

City of Kenmore



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

City Council Meeting Agenda

October 25, 2021- 7 PM

VIA ZOOM - LINK: <https://us02web.zoom.us/j/88419516133>

US: +12532158782,,85749137835# or +16699009128,,85749137835#

Or Telephone: Dial US: +1 253 215 8782

Webinar ID: 884 1951 6133

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PROCLAMATIONS

- A. Honoring Our Veterans - To be accepted by Ben Ruñez and wife Joy Ruñez along with Maximo de la Cruz and wife Leticia de la Cruz, Veterans and members of the Filipino American Retiree Association

[Veterans Day Proclamation](#)

- B. Native American Heritage Month - To be accepted by Dr. Rudolph C. Ryser, Resident Scholar of the Center for World Indigenous Studies

[Native American Heritage Month Proclamation](#)

VI. PRESENTATION

- A. Regional Homelessness Update, presented by Alexis Rinck, Sub-Regional Planning Manager with the King County Regional Homelessness Authority

[Kenmore City Council Presentation](#)

VII. PUBLIC COMMENTS

- A. We want to welcome our community members to the Council's meeting. In this forum, the Council does not engage or dialogue with the public; the primary role of the Council is to listen. All comments must be addressed to the Mayor and City Council. Please use the "raise hand" feature if you wish to speak. The Clerk will acknowledge your request and call your name when it is your turn. Your time will start when we confirm that we can hear you. Please state your name, city of residence for the record and keep your comments to the allotted time. Your time cannot be granted to another and your clock time will not be reset unless there are extenuating circumstances *and*

the Presiding Officer has expressly allowed it. Screen-sharing is not allowed; you can submit materials to the Council or Clerk in advance. Please do not comment about pending development projects on which the Council will make future decisions as those are quasi-judicial matters, and Councilmembers must limit their communications about such matters. This meeting is being recorded. Thank you for taking the time to express your comments.

VIII. CONSENT AGENDA

- A. Approve Total Check #s 48179 through 48263 totaling \$2,858,768.94 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 9/24/2021 in the amount totaling \$176,481.66 and ACH Payment to KBA Inc. in the amount of \$86,375.58 and ACH Payment to Thomco Construction in the amount of \$360,584.50 and ACH Payment to US Bank in the amount of \$12,702.01
[Voucher Approval Report Dated 10/1/21](#)
- B. Approve Total Check #s 48264 through 48357 totaling \$1,000,509.54 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 10/08/2021 in the amount totaling \$176,032.25
[Voucher Approval Report dated 10/15/21](#)
- C. Recieve and File August 2021 Financial Report
[August 2021 Financial Report](#)
- D. Authorize the City Manager to enter into an agreement with the multi-jurisdictional coalition, Eastside Transportation Partnership
[Agenda Bill -Eastside Transportation Partnership Renewal](#)
[Exhibit A - Operating Procedures](#)
[Exhibit B - Legislative Priorities](#)
[Exhibit C - ETP Agreement](#)
- E. Authorize the City Manager to sign the Memorandum of Agreement to join the North King County Coalition on Homelessness
[Agenda Bill - Memorandum of Agreement NKCCH](#)
[Memorandum of Agreement - NKCCH FINAL 10-7-21](#)

IX. BUSINESS AGENDA

- A. Affordable Housing Update, presented by Assistant City Manager/ARPA Administrator Stephanie Lucash, *for Discussion and Information*
[Agenda Bill - Affordable Housing Update for Council - October 2021](#)
[Affordable Housing Project Charter](#)
[Affordable Housing Presentation to Council - 20211025](#)
- B. Climate Action Plan, presented by Environmental Services Manager Richard Sawyer, Administrative Specialist Sammie Roeun, and guests from Cascadia Consulting Group, *for Discussion and Action*

[Agenda Bill - Climate Action Plan Update October 2021](#)

[Proposed Strategies/Actions Memorandum - Cascadia Consulting Group](#)

- C. Legislative Agenda Update, presented by Gordon Thomas Honeywell, *for Discussion*

[Agenda Bill - State Legislative Agenda 2022](#)

[2022 Kenmore State Legislative Agenda](#)

[2022 Kenmore Policy Statements](#)

X. STAFF REPORT

XI. COUNCILMEMBER REPORTS & COMMENTS

XII. ADJOURNMENT

UPCOMING MEETINGS:

- A. October 26 - Special Meeting - 6 PM
November 1- ARPA Community Listening Session - 6 PM
November 8 - Regular Meeting

City of Kenmore

Honoring Veterans - November 2021

PROCLAMATION

WHEREAS, the freedoms we enjoy as Americans have come at a high price in our nation's history; and

WHEREAS, since the establishment of the United States of America, Americans have fought and died to preserve our individual rights as guaranteed in the United States Constitution and the Bill of Rights; and

WHEREAS, generation after generation of men and women have sacrificed their lives to preserve the unique form of government dedicated to human rights and respect for the individual; and

WHEREAS, for many, that sacrifice ended in permanent injury or death, yet their spirit remains in the continued preservation of our freedoms and the promise of liberty established as an example, for all oppressed persons of the world; and

WHEREAS, Washington veterans make up nearly 9% of the state's population; and

WHEREAS, this month, we hold all veterans in our hearts and minds and commit to remembering contributions of those personally known, and those we've never met; and

WHEREAS, in honor of these fine dedicated individuals, we pledge continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of people dedicated to the principles of freedom and democracy;

NOW THEREFORE, I, David Baker, Mayor of the City of Kenmore, Washington, together and on behalf of the City Council, do hereby call upon the community of Kenmore to join in the celebration by giving honor and recognition to all those who have served, by observing November 11th as **Veterans Day** with expressions of gratitude to veterans; and to further extend this gratitude to the families of deceased veterans. For we solemnly remember the sacrifices of all those who fought so bravely, on the seas, in the air, and away on foreign shores to preserve our nation's heritage and freedom. Let us re-consecrate ourselves to the task of promoting an enduring peace so that their efforts shall not have been in vain; and

PROCLAIMED on this the 25th day of October 2021.

David Baker, Mayor

Attested: _____
Anastasiya Warhol, City Clerk

City of Kenmore, Washington

Native American Heritage Month

November 2021

PROCLAMATION

WHEREAS, Indigenous peoples, the “First People”, are culturally distinct ethnic groups who are native to North America which was later colonized and resettled by other ethnic groups; and

WHEREAS, Native Americans are descendants of the original, indigenous inhabitants of what is now the United States; and

WHEREAS, during National Native American Heritage Month we celebrate the rich tapestry of Native peoples and honor their sacrifices, which we recognize as inextricably woven into the history of this country; and

WHEREAS, Native Americans have moving stories of tragedy, triumph, and perseverance that need to be shared with future generations; and

WHEREAS, Native Americans have enriched our heritage and continue to add to all aspects of our society through their generosity of culture and the continued practice of teaching economic, environmental, and cultural sustainability; and

WHEREAS, the Kenmore renews its commitment to protecting the tribal sovereignty and self-determination of Native American peoples; and

WHEREAS, the City of Kenmore is committed to participating in dialogues, led by tribal communities, around the opportunities in the areas of self-determination, sovereignty, and cultural preservation, to create an active government-to government collaboration; and

WHEREAS, On April 19, 2021, the City Council passed a unanimous motion to change the name of Squire's Landing Park to Tl' awh-ah-dees (ᑭ' a Xᑭ a d i s), to a more appropriate Lushootseed name translating to “a place where something is grown or sprouts” ; and

WHEREAS, we repeat that we stand on the traditional land of the first people of Kenmore and honor with gratitude the land itself and the Coast Salish peoples who thrive in this place alive and strong; and

NOW, THEREFORE, I, David Baker, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim November 2021, Native American Heritage Month in the City of Kenmore and invite residents to join in this observance.

IN WITNESS WHEREOF, signed this 25th day of October 2021



Signed: _____

Mayor David Baker

Attested: _____

City Clerk Anastasiya Warhol

Sub-Regional Planning Update

Kenmore City Council

King County Regional Homelessness
Authority

KING
COUNTY
REGIONAL
HOMELESSNESS
AUTHORITY

OVERVIEW

Overview

- About the Sub-Regional Planning Team
- Defined Sub-Regions
- Regional Engagement
- Progress on Key Component 1
- Updated Timeline
- Closing and Questions

About the Sub-Regional Planning Team

1. Development of sub-regional plans for each of the 7 identified sub-regions
2. Supporting ongoing engagement, consultation, and communications
 - a. Programs Division
 - b. Community Impact Division
3. Special projects
 - a. Supporting regional infrastructure development
 - b. Severe weather shelter

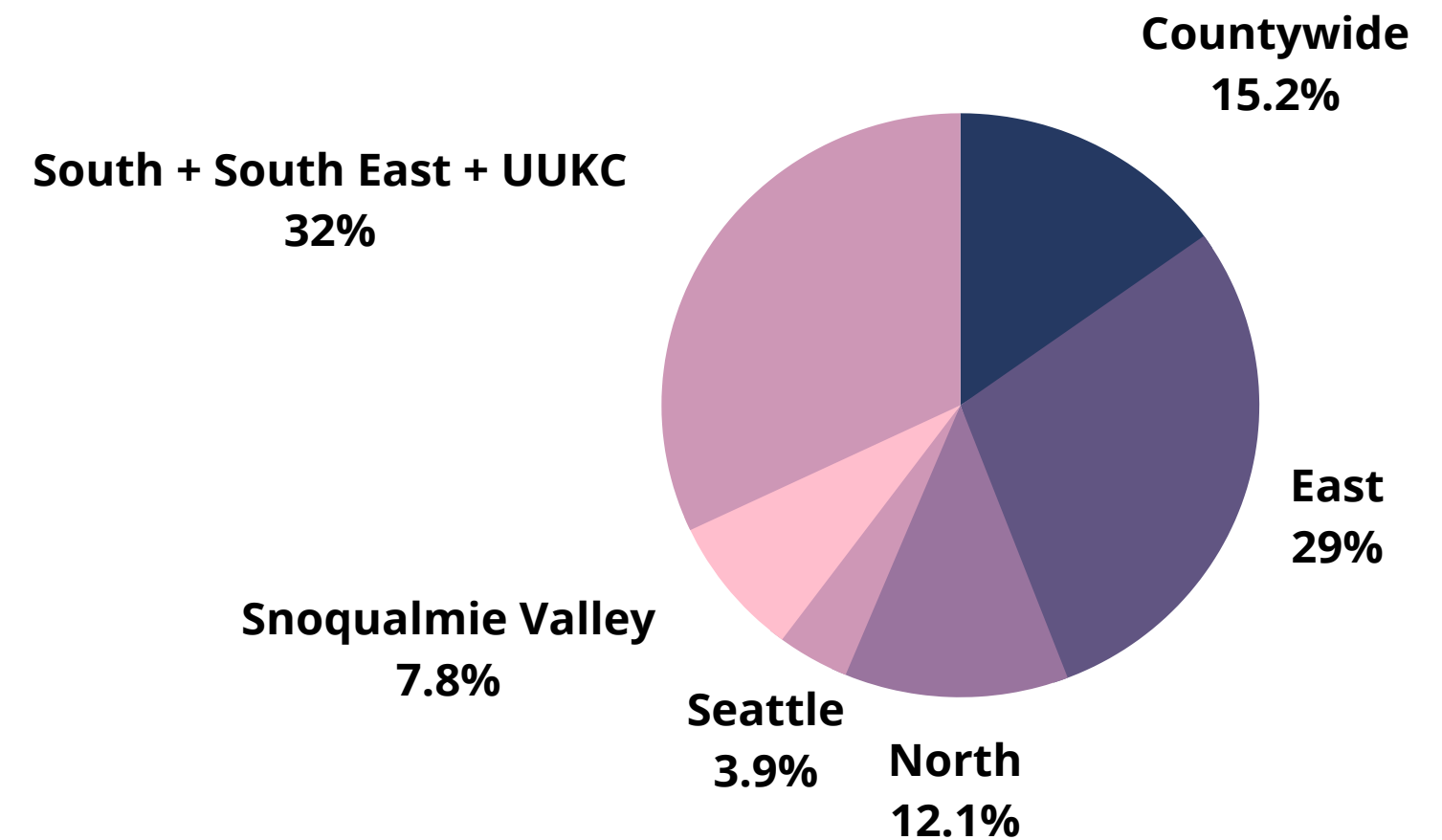
Defined Sub-Regions

- North King County
- South King County
- South East King County
- Urban Unincorporated King County
- East King County
- Snoqualmie Valley
- Seattle-Metro

Engagement

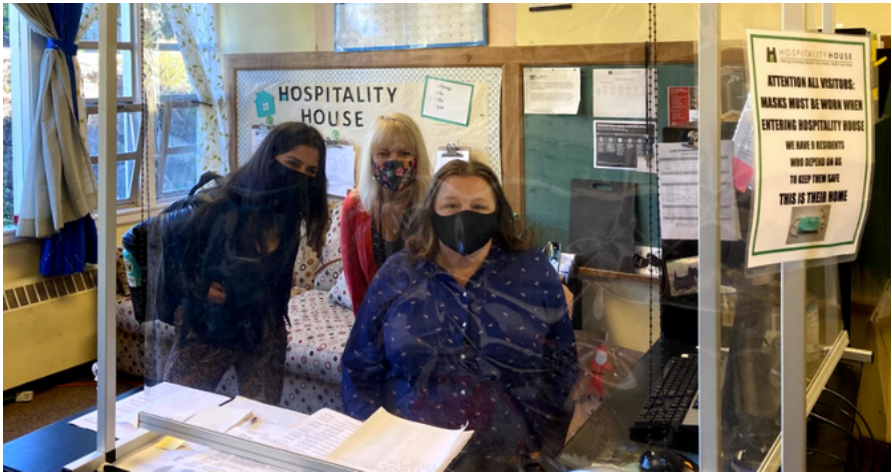
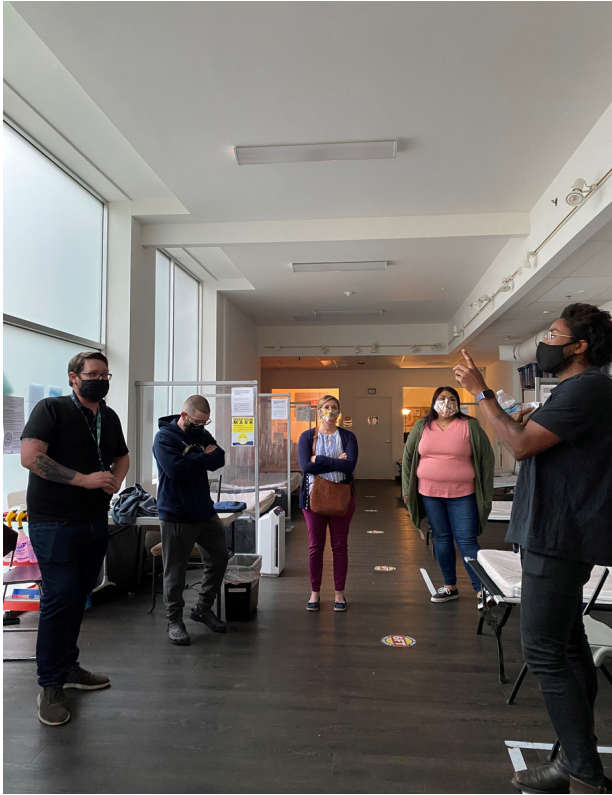
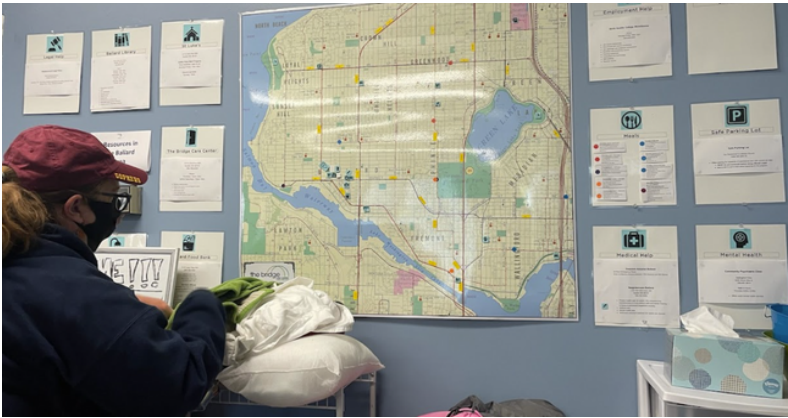
**231 different stakeholders representing
144 different organizations/entities**

- Government
- Service Providers
- Faith-based Partners
- Regional Coalitions
- Business
- Community-based organizations

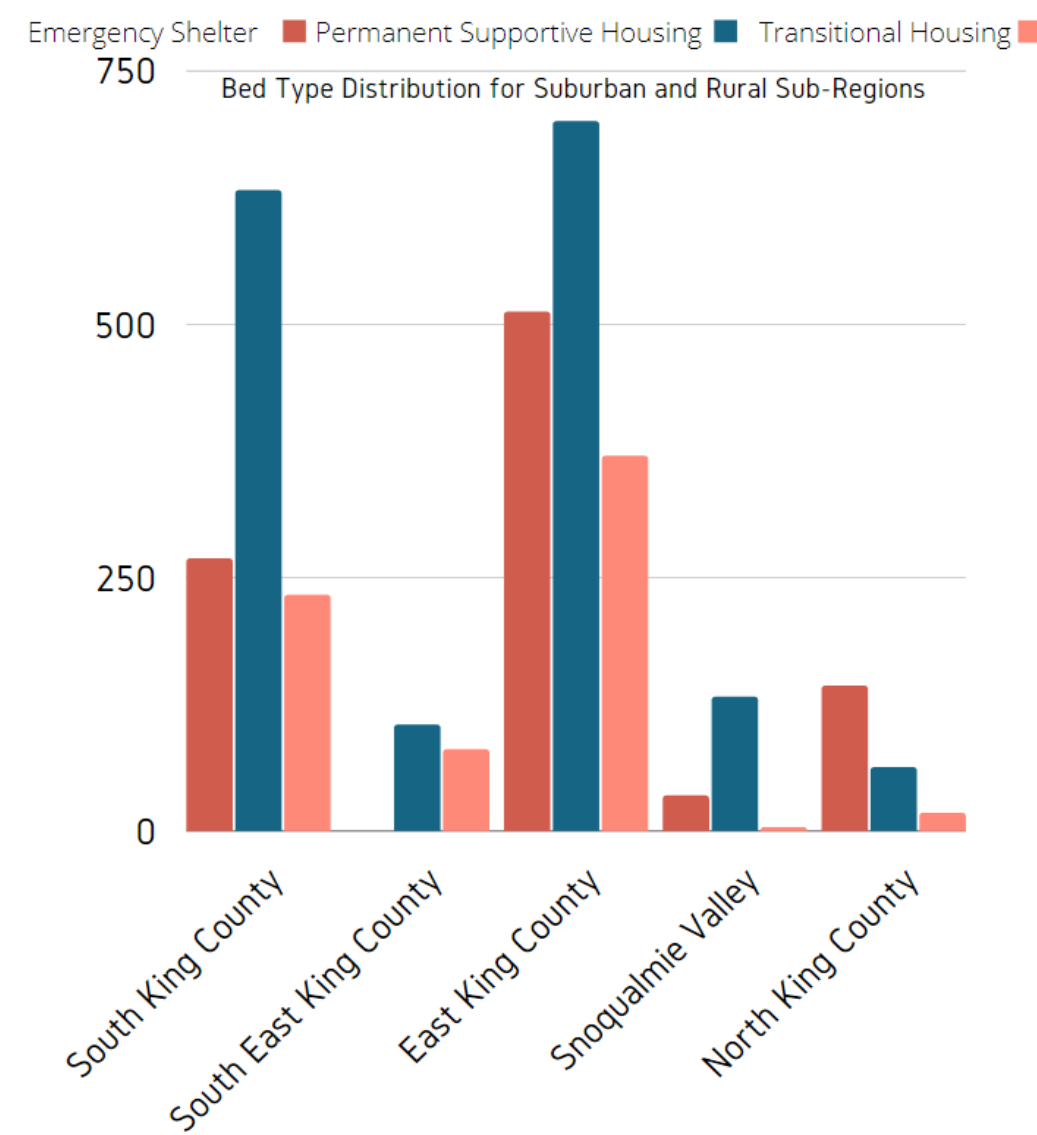
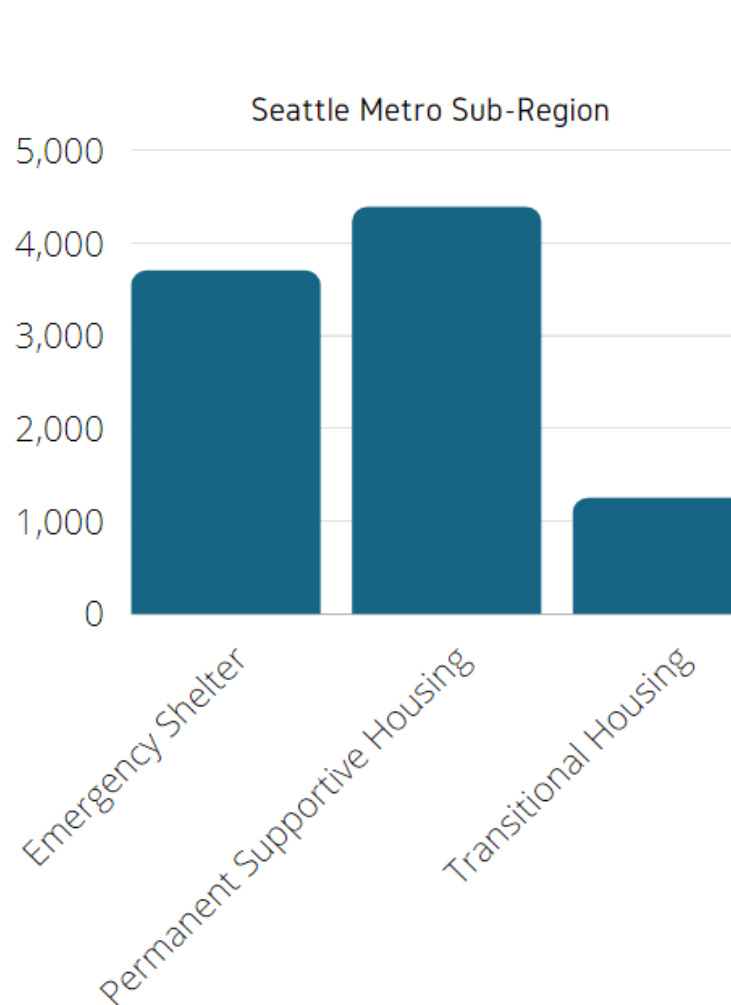


WHAT WE ARE HEARING

What we're hearing



Key Component 1: Landscape of Services by Sub-Region



- Analysis of 2020 HMIS data on bed types
- Continued data collection through the end of 2021
- North King County has an aggregate amount of 224 beds



Revised Timeline



PHASE 1:
INITAL INFORMATION
GATHERING AND
RELATIONSHIP
BUILDING

JUNE 2021 -
DECEMBER 2021



PHASE 2:
ANALYSIS AND
CONTINUED
ENGAGEMENT

JANUARY 2022 -
MARCH 2022



PHASE 3:
SUB-REGIONAL
ACTION PLANS
DEVELOPMENT

APRIL 2022 -
JUNE 2022



PHASE 4:
DRAFTING AND
DEVELOPMENT OF
SUB-REGIONAL PLANS

JULY 2022 -
AUGUST 2022

Thank you!

King County Regional Homelessness
Authority

KING
COUNTY
REGIONAL
HOMELESSNESS
AUTHORITY



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

09/18/2021 - 10/01/2021

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 48179 through 48263: \$2,858,768.94

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 09/24/2021: \$176,481.66

ACH Payment to: KBA Inc: \$86,375.58

ACH Payment to: Thomco Construction: \$360,584.50

ACH Payment to: US Bank: \$12,702.01

Rob Karlinsey
Rob Karlinsey (Oct 5, 2021 17:00 PDT)

Oct 5, 2021

City Manager / Date

Leticia Salcido
Leticia Salcido (Oct 5, 2021 14:41 PDT)

Oct 5, 2021

Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
KBA INC.	1006	10/01/2021	18-C1846 Aug. W. Samm. Bridge Proj. Maint.	86,375.58
THOMCO CONSTRUCTION, INC.	1007	10/01/2021	20-C2144 Aug. Juanita Dr. Construction	360,584.50
U.S. BANK PURCHASE CARDS	1008	10/01/2021	SurveyMonkey Annual Fee/Multilingual Surveys	1,514.68
U.S. BANK PURCHASE CARDS	1009	10/01/2021	Volgistics/Amazon/Zeeks/Diva/SurveyMonkey	341.32
U.S. BANK PURCHASE CARDS	1010	10/01/2021	Commandlink/WA Finance Officers Assoc.	2,986.32
U.S. BANK PURCHASE CARDS	1011	10/01/2021	DKG Media/Great Lakes Skipper/TrainHR/Paypal	390.67
U.S. BANK PURCHASE CARDS	1012	10/01/2021	Laminator.com	416.42
U.S. BANK PURCHASE CARDS	1013	10/01/2021	CAD of Puget Sound/Discount Mugs.com	1,119.49
U.S. BANK PURCHASE CARDS	1014	10/01/2021	Userway/Facebook/Amazon	99.01
U.S. BANK PURCHASE CARDS	1015	10/01/2021	NW Environmental/Permit Tech Nation	500.00
U.S. BANK PURCHASE CARDS	1016	10/01/2021	Neopost/Amazon/Dropbox	880.47
U.S. BANK PURCHASE CARDS	1017	10/01/2021	Amazon Marketplace	79.21
U.S. BANK PURCHASE CARDS	1018	10/01/2021	Shutterstock/Snapdoodle/ICMA/Wix/Vcita	516.38
U.S. BANK PURCHASE CARDS	1019	10/01/2021	1000Bulbs/Amazon/Beacon Athletics/Extractiqator	1,771.50
U.S. BANK PURCHASE CARDS	1020	10/01/2021	Zoom/ICMA/NLC/Amazon	2,086.54
AFLAC	48179	09/24/2021	Employee Medical/Disability Plans	216.19
AWC EMPLOYEE BENEFIT TRUST	48180	09/24/2021	Employee Health Insurance	73,025.56
AWC EMPLOYEE BENEFIT TRUST	48181	09/24/2021	Void	-
AWC EMPLOYEE BENEFIT TRUST	48182	09/24/2021	Void	-
CITY OF KENMORE	48183	09/24/2021	Wages Overpayment Reimbursement	50.00

VIII. A. Approve Total Check #s 48179 through 48263 totaling \$2,858,768....

DEPARTMENT OF LABOR AND INDUSTRIES	48184	09/24/2021	City of Kenmore	3,812.42
DEPARTMENT OF LABOR AND INDUSTRIES	48185	09/24/2021	Void	-
EMPLOYMENT SECURITY DEPARTMENT	48186	09/24/2021	Paid Family & Medical Leave	1,414.08
EMPLOYMENT SECURITY DEPARTMENT	48187	09/24/2021	Void	-
ICMA RETIREMENT C/O ALLFIRST BANK	48188	09/24/2021	City of Kenmore 401a	18,717.92
ICMA RETIREMENT TRUST 457 / 304745	48189	09/24/2021	ICMA 457 Deferred Comp	7,872.15
LINCOLN NATIONAL LIFE INSURANCE	48190	09/24/2021	Life Ins/ADD & LTD	1,496.40
NATIONAL LIFE OF VERMONT	48191	09/24/2021	Life Insurance	123.17
STATE OF FLORIDA DISBURSEMENT UNIT	48192	09/24/2021	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	48193	09/24/2021	Employee Charitable Contribution	98.46
PRR, INC	48194	09/27/2021	21-C2678 June Kenmore Comprehensive Plan Svcs	22,953.18
PRR, INC	48195	09/27/2021	21-C2678 July Kenmore Comprehensive Plan Svcs	29,384.86
ABRACADABRA PRINTING	48196	10/01/2021	Business Cards for L. Palana & S. Lucash	830.18
AGORA REFRESHMENTS	48197	10/01/2021	1st Fl. Filtered Water System Maint.	112.74
AM TEST, INC	48198	10/01/2021	Swamp Creek Water Sample Testing	200.00
AMERICALL	48199	10/01/2021	Avg. After Hours Call Out Phone Service	134.16
APPLEONE EMPLOYMENT SERVICES	48200	10/01/2021	9/17 Temporary Reception Svcs	244.35
APPLEONE EMPLOYMENT SERVICES	48201	10/01/2021	9/3 Temporary Reception Svcs	236.21
APPLEONE EMPLOYMENT SERVICES	48202	10/01/2021	8/27 Temporary Reception Svcs	244.35
ASPECT CONSULTING LLC	48203	10/01/2021	Environmental Svcs/Boyd's Dry Cleaner Site	1,743.50
AURORA RENTS	48204	10/01/2021	City Hall Landscaping/Aerator Rental	74.97
AURORA RENTS	48205	10/01/2021	Rental Equip. to Remove Logboom Temp. Dock	43.22
BCN TELECOM, INC.	48206	10/01/2021	9/15-10/14 City Hall Phone Lines	388.43
BRIEN, GAYLYNN	48207	10/01/2021	July Sales Tax Data Conversion Svcs	50.00
CALPORTLAND COMPANY	48208	10/01/2021	Materials for SWM/Belmont Heights Pond	48.39
CECCANTI, INC.	48209	10/01/2021	19-C1977 Aug. W. Sammamish Bridge Construction	1,487,679.26
CITY OF BELLEVUE	48210	10/01/2021	Q3 2021 Mv Building Permit Subscription	3,640.17
C-N-I LOCATES LTD.	48211	10/01/2021	Logboom Park Irrigation Locates	405.00
CONFIDENTIAL DATA DISPOSAL	48212	10/01/2021	21-C2715 June 5th Shredding Event Svcs	450.00
DAILY JOURNAL OF COMMERCE	48213	10/01/2021	Transportation Element 2024 Update	344.00
DEPARTMENT OF ECOLOGY	48214	10/01/2021	7/1/21-6/30/22 Squire's Stormwater Const. Permit	780.00
EMERALD FIRE LLC	48215	10/01/2021	Logboom Park Fire Standpipe Repairs	2,141.45
EMILY BENNETT	48216	10/01/2021	Culvert ROW/Construction Easement 190th/61st	12,500.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	48217	10/01/2021	GIS Software Upgrades	9,499.43
FOSTER GARVEY PC	48218	10/01/2021	Aug. Svcs - Ben Holt Industries Prop. Acquisition	379.50
FOSTER GARVEY PC	48219	10/01/2021	Aug. Moore Condemnation Attv Svcs	2,310.00
FOSTER GARVEY PC	48220	10/01/2021	Aug. Svcs - General Condemnation	110.00

VIII. A. Approve Total Check #s 48179 through 48263 totaling \$2,858,768....

FOSTER GARVEY PC	48221	10/01/2021	Aug. Elizabeth Court Condemnation Attv Svcs	5,420.00
FRUHLING SAND & TOPSOIL	48222	10/01/2021	Crushed Rock for 73rd Ave Pond Proj.	90.44
GRAINGER	48223	10/01/2021	Anti-Slip Tape for Hangar Bldg.	51.04
HDR ENGINEERING, INC	48224	10/01/2021	Aug. 16-C1625 Juanita Ped/Bike Proj.	6,606.21
HONEY BUCKET	48225	10/01/2021	9/20-10-17 Public Works Yard Rental	156.75
HORIZON DISTRIBUTORS INC	48226	10/01/2021	Parks Irrigation Parts	18.17
INSLEE, BEST, DOEZIE & RYDER, P.S.	48227	10/01/2021	Aug. Legal Svcs	22,986.36
JASA PROPERTIES LLC	48228	10/01/2021	ROW/Construction Easement 190th/61st	8,200.00
KING COUNTY SHERIFF	48229	10/01/2021	Aug. Radar Emphasis Overtime Charges	350.25
KING COUNTY SHERIFF	48230	10/01/2021	Aug. Parking Emphasis Overtime Charges	269.68
KLB CONSTRUCTION, INC.	48231	10/01/2021	20-C2143 Aug. 68th Ave Ped/Bike Construction	736,149.63
MOTT MACDONALD GROUP, INC.	48232	10/01/2021	17-C1656 Aug. Log Boom Park Waterfront Proj.	13,332.97
NATIONAL BARRICADE CO., LLC	48233	10/01/2021	Traffic Control Sign Rental/Filtrera Work	121.27
NATIONAL BARRICADE CO., LLC	48234	10/01/2021	Sign Rental/61st Ave Drainage Proj.	441.00
NORTHSHORE UTILITY DIST	48235	10/01/2021	7/15-9/15 Water/Sewer & Irrigation Charges	8,493.52
OAPA	48236	10/01/2021	2021 OAPA/APA WA Joint Planning Conf. Req.	150.00
OFFICE DEPOT	48237	10/01/2021	Misc. Office Supplies	139.26
OFFICE DEPOT	48238	10/01/2021	Misc. Office Supplies	18.35
OFFICE DEPOT	48239	10/01/2021	Misc. Office Supplies	58.76
OSBORN CONSULTING INC.	48240	10/01/2021	19-C2012 Aug. Logboom Park Construction Maint.	51,883.58
PACIFIC AIR CONTROL, INC.	48241	10/01/2021	City Hall HVAC Repairs	4,454.87
PACIFIC AIR CONTROL, INC.	48242	10/01/2021	City Hall HVAC Repairs	2,749.34
PACIFIC OFFICE AUTOMATION	48243	10/01/2021	1st Fl. Temperature Scanners Monthly Maint.	92.04
PACIFICA LAW GROUP LLP	48244	10/01/2021	Legal Services for Bond Issuance	36,000.00
PAWS	48245	10/01/2021	April Animal Sheltering Svcs	200.00
PRR, INC	48246	10/01/2021	21-C2678 Aug. Comp. Plan/Survey	12,591.53
PUGET SOUND ENERGY	48247	10/01/2021	8/12-9/14 Gas/Electricity/Traffic Signals	1,835.01
PUGET SOUND ENERGY	48248	10/01/2021	Charges for Overhead LED Lighting Proj.	9,594.92
PUGET SOUND REGIONAL COUNCIL	48249	10/01/2021	2022 Membership Dues	9,018.00
QUALITY BUSINESS SYSTEMS/WELLS FARGO	48250	10/01/2021	9/5-10/4 1st Floor Copier Lease	532.94
ROAD CONSTRUCTION NW, INC.	48251	10/01/2021	21-C2669 8/20-9/20 Log Boom Park Waterfront Proj.	216,634.41
STAPLES ADVANTAGE	48252	10/01/2021	City Hall & Hangar Bldg. Maint. Supplies	526.85
STAPLES ADVANTAGE	48253	10/01/2021	City Hall Maintenance Supplies	54.05
STAPLES ADVANTAGE	48254	10/01/2021	Hangar Bldg. & Town Square Trash Bags	34.02
STEWART MACNICHOLS HARMELL, INC.	48255	10/01/2021	August Public Defense Svcs	5,000.00
TOTAL LANDSCAPE CORP	48256	10/01/2021	Monthly Parks' & City Hall Landscaping	5,030.02

VIII. A. Approve Total Check #s 48179 through 48263 totaling \$2,858,768....

TRANSPO GROUP USA INC.	48257	10/01/2021	19-C2104 Road Safety/Signing Svcs thru 9/3	310.12
WA STATE DEPT OF TRANSPORTATION	48258	10/01/2021	Aug. W. Sammamish Bridge Const. Inspection	2,095.51
WA STATE DEPT OF TRANSPORTATION	48259	10/01/2021	Aug. 68th/175th & 181st Traffic Signal Maint.	5,548.69
WESTLAKE HARDWARE WA-153	48260	10/01/2021	Parks & Facilities Tools & Materials	310.89
WILLIAMS, KASTNER & GIBBS PLLC	48261	10/01/2021	Aug. Special Counsel - Ridout Matter	2,062.50
WM CORP. SVCS-COLUMBIA RIDGE LANDFILL	48262	10/01/2021	Street Sweeper Debris Disposal 9/7-9/14	4,974.29
ZIPLY FIBER	48263	10/01/2021	9/19-10/18 Public Works Office Internet	153.00
DRS 457	DFT0001104	09/24/2021	DRS 457 Deferred Comp	1,100.99
AVIDIA HEALTH	DFT0001105	09/24/2021	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001106-111	09/24/2021	Public Employees Retirement	28,656.12
NAVIA	DFT0001112	09/24/2021	Employee Flexible Spending Account	516.54
BANK OF AMERICA 941	DFT0001113	09/24/2021	Federal Taxes	22,193.55
PAYROLL	Electronic Dep.	09/10/2021	Direct Deposit	123,914.46
TOTAL				<u><u>\$ 3,494,912.69</u></u>

VIII. A. Approve Total Check #s 48179 through 48263 totaling \$2,858,768....



City of Kenmore

Payments 1/1/21 - 10/1/21

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0014	AMERICAN PLANNING ASSOCIATION	1232
0022	ASSOCIATION OF WA CITIES	3200
0024	BAKER, DAVID	745
0037	BASTYR UNIVERSITY	50000
0054	BULGER SAFE & LOCK, INC.	121.64
0064	CASCADE PEST CONTROL	1322.26
0067	CENTER FOR HUMAN SERVICES	14550
0076	CITY OF BELLEVUE	138956.26
0081	CITY OF KENMORE	800
0083	CITY OF LAKE FOREST PARK	49950
0092	CODE PUBLISHING COMPANY	4445.86
0099	CONSOLIDATED PRESS	13589.43
0106	CROWN PRODUCTS LLC	514.2
0109	DAILY JOURNAL OF COMMERCE	2588.75
0111	DEPARTMENT OF ECOLOGY	11341
0121	REPUBLIC SERVICES	8777.18
0130	EMPLOYMENT SECURITY DEPARTMENT	13018.26
0137	FERGUSON ENTERPRISES INC #3011	2015.02
0145	FRUHLING SAND & TOPSOIL	1785.48
0151	CALPORTLAND COMPANY	3942.26
0169	HERRERA ENVIRONMENTAL CONSULTANTS	11235.89
0173	HOME DEPOT CREDIT SERVICES	3837.95
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	200989.26
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	2765.48
0191	INTERNATIONAL INST OF MUNI CLERKS	210
0197	JET CITY PRINTING	1192.04
0205	KENMORE HERITAGE SOCIETY	100
0206	KENMORE MIDDLE SCHOOL	8050
0212	KING COUNTY FINANCE W.L.R.D.	3765.86
0213	KING COUNTY ANIMAL SVCS	170
0217	KING COUNTY DISTRICT COURT	32134
0218	KING COUNTY FINANCE	5069.98
0219	KING COUNTY FINANCE	65548.11
0230	KING COUNTY RADIO COMM SERVICES	901.71
0233	KING COUNTY SHERIFF	2365894.51
0235	KING COUNTY TREASURY	41217.28
0251	LIGHTHOUSE CONSULTING INC	103701.77
0261	PENDLETON CONSULTING LLC	3200
0267	MR. T'S TROPHIES & AWARDS LLC	381.31
0285	NORTHSHORE FIRE DEPT	2160
0286	NORTHSHORE SCHOOL DISTRICT	357853
0287	NORTHSHORE SENIOR CENTER	27400
0288	NORTHSHORE UTILITY DIST	118376.17
0292	HONEY BUCKET	5596.52
0299	EBIX, INC.	118.38
0300	OFFICE DEPOT	3148.28
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	18586.57
0310	PACIFIC TOPSOILS	6542.48
0327	PUGET SOUND CLEAN AIR AGENCY	19396
0328	PUGET SOUND ENERGY	223991.06
0331	PUGET SOUND REGIONAL COUNCIL	9018
0345	SEATTLE TIMES	3511.38
0346	SECRETARY OF STATE	20
0355	STAPLES ADVANTAGE	9983.39
0356	STATE AUDITOR'S OFFICE	18680.9
0357	STEWART MACNICHOLS HARMELL, INC.	45000
0359	SOUND CITIES ASSOC	15539.29

0365	TOTAL LANDSCAPE CORP	76868.89
0371	UNITED STATES POSTMASTER	5486.58
0375	US POSTAL SERVICE (HASLER)	3688.02
0385	WA ASSOC OF BUILDING OFFICIALS	2000
0386	WA ASSOC OF CODE ENFORCEMENT	20
0387	WA CITIES INSURANCE AUTHORITY	382432
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	325
0390	WA FINANCE OFFICERS ASSOCIATION	75
0400	WASHINGTON STATE DEPT OF REVENUE	801.79
0401	WA STATE DEPT OF TRANSPORTATION	20649.38
0405	WASHINGTON STATE OFFICE CASH MGMT	1150
0412	WM CORPORATE SVCS - COLUMBIA RIDGE LANDFILL	21245.54
0424	ICMA RETIREMENT TRUST 457 / 304745	150164.37
0425	DRS 457	20667.56
0426	AFLAC	1945.71
0428	BANK OF AMERICA 941	394549.96
0429	AWC EMPLOYEE BENEFIT TRUST	639321.02
0431	DEPARTMENT OF RETIREMENT SYSTEMS	609387.08
0432	DEPARTMENT OF LABOR AND INDUSTRIES	36255.95
0434	UNITED WAY OF KING COUNTY	1085.37
0436	NATIONAL LIFE OF VERMONT	1108.53
0441	DANSOUND INC	1761.6
0448	UPS STORE KENMORE	1029.77
0450	AURORA RENTS	16608.88
0484	CITY WIDE FENCE COMPANY, INC	825.75
0497	DAY WIRELESS SYSTEMS	680.76
0542	AMERICAN SOCIETY OF COMPOSERS	367
0558	SNOHOMISH COUNTY	5629
0586	QUADIENT LEASING USA, INC.	1420.28
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	15517.22
0610	WA STATE DEPT OF TRANSPORTATION	35132.95
0617	KING COUNTY FINANCE	44310.53
0685	PACE ENGINEERS, INC.	10081.5
0689	DIGITAL REPROGRAPHICS SERVICES INC.	984.5
0690	BUILDERS EXCHANGE OF WASHINGTON INC	196.7
0692	HDR ENGINEERING, INC	607061.76
0696	AMERICAN GENERAL LIFE GPO/400S	2519.28
0743	BANNER BANK NO	1962.6
0781	QUALITY BUSINESS SYSTEMS INC.	1916.38
0791	NORTHSHORE ROTARY CLUB	180
0817	GRAINGER	1143.14
0831	NORTHSHORE PARK & REC SERVICE AREA	2720
0851	EVERMARK, LLC	817.41
0892	JACOBS ENGINEERING GROUP	106192.32
0898	ZONAR SYSTEMS	528.21
0899	SHRED IT, C/O STERICYCLE, INC>	1052.23
0913	KENMORE ELEMENTARY	2500
0981	COMCAST BUSINESS	2255.65
0994	GORDON THOMAS HONEYWELL	31208.8
1003	iWORQ SYSTEMS	2800
1010	WESTLAKE HARDWARE WA-153	2141.52
1034	EMERALD FIRE LLC	2658.92
1045	HORIZON DISTRIBUTORS INC	2912.08
1052	FIRE PROTECTION, INC	12183.34
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.2
1123	AM TEST, INC	2325
1140	PAWS	600
1148	AGORA REFRESHMENTS	365.58
1152	WASHINGTON ENERGY SERVICES CO. LLC	268.8
1168	SCHINDLER ELEVATOR CORPORATION	9513.58
1197	MILLER STEPHENS, MARY	10000
1215	STATE OF FLORIDA DISBURSEMENT UNIT	5225
1216	ADVANCE TESTING & SERVICE INC	1626
1222	OLSON BROTHERS PRO VAC	26247.17
1267	ALBIREO ENERGY, LLC	762
1299	VERIZON WIRELESS	2007.1

VIII. A. Approve Total Check #s 48179 through 48263 totaling \$2,858,768....

1309	BANNER BANK BAKER	7203.88
1311	WASHINGTON STATE PATROL	1107.35
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	3900
1326	JOYCE ZIKER PARKINSON	2100
1331	KBA INC.	781549.9
1337	STATE OF WA DEPT. OF LICENSING	0.4
1339	STATE OF WA DEPARTMENT OF LICENSING	20
1342	PETERSON, JANET	350
1345	SHERWIN WILLIAMS CO. #8099	440.89
1358	ALPHAGRAPHS	674.54
1359	EVERGREEN FIRE AND SAFETY, INC.	466.95
1372	AAA PRINTING	412.87
1383	CHICAGO TITLE	250015.44
1385	CITYWORKS/ AZTECA SYSTEMS INC.	33030
1387	ST OF WA DEPT OF FISH & WILDLIFE	40
1390	UTILITIES UNDERGROUND LOCATION CTR	1793.1
1403	OSBORN CONSULTING INC.	279705.96
1431	BRIEN, GAYLYNN	450
1452	CITY OF KENT	500
1456	HESTON VISUAL ARTS	358.15
1457	LANGUAGE LINE SERVICES, INC.	2.55
1459	FLEMINGS HOLIDAY LIGHTING LLC	2547.71
1464	ROAD CONSTRUCTION NW, INC.	437811
1482	HIGHWIRE	543.12
1492	MACDONALD MILLER FACILITY SOLUTIONS	13728.96
1500	MARINE FLOATS CORPORATION	3456.2
1504	SCORE	76327.57
1524	GRANICUS LLC	20140.46
1525	PACIFICA LAW GROUP LLP	36000
1544	METROPOLITAN TRANS. COMMISSION	1500
1550	THE EVP GROUP	17125.89
1555	LINCOLN NATIONAL LIFE INSURANCE	13402.27
1580	NORTHWEST TROPHY	165
1591	ULINE	594.34
1644	PASIFIKA ARTIST NETWORK LLC	1000
1673	KPFF CONSULTING ENGINEERS	456957.7
1689	MOTT MACDONALD GROUP, INC.	211338.47
1701	THE SEATTLE TIMES NIE	256.45
1704	BANNER BANK RK	489.46
1708	APPLIED CONCEPTS, INC.	3512.19
1711	SOFTWAREONE, INC.	13029.19
1712	SITEIMPROVE, INC.	3356.95
1731	NORTHWEST ARBORICULTURE LLC	792.72
1739	FIX AUTO	1259.22
1754	RFI ENTERPRISES INC.	9056.17
1762	BAKER, BRIDGIT	333.77
1763	REID, JAMES FALCONER	6772.5
1782	SWANK MOTION PICTURES, INC.	435
1786	TYLER TECHNOLOGIES, INC.	19697.87
1789	BLUEBEAM, INC.	349
1791	PROFFITT, QUINN	220.1
1800	NORTHWEST PRECISION BUILDERS	60004.22
1813	STANDARD & POORS FINANCIAL SERVICES	16750
1814	YSI INCORPORATED, A XYLEM BRAND	1403.12
1816	NAVIA	22814.26
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	6228.46
1829	SHI INTERNATIONAL CORP.	1400.87
1838	AVIDIA HEALTH	1900
1863	HAULAWAY STORAGE CONTAINERS, INC.	573.63
1874	LEGER, DEVON	25
1884	CADMAN MATERIALS, INC.	750.12
1885	NATIONAL BARRICADE CO., LLC	5042.74
1889	WILLIAMS, KASTNER & GIBBS PLLC	45984.9
1900	ASPECT CONSULTING LLC	3656.25
1913	GRAND EVENT RENTALS	2687.75
1914	MCNAMARA SIGNS	5325.08

VIII. A. Approve Total Check #s 48179 through 48263 totaling \$2,858,768....

1927	GAMETIME	2614.88
1930	T MOBILE USA, INC.	7216.7
1932	U.S. BANK N.A. / CUSTODY	248
1939	ARCHIVESOCIAL, INC.	2689.2
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	220
1961	WESTERN ENTRANCE TECHNOLOGY, LLC	655.1
1964	EARTHWORKS	13360.72
1970	CROSSROAD SIGN	2538.91
1979	MSPT XXII, LLC C/O FLYWAY RETAIL + LIVING	4500
1980	HRA VEBa TRUST	39157.26
1991	WASHINGTON STATE TREASURER	2718.38
1993	HYAS GROUP, LLC	7500
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2250
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50
2001	PETERSEN BROTHERS, INC.	2392.36
2004	RED BARN ENGINEERING, INC.	88253.49
2007	HYDROPOINT DATA SYSTEMS, INC.	2072
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	4734.3
2024	DFR LAW GROUP, LLC	1500
2035	JURASSIC PARLIAMENT	1600
2047	PUGET SOUND PLANTS	2382.38
2048	SMS CLEANING, INC.	51960
2079	ZESBAUGH, INC.	638.58
2081	SHANNON & WILSON, INC.	7790.5
2095	TRANSP0 GROUP USA INC.	13492.67
2096	TUPLING, SANDRA	146.5
2097	ROBINSON AND NOBLE, INC.	2850
2109	SEATOWN DEVELOPMENT GROUP	7500
2110	WILLIAM GARZA CREATIVE	165.15
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	363507.73
2145	NORTHWEST ELECTRIC AND SOLAR	536.74
2157	SOUND SAFETY PRODUCTS CO.	1060.7
2159	TRAILER BOSS	9032.1
2175	ELECTRONIC BUSINESS MACHINES	1564.1
2176	CANON FINANCIAL SERVICES, INC.	2128.64
2183	SISKUN POWER EQUIPMENT	5882.75
2184	DIVERSIFICATION INC.	2855.55
2209	MORUP SIGNS, INC.	5273.8
2211	PRECISION FUEL SOLUTIONS	1684.53
2215	INTERSECTION MEDIA, LLC	979.15
2221	O'REILLY/FIRST CALL	261.6
2224	BROWN, STEPHANIE	128.15
2226	QUANTUM HOMES	7500
2227	EARTHCORPS	1838.67
2236	COMCAST	20364.98
2242	MARY'S PLACE	23500
2249	KING COUNTY BAR ASSOCIATION	500
2250	NAMI EASTSIDE	750
2252	TRUGREEN	1326.72
2254	U.S. BANK PURCHASE CARDS	113527.26
2256	FLYNN BEC LP	3479.16
2259	MINUTEMAN PRESS	14407.83
2262	DILIGENT CORPORATION	17220.25
2270	LAKESIDE INDUSTRIES	914.1
2285	QUALITY WATER FINANCIAL	1262.72
2288	NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	150
2298	WAPRO	145
2318	PIXELEYES GRAPHICS & DESIGN	780
2327	PACIFIC AIR CONTROL, INC.	15900.4
2340	MOJO STRATEGIES	1562.5
2353	NORTHSHORE SCHOOLS FOUNDATION	750
2362	CHASEWEST VENTURES, INC.	2175
2379	JENNIFER DIXON	13473
2382	FOCUS TOOLS & ENGINEERING, INC.	11723.4
2385	TACOMA SCREW PRODUCTS, INC.	47.75

2386	CECCANTI, INC.	13044764.14
2392	DEPARTMENT OF COMMERCE	21885.05
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHWE	1304.69
2396	ZIPPLY FIBER	6967.64
2402	PACIFIC OFFICE AUTOMATION	778.2
2403	AMERICALL	1252.32
2411	STELL ENVIRONMENTAL ENTERPRISES, INC	6824.1
2413	ICLEI	1200
2414	GENCAP CONSTRUCTION CORP	51672.44
2416	KIERA CONDON	1600
2419	MIKE FOLDEN PRODUCTIONS	2400
2421	SIGNARAMA	418.45
2425	THOMCO CONSTRUCTION, INC.	4228438.78
2432	RICH MARKETING LLC	500
2434	PSR MECHANICAL	24665.15
2437	LOUEDGE, INC.	5572.5
2459	NELSON ELECTRIC, INC.	18989.64
2464	D.P. NICOLI, INC.	3817.04
2468	DAVIDSON MACRI SWEEPING, INC.	10393.44
2473	THE ROOT OF US LLC	2000
2482	KIMLEY HORN AND ASSOCIATES, INC.	22410
2486	CASCADIA LAW GROUP	35997.75
2489	THE ORIGINAL POOP BAGS	2223.79
2508	SERENITY DILLAWAY	100
2511	SALCIDO, LETICIA	1016.68
2512	CARASOFT TECHNOLOGY CORPORATION	3630
2513	DGR DEVELOPMENT, INC.	7500
2514	STAN YAO	7804
2517	CLEARVIEW NURSERY, INC.	392.12
2518	CYSTIC FIBROSIS FOUNDATION	100
2519	HAMBELL	375
2520	KING COUNTY FINANCE	15
2521	UNITED PRINT SIGNS GRAPHICS	385.35
2522	TRC ENVIRONMENTAL CORPORATION	13145.24
2523	ALL AROUND FENCE COMPANY	990.9
2524	VARITECH INDUSTRIES INC.	3855.02
2525	SERVICE ELECTRIC CO. INC.	743.18
2526	CONVERGINT TECHNOLOGIES	5259.61
2527	SHOC NETWORKS	8222.78
2528	HIATT PARK LLC	16306.2
2529	FORCE AMERICA DISTRIBUTING LLC	440.4
2530	CASCADIA CONSULTING GROUP, INC.	60978.75
2531	BCN TELECOM, INC.	2994.89
2532	BIO CLEAN, INC.	1596.45
2533	JAMES R. WAGNER JR.	500
2535	BRASS MONKEY INVESTMENTS LLC	54.9
2536	JOHNSON ELECTRIC, INC.	7727.92
2537	HUNTINGTON TECHNOLOGY FINANCE	47388.75
2538	SHAWN PECKHAM	50.9
2539	C + C INC.	1000
2540	CHILD CARE RESOURCES	375
2541	TOWN CENTER HARDWARE	115.26
2542	DEERE & COMPANY	9074.74
2543	FOSTER GARVEY PC	46042.5
2544	ACTION SERVICES CORPORATION	1456
2545	KLB CONSTRUCTION, INC.	3680039.48
2546	1901 WLD KENMORE 68TH LLC	39.49
2547	OSW EQUIPMENT & REPAIR, LLC	4980.85
2548	CAMP UNITY EASTSIDE	6400
2549	DAVID EVANS	192.33
2550	THOMAS & MARIANNE IVEY	7500
2551	MICHAEL O'LEARY	171.68
2552	WEINSTEIN AU LLC	8616.05
2553	TICOR TITLE	250000
2554	ECONOMY FENCE CENTER	9459.11
2555	VTO SCULPTURE	18786.5

2557	NOVA BUILD INC	7500
2558	FOREMOST PROMOTIONS	1171.9
2559	KING COUNTY DEPT OF ADULT & JUVENILE DETENTION	736.53
2561	PRR, INC	80427.93
2562	ABS VALUATION	11000
2563	BELMONT HOMES	7500
2564	DAVID CHAMBLISS	496.65
2565	KNOCKOUT PLUMBING & MECHANICAL LLC	235.2
2566	AMERICAN CITY BUSINESS JOURNALS, INC.	135
2569	FUN TIMES ICE CREAM	300
2570	H.D. FOWLER COMPANY	3144.54
2571	AJ LEE & BLUE SUMMIT	1000
2572	TIMBERLAND CONSTRUCTION	421.4
2573	WHISTLE WORKWEAR	610.47
2574	WANKER PRODUCTIONS	2500
2575	EPIC EVENTS AND PROMOTION, INC.	3192.9
2576	TRADE ROOT MUSIC GROUP LLC	2200
2577	APPLEONE EMPLOYMENT SERVICES	1213.61
2578	CENTRICITY GIS, LLC	1500
2579	CHANIN KELLY-RAE CONSULTING LLC	20210
2580	FURNITURE PROS	1596.46
2581	83RD KENMORE LLC	7500
2585	CONFIDENTIAL DATA DISPOSAL	450
2586	C-N-I LOCATES LTD.	405
2587	EMILY BENNETT	12500
2589	ABRACADABRA PRINTING	830.18
2590	OAPA	150
2591	JASA PROPERTIES LLC	8200
	Vendor Set Vendor Set 01 Total:	33127261.37

10-01-2021

Final Audit Report

2021-10-06

Created:	2021-10-05
By:	Carla Schnee (cschnee@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAShtOfI_Cg4KnChikPUz8zD3DaQ48jXD

"10-01-2021" History

-  Document created by Carla Schnee (cschnee@kenmorewa.gov)
 2021-10-05 - 7:07:49 PM GMT- IP address: 50.235.209.34
-  Document emailed to Leticia Salcido (lsalcido@kenmorewa.gov) for signature
 2021-10-05 - 7:12:19 PM GMT
-  Email viewed by Leticia Salcido (lsalcido@kenmorewa.gov)
 2021-10-05 - 9:41:04 PM GMT- IP address: 50.235.209.34
-  Document e-signed by Leticia Salcido (lsalcido@kenmorewa.gov)
 Signature Date: 2021-10-05 - 9:41:13 PM GMT - Time Source: server- IP address: 50.235.209.34
-  Document emailed to Rob Karlinsey (rkarlinsey@kenmorewa.gov) for signature
 2021-10-05 - 9:41:14 PM GMT
-  Email viewed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)
 2021-10-05 - 11:57:35 PM GMT- IP address: 204.98.75.5
-  Document e-signed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)
 Signature Date: 2021-10-06 - 0:00:24 AM GMT - Time Source: server- IP address: 204.98.75.5
-  Agreement completed.
 2021-10-06 - 0:00:24 AM GMT



POWERED BY
Adobe Sign



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

10/02/2021 - 10/15/2021

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 48264 through 48357: \$1,000,509.54

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 10/08/2021: \$176,032.25

Rob Karlinsey
Rob Karlinsey (Oct 19, 2021 17:13 PDT)

Oct 19, 2021

City Manager / Date

Leticia Salcido
Leticia Salcido (Oct 19, 2021 08:58 PDT)

Oct 19, 2021

Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
NORTHSHORE SCHOOLS FOUNDATION	48264	10/06/2021	Disbursements Estimated through 11/30/21	222,500.00
NORTHSHORE SCHOOLS FOUNDATION	48265	10/06/2021	Payment for Consulting/Admin. Svcs	29,590.00
AMERICAN GENERAL LIFE GPO/400S	48266	10/08/2021	Life Insurance	279.92
CITY OF KENMORE	48267	10/08/2021	Wages Overpayment Reimbursement	27.21
ICMA RETIREMENT C/O ALLFIRST BANK / 109964	48268	10/08/2021	City of Kenmore 401a Loan	18,810.43
ICMA RETIREMENT TRUST 457 / 304745	48269	10/08/2021	ICMA 457 Deferred Comp	7,928.90
STATE OF FLORIDA DISBURSEMENT UNIT	48270	10/08/2021	Employee Deduction	275.00
ALBIREO ENERGY, LLC	48271	10/15/2021	HVAC Svcs - Tax on Previous Inv. for Svc.	76.96
AM TEST, INC	48272	10/15/2021	Log Boom Park Water Sample Testing	25.00
APPLEONE EMPLOYMENT SERVICES	48273	10/15/2021	Temporary Reception Svcs 9/24	309.51
BERRY SIGN SYSTEMS	48274	10/15/2021	Hangar Bldg. Sign Repair	481.95
BOTHELL KENMORE CHAMBER OF COMMERCE	48275	10/15/2021	KBA Sept. Administrative Support	300.00
BOTHELL KENMORE CHAMBER OF COMMERCE	48276	10/15/2021	Membership Renewal Dues	600.00
BOTHELL KENMORE CHAMBER OF COMMERCE	48277	10/15/2021	KBA July. Administrative Suppor	300.00
BULGER SAFE & LOCK, INC.	48278	10/15/2021	Facility Lock @ Senior Center	42.99
CADMAN MATERIALS, INC.	48279	10/15/2021	Asphalt for Stormwater Proj. WO#9820	184.35
CASCADIA LAW GROUP	48280	10/15/2021	20-C2229 Sept. Legal Svc - Cadman PSCAA Matters	1,080.00
CHICAGO TITLE	48281	10/15/2021	Development Svcs Projects Mailing Labels	11.58
COMCAST	48282	10/15/2021	Oct. City Hall & Hangar Internet	2,117.10
COMCAST BUSINESS	48283	10/15/2021	10/10-11/9/21 Squire's Landing Internet	69.95
DAILY JOURNAL OF COMMERCE	48284	10/15/2021	Ad - Squire's Landing RFQ Bid Publication 21-C2670	778.30
DAVIDSON MACRI SWEEPING, INC.	48285	10/15/2021	8/30-9/10 Street Sweeping Svcs	9,354.10

VIII. B. Approve Total Check #s 48264 through 48357 totaling \$1,000,509....

DEPARTMENT OF LABOR AND INDUSTRIES	48286	10/15/2021	Q3 Adj. for Volunteers/Rounding/Correction	77.73
ELECTRONIC BUSINESS MACHINES	48287	10/15/2021	Sept. B/W & Color 2nd FI Copier Overage Chgs	215.59
FLEMINGS HOLIDAY LIGHTING LLC	48288	10/15/2021	Deposit for Holiday Lights	1,492.00
GOOD TO GO	48289	10/15/2021	Vehicle #305 - Plate 321146D	4.70
GORDON THOMAS HONEYWELL	48290	10/15/2021	Sept. Governmental Affairs Svcs	3,900.00
GWYNN RUCKER	48291	10/15/2021	ROW21-0601 Deposit Refund	1,287.00
HAULAWAY STORAGE CONTAINERS, INC.	48292	10/15/2021	9/1-9/22 Rhod. Park Rental/Removal	68.42
HOME DEPOT CREDIT SERVICES	48293	10/15/2021	PW & SWM Supplies & Materials	191.72
HONEY BUCKET	48294	10/15/2021	10/2-10/29 Rental @ Squire's Landing	240.35
HORIZON DISTRIBUTORS INC	48295	10/15/2021	Landscaping Supplies	592.47
JAFCO COMPANY LLC	48296	10/15/2021	PLU21-0696 Permit Not Required Refund	194.25
JENNIFER DIXON	48297	10/15/2021	Apr. - Sept.Parks Artwork Steel/Labor/Engineering	4,890.15
JENNIFER DIXON	48298	10/15/2021	Deposit for Flume Sculpture @ Log Boom Pk.	25,000.00
KANNAN PARAMESWARAN	48299	10/15/2021	Refund Cancelled Permit MEC21-0725	131.25
KARLINSEY, ROB	48300	10/15/2021	Conference Mileage/M meal Reimbursement	124.00
KENMORE AIR	48301	10/15/2021	Charter 9/13 for Aerial Photography	625.00
KING COUNTY ANIMAL SVCS	48302	10/15/2021	9/2-10/12 New Pet Licenses & Renewals	300.00
KING COUNTY BAR ASSOCIATION	48303	10/15/2021	3rd Qtr Human Svcs Funding for Legal Svcs	250.00
KING COUNTY FINANCE	48304	10/15/2021	Sept. Road Svcs - Signs/Signals/Street Maint.	23,367.94
KING COUNTY FINANCE	48305	10/15/2021	Sept. Road Svcs - Signs/Safety Improvements	2,292.40
KING COUNTY FINANCE	48306	10/15/2021	2020 & 2021 K4C Membership Dues	2,400.00
KING COUNTY FINANCE	48307	10/15/2021	Sept. Public Defense Indigency Screening	81.00
KING COUNTY FINANCE	48308	10/15/2021	Sept. W. Samm. Bridge Inspection Svcs	355.89
KING COUNTY SHERIFF	48309	10/15/2021	Sept. Police Services	310,986.83
KPFF CONSULTING ENGINEERS	48310	10/15/2021	19-C2098 7/31-8/27 Engineering Consulting	29,993.54
L W PRODUCTS CO.	48311	10/15/2021	Quinault Sediment Vault Lids WO #9864	8,334.57
LACINDA GIBBS	48312	10/15/2021	Refund Permit Overpayment MEC21-0746	298.20
LIGHTHOUSE CONSULTING INC	48313	10/15/2021	Sept. Web Hosting/Backup/Protection/Archiving	8,164.74
LIGHTHOUSE CONSULTING INC	48314	10/15/2021	Sept. IT Services	2,454.68
MARINE FLOATS CORPORATION	48315	10/15/2021	Removal of Logboom Park Seasonal Floats	3,339.03
MEEHAN, NANCY	48316	10/15/2021	Supply Reimbursement	104.75
MIKE FOLDEN PRODUCTIONS	48317	10/15/2021	2021 Photo Shoot/Port of Seattle Grant	5,600.00
MINUTEMAN PRESS	48318	10/15/2021	Log Boom Park Waterfron Access Postcards	101.78
MINUTEMAN PRESS	48319	10/15/2021	Back to Business Postcards	734.21
MINUTEMAN PRESS	48320	10/15/2021	Climate Action Plan Pop Up Signage	161.17
MOTT MACDONALD GROUP, INC.	48321	10/15/2021	17-C1657 Aug. Squire's Landing Design & Permitting	21,473.97

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NELSON ELECTRIC, INC.	48322	10/15/2021	City Hall Lighting Ballast Repair	343.59
NORTHSHORE SCHOOL DISTRICT	48323	10/15/2021	Sept. School Impact Fee Remittance	68,320.00
NORTHSHORE UTILITY DIST	48324	10/15/2021	Sept. Fleet Fuel & Maintenance Charges	3,589.57
NORTHSHORE UTILITY DIST	48325	10/15/2021	7/31-9/30 Park Water/Sewer & ROW Irrigation	18,898.64
OFFICE OF MINORITY & WOMEN'S BUSINESS ENTEF	48326	10/15/2021	7/1/21-6/30/23 Political Subdivision Fee	150.00
OSBORN CONSULTING INC.	48327	10/15/2021	19-C2012 Sept. Consulting Svcs 190th Culvert	50,034.09
PACE ENGINEERS, INC.	48328	10/15/2021	21-C2667 Aug. On-Call Engineering Svcs	475.00
PACIFIC TOPSOILS	48329	10/15/2021	Vegetation/Soil/Sand & Sod Dump Fees	1,434.38
PETERSON, JANET	48330	10/15/2021	S. Lucash Ergonomics Evaluation	350.00
PRR, INC	48331	10/15/2021	21-C2678 Sept. Comp Plan Participation & Survey	2,462.93
PUGET SOUND ENERGY	48332	10/15/2021	Sept. Street Light Charges & City Hall Electricity	11,199.93
QUADIENT LEASING USA, INC.	48333	10/15/2021	10/27/21-01/26/22 Postage Machine Lease	710.14
QUALITY WATER FINANCIAL	48334	10/15/2021	Sept./Oct. PW & City Hall Filtered Water Systems	365.18
RED BARN ENGINEERING, INC.	48335	10/15/2021	21-C2666 8/30-9/27 On-Call Engineering Svcs	8,980.00
REPUBLIC SERVICES	48336	10/15/2021	Sept. Rhododendron Park Solid Waste Svc.	692.02
REPUBLIC SERVICES	48337	10/15/2021	Sept. City Hall Solid Waste Svc.	520.87
SCORE	48338	10/15/2021	Sept. Inmate Housing/Medical/Mental Health Svcs	18,830.00
SEATTLE TIMES	48339	10/15/2021	9/4-9/30 Legal Notices/Prop. Aquistion Notice	369.52
SEATTLE TIMES	48340	10/15/2021	7/28-8/30 Ads/RFQ/Project Bid/Legal Notices	1,306.44
SHANNON & WILSON, INC.	48341	10/15/2021	19-C2122 Geotechnical Engineering Svcs	510.00
SHRED IT, C/O STERICYCLE, INC>	48342	10/15/2021	Aug. & Sept. Shredding Svcs	177.50
SMS CLEANING, INC.	48343	10/15/2021	City Hall/Hangar & PW Office Janitorial Svcs	6,495.00
SNOHOMISH COUNTY	48344	10/15/2021	Sept. Drainage Maintenance Disposal	2,824.00
STATE AUDITOR'S OFFICE	48345	10/15/2021	August Audit Services	22,456.76
T MOBILE USA, INC.	48346	10/15/2021	8/21-9/20 Cell Phone Chgs	1,061.48
THE UW IDL	48347	10/15/2021	UW Ctr for Integrated Design Bullitt Center Tour	100.00
TOTAL LANDSCAPE CORP	48348	10/15/2021	Northshore Summit/Squires & Moorlands Landscaping	5,642.63
UPS STORE KENMORE	48349	10/15/2021	Statement #2241 - Sept. UPS Laminating/Shipping Ch	192.76
UTILITIES UNDERGROUND LOCATION CTR	48350	10/15/2021	Sept. Utility Locates	397.32
VERIZON WIRELESS	48351	10/15/2021	9/27-10/26 Cell Phone Chgs	313.85
WASHINGTON STATE OFFICE CASH MGMT	48352	10/15/2021	3rd Qtr 2021 Building Permit Fees	598.00
WEINSTEIN AU LLC	48353	10/15/2021	City Hall Office Addition Design Work	2,327.50
WM CORP. SVCS-COLUMBIA RIDGE LANDFILL	48354	10/15/2021	Sept. Street Sweeper Debris Disposal	1,224.19
YSI INCORPORATED, A XYLEM BRAND	48355	10/15/2021	Stream Monitoring Equipment	1,657.10
ZIPLY FIBER	48356	10/15/2021	9/28-10/27 City Hall Phone Svc	658.77
AQUALIS	48357	10/15/2021	Facility Maintenance Vactor Services	9,867.80

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DRS 457	DFT0001114-1115	10/08/2021	DRS 457 Deferred Comp	1,101.00
AVIDIA HEALTH	DFT0001116	10/08/2021	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001117-1122	10/08/2021	Public Employees Retirement	28,904.05
NAVIA	DFT0001123	10/08/2021	Employee Flexible Spending Account	516.54
BANK OF AMERICA 941	DFT0001124	10/08/2021	Federal Taxes	22,049.66
PAYROLL	Electronic Dep.	10/8/2021	Direct Deposit	123,361.00
TOTAL				<u>\$ 1,176,541.79</u>

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City of Kenmore

For Date Range 01/01/2021 - 10/15/2021

Vendor	Name	Volume
0014	AMERICAN PLANNING ASSOCIATION	1232
0022	ASSOCIATION OF WA CITIES	3200
0024	BAKER, DAVID	745
0037	BASTYR UNIVERSITY	50000
0054	BULGER SAFE & LOCK, INC.	164.63
0064	CASCADE PEST CONTROL	1322.26
0067	CENTER FOR HUMAN SERVICES	14550
0076	CITY OF BELLEVUE	138956.26
0081	CITY OF KENMORE	827.21
0083	CITY OF LAKE FOREST PARK	49950
0092	CODE PUBLISHING COMPANY	4445.86
0099	CONSOLIDATED PRESS	13589.43
0106	CROWN PRODUCTS LLC	514.2
0109	DAILY JOURNAL OF COMMERCE	3367.05
0111	DEPARTMENT OF ECOLOGY	11341
0121	REPUBLIC SERVICES	9990.07
0130	EMPLOYMENT SECURITY DEPARTMENT	13018.26
0137	FERGUSON ENTERPRISES INC #3011	2015.02
0145	FRUHLING SAND & TOPSOIL	1785.48
0151	CALPORTLAND COMPANY	3942.26
0169	HERRERA ENVIRONMENTAL CONSULTANTS	11235.89
0173	HOME DEPOT CREDIT SERVICES	4029.67
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	200989.26
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	2765.48
0191	INTERNATIONAL INST OF MUNI CLERKS	210
0197	JET CITY PRINTING	1192.04
0205	KENMORE HERITAGE SOCIETY	100
0206	KENMORE MIDDLE SCHOOL	8050
0212	KING COUNTY FINANCE W.L.R.D.	3765.86
0213	KING COUNTY ANIMAL SVCS	470
0217	KING COUNTY DISTRICT COURT	32134
0218	KING COUNTY FINANCE	5069.98
0219	KING COUNTY FINANCE	65548.11
0230	KING COUNTY RADIO COMM SERVICES	901.71
0233	KING COUNTY SHERIFF	2676881.34
0235	KING COUNTY TREASURY	41217.28
0251	LIGHTHOUSE CONSULTING INC	114321.19
0260	MEEHAN, NANCY	104.75
0261	PENDLETON CONSULTING LLC	3200
0267	MR. T'S TROPHIES & AWARDS LLC	381.31
0285	NORTHSHORE FIRE DEPT	2160
0286	NORTHSHORE SCHOOL DISTRICT	426173
0287	NORTHSHORE SENIOR CENTER	27400
0288	NORTHSHORE UTILITY DIST	140864.38
0292	HONEY BUCKET	5836.87
0299	EBIX, INC.	118.38
0300	OFFICE DEPOT	3148.28
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	18586.57
0310	PACIFIC TOPSOILS	7976.86
0327	PUGET SOUND CLEAN AIR AGENCY	19396
0328	PUGET SOUND ENERGY	226109.84
0331	PUGET SOUND REGIONAL COUNCIL	9018
0345	SEATTLE TIMES	5187.34
0346	SECRETARY OF STATE	20
0355	STAPLES ADVANTAGE	9983.39
0356	STATE AUDITOR'S OFFICE	41137.66
0357	STEWART MACNICHOLS HARMELL, INC.	45000

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0359	SOUND CITIES ASSOC	15539.29
0365	TOTAL LANDSCAPE CORP	82511.52
0371	UNITED STATES POSTMASTER	5486.58
0375	US POSTAL SERVICE (HASLER)	3688.02
0385	WA ASSOC OF BUILDING OFFICIALS	2000
0386	WA ASSOC OF CODE ENFORCEMENT	20
0387	WA CITIES INSURANCE AUTHORITY	382432
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	325
0390	WA FINANCE OFFICERS ASSOCIATION	75
0400	WASHINGTON STATE DEPT OF REVENUE	801.79
0401	WA STATE DEPT OF TRANSPORTATION	20649.38
0405	WASHINGTON STATE OFFICE CASH MGMT	1748
0412	WM CORPORATE SVCS - COLUMBIA RIDGE LANDFILL	22469.73
0424	ICMA RETIREMENT TRUST 457 / 304745	158093.27
0425	DRS 457	21768.56
0426	AFLAC	1945.71
0428	BANK OF AMERICA 941	416599.62
0429	AWC EMPLOYEE BENEFIT TRUST	639321.02
0431	DEPARTMENT OF RETIREMENT SYSTEMS	638291.13
0432	DEPARTMENT OF LABOR AND INDUSTRIES	36333.68
0434	UNITED WAY OF KING COUNTY	1085.37
0436	NATIONAL LIFE OF VERMONT	1108.53
0441	DANSOUND INC	1761.6
0448	UPS STORE KENMORE	1222.53
0450	AURORA RENTS	16608.88
0484	CITY WIDE FENCE COMPANY, INC	825.75
0497	DAY WIRELESS SYSTEMS	680.76
0542	AMERICAN SOCIETY OF COMPOSERS	367
0558	SNOHOMISH COUNTY	8453
0586	QUADIENT LEASING USA, INC.	2130.42
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	15517.22
0610	WA STATE DEPT OF TRANSPORTATION	35132.95
0617	KING COUNTY FINANCE	72807.76
0685	PACE ENGINEERS, INC.	10556.5
0689	DIGITAL REPROGRAPHICS SERVICES INC.	984.5
0690	BUILDERS EXCHANGE OF WASHINGTON INC	196.7
0692	HDR ENGINEERING, INC	607061.76
0696	AMERICAN GENERAL LIFE GPO/400S	2799.2
0743	BANNER BANK NO	1962.6
0781	QUALITY BUSINESS SYSTEMS INC.	1916.38
0791	NORTHSHORE ROTARY CLUB	180
0817	GRAINGER	1143.14
0831	NORTHSHORE PARK & REC SERVICE AREA	2720
0851	EVERMARK, LLC	817.41
0892	JACOBS ENGINEERING GROUP	106192.32
0898	ZONAR SYSTEMS	528.21
0899	SHRED IT, C/O STERICYCLE, INC>	1229.73
0913	KENMORE ELEMENTARY	2500
0981	COMCAST BUSINESS	2325.6
0994	GORDON THOMAS HONEYWELL	35108.8
1003	iWORQ SYSTEMS	2800
1010	WESTLAKE HARDWARE WA-153	2141.52
1034	EMERALD FIRE LLC	2658.92
1045	HORIZON DISTRIBUTORS INC	3504.55
1052	FIRE PROTECTION, INC	12183.34
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.2
1123	AM TEST, INC	2350
1140	PAWS	600
1148	AGORA REFRESHMENTS	365.58
1152	WASHINGTON ENERGY SERVICES CO. LLC	268.8
1168	SCHINDLER ELEVATOR CORPORATION	9513.58
1197	MILLER STEPHENS, MARY	10000
1215	STATE OF FLORIDA DISBURSEMENT UNIT	5500

1216	ADVANCE TESTING & SERVICE INC	1626
1222	OLSON BROTHERS PRO VAC	26247.17
1248	KENMORE AIR	625
1267	ALBIREO ENERGY, LLC	838.96
1299	VERIZON WIRELESS	2320.95
1309	BANNER BANK BAKER	7203.88
1311	WASHINGTON STATE PATROL	1107.35
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	5100
1326	JOYCE ZIKER PARKINSON	2100
1331	KBA INC.	781549.9
1337	STATE OF WA DEPT. OF LICENSING	0.4
1339	STATE OF WA DEPARTMENT OF LICENSING	20
1342	PETERSON, JANET	700
1345	SHERWIN WILLIAMS CO. #8099	440.89
1356	KARLINSEY, ROB	124
1358	ALPHAGRAPHS	674.54
1359	EVERGREEN FIRE AND SAFETY, INC.	466.95
1372	AAA PRINTING	412.87
1383	CHICAGO TITLE	250027.02
1385	CITYWORKS/ AZTECA SYSTEMS INC.	33030
1387	ST OF WA DEPT OF FISH & WILDLIFE	40
1390	UTILITIES UNDERGROUND LOCATION CTR	2190.42
1403	OSBORN CONSULTING INC.	329740.05
1431	BRIEN, GAYLYNN	450
1452	CITY OF KENT	500
1456	HESTON VISUAL ARTS	358.15
1457	LANGUAGE LINE SERVICES, INC.	2.55
1459	FLEMINGS HOLIDAY LIGHTING LLC	4039.71
1464	ROAD CONSTRUCTION NW, INC.	437811
1482	HIGHWIRE	543.12
1492	MACDONALD MILLER FACILITY SOLUTIONS	13728.96
1500	MARINE FLOATS CORPORATION	6795.23
1504	SCORE	95157.57
1524	GRANICUS LLC	20140.46
1525	PACIFICA LAW GROUP LLP	36000
1544	METROPOLITAN TRANS. COMMISSION	1500
1550	THE EVP GROUP	17125.89
1555	LINCOLN NATIONAL LIFE INSURANCE	13402.27
1580	NORTHWEST TROPHY	165
1591	ULINE	594.34
1644	PASIFIKA ARTIST NETWORK LLC	1000
1673	KPFF CONSULTING ENGINEERS	486951.24
1689	MOTT MACDONALD GROUP, INC.	232812.44
1701	THE SEATTLE TIMES NIE	256.45
1704	BANNER BANK RK	489.46
1708	APPLIED CONCEPTS, INC.	3512.19
1711	SOFTWAREONE, INC.	13029.19
1712	SITEIMPROVE, INC.	3356.95
1721	GOOD TO GO	4.7
1731	NORTHWEST ARBORICULTURE LLC	792.72
1739	FIX AUTO	1259.22
1754	RFI ENTERPRISES INC.	9056.17
1762	BAKER, BRIDGIT	333.77
1763	REID, JAMES FALCONER	6772.5
1782	SWANK MOTION PICTURES, INC.	435
1786	TYLER TECHNOLOGIES, INC.	19697.87
1789	BLUEBEAM, INC.	349
1791	PROFFITT, QUINN	220.1
1800	NORTHWEST PRECISION BUILDERS	60004.22
1813	STANDARD & POORS FINANCIAL SERVICES	16750
1814	YSI INCORPORATED, A XYLEM BRAND	3060.22
1816	NAVIA	23330.8
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	6228.46

1829	SHI INTERNATIONAL CORP.	1400.87
1838	AVIDIA HEALTH	2000
1863	HAULAWAY STORAGE CONTAINERS, INC.	642.05
1874	LEGER, DEVON	25
1884	CADMAN MATERIALS, INC.	934.47
1885	NATIONAL BARRICADE CO., LLC	5042.74
1889	WILLIAMS, KASTNER & GIBBS PLLC	45984.9
1900	ASPECT CONSULTING LLC	3656.25
1913	GRAND EVENT RENTALS	2687.75
1914	MCNAMARA SIGNS	5325.08
1927	GAMETIME	2614.88
1930	T MOBILE USA, INC.	8278.18
1932	U.S. BANK N.A. / CUSTODY	248
1939	ARCHIVESOCIAL, INC.	2689.2
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	220
1950	BERRY SIGN SYSTEMS	481.95
1961	WESTERN ENTRANCE TECHNOLOGY, LLC	655.1
1964	EARTHWORKS	13360.72
1970	CROSSROAD SIGN	2538.91
1979	MSPT XXII, LLC C/O FLYWAY RETAIL + LIVING	4500
1980	HRA VEBBA TRUST	39157.26
1991	WASHINGTON STATE TREASURER	2718.38
1993	HYAS GROUP, LLC	7500
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2250
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50
2001	PETERSEN BROTHERS, INC.	2392.36
2004	RED BARN ENGINEERING, INC.	97233.49
2007	HYDROPOINT DATA SYSTEMS, INC.	2072
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	4734.3
2024	DFR LAW GROUP, LLC	1500
2035	JURASSIC PARLIAMENT	1600
2047	PUGET SOUND PLANTS	2382.38
2048	SMS CLEANING, INC.	58455
2079	ZESBAUGH, INC.	638.58
2081	SHANNON & WILSON, INC.	8300.5
2095	TRANPO GROUP USA INC.	13492.67
2096	TUPLING, SANDRA	146.5
2097	ROBINSON AND NOBLE, INC.	2850
2109	SEATOWN DEVELOPMENT GROUP	7500
2110	WILLIAM GARZA CREATIVE	165.15
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	382318.16
2145	NORTHWEST ELECTRIC AND SOLAR	536.74
2157	SOUND SAFETY PRODUCTS CO.	1060.7
2159	TRAILER BOSS	9032.1
2175	ELECTRONIC BUSINESS MACHINES	1779.69
2176	CANON FINANCIAL SERVICES, INC.	2128.64
2183	SISKUN POWER EQUIPMENT	5882.75
2184	DIVERSIFICATION INC.	2855.55
2209	MORUP SIGNS, INC.	5273.8
2211	PRECISION FUEL SOLUTIONS	1684.53
2215	INTERSECTION MEDIA, LLC	979.15
2221	O'REILLY/FIRST CALL	261.6
2224	BROWN, STEPHANIE	128.15
2226	QUANTUM HOMES	7500
2227	EARTHCORPS	1838.67
2236	COMCAST	22482.08
2242	MARY'S PLACE	23500
2249	KING COUNTY BAR ASSOCIATION	750
2250	NAMI EASTSIDE	750
2252	TRUGREEN	1326.72
2254	U.S. BANK PURCHASE CARDS	113527.26
2256	FLYNN BEC LP	3479.16
2259	MINUTEMAN PRESS	15404.99

2262	DILIGENT CORPORATION	17220.25
2270	LAKESIDE INDUSTRIES	914.1
2285	QUALITY WATER FINANCIAL	1627.9
2288	NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	150
2298	WAPRO	145
2299	OFFICE OF MINORITY & WOMEN'S BUSINESS ENTERPRISES	150
2318	PIXEYES GRAPHICS & DESIGN	780
2327	PACIFIC AIR CONTROL, INC.	15900.4
2340	MOJO STRATEGIES	1562.5
2353	NORTHSHORE SCHOOLS FOUNDATION	252840
2362	CHASEWEST VENTURES, INC.	2175
2379	JENNIFER DIXON	43363.15
2382	FOCUS TOOLS & ENGINEERING, INC.	11723.4
2385	TACOMA SCREW PRODUCTS, INC.	47.75
2386	CECCANTI, INC.	13044764.14
2392	DEPARTMENT OF COMMERCE	21885.05
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHWEST	1304.69
2396	ZIPLY FIBER	7626.41
2402	PACIFIC OFFICE AUTOMATION	778.2
2403	AMERICALL	1252.32
2411	STELL ENVIRONMENTAL ENTERPRISES, INC	6824.1
2413	ICLEI	1200
2414	GENCAP CONSTRUCTION CORP	51672.44
2416	KIERA CONDON	1600
2419	MIKE FOLDEN PRODUCTIONS	8000
2421	SIGNARAMA	418.45
2425	THOMCO CONSTRUCTION, INC.	4228438.78
2432	RICH MARKETING LLC	500
2434	PSR MECHANICAL	24665.15
2437	LOUEDGE, INC.	5572.5
2459	NELSON ELECTRIC, INC.	19333.23
2464	D.P. NICOLI, INC.	3817.04
2468	DAVIDSON MACRI SWEEPING, INC.	19747.54
2473	THE ROOT OF US LLC	2000
2482	KIMLEY HORN AND ASSOCIATES, INC.	22410
2486	CASCADIA LAW GROUP	37077.75
2489	THE ORIGINAL POOP BAGS	2223.79
2508	SERENITY DILLAWAY	100
2511	SALCIDO, LETICIA	1016.68
2512	CARASOFT TECHNOLOGY CORPORATION	3630
2513	DGR DEVELOPMENT, INC.	7500
2514	STAN YAO	7804
2517	CLEARVIEW NURSERY, INC.	392.12
2518	CYSTIC FIBROSIS FOUNDATION	100
2519	HAMBELL	375
2520	KING COUNTY FINANCE	15
2521	UNITED PRINT SIGNS GRAPHICS	385.35
2522	TRC ENVIRONMENTAL CORPORATION	13145.24
2523	ALL AROUND FENCE COMPANY	990.9
2524	VARITECH INDUSTRIES INC.	3855.02
2525	SERVICE ELECTRIC CO. INC.	743.18
2526	CONVERGINT TECHNOLOGIES	5259.61
2527	SHOC NETWORKS	8222.78
2528	HIATT PARK LLC	16306.2
2529	FORCE AMERICA DISTRIBUTING LLC	440.4
2530	CASCADIA CONSULTING GROUP, INC.	60978.75
2531	BCN TELECOM, INC.	2994.89
2532	BIO CLEAN, INC.	1596.45
2533	JAMES R. WAGNER JR.	500
2535	BRASS MONKEY INVESTMENTS LLC	54.9
2536	JOHNSON ELECTRIC, INC.	7727.92
2537	HUNTINGTON TECHNOLOGY FINANCE	47388.75
2538	SHAWN PECKHAM	50.9

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2539	C + C INC.	1000
2540	CHILD CARE RESOURCES	375
2541	TOWN CENTER HARDWARE	115.26
2542	DEERE & COMPANY	9074.74
2543	FOSTER GARVEY PC	46042.5
2544	ACTION SERVICES CORPORATION	1456
2545	KLB CONSTRUCTION, INC.	3680039.48
2546	1901 WLD KENMORE 68TH LLC	39.49
2547	OSW EQUIPMENT & REPAIR, LLC	4980.85
2548	CAMP UNITY EASTSIDE	6400
2549	DAVID EVANS	192.33
2550	THOMAS & MARIANNE IVEY	7500
2551	MICHAEL O'LEARY	171.68
2552	WEINSTEIN AU LLC	10943.55
2553	TICOR TITLE	250000
2554	ECONOMY FENCE CENTER	9459.11
2555	VTO SCULPTURE	18786.5
2557	NOVA BUILD INC	7500
2558	FOREMOST PROMOTIONS	1171.9
2559	KING COUNTY DEPT OF ADULT & JUVENILE DETENTION	736.53
2561	PRR, INC	82890.86
2562	ABS VALUATION	11000
2563	BELMONT HOMES	7500
2564	DAVID CHAMBLISS	496.65
2565	KNOCKOUT PLUMBING & MECHANICAL LLC	235.2
2566	AMERICAN CITY BUSINESS JOURNALS, INC.	135
2569	FUN TIMES ICE CREAM	300
2570	H.D. FOWLER COMPANY	3144.54
2571	AJ LEE & BLUE SUMMIT	1000
2572	TIMBERLAND CONSTRUCTION	421.4
2573	WHISTLE WORKWEAR	610.47
2574	WANKER PRODUCTIONS	2500
2575	EPIC EVENTS AND PROMOTION, INC.	3192.9
2576	TRADE ROOT MUSIC GROUP LLC	2200
2577	APPLEONE EMPLOYMENT SERVICES	1523.12
2578	CENTRICITY GIS, LLC	1500
2579	CHANIN KELLY-RAE CONSULTING LLC	20210
2580	FURNITURE PROS	1596.46
2581	83RD KENMORE LLC	7500
2584	AQUALIS	8966.25
2585	CONFIDENTIAL DATA DISPOSAL	450
2586	C-N-I LOCATES LTD.	405
2587	EMILY BENNETT	12500
2589	ABRACADABRA PRINTING	830.18
2590	OAPA	150
2591	JASA PROPERTIES LLC	8200
2592	GWYNN RUCKER	1287
2593	JAFCO COMPANY LLC	194.25
2594	KANNAN PARAMESWARAN	131.25
2595	LACINDA GIBBS	298.2
2596	L W PRODUCTS CO.	8334.57
2597	THE UW IDL	100
Vendor Set Vendor Set 01 Total:		34,170,459.46

VIII. B. Approve Total Check #s 48264 through 48357 totaling \$1,000,509....

10-15-2021

Final Audit Report

2021-10-20

Created:	2021-10-16
By:	Carla Schnee (cschnee@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0pXqUVugcMR-2F5Ewc-H9nt-_m0b34E-

"10-15-2021" History

-  Document created by Carla Schnee (cschnee@kenmorewa.gov)
2021-10-16 - 2:05:59 AM GMT- IP address: 50.235.209.34
-  Document emailed to Leticia Salcido (lsalcido@kenmorewa.gov) for signature
2021-10-16 - 2:09:43 AM GMT
-  Email viewed by Leticia Salcido (lsalcido@kenmorewa.gov)
2021-10-19 - 3:58:07 PM GMT- IP address: 50.235.209.34
-  Document e-signed by Leticia Salcido (lsalcido@kenmorewa.gov)
Signature Date: 2021-10-19 - 3:58:14 PM GMT - Time Source: server- IP address: 50.235.209.34
-  Document emailed to Rob Karlinsey (rkarlinsey@kenmorewa.gov) for signature
2021-10-19 - 3:58:16 PM GMT
-  Email viewed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)
2021-10-20 - 0:12:30 AM GMT- IP address: 24.22.167.111
-  Document e-signed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)
Signature Date: 2021-10-20 - 0:13:53 AM GMT - Time Source: server- IP address: 24.22.167.111
-  Agreement completed.
2021-10-20 - 0:13:53 AM GMT



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

Subject/Topic:

August 2021 Financial Report

For Council Meeting Agenda of: October 25, 2021

Department: Finance & Administration**Prepared by:** Leticia Salcido, Director of Finance & Administration**Proposed Council Action/Motion:**

Receive & file:

August 2021 Financial Report
for the City of Kenmore Washington

Approved by Department Head:

Approved by City Attorney:

Approved by Finance Director:

Approved by City Manager:

Initial & DateLS N/A LS RJK 

RJK

Exhibits/Attachments:August 2021 Financial Report
for the City of Kenmore, Washington**INFORMATION/BACKGROUND:**

The August 2021 monthly financial report is presented for Council review. This provides the opportunity for the City Council and the community to receive information on the City of Kenmore's biennium to date revenues and expenditures in comparison to the City's 2021-2022 adopted biennial budget. The budget was adopted on November 23, 2020.

FISCAL CONSIDERATION:

August is the 8th month of the 2021-2022, biennium budget period with 33% of the biennium elapsed.

General Fund:

The General Fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Activities within the General Fund include Public Safety, Public Works Engineering, Community Development, Development Services, Parks, Facility Maintenance, and administrative services such as City Manager, Legal, Finance, City Clerk and City Council.

Revenues:

As of August 31, 2021, biennium to date, revenues exceeded expenditures by \$1,404,579. Revenues totaled \$8.6 million while expenditures total \$7.2 million. Revenues in the amount of \$8.6 million represent 31.7% of the budget revenues in the amount of \$27.1 million. Major revenue sources in the General Fund include property taxes, sales taxes, utility taxes, franchise fees, development related fees and other.

Property tax which is the major revenue source for the City generated \$2.9 million through August 31, 2021. This represents 27% of the biennium budget amount. The budget for the biennium for this revenue source is \$10.9 million.

Sales Tax revenue generated \$2,362,264 through August 31, 2021. This represents 44.7% of the amount budgeted for the biennium in the amount of \$5.3 million. Sales Tax revenues for the first eight months of 2021 are \$606,000 or 34% higher than the amount received in the first eight months of 2020 and 30% higher than 2019. The major increase came from the industries in construction, retail, and services. The following is the increase for the first eight months of 2021 compared to the first eight months of 2020:

<u>Industry</u>	<u>Amount</u>	<u>% increase</u>
Construction	\$317,189	77%
Retail	\$163,786	21%
Services	\$120,169	22%

A review of the top 506 sales tax remitters accounting for 88% of total remittances in the month of July indicates that 19% of the total was generated from internet-based companies. In the retail category approximately 49% of the revenue was from internet sales.

Utility Taxes totaled \$723,493 or 30% of the amount budgeted of \$2.4 million.

Development fees & permits revenue was \$796,747 or 46.3% of the amount budgeted for the biennium (\$1.7 million).

Expenditures:

Expenditures totaled \$7.2 million for the first eight months of the biennium. This is 27% of the budgeted amount of \$27.1 million.

Fund Balance:

The ending fund balance for the General fund, as of December 31, 2020 was \$2.6 million. This reflects a loan to the Sammamish Bridge Fund in the amount to of \$2.3. The loan was paid back in 2021.

Street Fund:

As of August 31, 2021, the year-to-date revenues totaled \$411,081 or 13.4% of the budgeted amount. By adding 33% of the budgeted transfers-in from the General Fund and REET (normally done at the end of the year) revenues increase to \$997,953 or 33% of the amount budgeted for the biennium. Expenditures for the first eight months of the biennium totaled \$885,258 or 26.6% of the budgeted amount. The ending cash balance in this fund as of August 31, was \$1.1 million.

Surface Water Management Fund:

As of August 31, 2021, biennium to date revenues totaled \$1.6 million or 32% of the budgeted amount (\$5.1 million). Expenditures during the same time period, totaled \$868,207 or 11% of the biennial budget amount of \$7.8 million. However, the expenditure total does not include budgeted transfers-out to Surface Water Management Capital Fund and General Fund (normally done at the end of the year). 33% of these transfers would increase expenditures to \$2.1 million or 27% of total budgeted expenditures.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

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

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

Priority Based budgeting Result: Governance: Supports decision making with timely and accurate short term and long-range analysis that enhances vision and planning.



18120 68TH AVE. NE
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Leticia Salcido, Finance Director
DATE: September 24, 2021
RE: August 2021 Financial Reports for the City of Kenmore, Washington

August 2021 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

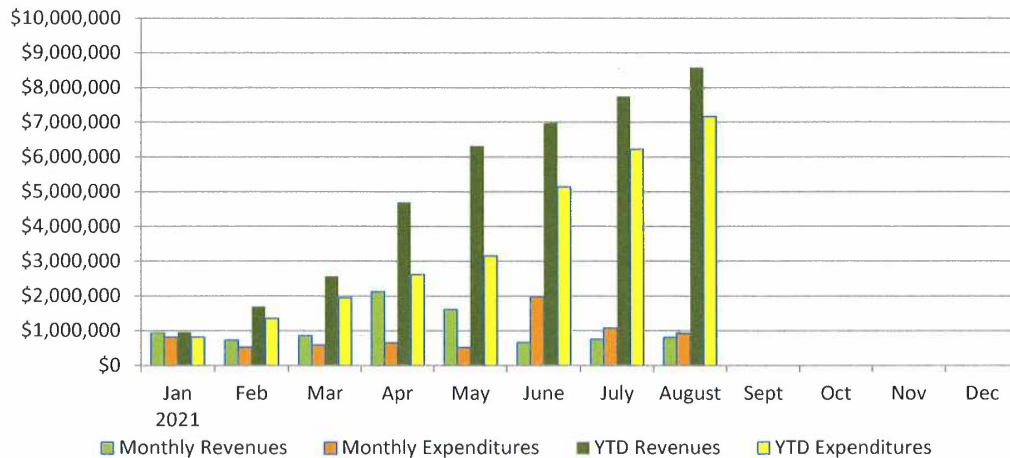
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

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, August is the eighth month (33%) of the 2021-2022 biennial budget period. For the month of August, expenditures exceeded revenues in the General Fund by \$110,342. Biennium to date, revenues exceed expenditures by \$1,404,579.

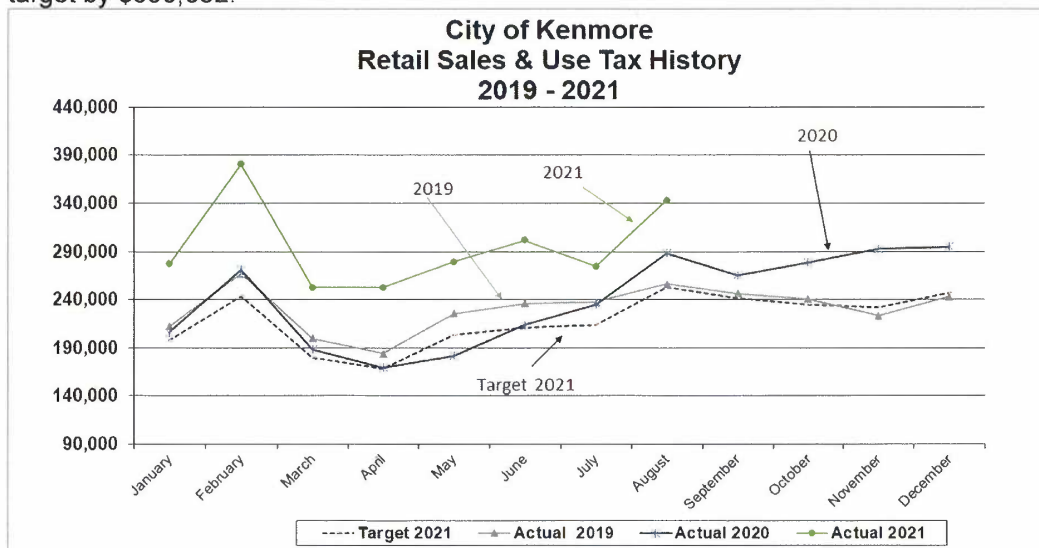
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through August 2021.

City of Kenmore, Washington
Monthly Financial Report
August 2021



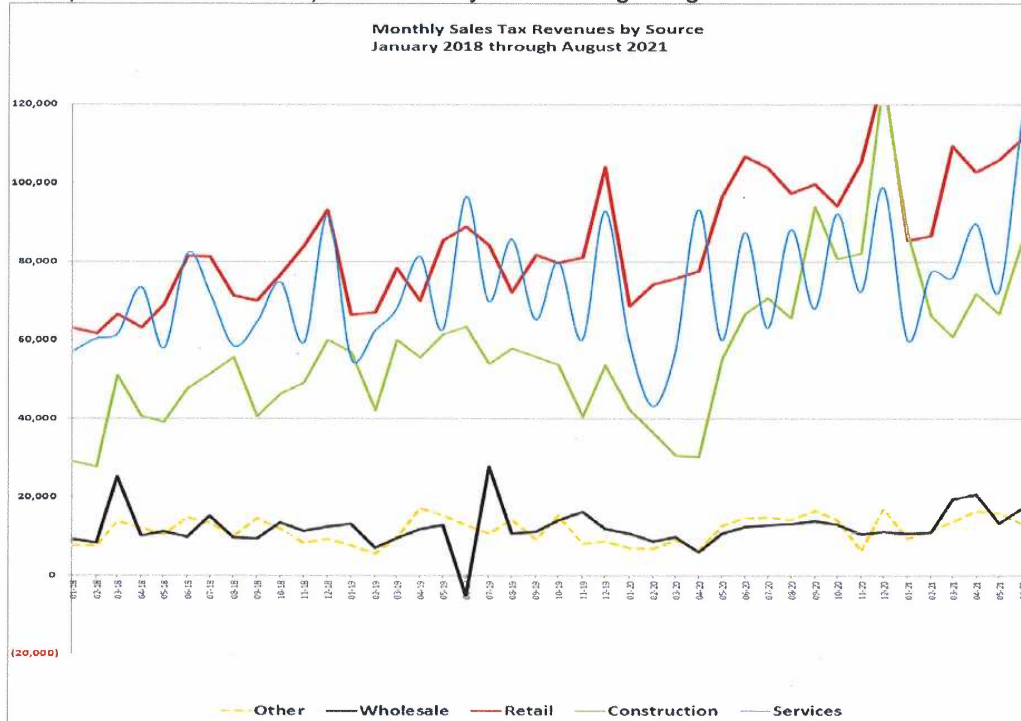
Total **revenues** for the month were **\$825,597**. Biennium to date revenues are \$8,580,897 which is 31.7% of the budgeted revenues of \$27,067,770. Primary sources of revenue for the month included property taxes in the amount of \$20,829, development fees & permits in the amount of \$133,236, retail sales and use taxes in the amount of \$343,181, intergovernment & grants in the amount of \$96,869, franchise fees in the amount of \$144,956, and utility taxes in the amount of \$68,795.

A summary of sales tax revenues received in **August** is attached. These receipts are based on **June** sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2021 line is a monthly average of actual receipts during 2018, 2019, and 2020. The green line represents 2021 actual receipts, which are \$606,409 above 2020 and ahead of the 2021 target by \$690,682.



City of Kenmore, Washington
Monthly Financial Report
August 2021

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 2018 through August 2021.



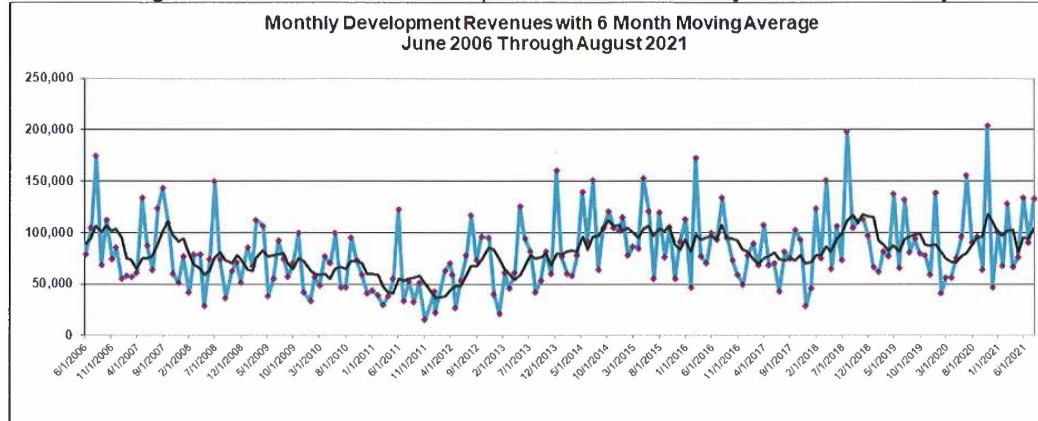
In August, the top 506 sales tax remitters, accounting for 88% or \$302,582 of total remittances, were reviewed for internet sales activity.

Of the \$302,582 of sales tax remitted by these companies in August, \$58,389 (19% 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 August	Internet Based Companies	% of Total Internet Sales Tax Collected
Retail Trade	\$81,978	\$40,213	49%
Information	7,973	2,031	25%
Services	96,894	14,596	15%
Wholesale	13,526	1,549	11%
Other	102,211	0	0%
	\$302,582	\$58,389	

City of Kenmore, Washington
Monthly Financial Report
August 2021

The following chart illustrates the development revenue activity over the last 15 years.



August 2021 expenditures were **\$935,939**. Biennium to date expenditures are \$7,176,318, which is 26.5% of the biennial budget expenditures of \$27,067,770.

Total City cash (\$19,680,777) and long-term investments (\$6,068,350), at the end of August, totaled \$25,929,127. Proposition 1 levy funds and ARPA Recovery Funds are included in this cash balance.

Total non-General Fund revenues were \$1,409,098 and total non-General Fund expenditures were \$5,613,415.

In the **Street Fund** revenue from gas tax distributions were \$39,232. \$60,298 was expended for maintenance and operations during the month.

In the **Transportation Capital Fund**, there were expenditures in the amount of \$874,294 on pedestrian safety projects & street maintenance. The fund received \$64,144 in project grant reimbursements during the month.

The **Sammamish Bridge Replacement Fund** had \$1,398,729 in expenditures during the month. The fund received \$849,685 in bridge grant reimbursements during the month.

The **Public Works Shop Fund** had \$3,044,719 in expenditures during the month for the purchase of the land.

The **Park Impact Fee** fund received \$27,484 in revenues during the month.

There were \$88,222 in revenues for the **Transportation Impact Fee** fund during the month.

City of Kenmore, Washington
Monthly Financial Report
August 2021

The **Real Estate Excise Tax** Fund received \$177,767 of real estate excise taxes (REET) in August from sales activity that occurred in July. 42 transactions were reported during the month. The 2021 year to date revenue is higher than the 2020 revenue by \$574,311.

The **Park Capital** fund had \$13,169 in Park improvement expenditures during the month.

The **Walkways & Waterways Debt Service** Fund collected \$2,688 in property taxes related to the Prop 1 Bond for a biennium to date total revenue of \$420,324.

The **Transportation Benefit District** Fund received \$32,353 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **August 31, 2021**. 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
August 31, 2021



	CURRENT PERIOD 2021-2022				PREVIOUS PERIOD 2019-2020			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	AMENDED BIENNIUM BUDGET
	August 2021	2021-2022	BUDGET	2021-2022	August 2019	2019-2020	BUDGET	2019-2020
REVENUES								
Beginning Fund Balance		2,748,005		2,748,005		4,934,368		4,934,368
Property Taxes	20,829	2,915,372	26.8%	10,865,654	15,024	2,698,195	26.4%	10,224,205
Sales and Use Taxes	343,181	2,362,264	44.7%	5,282,280	323,754	2,288,017	36.8%	6,212,000
Utility Taxes	68,795	723,493	30.2%	2,399,290	65,849	744,185	30.2%	2,466,355
Other Taxes	15,734	68,824	37.8%	182,200	15,445	95,473	52.5%	181,868
Development Fees & Permits	133,236	796,747	46.3%	1,720,003	80,959	704,660	38.0%	1,854,042
Franchise Fees	144,956	641,561	36.7%	1,746,569	158,472	670,837	36.6%	1,831,835
Intergovernmental and Grants	96,869	943,219	38.5%	2,452,594	40,809	345,687	16.1%	2,142,292
Investment Interest	408	81,279	123.1%	66,000	23,599	70,325	73.8%	95,300
Fines and Forfeitures	5	2,341	0.0%	0	0	0	0.0%	0
Transfers and Other Revenues	1,584	45,799	1.9%	2,353,180	11,521	209,967	9.7%	2,155,352
Total Revenues	825,597	8,580,897	31.7%	27,067,770	735,431	7,827,346	28.8%	27,163,249

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City of Kenmore, Washington
General Fund Summary Report
August 31, 2021



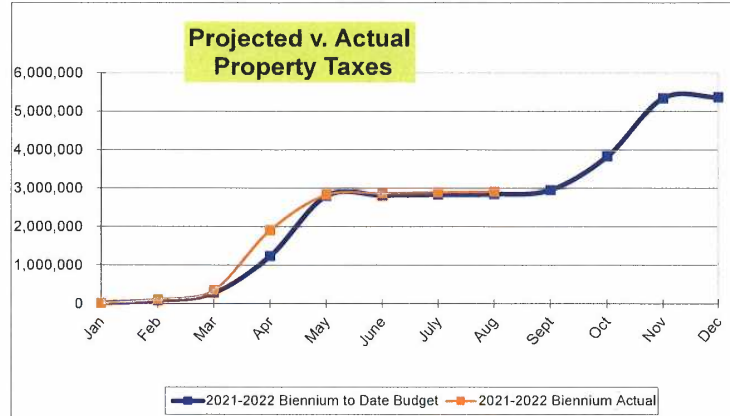
	CURRENT PERIOD 2021-2022				PREVIOUS PERIOD 2019-2020			
	MONTH	BIENNIUM TO DATE	% of BUDGET	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of BUDGET	AMENDED BIENNIUM BUDGET
	August 2021	2021-2022	BUDGET	2021-2022	August 2019	2019-2020	BUDGET	2019-2020
EXPENDITURES								
<u>Cost Center</u>								
City Council	7,589	100,305	30.1%	332,711	22,177	128,803	38.3%	336,208
City Manager	131,321	858,815	27.5%	3,121,846	150,406	1,107,936	34.9%	3,170,520
City Clerk	20,837	252,728	27.0%	937,052	37,435	243,896	26.5%	919,466
Finance	63,034	763,001	30.6%	2,490,440	57,531	667,728	34.7%	1,925,756
Human Resources	11,753	60,213	0.0%	0		0	0.0%	0
Legal	59,038	272,358	48.2%	565,000	18,288	190,275	29.1%	654,782
Coronavirus Relief Fund Expenditures	0	0	0.0%	0		0	0.0%	1,084,615
Interfund Transfers	0	0	0.0%	1,560,617	0	0	0.0%	3,226,484
Public Safety	367,588	2,218,082	24.2%	9,152,371	359,001	2,465,101	27.5%	8,967,044
Engineering & Environmental Services	49,131	430,933	25.5%	1,689,574	72,424	494,604	31.8%	1,555,790
Community Development	57,187	515,689	30.4%	1,695,828	84,812	555,711	35.2%	1,580,826
Developmental Services	86,955	858,281	30.2%	2,845,428	118,513	733,104	39.1%	1,874,061
Parks & Facility Maintenance	81,504	845,912	31.6%	2,676,904	123,707	1,194,367	36.8%	3,247,606
Total Expenditures	935,939	7,176,318	26.5%	27,067,770	1,044,293	7,781,525	27.3%	28,543,158
Revenues over Expenditures	(110,342)	1,404,579		0	(308,862)	45,821		(1,379,909)
Ending Fund Balance		4,152,584		2,748,005	-308,862	4,980,189	0	3,554,460

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**City of Kenmore, Washington
General Fund Revenue Graphs
August 31, 2021**

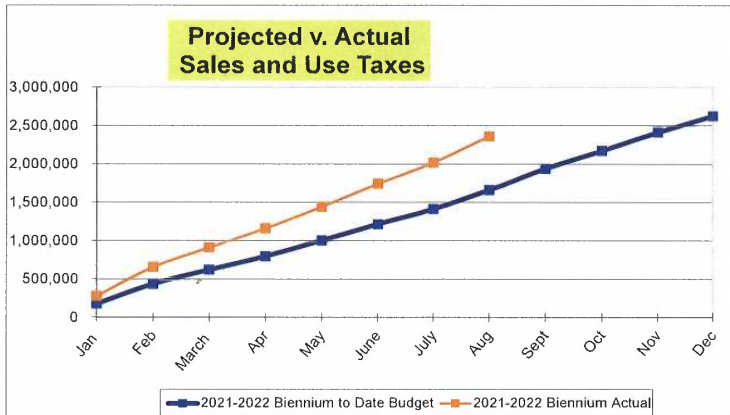
PROPERTY TAXES

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	17,296	20,302
Feb	83,909	114,444
Mar	281,719	358,120
Apr	1,246,162	1,917,848
May	2,809,153	2,834,464
June	2,824,201	2,870,166
July	2,839,121	2,894,543
Aug	2,854,978	2,915,372
Sept	2,963,277	
Oct	3,837,148	
Nov	5,352,815	
Dec	5,383,410	
2021-22	10,865,654	
Year To Date		
Actual v. Projected		102%



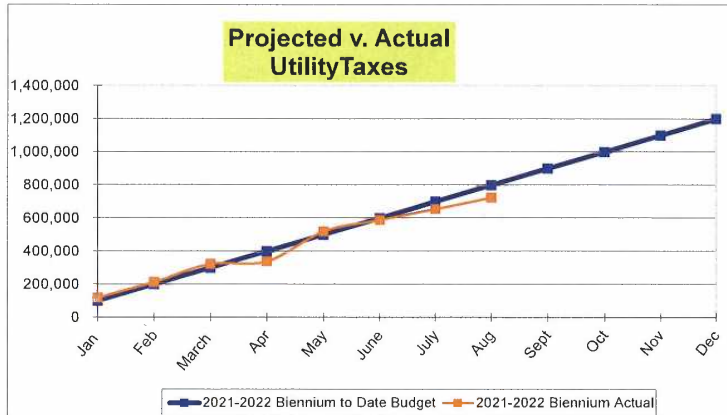
SALES & USE TAXES

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	179,696	276,941
Feb	438,515	657,631
March	622,724	910,595
Apr	800,553	1,163,287
May	1,005,035	1,442,784
June	1,218,052	1,744,526
July	1,416,425	2,019,083
Aug	1,662,043	2,362,264
Sept	1,939,335	
Oct	2,175,980	
Nov	2,415,377	
Dec	2,628,000	
2021-22	5,282,280	
Year To Date		
Actual v. Projected		142%



UTILITY TAXES

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	99,970	118,064
Feb	199,940	213,229
March	299,910	322,764
Apr	399,880	338,584
May	499,850	519,099
June	599,820	589,169
July	699,790	654,697
Aug	799,760	723,493
Sept	899,730	
Oct	999,700	
Nov	1,099,670	
Dec	1,199,640	
2021-22	2,399,290	
Year To Date		
Actual v. Projected		90%

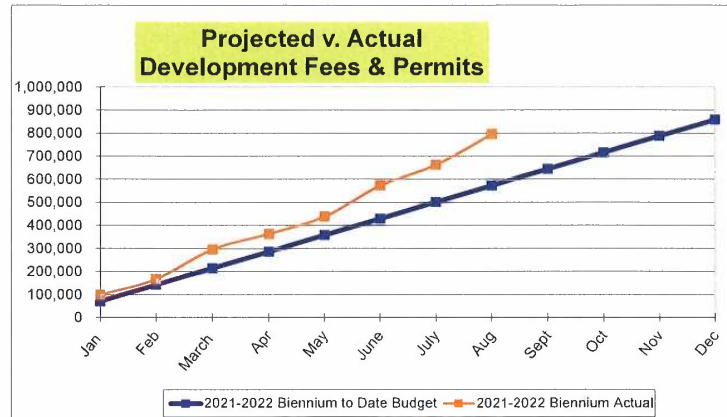


DEVELOPMENT FEES & PERMITS

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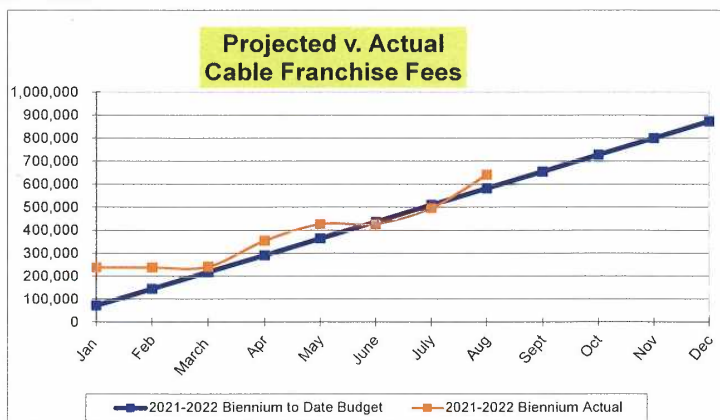
**City of Kenmore, Washington
General Fund Revenue Graphs
August 31, 2021**

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	71,667	100,365
Feb	143,334	167,642
March	215,001	296,069
Apr	286,668	362,649
May	358,335	438,650
June	430,002	572,687
July	501,669	663,511
Aug	573,336	796,747
Sept	645,003	
Oct	716,670	
Nov	788,337	
Dec	860,004	
'2021-22	1,720,003	
Year To Date		
Actual v. Projected		139%



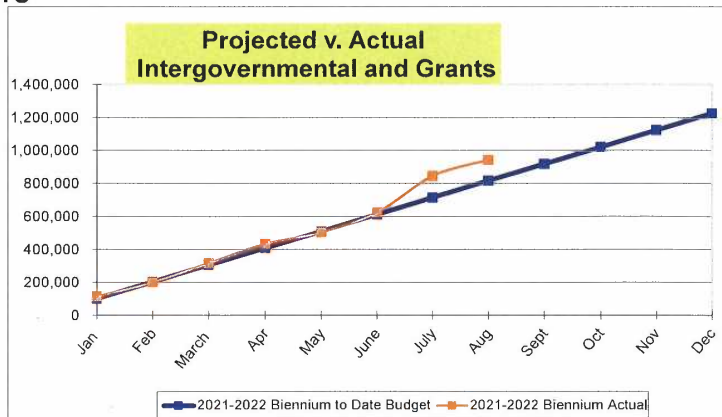
CABLE/WATER/SEWER FRANCHISE FEES

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	72,774	237,631
Feb	145,548	237,631
March	218,322	240,707
Apr	291,096	353,538
May	363,870	426,574
June	436,644	426,574
July	509,418	496,605
Aug	582,192	641,561
Sept	654,966	
Oct	727,740	
Nov	800,514	
Dec	873,288	
'2021-22	1,746,569	
Year To Date		
Actual v. Projected		110%



INTERGOVERNMENTAL & GRANTS

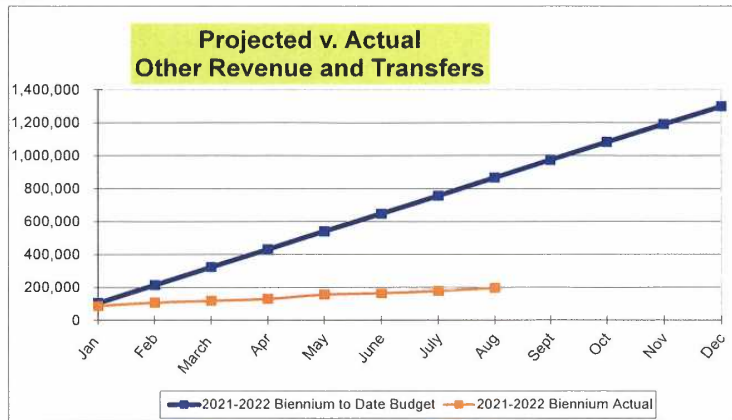
	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	102,191	115,861
Feb	204,382	200,346
March	306,573	318,216
Apr	408,764	434,090
May	510,955	504,436
June	613,146	625,114
July	715,337	846,350
Aug	817,528	943,219
Sept	919,719	
Oct	1,021,910	
Nov	1,124,101	
Dec	1,226,292	
'2021-22	2,452,594	
Year To Date		
Actual v. Projected		115%



**City of Kenmore, Washington
General Fund Revenue Graphs
August 31, 2021**

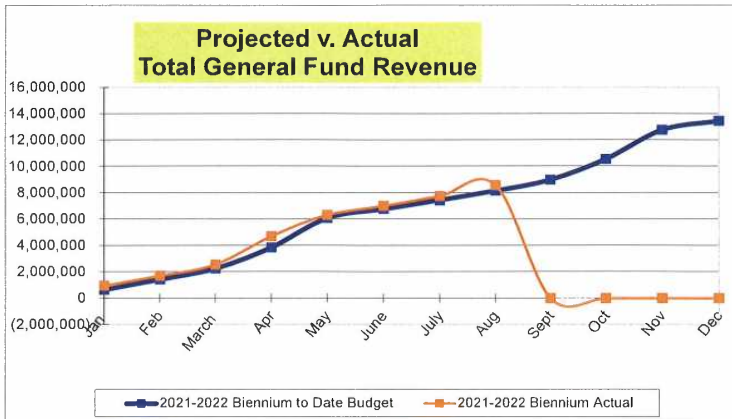
OTHER REVENUES AND TRANSFERS

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	108,391	88,547
Feb	216,782	109,548
March	325,173	120,893
Apr	433,564	131,319
May	541,955	157,500
June	650,346	166,014
July	758,737	180,512
Aug	867,128	198,243
Sept	975,519	
Oct	1,083,910	
Nov	1,192,301	
Dec	1,300,692	
'2021-22 Year To Date	2,601,380	
Actual v. Projected		23%



TOTAL GENERAL FUND REVENUE

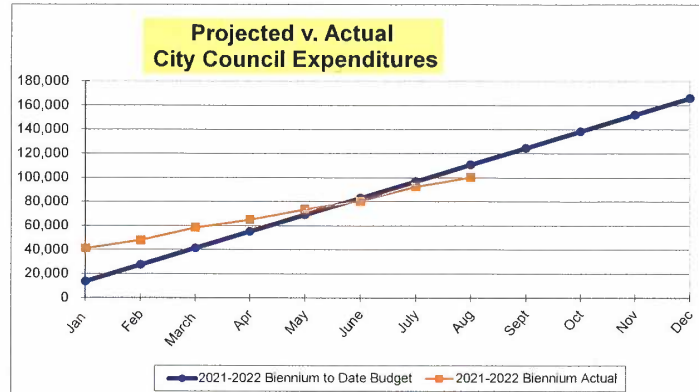
	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	651,985	957,711
Feb	1,432,410	1,700,470
March	2,269,422	2,567,363
Apr	3,866,688	4,701,314
May	6,089,153	6,323,506
June	6,772,211	6,994,249
July	7,440,498	7,755,301
Aug	8,156,965	8,580,897
Sept	8,997,549	0
Oct	10,563,059	0
Nov	12,773,116	0
Dec	13,471,326	0
'2021-22 Year To Date	27,067,770	
Actual v. Projected		105%



City of Kenmore, Washington
General Fund Expenditure Graphs*
August 31, 2021

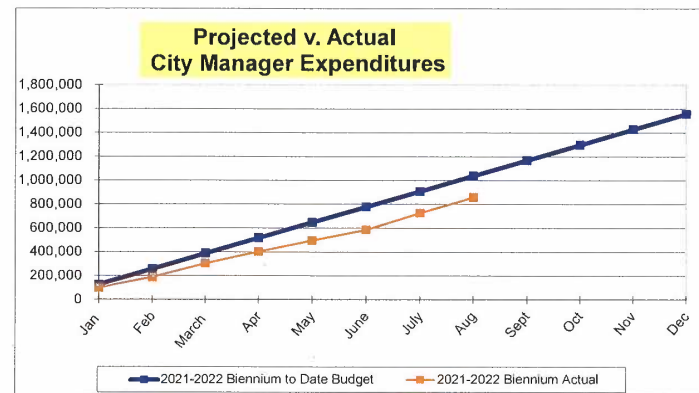
CITY COUNCIL

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	13,863	41,298
Feb	27,726	48,025
March	41,589	58,526
Apr	55,452	65,250
May	69,315	73,889
June	83,178	80,701
July	97,041	92,716
Aug	110,904	100,305
Sept	124,767	
Oct	138,630	
Nov	152,493	
Dec	166,356	
2021-22	332,711	
Year To Date		
Actual v. Projected		90%



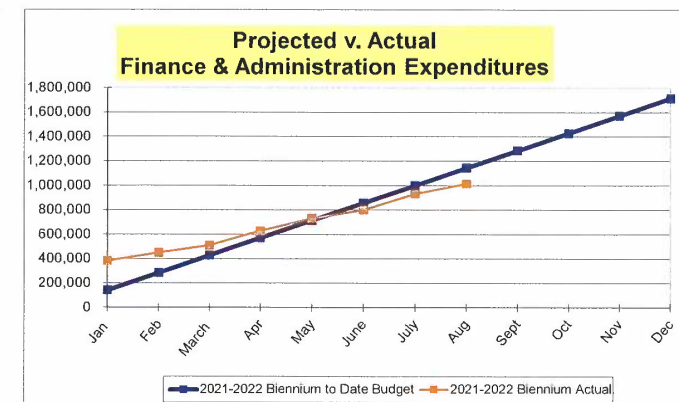
CITY MANAGER

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	130,077	100,082
Feb	260,154	189,398
March	390,231	305,038
Apr	520,308	404,553
May	650,385	497,277
June	780,462	587,726
July	910,539	727,494
Aug	1,040,616	858,815
Sept	1,170,693	
Oct	1,300,770	
Nov	1,430,847	
Dec	1,560,924	
2021-22	3,121,846	
Year To Date		
Actual v. Projected		83%



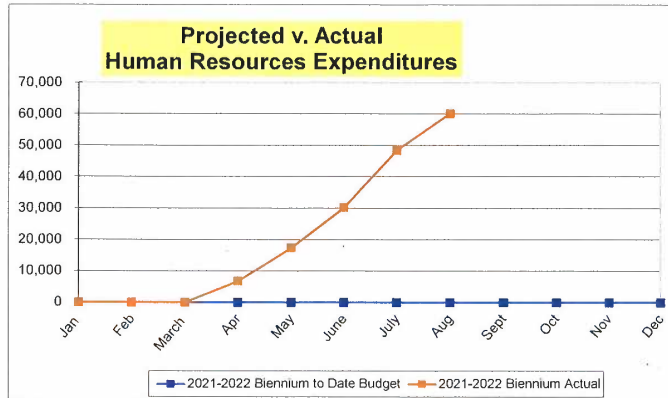
FINANCE & ADMINISTRATION

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	142,812	384,213
Feb	285,624	449,756
March	428,436	510,982
Apr	571,248	628,583
May	714,060	732,521
June	856,872	799,738
July	999,684	931,858
Aug	1,142,496	1,015,729
Sept	1,285,308	
Oct	1,428,120	
Nov	1,570,932	
Dec	1,713,744	
2021-22	3,427,491	
Year To Date		
Actual v. Projected		89%



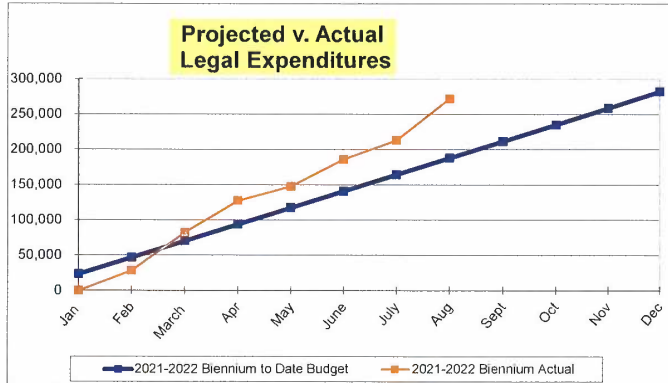
City of Kenmore, Washington
General Fund Expenditure Graphs*
August 31, 2021
HUMAN RESOURCES

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	0	0
Feb	0	0
March	0	0
Apr	0	6,773
May	0	17,390
June	0	30,167
July	0	48,460
Aug	0	60,213
Sept	0	
Oct	0	
Nov	0	
Dec	0	
2021-22	0	
Year To Date		
Actual v. Projected		0%



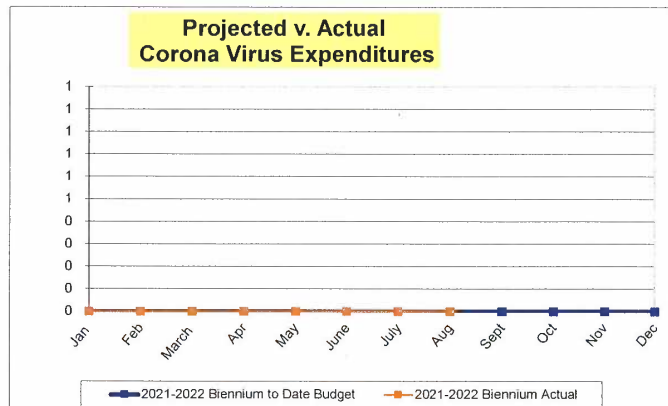
LEGAL

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	23,542	0
Feb	47,084	28,346
March	70,626	82,657
Apr	94,168	127,665
May	117,710	147,726
June	141,252	186,239
July	164,794	213,320
Aug	188,336	272,358
Sept	211,878	
Oct	235,420	
Nov	258,962	
Dec	282,504	
2021-22	565,000	
Year To Date		
Actual v. Projected		145%



Coronavirus Relief

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	0	0
Feb	0	0
March	0	0
Apr	0	0
May	0	0
June	0	0
July	0	0
Aug	0	0
Sept	0	
Oct	0	
Nov	0	
Dec	0	
2021-22	0	
Year To Date		
Actual v. Projected		0%

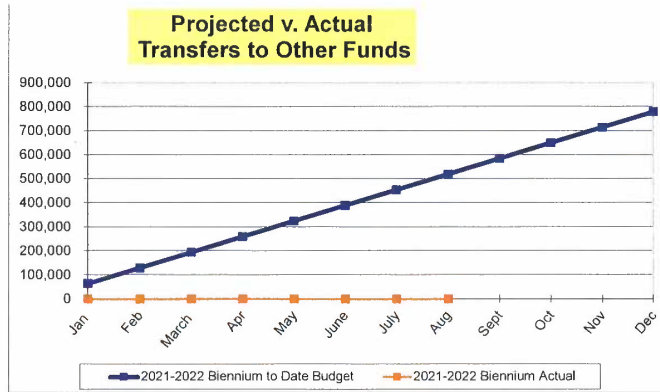


TRANSFERS TO OTHER FUNDS

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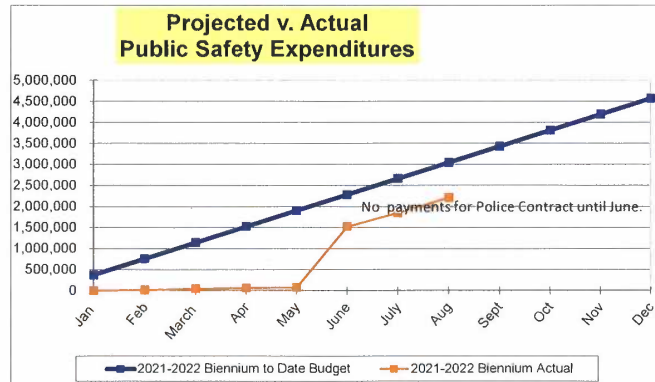
City of Kenmore, Washington
General Fund Expenditure Graphs*
August 31, 2021

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	65,026	0
Feb	130,052	0
March	195,078	0
Apr	260,104	0
May	325,130	0
June	390,156	0
July	455,182	0
Aug	520,208	0
Sept	585,234	
Oct	650,260	
Nov	715,286	
Dec	780,312	
2021-22	1,560,617	
Year To Date		
Actual v. Projected		0%



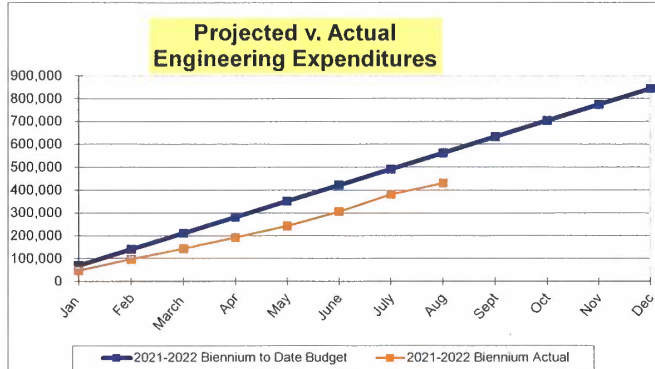
PUBLIC SAFETY

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	381,349	230
Feb	762,698	22,715
March	1,144,047	47,733
Apr	1,525,396	66,345
May	1,906,745	77,519
June	2,288,094	1,526,194
July	2,669,443	1,850,494
Aug	3,050,792	2,218,082
Sept	3,432,141	
Oct	3,813,490	
Nov	4,194,839	
Dec	4,576,188	
2021-22	9,152,371	
Year To Date		
Actual v. Projected		73%



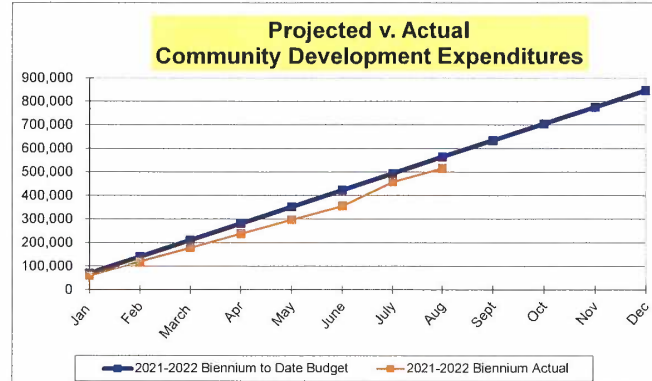
ENGINEERING

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	70,399	47,917
Feb	140,798	97,475
March	211,197	143,101
Apr	281,596	192,196
May	351,995	243,045
June	422,394	306,820
July	492,793	381,802
Aug	563,192	430,933
Sept	633,591	
Oct	703,990	
Nov	774,389	
Dec	844,788	
2021-22	1,689,574	
Year To Date		
Actual v. Projected		77%



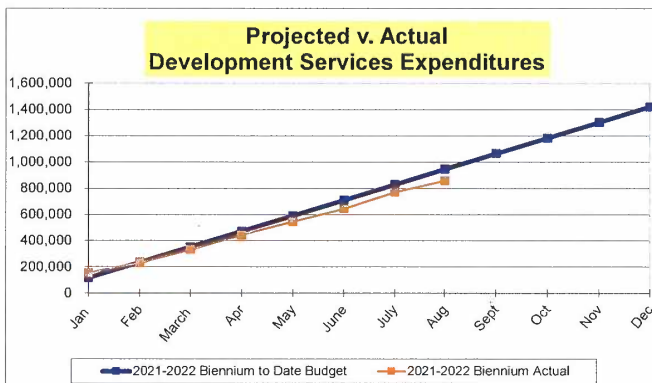
City of Kenmore, Washington
General Fund Expenditure Graphs*
August 31, 2021
COMMUNITY DEVELOPMENT

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	70,659	60,865
Feb	141,318	119,485
March	211,977	178,637
Apr	282,636	238,199
May	353,295	298,056
June	423,954	356,556
July	494,613	458,501
Aug	565,272	515,689
Sept	635,931	
Oct	706,590	
Nov	777,249	
Dec	847,908	
2021-22	1,695,828	
Year To Date		
Actual v. Projected		91%



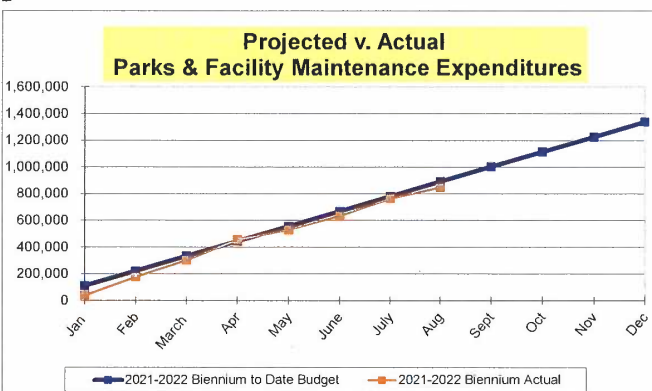
DEVELOPMENT SERVICES

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	118,559	153,789
Feb	237,118	233,352
March	355,677	333,970
Apr	474,236	446,157
May	592,795	546,960
June	711,354	644,804
July	829,913	771,326
Aug	948,472	858,281
Sept	1,067,031	
Oct	1,185,590	
Nov	1,304,149	
Dec	1,422,708	
2021-22	2,845,428	
Year To Date		
Actual v. Projected		90%



PARKS & FACILITY MAINTENANCE

	2021-2022 Biennium to Date Budget	2021-2022 Biennium Actual
Jan	111,538	39,100
Feb	223,076	176,065
March	334,614	302,828
Apr	446,152	456,508
May	557,690	529,731
June	669,228	633,857
July	780,766	764,409
Aug	892,304	845,912
Sept	1,003,842	
Oct	1,115,380	
Nov	1,226,918	
Dec	1,338,456	
2021-22	2,676,904	
Year To Date		
Actual v. Projected		95%



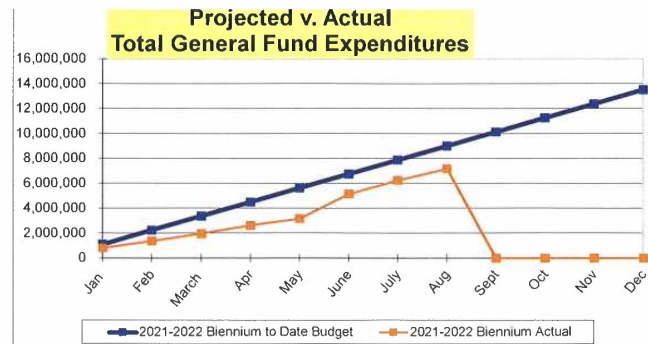
TOTAL GENERAL FUND EXPENDITURES

	2021-2022	2021-2022
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City of Kenmore, Washington
General Fund Expenditure Graphs*
August 31, 2021

	Biennium to Date Budget	Biennium Actual
Jan	1,127,824	827,494
Feb	2,255,648	1,364,616
March	3,383,472	1,963,470
Apr	4,511,296	2,632,229
May	5,639,120	3,164,115
June	6,766,944	5,152,802
July	7,894,768	6,240,379
Aug	9,022,592	7,176,318
Sept	10,150,416	0
Oct	11,278,240	0
Nov	12,406,064	0
Dec	13,533,888	0
2021-22	27,067,770	
Year To Date		
Actual v. Projected		80%



**City of Kenmore, Washington
Street Fund Summary Report
August 31, 2021**



2021 - 2022				
	<u>MONTH</u> <u>August 2021</u>	<u>BIENNIUM TO DATE</u> <u>2021-2022</u>	<u>% of</u> <u>BUDGET</u>	<u>BUDGET</u> <u>2021-2022</u>
REVENUES				
Beginning Fund Balance		1,605,323		1,311,996
Fuel Tax	39,232	267,199	28.5%	938,058
Investment Interest	78	1,550	50.0%	3,100
Miscellaneous	2,299	2,825	39.6%	7,131
ROW Permit Fees/Inspections	19,568	110,002	37.5%	293,460
Multimodal Transportation	0	15,736	24.9%	63,160
MVA Transpo City	0	13,770	0.0%	0
Transfer from General Fund	0	0	0.0%	1,560,617
Transfer from REET	0	0	0.0%	200,000
Total Revenues	61,178	411,081	13.4%	3,065,526

2021 - 2022				
	<u>MONTH</u> <u>August 2021</u>	<u>BIENNIUM TO DATE</u> <u>2021-2022</u>	<u>% of</u> <u>BUDGET</u>	<u>BUDGET</u> <u>2021-2022</u>
EXPENDITURES				
Salary and Benefits	53,655	422,513	31.2%	1,355,214
Maintenance & Operations	60,298	458,413	24.5%	1,872,953
Capital	11	4,332	4.3%	100,000
Total Expenditures	113,963	885,258	26.6%	3,328,167
Revenues over Expenditures	(52,785)	(474,176)		(262,641)
Ending Fund Balance		1,131,147		1,049,355

City of Kenmore, Washington
Cash and Investment Report
August 31, 2021



<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	\$3,801,302	\$825,597	\$935,939	3,690,960
Street	1,185,407	61,178	113,963	1,132,622
Transportation Capital	-3,343,214	64,144	874,294	(4,153,364)
Public Art	154,224	11	0	154,235
Park Impact Fee	455,971	27,484	0	483,456
Transportation Impact Fee	2,894,455	88,429	0	2,982,884
Swamp Creek Basin	1,093,543	76	0	1,093,619
Transportation Benefit District	343,799	32,379	0	376,177
ARPA Fiscal Recovery Fund	3,190,932		23,204	3,167,728
Sammamish Bridge Replacement	3,538,646	849,685	1,398,729	2,989,602
Walkways & Waterways Debt Service	489,019	2,688	0	491,708
Real Estate Excise Tax	3,348,497	178,012	0	3,526,510
Park Capital	1,305,159	1,816	13,169	1,293,805
Walkways & Waterways Bond	3,350,310	193	0	3,350,503
Surface Water Management	3,316,234	9,452	113,177	3,212,508
Surface Water Capital	398,542	45,500	0	444,042
Public Works Shop Fund	-500,000	0	3,044,719	(3,544,719)
Strategic Reserve	1,346,975	94	0	1,347,068
Strategic Opportunities	2,523,061	175	0	2,523,236
Equipment Replacement	467,131	32	1,078	466,085
Trust & Agency	883,793	47,751	31,080	900,463
Totals	\$30,243,787	\$2,234,694	\$6,549,354	\$25,929,128

<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	\$2,757,610	\$933,350	3,690,960
Street	282,622	850,000	1,132,622
Transportation Capital	-4,153,364	0	(4,153,364)
Public Art	139,235	15,000	154,235
Park Impact Fee	-446,542	930,000	483,458
Transportation Impact Fee	2,952,886	30,000	2,982,886
Swamp Creek Basin	-306,380	1,400,000	1,093,620
Transportation Benefit District	376,177	0	376,177
ARPA Fiscal Recovery Fund	3,167,728	0	3,167,728
Sammamish Bridge Replacement	2,989,602	0	2,989,602
Walkways & Waterways Debt Service	491,707	0	491,707
Real Estate Excise Tax	3,526,508	0	3,526,508
Park Capital	1,293,805	0	1,293,805
Walkways & Waterways Bond	3,350,502	0	3,350,502
Surface Water Management	2,702,508	510,000	3,212,508
Surface Water Capital	444,041	0	444,041
Public Works Shop Fund	-3,544,719	0	(3,544,719)
Strategic Reserve	497,069	850,000	1,347,069
Strategic Opportunities	2,523,237	0	2,523,237
Equipment Replacement	16,085	450,000	466,085
Trust & Agency	800,459	100,000	900,459
Totals	\$19,860,777	\$6,068,350	\$25,929,127

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

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City of Kenmore, Washington
Investment Schedule
August 31, 2021



Average Yield to Maturity-Securities								Overall
								0.23%
								Average Yield
								0.11%
Investment #	Type	Purchase Date	Maturity Date	Rate	Yield	Principal or Balance	Yield Equivalents	
Time Value Investments								
3135G05G4	FNMA	11/9/2020	7/10/2023	0.20%	0.20%	1,501,588.50	3,003.18	
3133EMHL9	FFCB	11/24/2020	11/30/2023	0.30%	0.30%	1,501,500.00	4,504.50	
3133EMMN9	FFCB	1/25/2021	1/11/2024	0.19%	0.19%	1,000,000.00	1,900.00	
9128286Z8	US TREAS	1/25/2021	6/30/2024	0.18%	0.18%	1,065,261.38	1,917.47	
Total TVI Purchases						5,068,349.88	11,325.15	

Pacific Premier CD's								
11495975	CD	8/10/2021	8/10/2022	0.25%	0.25%	1,000,000.00	2,500.00	
Total Pacific Premier CD's						1,000,000.00	2,500.00	

TOTAL ALL SECURITIES

\$ 6,068,349.88 \$ 13,825.15

Banner Checking and Savings	0.02%	3,427,425.46	685.49
Pacific Premier Savings	0.09%	3,156,062.25	2,774.18
LGIP - Primary Account	0.08%	10,398,744.25	8,225.41
LGIP - Bond Proceeds Account	0.08%	2,878,544.68	2,276.93
Total Accounts		\$ 25,929,126.52	27,787.15

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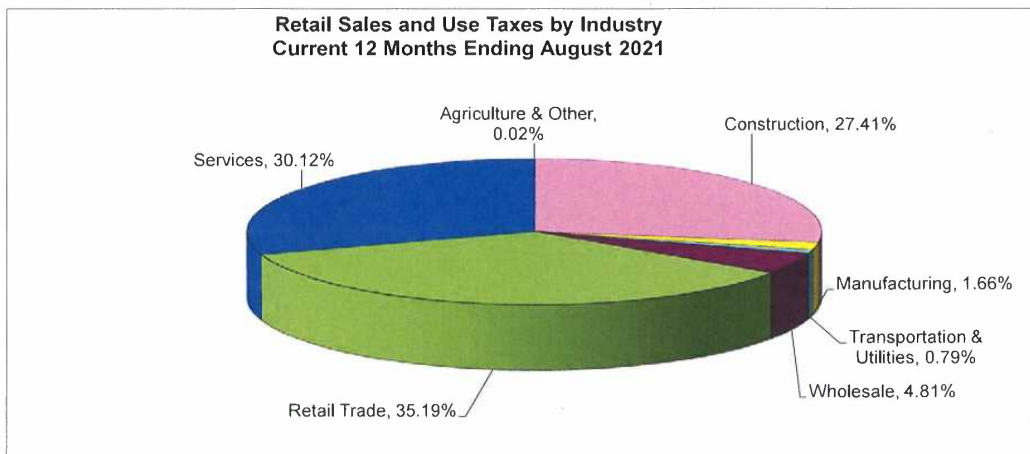
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 August 2021

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	139.00	0.00	139.00	0.0%
CONSTRUCTION	82,843.23	2,229.97	85,073.19	24.8%
MANUFACTURING	5,095.61	17.23	5,112.84	1.5%
TRANSPORTATION & UTILITIES	929.46	588.58	1,518.04	0.4%
WHOLESALE	16,981.46	208.88	17,190.34	5.0%
RETAIL TRADE	111,092.04	122.84	111,214.88	32.4%
SERVICES	103,618.58	3,096.22	106,714.80	31.1%
INFORMATION	9,628.56	125.89	9,754.46	2.8%
PUBLIC SERVICES	10.52	6,452.88	6,463.40	1.9%
	<u>330,338.46</u>	<u>12,842.48</u>	<u>343,180.94</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
August 31, 2021

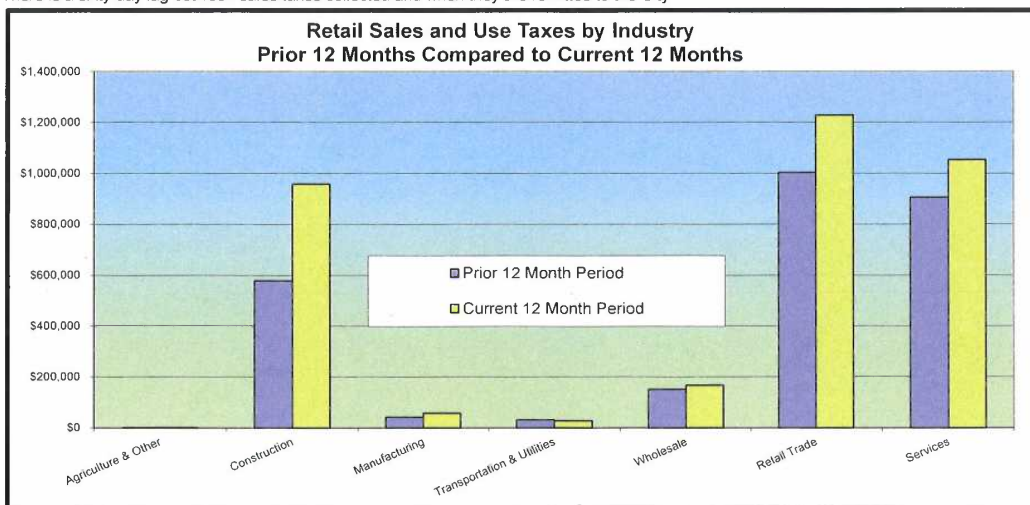


Industry	Prior 12 Months ending August 2020	Current 12 Months ending August 2021	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$702	\$813	15.88%	0.02%
Construction	577,662	957,738	65.80%	27.41%
Manufacturing (Printing, Publishing, Other Manuf.)	41,688	57,829	38.72%	1.66%
Transp/Comm/Utilities (Telecomm., Air Transport.)	30,730	27,658	-10.00%	0.79%
Wholesale (Lumber, Other Wholesale)	150,756	167,945	11.40%	4.81%
Retail Trade (Eating, Merchandise, Food Stores)	1,002,800	1,229,614	22.62%	35.19%
Services (Auction, Recreation, Auto Repair, Financial)	905,837	1,052,568	16.20%	30.12%
Totals	\$2,710,175	\$3,494,164	28.93%	100%
Increase/(Decrease)		\$783,990	28.93%	



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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Signature: Rob Karlinsey
Rob Karlinsey (Oct 6, 2021 17:28 PDT)

Email: rkarlinsey@kenmorewa.gov

AB-monthly fin report August 2021

Final Audit Report

2021-10-07

Created:	2021-10-06
By:	Leticia Salcido (lsalcido@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8eNM37E8PUh1omRFSqcnzn0l1VH2eFNd

"AB-monthly fin report August 2021" History



Document created by Leticia Salcido (lsalcido@kenmorewa.gov)

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Document emailed to Rob Karlinsey (rkarlinsey@kenmorewa.gov) for signature

2021-10-06 - 4:01:24 PM GMT



Email viewed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)

2021-10-07 - 0:27:50 AM GMT- IP address: 24.22.167.111



Document e-signed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)

Signature Date: 2021-10-07 - 0:28:38 AM GMT - Time Source: server- IP address: 24.22.167.111



Agreement completed.

2021-10-07 - 0:28:38 AM GMT



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

Subject/Topic: Eastside Transportation Partnership Agreement Renewal Proposed Council Action/Motion: Authorize the City Manager to enter into an agreement with the Eastside Transportation Partnership.	For Council Meeting Agenda of: October 25, 2021 Department: <u>Engineering – Public Works</u> Prepared by: <u>John Vicente, City Engineer</u> Initial & Date Approved by Department Head: <u>JFV 10/12/2021</u> Approved by City Attorney: <u>N/A</u> Approved by Finance Director: <u>N/A</u> Approved by City Manager: <u>RGK 10/8/2021</u> Exhibits/Attachments: A: Draft ETP 2021 Operating Procedures B: Draft ETP 2021 Legislative Priorities C: Draft ETP Agreement
<u>INFORMATION/BACKGROUND:</u> The Eastside Transportation Partnership (ETP) is a multi-jurisdictional coalition of eastside cities dedicated to the coordination of transportation planning and plans to benefit their respective communities. The ETP has served as the central forum for information sharing and coordination to develop recommendations for transportation policies, projects and programs for the area east of Lake Washington in King County. The purpose of the agreement is to recognize the ETP as the transportation board for the area east of Lake Washington in King County to share information, build consensus, and provide advice on plans, programs, policies, and priorities for countywide, regional, state and federal decisions. The agreement also establishes the number of allowed representatives from each jurisdiction and voting rights. Attached are the proposed operating procedures, legislative priorities and the agreement that were approved by the ETP board at their October 8th meeting (pending approval by the respective jurisdictions). The agreement identifies all parties involved in the partnership and also identifies membership and roles.	
<u>RECOMMENDATION:</u> Staff recommends City Council authorize the City Manager to enter into an agreement with the Eastside Transportation Partnership.	
<u>FISCAL CONSIDERATION:</u> For FY2022, each full voting member will pay a minimum of \$100 in annual dues. Cost above this amount is determined by vote from the ETP. The agreement currently establishes two (2) full voting member slots for Kenmore.	
<u>COUNCIL PRIORTIES BEING ADDRESSED:</u> Priority 6: Focus on and emphasize multimodal transportation in the City of Kenmore.	



Eastside Transportation Partnership (ETP) Operating Procedures

Approved on **XX date**

The purpose of these procedures is to establish rules of procedure consistent with the provisions of the adopted agreement to guide the conduct of business of the Eastside Transportation Partnership (ETP) and its Technical Advisory Committee (TAC). These procedures shall be reviewed and revised as needed.

EASTSIDE TRANSPORTATION PARTNERSHIP (ETP)

- I. Purpose: The ETP shall serve as a central forum for information sharing, consensus building, and coordinating to resolve transportation issues, and establish priorities for implementing transportation projects and programs on the Eastside of Lake Washington. Our vision is an efficient, safe and congestion free system connecting people, goods and communities.
- II. Mission: On behalf of East King County communities, Eastside Transportation Partnership advocates for multi-modal-mobility solutions through policy, planning and project priority recommendations.
- III. Role: The ETP is the forum established for the Eastside of Lake Washington in King County at which elected officials, including representatives from Snohomish County, may provide input into the following decisions:
 - A. Recommendations for Federal and State transportation legislation, regional project identification, and Countywide project selection
 - B. Development and changes to the King County Metro Strategic Plan for Public Transportation and implementation of transit service priorities
 - C. Recommendations to Sound Transit on its plans and implementation of projects and services, consistent with the principle of subarea equity and other financial policies.

D. Coordination with the South County Area Transportation board and the SeaShore Transportation Forum on national, state, countywide and regional transportation issues.

E. Other transportation related issues as the members determine.

IV. Membership and Voting Rights:

The voting members of **ETP** and their voting rights shall be as follows:

Voting Members	Number of Reps.	Voting Rights				
		Membership and Dues ¹	Sound Transit ²	Metro Transit ³	Regional Competition ⁴	Other ⁵
Bellevue	2	Yes	Yes	Yes	Yes	Yes
Bothell	2	Yes	Yes	Yes	Yes	Yes
Kirkland	2	Yes	Yes	Yes	Yes	Yes
Issaquah	2	Yes	Yes	Yes	Yes	Yes
Mercer Island	2	Yes	Yes	Yes	Yes	Yes
Newcastle	2	Yes	Yes	Yes	Yes	Yes
Redmond	2	Yes	Yes	Yes	Yes	Yes
Renton	2	Yes	Yes	No	Yes*	Yes
Kenmore	2	Yes	Yes	Yes	Yes	Yes
Sammamish	2	Yes	Yes	Yes	Yes	Yes
Woodinville	2	Yes	Yes	Yes	Yes	Yes
Small Cities Coalition	2 (shared)	Yes	Yes	Yes	Yes	Yes
Snoqualmie Valley Cities	2 (shared)	Yes	No	Yes	Yes	Yes
King County	3	Yes	Yes	Yes	Yes	Yes
Snohomish County (LIMITED)	1	No	No	No	No	Yes
Votes Req. for Quorum:		15	15	15	15	16

The non-voting members of **ETP** shall be as follows:

Non-Voting Member	Number of Representatives
Sound Transit	1
PSRC	1
WSDOT	1
TIB	1

¹Administrative issues, such as additional members and use of dues

²Recommendations to Sound Transit on policies and capital and service plans and implementation

³Recommendations to King County Metro Transit on policies and capital and service plans and implementation

⁴Identification of projects for the regional competition, if prescribed by process approved by the King County caucus of the Transportation Policy Board (*projects in Renton north of the Cedar River)

⁵Other recommendations including

- Recommendations to WSDOT on policies, programs and projects.
- Recommendations to the PSRC on plans, policies, programs and projects such as the Transportation 2040 update and regional funding policies, strategies or programs.
- Input to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
- Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.

Community Transit	1
Port of Seattle	1
Washington State Transportation Commission	1
Eastside Transportation Choices Coalition	1
Eastside Transportation Association	1

Voting membership in ETP should be limited to jurisdictions located within ETP's existing boundaries, which currently extend into southern Snohomish County and include Duvall. Members representing local jurisdictions shall be elected officials selected by their respective jurisdictions for a one-year term. Selection of members shall occur prior to election of officers in January. Alternates shall be designated in writing. Designated alternates may vote in place of designated representatives in the absence of the designated representative. When designated representatives are present, designated alternatives may still sit at the table if space is available. A designated alternate shall not take the place, and assume the voting rights, of a designated representative at the table unless the designated representative permanently leaves the meeting.

Existing or new cities legally formed under the laws of incorporation of the State of Washington may petition the Partnership for membership during the annual open enrollment period (February 1 through March 15). The number of Partnership representatives and the voting status of new member jurisdictions shall be determined by a unanimous vote of the parties to the agreement at a regular meeting.

A. Parliamentary Procedure:

1. Robert's Rules of Order Newly Revised will be the default parliamentary procedure used to conduct ETP meetings, with inclusion of the following provisos.
2. In any conflict between the Procedures and Robert's Rules, the Procedures shall govern.
3. The Chair will be allowed to participate in debate.
4. No speakers "for" or "against" will be required on a motion.
5. A quorum of fifty percent (50%) plus one (1) of voting members shown in the voting rights table in Section IV is required for ETP to vote on any motion at a meeting.
6. To achieve a majority vote, abstentions are not counted and do not impact the outcome. Only votes cast in the affirmative and negative are considered to determine the majority position.

7. The Chair will be responsible for acting as, or designating, a parliamentarian.

B. Voting:

1. Representation: Voting members are to represent their respective jurisdictions in stating positions and voting on issues and recommendations.
2. An individual cannot simultaneously serve as a representative for more than one ETP member at a time. Name cards displayed at ETP meetings should correctly identify the individual's sole representative capacity.
3. ETP Positions: It is ETP's intent to bring positions forward with consensus.
4. Dual Membership: Jurisdictions which participate in more than one subarea shall select one subarea through which they will submit their projects for the regional project competition.
5. Action Items: Items to be addressed or voted on at the next ETP meeting shall be announced at the prior regular meeting, so that respective jurisdictions will have an adequate opportunity to seek input from their colleagues and/or staff, except as allowed under Emergency Action. Special notification of announced, upcoming action items shall be transmitted to each member and jurisdiction to arrive within three business days of the meeting where the announcement was made.
6. Emergency Action: Emergency Action can be taken with approval of two-thirds of voting members to suspend this requirement and take action on an issue in the same meeting that it was introduced.
7. Adoption and Amendment of Procedures: ETP may, by a majority of those voting members present at a regular meeting, may adopt or amend its procedures as it determines necessary. Action to approve or amend procedures shall be introduced at one meeting and scheduled for action at a subsequent meeting.

C. Officers:

1. Chair and Vice Chair(s): The Chair and Vice Chair(s) shall be elected by a majority of the voting representatives on the ETP, and each shall be a representative of a voting member county or city. The Chair and Vice Chair(s) shall be responsible for:
 - a. Setting the meeting agendas,
 - b. running meetings,

- c. conducting and ensuring fair opportunity for discussion, and
- d. signing correspondence and speaking on behalf of ETP.

If the Chair is absent from a meeting, a Vice-Chair shall serve as the Acting Chair.

- 2. Term of Office: One year from February. Nominations of officers shall be made in December, and voting shall occur in January.
 - 3. Vacancy in Officer Positions: In the event of a vacancy in the position of Chair or Vice-Chair, the ETP may appoint a voting-member(s) to fill that vacancy on an interim basis until such time as a new officer(s) is/are elected. Interim appointments are to be made by majority vote of those ETP members present at a regular meeting where the appointee is also present.
- D. Meeting Schedule: The regular meeting date for the Eastside Transportation Partnership shall be the second Friday of the month, from 7:30 a.m. to 9:30 a.m. The Chair, in his or her discretion, may revise the date or length of a meeting with reasonable advance notice based on the expected agenda, or to respond to critical deadlines for ETP input. All jurisdiction staff shall support meetings that are requested in addition to the regular monthly business meeting. **If meetings are unable to be in person due to unforeseen external circumstances such as an ongoing pandemic, meetings may be held virtually online with appropriate notice to members.**
- E. Meeting Location: ETP meetings shall be held at an appropriate location within the Eastside.
- F. Agendas and Materials: The agenda package, including the agenda and minutes of the previous meeting, shall be distributed in advance of the meeting. Additional materials may be included in the agenda packet. When requested or referred by ETP, the TAC may consider resolutions or items introduced before presentation to the Partnership for action. The Chair may also refer such resolutions or items to the TAC when appropriate or necessary.
- G. Subcommittees:
- 1. Formation: ETP may establish subcommittees to study issues and develop recommendations for consideration by the full body. Subcommittees may include non- voting members, but only voting members and limited voting members shall vote in accordance with Section IV. Subcommittees shall be selected by the Chair from volunteers or as the Chair requests.

2. Membership: Subcommittees shall not include more than one voting member from a particular jurisdiction, unless the subcommittee chair waives this requirement.
3. Actions: Subcommittees shall seek to develop recommendations by consensus.

V. ETP Actions:

- A. Types of Actions ETP Can Take: With a majority vote of those voting members present, the Partnership can adopt resolutions in support of member jurisdictions; or regional activities, authorize studies or approve correspondence and requests for information.
- B. Minority Statements: Any individual voting member shall have the right at the time of a vote to request that a statement of a minority position be included in ETP communications or otherwise distributed with an approved ETP statement.
- C. ETP Work Program
 1. The ETP shall adopt a work program for the upcoming year and determine any necessary changes to these procedures or additional studies or funding required.
 2. As necessary, revisions to the ETP plan shall be considered.
 3. Implementation of ETP plans and recommendations shall be a priority in the work program.

VI. Technical Advisory Committee (TAC)

- A. Purpose: The TAC shall provide technical assistance as requested by the Partnership and shall advise the Partnership on emergent transportation issues for the Partnership's consideration.
- B. Membership: Membership on the Technical Advisory Committee (TAC) shall be limited to staff from voting member counties and cities. Members of agencies, other groups or private citizens may attend TAC meetings. Each voting member jurisdiction or agency shall appoint an appropriate staff person to the Technical Advisory Committee.
- C. TAC Recommendations: When appropriate, the TAC shall provide the Partnership with recommendations consideration. TAC member agencies or jurisdictions seeking Partnership action shall be responsible for preparing draft TAC Recommendations for consideration by the TAC. Dissenting opinions and/or alternative actions may be included.

- D. TAC Process for Project Selection: Any process for project prioritization and selection used by the TAC, including criteria and rankings, shall be presented to ETP and approved in advance of its application. Following application of any approved process, ETP shall approve a project list.

VII. Other

- A. Standard Agenda: The ETP agenda shall follow this standard format unless unusual circumstances require a different arrangement.
 - 1. Call to Order
 - 2. Public Comment
 - 3. Review and Approval of the Minutes of the Previous Meeting
 - 4. Major Agenda Topics (one or two topics; time must be allowed for Partnership questions and discussion.)
 - 5. Reports
 - 6. Good of the Order
- B. Audience Comments during Meetings: At the Chair's discretion, comments may be taken from the audience. The Chair should call on audience members wishing to make comments. Partnership members can ask to have audience members speak. Audience comments should be limited to two minutes. Organized groups or private citizens may attend ETP meetings and provide input during the audience comment period.
- C. Staff Support: (through December 2019)
 - 1. Lead Staffing Agency: King County will be the Staffing Agency through December 2019.
 - 2. Responsibilities: The Staffing Agency will provide general administrative and program support for the ETP.
 - a. maintaining the board membership rosters and distribution lists;
 - b. arranging for board meetings, including scheduling, agendas and rooms;
 - c. collecting, administering and disbursing board dues;
 - d. providing board meeting support to the chair(s) or co-chairs and vice chair(s);
 - e. attending board meetings; and

f. preparing board meeting summaries.

D. Other Support: Each member jurisdiction is expected to contribute such staff as is necessary to accomplish agreed upon tasks. All TAC members shall share responsibility for the drafting of materials and recommendations.

E. Cost Sharing Guidelines:

1. Yearly Dues: The board members shall pay a minimum \$100 per voting member in annual dues to remain in good standing. The Lead Agency will bill annually at the end of each year, and dues are to be paid within ninety days after receipt of the invoice. Members not in good standing shall lose voting rights until the required dues are paid. Additional dues above \$100, and any dues required by non-voting members, will be determined by the board and included in the operating procedures. Revenue from dues shall be used for special events, public education, or other expenses authorized by the board. The designated Lead Agency shall not be required to pay yearly dues.
2. Annual Review of Financing: The board shall determine by June 30 of each year whether additional annual dues above \$100 per voting member will be required of the board member jurisdictions for the following year.
3. Additional financial contributions: If additional financial contributions beyond an increase in dues are determined to be necessary, costs shall be shared among all voting members, with an option for other than King County to recuse itself from further financial obligations. Recused members, or by a method as determined by action of the board, may not vote on determining the additional financial contribution or uses for the additional funds.
4. Modification to Agreement Required: If additional funds are determined to be necessary, a modification to this agreement specifying cost-sharing, purpose, scope of work, administration, collection and disbursement of funds and other details is required in order to obligate a member jurisdiction to funding participation.

EXHIBIT B

EASTSIDE TRANSPORTATION PARTNERSHIP 2022 LEGISLATIVE PRIORITIES

The Eastside Transportation Partnership (ETP) is a collaborative organization representing 21 Eastside King County cities and King County.

The ETP envisions a transportation system that addresses core needs such as mobility, connectivity, and first mile/last mile delivery, while also confronting the impacts of climate change. We ask the Legislature to reduce the impact of fossil fuels and address the disproportionate impact on priority populations, which include Black people, Indigenous people, people of color, people with low incomes, limited- or non-English speaking communities, immigrants and refugees, seniors, and people with disabilities. We support placing a high priority on public transit investments for those who need it most and support a regional multi-modal network that is safe, equitable, and sustainable for all.

ETP recommends the following objectives and actions to the Legislature:

Corridors and Infrastructure

- **Support Infrastructure Improvements to Maximize the Effectiveness of I-405 Bus Rapid Transit (BRT):** Continue building express toll lanes and direct access ramps needed to optimize BRT operations. Utilize an array of funding options, including authorized bonding authority, to complete north-end improvements from SR 522 to SR 527 before BRT service begins. Fund south-end improvements, particularly those in the area around 405/167, that can result in peak time travel savings for BRT vehicles going to and coming from the future station at Rainier and Grady.
- **Complete the I-405 Master Plan:** Continue funding projects identified in the I-405 Master Plan. Explore opportunities to reconfigure key interchanges at I-90, SR 520, SR 522, SR 527, SR 167, and I-5 at both ends of I-405 to improve overall corridor traffic flow. Fund the second express toll lane between SR-527 and I-5.
- **Upgrades to I-90, SR 18, SR 202, SR 203, SR 520, SR 522, SR 527, SR 900, and other regional corridors:** Fund interchange improvements, safety and capacity improvements, and studies for regional corridors experiencing increasing congestion and delays because of rapid population growth. Projects include widening and completion of SR-18 between Issaquah Hobart Road and the Raging River, improvements to SR 520/124th and SR 520/148th Interchanges as envisioned by the SR 520 Multi-Modal Corridor Study, the greater Snoqualmie Valley SR 203 Corridor Study, and the Woodinville SR 202 Capacity Project.

Funding Mechanisms

- **New Revenue Options for Critical Maintenance and Improvements:** The Legislature should authorize new options to help local governments address maintenance and preservation of roads of statewide significance, regional connections, and local transportation needs. The current funding gap to address these needs in King County is between \$7 billion and \$8 billion, according to the Regional Transportation System Initiative (RTSI) Final Report.

Preservation and maintenance of our roads network is critical for safety, regional economic development, and reducing life-cycle costs.

- **Public Works Trust Fund:** Adequately fund this financing tool to support transportation infrastructure needs.
- **State Fuel Taxes – Index to inflation:** The Legislature should index fuel taxes to inflation for passenger and commercial vehicle fuels to help maintain purchasing power.
- **Road Usage Charge:** Continue to make progress on a funding mechanism by which road users contribute to the cost of the system, including a gradual transition from gas taxes to road usage charges that is currently under consideration. We commend the Washington Transportation Commission for its public outreach and support ongoing public involvement.
- **Transit and Related Multi-Modal Investments:** It is vital that the Legislature maintain and expand funding for local, regional, and high-capacity transit, including alternative services like commute pools, vanpools, and other first mile/last mile innovations. Transit investments should be included in all new transportation funding packages.
- **Partnerships:** Incentivize partnerships to advance transportation projects and transit-oriented development projects. The state should remove barriers to partnerships, including restrictions on the use of state land and financing mechanisms.
- **Climate Commitment Act Revenues:** Advocate for investment of revenues to reduce transportation related emissions, and for dedicated funding streams to improve and expand transit, bike and pedestrian infrastructure, and electrification of the transportation sector.

New Technologies, Modes, and Strategies

- **Safety Projects:** Fund Target Zero and Strategic Highway Safety Plan goals, priorities, and solutions, to reduce deaths on Washington’s roadways. Prioritize safety improvement funding for bicycles, pedestrians, and other non-motorized modes.
- **Bicycle and Pedestrian Infrastructure and Policies:** Accelerate development of, and where possible, fund construction of key connections and links to regional and local bicycle and pedestrian corridors and associated infrastructure. Utilize policies and data collection to better ensure safe and efficient facilities. Support funding the Eastrail, East Lake Sammamish Trail, and Mountains to Sound Trail from both the transportation and capital budgets. Ensure multi-modal funding continues to be used to fund multi-modal projects.
- **Technology Advances:** Promote and incentivize technologies and infrastructure that reduce carbon emissions, and support transportation and mobility options, including shared vehicles, electric vehicle infrastructure, improvements in fuel mileage standards, and an increase in collection and use of data to address near- and long-term mobility.

Sincerely,

Deputy Mayor Arnold, City of Kirkland, Chair

Councilmember Janice Zahn, City of Bellevue, Co-Chair

Email: jarnold@kirklandwa.gov; jjahn@bellevuewa.gov

EXHIBIT C

Eastside Transportation Partnership Agreement

Parties to Agreement

City of Bellevue
City of Bothell
City of Issaquah
City of Kenmore
City of Kirkland
City of Mercer Island
City of Newcastle
City of Redmond
City of Renton
City of Sammamish
City of Woodinville
King County
Small Cities
 Town of Beaux Arts Village
 City of Clyde Hill
 Town of Hunts Point
 City of Medina
 Town of Yarrow Point
Snoqualmie Valley Cities
 City of Carnation
 City of Duvall
 City of North Bend
 City of Snoqualmie

Transmitted to parties for approval and signature October 12, 2021.

THIS AGREEMENT is made and entered into by and among the CITY OF BELLEVUE, hereafter known as “Bellevue”; the CITY OF BOTHELL, hereafter known as “Bothell”; the CITY OF ISSAQUAH, hereafter known as “Issaquah”; the CITY OF KENMORE, hereafter known as “Kenmore”; the CITY OF KIRKLAND, hereafter known as “Kirkland”; THE CITY OF MERCER ISLAND, hereafter known as “Mercer Island”; the CITY OF NEWCASTLE, hereafter known as “Newcastle”; the CITY OF REDMOND, hereafter known as “Redmond”; the CITY OF RENTON, hereafter known as “Renton”; the CITY OF SAMMAMISH, hereafter known as “Sammamish”; the CITY OF WOODINVILLE, hereafter known as “Woodinville”; KING COUNTY, a legal subdivision of the State of Washington, hereafter called “King County”; the TOWN OF BEAUX ARTS VILLAGE, hereafter known as “Beaux Arts”; the CITY OF CLYDE HILL, hereafter known as “Clyde Hill”; the TOWN OF HUNTS POINT, hereafter known as “Hunts Point”; the CITY OF MEDINA, hereafter known as “Medina”; the TOWN OF YARROW POINT, hereafter known as “Yarrow Point”; the CITY OF CARNATION, hereafter known as “Carnation”; the CITY OF DUVAL, hereafter known as “Duvall”; the CITY OF NORTH BEND, hereafter known as “North Bend”; the CITY OF SNOQUALMIE, hereafter known as “Snoqualmie”; as members of the Eastside Transportation Partnership;

WHEREAS, the parties to this agreement recognize that multi-jurisdictional transportation planning and coordinated transportation plans benefit their residents; and

WHEREAS, the Eastside Transportation Partnership has served as the central forum for information sharing, consensus building, and coordination to develop recommendations for transportation policies, projects, and programs for the area East of Lake Washington in King County.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1.0 Purpose of this Agreement

The purpose of this Agreement is to recognize the Eastside Transportation Partnership as the transportation board for the area East of Lake Washington in King County to share information, build consensus, and provide advice on plans, programs, policies, and priorities for countywide, regional, state, and federal transportation decisions.

2.0 Members and Voting

Members shall have full voting rights, limited voting rights or shall be non-voting members, as follows:

2.1 Members with Full Voting Rights: Only jurisdictions which are signatories to this agreement shall have full voting rights on all the following issues before the Eastside Transportation Partnership, unless otherwise noted, including:

1. Administrative issues, such as additional members and use of dues.
2. Recommendations to Sound Transit on policies and capital and service plans and implementation.
3. Recommendations to King County on Metro Transit planning, development and implementation of products and services.
4. Identification of projects for the regional competition, if prescribed by the process approved by the King County caucus of the Puget Sound Regional Council Transportation Policy Board.
5. Recommendations to WSDOT on policies, programs, and projects.
6. Recommendations to the PSRC on plans, policies, programs, and projects such as the Regional Transportation Plan updates and regional funding policies, strategies, or programs.
7. Input to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
8. Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.

2.2 Members with Limited Voting Rights: The Eastside Transportation Partnership may add members with limited voting rights on the issues such as those listed below by unanimous vote of the parties to the agreement at a regular meeting.

1. Recommendations to WSDOT on policies, programs, and projects.
2. Recommendations to the PSRC on plans, policies, programs, and projects, such as the Regional Transportation Plan updates and regional funding policies, strategies, or programs.
3. Input to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
4. Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.

2.2.a Such members and voting rights, if any, shall be included in operating procedures to be adopted by the Eastside Transportation Partnership.

2.3 Non-Voting Members: The Eastside Transportation Partnership may add non-voting members by unanimous vote of the parties to the agreement at a regular meeting. The Eastside Transportation Partnership may remove non-voting members by a unanimous vote of the parties to the agreement at a regular meeting.

2.3.a Such members shall be included in operating procedures to be adopted by the Eastside Transportation Partnership.

3.0 Representation and Conduct

3.1 Representation of city and county members shall be as follows

Full Voting Members	Number of Representatives
Bellevue	2
Bothell	2
Issaquah	2
Kenmore	2
Kirkland	2
Mercer Island	2
Newcastle	2
Redmond	2
Renton	2
Sammamish	2
Woodinville	2
Small Cities Coalition Beaux Arts Clyde Hill Hunts Point Medina Yarrow Point	2 (shared)
Snoqualmie Valley Cities Carnation Duvall North Bend Snoqualmie	2 (shared)
King County	3
Limited Voting Members	Number of Representatives
Snohomish County	1

3.2 Elected officials shall be appointed to the Eastside Transportation Partnership by their cities and counties for a one-year term. King County representation shall be a maximum of two Councilmembers and the King County Executive.

3.3 Each city or county participating member may appoint an alternate for a one-year term. Designated alternates may vote in place of designated voting representatives in the absence of the designated representative.

4.0 Operating Procedures

4.1 The Eastside Transportation Partnership shall adopt operating procedures to specify limited voting members and non-voting members, if any, dues for limited and non-voting members, if any, and operational issues such as election of officers, formation of subcommittees and rules of order. A chair(s) and vice-chair(s) shall be elected per the operating procedures and shall be responsible for setting meeting agendas, running meetings and any other activities identified in the operating procedures

5.0 Lead Agency

5.1 King County will be the Lead Agency for receipt and disbursement of funds collected through annual dues, and general administrative and program support for the Eastside Transportation Partnership. King County assumes wage and benefit costs of its staff performing Lead Agency responsibilities to the extent that King County appropriates such funds. The Lead Agency shall, in its sole discretion, determine the level of staffing available based upon funding.

5.2 Lead Agency responsibilities may be limited to: maintaining Eastside Transportation Partnership membership rosters and distribution lists; arranging for Partnership meetings, including scheduling, agendas, and rooms; collecting, administering, and disbursing Partnership dues; providing Partnership meeting support to the chair(s) and vice chair(s); attending Partnership meetings; and preparing Partnership meeting summaries.

6.0 Financing and Cost Sharing Guidelines

6.1 Yearly Dues: The Eastside Transportation Partnership members shall pay a minimum \$100 per full voting representative in annual dues to remain in good standing. The Lead Agency will bill annually at the end of each year, and dues are to be paid within ninety days after receipt of the invoice. Members not in good standing shall lose voting rights until the required dues are paid. Additional dues above \$100, and any dues required by limited or non-voting members, will be determined by the Eastside Transportation Partnership, and included in the operating procedures. Revenue from dues shall be used for special events, public education, or other expenses authorized by the Eastside Transportation Partnership. The designated Lead Agency shall not be required to pay yearly dues.

6.2 Annual Review of Financing: The Eastside Transportation Partnership shall determine by June 30 of each year whether additional annual dues above \$100 per voting representative will be required of the Eastside Transportation Partnership member jurisdictions for the following year. Additionally, King County will provide the Eastside Transportation Partnership a status update on funds collected and funds remaining by June 30 of each year.

6.3 Additional financial contributions: If additional financial contributions beyond an increase in dues are determined to be necessary, costs shall be shared among all voting members, with an option for King County to recuse itself from further financial obligations. Recused members may not vote on determining the additional financial contribution or uses for the additional funds.

6.4 Modification to Agreement Required: If additional funds are determined to be necessary, a modification to this agreement specifying cost-sharing, purpose, scope of work, administration, collection and disbursement of funds and other details is required in order to obligate a member jurisdiction to funding participation.

7.0 Withdrawal of a Party from this Agreement

Each party, for its convenience and without cause or for any reason whatsoever, may withdraw from participation in this Agreement by providing written notice, sent certified mail, return receipt required,

to the chair(s) of the Eastside Transportation Partnership at least thirty (30) days in advance of the effective date of the withdrawal. A withdrawing party shall not be entitled to a refund of any payments to Eastside Transportation Partnership and shall pay any dues required to be paid under this Agreement for costs which had been obligated prior to the effective date of the withdrawal. All obligations other than dues cease upon withdrawal.

Each party's funding to perform its obligations under the Agreement, beyond the current appropriation year, is conditional upon appropriation by the party's governing body. Should such an appropriation not be approved for a future year, a party may exercise its right to withdraw from the Agreement.

8.0 Duration

This Agreement shall take effect upon being duly adopted by the governing bodies of all parties and executed by the authorized representatives of all parties. This Agreement shall remain in effect until December 31, 2023, unless terminated earlier in accordance with Section 9.0. This Agreement shall be automatically extended upon the same terms or conditions for another term commencing January 1, 2024 and ending no later than December 31, 2025.

9.0 Termination

All parties to this Agreement must agree to terminate this Agreement in order for such termination to be effective. If all parties desire to terminate this Agreement, they shall execute a Statement of Termination. Upon termination, no party shall be required to make any additional contributions. Any remaining funds shall be refunded to the parties to this Agreement according to Section 11.0.

10.0 Real and Personal Property

The acquisition of real property is not anticipated under this Agreement. Any personal property acquired pursuant to this Agreement shall be held by the Lead Agency. In the event this Agreement expires or is terminated in accordance with Section 8.0 or 9.0, any personal property other than cash shall remain with the Lead Agency.

11.0 Return of Funds

At such time as this Agreement expires without being terminated or revised, or is terminated in accordance with Section 9.0, any unexpended and uncommitted funds shall be distributed proportionately to those parties to this Agreement at the time of termination based on each party's percentage share of the total balance at the time of termination.

12.0 Filing

This Agreement shall be filed with the King County Department of Records and Elections.

13.0 Legal Relations

13.1 The parties shall comply with all applicable state and federal laws and regulations.

13.2 This Agreement is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement. No employees or agents of

one party or any of its contractors or subcontractors shall be deemed, or represent themselves to be, employees of any other party.

13.3 Each party shall defend, indemnify and hold harmless the other parties and their respective officials, employees, principals and agents from all claims, demands, suits, actions, and liability of any kind whatsoever which arise out of, are connected with, or are incident to any negligent acts of the first party, its contractor, and/or employees, agents, and representatives in performing the first party's obligations under this Agreement. The parties agree that their obligations under this paragraph extend to claims made against one party by another party's own employees. For this purpose, the parties, by mutual negotiation, hereby waive any immunity that, as respects the other parties only, would otherwise be available against such claims under the industrial insurance provisions of RCW Title 51. In the event any party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section, against another party, all such fees, costs and expenses shall be recoverable by the prevailing party.

13.4 The provisions of this section shall survive and remain applicable to each of the parties notwithstanding any termination or expiration of this Agreement and notwithstanding a party's withdrawal from this Agreement.

14.0 Entirety and Modifications

14.1 This Agreement merges and supersedes all prior negotiations, representations and agreements between the parties relating to the subject matter hereof and constitutes the entire agreement between the parties.

14.2 This Agreement may be modified only by written instrument signed by all the parties hereto.

15.0 Counterparts

The signature pages of this Agreement may be executed in any number of counterparts, each of which shall be an original.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed and delivered by its duly authorized officer or representative as of the date set forth below its signature. For purposes of this Agreement, a duly authorized electronic signature constitutes an original signature.

City of Bellevue By: _____ Date: _____	City of Bothell By: _____ Date: _____	City of Issaquah By: _____ Date: _____
City of Kenmore By: _____ Date: _____	City of Kirkland By: _____ Date: _____	City of Mercer Island By: _____ Date: _____
City of Newcastle By: _____ Date: _____	City of Redmond By: _____ Date: _____	City of Renton By: _____ Date: _____
City of Sammamish By: _____ Date: _____	City of Woodinville By: _____ Date: _____	King County By: _____ Date: _____
Town of Beaux Arts Village By: _____ Date: _____	City of Clyde Hill By: _____ Date: _____	Town of Hunts Point By: _____ Date: _____
City of Medina By: _____ Date: _____	Town of Yarrow Point By: _____ Date: _____	City of Carnation By: _____ Date: _____
City of Duvall By: _____ Date: _____	City of North Bend By: _____ Date: _____	City of Snoqualmie By: _____ Date: _____

Subject/Topic: Memorandum of Agreement (MOA) for North King County Coalition on Homelessness Proposed Council Action/Motion: Authorize the City Manager to sign the Memorandum of Agreement on behalf of the City	For Council Meeting Agenda of: September 25, 2021 Department: Community Development Prepared by: Debbie Bent, Community Development Director Lauri Anderson, Principal Planner <u>Initial & Date</u> Approved by Department Head: DB, 10/8/21 Approved by City Attorney: DR, 10/6/21 Approved by Finance Director: NA Approved by City Manager: RK, 10/12/21 Exhibits/Attachments: Attachment I: Memorandum of Agreement
<u>INFORMATION/BACKGROUND:</u> For more than a year, a loose coalition of governmental and private agencies has been working on issues of homelessness in North King County. Shoreline has taken the lead on organizing and staffing the group. Councilmember O'Cain has attended the meetings and is a resource for questions about the group's activities. The coalition has now expressed a desire to formalize its relationship, particularly as the new King County Regional Homelessness Authority (RHA) has started operations. Alexis Rinck, the Sub-Regional Planning Manager for the RHA has been attending recent meetings of the coalition and it is the intent of City of Shoreline staff that new RHA staff will eventually take over staffing of the coalition and use it as a sounding board for homelessness efforts in North King County. Attached is the proposed Memorandum of Agreement (MOA). This document was developed by Shoreline staff and has been reviewed by all coalition partners and the City Attorney. The Agreement does not commit the City financially or require certain policy or regulatory actions through membership. Instead, it creates a venue for discussion about North King County homelessness issues and an organized forum for communicating with the RHA. Staff recommends that the City Council authorize the City Manager to sign the MOA.	
<u>FISCAL CONSIDERATION:</u> None. Staff and City Attorney time were spent to work on this project. No fiscal responsibilities are included in the MOA. A minimal amount of staff time may be spent to support the Coalition.	
<u>COUNCIL PRIORITY/BUDGET OBJECTIVE BEING ADDRESSED:</u> Priority 1: Increase and preserve the options for affordable housing stock.	

**MEMORANDUM OF AGREEMENT
NORTH KING COUNTY COALITION ON HOMELESSNESS**

This Memorandum of Agreement (“Agreement”) is entered into by and between the Cities of Shoreline, Bothell, Kenmore, Lake Forest Park and Woodinville and the following community organizations:

Bothell United Methodist Church
Health Care for the Homeless
Hopelink
Interfaith Task Force on Homelessness
Lake City Partners Ending Homelessness
Lived Experience Coalition
North Sound Radar Navigator Program
North Urban Human Services Alliance
Ronald United Methodist Church

Each may be referred to individually as a Partner and collectively as the Partners.

WHEREAS, the Partners have a common goal of ending homelessness within their jurisdictional boundaries, cities that they serve, as well as in the region and, each Partner represents a relevant stakeholder interest; and

WHEREAS, in 2019, the City of Seattle and King County established the King County Regional Homelessness Authority so as to provide for a joint and cooperative undertaking to coordinate services within an equitable operational framework that will enable and facilitate joint planning, program funding and establishing standards for and accountability programs so as to improve the delivery of services and enhance outcome for those individuals and families receiving such services through a Regional Action Plan; and

WHEREAS, the Partners wish to act cooperatively to formulate policies and strategies that address homelessness and to do so in an efficient and expeditious manner so that those individuals and families experiencing homelessness or who are at imminent risk of experiencing homelessness within the North King County area have access to services;

WHEREAS, the Partners wish to act cooperatively so as to articulate local needs, priorities, and solutions to address homelessness within the North King County area to the King County Regional Homelessness Authority and to potentially establish a North King County Sub-Region;

NOW, THEREFORE, in consideration of the foregoing and mutual covenants contained in this Agreement, the Partners agree as follows:

I. INCORPORATION OF RECITALS

North King County Coalition on Homelessness MOA
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The foregoing Recitals are incorporated in and made a part of this Agreement.

II. ESTABLISHMENT OF THE NORTH KING COUNTY COALITION ON HOMELESSNESS ("COALITION")

- A. Purpose.** The purpose of this Coalition is to work together across sectors and jurisdictions in North King County in support of policies and community-based efforts to provide services and housing options for those in the North King County communities who are experiencing homelessness or who are at risk of becoming homeless.
- B. Advisory Body.** The Coalition is organized as an advisory body, with implementation of any recommendation to be presented to the legislative or governing body of a Partner for consideration and potential adoption pursuant to the local policies and procedures for that Partner.

III. MEMBERSHIP

- A. Governmental Partners.** The following governmental entities are members of the Coalition:

City of Bothell
City of Kenmore
City of Lake Forest Park
City of Shoreline
City of Woodinville

- B. Non-Governmental Partners.** The following non-governmental entities are members of the Coalition:

Bothell United Methodist Church
Health Care for the Homeless
Hopelink
Interfaith Task Force on Homeless
Lake City Partners Ending Homelessness
Lived Experience Coalition
North Sound Radar Navigator Program
North Urban Human Services Alliance
Ronald United Methodist Church

- C. Financial Requirement.** There is no financial requirement to be a Coalition Partner.

North King County Coalition on Homelessness MOA

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Each Partner shall be responsible for all costs and expenses incurred in its participation in the Coalition.

- D. **Future Partners.** It is expected that there will be interested parties not currently included in the Coalition that will either request inclusion or that will be identified by the Coalition and asked to participate. The then-existing Partners shall evaluate interested parties on a case-by-case basis to determine eligibility for membership through the decision-making process as set forth in section V.E. Every effort shall be made to include interested parties that have not historically been represented in planning for homelessness services including people of color and those with lived experience of homelessness. Addition of future partners shall be subject to majority approval of the then-existing Partners. All future partners shall execute a then-effective version of this Agreement. Individuals are not eligible for membership in the Coalition.
- E. **Non-Partner Participation.** From time to time, organizations and members of the general public will participate in Coalition-led activities but they will not be considered Partners in the Coalition until denoted as such by the then-existing Partners and only after executing a then-effective version of this Agreement. While allowed to participate, non-Partners have no voting rights.
- F. **Withdrawal.** Any Partner may withdraw from the Coalition upon written notice to the other Partners. Such notice shall state the effective date of the withdrawal, and that such withdrawal is supported through action of the withdrawing Partner in the same manner as the original Agreement was approved, such as by approval of the legislative or governing body. Following the withdrawal of one or more Partners, the Consortium shall continue to exist, and this Agreement shall remain in effect as between the remaining Partners unless terminated as provided in Section IV.

IV. TERM AND AMENDMENT.

- A. **Term.** This Agreement shall become effective upon its execution by all Partners, as authorized by each Partner's legislative or governing body, and shall remain in effect until terminated.
- B. **Termination.** This Agreement may be terminated by mutual consent of a majority of the then-existing Partners. This Agreement will automatically terminate when the Coalition is comprised of three (3) or fewer Partners.
- C. **Amendment.** The provisions of this Agreement may be reviewed periodically to ensure that the Agreement continues to further the Coalition's purpose. Any Partner may request amendment to this Agreement. Unless otherwise provided, this Agreement may only be amended by unanimous consent represented by affirmative

North King County Coalition on Homelessness MOA

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action of each Partner's legislative or governing body. Any amendment adopted shall be in writing and appended to this Agreement.

V. ORGANIZATIONAL ROLES AND RESPONSIBILITIES

A. Goals. The Coalition seeks to identify the unique roles and opportunities associated with ending homelessness through the coordination and direct involvement of a wide array of stakeholders, public and private, by engaging in the following tasks.

B. Tasks.

1. Learn about the current system of services available to those experiencing homelessness and determine what is/is not working, both for those experiencing homelessness and for the community at large
2. Learn about existing resources available in North King County and; what resources need to be sustained, modified, or eliminated
3. Identify opportunities for partnership with public and private entities and leveraging partnerships to achieve the Coalition's purpose
4. Identify opportunities for advocacy and seek support from various constituencies
5. Seek to serve as the sub-regional hub for communication with the King County Regional Homelessness Authority.
6. Develop related recommendations for the consideration of Partners' legislative or governing bodies regarding amendment or implementation of local policy and plans and, subject to a Partner's legislative or governing body's consent, to State and County legislative bodies or agencies for incorporation into legislative agendas

C. Lead agency and Chair.

1. The City of Shoreline will act as the lead agency for the purpose of scheduling meetings and other administrative functions unless the King County Regional Homelessness Authority provides sufficient staffing to assume these responsibilities.
2. At the first meeting of the Coalition or as soon as reasonably possible thereafter, the Partners will elect from its members a chair who shall preside at all meetings of the Coalition, and a vice chair, who will serve in the chair's absence, by majority vote of the entire Coalition membership.

D. Active Participation. Each Partner has committed to active participation in the Coalition and shall be held accountable for the work that it has agreed to perform. However, each Partner recognizes that the commitment level of each other Partner will depend on the resources and size of the Partner. At a minimum, each Partner will send an appointed representative to Coalition meetings.

E. Decision-making Protocols.

North King County Coalition on Homelessness MOA

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1. Each Partner entity shall be a voting member and shall have one (1) vote. The Coalition will operate by consensus of its Partners. Consensus is defined as general agreement of the Partners present. No decisions shall be taken unless a quorum of at least 51% of the Partners are present.
2. For all decisions, the Coalition shall first attempt to reach consensus. If consensus cannot be reached, then decisions shall be by majority vote of a quorum of the Coalition Partners.

F. **Voluntary Membership.** Membership in the Coalition is a voluntary act and it is acknowledged and agreed that in entering into this Agreement, no Partner is committing to adopt or implement any action or recommendation that may be developed by the Coalition even if consensus is reached.

VI. PARTNERS NOTIFICATION

Any official notification among the Partners to the Coalition that would substantially affect the terms and conditions of this Agreement shall be directed to the responsible individual noted below:

City of Shoreline
Debbie Tarry
17500 Midvale Ave N
Shoreline, WA 98133-4905
dtarry@shorelinewa.gov

City of Bothell
Name
Street address
Email

City of Kenmore
Name
Street address
Email

City of Lake Forest Park
Name
Street address
Email

North King County Coalition on Homelessness MOA
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City of Woodinville

Name

Street address

Email

Bothell United Methodist Church

Name

Street Address

Email

Health Care for the Homeless

Name

Street address

Email

Hopelink

Name

Street address

Email

Interfaith Task Force on Homelessness

Name

Street address

Email

Lake City Partners Ending Homelessness

Name

Street Address

Email

Lived Experience Coalition

Name

Street Address

Email

North Sound Radar Navigator Program

Brook Buettner

18415 101st Avenue NE

Bothell, WA 98011

Brook.buettner@bothellwa.gov

North King County Coalition on Homelessness MOA

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North Urban Human Services Alliance
Name
Street Address
Email

Ronald United Methodist Church
Name
Street Address
Email

VII. INDEMNIFICATION

- A. **No Assumption of Liability.** In no event do the Partners intend to assume any responsibility, risk, or liability of any other Partner or otherwise with regard to any Partner's duties or any act, statute, or regulation of local, state, or federal law.
- B. **Hold Harmless.** To the maximum extent permitted by law, each Partner shall indemnify and hold harmless the other Partners and their agents, employees, and officers, from and against all claims, judgments, awards, costs and/or other actions arising from any negligent or intentional act or omission of the indemnifying Partner, its agents, employees, and officers and shall defend at its own expenses any and all claims, demands, suits, actions, penalties, damages, or costs, of whatsoever kind or nature, brought against the other Partners arising out of, in connection with, or incident to this Agreement and the indemnifying Partner's negligent performance under this Agreement.
- C. **Concurrent Negligence.** In the event of any such liability arising from the concurrent negligence of the indemnifying Partner and another Partner, the indemnity obligation of this section shall apply only to the extent of the negligence of the indemnifying Partner.

VIII. MEETINGS AND RECORD-KEEPING

- A. **Virtual Participation.** Partners may participate in meetings through the use of any means of communication by which all attending Partners and members of the public participating in such meeting can hear each other during the meeting, including, but not limited to, teleconference or videoconferencing. Any Partner participating in a meeting by such means is deemed to be present at the meeting for all purposes

North King County Coalition on Homelessness MOA
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including, but not limited to, establishing a quorum.

- B. Public Records/Retention.** The Partners acknowledge that some Partners are governmental agencies subject to Washington’s Public Records Act, chapter 42.56 RCW, and, as such, this Agreement and records arising from the performance of this Agreement are public records subject to disclosure unless an exemption applies. Each Governmental Partner is responsible for its own compliance with the Public Records Act and with the records retention schedule for contracts/agreements issued by the Washington Secretary of State pursuant to chapter 40.14 RCW.

IX. DISPUTE RESOLUTION

In the event that a dispute arises under this Agreement, the Partners shall endeavor to resolve the dispute in an amicable manner by direct discussions. If not resolved by mutual agreement, then the Partners may engage in alternative dispute resolution by mutual agreement. No Partner waives its rights to seek legal remedy provided to it under the law.

X. GENERAL PROVISIONS

- A. Jurisdiction and Venue.** This Agreement shall be interpreted pursuant to the laws of the State of Washington and any judicial action arising from this Agreement shall be in King County Superior Court.
- B. Legal Relations.** This Agreement shall be governed by the laws of the State of Washington. Coalition Partners shall each comply with all applicable local, state, and federal laws and regulations.
- C. No Alteration of Police Power or Preclusion of Activities.**
1. Nothing in this Agreement alters, or seeks to alter, the existing statutory authority of any Partner under state or federal law or the Partner’s own policies, procedures, and regulations.
 2. This Agreement in no way restricts the Partners from participating in any activity with other public or private agencies, organizations, or individuals pertaining to the subject matter of this Agreement.
 3. Nothing in this Agreement is intended to affect existing obligations or other agreements of the Partners, whether individually or collectively.
- D. No Third-Party Rights.** This Agreement is for internal management purposes of the Partners involved. It shall not be construed to provide a private right or cause of action for or by any person or entity, nor shall it be enforceable in law by anyone

North King County Coalition on Homelessness MOA

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other than the Partners.

- E. **Execution of Counterparts.** This Agreement may be executed in counterparts, all of which shall be regarded for all purposes as an original.
- F. **Entirety.** This Agreement constitutes the entire Agreement between the Parties with respect to the subject matter hereof, and supersedes any other negotiations, agreements or communications, whether written or oral, that have been made by the Parties.
- G. **Severability.** In case any provision in this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected.

IN WITNESS WHEREOF, each person executing this Agreement on behalf of a Party represents and warrants that he or she is fully authorized to execute this Agreement of behalf of the Party for which he or she is signing on the date indicated next to their signatures.

CITY OF SHORELINE

Name

Title

Signature

Date

CITY OF BOTHELL

Name

Title

Signature

Date

CITY OF KENMORE

_____ Name	_____ Title
_____ Signature	_____ Date

CITY OF LAKE FOREST PARK

_____ Name	_____ Title
_____ Signature	_____ Date

CITY OF WOODINVILLE

_____ Name	_____ Title
_____ Signature	_____ Date

BOTHELL UNITED METHODIST CHURCH

_____ Name	_____ Title
_____ Signature	_____ Date

HEALTH CARE FOR THE HOMELESS

_____ Name	_____ Title
_____ Signature	_____ Date

North King County Coalition on Homelessness MOA
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HOPELINK

Name

Title

Signature

Date

INTERFAITH TASK FORCE ON HOMELESSNESS

Name

Title

Signature

Date

LAKE CITY PARTNERS ENDING HOMELESSNESS

Name

Title

Signature

Date

LIVED EXPERIENCE COALITION

Name

Title

Signature

Date

NORTH SOUND RADAR NAVIGATOR PROGRAM

Ken Seuberlich
Name

Bothell Police Chief
Title

Signature

Date

NORTH URBAN HUMAN SERVICES ALLIANCE

Name

Title

Signature

Date

RONALD UNITED METHODIST CHURCH

Name

Title

Signature

Date



City Council Business Agenda Item

City of Kenmore, WA

Subject/Topic: Affordable Housing Update and Council Discussion Proposed Council Action/Motion: No action requested. <i>Discussion only.</i>	For Council Meeting Agenda of: October 25, 2021 Department: City Manager Prepared by: Stephanie Lucash, Assistant City Manager/ARPA Administrator <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;">SL, 10/8/21</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">n/a</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">LS, 10/8/21</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">RGK 10/12/21</td></tr> </table> Exhibits/Attachments: • Affordable Housing Working Group Project Charter		<u>Initial & Date</u>	Approved by Department Head:	SL, 10/8/21	Approved by City Attorney:	n/a	Approved by Finance Director:	LS, 10/8/21	Approved by City Manager:	RGK 10/12/21
	<u>Initial & Date</u>										
Approved by Department Head:	SL, 10/8/21										
Approved by City Attorney:	n/a										
Approved by Finance Director:	LS, 10/8/21										
Approved by City Manager:	RGK 10/12/21										
Affordable Housing Update and Council Discussion BACKGROUND The Kenmore City Council's number one priority for 2021 is to <i>increase and preserve the options for affordable housing stock</i>. In support of this goal, an eight-member working group, consisting of six City employees and two employees from A Regional Coalition for Housing (ARCH), was formed; the group has been meeting for the last three months. The members of the working group are Stephanie Lucash, Bryan Hampson, Debbie Bent, Lauri Anderson, Nancy Ousley and John Vicente from the City and Lindsay Masters and Elsa Kings from ARCH. This group worked to identify possible affordable housing properties in Kenmore, create an affordable housing scoring rubric, score and rank a list of properties, and select a short list of properties for further analysis. The working group wanted to come back to the City Council to provide an update on our work and to have a discussion around possible ways to move this work forward. The affordable housing working group created a charter for their work (see attachment to this agenda bill) as well as the following scoring rubric. Each of the potential affordable housing projects was scored, using the rubric, by all eight members of the working group. The group then ranked the projects and selected properties to proceed with for a deeper analysis, which is currently underway.											

SCORING RUBRIC FOR AFFORDABLE HOUSING PROJECTS
For use now by Affordable Housing Working Group

Criteria	Maximum Points	Project Score
Property is owned by the City or has a willing seller	5	
If property has a willing seller, the proposed sale price is feasible with existing City funds	5	
Current zoning allows for affordable housing	5	
Lot is well suited for affordable housing units (including parking and mixed-use considerations)	5	
Proposed project preserves existing affordable housing	5	
Proposed project would not displace any active businesses	5	
Proposed project would not displace any residents	5	
Proposed project would not displace any cultural or community centers	5	
Proposed project has few environmental constraints	5	
Property is served by the city's sidewalk infrastructure	5	
Property is walkable within ¼ to ½ mile of city amenities including a grocery store and transit	5	
Property is walkable within ¼ to ½ mile of a school	5	
Property has key infrastructure in place (i.e. sewer system)	5	
TOTAL SCORE	65	

One of the key items for discussion is regarding two of the properties on the short list. The City of Kenmore owns both of these properties: the old Shell property and the property currently housing Kenmore's branch of the U.S. Post Office. As this work proceeds, the City Council will need to decide how the City might offer one or both of those properties for affordable housing. Is the City Council's vision that the City would surplus one or both of those properties for the purpose of affordable housing, or would there need to be a transaction/sale of the properties as part of an affordable housing project? This discussion and an understanding of the Council's direction around possible property surplus will inform our financial analysis of the top scoring properties.

As we consider ways to fund these projects, one possible source could be a portion of the City's American Rescue Plan Act (ARPA) allocation. A community engagement effort to seek input from Kenmore residents will commence later this year, and we are hoping we can put at least two of the working group's affordable housing projects on the menu of options for public input.

As part of the deeper analysis of the selected properties, we plan to seek proposals from affordable housing groups for plans at each of the top selected sites. That work will happen in tandem with the ARPA community engagement effort, with the hope that we can come back to the City Council in the first quarter of 2022 with more details and a recommendation for moving forward with one or more affordable housing projects.

FISCAL CONSIDERATION:

This item is a discussion only and does not have a fiscal consideration.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Goal #1: Affordable Housing. This item supports the City Council's top priority: *Increase and preserve the options for affordable housing stock.*



Affordable Housing Working Group – Project Charter

October 2021

GENERAL PROJECT INFORMATION	
Project Description	There is a pronounced shortage of affordable housing in Kenmore and across King County, and the COVID-19 pandemic as well as racial inequities in our community and society have worsened this situation. The Kenmore City Council has identified affordable housing as its #1 priority for 2021 and 2022. At the same time, the American Rescue Plan Act (ARPA) and other new and upcoming funding sources may provide resources to tackle affordable housing projects in Kenmore. A working group has been formed of internal City staff to get more affordable housing units built in Kenmore as soon as possible.
Project Manager	Stephanie Lucash
Processes/Projects Impacted	This work is the City Council's top priority for 2021 and will be coordinated with our American Rescue Plan Act efforts
Expected Project Start Date	The working group had its first meeting in July 2021
Expected Project Completion Date	This work will be ongoing until an affordable housing development has been identified and funding secured for its completion
Project Budget	The City Council will be making decisions about how to spend the City's ARPA funds; there is nearly \$5 million available for projects in Kenmore between now and 2026 and the Council may decide to spend a portion of the City's ARPA funds on affordable housing. There are also other funding sources that will be coming available for affordable housing and we want to be well positioned to successfully apply for those funds.

PURPOSE, GOALS, DELIVERABLES	
Purpose of Project	The purpose of this project is to get more affordable housing built and on the ground in Kenmore as quickly as possible. There is a pronounced shortage of affordable housing in Kenmore and across King County, and the COVID-19 pandemic as well as racial inequities in our community and society have worsened this situation. The Kenmore City Council has identified affordable housing as its #1 priority for 2021 and 2022. In addition, the American Rescue Plan Act, and other new and upcoming funding sources, may provide resources to tackle affordable housing projects in Kenmore. A working group has been formed of internal City staff to align our efforts around affordable housing, identify and rank projects, apply for funding for our highest priority projects, and develop and strengthen partnership opportunities in these efforts.
Project Benefits	Project benefits are anticipated to include: - Alignment: - align our efforts around affordable housing across the City - be of one voice as we discuss this work across our community - set citywide goals for affordable housing we all are committed to - Identification and Ranking: - identify potential affordable housing projects in Kenmore - discuss pros and cons of potential affordable housing sites - create a scoring rubric and prioritize potential projects - discuss opportunities to purchase parcels for affordable housing - Funding: - discuss opportunities to use ARPA funds for affordable housing (both our City's allocation as well as other ARPA funds)



Affordable Housing Working Group – Project Charter

October 2021

	- o discuss strategies for applying for other affordable housing grants and funds - o discuss how to position ourselves for best chances for success in future affordable housing funding requests • Partnership Opportunities: - o discuss the role of ARCH as we move forward with affordable housing proposals - o discuss other agencies to partner with in affordable housing work - o discuss other public agencies who we might partner with in this work (cost sharing and other partnership opportunities)
Goals/Metrics	The goal is to cause one or more affordable housing developments to be built in Kenmore, with a focus on units for residents at or below 30% of Area Median Income and including controlling or acquiring land and securing partnerships and funding for project completion. Metrics: Proposed metrics for affordable housing projects in Kenmore will include number of units built for residents at or below 30% AMI, number of permanent supportive housing units at 30% AMI, and numbers of senior and family housing units.
Expected Deliverables	Control or acquire land, find an affordable housing nonprofit partner, secure funding for, and implement one or more affordable housing developments in Kenmore.
Council Priority	Affordable Housing is the Kenmore City Council's #1 priority for 2021

PROJECT SCOPE & SCHEDULE

Scope	Identify, secure funding for, and implement an affordable housing project in Kenmore	
Project Schedule:	Due Date	Description
Create Project Charter	August 31, 2021	Project Charter is complete
Create Scoring Rubric	August 31, 2021	Scoring Rubric is created and presented to working group for review and feedback
Create Potential Project List	August 31, 2021	Potential Project List is created and discussed with working group
Fold ARCH team into our work	August 31, 2021	Include Lindsay Masters and Elsa Kings from A Regional Coalition for Housing (ARCH) as full-fledged members of our working group
Finalize Scoring Rubric	September 14, 2021	Scoring Rubric is finalized and ready for use
Use Scoring Rubric to Rank Project List	September 21, 2021	Committee uses rubric to score and rank possible projects
Meet with KCRHA	September 28, 2021	Meet with KCHRA to discuss project ideas and partnership with the City of Kenmore
Meet with King County	October 11, 2021	Meet with staff at King County to better understand affordable housing funding cycles, due dates...etc.
Identify Affordable Housing Project(s) to pursue	October 12, 2021	Top properties to pursue/for deeper analysis are identified
Present Update on our Work to City Council for Discussion	October 25, 2021	Prepare a council presentation with an update on the working group's work, review of the scoring rubric, and a discussion about possible surplus of city-owned property for affordable housing
Include Affordable Housing Project(s) on Menu of Choices for	November 2021 - January 2022	Move forward with community engagement efforts for ARPA, review high scoring sites with the City Council, and move forward with acquiring/controlling top ranked possible



Affordable Housing Working Group – Project Charter

October 2021

ARPA Community Engagement		development properties that have the Council stamp of approval
Develop One or More RFPs to Solicit Proposals from Affordable Housing Partners to Develop Identified Properties	December 2021 – January 2022	Put out a Request for Proposals (RFP) to solicit proposals from affordable housing groups on one or more of the group's top affordable housing properties
Evaluate Proposals and Select Top Affordable Housing Project to Pursue in Upcoming 2022 Funding Cycle	February – May 2022	Evaluate proposals that come in through RFP process and select a proposal to pursue in the upcoming 2022 affordable housing funding cycle, which begins in September
Secure Partnerships, Finalize Project Plans and Secure City Council Support for Approach	June 2022	Finalize partnership and project plans for top proposal and present to City Council for approval. This will include decisions from City Council on financial commitments.
Apply for Outside Funding for Identified Affordable Housing Project(s)	September-December 2022	Be positioned to enter the September 2022 funding cycle for affordable housing projects in the region.
Participate in Low Income Tax Credit Funding Cycle	January -March 2023	Participate in the federal low-income tax credit funding cycle.
Permit Process Begins	April 2023	Permit process for approved affordable housing development begins.
Complete Project	December 2026	Affordable housing project is complete
PROJECT RESOURCES & CUSTOMERS		
Project Team (internal)	The internal members of the working group are Stephanie Lucash, Nancy Ousley, Bryan Hampson, Debbie Bent, John Vicente, and Lauri Anderson	
Project Team (external)	The external members of the working group are Lindsay Masters and Elsa Kings with A Regional Coalition for Housing (ARCH)	
Outside Resources	ARCH, King County Regional Homelessness Authority, possibly other cities	
Primary Stakeholders	The City Council, City staff, affordable housing organizations including ARCH, property owners willing to sell to the city, developers interested in affordable housing projects, and residents of Kenmore seeking affordable housing opportunities are all primary stakeholders.	
Secondary Stakeholders	All residents of Kenmore are secondary stakeholders	
PROJECT BUDGET		
Budget	The City Council will be making decisions about how to spend the City's ARPA funds; there is nearly \$5 million available for projects in Kenmore between now and 2026 and the Council may decide to spend a portion of the City's ARPA funds on affordable housing. There are also other funding sources that will be coming available for affordable housing, and we want to be well positioned to successfully apply for those funds.	



Affordable Housing Working Group – Project Charter

October 2021

Budget Issues	We have not yet identified the top affordable housing project that the City would like to pursue. Part of the work of this group will be to identify potential projects, discuss pros and cons of different affordable housing sites, create a scoring rubric and prioritize potential projects. Once we have a short list of possible properties and have proposals from affordable housing groups for development of one or more of those properties, the Kenmore City Council will make the decision about how to expend City funds, including our ARPA funds.
Funding Sources	American Rescue Plan Act funds, outside grant funds, City funds
PROJECT RISKS, CONSTRAINTS, ASSUMPTIONS	
Risks	There are many external factors outside our control, including securing outside funding for an affordable housing project in Kenmore
Constraints	A key constraint is funding availability, as well as property ownership. An affordable housing project will only be possible if the City can piece together adequate funding and if the project is on a property the City owns or can secure ownership of in the necessary timeframes
Assumptions	We assume that affordable housing will continue to be a high priority of the Kenmore City Council into 2022, 2023 and beyond and that we should continue this work as a high priority over the next two or more years

Affordable Housing in Kenmore

Presentation to Kenmore City Council – October 25, 2021

Bringing new affordable housing to Kenmore and understanding the affordable housing funding labyrinth



Our Service Vision

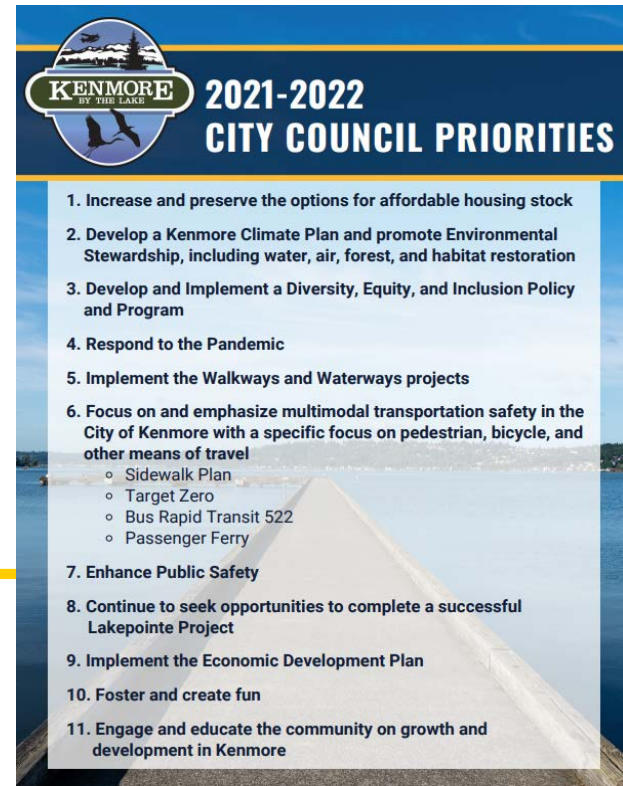
Propelling Kenmore Upward:
We create a thriving community where all people love where they live.



The Council's #1 Priority (Nancy)

Recognizing the affordable housing crisis

- The Kenmore City Council's number one priority for 2021-2022 is to *increase and preserve the options for affordable housing stock*.
- We are deeply committed to this effort
- Working group has been formed and hard at work since July
- Developing full understanding of the timing and requirements and funding needed to build affordable housing in Kenmore



Affordable Housing Requirements and Timelines (Lindsay)

To get affordable housing on the ground, it is key to understand the following:

- The funding cycle for King County runs September to December each year
- The federal low-income tax credit funding cycle runs January to March
- In order to be competitive in those funding cycles, applicants must:
 1. Have site control and completed property due diligence (appraisal, environmental)
 2. Have third party cost estimates and schematic designs
 3. Have commitment(s) with partner agency(ies) and developer(s)
 4. Designate the numbers of units at AMI percentages (i.e., how many are at 30% AMI or below), sizes, and types of units
 5. Demonstrate financial feasibility



Affordable Housing Requirements and Timelines (Bryan)

Understanding these realities, here is our proposed timeline:

Include Affordable Housing Project(s) on Menu of Choices for ARPA Community Engagement	November 2021 – January 2022	Move forward with community engagement efforts for ARPA, review high scoring sites with the City Council, and move forward with acquiring/controlling top ranked possible development properties that have the Council stamp of approval
Develop One or More RFPs to Solicit Proposals from Affordable Housing Partners to Develop Identified Properties	December 2021 – January 2022	Put out a Request for Proposals (RFP) to solicit proposals from affordable housing groups on one or more of the City's top affordable housing properties
Evaluate Proposals and Select Top Affordable Housing Project to Pursue in Upcoming 2022 Funding Cycle	February – May 2022	Evaluate proposals that come in through RFP process and select a proposal to pursue in the upcoming 2022 affordable housing funding cycle, which begins in September
Secure Partnerships, Finalize Project Plans and Secure City Council Support for Approach	June 2022	Finalize partnership and project plans for top proposal and present to City Council for approval. This will include decisions from City Council on financial commitments.
Apply for Outside Funding for Identified Affordable Housing Project(s)	September – December 2022	Be positioned to enter the September 2022 funding cycle for affordable housing projects in the region.
Participate in Low Income Tax Credit Funding Cycle	January – March 2023	Participate in the federal low-income tax credit funding cycle.
Permit Process Begins	April 2023	Permit process for approved affordable housing development begins.
Complete Project	December 2026	Affordable housing project is complete



Affordable Housing Working Group

(Debbie)

Members of the working group:

- *City Staff:*
Stephanie Lucash, Nancy Ousley, Bryan Hampson, Debbie Bent, John Vicente, and Lauri Anderson
- *A Regional Coalition for Housing (ARCH) Staff:*
Lindsay Masters and Elsa Kings
- The group has been meeting since July
- A charter for their work was created



Working Group Efforts (John)

The group has completed the following:

- Create a list of possible properties for affordable housing
- Create a scoring rubric to evaluate possible affordable housing properties
- Discuss possible properties
- Score and rank the list of projects using scoring rubric
- Contacted a few property owners
- Begin deeper analysis of selected properties



Scoring Rubric (Lauri)

The scoring rubric includes evaluation of:

- Property ownership, willingness to sell, and potential price
- Suitability of lot, including zoning, environmental constraints, infrastructure
- Distance to schools, services, amenities, and transit
- Potential displacement of residents, businesses, and community/cultural centers



Possible City Funding Sources for Affordable Housing (Stephanie)

As part of our application for any affordable housing proposal, the City will need to commit local funding

Some of our funding options are:

- ARPA funds
- ARCH Trust Fund
- Surplus of City-owned property
- Fee in lieu of affordable housing construction
- City's Strategic Opportunities Fund
- Real Estate Excise Tax (REET)



American Rescue Plan Act (ARPA) Funding (Elsa)

- Kenmore's ARPA funds can be used for affordable housing, as noted in the Treasury FAQ: <https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf> under question 2.11 as follows:

Eligible services include:

*(second bullet) • Building stronger neighborhoods and communities, including: supportive housing and other services for individuals experiencing homelessness, **development of affordable housing**, and housing vouchers and assistance relocating to neighborhoods with higher levels of economic opportunity*



Discussion of City-Owned Properties

(Stephanie)

Possible surplus of properties for affordable housing

- The City owns two properties on the possible affordable housing list
- The more financial commitment made up front, the better an affordable housing proposal will compete in the process
- Surplus property can be considered part of the City's financial commitment

Discussion Question for Council

Does the City Council support surplus property as part of the City's financial commitment to an affordable housing proposal?



Next Steps (Nancy)

The working group will come back to Council to

- Review possible affordable housing properties list and scoring details
- Discuss other projects including the TOD project
- Present analysis of possible affordable housing developments
 - Estimated number of units, affordability and population
 - Potential financing sources and local funding need
 - Timeline for development
 - Potential ownership structures
- Discuss City-owned property considerations



Thank You and Questions





City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Climate Action Plan

For Council Meeting Agenda of: October 25, 2021

Department: Public Works, Env Services Division

Prepared by: Richard Sawyer, Env Services Manager
Sammie Roeun, Env Services Adm Spec

Initial & Date

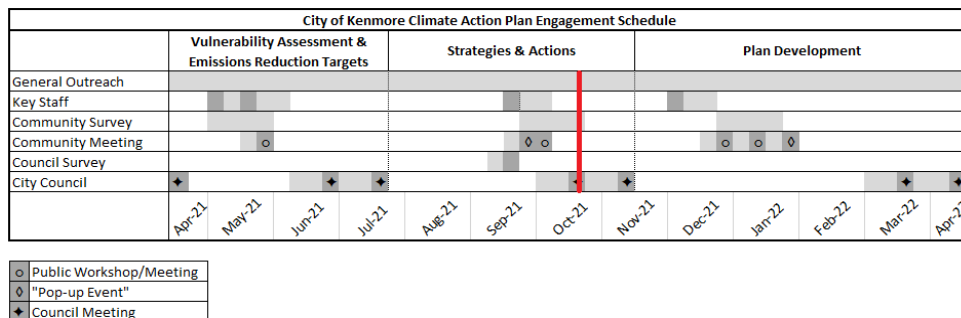
Approved by Department Head: **RS**
Approved by City Attorney: **NA**
Approved by Finance Director: **NA**
Approved by City Manager: **RK**

Proposed Council Action/Motion: Provide direction/feedback to staff regarding the proposed strategies and actions to be used in the City's Climate Action Plan.

Exhibits/Attachments:
Proposed Strategies & Actions Memo

The City of Kenmore is working with Cascadia Consulting Group (CCG) to develop its first Climate Action Plan (CAP). Currently, staff are nearing completion of Phase 2 of the CAP development process, which includes development of strategies and actions based on feedback from the public, Council and staff. In June, staff presented the results of Phase 1, which included: 1) greenhouse gas (GHG) emissions reduction targets and 2) the vulnerability assessment. The established GHG emissions reduction targets reduce baseline emissions (as compared to the City's 2019 GHG inventory) 50% by 2030; 75% by 2040; and 95% + net zero by 2050. These sections, in addition to the GHG emissions inventory completed in 2020, will be included as components of the final CAP.

The schedule below shows staff's progress in the CAP development process (current progress highlighted with red line).



The attached consultant memo presents proposed strategies and actions for reducing emissions and building community resilience for City Council's consideration to be included in the CAP. The proposed strategies and actions are organized into five categories: Buildings & Energy, Transportation & Land Use, Consumption and Materials Management, Natural Systems and Water Resources, Community Resilience & Wellbeing. Within each category, strategies and actions are divided into those that the City can implement internally (Municipal Operations) and those that can be implemented throughout the community. In addition to meeting the City's GHG emissions reduction targets and building community resilience, the strategies and actions being proposed for Council's consideration also align with and support the commitments that the City made with our partners at King County-Cities Climate Collaboration (K4C).

In addition to Council feedback provided at this meeting, staff are soliciting feedback from the community in a variety of ways. Staff provided an in-person event on September 17th at The Hangar, which allowed community members to view the proposed strategies and actions on display boards, engage with the CAP team and leave feedback. An online survey (open to the public from September 22nd through October 17th) allows people to review the proposed strategies and actions and provide open feedback. At the time of writing this report (the survey is still open) the City has received over 500 responses to the survey. Lastly, staff hosted an online public workshop on October 7th and provided a CAP presentation to the community. After the presentation, smaller breakout groups got together and community members were able to review the proposed strategies and actions in more detail and provide their feedback.

The public's feedback, along with feedback provided by Council at this meeting, will be reviewed and incorporated into a final strategies and actions report to be presented to Council in November for approval.

FISCAL CONSIDERATION:

The approved 2021-2022 budget allocates \$118,294 for professional services and memberships, such as the City's agreements with Cascadia Consulting Group, King County-Cities Climate Collaboration (K4C), and the International Council for Local Environmental Initiatives (ICLEI). The budget also provides \$86,196 for a 24-month temporary 0.5 FTE Administrative Specialist position to provide staff support for development and implementation of climate action activities during the biennium. CAP funding will be provided from both the Surface Water Fund (22%) and Strategic Opportunities (78%).

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council's 2021-2022 Priority #2 "Develop a Kenmore Climate Plan and promote Environmental Stewardship, including water, air, forest, and habitat restoration."

City of Kenmore Climate Action Plan

10/25 Council Meeting Packet

TO: Richard Sawyer, City of Kenmore Environmental Services Manager
FROM: Angela Pietschmann, Cascadia Consulting Group
 Mike Chang, Cascadia Consulting Group
 Megan Lee, Cascadia Consulting Group
DATE: October 8, 2021
SUBJECT: Summary of Kenmore Climate Action Plan Strategies & Actions

INTRODUCTION

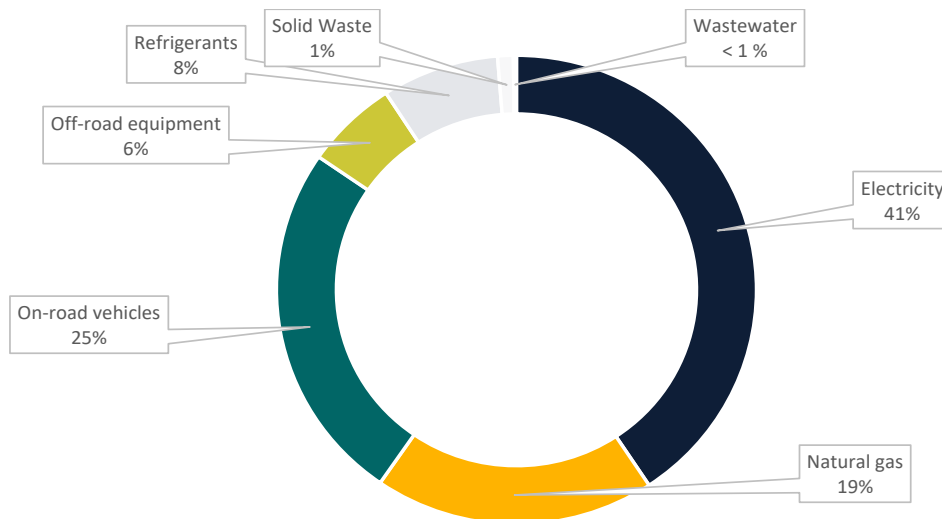
The following memo outlines strategic priorities for Kenmore's Climate Action Plan (CAP) based on greenhouse gas inventories and forecast, vulnerability assessment, and community engagement findings. It presents proposed CAP strategies and actions for reducing emissions and building community resilience for Kenmore City Council's consideration.

STRATEGIC PRIORITIES

Community Emissions Reduction

Figure 1 summarizes Kenmore's total communitywide emissions for 2019 in thousands of metric tons of carbon dioxide equivalent (MT CO₂e). **Electricity** (41%), **natural gas** (19%), and **on-road transportation** (25%) contribute the largest percentages of total communitywide baseline emissions (2019). Given that these sources make up 85% of total emissions, they are the focus of the proposed emissions reduction strategies. See Table 1 for a crosswalk of how the proposed emissions reduction strategies and actions address each emissions source.

Figure 1. Summary of Kenmore's 2019 communitywide GHG emissions (total emissions = 170,255 MT CO₂e).



City of Kenmore Climate Action Plan

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Climate Resilience

Based on Kenmore's completed vulnerability assessment (2021), the top climate risks facing Kenmore are:

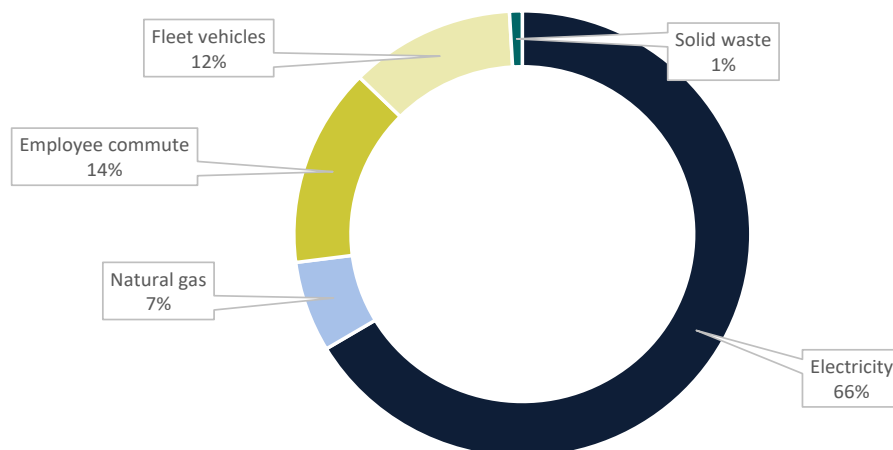
Warmer summers with longer and more intense heat waves .	Leads to...	• More extreme heat days and heat waves • More flooding • More landslides • More summer days with wildfire smoke
More intense rainfall events, with more rain when we don't need it and less rain when we do.		
Less winter snowpack , meaning rivers and streams will be more dependent on seasonal rain rather than snowpack for water flow and temperature regulation.		

See Table 1 for a crosswalk of how the proposed adaptation strategies and actions address each emissions source and key vulnerabilities.

Municipal Operations

Figure 2 summarizes Kenmore's municipal operations GHG emissions for 2019 in thousands of metric tons of carbon dioxide equivalent (MT CO₂e). Electricity (66%), employee commute (14%), and fleet vehicles (12%) contribute the largest percentages of municipal emissions (2019). While the City's emissions make up less than 1% of communitywide emissions, the City can demonstrate its commitment to climate action, lead by example, and pilot demonstration projects that could be expanded to the community.

Figure 2. Summary of Kenmore's 2019 municipal GHG emissions (total emissions = 776 MT CO₂e).



City of Kenmore Climate Action Plan

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PROPOSED CAP STRATEGIES & ACTIONS

Municipal Operation actions are designed to reduce emissions from municipal operations and embed climate change considerations in City planning efforts and decision-making.

Mitigation Benefits						Adaptation Benefits			
Community Emissions						Heat	Flooding & Landslides	Wildfire Smoke	Overall Resilience
Electricity 41%	Nat Gas 19%	Refrig. 8%	Transport. 31%.	Solid Waste 1%	Wastewater < 1%				
									
Municipal Emissions									
Electricity 66%	Nat Gas 7%		Transport. 26%	Solid Waste 1%					
									

Focus Area 1: Buildings & Energy

Municipal Operations 1.0

Action 1.0.1

Require new buildings to be energy efficient and carbon neutral.

Require newly constructed government buildings to meet highly efficient & net carbon standards by a determined date.

Action 1.0.2

Upgrade and automate building energy efficiency systems.

Adopt Building Automation Systems (BAS) for all new construction and upgrade system controls for existing buildings (e.g., heating ventilation and air-conditioning (HVAC), lighting).

Action 1.0.3

Retrofit existing buildings to be more energy efficient.

Make energy efficiency improvements to upgrade appliances equipment or improve insulation and weatherization.

Action 1.0.4

Enroll in Puget Sound Energy's (PSE) Green Power Program.

Enroll City facilities into PSE's Green Power Program.



City of Kenmore Climate Action Plan

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Action 1.0.5



Ensure critical facilities have backup power in the event of an outage.

Partner with King County to identify and prioritize backup power and grid infrastructure projects for critical City-owned facilities (e.g., resilience hubs).

Strategy 1.1: Use less energy and refrigerants

Action 1.1.1



Incentivize energy efficient/sustainable new buildings.

Incentivize the development of LEED or other high-performance certified commercial buildings. Conduct associated education, outreach, and technical assistance.



Action 1.1.2



Incentivize energy efficient/load responsive appliances in existing buildings.

Incentivize energy efficient and/or load-responsive appliances in new and old buildings. Partner with utilities and frontline communities to expand utility assistance and incentive programs and energy efficient technologies to reduce energy burden. Promote awareness of incentives available for early action (before it is required) under the Clean Buildings Act (deep efficiency retrofits). Conduct associated education, outreach, and technical assistance.

Action 1.1.3



Go above and beyond WA State Energy Code.

Adopt local amendments, or reach codes, to the WA State Building Code Council that go above and beyond the WA State Energy Code. Partner with the Regional Code Collaboration and King County-Cities Collaboration (K4C) to actively revise the Washington building code.

Action 1.1.4



Mandate proper use, monitoring, and disposal of refrigerants.

Mandate proper use, monitoring, and disposal of refrigerants in commercial and residential buildings. Conduct associated education, outreach, and technical assistance.

Strategy 1.2: Use cleaner energy sources

Action 1.2.1



Incentivize a full transition to electric or solar energy in existing buildings.

Incentivize a full transition to electric or solar energy in existing commercial and residential buildings.

Action 1.2.2



Mandate solar and EV-ready capabilities for all new construction.

Mandate all new construction to install energy systems already compatible with solar energy systems and EV-charging stations to facilitate an easier transition to renewable energy and EV-adoption.



City of Kenmore Climate Action Plan

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Action 1.2.3



Encourage enrollment in PSE's Green Power Program.

Encourage businesses, large energy users, and residents to enroll in Puget Sound Energy's (PSE) Green Power Program to expand the use of green energy.

Action 1.2.4



Support the development of community solar projects.

Use incentives and partnerships to support the development of local community solar projects and micro-grids that provide alternative energy sources for critical community facilities, especially during brownouts or unexpected power loss.

Action 1.2.5



Enact code to facilitate electrification of new buildings.

Enact code to phase out fossil fuel infrastructure in new construction.

Action 1.2.6



Advocate for increased electricity grid reliability.

Advocate for increased electricity grid reliability through updated regulations for utilities and legislation that increase the flexibility of the electricity grid and incentivizes large-scale energy customers to reduce their electricity use during peak times.

Focus Area 2: Transportation & Land Use

Municipal Operations 2.0

Action 2.0.1



Promote expanded telework options.

Support long-term remote working and flexible work schedule options for City employees and contractors when feasible.

Action 2.0.2



Electrify the City's fleet.

Define and implement a green vehicle selection process and green fleet resources for new or replacement vehicles.

Action 2.0.3



Expand public electric vehicle (EV) charging stations.

Install electric car charging stations in key city-owned/operated parking facilities and public lands.

Strategy 2.1: Build strategically

Action 2.1.1



Incorporate environmental justice criteria into land use decisions.

Incorporate environmental justice criteria and priorities into zoning, land use planning, permitting policies, and development of new projects.¹

¹ See <https://www.nrdc.org/sites/default/files/local-policies-environmental-justice-national-scan-tishman-201902.pdf> for examples.



City of Kenmore Climate Action Plan

10/25 Council Meeting Packet

Action 2.1.2



Prioritize dense, transit-oriented developments and affordable housing.

Alter zoning and planning policies to align with the Growth Management Act and prioritize dense, transit-oriented development & affordable housing.

Action 2.1.3



Evaluate the development code related to landslide and flooding hazards.

Identify opportunities to increase overall resilience through development and building code improvements for existing and new construction.

Strategy 2.2: Drive less

Action 2.2.1



Expand pedestrian and cyclist infrastructure.

Increase network of safe bike lanes, boulevards, trails; wider sidewalks; convenient transit stops; effective traffic signals; dedicating right of way lanes.

Action 2.2.2



Expand transit options.

Partner with public transport services, frontline community organizations, and strategic surrounding jurisdictions to pilot new routes and diverse transit options to improve efficiency & reliability.

Action 2.2.3



Strengthen transportation resiliency.

Ensure that there are diverse multi-modal transportation options that are equipped to operate in natural disasters.

Action 2.2.4



Develop a Transportation Master Plan

Develop a Transportation Master Plan that guides the City's transportation investments and the shift to a low-carbon transportation system.

Strategy 2.3: Drive cleaner vehicles

Action 2.3.1



Encourage transition to electric vehicles.

Promote existing and develop new incentives to encourage purchase of electric vehicles (including stronger incentives for low-income residents).

Action 2.3.2



Expand EV charging.

Expand incentives for EV charging for multi-family homes, apartment buildings, major employers, and parking garages.



City of Kenmore Climate Action Plan

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Focus Area 3: Consumption and Materials Management

Municipal Operations 3.0

Action 3.0.1



Implement a sustainable purchasing policy for municipal operations.

Adopt a sustainable purchasing policy that prioritizes products that (1) meet environmental standards or certifications; (2) are locally sourced; (3) can be recycled or composted at end of life.

Strategy 3.1: Prevent waste

Action 3.1.1



Support sustainable local food economy.

Partner with frontline communities to support a regenerative and sustainable local zero waste food economy.

Action 3.1.2



Strengthen construction and demolition (C&D) diversion requirements.

Adopt King County's Construction & Demolition waste diversion requirements. Support policies, tools, and programs to reduce construction-related emissions, including sourcing low embodied carbon materials.

Action 3.1.3



Partner with the Metropolitan Solid Waste Management Advisory Committee on policy, projects, and programs

Develop a regional strategy through the adopted 2019 Comprehensive Solid Waste Management Plan to reach zero waste of resources by 2030 through a combination of education, incentives, and regulatory tools aimed at single-family, multi-family residents, businesses, and construction projects in King County.

Strategy 3.2: Divert resources from landfill

Action 3.2.1



Conduct a baseline waste audit and adopt waste prevention and diversion goals.

Use results to inform education and outreach priorities.

Action 3.2.2



Conduct education, outreach, and technical assistance to promote recycling and composting.

Conduct education, outreach, and technical assistance to promote recycling and composting amongst building owners, operators, and residents.

Action 3.2.3



Mandate recycling and composting

Mandate recycling and composting and enforce sorting by an identified year, especially for multi-family buildings and commercial properties where contamination is high.



City of Kenmore Climate Action Plan

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Focus Area 4: Natural Systems and Water Resources

Municipal Operations 4.0

Action 4.0.1



Require low-impact development to manage stormwater in new/remodeled construction projects.

Require LID for all new City-owned construction & remodels to reduce stormwater runoff and costs.

Action 4.0.2



Transition to native, drought-tolerant landscapes on City properties.

Use drought-tolerant native plants in City parks, right-of-ways, and green spaces.

Action 4.0.3



Prioritize sequestration opportunities on public lands.

Evaluate the sequestration potential—or the ability of plants, soil, and habitats to capture and remove atmospheric carbon—of existing public lands and invest in changes/recommendations that enable high sequestration levels.

Strategy 4.1: Conserve water, manage stormwater, and minimize flooding

Action 4.1.1



Conduct outreach and education on water conservation strategies,

Conduct outreach and education on water conservation strategies, including using grey water for non-potable uses (e.g., irrigation) when possible.

Action 4.1.2



Utilize educational campaigns to encourage low-impact, drought-resistant landscape development and design

Utilize educational campaigns to encourage low-impact, drought-resistant landscape development and design (including green stormwater infrastructure). Work with landscape companies to educate and incentivize smart irrigation management and technology.

Action 4.1.3



Design and install flood prevention projects

Design and install flood prevention projects (such as water diversion designs or barriers) along key roads, sidewalks, and bike trails.

Strategy 4.2: Preserve natural systems

Action 4.2.1



Require developers to replace any trees removed from the land



City of Kenmore Climate Action Plan

10/25 Council Meeting Packet

Require developers to replace any trees removed from the land to ensure there is equivalent sequestration potential—or the ability of plants, soil, and habitats to capture and remove atmospheric carbon.²

Action 4.2.2



Develop an urban landscape strategy or framework

Develop an urban landscape strategy or framework to develop additional natural areas and preserve the functioning of existing ones under changing climatic conditions. Prioritize increasing tree canopy in areas subject to urban heat island effect.

Focus Area 5: Community Resilience & Wellbeing

Municipal Operations 5.0

Action 5.0.1



Embed climate action considerations in City planning efforts.

Ensure all City plans (e.g., Comprehensive Plan, Emergency Management Plan) account for climate change and vulnerable communities. Build City employee climate change awareness and capacity to train City employees in considering climate impacts in their day-to-day decisions at work.

Action 5.0.2



Capture cost of climate inaction in new projects.

Create and utilize financial tools that capture the full lifecycle costs of City-led projects, including the costs of climate inaction or inadequately adapting to climate change.

Action 5.0.3



Prioritize local hiring and disadvantaged worker employment.

Ensure contracts for City construction projects provide opportunities for local hiring and disadvantaged worker employment.

Strategy 5.1: Prepare for climate emergencies

Action 5.1.1



Create climate emergency resilience hubs.

Work with community members on emergency procedures and coordination between facilities, such as public libraries or other community centers, to create "resilience hubs" that are prepared to meet the challenges of weather emergencies and include in equity index map.

² Potential methodologies include: <https://www3.epa.gov/climatechange/Downloads/method-calculating-carbon-sequestration-trees-urban-and-suburban-settings.pdf> or https://www.unm.edu/~jbrink/365/Documents/Calculating_tree_carbon.pdf.



City of Kenmore Climate Action Plan

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Action 5.1.2



Co-create climate communications with Kenmore's communities

Co-create climate communications with Kenmore's communities—especially youth organizations to ensure that the next generation has a say—on climate and health impacts and emergency resources/warnings during extreme events.

Action 5.1.3



Study and evaluate air quality and extreme heat interactions

Study and evaluate air quality and extreme heat interactions near industrial sites.

Action 5.1.4



Conduct a study to expand on WSDOT's vulnerability assessment

Conduct a study to expand on WSDOT's vulnerability assessment of state roads to map out roads/routes in Kenmore that are vulnerable to climate impacts (e.g., flooding, landslides).

Strategy 5.2: Increase adaptive capacity / resilience

Action 5.2.1



Mitigate impacts of green gentrification

Mitigate impacts of green gentrification by identifying community centered anti-displacement strategies (e.g., eviction prevention, cash assistance, and displacement mitigation) and expand access to affordable housing resources (e.g., home ownership strategies, weatherization, and climate-related home improvements).

Action 5.2.2



Develop a green jobs strategy

Develop a green jobs strategy in partnership with community groups and businesses that (1) supports the low carbon transition of Kenmore's impacted industries; (2) develops pathways for youth and impacted workers to transition into green jobs; and (3) ensures opportunities (e.g., local hiring requirements) for these jobs.

Action 5.2.3



Provide free or discounted air filter box fans

Provide free or discounted air filter box fans to vulnerable community members.



City of Kenmore Climate Action Plan

10/25 Council Meeting Packet

Table 1. Crosswalk of emissions reduction priorities and climate risks to CAP strategies and actions.

	Electricity 	Nat Gas 	Refrig. 	Transport. 	Solid Waste 	Wastewater 	Heat 	Flooding & Landslides 	Wildfire Smoke 	Overall Resilience 
Comm:	41%	19%	8%	31%	1%	< 1%				
Muni:	66%	7%	NA	26%	1%	NA				
Buildings & Energy										
1.0.1										
1.0.2										
1.0.3										
1.0.4										
1.0.5										
1.1.1										
1.1.2										
1.1.3										
1.1.4										
1.2.1										
1.2.2										
1.2.3										
1.2.4										
1.2.5										
1.2.6										
Transportation & Land Use										
2.0.1										
2.0.2										



City of Kenmore Climate Action Plan

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	Electricity 	Nat Gas 	Refrig. 	Transport. 	Solid Waste 	Wastewater 	Heat 	Flooding & Landslides 	Wildfire Smoke 	Overall Resilience 
Comm:	41%	19%	8%	31%	1%	< 1%				
Muni:	66%	7%	NA	26%	1%	NA				
Transportation & Land Use, continued										
2.0.3										
2.1.1										
2.1.2										
2.1.3										
2.2.1										
2.2.2										
2.2.3										
2.2.4										
2.3.1										
2.3.2										
Consumption & Materials Management										
3.0.1										
3.1.1										
3.1.2										
3.1.3										
3.2.1										
3.2.2										
3.2.3										



City of Kenmore Climate Action Plan

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	Electricity 	Nat Gas 	Refrig. 	Transport. 	Solid Waste 	Wastewater 	Heat 	Flooding & Landslides 	Wildfire Smoke 	Overall Resilience 
Comm:	41%	19%	8%	31%	1%	< 1%				
Muni:	66%	7%	NA	26%	1%	NA				
Natural Systems & Water Resources										
4.0.1										
4.0.2										
4.0.3										
4.1.1										
4.1.2										
4.1.3										
4.2.1										
4.2.2										
Community Resilience & Wellbeing										
5.0.1										
5.0.2										
5.0.3										
5.1.1										
5.1.2										
5.1.3										
5.1.4										
5.2.1										
5.2.2										
5.2.3										





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

Subject/Topic: City of Kenmore 2022 State Legislative Agenda Proposed Council Action/Motion: Approve the proposed City of Kenmore 2022 State Legislative Agenda and Policy Statements or direct staff to return with edits at a future City Council meeting.	For Council Meeting Agenda of: October 25, 2021 Department: City Manager's Office Prepared by: Rob Karlinsey, City Manager <table style="width: 100%;"> <tr> <td style="width: 70%;"></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;">___RGK___</td> </tr> </table> Exhibits/Attachments: 1. Proposed 2022 Legislative Agenda and Policy Statements		<u>Initial & Date</u>	Approved by Department Head:	_____	Approved by City Attorney:	_____	Approved by Finance Director:	_____	Approved by City Manager:	___RGK___
	<u>Initial & Date</u>										
Approved by Department Head:	_____										
Approved by City Attorney:	_____										
Approved by Finance Director:	_____										
Approved by City Manager:	___RGK___										
<u>INFORMATION/BACKGROUND:</u> Each year the Kenmore City Council approves a Legislative Agenda prior to each state legislative session that outlines priority actions the City and its government relations consultants will promote during the session. The proposed 2022 Legislative Agenda for Kenmore is attached to this agenda bill. Policy Statements that guide the consultants in expressing City support for proposals and issues are also included. Gordon Thomas Honeywell represents the City in State Legislative matters and will be available to present the proposed Legislative Agenda at this this City Council meeting.											
<u>FISCAL CONSIDERATION:</u> The City has a strong record of legislative successes for infrastructure funding and support for key projects.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Effective advocacy at the State Legislature supports all Council goals.											



City of Kenmore, Washington

City of Kenmore 2022 State Legislative Agenda

61st Avenue NE Sidewalk Replacement

Kenmore needs to repair and replace major sections of the sidewalk along 61st Avenue NE, a major north-south arterial connecting North Kenmore and South Snohomish County to bus lines and SR 522. The aging sidewalk panels are massively upheaving, unsafe for the general population and unusable for strollers, wheelchairs and other wheeled devices. Repairing and replacing the sidewalks is necessary for public safety, ADA accessibility, and to create a buffer between the sidewalk and Cha Thl Creek. The City has received an award through the Safe Routes to School grant program but the remaining cost, \$3.5 million, is still beyond the capacity of the City's budget to fund.

Local Revenue for Road and Sidewalk Maintenance and Preservation

Cities have limited resources to pay for the maintenance of existing roadways and sidewalks. The 2019 JTC City Transportation Funding study estimated the statewide need for preservation funding to be \$900 million more per year than current spending. The City supports AWC's efforts to institute a transportation funding package that emphasizes maintenance and preservation funding and provides direct distribution and new local revenue options for cities.

Regional Crisis Triage Center

Kenmore requests a flexible funding partnership with the State to complete a feasibility study and other steps toward establishing a crisis triage center in north King County. The facility would provide capacity to support acute behavioral health and drug addiction interventions through mental health responders such as the RADAR program.

Clean Air

The Kenmore community is keenly aware of the impacts from not protecting communal resources such as clean air. The City is committed to doing its part to protect natural resources and plan for a more resilient future. The City requests the state allocate resources for the Department of Health to conduct an epidemiological study of potential health impacts in the vicinity of asphalt plants.

Affordable Housing

The Kenmore City Council's #1 priority for 2021 and 2022 is affordable housing. The City of Kenmore supports policies that promote affordable housing preservation and construction and incentivize the development of affordable missing middle housing options. The City is committed to building affordable housing and to being an opportunity community that is welcoming to all. Kenmore is partnering with A Regional Coalition for Housing (ARCH) and is working to put together a complete affordable housing development proposal that will compete for County and State grant dollars when the funding cycle opens in September 2022. If grant funding is insufficient to support this effort, the City may request the State's partnership in the 2023 legislative session.

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**City of Kenmore
2022 Policy Statements**

This is an internal document designed to provide guidance to city staff and the city's lobbyist. The policy statements in this document allow the city to quickly take positions on legislation. It is not all-inclusive of all policy positions that the city may take throughout a session, and the following items are listed alphabetically, not in order of priority.

Automated Traffic Safety Cameras

The City supports expanding the authorized use of automated traffic safety cameras to enforce transit lane violators and other uses of photo enforcement. Automated enforcement presents an unbiased and consistent method of enforcing transit lane violators and maintaining public safety.

Climate Change and Environmental Stewardship

The City supports statewide policies and programs that respond to climate change and protect and promote clean air, clean water, and clean energy. The City is in the process of adopting a climate action plan and encourages the state to incentivize local governments to do more toward reducing their greenhouse gas emissions. Many cities, Kenmore included, would like to be better environmental partners but have limited resources to make substantial changes and could use support from the state in creating climate action plans, transitioning to electric fleets, etc.

Criminal Justice Reform

The City supports reforms that address the disparate impacts of systems and institutions on communities of color. As part of this, the City calls on the Legislature to advance criminal justice transformation policies to provide greater safety for communities that historically have not been well-served by existing systems; including but not limited to clarifying the statewide police reforms passed in 2021. The City also supports state funding for increased costs resulting from police, court, and other criminal justice reform.

Environmental Remediation

The City supports the expansion of environmental remediation programs such as the Model Toxics Control Act and the Brownfield Revolving Loan Fund to allow more contaminated sites throughout the state to be eligible for remediation funding.

Lift 1% Property Tax Cap

As a residential community, Kenmore's largest source of revenue is property tax. The city has a limited retail tax base and is constrained from generating additional revenue to maintain city services, the costs of which are increasing at a rate greater than the State-imposed property growth limit of 1% per year. The City of Kenmore supports lifting the 1% cap on property tax increases and other actions to create a sustainable fiscal structure for cities.

Local Culvert and Stormwater Funding

The City supports state investments in local culvert and stormwater projects on a watershed basis to maximize the amount of fish habitat gained and improve water quality. The city owns approximately 32 fish blocking culverts and is committed to removing these barriers to improve fish passage but has limited resources to accomplish this task.

Local Infrastructure Funding

The City of Kenmore joins AWC in supporting the State's ongoing and increased investment in infrastructure funding programs such as the Public Works Assistance Account and the Transportation Improvement Board.

Mobile Homes

The City supports legislation that recognizes that mobile homes represent an important affordable housing option throughout the state. Topics such as: ensuring individuals considering purchasing a mobile home are informed about laws and regulations limiting the transport of mobile homes; lease increase notice and other guidelines; and requiring that sellers notify purchasers if a home cannot be moved, are examples of potential legislation that could help protect mobile homeowners' investments and provide greater predictability.

Passenger Only Ferry

The City supports efforts to explore passenger only ferry service from Kenmore to Seattle. The City closely monitored the legislatively directed Puget Sound Regional Council's Passenger Only Ferry Study and supports legislative action to advance findings from the study.

Prevent Human Trafficking

The City of Kenmore recognizes that human trafficking is a problem in all communities and supports legislation that provides tools and solutions to prevent and intervene in human trafficking.

Product Stewardship

The City of Kenmore supports statewide product stewardship programs for products that are harmful to the environment such as electronic waste, mercury-containing fluorescent lights, and prescription drugs.

RADAR Funding

The City supports state funding for co-responder programs such as the Response Awareness, De-Escalation and Referral (RADAR) program, a highly successful partnership between the Kenmore, Bothell, Kirkland, Lake Forest Park, and Shoreline police departments to address the rights and needs of individuals with behavioral health issues and/or developmental disabilities.

Racial Equity

In response to recent events, the City is creating a Diversity, Equity, and Inclusion (DEI) policy and will continue to look for ways to break the racial caste system that still exists in our society, including but not limited to striking from the record any racial based restrictive covenants. As the city makes changes at the local level, we support and expect the state to make systemic changes to improve equity for all members of society.

Workforce Development

Helping our economy thrive with well-paying jobs is key to the success of our state. The city supports state funding and programs to promote workforce training and development.