenmore earlier this year, and mental health
- *Would like it if body-worn cameras cannot be turned off by officers, and have repercussions if they are

Ethan

- *Referenced a shooting in SW King County, and the lack of implementation of recommendations after it was reviewed
- *Stated that the 8 Can't Wait policies are misguided and not effective.

Kelsey H.

- *Stated that history and studies show that traffic stops are not effective in reducing crime and are done in a racially biased manner.
- *Would like Kenmore to explore not having police conducting traffic stops- similar to the City of Berkeley

John P.

- *Disappointed that the presentations did not mention a citizen's duty to de-escalate in a situation, not just the police
- *Referenced incidents where suspects are given contradictory commands by police
- *Stated that he is against unarmed employees conducting traffic stops

Johannes J.

- *Would like Kenmore to divest resources from the KCSO contract and invest them in the community
- *Would like tactics, culture, and leadership in policing addressed

Anja H.

- *Encouraged building stronger relationships with the community in advance in order to build trust
- *Is in favor of shifting funds around to provide mental health support follow-up
- *Believes we are asking too much of our police officers- partnerships are needed with the community

Randy W.

- *Stated that he loves feeling safe in Kenmore
- *Is fine with raising taxes to provide additional resources, but does not want police funding cut

Stan S.

- *Concerned about risks to his family and the community associated with reducing police funding based on theories
- *Believes that the Council's ultimate responsibility is to provide a safe place to live
- *Concerned that some people are oversimplifying far more complex social issues, and does not want police funding cut

Fernell M.

- *Stated that building relationships within her community keeps her family safe
- *Concerned for safety of her sons; referenced threats made towards people of color
- *Believes that on-going training for bias awareness should be done for police and fire departments

David D.

- *Would like objectives for law enforcement and public safety before developing plans
- *The community needs to answer- what does public safety look like?

Moen, Brandon J

Subject: FW: Kenmore Police Feedback

From: randy walls <randy.walls@outlook.com>
Sent: Sunday, July 12, 2020 3:40 PM
To: cityhall@kenmorewa.gov; Moen, Brandon J <Brandon.Moen@kingcounty.gov>
Subject: Kenmore Police Feedback

[EXTERNAL Email Notice!] External communication is important to us. Be cautious of phishing attempts. Do not click or open suspicious links or attachments.

Hi, I was unable to attend the special session of the city council soliciting feedback on Kenmore Police, but I'd like to provide some input for your consideration.

I thank God for the men and women that serve and protect our community. They should be treated with honor, respect and dignity. There are individuals in every profession that do the wrong thing, but please don't take one example from the other side of the country to generalize all of police and set direction for our community. I am offended to see mayors and governors not standing with the men and women of the police that serve them and the community at large. Furthermore, I'm sickened that there is a recent trend that mobs are dictating the direction of our democracy, but lawful and contributing members of society are left to live in the wake of the unrest and turmoil they're creating. The police need support from their City Leaders and they need tools and training to do their jobs, protect themselves and the lawful public. We shouldn't be taking away or restricting non-lethal actions to control criminals and mobs, leaving only lethal force or battons. I don't believe in cutting Police budgets, which appears to be the latest trend from certain groups around the country and in City of Seattle. How does this make sense, other than to create more chaos, such as we saw in Chop/Chaz and to implement a Marxist utopian society as documented on some of these emerging movements websites. If the City of Kenmore wishes to add in additional social workers, training, oversight, etc, that may be beneficial, please do so. Use wisdom in budgeting and if more money, or significant changes are necessary, please present options to the voting community for consideration. I have no interest in what mobs or special interest groups think we should do.

Thank you for your time and continued service to our community,

Jeanie Colburn
5826 NE 181st street
Kenmore WA

Moen, Brandon J

From: Kelly Chelin <KChelin@kenmorewa.gov>
Sent: Monday, July 20, 2020 9:48 AM
To: CI_Council
Cc: Moen, Brandon J; Rob Karlinsey
Subject: FW: Use of force meeting

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Mayor/Council: Please see a comment for the Council meeting tonight. Thanks!

From: City Hall <CityHall@kenmorewa.gov>
Sent: Monday, July 20, 2020 9:39 AM
To: Kelly Chelin <KChelin@kenmorewa.gov>
Subject: Fw: Use of force meeting

From: Ryan Harris <rryan_harris@yahoo.com>
Sent: Sunday, July 19, 2020 10:27 PM
To: City Hall <CityHall@kenmorewa.gov>
Subject: Use of force meeting

Hello,

I may not be able to attend the "use of force" meeting on Monday. I would like to say that I support the police and law and order. While there may be issues that need to be addressed, policing is an essential part of a civilized society. I have lived in Kenmore for 20 years and am raising my family here. I live in Kenmore and NOT Seattle for a reason. I don't want the reckless policies of Seattle to filter into Kenmore any more than they already have. Our city and county need to support our police. All of this de-funding talk is ridiculous and will only invite more crime. It's not hard to figure out. With all of the recent events happening in our area recently, we have started talking about moving away. I have lived withing 20 miles of Kenmore my whole life. It is getting very close the point that we move away.

Ryan Harris

Moen, Brandon J

From: Kelly Chelin <KChelin@kenmorewa.gov>
Sent: Monday, July 20, 2020 12:32 PM
To: CI_Council
Cc: Rob Karlinsey; Moen, Brandon J
Subject: FW: Community Discussion Comment
Attachments: Policy-Change-for-a-New-Era.pdf

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Mayor/Council: Another comment.

From: David Dorrian <daviddorrian@gmail.com>
Sent: Monday, July 20, 2020 10:57 AM
To: Kelly Chelin <KChelin@kenmorewa.gov>
Subject: Community Discussion Comment

Hi Kelly,

Please find my comment for section VIII - COMMUNITY DISCUSSION CITIZEN COMMENTS of this evening's meeting.

"Mayor, Council members, Sheriff and Chief of Police - Thank you for your commitment to addressing the specific issue of use of force, that is the leadership-facing part of The Obama Pledge. As a community, the Obama Pledge calls for engagement with the [Leadership Conference Education Fund](#) - which encompasses the broader elements that contribute to use of force. That means that - whatever our current use of force numbers show at the tip of the iceberg - we as a community have a responsibility to look more broadly at the context as part of the commitment to the Obama Pledge. Ultimately, that means exploring how we can increase an ethos of Community Policing in Kenmore and King County. That means adopting models that engage community members in meaningful decision-making and evaluation of departmental policies, practices, and priorities. In this model, police leaders value community perspectives, especially of those most impacted by policing; and prevention and problem-solving are emphasized over arrests and criminalization. With regard to the latter, one key element for Kenmore may be further prioritizing use of resources to promote public safety rather than to criminalize minor offenses. **Another key component is Accountability.** While the information about the "8 can't wait" policies is welcome, it has been noted nationally that many of these reforms have already been implemented in police departments currently implicated in racist violence. In those departments, the "8 can't wait" reforms lack efficacy due to lack of accountability. Making them a policy is a starting point - making them a true priority is where the goal of the Obama Pledge leads. Across King County, that could mean things like supporting, rather than opposing, the proposed Inquest process by the County Executive. Within Kenmore, our priority may be continuing work to reduce the criminalization of poverty that disproportionately affect BIPOC residents. **In closing**, I thank you for the commitment to consider this issue, and for the time taken to address citizen concerns and create this report. In line with the broader context behind the Obama Pledge, I hope this is the beginning of an increased commitment to accountability and an exploration of how we increasingly adopt the ethos of Community Policing."

Moen, Brandon J

From: Kelly Chelin <KChelin@kenmorewa.gov>
Sent: Monday, July 20, 2020 12:27 PM
To: CI_Council
Cc: Rob Karlinsey; Moen, Brandon J
Subject: FW: Police support

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Mayor/Council: Another comment for tonight.

From: City of Kenmore, WA <kenmorewa@enotify.visioninternet.com>
Sent: Monday, July 20, 2020 12:14 PM
To: Kelly Chelin <KChelin@kenmorewa.gov>
Subject: Police support

Message submitted from the <City of Kenmore Washington> website.

Site Visitor Name: Suzanne Bachelor
Site Visitor Email: suzab333@gmail.com

July 6, I attended my first Kenmore Council meeting. My impression is the council input was dominated by 3 to 5 people, three of whom were representing the (relatively small) trans community. Several others seemed to be echoing media talking points regarding police brutality. While I was there I heard no mention of BLM. It just seemed to be an excuse to complain. Wow. Motivation to get active and speak up for that silent majority!

We need to strongly support our police officers! So far my experience and observation is we have great police officers who are doing a fine job taking care of us in Kenmore!

Monday, I am looking forward to what I hope will include a time of the officers sharing their training, their experiences and their thoughts. Lacking this, it seems unfair and difficult to believe right decisions could be made.

No matter what, do not reduce the police budget! If there are problems that need addressed, do so. The main purpose of government is to protect its people.

Every encounter I have had with Kenmore police has been respectful and appropriate in my opinion. I know the occasional problem occurs. Unfortunately, like any institution, it is staffed with human beings who make mistakes, not machines or angels. But I think it is important Kenmore City Council send a strong message of support for our police force!

Thank you to each of you serving us on the City Council and in our police force!

Suzanne Bachelor
6830 NE Bothell Way C518
Kenmore, WA 98028
425-830-4678

Moen, Brandon J

From: Kelly Chelin <KChelin@kenmorewa.gov>
Sent: Monday, July 20, 2020 6:19 PM
To: CI_Council
Cc: Moen, Brandon J; Rob Karlinsey
Subject: FW: city council meeting w/king county sheriff

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From: Valerie Snider <vsnide@gmail.com>
Sent: Monday, July 20, 2020 6:17 PM
To: Kelly Chelin <KChelin@kenmorewa.gov>
Subject: city council meeting w/king county sheriff

Hello, please consider this question for the sheriff:

Considering the armed occupation of Portland by DHS paramilitary personnel--even against the governor, mayor, & AG's requests to leave--what is King County's mitigation plan to prevent this from happening here in WA / Seattle?

Please include in your answer:

separation between WA law enforcement & federal
keeping protesters & journalists safe
communication with residents

Thank you, Valerie

Moen, Brandon J

From: Kelly Chelin <KChelin@kenmorewa.gov>
Sent: Tuesday, July 21, 2020 3:19 PM
To: CI_Council
Cc: Moen, Brandon J; Rob Karlinsey
Subject: FW: Regarding 7/20 Meeting Citizen Comments
Attachments: Citizen Comment re Traffic Stops.pdf

[EXTERNAL Email Notice!] External communication is important to us. Be cautious of phishing attempts. Do not click or open suspicious links or attachments.

Mayor/Council: Follow-up comment from last night's meeting.

From: Leigh Hamlin <hamlin.kelsey@gmail.com>
Sent: Monday, July 20, 2020 9:21 PM
To: Kelly Chelin <KChelin@kenmorewa.gov>
Subject: Regarding 7/20 Meeting Citizen Comments

Hi Kelly,

First of all I want to say that I appreciate the city council Zoom meeting format, and I think you are doing a great job moderating.

I am linking a PDF to the comments that I gave at the meeting, complete with linked sources and I would appreciate you forwarding it on to anyone on the council who is interested in the research I did supporting my comment. To be honest, I would most appreciate every council member actually reading the sources.

Please let me know if the document doesn't open.

Thank you,

Kelsey Hamlin

In 2012 in Cleveland, Malissa Williams and Timothy Russell were killed after 13 police officers shot 137 bullets into their car. The pretext for pulling them over was a turn signal violation.

In 2015 in Texas, police arrested Sandra Bland for failing to signal. She died in a jail cell three days later.

In 2016 in Minneapolis, a cop pulled over Philando Castile for a broken tail light and shot him five times in front of his girlfriend and her four-year-old daughter.

Two months ago in New Jersey, police pulled over Maurice Gordon. He was killed after being shot 6 times.

One week ago in Bothell, in order to stop a violator vehicle after a traffic stop, a man on a scooter was injured during a police chase and Officer Shoop, a rookie on the force, was unintentionally shot and killed by his own training officer's crossfire.

Now, these anecdotes are not unrelated.

All of these names I read out are of people who are dead following a police traffic stop; Black men and women across the country, as well as a local cop. For the sake of something as mundane as broken tail lights or missing plates, they are all gone forever. I question why.

I understand that the Kenmore Council's focus right now is on reviewing use of force policies and discussing reform measures, but I think this is a misguided at best.

Black and brown drivers instinctively know their life is on the line during a traffic stop and I've seen enough news stories during my lifetime to know that this is absolutely true. (1, 2, 3, 4, 5, ad nauseum] Every traffic stop is like rolling the dice. Will this officer shoot first; will this officer plant drugs; will this officer simply issue a ticket.

The weight of experience of affected communities and the weight of history and lawsuits and youtube videos suggests that no amount of body cameras, implicit-bias training, or pancake breakfast types of positive PR can change this.

If the council is seeking to address racial bias in policing, then you should know traffic stops are colloquially known as Driving While Black and that studies show a persistent racial bias in police enforcement.

If the council is seeking to reduce crime in the community, then you should know a major study of 2.5 million traffic stops found that they didn't reduce crime in the short or long term, contrary to expectations. Also, in 1971 and 2014 when the NYPD temporarily stopped proactive policing efforts like traffic stops, the city actually saw major crime complaints stay level and go down; again, contrary to expectations.

If the council wants to address reduced revenue in the city budget, then you should also think about the monetary cost of paying an officer a 6 figure salary to conduct these traffic stops, which, again, have

2 of 4

been shown to be racially biased, don't actually reduce crime, and can and do lead to preventable deaths.

So what can the council do?

Think about reducing the kinds of traffic stops allowed. Decide if you think it is okay to risk someone's life over a broken tail light?

Think about alternatives to police-led traffic stops. For instance, this past week, the Berkeley city council moved forward on an effort to remove police from most traffic enforcement duties. It's a long-term, comprehensive effort, not an overnight change, working towards forming and training a separate traffic department with unarmed city workers to conduct most traffic stops.

I implore the council to research and discuss. This isn't about Kenmore police. This is about the system of policing.

Thank you

An extra resource:

<https://repository.law.umich.edu/cgi/viewcontent.cgi?article=2484&context=mlr>

"Under a conservative estimate, the rate for a felonious killing of an officer during a routine traffic stop was only 1 in every 6.5 million stops, the rate for an assault resulting in serious injury to an officer was only 1 in every 361,111 stops, and the rate for an assault against officers (whether it results in injury or not) was only 1 in every 6,959 stops."

In case the links are broken:

<https://www.seattletimes.com/seattle-news/king-county-sheriffs-office-to-pay-motorcyclist-held-at-gunpoint-65000-plus-change-use-of-force-rules/>

<https://tinyurl.com/y3htwn53>

<https://www.jsonline.com/story/news/2020/02/19/80-milwaukee-police-frisk-incidents-unjustified-report-says/4806860002/>

<https://thecrimereport.org/2020/07/09/study-finds-persistent-racial-bias-in-police-traffic-stops-and-searches/>

<https://thecrimereport.org/2019/02/13/traffic-stops-have-little-impact-on-crime-prevention-study/>

<https://untappedcities.com/2020/06/12/the-week-without-police-what-we-can-learn-from-the-1971-police-strike/>

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<https://www.latimes.com/science/sciencenow/la-sci-sn-proactive-policing-crime-20170925-story.html>

<https://www.sandiegouniontribune.com/news/public-safety/story/2020-06-14/traffic-stops-racial-profiling>

<https://news.yale.edu/2017/10/27/do-body-cameras-affect-police-officers-behavior-not-so-much>

<https://www.insider.com/police-defensive-deescalation-techniques-implicit-bias-training-2020-6>

<https://www.nytimes.com/2019/05/07/us/sandra-bland-video-brian-encinia.html>

<https://qz.com/725618/another-black-man-was-fatally-shot-at-a-traffic-stop-in-the-us-his-girlfriend-broadcast-the-aftermath-on-facebook-live/>

<https://www.washingtonpost.com/nation/2020/06/08/maurice-gordon-shooting-video/>

<https://abcnews.go.com/US/washington-cop-accidentally-shot-killed-training-officer-traffic/story?id=71854138>

<https://www.startribune.com/i-m-shaking-black-driver-in-bloomington-pulled-over-by-police-gun-drawn-but-it-was-a-mistake/571742152/>

<https://www.nbcnews.com/news/us-news/you-re-going-get-whooped-virginia-police-investigate-video-stop-n1234030>

<https://www.aclu.org/blog/criminal-law-reform/reforming-police/blink-eye-police-officers-turned-traffic-stop>

<https://www.usatoday.com/story/news/nation/2019/07/10/former-jackson-county-deputy-zach-wester-arrested-drug-planting-probe/1693260001/>

4 of 4

Moen, Brandon J

From: Rob Karlinsey <rKarlinsey@kenmorewa.gov>
Sent: Saturday, July 25, 2020 5:28 PM
To: Car
Cc: Lauren Chomiak
Subject: FW: OUR Police

Please enter as a service request and assign to Chief Moen. Thanks

From: Derek Turner <music2me3@msn.com>
Sent: Thursday, July 23, 2020 12:59 PM
To: Rob Karlinsey <rKarlinsey@kenmorewa.gov>
Cc: Lauren Chomiak <lchomiak@kenmorewa.gov>
Subject: OUR Police

For Kenmore City Manager and Communications Director from "ANNONYMOUS:"

Please, effective immediately, at least triple patrols and visual presence allotted for zero homeless encampers, thieves. Our Police in general must be super-funded now. SUPER-funded. Police officers should be made the wealthiest-paid in all the land. Truly. They are willing to sacrifice their lives in exchange for ours, often. Often.

a servant of Jesus Christ,
R. Derek Turner
mediaconsultation@comcast.net
I've lived in here Kenmore since 1972. Make them wealthiest, please.
Pretty-please?
(206) 235-2142

Sent from my Samsung Galaxy smartphone.

KING COUNTY SHERIFF'S OFFICE KENMORE POLICE

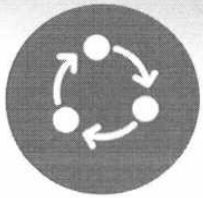
USE OF FORCE OVERVIEW

Sheriff Mitzi Johanknecht

Kenmore Chief Brandon Moen

July 20, 2020





OBAMA FOUNDATION- MAYOR'S PLEDGE

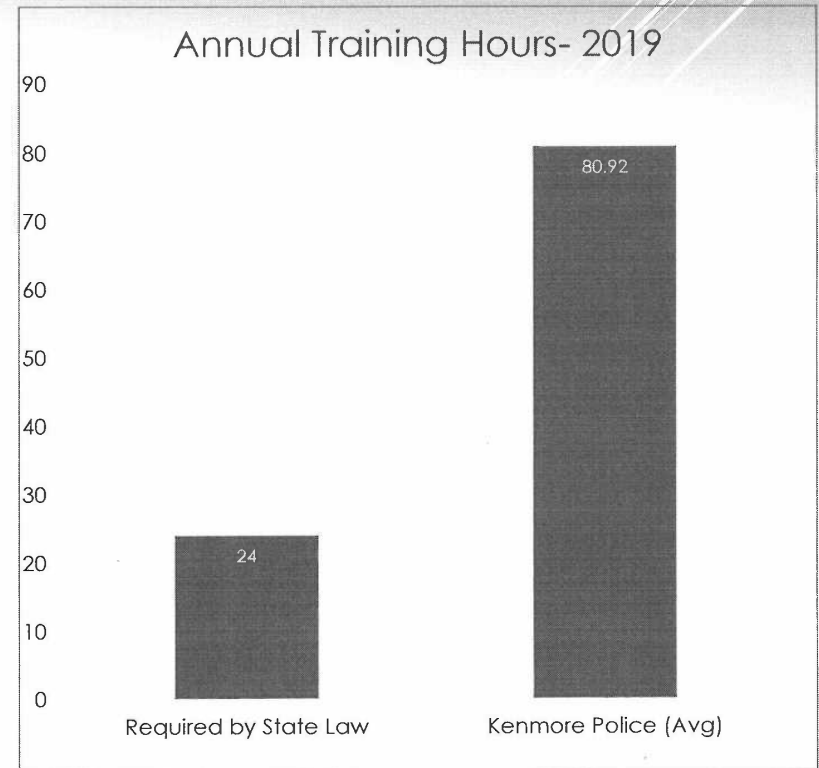
1. **REVIEW** your police use of force policies.
2. **ENGAGE** your communities by including a diverse range of input, experiences, and stories in your review.
3. **REPORT** the findings of your review to your community and seek feedback.
4. **REFORM** your community's police use of force policies.



TRAINING REQUIREMENTS

Washington State requires 24 hours per year

Kenmore Officers in 2019 averaged 80+ hours
(3x state requirements)





KCSO MANDATED TRAINING

- Crisis Intervention Team (CIT)- 40 hours (state requires only 8-hour version)
- De-escalation In-service- 16 hours annual
- Implicit Bias Awareness- 8 hours 2019/2020
- Emergency Vehicle Operations- 8 hours annual
- DUI-"Breathalyzer" Refresher- 4 hours every 4 years
- Taser/Defensive Tactics- 4 hours annual
- CIT Refresher- 2 hours annual
- Firearms Qualifications- 2 hours annual



ON-LINE TRAINING UPDATES

Commissioned Officer 2020 Required Training

<u>Course:</u>	<u>Date Released:</u>
Use Of Force 2019 Update	01/08/2020
Use Of Force – Impact Weapons, OC and Physical Skills	01/08/2020
Less Lethal Shotgun Awareness	01/08/2020
National Incident-Based Reporting System (NIBRS) Overview	01/27/2020
Training Requirements	02/18/2020
Mark43 Update	02/28/2020
Infectious Diseases / Bloodborne Pathogens Module 1	03/02/2020
Infectious Diseases / Bloodborne Pathogens Module 2	03/02/2020
Canadian Protection Orders	03/17/2020
RCW 10.31.100 2020 Updates	03/17/2020
COVID-19 Law Enforcement Briefing	03/23/2020
Fire Extinguisher Training	03/23/2020
Legal Update - State v. Brown UPDATE	03/23/2020
Firearms Safety / Lead and Noise Exposure 2020	04/06/2020
Below 100 Part 1	04/07/2020
Below 100 Part 2	04/07/2020
Donning/Doffing Tyvek PPE	04/08/2020
Infectious Disease Decontamination	04/13/2020
Fitness and Nutrition for LE	04/21/2020
First Responders and Stress Management	04/21/2020
Sleep Well for Optimal Health, Safety & Performance	04/21/2020
Sleep and Fatigue Officer Safety	04/21/2020
5 Overarching Principles of Patrol Tactics	06/03/2020

2019

<u>Online Course:</u>	<u>Date Released:</u>
Training Requirements	01/15/19
Fire Extinguisher Training	01/22/19
Legal Updates January 2019 Part 1	01/22/19
Legal Updates January 2019 Part 2	01/24/19
Legal Updates January 2019 Part 3	01/25/19
Missing Endangered People — Patrol Response	01/28/19
Infectious Diseases - Bloodborne Pathogens Module 1	01/28/19
Infectious Diseases - Bloodborne Pathogens Module 2	01/28/19
RCW 10.31.100	01/30/19
Noise Ordinance and Non-Traffic Civil Infractions	03/26/19
Submitting Fingerprints through ALERT	04/05/19
Down Wires	05/06/19
Cyber Security Awareness Training	04/01/19
TASER Annual CEW User Update v 20.2	05/30/19
Vehicle Impounds 2019	06/10/19
Semi-Automatic Rifles I-1639	07/25/19
2017-2018 De-escalation In-Service Review	08/09/19
Respiratory Protection	09/04/19
KCSO Command Boards	09/09/19
Incident Command System (ICS) Using a HAZMAT Incident	09/09/19
Criminal Trespass and Trespass Notices	09/16/19
Extreme Risk Protection Orders	09/30/19
Warrantless Searches	10/01/19
2019 Firearms Legislation Updates	10/04/19
External Vest Carrier	10/15/19
Use of Force By The Numbers	11/04/19
Legal Update — United States v Brown	11/06/19
Legal Update — Traffic Violations	11/12/19
Legal Update — State v Carriero	11/12/19
Legal Update — State v Tarango	11/12/19



TRAINING EMPHASIS- JUSTICE BASED POLICING

- Listen and Explain with Equity and Dignity (LEED)
 - Procedural Justice
 - De-escalation Concepts and Tactics
 - Control Tactics
-
- King County added \$1.3 million for Bias Awareness & De-escalation training for 2019-20
 - I-940 requires 40 hours of training every 3 years for patrol tactics, de-escalation, mental health training, bias awareness, race/cultural history awareness, and first aid/trauma care



DE-ESCALATION CONCEPTS, TACTICS, & POLICY

- Training emphasizes de-escalation to:
 - Slow down encounters
 - Increase distance
 - Use resources
- Training also emphasizes constant assessment, and the need to transition to a lower level of force (or no force) once compliance is gained
- Training reviews the concepts of emotional intelligence recognition, threat assessment, and scenario based training, in accordance with I-940 standards
- KCSO Policy: *"When safe and feasible members shall use de-escalation tactics in order to reduce the need for force."* GOM 6.00.025

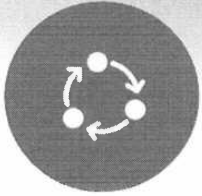


8 CAN'T WAIT POLICY RECOMMENDATIONS

- ✓ *"Ban Chokeholds and Strangleholds"*- GOM 6.00.050
- ✓ *"Require De-escalation"*- GOM 6.00.025
- ✓ *"Require Warning Before Shooting"* – GOM 6.00.005
- ✓ *"Requires Exhaust All Alternatives Before Shooting"* – GOM 6.00.045
- ✓ *"Duty to Intervene"*- GOM 3.03.015 and Special Order 2020-03
- ✓ *"Ban Shooting at Moving Vehicles"* – GOM 6.00.050
- ✓ *"Require Use of Force Continuum"* – GOM 6.03.000
- ✓ *"Require Comprehensive Reporting"* – GOM 6.01

<https://www.kenmorewa.gov/home/showdocument?id=1501>

<https://www.kingcounty.gov/depts/sheriff/about-us/manual.aspx>



WHAT IS A USE OF FORCE?

- Ranges from application of a Taser, pepper spray, or firearm
or
- Any injury or complaint of pain (a scrape, or no visible injury at all)
- *"...reporting is mandatory by the member using force and any member witnessing the use of force."* GOM 6.01.005



WHAT CRITERIA ARE USED TO REVIEW USES OF FORCE?

- Was the amount of force and methods used **objectively reasonable** to effect the lawful purpose intended? (*Graham v. Connor- US Supreme Court, 1989*)
- Did employee have legal authority to be where the use of force occurred?
- Did statements sufficiently articulate probable cause or reasonable suspicion for detention?
- If there was an opportunity, did the employee use de-escalation skills?
- Were there any reasonable alternatives to the use of force?



WHO REVIEWS USES OF FORCE?

Physical Force (Pain, Taser, Pepper spray, etc.):

Sergeant ->Captain->Major->Internal Investigations Unit->Office of LE Oversight

Deadly Force (In-custody death, firearm, etc.):

Outside Agency Investigation Team + Administrative Review Team + Office of Law Enforcement Oversight + KC Prosecutor's Office + Inquest Process

In accordance with I-940, community member involvement in the deadly force review process is being implemented currently.

KENMORE POLICE USES OF FORCE : 2015 - PRESENT

15 

Physical Uses of Force

59,647



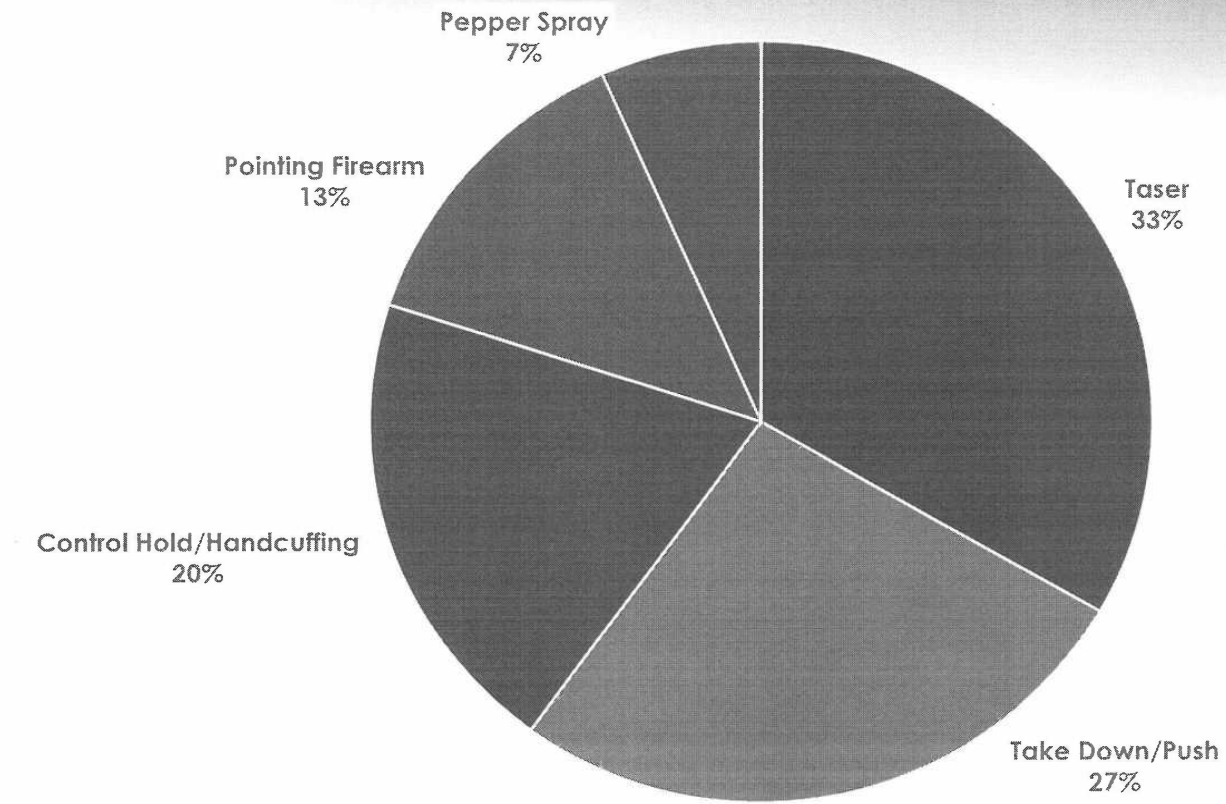
Total Dispatched calls for Service + On-views

0.0251% 

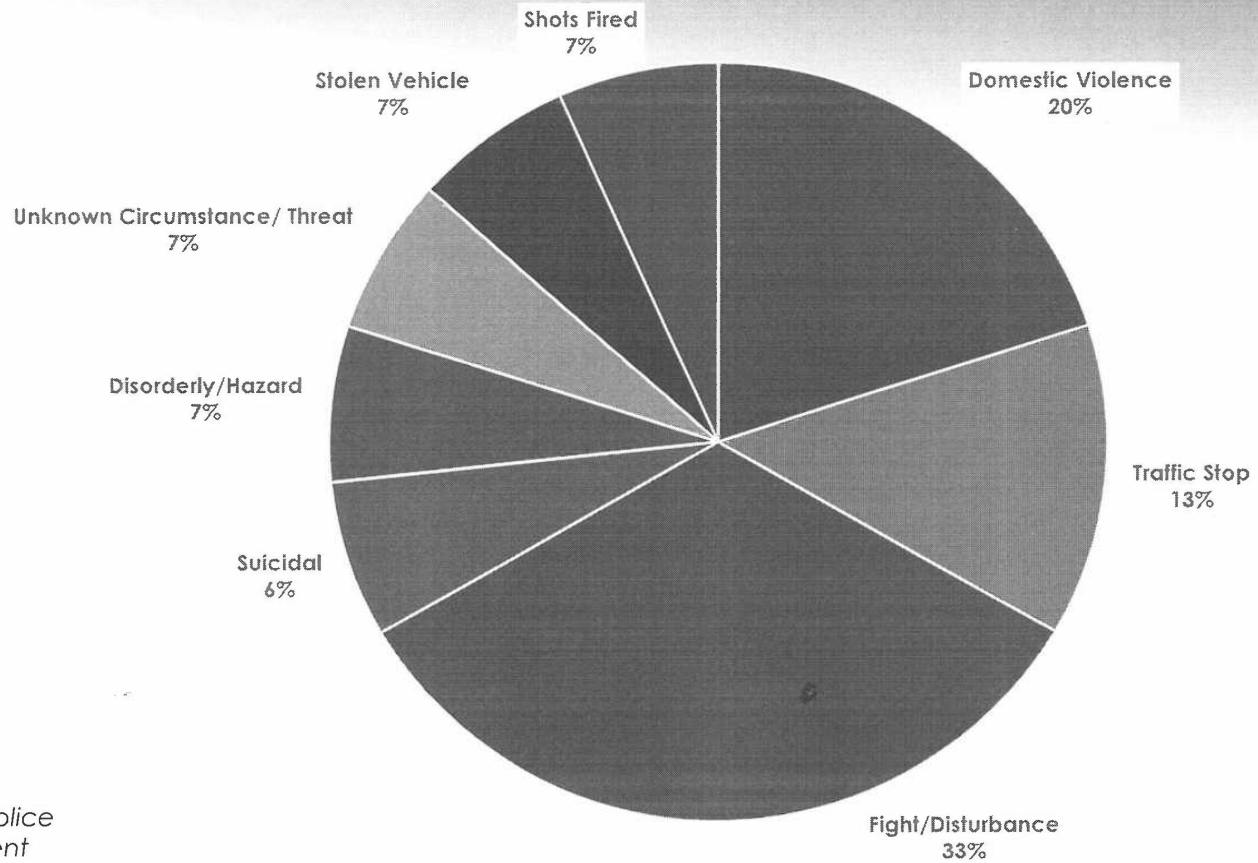
% of Incidents Where Force Was Used

1/1/2015 - 7/17/2020

KENMORE POLICE- TYPES OF FORCE USED (2015 – PRESENT)

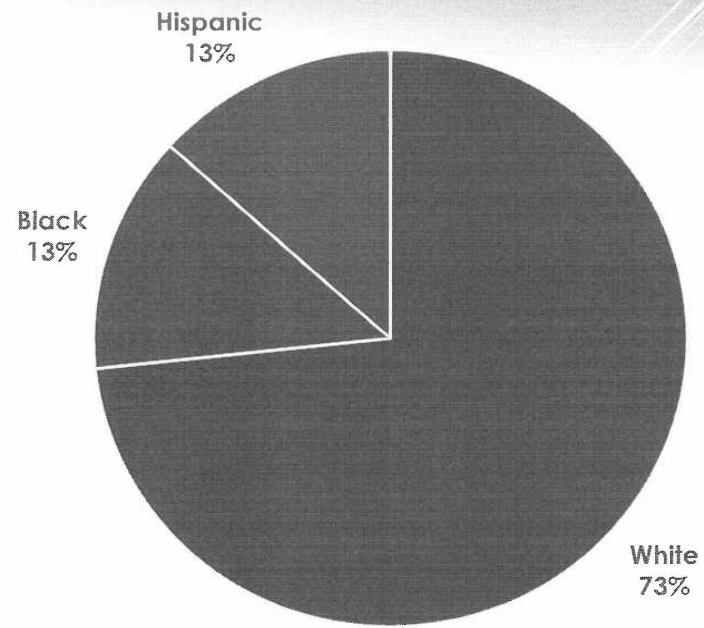
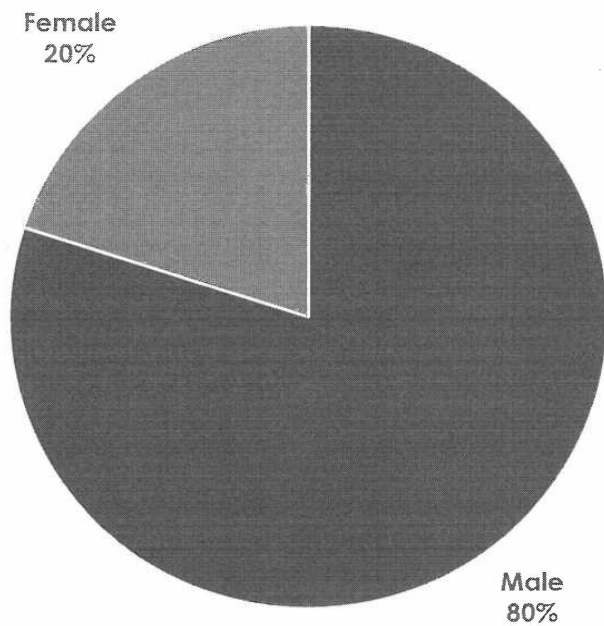


KENMORE POLICE- TYPES OF CALLS WHERE FORCE WAS USED



Kenmore Police
2015 - Present

GENDER AND RACE OF SUBJECTS ON WHICH FORCE WAS USED



Kenmore Police
2015 - Present



USE OF FORCE EXAMPLES (TASER APPLICATIONS)

- **5/12/15:** *"Dispatch advised that a completely naked adult male had physically attacked an adult male roommate and was now attempting to arm himself with a knife."*
<Taser- No Injury- Domestic Violence>
- **11/26/15:** *"I watched as she raised what appeared to be a butcher knife over her head"*
<Taser- No Injury- Traffic Stop>
- **1/17/17:** *"Upon attempting to arrest the suspect, he immediately tensed his muscles, tried to pull his arm away and he took several steps toward the shed. I told him several times, "Stop resisting" which had no effect on his demeanor. He actively struggled with Deputies for several moments..."*
<Taser- No Injury- Domestic Violence>
- **1/24/17:** *"Dispatch advised that there was a suicidal male who had slashed his wrists and stabbed himself in the chest...he gained his feet and began to charge directly at me. I could see that he was foaming at the mouth...and he was literally covered in blood from his chest down to his feet."*
<Taser- No Injury- Suicide Attempt>
- **2/25/18:** *"He was mostly naked except for an animal skin rug draped around him. He had smeared toothpaste in his hair...He had the front door barricaded....He grabbed the spear that was lying to his right...and began rattling it, screaming at us in a very threatening manner."*
<Taser- No Injury- Burglary In-progress>



TRANSPARENCY

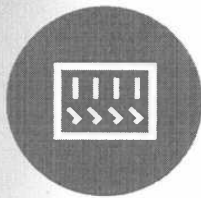
- KCSO Use of Force Dashboard
<https://www.kingcounty.gov/depts/sheriff/on-line-reporting/dash-boards.aspx>
- IIU Completed Investigations Reports
<https://www.kingcounty.gov/depts/sheriff/about-us/internal-investigations-unit-reports.aspx>
- Department Manual
<https://kingcounty.gov/depts/sheriff/about-us/manual.aspx>
- On-line Complaint/Commendation Submissions
<https://www.kingcounty.gov/depts/sheriff/about-us/contact/commend-complain-link.aspx>



Kenmore – Shoreline – Lake Forest Park – Bothell – Kirkland

- Mental health outreach conducted by a mental health professional (RADAR Navigator) with an officer, in order to connect residents with existing services and treatment
- Individual de-escalation strategies to reduce use of force incidents with known members of the community with behavioral health issues
- Goals:
 - Reduce use of force incidents with known members of the community with behavioral health issues
 - Reduce repeat encounters with first responders and increase the effectiveness of police responses
 - Cost-effective community policing while promoting collaboration between officers, mental health professionals, caregivers, and families.
- Supports:
 - KCSO's behavioral crisis policies, and existing Crisis Intervention Team (CIT) training

QUESTIONS



Subject/Topic: Declaring Racism a Public Health Crisis Proposed Council Action/Motion: Adopting Resolution 20-349 Declaring Racism a Public Health Crisis.	For Council Meeting Agenda of: Department: City Manager's Office Prepared by: Adam Nebenzahl, City Management Intern <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;">_____</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;">_____</td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: right;"><u>RAK</u></td> </tr> </table> Exhibits/Attachments: Resolution 20-349		<u>Initial & Date</u>	Approved by Department Head:	_____	Approved by City Attorney:	_____	Approved by Finance Director:	_____	Approved by City Manager:	<u>RAK</u>
	<u>Initial & Date</u>										
Approved by Department Head:	_____										
Approved by City Attorney:	_____										
Approved by Finance Director:	_____										
Approved by City Manager:	<u>RAK</u>										
<u>INFORMATION/BACKGROUND:</u> King County Board of Health recently approved a resolution declaring that Racism is a public health crisis in the county. The City of Kenmore felt it was important to follow suit. Having passed Resolution No. 17-292 declaring Kenmore a "safe, welcoming community for all people," the city does not condone racism in any form and understands the systemic problems that have existed for people of color, especially our Black and Indigenous community members, since the countries founding.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Council Priority #8 Foster and create a welcoming, diverse, affirming community celebrating culture and fun.											

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 20-349**

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, DECLARING RACISM A PUBLIC HEALTH
CRISIS**

WHEREAS, racism has deep and harmful impacts that unfairly disadvantages Black, Indigenous and People of Color ("BIPOC") and unfairly advantages people who identify as white; and

WHEREAS, "injustice anywhere is a threat to justice everywhere," as King County's namesake, the Reverend Dr. Martin Luther King Jr., said; and

WHEREAS, the legacy of racism did not end with the 13th Amendment or the Voting Rights Act; and

WHEREAS, racism harms every person in our society and is a root cause of poverty and economic inequality; and

WHEREAS, whether intended or not, racism becomes ingrained in institutional policies and practices, creating differential access to opportunities and resources, and causes disparate outcomes in all aspects of life affecting health; and

WHEREAS, by maintaining the status quo and existing systems of power and privilege based on our country's long history of and continued persistence of racism, institutional policies and practices do not need to be explicitly racist in order to have racist impacts on residents; and

WHEREAS, culture across institutions and systems is critical, and the legacy of racist policies and practices continues to exist even once the policies and practices have been changed; and

WHEREAS, reversing the legacy of institutional racism calls for an understanding of the intersectional nature of power and oppression that amplify adverse effects on people who experience more than one form of marginalization, such as race, gender and disability, and a commitment to anti-racist policies and practices; and

WHEREAS, decades of data collected by Public Health - Seattle & King County have demonstrated how BIPOC communities are affected by both acute impacts, such as gun violence, and chronic impacts such as higher rates of cardiovascular disease and diabetes, maternal and infant mortality, underweight babies and shorter, less-healthy lives overall, and

WHEREAS, Kenmore BIPOC communities have deep wells of resilience and strength, and are more likely to experience other adverse health conditions, such as suicide, Alzheimer's disease and drug and alcohol-related conditions than their white counterparts; and

WHEREAS, Kenmore BIPOC communities are more likely to experience inequities in education, access to jobs, earning power, adequate and safe housing, higher rates of policing and involvement in the criminal legal system, and overall quality of life; and

WHEREAS, the disproportionate impact of the COVID-19 on BIPOC communities is a present-day demonstration of the systemic racism in institutions and systems that have not equitably valued and supported human life; and

WHEREAS, Kenmore BIPOC communities are more likely to experience inequities in education, access to jobs, earning power, adequate and safe housing, higher rates of policing and involvement in the criminal legal system, and overall quality of life; and

WHEREAS, across the country local governments have taken action to declare racism a public health crisis including the cities of Boston, Cleveland and Columbus, Ohio, Franklin County, Ohio, the Indianapolis City-County Council in Indiana, and the Tacoma-Pierce County Board of Health, and King County Board of Health; and

WHEREAS, a resolution has been submitted to the Senate of the United States calling for a declaration that racism is a public health crisis; and

WHEREAS, we recognize that structural racism has been maintained and perpetuated in King County, and that the City of Kenmore must stand in support of dismantling oppressive systems grounded in racism; and

WHEREAS, the City of Kenmore is committed to addressing racial equity and health disparities in all forms and at all individual, institutional and systemic levels;

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

- A. The City Council declares racism a public health crisis;
- B. The City Council supports the City Manager to help advance a public health approach in addressing institutional and systemic racism;
- C. The City Council commits to supporting the City's Manager in assessing, revising, and writing the City's guiding documents and policies with a racial justice and equity lens; and
- D. The City Council supports the City's commitment and ongoing work around race and equity to establish an agreed upon understanding of racial equity principles and to work towards antiracist policies; and
- E. The City Council supports the City's commitment for engagement, partnerships and responsiveness to communities and residents impacted by racism, including Black and Indigenous communities; and
- F. The City Council supports the City's commitment for council members and city employees' participation in racial equity training;

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT A REGULAR MEETING THIS 14th DAY OF SEPTEMBER, 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Joanne Gregory, Finance Director
& Acting City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Diversity, Equity, and Inclusion Initiatives Proposed Council Action/Motion: Consider the enclosed policy memos, discuss, and adopt Resolution No. 20-348	For Council Meeting Agenda of: Department: City Manager's Office Prepared by: Adam Nebenzahl, City Management Intern <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;">_____</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;">_____</td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: right;">_____ <i>LSK</i></td> </tr> </table> Exhibits/Attachments: Resolution 20-348, Other Cities DEI Initiatives Memo, DEI Policy Framework Memo, King County Equity Impact Review Checklist and Examples of Use, GARE Toolkit, Northshore School District Toolkit, Consultants with DEI Expertise, Renton's Equity Lens Process, Shoreline's School District's Equity Impact Tool		<u>Initial & Date</u>	Approved by Department Head:	_____	Approved by City Attorney:	_____	Approved by Finance Director:	_____	Approved by City Manager:	_____ <i>LSK</i>
	<u>Initial & Date</u>										
Approved by Department Head:	_____										
Approved by City Attorney:	_____										
Approved by Finance Director:	_____										
Approved by City Manager:	_____ <i>LSK</i>										
<u>INFORMATION/BACKGROUND:</u> Kenmore's Comprehensive Plan goals include "[providing] a community atmosphere that is inclusive...that fosters a sense of belonging and pride." In March 2017, Kenmore passed Resolution no. 17-292 reaffirming Kenmore as a safe, inclusive, and welcoming city for all people. Societal, legal and environmental barriers have resulted in inequitable access, lack of diversity and exclusion both historically and in the present day. The City Council recognizes that Kenmore has more to do to implement and achieve diversity, equity and inclusion goals including taking budgetary and policy action measures. Staff prepared two memos: a background memo reviewing examples of DEI policy and implementation measures in other jurisdictions, and a memo to provide preliminary suggestions for a Kenmore DEI policy framework and implementation measures. Finally, staff presents a resolution that includes a framework and process for development of a DEI policy.											

<u>FISCAL CONSIDERATION:</u> Resources for development and implementation of a DEI policy should be considered during the 2021-2022 budget process.
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Council Priority #8 Foster and create a welcoming, diverse, affirming community celebrating culture and fun.

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 20-348**

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, APPROVING A FRAMEWORK TO
DEVELOP AND IMPLEMENT POLICIES THAT FOSTER AND
CREATE A SAFE, INCLUSIVE, AND WELCOMING
COMMUNITY THROUGH CONTINUED ACTIONS THAT
IMPROVE DIVERSITY, EQUITY, AND INCLUSION**

WHEREAS, in 2015 the City Council adopted Kenmore’s 2035 Comprehensive Plan Vision Statement which includes seeing Kenmore as inclusive and family friendly, with a small town, feeling that fosters a sense of belonging and pride; and

WHEREAS, on March 6, 2017 the City Council adopted Resolution NO. 17-292 reaffirming the City of Kenmore “as a safe, inclusive and welcoming City for all people”; and

WHEREAS, on April 13, 2020 the City Council adopted 2021-2022 Council Priorities, including Priority No. 8, to foster and create a welcoming, diverse, affirming community celebrating culture and fun; and

WHEREAS, since the tragic killing of George Floyd and Black Lives Matter demonstrations, the City Council has taken steps to address police use of force through adoption of the Obama Foundation’s Mayors Pledge and national Campaign Zero’s “*8 Can’t Wait*” policy recommendations; and

WHEREAS, cities regionally and nationally have implemented Diversity, Equity, and Inclusion Policies and Plans leading the way for the City of Kenmore; and

WHEREAS, the City Council believes in the dignity, equality and constitutional and civil rights of all people, and will not tolerate discrimination, harassment or any behavior that creates fear, isolation, or intimidation;

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

Section 1. The City Manager is authorized and directed to lead a process to develop a Diversity, Equity, and Inclusion Policy and implementation strategy.

Section 2. The City Manager is further authorized and directed to develop human resource strategies to increase recruitment and retention of a diverse workforce. These strategies should include, but are not limited to:

- a. Identifying and implementing recruitment strategies to hire, support, and retain a diverse workforce;
- b. Providing ongoing professional development and training for all staff to recognize and eliminate influences of implicit bias; and

- c. Creating a staff diversity, equity and inclusion (DEI) committee to oversee DEI implementation measures for the organization.

Section 3. The City Manager is further authorized and directed to develop accountability strategies to assess equitable delivery of city services and other possible changes to organizational structures, policies and programs. These strategies should include, but are not limited to:

- a. Assessment of current city services and delivery, identifying “gaps” in service delivery and implementing strategies and policies that support equitable service delivery;
- b. Assessment of all areas of city policy, policies and programs to identify gaps in diversity equity and inclusion; and
- c. Identifying reporting and measurement tools to assess progress.

Section 4. The City Manager is further authorized and directed to develop engagement and decision-making strategies to facilitate community diversity, equity, and inclusion in Kenmore. These strategies should include, but are not limited to:

- a. Developing and implementing an equity toolkit for use in decision making including all policy and implementation decisions and/or recommendations considered by City Council, boards, commissions, and staff;
- b. Developing a community engagement guide and toolkit to ensure equity and inclusion in community participation, outreach, input and feedback;
- c. Identifying reporting and measurement tools to assess progress;
- d. Facilitating targeted stakeholder input and involvement; and
- e. Facilitating community engagement throughout policy development and implementation.

Section 5. The City Manager is further authorized and directed to develop funding strategies to develop and implement a DEI policy framework as set for in this resolution. These strategies should include, but are not limited to:

- a. Funding an annual Government Alliance on Race and Equity Membership;
- b. Identifying staffing options and associated funding for policy implementation;
- c. Funding for professional consultant expertise to develop a diversity, equity, and inclusion policy and implementation strategies;
- d. Funding for community engagement strategies; and
- e. Reserving funding for meeting other needs expressed by the community and/or council.

Section 6. By November 9, 2020, the City Manager is directed to return to the Council with a draft DEI policy development timeline, including a plan for community engagement, and funding recommendations for Council authorization to implement the elements of the framework resolution.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT
A REGULAR MEETING THIS 14th DAY OF SEPTEMBER, 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Joanne Gregory, Finance Director
& Acting City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney



City of Kenmore, Washington

Date: August 10, 2020

To: Rob Karlinsey, City Manager
 From: Adam Nebenzahl, City Management Intern

Re: Review Examples of Diversity, Equity, and Inclusion Policies and Implementation Measures

Introduction

This memo provides examples of Diversity, Equity and Inclusion (DEI) policies other jurisdictions have adopted along with examples of implementation measures. A second staff memo will provide information about Kenmore's current policies and suggestions for a Kenmore DEI policy and implementation measures.

Diversity, Equity, and Inclusion Policies and Implementation Measures in the Puget Sound Region

Multiple cities in the Puget Sound region have taken steps over the last several years to create and incorporate DEI policy into their decision making. Staff found that multiple cities plus King County on their respective websites have acknowledged diversity equity and inclusion as important to being a welcoming city. Cities such as Bothell, Kirkland, Issaquah, Redmond, among others have a commission that advises city officials of ways to promote DEI in their communities. Below is a table showing what some cities are doing as well as a brief analysis of the City of Shoreline, City of Renton and King County implementation measures.

Table 1: Larger Cities and Their Actions Toward DEI

City	Resolutions Affirming Inclusivity	Resolutions to direct program creation	Staff Specifically for DEI	Commission/Committee	Additional Resources (pamphlets, flyers, etc)
Shoreline	✓	✓	✓	✓	
Kirkland	✓	✓		✓	
Renton	✓	✓	✓	✓	
Issaquah	✓	✓		✓	✓
Bellevue	✓	✓	✓	✓	✓
Seattle	✓	✓	✓	✓	✓
Bothell	✓			✓	
King County	✓	✓	✓	✓	✓
Redmond	✓				

Table 2: Populations of Similar Size and Their Actions toward DEI

18120 68th Ave NE Kenmore, WA 98028

Office: (425) 398-8900 · cityhall@kenmorewa.gov · www.kenmorewa.gov

City	Resolutions Affirming Inclusivity	Resolutions to direct program creation	Staff Specifically for DEI	Commission/ Committee	Additional Resources (pamphlets, flyers, etc)
Tukwila	✓	✓		✓	
Mercer Island	✓				
Woodinville					
Lake Forest Park	✓			✓	✓
Mountlake Terrace				✓	✓
Mill Creek					
SeaTac	✓			✓	✓
Maple Valley					
Covington	✓			✓	
Mukilteo					

Shoreline: In 2016, the City of Shoreline created a Diversity and Inclusion Coordinator position to support the City’s work in becoming an “anti-racist multicultural organization.” The position focused on three goals:

- Increase the capacity of City Staff to promote service equity and inclusion
- Increase access to City information and services by diverse communities
- Increase community-based support for diverse communities

The City Council also included in the 2016-2018 Goals and Workplan an expansion of the City’s focus on equity and inclusion to enhance opportunities for community engagement. In 2017, they adopted a Resolution declaring Shoreline to be an “inviting, equitable, and safe community for all.”

Renton: The City of Renton promotes their ‘Equity Lens’ program which commits to a “systematic examination of how different social identity groups will likely be affected by a proposed action or decision. An equity lens is used to minimize unanticipated, adverse consequences in a variety of contexts, including the analysis of proposed policies, institutional practices, programs, plans and budgetary decisions. The equity lens is a vital tool for preventing adverse and/or disparate outcomes and for identifying new options to remedy long-standing inequities. An equity lens process is an analysis conducted by a decision-making group.”¹

Throughout the decision-making process they follow a guideline to ensure that decisions made are equitable. The steps to these decisions are: i) Set Outcomes; ii) Involve Stakeholders; iii) Gather & Analyze Data; iv) Take Action; v) Evaluate Outcomes; vi) Report back to Stakeholders; vii/i) Set Outcomes. This process is cyclical, ensuring continuous improvement of diversity, equity, and inclusion.

¹
https://rentonwa.gov/UserFiles/Servers/Server_7922657/File/City%20Hall/Executive/Public%20Affairs/Inclusion/Documents/Renton%20Equity%20Lens%20Process%20&%20Examples%203-6-19.pdf

Finally, the City of Renton also has produced a presentation on ‘Encouraging Inclusive Communities’² which they describe examples of what the City has done and ways other organizations can get started including, but not limited to: establishing a Community Liaison Group, participating in an Inclusion Training Program, encouraging communities conversations, attending conferences and joining the Local and Regional Government Alliance on Race & Equity GARE (see below).

King County: King County is very active in creating social and equitable programs for residents. Similar to Renton, their five steps in the policy-making process include: i) Scope; ii) Assess Equity & Community Context; iii) Analysis & Decision Process; iv) Implement; v) Ongoing Learning. Similar to Renton, their process is also cyclical. Attachment #1 at the end of this memo is the Equity Impact Review checklist which further describes this cyclical process, as well as examples of the county putting this process into practice.

Examples of Diversity, Equity, and Inclusion Resources

Training: Staff training is often incorporated for organizations so staff can understand implicit bias and also create a constructive dialogue for inclusivity. Implicit Bias training was one example noted by a councilmember at a recent July council meeting.

Toolkits: One example is the Local and Regional Government Alliance on Race & Equity (GARE).

GARE’s equity tool is described as “designed to integrate explicit consideration of racial equity in decisions, including policies, practices, programs, and budgets. It is both a product and a process. Use of a racial equity tool can help to develop strategies and actions that reduce racial inequities and improve success for all groups.”³ Attachment #2 is the explanation of the GARE toolkit and how it works. Pages 4 through 12 provides an understanding of why there is a need for the toolkit and a deeper explanation of how it works. Many Cities have used GARE or developed other toolkits to implement DEI policy into the administrative processes.

Another Toolkit example is one used by the Northshore School District (see Attachment #3). The District’s objective was “to implement use of a tool that empowers all administrators and related stakeholders to be skilled in the analysis and effective review of policies, procedures, programs and practices with a lens toward diversity, equity, and inclusion.” Listing their guiding beliefs along with a checklist that administrators should follow when making decisions are also part of the toolkit.

² https://rentonwa.gov/UserFiles/Servers/Server_7922657/File/City%20Hall/Executive/Public%20Affairs/Inclusion/Documents/Encouraging%20Inclusive%20Communities%20Webinar_060619.pdf

³ GARE Racial Equity Toolkit pg. 4

Certifications: City certification is another option. One example is International Living Future Institute's 'Just.' Program.⁴ This type of program shows how an organization can optimize policies that improve social equity and enhance employee engagement.

Consultants: Hiring a consultant with expertise to help establish and implement DEI policy. David Cline, City Administrator for the City of Tukwila, provided a list of Consultants that specialize in this work (Attachment #4).

Attachments:

1. King County Equity Impact Review Checklist and Examples of Use
2. GARE Toolkit
3. Northshore School District Toolkit
4. Consultants with DEI expertise

⁴ <https://living-future.org/just/>

2015 Equity Impact Review Process Overview

Updated March 2016

The Equity Impact Review (EIR) process merges empirical (quantitative) data and community engagement findings (qualitative) to inform planning, decision-making and implementation of actions which affect equity in King County.

When conducting this review process, please a) consider organizational and cultural diversity, b) include members who regularly engage with communities or connect with key affected parties/stakeholders, c) involve managers and leadership, and d) engage subject-matter and feasibility experts.

Purpose: Ensure that equity impacts are rigorously and holistically considered and advanced in the design and implementation of the proposed action (plan/policy/program development, operations modification, capital programs/projects, etc.)

How and When to Use the EIR Process: It is expected that the Equity Impact Review is embedded within the development and implementation processes of the proposed action.

As a team, use the [equity tools](#) – Equity Impact Review process, Community Engagement and Language Access guides, and available data resources – to complete the EIR worksheets and understand how - and to what extent - your proposal impacts equity. The checklist on Page 2 will indicate successful completion of the EIR process.

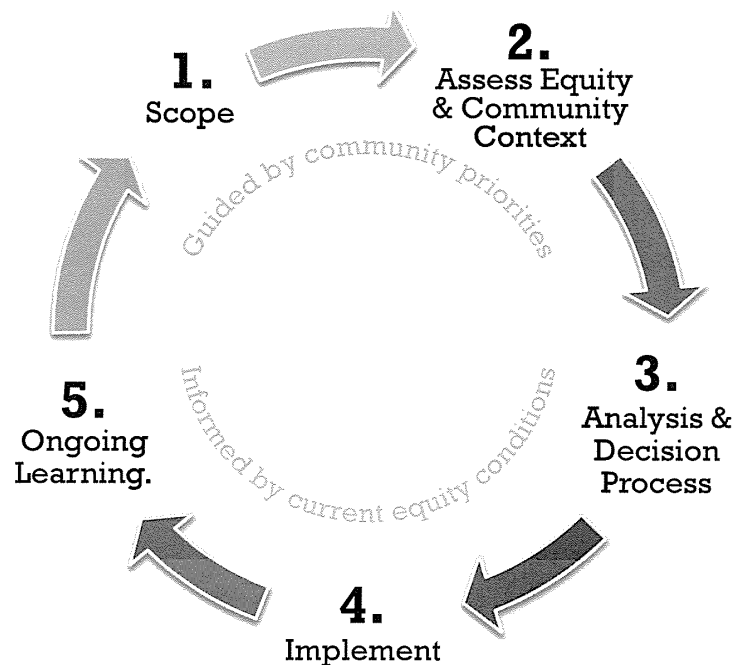
REMEMBER: For each stage of the EIR process, consider how these frameworks of equity are being impacted.

Distributional equity—Fair and just distribution of benefits and burdens to all affected parties and communities across the community and organizational landscape.

Process equity—Inclusive, open and fair access by all stakeholders to decision processes that impact community and operational outcomes. Process equity relies on all affected parties having access to and meaningful experience with civic and employee engagement, public participation, and jurisdictional listening.

Cross-generational equity—Effects of current actions on the fair and just distribution of benefits and burdens to future generations of communities and employees. Examples include income and wealth, health outcomes, white privilege, resource depletion, climate change and pollution, real estate redlining practices, and species extinction.

EQUITY IMPACT REVIEW PROCESS



Updated March 2016

Phase 1: Scope. Identify who will be affected.

- ☐ Identify how your action will affect/serve people and places using demographic information. Consider in particular low income populations, communities of color, and limited-English speaking residents.
 - Reach: which people and places will be affected by your action?
 - Intensity: what effects, impacts and/or outcomes will your action have on people and places?
 - Duration: how long will the action have an effect— short-, medium-, and/or long-term?
- ☐ Identify the group of stakeholders and affected parties – including those who have historically *not* been/felt included or engaged – and their roles in decision-making.

Phase 2: Assess equity and community context.

- ☐ Learn about affected communities', employees', and/or stakeholders' priorities and concerns. (Use the Community Engagement Guide to help with this.)
- ☐ Know which determinants of equity will be affected by your intended outcomes – both directly and indirectly. (Reference the Determinants of Equity report.)
- ☐ Know how your proposed course of action will affect known disparities within relevant determinants. (Use quantitative data and/or gather new information.)
- ☐ Identify potential unintended equity-related outcomes of this action.

Phase 3: Analysis and decision process.

- ☐ Project or map out how key alternatives will affect community and employee priorities and concerns.
- ☐ Evaluate each alternative for who will be disproportionately burdened or benefit - now and in the future. How will alternative actions differ in improving or worsening current equity conditions?
- ☐ Include upstream alternatives (and related costs) that target root causes to eliminate disproportionate impact.
- ☐ Prioritize alternatives by equitable outcomes and reconcile with functional and fiscal policy drivers.

Phase 4: Implement. Are you staying connected with communities and employees?

- ☐ Based on earlier use of Community Engagement Guide, communicate with communities, stakeholders and employees about how you will implement your action.
- ☐ Engage with affected communities and employees to guide successful implementation.
- ☐ Advance “pro-equity” opportunities when possible, i.e. contracting, hiring and promotion, materials sourcing, etc.
- ☐ Measure and evaluate your intended outcomes in collaboration with affected communities. Are there sufficient monitoring and accountability systems to identify unintended consequences? How will course corrections be handled if unintended consequences are identified?

Phase 5: Ongoing Learning. Listen, adjust, and co-learn with communities and employees.

- ☐ Evaluate whether your action appropriately responds to community priorities and concerns.
- ☐ Learn *with* the community to adjust your action as their priorities and concerns shift.
- ☐ Communicate progress to all stakeholders. Plan to include community feedback into future planning.



February 2012

Using the Equity Impact Review Toolkit

The best examples of applying the Equity Impact Review tool or variations of it have occurred in informing budgets, policies and decision making. Some examples include:

1. Department of Parks and Natural Resources developed a score card approach to look at equity impact review related to Parks. Equity assessments of DNRP included distribution of parks, open space, trails and Farmer's Markets in King County by race, income and language spoken
2. Equity impact review in policy decisions:
 - The Department of Transportation applies social equity service guidelines in making decisions related to reductions or enhancements in transit service. This policy was established because of our focus on applying an equity lens to policies and using data related to equity impacts to move a transit task force to propose and the County Council to pass the new service guidelines.
 - The Department of Natural Resources and Parks has made a policy decision to keep selected parks open within the Urban Growth Area and invest in improving parks in underserved, low income, racially diverse communities based to mitigate equity impacts.
 - The Environmental Health division of Public Health – Seattle & King County applied the EIR Tool to a decision to eliminate Rodent Control outside of the City of Seattle due to lack of funding. The review team mapped complaints for rodents and illegal dumping, and analysis showed "hot spot areas". Highest numbers of complaints were in unincorporated areas and among the most diverse communities (e.g., Skyway, White Center, Auburn). Based on the negative impact on equity of eliminating this program, mitigation steps were taken to restore this service in partnership with the funder of another program.
3. The 2012 budget applied an equity lens throughout all stages of development including:
 - Multiple trainings for budget analysts and department finance managers on ESJ background, current Countywide expectations, and new ESJ elements within budget forms and process; train staff on use of ESJ review tool to complement decision-making on budget changes
 - 2012 budget process modified to include an equity and social justice section in department business plans and in the budget book narrative

4. Budget decisions were made based on equity considerations and prevention opportunities such as:
 - The Prosecuting Attorney's Office proposes as a one year pilot project to expand truancy prevention education and enhance juvenile detention diversion with potential to save money.
 - The Parks Division will maintain youth recreation programs in White Center, a diverse and low income urban unincorporated area of the County.
 - The Sheriff's Office will re-open the Skyway and White Center storefronts in response to community concerns in these diverse, low income, unincorporated communities.
5. The EIR tool has been used to plan new models of service delivery and consider potential impacts on equity. The tool was also used in program planning for the County's healthy incentives program. Specifically, the mitigation part of the tool was used to offer more flexible options for completing the required health assessment.



Northshore
School District

Diversity, Equity, and Outreach Department

Northshore School District Diversity and Equity Review Toolkit

OBJECTIVE: To implement use of a tool that empowers all administrators and related stakeholders to be skilled in the analysis and effective review of policies, procedures, programs and practices with a lens toward diversity, equity, and inclusion.

GUIDING BELIEFS

Per our Diversity and Equity Policy:

We believe it is a fundamental right of all students to have an equitable educational experience within Northshore School District programs and services. The responsibility for ensuring student success is held by school board directors, district staff, administrators, educators, communities, students and our families. We are focused on closing the opportunity and achievement gaps and creating learning communities that provide supportive and enriching experiences for all Northshore students.

We believe equitable access to schools, classrooms, programs, resources, and services provided by the district requires acknowledgment of the impact of institutional inequality as well as diverse learning needs. This means differentiating resource allocation, within budgetary limitations, to meet the needs of students who need more supports and opportunities to succeed academically.

We believe the education of each student requires a respect and appreciation for his or her race, ethnicity, socioeconomic status, gender, mental health status, disability, age, sexual orientation, religious status, and/or gender expression. We ensure each student is provided with rigorous culturally relevant curriculum delivered with culturally responsive practices in a learning environment free of barriers to success.

We believe it is the District's responsibility to evaluate and correct policies and practices resulting in unfair, negative educational impacts. All students, staff, families, and community members have a vested interest in, and should work together to, correct system inequities.

We believe the employees of the District should reflect the diversity of the community it serves. This is critical to implementing successful policy and practices that close the opportunity and achievement gaps. It is essential that all children are provided with role models from diverse backgrounds representing different roles within our schools and the district. Employees are active participants in fostering culturally inclusive environments where diverse perspectives and experiences are welcomed and valued.

We believe implementing sustainable practices that eliminate the opportunity and achievement gaps requires that staff work together to increase their individual and collective capacity to effectively teach a diverse and changing student population. It is imperative that we provide professional development to teaching staff

specifically designed to strengthen employees' knowledge and skills for eliminating opportunity and achievement gaps and to address implicit bias.

Policies, procedures, programs and practices will employ the equity best practices criteria as described in the questions below. Use these questions to guide your reflections, review, and revisions, keeping safety and legal requirements in mind:

Inclusivity

- ☐ How are subgroups affected by the policy, procedure, program, or practice (P⁴) involved in its development, implementation, and evaluation?
- ☐ How does the policy, procedure, program, or practice foster greater engagement in the Northshore community from diverse perspectives, experiences, and backgrounds?
- ☐ How might the policy, procedure, program, or practice unintentionally exclude or limit persons or groups of intersectionality?
 - ☐ *What elements could be revised to eliminate this limitation?*
 - ☐ *Is there a need for additional wording or guidance to provide more or clearer direction in this area?*

Opportunity

- ☐ How does the policy, procedure, program, or practice reinforce practices within the organization that eliminate institutional inequities?
- ☐ How are issues of internalized racial and cultural oppression, bias, and privilege acknowledged and attended to?
 - ☐ *How will we ensure participation and accountability?*
- ☐ How does the policy, procedure, program, or practice increase opportunity and/or access for those who have been excluded?
 - ☐ *Who benefits from and/or who is harmed by the program, practice, policy or procedure?*
- ☐ Do the academic policies, procedures, programs and practices specify ways in which they are tied to culturally relevant practices and/or offer or promote differentiated pathways for students' success?

Equity

- ☐ Is there data to support what the policy, procedure, program or practice does or will further narrow gaps, eliminate disproportionality, and/or ensure supports based on need? If not, does the policy, procedure, program or practice maintain neutrality or hinder further inequity?
- ☐ Does the policy, procedure, program or practice offer access through differentiation of resources, monetary or human, pending budget capacity where possible?
- ☐ Does the policy, procedure, program or practice indicate /outline adequate staffing allocations or plans to support it?
- ☐ Does the policy, procedure, program or practice ensure that resources – people, time, money – are allocated equitably, in line with the needs of our students and schools, and the priorities established by our community in our Strategic Action Plan?

Cultural Relevance

- ☐ Does the policy, procedure, program or practice focus on or support, rather than hinder, access to academic, social, emotional and behavioral growth?
- ☐ Does the policy, procedure, program, or practice support equitable access to materials for students with impairments that traditionally limit access to content/curriculum?

- ☐ How are professional learning opportunities provided to staff to implement and maintain the policy, procedure, program, or practice?
- ☐ How does the policy, procedure, program or practice aim to challenge students to be independent learners who experience rigorous content regardless of their level of performance?

Sensitivity

- ☐ Does the document and any related forms use pronouns that reflect the wide array of gender identities?
- ☐ How are the elements of the policy, procedure, program, or practice communicated to stakeholders in a variety of languages and methods?
 - ☐ *Is any related documentation presented in a way that allows for accessibility tools to convey the content (contrast, expandable fonts, etc) to a sight impaired person or differently-abled individual?*
- ☐ Does the policy, procedure, program or practice meet legal obligations (RCWs, WACs)?

Obligations

- ☐ How does the policy, procedure, program, or practice support or correlate to other policy, procedure, program, or practice?
- ☐ Have the legal obligations set forth by WAC/RCWs been met by this policy, procedure, program, or practice?
- ☐ Has the policy, procedure, program, or practice been reviewed to ensure that it doesn't unintentionally contradict other policy, procedure, program, or practices?

Working Definitions per Diversity and Equity Policy No. 0001

(D/E Team will edit definitions from the policy below, based on final Toolkit document and flowchart)

Equity Policy Terms & Phrases Defined

Achievement Gap - The observable, measured difference in performance on educational measures (i.e., standardized test scores, grade point averages, dropout rates, college attainment) by groups of students (i.e., students of a certain race/ethnicity, gender, or socioeconomic status). Specifically, the achievement gap addresses a concern for underperformance on select educational measures.

Barrier - Anything that restrains or obstructs progress and access.

Biological Sex/Sex - refers to a person's internal and external anatomy, chromosomes, and hormones.

Cultural Competence - Cultural competence is an active, developmental, ongoing process and is aspirational rather than achieved. The development of cultural competence includes:

1. Becoming aware of one's assumptions about human behavior, values, biases, preconceived notions, personal limitations, and so forth.
2. Attempting to understand the worldview of culturally diverse populations.
3. Developing and practicing appropriate, relevant, and sensitive strategies and skills in working with culturally diverse students, families, communities and colleagues.
4. Advocating on behalf of the needs of students, families, community and colleagues. Taking action in the workplace, community and society to create a culture of respect and equity.

Culturally Responsive Practices - Culturally responsive practices support the achievement of all students by providing effective teaching and learning in a "culturally supported, learner-centered context, whereby the

strengths students bring to school are identified, nurtured, and utilized to promote student achievement.”
Richards, Brown, & Forde, 2006

Culturally Relevant Curriculum - Culturally relevant curriculum is the relevancy of the curriculum to students lives. This includes, but is not limited to diverse authors, speakers, story examples in text, and/or names of students in textbooks.

Disaggregated Data - Results from taking a closer look into smaller pockets of system-wide data to uncover patterns and trends that may be true for a subset of students, but not for all students across the system. For example, male students of a given race/ethnicity that participate in the Free and Reduced Lunch program may have lower outcomes on standardized tests relative to results for all male students in Northshore schools.
Discrimination- Unfair treatment of members of various groups based on race, ethnicity, socioeconomic status, gender, mental health status, disability, age, sexual orientation, religious status, gender expression and other categories.

Diversity - describes the qualities and conditions that are different from our own and outside the groups to which we belong, yet are present in other individuals and groups. These include but are not limited to race, ethnicity, socioeconomic status, gender, mental health status, disability, age, sexual orientation, religious status, and/or gender expression.

Equity - A commitment to educate each student in a way that ensures every student is achieving excellence. The focus is on eliminating significant gaps in outcomes throughout district, while increasing opportunities for achievement among students not performing to their full potential. Whereas equality tends to focus primarily on similarity of input, equity purposefully focuses on how those inputs impact outcomes. With this focus, we understand our part in ensuring that our inputs increase opportunities for “all” to really mean “all” when we say “All students prepared for college, career, and citizenship.”

Equity-Related Learning - Reference to the professional and personal development opportunities to learn about the diverse cultural experiences present throughout the Northshore community. Equity-related learning includes and expands on the work of Policy/Procedure (Procedure number TBD).

Ethnicity - Social groups based on characteristics such as shared sense of group membership, values, behavioral patterns, language, political and economic interests, history, ancestral geographical base and other cultural similarities.

Gender Expression - The ways in which a person expresses their gender. Behavior, emotions, mannerisms, dress, grooming habits, interests, and activities are some of the ways people express gender. Gender Identity refers to a deeply felt internal sense of being female, or male, or both, or neither—regardless of their gender assigned at birth.

Gender Non-conforming - describes a person whose gender expression differs from stereotypical expectations about how they should look or act based on the gender they were assigned at birth. People who identify outside traditional gender categories or identify as both genders or as gender neutral are examples of gender non-conforming.

Implicit Bias - A set of subtle beliefs or judgments, which is relatively inaccessible to conscious awareness or control, about members of a group based on some characteristic.

Inequity - Lack of fairness, justice or intention in policies, practices and outcomes that have a negative impact on opportunities and access for an individual or group.

Institutional Bias - A tendency for the procedures and practices of particular institutions to operate in ways that result in certain social groups being advantaged or favored and others being disadvantaged or devalued. This may not be the result of any conscious prejudice or discrimination but rather of the majority simply following existing rules or norms.

Intersectionality: The interconnected nature of social categorizations such as race, class, and gender as they apply to a given individual or group, regarded as creating overlapping and interdependent systems of discrimination or disadvantage.

Institutional Racism - A form of racism expressed in the practice of social and political institutions, as distinct from racism by individuals or informal social groups. It is reflected in disparities regarding criminal justice, employment, housing, health care, political power and education, creating different outcomes for different racial groups. Institutional policies may never mention any racial group, but their effect is to create advantages for whites, and oppression and disadvantage for people from groups classified as people of color.

Opportunity Gap - is created when institutionalized structures, systems and practices result in barriers to educational access, success and limitations in outcomes for traditionally underrepresented and/or underperforming groups of students. These disparities are often perpetuated by factors related to race, ethnicity, socioeconomic status, gender, mental health status, disability, age, sexual orientation, religious status, and/or gender expression.

Race - A socially constructed categorization distinguishing people based on physical characteristics (e.g., skin color, body shape/size, facial features, hair texture). People of one race can vary in terms of ethnicity and culture. Race is a sociopolitical construct, one that is created and reinforced by social and institutional norms and practices, as well as individual attitudes and behaviors. Race becomes institutionalized in a way that has profound social consequences on the members of different groups. Race is socially imposed and hierarchical. (adapted from *Reading for Diversity & Social Justice* 2nd Edition.)

Social Justice - intentional effort to ensure that the "distribution of resources is equitable and all members are physically and psychologically safe and secure.... Fostering a society in which individuals are both self-determining (able to develop to their full capacities) and interdependent (capable of interacting democratically with others) [adapted from Lee Ann Bell, 1997].

Transgender is a general term often used to describe a person whose gender identity or expression, or both, are different from those traditionally associated with their gender assigned at birth.

Transitioning refers to the process in which a person goes from living and identifying as one gender to living and identifying as another.



Facilitator & Consultant Directory

Developed By:
CULTURES CONNECTING, LLC

Who We Are

Our Vision: A world based on principles of equity and justice where all people recognize their roles as agents of change.

Our Mission: To provide culturally relevant professional development and consulting services to individuals and organizations committed to excellence through equity. We design workshops that support both youth and adult participants by:

- Increasing Awareness of their values biases, beliefs, and stereotypes;
- Expanding Knowledge of diverse groups and their values, beliefs, communications styles, perspectives and experiences of oppression;
- Developing Skills to work effectively across cultures by using their awareness of self and knowledge of others;
- Taking Action or Advocating in their workplace and community to create a culture of respect and promote justice.

Contact Us

17701 108th Ave SE #353,
Renton, WA 98055
www.culturesconnecting.com

NOTE: Cultures Connecting does not endorse the people referenced in this directory. It is up to the individual to interview and request references to determine which facilitator/consultant might best fit your individual or organization's needs.

If you know of other contacts in the field you would like to have added to the directory, please contact Mercedes Robinson at mercedes.robinson@culturesconnecting.com.

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Facilitators/Consultants

Alma Villegas

206-229-3370

alma@almavillegasconsulting.com

www.almavillegasconsulting.com

Specializing in racial equity action planning and implementation.

Amy Burtaine

303-718-9036 – Direct

aburtaine@gmail.com

Equity Trainer, Facilitator, and Consultant specializing in social justice and racial equity. Works to help white-identifying folks the dynamics of racism, their role in keeping racist structures in place, and how to become more active in the work of racial equity and collective liberation.

Arunga & Associates

Dr. Marcia Tate Arunga

425-271-4149 – Direct

marciaarunga@gmail.com

Specializing in intercultural communications, inclusive leadership strategies, and cultural competency. Preferred consultant work in facilitating strategic planning meetings, retreats, and training seminars.

Ashley McGirt, MSW

253-951-9990

mcgirtcounseling@gmail.com

www.ashleymcgirt.com

Empowering persons of color navigate themselves to better health and well-being at home and in the workforce.

Awake, Powerful & Free LLC

Sydnor Hain-Fawzi, MA

415-261-1514

awakepowerfulfree@gmail.com

www.sydnorhain.com

Provides individual and group coaching on dismantling white supremacy culture in ourselves and our organizations.

Becoming Justice

Melia LaCour

206-769-4879

melia@becomingjustice.com

Collaborating with clients in education, non-profit, and the corporate sector to support capacity-

building for organization change with a racial equity lens through coaching, facilitation, and professional development.

Benita R. Horn & Associates

Benita R. Horn

206-579-0099

brhorn2000@gmail.com

Consultant, keynote speaker, facilitator, coach and trainer specializing in social justice and building capacity in organizations and communities.

The Change Starter

Allie Simmons

240-416-8275

allietconvostarter@gmail.com

allietconvostarter.com

Hosts conversations centered around having a “raw and honest” dialogue on race/race relations, consulting, and guest speaking.

Children’s CommUNITY

Monica Koller, MS

510-828-6553

childrenscommunitybellingham@gmail.com

www.childrenscommunity.weebly.com

Fostering inter-culturalism through consulting, children’s programs, and diversity workshops, for children, families, and youth organizations.

Christina Chang Equity Consulting

Christina Chang

206-261-5987, 206-898-3364

czwchang@gmail.com

Transforming your organization by taking a systems approach to your diversity and equity goals.

Circle Works

Pamela A. Taylor, Ph.D.

206-851-9782

circleworks4sj@gmail.com

Social Justice Consultants offering consulting, coaching, and training utilizing the peacemaking circle process, theories of nonviolence, and other restorative practices to resolve conflict and bring about racial equity and social justice.

Class Action

Anita Garcia Morales

206-409-2120

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www.classism.org

Social justice and equity focused trainer, specializing in classism and Latinx communities.

Community Connections Consulting

Greg Taylor

425-917-8054

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www.cconnectconsult.com

Training and facilitation for groups in business, education, government, healthcare, nonprofit, and criminal justice sectors.

Crux Consulting Consortium

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Ilsa Govan

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www.culturesconnecting.com

Provides culturally relevant professional development, consulting, and keynotes addressing race relations.

Dare to be Different

Dannette Allen

206-860-5663

standstronglivefree@gmail.com

Empowerment building and spirit care for people who are different and their difference falls outside of accepted societal norms and values; and as such, they must develop the skills and stamina to courageously stand for their human rights and freedom.

Diversity & Inclusions Professional

KJ Williams

risekj.com

Specializing in individual and group diversity and inclusion training.

The Diversity Collaborative

Lonnie Lusardo

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www.diversitycollaborative.com

Training and development services on cultural competency, generational issues, sexual orientation at work, transgender issues at work, conflict management, and more.

The Institute for Inclusive Leadership

Kisha Xiomara Palmer

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kisha@instituteforinclusiveleadership.com

www.instituteforinclusiveleadership.com

Inclusive Leadership consultant, coach and facilitator specializing in capacity building and organizational alignment through a Diversity, Equity and Inclusion framework.

Educate to Liberate Consulting (E2LC)

Marion Smith Jr., EdD

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Nikum Pon, PhD

Nikum@ed2liberate.com

www.ed2liberate.com

A learning-focused consulting group founded and operated by men of color scholar-practitioners providing training, consulting, and coaching services to help reimagine ways of engagement in education systems that challenge the status quo.

Emissary Educational Services

Kevin Baker

804-651-9317

kevinbaker822@gmail.com

Consultant, trainer, and workshop facilitator specializing in equity in education, bias/unconscious bias, cultural diversity and inclusion.

Equity Matters

Heidi Schillinger, MSW

heidischillinger@gmail.com

CiKeithia Pugh

cikeithia@equitymattersnw.com

206-372-2413

www.equitymattersnw.com

Training, assessments and consultation around racial equity and systemic change for k-12 education.

Erin Jones

360-918-3498

erinjones93@gmail.com

Inspiring students, educators, church attendees, and those serving in the non-profit sector in developing culturally responsive practices that better serve all.

Executive Diversity Services, Inc.

Elmer J. Dixon

206-224-9293

edixon@executivediversity.com

www.executivediversity.com

Training, consulting, and organizational development services directed toward expanding cultural diversity within companies.

F.A.C.E. Consulting Collaborative

Mike Beebe

206-354-7312

mpbeebe@gmail.com

www.leadershipforchangeconsulting.com

Specializing in facilitation, strategic planning, curriculum development, team building, and leadership development.

Fleur Larsen Facilitation

Fleur Larsen

360.790.4293

fleurlarsenfacilitation@gmail.com

www.fleurlarsenfacilitation.com

Facilitator focused on equity, social justice, diversity and inclusion, team building, emotional intelligence, experiential education and community development.

Fro Pros: Fostering Real Opportunities

Regent Brown

206-954-0230

www.fropros.com

Personal transformation coach and organizational racial equity development facilitator.

The Gender Sensei

Mac Scotty McGregor

shihanmcgregor@gmail.com

www.facebook.com/thegendersensei

Educator and activist on gender, sexuality, and LGBTQ rights.

Harden Consulting Group, LLC

Dr. Kimberly Harden

206-427-5037

kimberly@hardenconsultinggroup.com

www.hardenconsultinggroup.com

Offering innovative solutions for addressing workplace challenges with diversity, equity, inclusion, and talent management and retention.

Hooks Global

Karena Hooks, MSW

425-308-2598

karena@hooksglobal.com

Social justice and equity focused trainer, including a specialization in primary and secondary education. Work with groups and one-on-one coaching.

Human Interop

Louise Penberthy

206-930-1113

humaninterop@gmail.com

www.humaninterop.com

Training, leadership coaching, conflict resolution, and mediation for individuals and organizations.

Imik Enterprises

Kimi Irene-Ginn

253-273-2999

imik1@msn.com

www.imikenterprises.com

Multicultural education specialist facilitating cultural diversity training to students, groups, and organizations.

Judy Blair

206-617-1877

judy@judy-blair.com

www.judy-blair.com

Facilitating race-based affinity groups or caucuses within a larger racial equity framework that centers the voices and experiences of people of color.

Services: Anti-Racism Coaching; Nonprofit Board Member Mentoring; Caucusing; Anti-racism Colloquies; General Facilitation

Karen A. Johnson, Ph.D.

360-888-5767

dr.kjohnson888@gmail.com

Provides workshops, keynotes consulting and coaching focused on race.

Kerensa Mabwa

360-481-1859

kerensa.mabwa@gmail.com

Facilitates workshops on embracing racial/cultural difference; hosts talking circles and coaching for building equitable community.

Kids and Race

Jason Frelot

206-902-0457

www.talkingrace.org

Empowering adults and children to take responsibility for dismantling racism through honest conversations and loving action.

Lucy Yee Management Consulting

DonYeta Villavaso Madden

253-332-0059

donyetavm@lucyyeemc.com

www.lucyyeemc.com

Provides HR consultation, training, facilitation, and racial equity capacity building services.

LueRachelle Brim-Atkins

206-772-6950

bda6@aol.com

www.diversitycollaborative.com

Cultural competency training and development, retreat facilitation, and one-on-one coaching.

Maketa Wilborn Consulting

Maketa Wilborn

206-409-3363

maketa@maketawilborn.com

www.maketawilborn.com

Corporate, nonprofit, community and educational organization facilitator, fostering team development and diversity and equity training.

María G. Ramírez

206-218-6950

mariagramirez@mac.com

Coaching and teaching continuous improvement practices to create or improve systems.

Methodology includes scientific problem-solving, respect for the people in the organization, and knowing who the customer is.

Moral Choice

Quenton Baker

Lizzy Baskerville

206-317-4588 – Direct

moralchoiceseattle@gmail.com

www.moralchoice.org

Our mission is to advance racial justice by helping individuals and organizations build skills to examine racism, dismantle systemic oppression, and actively and appropriately implement anti-racist policies, protocols, and life practices.

New Directions Consulting

Toi Sing Woo

206-354-6397

toi@newdirectionsconsulting.org

www.newdirectionsconsulting.org

Training and workshops to support organizations develop pathways to racially just sustainability.

Partnow Communications

Susan Partnow, M.A.

206-310-1203

susan@susanpartnow.com

www.susanpartnow.com

Through facilitation, coaching and training, supports your organization and leaders in building and sustaining a positive culture that works for everyone, transforming conflict, as well as developing leadership and communication skills.

The Peoples Institute NW for Survival and Beyond

206-938-1023

pinwseattle@yahoo.com

<http://www.pinwseattle.org>

Workshops focused on institutional racism and anti-racism organizational training.

Race Forward

Nora Liu

206-383-3531

nliu@thecsi.org

Julie Nelson

206-816-5104

jnelson@thecsi.org

www.raceforward.org ; www.racialequityalliance.org

Consultant, facilitation, training, and coaching on dismantling structural racism and advancing racial equity.

Racial Equity Consulting, LLC

Fran Partridge

206-419-5704

fepartridge@racialequityconsultants.com

Kyana Wheeler

206-931-9834

kw@kyanawheeler.com

www.racialequityconsultants.com

Workshop facilitation, coaching, developing racial equity leaders, leading racial caucus', and supporting organizations in the culture change necessary to become racially just.

Racing to Excellence & Social Justice

Bernardo Ruiz

206-930-6436

bernardo@r2esj.org

<http://r2esj.org>

Work with community, government, and other institutions to dismantle structural racial inequity and create equitable outcomes for all by utilizing strategies and tools to transform our nation's policies, practices, and institutions.

Reciprocity Consulting, LLC

Jennifer Arnold, Ph.D.

253-651-4991

jennifer@reciprocityconsulting.com

www.reciprocityconsulting.com

Facilitator, trainer, coach and researcher centering equity and undoing institutional racism in partnership building, organizational development, policy-making, and community engagement.

Reed Diversity Training

Wilson Edward Reed, Ph.D.

206-643-0704

wrdocreed@gmail.com

<https://drwilsonreed.wixsite.com/drreed>

Consultant services within the Criminal Justice/Law Enforcement and Public/Private Schooling arenas; providing time-tested listening techniques that enable staff further learning and understanding in diversity, equity, and inclusion.

Relevant Engagement, LLC

Rashad Norris

253-678-5664 – Direct

relevantengagementllc@gmail.com

www.relevantengagement.org

Inspirational speaker providing keynotes, workshops, program/outreach development, and consulting to empower youth and young adults of color. In addition, provides culturally relevant workshops geared toward adults and works with incarcerated youth around reentry skills.

Roberto Ascalon

Sound Discipline

206-228-7858 – Direct

rascalon@gmail.com

roberto@sounddiscipline.org

Consultant, facilitator, veteran master teaching artist. Multiple specialties; including team building, intercultural communication, arts-based SEL, trauma informed pedagogy, food systems transformation, youth organizing, and Positive Discipline.

Robin DiAngelo, Ph.D.

413-209-2804

robin.diangelo@gmail.com

www.robindiangelo.com

Workplace training and consulting on socially just practice, with a special focus on race relations and racial justice.

Salter McNeil & Associates, LLC

Brenda Salter McNeil, Ph.D.

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drbrenda@saltermcneil.com

www.saltermcneil.com

Speaker, author, pastor focusing on biblical racial reconciliation.

Sam Louie

206-778-2686

samlouiespeaks@gmail.com

www.samlouiespeaks.com

Speaker, writer, and trainer focusing on multiculturalism, motivation, and addiction recovery.

Sam Place Circles Consulting

Paula Clements

206-755-6012

sameplacecircles@gmail.com

Facilitator, speaker and trainer working with businesses, schools, groups and families in the exploration of race, equity and justice issues.

Sapna Strategies, LLC

Sapna Sopori

sapna@sapnastrategies.com

www.SapnaStrategies.com

It is said that "A bad system will beat a good person every time." So, let's change the system! I work with leadership teams to set and achieve their diversity goals. Together, we can develop Just Strategies for Just Solutions!

Seattle Girls School

Rosetta Eun Ryong Lee

206-805-6562

rlee@seattlegirlsschool.org

tiny.cc/rosettalee

Facilitator, trainer, and consultant focusing on cultural communication, identity development, prejudice reduction and coalition building, gender and sexuality diversity, facilitation skills, bullying, and gender bias in the classroom.

Tilman C. Smith Consulting

Tilman Smith

206-355-7048

tilmansmithconsulting@gmail.com

Racial equity coach, trainer, and facilitator specializing in cross-cultural skill building, cross-cultural supervision, affinity group facilitation, 0-16 education, project management; and with white women on the intersection of internalized sexism and internalized white superiority.

Unspoken Truths: American History Traveling Museum

Delbert Richardson

206-604-3932

delbert.richardson54@gmail.com

www.theunspokentruths.com

Re-educating learners of all ages through story and artifacts reflecting the American Slavery and Jim Crow eras.



Coaching/Consultants

Alma Villegas

206-229-3370

alma@almavillegasconsulting.com

www.almavillegasconsulting.com

Awake, Powerful & Free LLC

Sydnor Hain-Fawzi, MA

415-261-1514

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www.sydnorhain.com

Becoming Justice

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The Change Starter

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Christina Chang Equity Consulting

Christina Chang

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Circle Works

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circleworks4sj@gmail.com

Crux Consulting Consortium

Barbara Grant

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The Institute for Inclusive Leadership

Kisha Xiomara Palmer

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www.instituteforinclusiveleadership.com

Educate to Liberate Consulting (E2LC)

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Marion@ed2liberate.com

www.ed2liberate.com

Emissary Educational Services

Kevin Baker

804-651-9317

kevinbaker822@gmail.com

Farah Consulting

Munira Farah

206-380-3291

munirf07@gmail.com

www.farahconsultingcompany.com

Fro Pros: Fostering Real Opportunities

Regent Brown

206-954-0230

www.fropros.com

Harden Consulting Group, LLC

Dr. Kimberly Harden

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Lucy Yee Management Consulting
DonYeta Villavaso Madden
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donyetavm@lucyyeemc.com
www.lucyyeemc.com

María G. Ramírez
206-218-6950
mariagramirez@mac.com

Sapna Strategies, LLC
Sapna Sopori
sapna@sapnastrategies.com
www.SapnaStrategies.com

Organization Consultants

BERK Consulting

Michele Eakins-TeSelle

206 493 2368

michele@berkconsulting.com

www.berkconsulting.com

Management consulting for Northwest non-profits and public-sector clients working for the public good, with expertise in strategic planning, organizational development, and community engagement.

Cardea Services

Wendy Nakatsukasa-Ono, MPH

206-447-9538

wono@cardeaservices.org

www.cardeaservices.org

Training, organizational development, and research and evaluation services to improve organizations' abilities to deliver accessible, high quality, culturally proficient, and compassionate services to their clients.

Chanin Kelly-Rae Consulting

Chanin Kelly-Rae

425-354-8257

Grow@ChaninKellyRae.com

www.ChaninKellyRae.com

Diverse perspectives and training to grow both organization and stakeholder communities.

Christina Chang Equity Consulting

Christina Chang

206-261-5987, 206-898-3364

czwchang@gmail.com

Provide coaching and consultation services to organizations seeking to imbed diversity and inclusion into strategic/ops plans; specialize in large organizations (e.g., Higher Education, Advancement, Organizational Development, Learning and Development/Training).

Circle Works

Pamela A. Taylor, Ph.D.

206-851-9782

circleworks4sj@gmail.com

Social Justice Consultants offering consulting, coaching, and training utilizing the peacemaking circle process, theories of nonviolence, and other restorative practices to resolve conflict and bring about racial equity and social justice.

Courage Work

Yarrow Durbin

206-633-2890

yarrow@couragework.com

www.couragework.com

Working with individuals, small and large groups who are committed to making a positive difference for children, families and our community, whether it be in education, human services, not-for-profits, government or socially oriented businesses.

Crux Consulting Consortium

Barbara Grant

206-713-8733

info@cruxnw.com

www.cruxnw.com

Providing services such as executive coaching, strategic planning, and group facilitation to support your success in high stakes situations.

Data2insight

Veronica S. Smith, M.S., Data Scientist

206-290-0374

veronicasmith@data2insight.com

www.data2insight.com

Helping people and organizations to deepen their understanding of programs or services to increase impact.

Farah Consulting

Munira Farah

206-380-3291

munirf07@gmail.com

www.farahconsultingcompany.com

Cultural competency training for Somali and Muslim communities.

Harden Consulting Group, LLC

Dr. Kimberly Harden

206-427-5037

kimberly@hardenconsultinggroup.com

www.hardenconsultinggroup.com

Working with organizational leaders and educators to develop, implement, and assess programs that support diversity, equity, and inclusion, systemic change, institutional growth, and personal empowerment. Our methods include consulting and coaching; training and facilitation; and keynote and workshop presentations.

Luma Consulting

Jennifer Bright

1-888-446-5862

www.luma-consulting.com

Former leaders in the non-profit sector providing strategic and business planning, organizational analysis and evaluation, and partnership and interim staffing services.

Partnow Communications

Susan Partnow, M.A.

206-310-1203

susan@susanpartnow.com

www.susanpartnow.com

Through facilitation, coaching and training, supports your organization and leaders in building and sustaining a positive culture that works for everyone, transforming conflict, as well as developing leadership and communication skills.

Progressive Leadership Group

Deneen Grant

253-380-0216

deneen@progressive-leadership.com

www.progressive-leadership.com

Helping CEOs, senior executives, business owners and organizations create the leadership teams and culture necessary to drive long-term success.

Raglin Consulting

Leilani Raglin

253-861-2372

leilani.raglin@raglinconsulting.com

www.raglinconsulting.com

Offering a wide range of leadership consulting services with a lens of racial equity. Services include strategic planning, leadership and team development, and individual and organizational coaching to help grow and support equity-focused businesses and organizations.

Reciprocity Consulting, LLC

Jennifer Arnold, Ph.D.

253-651-4991

jennifer@reciprocityconsulting.com

www.reciprocityconsulting.com

Facilitator, trainer, coach and researcher centering equity and undoing institutional racism in partnership building, organizational development, policy-making, and community engagement.

Sapna Strategies, LLC

Sapna Sopori

sapna@sapnastrategies.com

www.SapnaStrategies.com

It is said that "A bad system will beat a good person every time." So, let's change the system! I work with leadership teams to set and achieve their diversity goals. Together, we can develop Just Strategies for Just Solutions!

Stephany Bruell Management Consultants

Stephany Bruell

206-329-3411

stephany@bruellconsults.com

www.bruellconsults.com

Consultant, speaker, and facilitator offering programs for corporate annual meetings, national conventions, civic and professional groups, business and company events, workshops, retreat, and coaching.

Vessel Strategy and Consulting, LLC

Annie Von Essen, MSW, MPA

annie@vesselconsulting.org

www.vesselconsulting.org

Strategic consultant and creative developer helping teams and organizations to thrive.

WheCare

Wanda Hackett, Ph.D.

206-328-4452

whecare@aol.com

whecare.com

Specializing in organization effectiveness consulting, team development, research, and evaluation.

Out-of-State Facilitators/Consultants

ANNAPOLIS, MD

The Change Starter, LLC

Allie Simmons

240-416-8275

allietconvostarter@gmail.com

allietconvostarter.com

Educator, speaker, activist, and organizer - hosting conversations focused on raw and honest dialogue about the historical origins of racism and its impact (past, present and future wise).

Platforms used: Conversations, forums, one-on-one and workshops)

BAY AREA, CA

Elemental Partners

Kevin John Fong

415-309-6848

kevin@elementalpartners.net

www.elementalpartners.net

Helping organizations build and sustain practical frameworks for governance and operations based on transparency, accountability and collaboration.

StirFry Seminars & Consulting

Lee Mun Wah

www.stirfryseminars.com

Innovation and diversity training for schools, groups, agencies, and communities.

Victor Lee Lewis, MA

(510) 204-9567

Victor@RadicalResilience.com

<http://victorlewis.vpweb.com/About-Victor-Lee-Lewis.html>

Life coach, trainer, speaker, and social justice advocate, specialized in providing classes and workshops on "Emotional Freedom Techniques," and alternative medicine counseling intervention technique.

World Trust

Shakti Butler

www.world-trust.org

Seminar facilitator, trainer, and lecturer specializing in inviting groups and organizations to grapple with the intellectual and emotional complexities of race.

DENVER, CO

Rosalie Chamberlain Consulting & Coaching

Rosalie Chamberlain

303-953-0866

rosalie@rosaliechamberlainconsulting.com

www.rosaliechamberlainconsulting.com

Encouraging excellence through leadership development, team building, talent management, and building inclusive environments.

NEW YORK

Authentic Seeds Coaching & Consulting

Tanya O. Williams, Ed.D.

413-329-5847

tanya@authenticseeds.org

www.authenticseeds.org

Helping teams and organizations foster inclusivity via equity workshops, dialogue facilitation, organizational coaching, lectures, and keynotes.

The Center for Transformation and Change

Dr. Kathy Obear

drkathyobear.com

Assisting organizations in creating inclusive, equitable environments via leadership development, staff training, organizational consulting, and executive coaching.

PORTLAND, OR

Consulting By Design II

Dr. Carla Gary

541-554-3770

consultingbydesignii@gmail.com

Assisting graduate students and faculty to address challenges of access and inclusion.

FC Hurdle Consulting, LLC

Finnius Hurdle

hurdleconsulting@gmail.com

www.fchurdleconsulting.com

Expertise in leading equity and inclusion efforts in educational settings and transforming organizations into equity-minded cultures of change.

LynxSe

Alison Allen-Hall

425-954-5412

Alison@thelynx.org

Facilitating over 200 learning experiences for large and small groups in workshops, seminars, and courses on equity, diversity, inclusion, social (conflict) theory, social inequality, race, and cultural intelligence.

Multnomah County Health & Human Services

KaRin Johnson

503-348-5835

kmail24u@gmail.com

Working in partnership with the communities we serve, to assure, promote and protect the health of the people of Multnomah County.

The No Micro Project (formerly Diamond Law Training)

Barbara J. Diamond & Marina Moro

503-229-0400

www.diamondlaw.org

Film-based training, including race, gender, LGBTQ, disability, and intersectionality. Specializes in guiding labor-management collaboration in equity and inclusion training using an implicit bias lens.

Radix Consulting Group, LLC

Cat Goughnour, MSC

503-757-2094

radix.pdx@gmail.com

www.radixconsulting.org

Empowering communities to understand issues of diversity, inclusion, and equity by employing a solution-focused approach to catalyze systemic social change.

Try Excellence, LLC

Steven Holt

dr.stevenholt@gmail.com

Assisting individuals, corporation, and government agencies in reconciling atmospheres through an equitable lens.

TsaiComms, LLC

Lillian Tsai

503-706-9253

Lillian@tsaicomms.com

www.tsaicomms.com

Specializes in diversity, equity and inclusion consulting, coaching, facilitation, training, organizational assessments, team interventions, cross-cultural communication, working with global teams, and Asian cultures.

Wahl and Associates, LLC

Joseph Wahl

503-443-6002

joseph@wahlandassociatesllc.com

www.wahlandassociatesllc.com

Leading organizations, local nonprofits, and Fortune 500 companies to diverse and inclusive recruitment, leadership, and organizational development practices.

Civil Rights Attorneys Specializing in Discrimination

Patty A Eakes

Calfo Eakes & Ostrovsky
1301 2nd Ave, Suite 2800
Seattle, WA 98101
206-407-2211 – Direct
206-407-2224 – Fax
patty@calfoeakes.com
<http://calfoeakes.com/seattlelawfirm>

Racial Conversationalist and Consultant*

Allie Simmons
240-416-8275
allietconvostarter@gmail.com
allietconvostarter.com

*This service is for individuals that are facing racial discrimination in the workplace whom are considering or looking to follow up with legal procedures and they need assistance with articulation and an outline of what to present to an attorney.

Sean M Phelan

Frank Freed Subit & Thomas
705 2nd Ave, Suite 1200
Seattle, WA 98104
206-682-6711 – Direct
206-682-0401 – Fax
sphelan@frankfreed.com
www.frankfreed.com

NOTE: Cultures Connecting does not endorse the people referenced in this directory. It is up to the individual to interview and request references to determine which facilitator/consultant might best fit your individual or organization's needs.

If you know of other contacts in the field you would like to have added to the directory, please contact Mercedes Robinson at mercedes.robinson@culturesconnecting.com.



City of Kenmore, Washington

Date: August 10, 2020

To: Rob Karlinsey, City Manager
From: Adam Nebenzahl, City Management Intern

Re: Options for a Kenmore Diversity, Equity and Inclusion (DEI) Policy and Implementation Measures

Introduction: Staff prepared a background memo reviewing examples of DEI policy and implementation measures in other jurisdictions. The purpose of this memo is to provide preliminary suggestions for a Kenmore DEI policy framework and implementation measures.

Policy Background

Kenmore's Comprehensive Plan goals include "[providing] a community atmosphere that is inclusive...that fosters a sense of belonging and pride." In March 2017, Kenmore passed Resolution no. 17-292 reaffirming Kenmore as a safe, inclusive, and welcoming city for all people. Societal, legal and environmental barriers have resulted in inequitable access, lack of diversity and exclusion both historically and in the present day. The City Council recognizes that Kenmore has more to do to implement and achieve diversity, equity and inclusion goals including taking budgetary and policy action measures.

Draft DEI Policy Framework

Staff suggests that Council adopts a resolution September 14th, directing the City Manager to lead a process to develop a DEI policy, implementation measures and funding strategy. On November 9th, the City Manager will report back to Council with a plan and timeline for development of a DEI program. Creating and implementing a policy will require additional staff resources, sufficient time for outreach, adoption and implementation.

DEI Policy Purpose

The purpose of the DEI policy is to provide guidance to the City Council, City staff, and community on how the City of Kenmore will promote diversity, equity, and inclusion.

DEI Policy Definitions

When implementing the goals of the DEI policy, it will be important to have standardized terminology that the City of Kenmore has agreed upon. Other cities have taken the time to define key terms when it comes to diversity, equity inclusion. Kenmore's own definitions of the following, but not limited to words, will be important in furthering the DEI process:

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City of Kenmore, Washington

- Diversity
- Equity
- Inclusion
- Opportunity Gap
- Sexual orientation
- Gender
- Gender Expression
- Implicit Bias
- Institutional Bias
- Intersectionality
- Institutional Racism
- Racial Anxiety

Utilization of other resources such as cities, school districts, and universities can help guide the definition of these terms and how they will impact the administrative process.

Suggested DEI Goals

The following represent examples of goals that support a DEI policy.

1. *Recruit and retain a diverse workforce*
 - Identify and implement recruitment strategies to hire, support, and retain a diverse workforce
 - Provide ongoing professional development and training for all staff to recognize and eliminate influences of implicit bias.
 - Create a staff DEI committee to oversee DEI implementation measures for the organization.
2. *Deliver services to the community equitably.*
 - Assess current city services and delivery and identify “gaps” in service delivery.
 - Identify strategies and policies that support equitable delivery.
 - Identify reporting and measurement tools to assess progress.
3. *Commitment to equity and inclusion in community engagement and the decision-making process*
 - Develop and implement an equity toolkit for use in decision making including all policy and implementation decisions and/or recommendations considered by City Council, boards, commissions, and staff.
 - Develop a community engagement guide and toolkit to ensure equity and inclusion in community participation, outreach, input and feedback.
 - Identify reporting and measurement tools to assess progress.

Implementation

Creating and Implementing a DEI policy is a new work program. Staff is providing the following options for consideration. Assuming Council adopts a DEI resolution in September, the Management Intern will continue to assist the City Manager in development of a DEI policy, implementation measures and funding strategy for Council

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consideration November 2020. The intern position is funded through 2020 for 20 hours a week. The intern will also be working on the Climate Action Plan.

Staff also recommends that the City join GARE in 2020 and continue membership in future years. GARE annual membership is \$1000.

Developing and implementing an Equity Action Plan will require at least a part-time employee. Similar to the Green Team as in the Climate Action Plan, it will also likely require a sub-committee of city staff help implement DEI in the organization. Allocating staff resources into DEI will be critical for its success and the addition of a part-time employee should be considered during 2021-2022 budget discussions.

Providing placeholder funding in the 2021-2022 budget for consultant expertise is also recommended to help with the development of the DEI policy and strategy. For example, services facilitating the community engagement process, policy development, toolkit development, or service delivery assessment. A Request for Proposals (RFP) should be considered for this process.

Community input into policy development is essential including meeting with community leaders who represent the diversity of Kenmore. Community engagement will help ensure that community concerns and priorities are considered. This may require 1-3 meetings that can be led by a staff member or consultant. Following adoption of the equity policy opportunities for continuing community engagement should also be considered.

Next Steps

Council discussion at the September 14th Council meeting of the DEI background memo and options for Kenmore in this memo. Following Council discussion staff recommends that Council adopt a Resolution. The Resolution affirms the framework for development of a Kenmore DEI policy. A resolution is attached (Attachment #1). The Resolution begins the process of creating a cost assessment and timeline for development and implementation.

The allocation of funding for DEI development and implementation, including consideration of adding a part-time employee and budget for consultant resources, should be considered during the 2021-2022 budget discussions.

Staff recommends interim implementation of an established equity toolkit so that change in the decision-making process can begin immediately. Staff recommends adapting Renton's Equity Lens Process (Attachment #2) or Shoreline School District's Equity Impact Tool (Attachment #3). Shoreline School District's tool is beneficial in the *decision-making process*, while the Renton Equity tool helps tackle equity in the *policy-making process*.

Finally, a draft timeline is presented of what to expect over the coming months:

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1. September 14, 2020: City Council adopts a DEI Resolution
2. November 9, 2020: The City Manager presents to the City Council a schedule and funding strategy for development of a DEI policy and implementation measures. Council will consider funding allocation during the 2021-2022 biennial budget process.
3. December 2020-March 2021: Assuming resources are included in the 2021-2022 biennial budget, staff would issue a Request for Proposal (RFP) for consultant expertise to develop a DEI policy. A consultant contract would be authorized following conclusion of the RFP process. In addition, if resources are included in the budget for part-time staff resources, then a recruitment process would be completed.
4. March 2021-September 2021: Community engagement process, and development of DEI Policy.
5. October 2021-November 2021: Policy is adopted by Council.

Attachments

1. Draft Resolution
2. Renton's Equity Lens Process
3. Shoreline School District's Equity Impact Tool

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Renton Equity Lens

What is an equity lens?

A systematic examination of how different social identity groups will likely be affected by a proposed action or decision. An equity lens is used to minimize unanticipated adverse consequences in a variety of contexts, including the analysis of proposed policies, institutional practices, programs, plans and budgetary decisions. The equity lens is a vital tool for preventing adverse and / or disparate outcomes and for identifying new options to remedy long-standing inequities. An equity lens process is an analysis conducted by a decision-making group.

Why is an equity lens needed?

Equity lens are used to reduce, eliminate and prevent discrimination and inequities. The persistence of deep disparities and divisions across social identity groups is the routine, often invisible and unintentional, production of inequitable social opportunities and outcomes.

What are social identity groups?

A social identity is the portion of an individual's self-concept derived from perceived membership in a relevant social group. Examples of social identity groups include but are not limited to: gender identification, class, language, sexual orientation, religion / spiritual beliefs, physical / developmental / mental abilities, race, ethnicity, age, etc.

When should an equity lens be used?

An equity lens analysis is best conducted during the decision-making process, by the decision-making group, prior to enacting new proposals. It is used to inform decisions, much like environmental impact statements, fiscal impact reports and workplace risk assessments.

Updated 3-6-19

Renton Equity Lens Process



Updated 3-6-19

Renton Equity Lens Process

1. Set Outcomes (Clarifying the Purpose)

- a. What does this policy / program analysis seek to accomplish? Will it reduce disparities or discrimination? Will it advance equity and inclusion?

2. Identify and Involve Stakeholders

- a. Which social identity groups may be most affected by and concerned with the policy / program being analyzed? Have stakeholders from different social identity groups – especially those most adversely impacted – been informed, meaningfully involved and authentically represented in this analysis? Who’s missing and how can they be engaged?

3. Determine Benefit and / or Burden (Data Analysis)

- a. Gather and analyze data: Which social identity groups are currently most advantaged and most disadvantaged by the policy / program this analysis seeks to address? How are they affected differently? What quantitative and qualitative evidence of inequity exists? What evidence is missing or needed?
- b. Examining the Causes: What factors may be producing and perpetuating inequities associated with this policy / program? How did the inequities arise? Are they expanding or narrowing? Does this analysis address root causes? If not, how could it?

4. Advance Opportunity or Minimize Harm (Policy, Program or Decision Analysis and/or Action)

- a. Advance Opportunity: What positive impacts on equity and inclusion, if any, could result from this policy / program? Which social identity groups could benefit?
- b. Minimize Harm: What adverse impacts or unintended consequences could result from this policy? How could adverse impacts be prevented or minimized? Are there better ways to reduce disparities and advance opportunity?
- c. What action will be taken to prevent or minimize adverse impact?

5. Evaluate. Raise Equity Awareness. Be Accountable.

- a. What are the success indicators and progress benchmarks? How will impacts be documented and evaluated? How will the level, diversity and quality of ongoing stakeholder engagement be assessed? How will unresolved issues be documented?

6. Report Back

- a. At what point in time should an evaluation and report take place? What will be reported? To whom? How will we act on the report information?

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Renton Equity Lens Examples of Use:

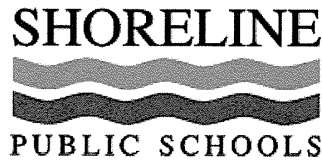
- **Human Resources:** Renton Equity Lens was used to engage stakeholders in providing feedback on their experience with the City's recruitment and hiring process. NeoGov data was disaggregated by gender and race to analyze applicant flow through the hiring process. Based on findings of this analysis, research was conducted to find ways to make the hiring process even more inclusive and equitable. Findings were reported in the HR Inclusion Tactical Plan recommending adoption of sixteen strategies fostering inclusion and equity. Strategies were affirmed by the Mayor's staff and City Council.
- **Administrative Services:** ASD will be using the Renton Equity Lens in exploring how to incorporate inclusion into the City's Purchasing, Bidding and Contracting Policy (250-02) by examining current status and future possibilities for greater utilization of Minority / Women Owned and Disadvantaged Small Businesses in doing business with the City. ASD engaged internal stakeholders in decisions and to form a core group of influencers. They identified the lack of a tracking system to collect M/WBE data among current vendors and contractors; so beginning in 2018, ASD implemented a system for vendors / contractors to self-identify as M/WBE on vendor forms and business license applications. They will be developing strategies to further inclusion and equity in working with these businesses through outreach, vendor open houses and disseminating opportunities for bidding for work. Plans are for training and tools to be provided to city staff to reduce implicit bias in vendor selection, enhance inclusion and consistently provide inclusive competitive bidding processes.
- **Community and Economic Development:** CED has a long-standing record of using an Equity Lens to insure resident input in planning as evidenced by strategies used in creating the Benson Hill Community Plan in 2013 and the Renton Downtown Civic Core Vision and Action Plan in 2018. The Renton Equity Lens has helped fine-tune ongoing processes to engage stakeholders in providing input in the design and implementation process of economic development endeavors, and to enhance this process in current and future opportunities such as affordable housing.
- **City Attorney:** The Chief Prosecuting Attorney uses the Equity Lens to gather data on inclusion and equity strategies to insure equitable outcomes for victims and defendants.
- **Public Works:** Used the Renton Equity Lens to surface the need to outreach to non-traditional applicants for intern positions. As a result, resources have been allocated for intern positions.
- **Renton Police:** The Equity Lens was used to partner with Renton School District to expand outreach and participation in the Summer Teen Academy. This resulted in the largest and most diverse group of student participants in 2018. The Equity Lens has also helped the department identify specific community groups with whom to work on

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relationship building and alleviating fear of law enforcement in order to serve these communities equitably.

- **Community Services:** They have used the Equity Lens to identify opportunities to provide more inclusive services in the community. This has resulted in targeting outreach for applicants for summer jobs, development of Meadow Crest Playground (an inclusive playground for kids, families and their caretakers), and establishing a women's swim time at Henry Moses Pool to create equity for certain faith-based groups. They have also used the Equity Lens to engage community in decision-making at the Senior Activity Center and in the Parks, Recreation and Natural Areas Plan process. Human Services used the Equity Lens to create several processes for targeted outreach in communities that have not always been aware of or accessed needed services.
- **Executive:** The Mayor used the Equity Lens to engage partners in building a community center in an underserved part of the City in collaboration with Community Services. Partners include Seattle Seahawk Doug Baldwin and Renton School District to bring to fruition the Family First Center in the Cascade neighborhood. Emergency Management used the Equity Lens to engage community in identifying the needs of the most vulnerable communities in the event of a disaster.
- **Municipal Court:** Used Equity Lens to partner with Executive in creating processes to create a uniform City-wide process for translation of documents and interpreters at City events.

Updated 3-6-19



Shoreline Race & Equity Impact Decision-Making Tool

(Final Approval by Advisory Team) 12/04/17

The purpose of this tool is to engage everyone involved in Shoreline Schools to learn, think and address how race and equity impacts choices in instruction, programming, staffing, funding, and policy. All members of the Shoreline Schools community should strive to improve anti-racist practices and equity awareness through all of our activities and choices. We encourage the application of this tool in any decisions that impact students, staff and families of the Shoreline School District.

Before a Decision

Section A: Pause and examine YOU - Who are you? (as an individual and as a decision making team)

- 1) Who is involved in making a decision? Who is at the table right now making this decision? What is your racial composition?
- 2) What dimensions of diversity beyond race (gender, class, sexuality, gender identity, culture, age, ability, immigrant status, etc.) are represented here? Who is not?
- 3) Based on our group membership, what inherent biases do we bring to the table?
- 4) What institutional power within the organization do we have? What powers do we not have?

Section B: Who is affected?

- 1) What is the racial composition of the impacted groups? Who is affected?
- 2) If known, what is the existing racial disparity we are trying to address? What is the data source?
- 3) What dimensions of diversity beyond race (gender, class, sexuality, gender identity, culture, age, ability, immigrant status, etc.) are in the impacted group?
- 4) What are the power dynamics or disparities between YOU and those affected?
- 5) In which ways is the impacted group involved in the decision-making? Why that method?

Section C: What are the impacts?

- 1) How will the decision of this group advance equity in our system?
- 2) What evaluation tools and measures do we need to determine the impacts of our decision?
- 3) In what ways could the decision fail to advance equity?
- 4) What are the necessary resources to make this an equitable decision?
- 5) What are the potential challenges, structural barriers, or unexpected blind spots?

Last update: January, 2018

After the implementation of the decision: Reflection

Section D: What do you think happened?

- 1) Did you succeed in advancing equity? To what degree? How do you know? (What evaluation tools and measures were used to determine the impacts of our decision?) If no, what steps are we taking to ensure equity is still achieved?
- 2) Who helped you in ways you did not expect?
- 3) What are the unintended consequences, positive or negative?
- 4) How have we invited authentic feedback (especially from those most impacted) on our process and our outcomes?

Summary of Findings (accountability)

Next Steps

Adapted from Arts Corps 2014 and Seattle Race and Social Justice Initiative August 2012

The Race and Equity Decision Making Tool was created by the Shoreline Equity Advisory Committee (comprised of staff & families) in support of the district's Race and Equity Policy 0150.

Last update: January, 2018