



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

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

City Council Regular Meeting

ON-SITE

MONDAY, NOVEMBER 18, 2024 - 7:00 PM

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

ZOOM LINK: <https://kenmorewa-gov.zoom.us/j/83049380561>

ZOOM PASSWORD: 111824

Or One tap Mobile: US: +12532158782,,83049380561#

Or Telephone Dial US: +1 253 205 0468

Webinar ID: 830 4938 0561

ZOOM PASSWORD: 111824

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

If you have technical difficulties accessing the meeting virtually, please contact the Deputy City Clerk at

mkang@kenmorewa.gov.

Technical Difficulties - If the virtual component of the meeting disconnects, and we cannot resolve technical difficulties to reconnect the virtual component, the in-person meeting will continue at City Hall if there is a quorum of the body to conduct business.

Land Acknowledgement to Honor First Peoples

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

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

II. ROLL CALL

III. LAND ACKNOWLEDGEMENT

IV. FLAG SALUTE

V. AGENDA APPROVAL

VI. PROCLAMATION

- A. Hunger and Homelessness Awareness Week, to be accepted by
Northshore Senior Center Kenmore Branch Program Supervisor Pasha
Mohajerjasbi

PROCLAIMED

[Hunger and Homelessness Awareness Week - November 17-23, 2024](#)

VII. WHERE'S THE FUN?

VIII. PUBLIC COMMENTS

Welcome to the Council's meeting. Please address your comments to the Mayor and Council. You'll have three minutes to speak. If there are more than 20 speakers, time will be reduced to two minutes per speaker. The Clerk will call your name when it's your turn. The Presiding Officer may choose to alternate between in-person and online comments. Please state your name and city of residence and keep within the allotted time. To make every person feel welcome and safe here, please refrain from booing, clapping, heckling, yelling, or other interruptions. The meeting is recorded for transparency. Thank you for being here, and for sharing your input respectfully.

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

IX. CONSENT AGENDA

APPROVED

6 IN FAVOR; 1 ABSTAINED

- A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 10/18/2024 in the amount totaling \$387,664.32, and EFT Payment #s 1714 through 1715 totaling \$4,440.00.
[Voucher Certification & Approval 10/12/2024 - 10/25/2024](#)
- B. Adopt Ordinance No. 24-0622, creating the Lakepointe Fund.
[Agenda Bill - Lakepointe Fund](#)
[Attachment 1 - Proposed Ordinance No. 24-0622](#)
- C. Approve the Interlocal Agreement between the cities continuing the Human Services Pooled Fund and authorize the City Manager to execute the Interlocal Agreement.
[Agenda Bill - Human Services Interlocal Agreement](#)
[Exhibit 1 - Human Services Pooled Fund Draft Interlocal Agreement](#)
- D. Approve the 2025-2026 Human Services Funding Recommendation, as presented.
[Agenda Bill - 2025-2026 Human Services Funding Recommendations](#)
[Exhibit 1 - 2025-2026 Human Services Funding Recommendations](#)
[Exhibit 2 - KCRHA Funding Memo](#)

X. PRESENTATION

- A. Recognizing Deputy City Manager Stephanie Lucash: [Trailblazer Award from the League of Women in Government](#), presented by Jessi Bon,

West Coast Representative on the Board of Directors for the
International City/County Management Association (ICMA)
PRESENTED

XI. PUBLIC HEARINGS

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

- A. Proposed Ordinance No. 24-0615, 2025 Regular Property Tax Levy, presented by Finance & Administration Director Melinda Merrell, *for public hearing*
PUBLIC HEARING HELD
[Agenda Bill - 2025 Regular Property Tax Levy](#)
[Attachment 1 - Proposed Ordinance No. 24-0615, 2025 Regular Property Tax Levy](#)
[Presentation - 2025 Regular Property Tax Levy & Excess Tax Levy \(added 11/15\)](#)
- B. Proposed Ordinance No. 24-0616, 2025 Excess Property Tax Levy for the Purpose of Paying Debt Service, presented by Finance & Administration Director Melinda Merrell, *for public hearing*
PUBLIC HEARING HELD
[Agenda Bill - 2025 Excess Property Tax Levy](#)
[Attachment 1 - Proposed Ordinance No. 24-0616, 2025 Excess Property Tax Levy](#)
[Presentation - 2025 Regular Property Tax Levy & Excess Tax Levy \(added 11/15\)](#)

XII. BUSINESS AGENDA

- A. Lake City Partners Senior Women's Shelter Funding, presented by Housing and Human Services Manager Tambi Cork and Lake City Partners Ending Homelessness Executive Director William Towey, *for discussion and action*
MOTION ADOPTED
[Agenda Bill - Lake City Partners Senior Women's Shelter Funding](#)
[Exhibit 1 - Lake City Partners' Shelter Proposal](#)
[Exhibit 2 - Lake City Partners' Funding Request](#)
- B. Proposed Ordinance No. 24-0615, 2025 Regular Property Tax Levy, presented by Finance & Administration Director Melinda Merrell, *for adoption*
ORDINANCE ADOPTED

[Agenda Bill - 2025 Regular Property Tax Levy](#)

[Attachment 1 - Proposed Ordinance No. 24-0615, 2025 Regular Property Tax Levy](#)

[Presentation - 2025 Regular Property Tax Levy & Excess Tax Levy \(added 11/15\)](#)

- C. Proposed Ordinance No, 24-0616, 2025 Excess Property Tax Levy for the Purpose of Paying Debt Service, presented by Finance & Administration Director Melinda Merrell, *for adoption*

ORDINANCE ADOPTED

[Agenda Bill - 2025 Excess Property Tax Levy](#)

[Attachment 1 - Proposed Ordinance No. 24-0616, 2025 Excess Property Tax Levy](#)

[Presentation - 2025 Regular Property Tax Levy & Excess Tax Levy \(added 11/15\)](#)

XIII. STAFF REPORTS

XIV. COUNCILMEMBER REPORTS & COMMENTS

XV. ADJOURNMENT

UPCOMING MEETINGS

- A. Monday, November 25, 2024 at 7:00 PM - City Council Regular Meeting
Monday, December 2, 2024 at 7:00 PM - City Council Special Meeting
Monday, December 9, 2024 at 7:00 PM - City Council Regular Meeting

NOTICE OF POTENTIAL QUORUMS

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

City of Kenmore, Washington Proclamation

WHEREAS, Hunger and Homelessness Awareness Week is an annual program where people come together across the country to bring attention to the problems of hunger and homelessness; and

WHEREAS, no parent should have to send a child to school hungry, no baby should be without the comfort of the nourishment needed for mental and physical growth; and no elderly person's health should be jeopardized by lack of appropriate foods; and

WHEREAS, the purpose of the proclamation is to bring awareness to the public about the many reasons people are hungry and homeless, including the shortage of affordable housing in our community and beyond for very low-income residents; and to encourage support for homeless assistance services providers as well as community service opportunities for students and school service organizations; and

WHEREAS, nonprofits, faith-based organizations, and other participating groups spend this week and the entire year providing education, services, fundraising, and attention to the struggles that hunger and homelessness bring; and

WHEREAS, it is our goal to bring awareness and support solutions to improve the quality of life for all individuals so everyone may live safe and healthy lives within their communities; and

WHEREAS, the City Council commits its top priority in 2024 to increasing and preserving the options for affordable housing and its number two priority in 2025 to preserve and increase availability of all types of housing at all income levels, including the needs of people experiencing homelessness.

NOW THEREFORE, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim **November 17-23, 2024**, to be **Hunger and Homelessness Awareness Week** throughout the City of Kenmore.

IN WITNESS WHEREOF, signed this 18th day of November 2024.

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



Voucher Certification & Approval

City of Kenmore

DATE RANGE: 10/12/2024 through 10/25/2024

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

Total EFT Payments: #1714 through 1715	4,440.00
Total Checks: #55181 through 55243	499,918.49
Total Payroll EFT & Bank Drafts: Payroll/Taxes/Health Insurance/ FSA/HSA/Retirement/Life Ins.; Dated 10/18/2024	387,664.32

Rob Karlinsey

Rob Karlinsey (Nov 2, 2024 13:00 PDT)

City Manager / Date

Melinda Merrell

Melinda Merrell (Oct 31, 2024 11:22 PDT)

Finance Director / Date

Vendor Name	Payment Number	Payment Date	Description (Payable)	
CENTER FOR HUMAN SERVICES	1714	10/25/2024	3rd Qtr Human Services - Family Support	3,000.00
CENTER FOR HUMAN SERVICES	1715	10/25/2024	3rd Qtr Human Services - Behavioral Health Prog.	1,440.00
NATIONAL LIFE INSURANCE CO.	55181	10/21/2024	Life Insurance	37.50
ADVANCE TESTING & SERVICE INC	55182	10/25/2024	TI' awh-ah-dees Park Backflow Testing	120.00
ALL PURPOSE DOOR REPAIR, INC	55183	10/25/2024	Deposit - Boathouse Restroom Door Replacement	1,935.11
AM TEST, INC	55184	10/25/2024	Sept/Oct Swim Beach & Swamp Creek Testing	1,110.00
AMERICALL	55185	10/25/2024	Sept. After Hours Call Out Service	158.66
AURORA RENTS	55186	10/25/2024	Cement Mixer Rental for 73rd/204th Curb	88.28
BASTYR UNIVERSITY	55187	10/25/2024	11/13 Business Meeting Room Rental	125.00
BCN TELECOM, INC.	55188	10/25/2024	City Hall Phones	970.00
BRIGHT SPARK EARLY LEARNING SERVICES	55189	10/25/2024	3rd Qtr Human Services Funding	300.00
CASCADE PEST CONTROL	55190	10/25/2024	Rhododendron Park Monthly Pest Control Svcs.	167.50
CHICAGO TITLE	55191	10/25/2024	NOA Mailing Labels PRJ24-0057, PRJ24-0032	7.00
CITY OF BELLEVUE	55192	10/25/2024	Qtr 3 Human Svcs Pool Funding	12,152.50
CIVICPLUS LLC	55193	10/25/2024	Agenda Management & PRR Tracker Software	8,303.36
CODE PUBLISHING COMPANY	55194	10/25/2024	KMC Update - Ordinances 24-0604, 0609, 0619	798.40
COMCAST	55195	10/25/2024	City Hall & Hangar Internet	2,120.06
COMCAST BUSINESS	55196	10/25/2024	10/10-11/09 TI' awh-ah-dees Park Internet	81.95
COMCAST BUSINESS	55197	10/25/2024	10/14-11/13 City Hall Internet & Cable	167.67
DEPARTMENT OF RETIREMENT SYSTEMS	55198	10/25/2024	PERS 1 Excess Compensation Billing	4,447.15
DTG RECYCLE	55199	10/25/2024	Mulch Purchase for Jack Crawford Day Event	87.98
FOSTER GARVEY PC	55200	10/25/2024	Sept. Community Dev. Attorney Services	605.00
HEIDELBERG MATERIALS	55201	10/25/2024	Dump Fees - Pond Dredging Materials 147th/75th	1,054.72
HONEY BUCKET	55202	10/25/2024	Public Works Yard Monthly Rental	167.75
HORIZON DISTRIBUTORS INC	55203	10/25/2024	Irrigation Parts for Log Boom Park	87.51

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...

INSLEE, BEST, DOEZIE & RYDER, P.S.	55204	10/25/2024	September City Attorney Services	40,812.15
INSLEE, BEST, DOEZIE & RYDER, P.S.	55205	10/25/2024	August City Attorney Services	36,465.98
KENMORE ELEMENTARY PTA	55206	10/25/2024	3rd Qtr Human Services Funding	1,250.00
KENMORE SENIOR CENTER	55207	10/25/2024	3rd Qtr Human Services Funding	7,812.50
KING COUNTY BAR ASSOCIATION	55208	10/25/2024	3rd Qtr Human Services Funding	200.00
KING COUNTY FINANCE	55209	10/25/2024	Sept. Bridge Inspection Services	886.36
KING COUNTY FINANCE	55210	10/25/2024	Sept. Sign, Signal & Street Maint. Services	21,853.83
LEVERAGE TECHNOLOGIES, INC	55211	10/25/2024	Inbox Zero Program	9,970.00
MACDONALD MILLER FACILITY SOLUTIONS	55212	10/25/2024	City Hall Water Heater Maintenance	1,251.87
NAMI EASTSIDE	55213	10/25/2024	Qtr 3 Human Svcs - Individual & Family Support	937.50
NAMI EASTSIDE	55214	10/25/2024	3rd Qtr Human Services - Youth Mental Health	937.50
NORTHSHORE SCHOOL DISTRICT	55215	10/25/2024	Aug/Sep School Impact Fee Remittance	124,723.00
NORTHSHORE SENIOR CENTER	55216	10/25/2024	3rd Qtr Human Services Funding	1,562.50
NORTHWEST ARBORICULTURE LLC	55217	10/25/2024	Removal of Leaning Tree 64th/185th	1,264.02
OLSON BROTHERS PRO VAC LLC	55218	10/25/2024	Sept. Vactor Truck/Catch Basin Services	16,648.70
O'REILLY/FIRST CALL	55219	10/25/2024	Bulb for Fleet Vehicle #319	15.69
OSBORN CONSULTING INC.	55220	10/25/2024	June/July NE 190th Culvert Ph 2 Consulting	27,636.77
OUTCOMES BY LEVY, LLC	55221	10/25/2024	Sept. Consulting Culvert/Fish/Habitat Issues	2,450.00
PACE ENGINEERS, INC.	55222	10/25/2024	Sept. 21-C2667 Development Review Consulting	18,426.00
PERFORMANCE SYSTEMS INTEGRATION LLC	55223	10/25/2024	Fire Extinguisher Maintenance	655.67
PUGET SOUND ENERGY	55224	10/25/2024	September Street Lights	24,535.68
PUGET SOUND ENERGY	55225	10/25/2024	City Hall, Hangar, Boathouse, Parks Elec/Gas	2,093.14
RRJ COMPANY, LLC	55226	10/25/2024	23-C2893 4/30-9/18 Overlay/Sidewalk Repair	86,685.02
SCENIC 365 LLC	55227	10/25/2024	Tourism Feature Story Campaign	3,000.00
SCORE	55228	10/25/2024	Health Services at SCORE Facility	220.00
SENTINEL OFFENDER SERVICES, LLC	55229	10/25/2024	Sept. Electronic Home Monitoring Svcs.	203.00
SOUND PUBLISHING, INC.	55230	10/25/2024	Ads for Oktoberfest Event	1,415.00
STAPLES	55231	10/25/2024	Parks, City Hall & Hangar Maint. Supplies	1,081.51
STATE AUDITOR'S OFFICE	55232	10/25/2024	2023 Audit Services	7,511.40
SUNBELT RENTALS	55233	10/25/2024	Chipper Rental for Rhododendron Park	932.49
TOTAL LANDSCAPE CORP	55234	10/25/2024	City Hall & Parks Landscaping	5,034.59
U.S. BANK N.A. / CUSTODY	55235	10/25/2024	3rd Qtr Bank Fees	234.00
UTILITIES UNDERGROUND LOCATION CTR	55236	10/25/2024	Sept. Utility Locate Services	176.88
WA STATE DEPT OF TRANSPORTATION	55237	10/25/2024	Aug. & Sept. W. Samm. Bridge Project Mgmt.	86.66
WARD'S SCIENCE	55238	10/25/2024	Watershed Model - Outreach	2,372.31
WASHINGTON STATE OFFICE CASH MGMT	55239	10/25/2024	3rd Quarter State Building Permit Fees	292.00
WM CORPORATE SERVICES INC.	55240	10/25/2024	Street Sweeper Dump Fees	1,205.23
WONDERLAND CHILD & FAMILY SERVICES	55241	10/25/2024	3rd Qtr Human Svcs - Child and Family Services	500.00
ZIPLY FIBER	55242	10/25/2024	9/28-10/27 City Hall Phones	645.95
OLYMPIC TRAILER & TRUCK ACCESSORIES	55243	10/25/2024	PW Ops Dump Trailer	10,840.49
AWC EMPLOYEE BENEFIT TRUST/VIMLY	DFT0002281-2290	10/18/2024	Employee Health Insurance	2,848.19
MISSION SQUARE / 109964	DFT0002296-2298	10/18/2024	City of Kenmore 401a	27,588.52
MISSION SQUARE 457 / 304745	DFT0002299-2302	10/18/2024	ICMA 457 Deferred Comp	6,402.98
DRS 457	DFT0002303-2304	10/18/2024	DRS 457 Deferred Comp	781.50
AFLAC	DFT0002305-2306	10/18/2024	Employee Medical/Disability Plans	155.74
AWC EMPLOYEE BENEFIT TRUST/VIMLY	DFT0002307-2313	10/18/2024	Employee Health Insurance	93,687.75
AVIDIA HEALTH	DFT0002314	10/18/2024	Employee Health Savings Contribution	348.08
LINCOLN NATIONAL LIFE INSURANCE	DFT0002315-2317	10/18/2024	Life Ins/ADD & LTD	2,353.26
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0002318-2323	10/18/2024	Public Employees Retirement	37,963.44
AWC EMPLOYEE BENEFIT TRUST/VIMLY	DFT0002324-2325	10/18/2024	Employee Health Insurance	967.08
NAVIA	DFT0002326	10/18/2024	Employee Flexible Spending Account	1,056.84
BANK OF AMERICA 941	DFT0002331	10/18/2024	Federal Taxes	31,813.80
PAYROLL	Electronic Deposit	10/18/2024	Direct Deposit	181,697.14
TOTAL				892,022.81

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...



Vendor Set: Vendor Set 01

Vendor	Name	Volume
0022	ASSOCIATION OF WA CITIES	30,600.15
0024	DAVID BAKER	240.39
0037	BASTYR UNIVERSITY	375.00
0054	BULGER SAFE & LOCK, INC.	109.25
0064	CASCADE PEST CONTROL	1,842.05
0067	CENTER FOR HUMAN SERVICES	86,681.55
0076	CITY OF BELLEVUE	70,014.44
0081	CITY OF KENMORE	2,553.80
0083	CITY OF LAKE FOREST PARK	56,187.00
0092	CODE PUBLISHING COMPANY	9,744.35
0099	CONSOLIDATED PRESS	19,239.49
0103	COSTCO	60.00
0109	DAILY JOURNAL OF COMMERCE	4,587.65
0111	DEPARTMENT OF ECOLOGY	11,061.00
0121	REPUBLIC SERVICES #172	17,440.00
0130	ESD - PFML	36,557.98
0137	FERGUSON WATERWORKS #3156	6,715.40
0151	CALPORTLAND COMPANY	7,655.23
0169	HERRERA ENVIRONMENTAL CONSULTANTS	16,348.54
0173	HOME DEPOT CREDIT SERVICES	5,476.87
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	352,824.14
0189	ICMA INTERNATIONAL CITY/CNTY MGMT ASSOC	1,200.00
0191	INTERNATIONAL INST OF MUNI CLERKS	375.00
0197	JET CITY PRINTING	1,980.53
0201	KCDA PURCHASING COOP	6,834.60
0204	KENMORE COMMUNITY CLUB	530.00
0205	KENMORE HERITAGE SOCIETY	5,585.85
0206	KENMORE MIDDLE SCHOOL	5,000.00
0213	REGIONAL ANIMAL SERVICES OF KC	1,200.00
0219	KING COUNTY FINANCE	205,820.75
0224	SOUND PUBLISHING, INC.	1,415.00
0233	KING COUNTY SHERIFF	3,419,595.80
0235	KING COUNTY TREASURY	103,652.68
0251	LIGHTHOUSE CONSULTING INC	133,660.78
0261	PENDLETON CONSULTING LLC	10,701.90
0265	MORGAN SOUND INC	4,443.21
0267	MR. T'S TROPHIES & AWARDS LLC	28.52
0285	SHORELINE FIRE DEPT	1,400.00
0286	NORTHSHORE SCHOOL DISTRICT	477,500.50
0287	NORTHSHORE SENIOR CENTER	13,750.00
0288	NORTHSHORE UTILITY DIST	148,453.93
0292	HONEY BUCKET	5,962.25
0299	EBIX, INC.	164.20
0300	OFFICE DEPOT	5,073.33
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	29,249.10
0310	PACIFIC TOPSOILS	11,648.27
0311	PARAMETRIX INC	75,214.44
0314	PETTY CASH CUSTODIAN	472.08
0327	PUGET SOUND CLEAN AIR AGENCY	23,536.00
0328	PUGET SOUND ENERGY	665,108.03
0331	PUGET SOUND REGIONAL COUNCIL	10,159.00
0345	SEATTLE TIMES	11,807.30

Vendor Purchasing Report

Page 9 of 10
For Date Range 10/01/2024 - 10/25/2024

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0355	STAPLES	17,491.19
0356	STATE AUDITOR'S OFFICE	53,012.09
0357	STEWART MACNICHOLS HARMELL, INC.	45,000.00
0365	TOTAL LANDSCAPE CORP	95,325.19
0370	UNITED RENTALS NW, INC	2,774.17
0371	US POSTAL SERVICE	9,484.52
0374	URBAN LAND INSTITUTE	25,000.00
0387	WA CITIES INSURANCE AUTHORITY	795,456.00
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	860.00
0390	WA FINANCE OFFICERS ASSOCIATION	225.00
0391	WASHINGTON MUNICIPAL CLERKS ASSOC	100.00
0396	WA STATE DEPT OF ENTERPRISE SVCS	4,329.69
0401	WA STATE DEPT OF TRANSPORTATION	8,169.32
0405	WASHINGTON STATE OFFICE CASH MGMT	1,075.50
0412	WM CORPORATE SERVICES INC.	27,425.41
0419	WONDERLAND CHILD & FAMILY SERVICES	2,000.00
0424	MISSION SQUARE 457 / 304745	142,689.99
0425	DRS 457	24,207.00
0426	AFLAC	1,717.30
0428	BANK OF AMERICA 941	684,600.72
0429	AWC EMPLOYEE BENEFIT TRUST/VIMLY	1,009,340.84
0431	DEPARTMENT OF RETIREMENT SYSTEMS	819,593.47
0432	DEPARTMENT OF LABOR AND INDUSTRIES	66,591.02
0436	NATIONAL LIFE INSURANCE CO.	807.66
0441	DANSOUND INC	7,766.00
0448	UPS STORE KENMORE	816.11
0449	ACF WEST INC	2,724.90
0450	AURORA RENTS	8,610.32
0473	ARTS OF KENMORE	6,331.10
0542	AMERICAN SOCIETY OF COMPOSERS	500.00
0550	KING COUNTY RECORDER'S OFFICE	907.00
0558	SNOHOMISH COUNTY	22,448.00
0586	QUADIENT LEASING USA, INC.	2,582.49
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	15,320.10
0610	WA STATE DEPT OF TRANSPORTATION	173.00
0685	PACE ENGINEERS, INC.	246,496.75
0690	BUILDERS EXCHANGE OF WASHINGTON INC	75.10
0692	HDR ENGINEERING, INC	47,990.63
0696	AMERICAN GENERAL LIFE GPO/400S	2,203.30
0817	GRAINGER	340.31
0831	NORTHSHORE PARK & REC SERVICE AREA	5,440.00
0851	EVERMARK, LLC	2,559.98
0868	JAYMARC AV	2,016.66
0875	WA STATE DEPARTMENT OF AGRICULTURE	75.00
0898	ZONAR SYSTEMS	544.07
0899	SHRED IT, C/O STERICYCLE, INC>	1,234.96
0913	KENMORE ELEMENTARY PTA	5,000.00
0937	ZUMAR	1,989.99
0968	KOMPAN, INC	4,238.63
0981	COMCAST BUSINESS	2,356.14
0994	GORDON THOMAS HONEYWELL	40,697.31
1003	iWORQ SYSTEMS	2,800.00
1010	WESTLAKE HARDWARE WA-153	3,318.80
1045	HORIZON DISTRIBUTORS INC	12,430.22
1047	SARAH ROBERTS	93,858.54
1052	FIRE PROTECTION, INC	3,970.65
1068	WA STATE DEPT OF LABOR & INDUSTRIES	284.30
1123	AM TEST, INC	5,950.00

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...

Vendor Purchasing Report

Page 10 of 10
For Date Range 10/01/2024 - 10/25/2024

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1140	PAWS	4,122.00
1148	AGORA REFRESHMENTS	1,905.30
1168	SCHINDLER ELEVATOR CORPORATION	4,207.16
1197	MARY MILLER STEPHENS	11,250.00
1216	ADVANCE TESTING & SERVICE INC	2,955.08
1222	OLSON BROTHERS PRO VAC LLC	133,181.41
1258	SESAC	581.00
1299	VERIZON WIRELESS	626.48
1304	BRYAN HAMPSON	165.00
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	3,600.00
1322	AABCO BARRICADE COMPANY INC.	9,957.90
1328	ANCHOR QEA, LLC	4,385.25
1331	KBA INC.	13,122.98
1337	STATE OF WA DEPT. OF LICENSING	1.64
1345	SHERWIN WILLIAMS CO.	820.12
1356	ROB KARLINSEY	500.00
1358	ALPHAGRAPHS	1,204.46
1383	CHICAGO TITLE	23.56
1385	CITYWORKS/AZTECA SYSTEMS LLC	43,832.13
1387	ST OF WA DEPT OF FISH & WILDLIFE	40.00
1390	UTILITIES UNDERGROUND LOCATION CTR	1,426.92
1403	OSBORN CONSULTING INC.	473,388.05
1410	SEATTLE & KING COUNTY PUBLIC HEALTH	1,026.00
1420	GSC PRODUCTION	600.00
1425	FASTSIGNS	3,915.35
1431	GAYLYNN BRIEN	420.00
1452	CITY OF KENT	575.00
1456	HESTON PHOTOGRAPHY	1,644.15
1459	FLEMINGS HOLIDAY LIGHTING LLC	3,386.77
1478	NIGEL HERBIG	1,274.71
1482	HIGHWIRE	3,317.85
1492	MACDONALD MILLER FACILITY SOLUTIONS	1,251.87
1500	MARINE FLOATS CORPORATION	9,826.87
1504	SCORE	122,093.85
1510	SOUND EMPLOYMENT SOLUTIONS, INC.	1,842.21
1524	GRANICUS	6,825.01
1525	PACIFICA LAW GROUP LLP	1,716.00
1547	SAMANTHA LOYUK	146.06
1555	LINCOLN NATIONAL LIFE INSURANCE	23,158.29
1580	NORTHWEST TROPHY	1,670.40
1591	ULINE	9,232.11
1593	A & A LIMOUSINE & BUS SERVICE	6,263.00
1629	WESTERN DISPLAY FIREWORKS, LTD.	15,000.00
1654	LANGTON SPIETH, LLC	20,000.00
1673	KPFF CONSULTING ENGINEERS	504,199.98
1678	JOHN VICENTE	591.28
1689	MOTT MACDONALD	20,222.30
1708	APPLIED CONCEPTS, INC.	1,845.85
1711	SOFTWAREONE, INC.	21,668.07
1721	GOOD TO GO	3.00
1731	NORTHWEST ARBORICULTURE LLC	22,865.27
1732	PERFORMANCE SYSTEMS INTEGRATION LLC	1,045.79
1738	MUNIMANAGE, LLC	10,750.00
1739	FIX AUTO KENMORE	3,222.02
1770	AQUATECHNEX LLC	20,756.18
1775	YOURMEMBERSHIP.COM, INC	249.00
1779	SNO KING WATERSHED COUNCIL	150.00
1782	SWANK MOTION PICTURES, INC.	1,395.00

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...

Vendor Purchasing Report

Page 11 of 100
For Date Range 10/01/2024 - 10/25/2024

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1786	TYLER TECHNOLOGIES, INC.	22,850.12
1791	QUINN PROFFITT	612.20
1798	OLBRECHTS & ASSOCIATES, PLLC	11,718.50
1816	NAVIA	42,954.35
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	58.83
1829	SHI INTERNATIONAL CORP.	284.67
1838	AVIDIA HEALTH	7,309.68
1856	ARCADIA HOMES LLC	72.82
1874	DEVON LEGER	4,500.00
1879	HOLMBERG COMPANY	1,678.63
1884	HEIDELBERG MATERIALS	2,933.03
1885	NATIONAL BARRICADE CO., LLC	7,408.01
1900	ASPECT CONSULTING LLC	3,122.50
1913	GRAND EVENT RENTALS	13,131.88
1920	BERGER PARTNERSHIP	3,498.75
1927	GAMETIME	84.46
1930	T MOBILE USA, INC.	15,334.89
1932	U.S. BANK N.A. / CUSTODY	650.00
1933	VALLEY, CHRIS & BETH	2,464.75
1936	SUPERION, LLC	29,098.99
1939	ARCHIVESOCIAL, INC.	4,845.93
1961	WESTERN ENTRANCE TECHNOLOGY, LLC	1,542.80
1979	FLYWAY RETAIL + LIVING	4,945.64
1980	HRA VEBA TRUST	48,892.06
1993	MORGAN STANLEY GLOBAL BANKING OPERATIONS	9,166.66
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	17,000.00
2007	HYDROPOINT DATA SYSTEMS, INC.	10,914.07
2016	METROPOLITAN TRANSPORTATION COMM/STREETSAV	2,000.00
2035	JURASSIC PARLIAMENT	1,899.64
2047	PUGET SOUND PLANTS	2,705.40
2048	SMS CLEANING, INC.	58,455.00
2049	SUNBELT RENTALS	4,055.08
2078	WA RECREATION & PARK ASSOC.	605.00
2079	ZESBAUGH, INC.	506.92
2081	SHANNON & WILSON, INC.	2,162.50
2132	FUELCARE	7,643.05
2142	MISSION SQUARE / 109964	602,315.20
2157	SOUND SAFETY PRODUCTS CO.	763.69
2161	TOBIN BENNETT GOLD	711.40
2175	ELECTRONIC BUSINESS MACHINES	2,258.62
2176	CANON FINANCIAL SERVICES, INC.	2,396.16
2183	SISKUN POWER EQUIPMENT	11,866.50
2194	CONFLUENCE ENVIRONMENTAL COMPANY	32,616.19
2200	CHASE WALKER	492.19
2221	O'REILLY/FIRST CALL	386.00
2236	COMCAST	21,096.12
2249	KING COUNTY BAR ASSOCIATION	800.00
2250	NAMI EASTSIDE	7,500.00
2252	TRUGREEN	3,466.05
2254	U.S. BANK PURCHASE CARDS	257,805.40
2255	ANNA ARNOTT	215.06
2256	FLYNN BEC LP	13,536.97
2259	MINUTEMAN PRESS	36,589.44
2262	DILIGENT CORPORATION	18,834.13
2270	LAKE SIDE INDUSTRIES	1,248.57
2284	ENVIROTECH	10,041.75
2288	NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	700.00
2298	WAPRO	200.00

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...

Vendor Purchasing Report

Page 12 of 100
For Date Range 10/01/2024 - 10/25/2024

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2299	OFFICE OF MINORITY & WOMEN'S BUSINESS ENTERPRI	2,395.47
2312	GOOD, MICHAEL J.	300.00
2327	PACIFIC AIR CONTROL, INC.	17,565.99
2331	EMC RESEARCH, INC.	71,000.00
2334	NORTHSHORE YOUTH SOCCER ASSOC.	55.00
2338	58 STARS TRAVEL	2,088.36
2340	MOJO STRATEGIES	5,870.00
2341	1 ALLIANCE GEOMATICS	23,103.48
2353	NORTHSHORE SCHOOLS FOUNDATION	2,250.00
2360	MELANIE O'CAIN	453.50
2377	NUHSA	1,000.00
2379	JENNIFER LEIGH DIXON	3,520.00
2381	NORTHLAKE LITTLE LEAGUE	187.00
2392	DEPARTMENT OF COMMERCE	105,918.27
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHWE	241.29
2396	ZIPLY FIBER	7,490.45
2403	AMERICALL	1,802.01
2413	ICLEI	1,200.00
2417	SUMMIT LAW GROUP PLLC	1,500.00
2419	KINDFIRE CREATIVE	2,400.00
2425	THOMCO CONSTRUCTION, INC.	18,882.49
2434	PSR MECHANICAL, LLC	2,250.82
2437	LOUDEDGE, INC.	1,150.00
2458	MKS PROPERTIES	44,548.08
2459	NELSON ELECTRIC, INC.	8,905.47
2464	D.P. NICOLI, INC.	469.37
2482	KIMLEY HORN AND ASSOCIATES, INC.	44,054.36
2486	CASCADIA LAW GROUP	3,093.75
2487	SIU SONG	144.80
2489	THE ORIGINAL POOP BAGS	1,419.89
2503	NORTH AMERICAN SAFETY, INC.	2,300.50
2507	ONE DIVERSIFIED	25,701.34
2523	ALL AROUND FENCE COMPANY	24,715.12
2531	BCN TELECOM, INC.	9,097.56
2535	BRASS MONKEY INVESTMENTS LLC	7,554.90
2537	HUNTINGTON TECHNOLOGY FINANCE	45,235.36
2540	BRIGHT SPARK EARLY LEARNING SERVICES	1,200.00
2543	FOSTER GARVEY PC	605.00
2562	ABS VALUATION	2,000.00
2570	H.D. FOWLER COMPANY	8,173.27
2573	GCP WW HOLDCO, LLC	7,891.54
2578	CENTRICITY GIS, LLC	14,500.00
2579	CHANIN KELLY-RAE CONSULTING LLC	650.00
2598	WAGNER ARCHITECTS	235,311.00
2599	CEDAR GROVE COMPOSTING, INC.	64.74
2609	DTG RECYCLE	7,033.95
2610	SPECIALTY DOOR SERVICE, INC.	4,460.61
2617	STRIDER CONSTRUCTION CO., INC.	57,430.84
2618	STEPHANIE LUCASH	1,092.00
2619	MSR KENMORE CREEK HOMES	7,766.81
2642	WASHINGTON AUDIOLOGY SERVICES, INC.	1,114.10
2656	WASHINGTON STATE FARMERS MARKET ASSOCIATION	350.00
2660	WASHINGTON FEDERAL BANK	2,732.20
2661	JASON RICHARD SPERLING	830.00
2668	CORE DESIGN, INC.	5,164.86
2691	E SQUARED SYSTEMS, LLC	1,291.98
2692	PREMIER MEDIA GROUP	1,990.00
2697	THE LODGE AT ST. EDWARD PARK	895.56

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...

Vendor Purchasing Report

Page 13 of 100
For Date Range 10/01/2024 - 10/25/2024

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2707	ONTRA MARKETING GROUP	150.00
2713	DEPT. OF L&I - BOILER SECTION	82.40
2715	TRUE NORTH EQUIPMENT INC	314.35
2728	NARWHAL MET, LLC	3,400.00
2765	TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESOTA	1,704.47
2766	ZEN DEVELOPMENT, LLC	11,266.50
2768	SEATTLE OUT & PROUD FOUNDATION	2,250.00
2773	REGIONAL CRISIS RESPONSE AGENCY	115,379.25
2778	OUTCOMES BY LEVY, LLC	15,500.00
2780	XEROX CORPORATION	5,602.16
2782	HILLIS CLARK MARTIN & PETERSON P.S.	40,923.00
2785	RICH HARTMAN'S BELLINGHAM FORD LINCOLN	53,089.00
2789	SCHEMATA WORKSHOP INC.	243.00
2792	STRATEGIES 360, INC.	18,416.67
2793	SOMERSAULT WELLNESS LLC	1,200.00
2796	KING COUNTY REGIONAL HOMELESSNESS AUTHORITY	38,000.00
2800	MELINDA MERRELL	971.69
2802	AMADOR FARMS	262.00
2804	BROTHER'S FARMS	461.00
2805	CALICO COOKIES - ERIN CALI	103.00
2808	LITTLE JACK FLOWER FARM	235.00
2810	PAO DE QUEIJO	32.00
2812	RRJ COMPANY, LLC	428,753.81
2813	OUR FAMILY FARM	342.00
2815	SUNRISE LOCAL BERRIES FARM, LLC	222.00
2818	BOAZ COFFEE	27.00
2821	HAYTON FARMS	40.00
2822	HP'S SMOKEHOUSE BBQ	330.00
2825	MICHELLE KANG	415.39
2826	MICHELLE SHAW	150.00
2832	KDJ'S THE BAKERIE	31.00
2835	NAC INC	44,515.00
2836	CASCADIA COLLEGE	30,000.00
2842	HULA O LEHUALANI	900.00
2843	ELIAS M. KAUHANE	1,700.00
2847	CAMP UNITED WE STAND	1,125.60
2849	FARM FRESH NW	148.00
2851	JENSEN TOFFEE	22.00
2857	ESD - LTC	20,179.81
2876	AMERICAN TRAFFIC SOLUTIONS INC	146,250.00
2878	ALWAYS ACTIVE SERVICES LLC	802,425.78
2889	FOURTEEN CREATIVE	7,945.58
2890	TASTAD CONSTRUCTION INC	171,479.13
2905	SIGN CONNEXION LLC	656.41
2907	CAPITAL ONE TRADE CREDIT/MCLENDON	401.08
2920	BIZDIVERSITY	1,750.00
2927	KENMORE SENIOR CENTER	31,250.00
2933	CIVICPLUS LLC	14,625.03
2935	OLYMPIC NURSERY INC	1,250.10
2936	STOWE DEVELOPMENT & STRATEGIES LLC	10,200.00
2938	SKYCORP, LTD	43,074.87
2942	PLYWOOD SUPPLY	1,298.96
2947	Motorola Solutions, Inc.	9,695.70
2948	HEALTH MANAGEMENT ASSOCIATES INC	36,928.75
2950	PUGET SOUND EMERGENCY RADIO NETWORK OPERATI	1,814.40
2951	INSIDESOURCE	2,470.64
2952	SARABJIT MANN	7,500.00
2953	PETROCARD, INC	3,942.42

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...

Vendor Purchasing Report

Page 14 of 100
For Date Range 10/01/2024 - 10/25/2024

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2955	JIM DANDY SEWER & PLUMBING	462.42
2956	JORDAN STECKS	150.00
2957	NIKHIL PATNE	250.00
2958	ALYSSA MONTGOMERY	150.00
2960	SLABJACK NW, LLC	5,031.57
2961	KARI HATCHER	150.00
2962	FAST WATER HEATER	187.10
2963	FIRESTONE INVESTMENT LLC	87,576.20
2964	AMBER CLIFTON	2,260.36
2965	ICICLE VILLAGE RESORT	8,138.12
2968	GARY ULRICH	40.00
2970	POLCO	9,000.00
2971	TOASTMASTERS INTERNATIONAL	250.00
2972	JONES BOYS MAINTENANCE CO. INC.	1,414.79
2973	JOHN BAYS	7,500.00
2974	RAJESH MASKARA	250.00
2975	SHANNON TIPPLE-LEEN	173.45
2976	LINKEDIN CORP.	5,730.00
2977	JERRY OWEN	27,732.40
2978	PROGENGO LLC	128.76
2979	DALE KRUEGER	208.65
2980	AMY LINDBLOM	150.00
2981	LEIGH ANNE MALAVOTTE	156.00
2983	AMY ZIER	137.60
2984	JADA THOMPSON	156.00
2985	YOUNGMIN KIM	150.00
2986	SENZA KENMORE LLC / GOLDSMITH	7,500.00
2987	CRAIG OLSON	248.00
2989	LUPITA ZAMORA CONSULTING LLC	1,200.00
2990	BUD CLARY FORD OF MOSES LAKE	54,007.70
2991	C R COLLINS CONSTRUCTION INC	110.40
2992	DAHLIA CORONA	445.07
2995	ANDRES TORRES	249.90
2996	SANDHYA MANICKAVASAGAM	150.00
2997	VIJAYARAGHAVAN MAKKAKODE	250.00
3000	SENTINEL OFFENDER SERVICES, LLC	1,022.50
3001	STEPHAN GMUR	1,775.72
3002	KARIM KARMALI	79.92
3007	JENNIFER SPELHAUG	1,043.12
3008	KERRY KAESTNER	150.00
3010	NINA RASMUSSEN	977.74
3011	TAMBI CORK	243.89
3014	NELSON TRUCK EQUIPMENT CO	9,779.98
3015	ASHWINI HOSADEVARAHADLU SHIVANANDA	250.00
3018	COTTAGE COMMUNITY BAKERY	219.00
3019	BROWNED AND TOASTED	30.00
3022	JAMIE MCKEOGH	2,500.00
3024	TAME THE JUNGLE, LLC	3,279.00
3025	JASON CHURCH	7,500.00
3026	DAVID ARTHUR	1,213.03
3027	ANNIE FOSTER	3,000.00
3029	ALYSSA RUSSELL	150.00
3030	SECURITY SOLUTIONS NW	27,266.00
3031	WORKPLACE RESOLUTIONS, LLC	800.00
3032	CUBBYHOLE CREATIVE LTD	3,000.00
3033	J&E PRODUCE	23.00
3034	VIDIT JAIN	150.00
3036	YANGFENG YU	150.00

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...

Vendor Purchasing Report

Page 15 of 100
For Date Range 10/01/2024 - 10/25/2024

Vendor Set: Vendor Set 01

Vendor	Name	Volume
3037	HAGGARD & GANSON LLP	3,857.00
3038	DICK'S TOWING	1,160.25
3039	MSR BEACHWOOD 2 LLC	7,906.55
3040	DAMODAR NAGANDLA	4,328.91
3041	SURYA SKJONSBY	514.93
3042	TIM STROUSE	250.00
3043	GOAT AND SEED	374.00
3045	SEATOWN SWEETS	50.00
3047	McGRATH HUMAN RESOURCES GROUP	5,000.00
3048	SEATTLE'S CHILD	700.00
3050	USPS-POC c/o CITIBANK	3,996.75
3051	SOVA CONSULTING	7,500.00
3052	TILCO VANGUARD INC.	10,534.98
3053	ANDREY GOLUBOVICH	6,481.96
3055	JOHNSON'S JUNK REMOVAL LLC	19,381.18
3056	SCENIC 365 LLC	4,295.00
3057	SAGACITY MEDIA, INC.	2,510.00
3058	FRANKLIN COVEY	26.00
3059	AARTI TANNA	150.00
3060	ANSER ADVISORY CONSULTING, LLC	16,500.00
3061	Traffic Safety Supply Co. Inc	35,422.72
3062	SOUND STUMP REMOVAL LLC	1,900.00
3063	KENMORE AUTOMOTIVE	13,406.39
3064	OLYMPIC TRAILER & TRUCK ACCESSORIES	10,840.49
3065	DANIEL WICK	157.71
3066	PATRICK O'BRIEN	134.40
3067	ELYON MAINTENANCE, INC.	40,278.10
3068	LEVERAGE TECHNOLOGIES, INC	9,970.00
3069	ALL PURPOSE DOOR REPAIR, INC	1,935.11
3070	WARD'S SCIENCE	2,372.31
Vendor Set Vendor Set 01 Total:		16,921,646.87

IX. A. Approve Total Check #s 55181 through 55243 totaling \$499,918.49, ...



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Creation of a Lakepointe Fund	For Council Meeting Agenda of: 11/18/2024 Department: Finance & Administration Prepared by: Melinda Merrell, Finance and Administration Director Initial & Date Approved by Department Head: MM, 11/5/24 Approved by City Attorney: DR, 11/5/24 Approved by Finance Director: MM, 11/5/24 Approved by City Manager: RGK, 11/5/24
Proposed Council Action/Motion: Adopt Ordinance No. 24-0622, creating the Lakepointe Fund	Exhibits/Attachments: Proposed Ordinance No. 24-0622
Information/Background: The attached Ordinance authorizes the establishment of a Lakepointe Fund to account for the monies related to the development of the Lakepointe property, including property acquisition, shoreline habitat restoration, park, trails, access, and residential and commercial development.	
Fiscal Consideration: The purpose of this ordinance is to create a fund to capture Lakepointe development activities, separate from the City's General Fund.	
Council Goal/Budget Being Addressed: 2025-2026 City Council Priorities: 1. Continue to implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation. 2. Preserve and increase availability of all types of housing at all income levels, including the needs of people experiencing homelessness. 4. Promote sustainable Economic Development Strategies that enhance downtown and attract residents, small businesses, and visitors. 6. Continue to seek opportunities to activate the Lakepointe property. 9. Explore opportunities to expand Parks and Recreation.	

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 24-0622**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
ESTABLISHING A NEW FUND KNOWN AS THE LAKEPOINTE
FUND; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the Kenmore City Council's #6 priority for 2024 is to seek opportunities to activate the Lakepointe property; and

WHEREAS, the City of Kenmore recognizes the importance of the Lakepointe Project in enhancing community development, preserving the environment, improving public spaces, and providing long-term economic and recreational benefits to the residents and stakeholders of Kenmore; and

WHEREAS, the City Council has determined that it is in the best interest of the City to create a separate, dedicated Lakepointe Fund to specifically collect, manage, and allocate resources related to the planning, development, and completion of the Lakepointe Project; and

WHEREAS, the establishment of this dedicated fund will promote financial transparency and accountability, ensuring that all funds allocated or received for the Lakepointe Project are properly managed and directed exclusively toward project-related needs and goals;

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

Section 1. Creation of Lakepointe Fund. The City Council creates and adopts a special fund to be known as the Lakepointe Fund for the purpose of segregating revenues and expenditures relating to planning, acquisition and development of Lakepointe property for shoreline restoration, public access, and a City-owned park; as well as promoting and supporting residential and commercial development on and around the Lakepointe properties.

Section 2. Severability. If any section, subsection, sentence, clause, phrase, or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or

constitutionality of any other section, subsection, sentence, clause, phrase, or word of this ordinance.

Section 3. Effective Date. This ordinance shall take effect and be in full force and effect five (5) days after passage and publication of an approved summary consisting of the title.

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE 18th DAY OF NOVEMBER 2024.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 11/04/2024

PASSED BY THE CITY COUNCIL:

PUBLICATION DATE:

EFFECTIVE DATE:

ORDINANCE NO. 24-0622



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Human Services Pooled Fund Interlocal Agreement Proposed Council Action/Motion: Approve the Interlocal Agreement Between the Cities Continuing the Human Services Pooled Fund and authorize the City Manager to sign the Interlocal Agreement (Exhibit 1).	For Council Meeting Agenda of: 11/18/2024 Department: City Manager's Office Prepared by: Tambi Cork, Housing & Human Services Manager <table><tr><td>Approved by Department Head:</td><td>Initial & Date</td></tr><tr><td>Approved by City Attorney:</td><td><u>SLL 11/7/24</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>DR 11/8/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>MM 11/8/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>RK 11/8/24</u></td></tr></table> Attachments/Exhibits: 1. Draft Interlocal Agreement	Approved by Department Head:	Initial & Date	Approved by City Attorney:	<u>SLL 11/7/24</u>	Approved by Finance Director:	<u>DR 11/8/24</u>	Approved by City Manager:	<u>MM 11/8/24</u>	Approved by City Manager:	<u>RK 11/8/24</u>
Approved by Department Head:	Initial & Date										
Approved by City Attorney:	<u>SLL 11/7/24</u>										
Approved by Finance Director:	<u>DR 11/8/24</u>										
Approved by City Manager:	<u>MM 11/8/24</u>										
Approved by City Manager:	<u>RK 11/8/24</u>										
Summary: In 2014, the City of Kenmore entered into an Interlocal Agreement (ILA) Establishing the Human Services Pooled Fund with Bellevue, Issaquah, Redmond, Kirkland, Sammamish, Shoreline, and Mercer Island. This ILA defined the process by which these jurisdictions would jointly contract for certain human services grants. This arrangement allows selected human services programs that receive funding from some or all participating cities to sign a single contract with a lead city administering the contract. Since 2014, Bellevue has been the lead agency for these pooled grants. The draft Interlocal Agreement (Exhibit 1) changes the lead agency to the City of Kirkland.											
Information/Background: The 2014 Interlocal Agreement (ILA) Establishing the Human Services Pooled Fund has allowed for the participating cities to jointly contract for certain human services programs. The contracts in the pooled fund are typically comprised of organizations that received grant awards from all or most of the participating cities. This has the benefit of reducing participating cities administrative burden as well as offering a single and coordinated point of contact for the organizations whose contracts are in the pooled fund. Since 2014, the City of Bellevue has served as the lead agency of the pooled fund, responsible for overall performance management and for transmitting the participating cities' grant payments to the funded organizations. The City of Bellevue notified all participating cities that it would no longer serve at the lead agency after December 31, 2024. The City of Kirkland has agreed to become the lead agency effective January 1, 2025. The participating cities have drafted a new ILA to ensure the continuation of the Human Services Pooled Fund with Kirkland as the lead.											

Pooled contracting creates administrative efficiencies for participating agencies and cities. It improves equitable practices by reducing barriers to contracting, reporting, and invoicing. Contracting individually with human services agencies would result in significantly more administrative time and resources for both City staff and agency staff. In the 2023-2024 biennium, the City of Kenmore had twelve human services contracts administered through the Human Services Pooled Fund. Staff anticipate a similar number of contracts in the pooled fund for the 2025-2026 biennium.

Fiscal Consideration:

The contracts administered through this Interlocal Agreement are a part of the proposed 2025-2026 Human Services budget. Participation in the Human Services Pooled Fund has an estimated total administrative fee of \$5400 for the 2025-2026 biennium. This fee is also included in the proposed 2025-2026 Human Services budget. The administrative fee is calculated based on the number of contracts in the pooled fund, and the number of contracts administered for the City of Kenmore; the exact cost of the administrative fee will be finalized once participating cities finalize funding recommendations and determine which programs are to be included in the pooled contracting process.

City Council Priority or Budget Objective Being Addressed:

1. Increase and preserve options for affordable housing.
5. Implement the Diversity, Equity, Inclusion, and Accessibility (DEIA) Strategic Plan.
10. Support the post-pandemic recovery process.

INTERLOCAL AGREEMENT BETWEEN THE CITIES
CONTINUING THE HUMAN SERVICES POOLED FUND

This agreement is made and entered into by and among the City of Kirkland, as the lead agency, and the City of Bellevue, the City of Issaquah, the City of Kenmore, the City of Mercer Island, the City of Redmond, the City of Sammamish, and the City of Shoreline, all municipal corporations of the State of Washington (hereinafter referred to individually as “Party” or collectively as “Parties”).

RECITALS

Whereas, the Parties engage in activities that support human service providers in King and Snohomish Counties; and

Whereas, the Parties entered into an interlocal agreement in 2014 establishing a Human Services Pooled Fund and wish to continue to make the most efficient use of their resources by cooperating to provide funding to support human service providers in King and Snohomish Counties as they have done under the prior interlocal agreement; and

Whereas, the Parties have the authority under the Interlocal Cooperation Act, chapter 39.34 RCW, to engage in cooperative efforts that result in more efficient use of government resources; and

Whereas, the Parties agree that multi-jurisdictional cooperation in human services planning and funding is a benefit to the Parties, their non-profit award recipients, and to the residents of their communities.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

I. PURPOSE

This agreement defines the roles and responsibilities of the Parties in jointly funding and contracting for human services programs. Further, this agreement establishes a Human Services Pooled Fund account (hereinafter referred to as “Pooled Fund”) to which funds will be deposited for the purpose of contracting with not-for-profit organizations or other public corporations (hereinafter referred to as “Service Provider(s)”) that deliver human services programs.

The Parties agree that, upon the Effective Date of this agreement, this agreement supersedes, terminates, and replaces the Parties’ existing 2014 Interlocal Agreement Establishing the Human Services Pooled Fund (2014 Interlocal Agreement).

II. DURATION OF THE AGREEMENT

This agreement shall be established and take effect the later of either January 1, 2025, or immediately upon its execution by two or more Parties (“Effective Date”), and it shall become effective for a subsequently signing member on the date it is signed by the member. This agreement shall remain in effect through December 31, 2026, and thereafter shall be automatically renewed and extended biannually for additional two-year terms, unless and until terminated as described in Section VI. Reference to a biennium in this agreement shall include a two-year period starting on January 1 and ending on December 31 of the subsequent year.

III. RESPONSIBILITIES

- A. The lead Human Services staff member (manager or supervisor level), or their designee, from each Party will monitor the delivery of joint Human Services programs under this agreement. This group will be known as the Project Management Team.

B. The City of Kirkland shall be the lead agency (hereinafter referred to as "Lead Agency"). The Lead Agency will:

- i. Establish and maintain the Pooled Fund.
- ii. Draft contracts on behalf of Parties with Service Providers payable with funds drawn from the Pooled Fund and route proposed contracts to applicable Parties for review on or before January 31 of the first year of the biennium. The maximum effective period of these contracts is for the two-year (biennial) budget period. Service Provider contracts must include provisions addressing potential modifications to the Human Services Pooled Funds agreement resulting from termination or a Party's withdrawal.
- iii. Execute, no later than March 1 of the first year of the biennium, authorized contracts with Service Providers on behalf of applicable Parties. At its discretion, the Lead Agency may amend contracts with Service Providers without approval from the other applicable Parties so long as the amendments are minor in nature (e.g., Service Provider name changes, slight amendments to service dates, etc.). Any amendments to contracts which are substantive in nature (e.g. increase in compensation or change to scope of services), shall be routed by the Lead Agency to all applicable Parties for their review and approval.
- iv. Invoice Parties for each Party's portion of the Pooled Fund and the applicable administrative service fee. Invoices will be sent at the beginning of each year, with an option of biannual invoicing as agreed upon by each Party and the Lead Agency, with payment required within thirty (30) calendar days from date of invoice.
- v. Accept and deposit contributions to the Pooled Fund from Parties or other sources.
- vi. Process payments on Service Provider contracts.
 1. Contracts will include the projected maximum possible award amounts available to be paid from the Lead Agency and applicable Parties to each Service Provider. Any and all payments to Service Providers are subject to availability of funds from each applicable Party, and future payments will be contingent on satisfactory performance on the contract; Lead Agency will ensure appropriate provisions regarding the same are included in the Service Provider contracts.
 2. Payment will be provided to Service Provider in two advance lump-sum payment annually, unless the Lead Agency determines in consultation with the Project Management Team that a reimbursement model is more appropriate for a particular Service Provider. The Lead Agency will ensure appropriate provisions are included in the Service Provider contracts regarding the Service Provider's responsibilities for invoicing the Lead Agency. Advance lump sum payments should not be equivalent to more than 50% of the maximum possible award amount for the year.
- vii. As the executed contract is between the Lead Agency and the Service Provider, the Service Provider is expected to adhere to the payment procedures required by the Lead Agency.
- viii. Lead Agency will contact each individual Party that is contributing funds to a

Service Provider regarding a Service Provider's performance concerns, which may include but is not limited to, persistent lack of response and/or follow-up; identified audit risks; failure to meet substantive contract terms; or underperformance (service units are under 50% following the second quarter of the year or under 100% following the fourth quarter of the year). Lead Agency will work with the affected Party(ies) to determine, in writing, how to proceed with the Service Provider, particularly regarding subsequent payments and/or demanding reimbursement from the Service Provider. If multiple parties are affected, the Lead Agency will make reasonable efforts to seek alignment between the affected Parties regarding how to proceed with the Service Provider. Ultimately, each affected Party will have final decision-making authority regarding use of that Party's funds; however, if an affected Party fails to timely decide, the Lead Agency is authorized to withhold subsequent payments from the Service Provider for that affected Party.

- ix. Lead Agency will establish a policy(ies) to reimburse Parties in the event payments are withheld from or repaid by a Service Provider.

C. The Project Management Team will:

- i. Develop and implement a policy establishing criteria for allowing Service Providers to participate in the Pooled Fund. At minimum, the policy must consider past performance of Service Providers and any known risks and liabilities.
- ii. Determine whether to allow additional parties to enter into this agreement.
- iii. Develop administrative tools and processes necessary to operate the Pooled Fund.
- iv. Coordinate, schedule, and conduct on-site monitoring of Service Providers on behalf of the Parties. A summary of the visit will be written by Project Management Team members and can be accepted by the Parties for each Party's monitoring purposes.
- v. Periodically evaluate the effectiveness of the Pooled Fund, and plan for future expansion and administration of the Pooled Fund.
- vi. Provide input to the Lead Agency regarding acceptance and use of any deposit(s) made to the Pooled Fund from a funding source not party to this agreement.

D. Each individual Party independently has the following responsibilities:

- i. Provide the Lead Agency with a list of each human service program, including award amounts, that such Party desires to contribute to through the Pooled Fund as soon as possible, but not later than December 31 before the contract biennium. Parties that do not provide this information by the date required will be excluded from participation in the Pooled Fund, unless the Lead Agency authorizes extensions of this deadline, the length of such extension being at the sole discretion of the Lead Agency.
- ii. Provide timely response to the Lead Agency regarding underperformance by an individual Service Provider and, as requested by the Lead Agency, work with the Lead Agency to determine, in writing, how to proceed with subsequent payments to individual Service Providers that may be underperforming based on compliance with contractual obligations. Since each affected Party has final decision-making

authority regarding use of that Party's funds, the affected Party's decision shall not be unreasonably withheld.

- iii. Review and timely communicate to the Lead Agency the Party's acceptance of contract terms negotiated for each Service Provider for which that Party is contributing funds. Acceptance shall be communicated in writing on or before February 15 of the calendar year for which funding is approved. Parties who do not communicate written acceptance will be deemed to have accepted the terms.
- iv. Provide such staff as is necessary to accomplish all responsibilities included in this agreement.
- v. Timely pay invoices sent by the Lead Agency for the Party's contribution to the Pooled Fund and the applicable administrative service fee.

IV. ADDITION OF A PARTY TO THIS AGREEMENT

- A. At any time after the effective date of this agreement, additional parties, with the approval of the Project Management Team, may adopt and enter into this agreement by forwarding a copy of the agreement as approved and executed by that Party to the Lead Agency no later than sixty (60) calendar days prior to the end of the biennium for participation in the Pooled Fund the subsequent biennium. Additional parties' responsibilities and participation will be effective only as related to the subsequent biennium.
- B. The addition of a party or parties to this Agreement shall not affect the terms and conditions for any other Party and does not require existing Parties to reauthorize the Agreement.
- C. Parties not subject to this agreement may, subject to the approval of the Project Management Team, contribute funds on a one-time or other limited basis for the purpose of participating in Service Provider contracts drawn from the Pooled Fund. Under these circumstances, the Project Management Team shall provide input to the Lead Agency on the terms of participation and the Lead Agency shall allocate the funds at its discretion, consistent with the purposes of this Agreement.

V. WITHDRAWAL OF A PARTY TO THIS AGREEMENT

- A. Each Party, with the exception of the Lead Agency, for its convenience and without cause or for any reason whatsoever, may withdraw from participation in this Agreement by providing written notice to the Lead Agency and all other Parties on or before June 30 of Year 2 of the biennium, with the effective date of withdrawal being December 31 of the Year 2 of that biennium in which notice is given. The withdrawing party shall remain responsible for all contractual commitments made to Service Providers on behalf of the withdrawing party and for payments made or committed to the Pooled Fund by the withdrawing party up to the effective date of withdrawal, except as otherwise provided in this agreement. Any payments made to the Pooled Fund by the withdrawing party prior to the effective date of withdrawal for services to be provided by Service Providers after the effective date of withdrawal shall be returned to the Party within sixty (60) calendar days following the effective date of withdrawal.
- B. In the event of withdrawal by a Party, this Agreement shall terminate as to that Party but shall continue in effect with respect to the remaining Parties. However, the termination of this agreement with respect to one or more Parties shall not affect any of the Parties' rights

or obligations, including any rights or obligations of a withdrawing Party, that are expressly intended to survive termination.

- C. In the event of a withdrawal, the Lead Agency is authorized to enact the termination clauses of all contracts with Services Providers that include funds from the withdrawing Party. Such termination will be specific to the withdrawing party and shall not affect the contractual obligations of the Service Provider in regard to all other Parties.
- D. The Lead Agency, for its convenience and without cause or for any reason whatsoever, may withdraw from participation in this Agreement by providing written notice to all other Parties on or before June 30 of Year 2 of the biennium with the effective date of withdrawal being December 31 of Year 2 of the same biennium in which notice is given. However, if the Lead Agency's costs to administer the Pooled Fund are not fully funded by the administrative service fees approved by the Project Management Team, the Lead Agency may withdraw on or before June 30 of any given calendar year, with the effective date of withdrawal being December 31 of the same calendar year in which notice is given. The withdrawing Lead Agency commits to transfer all necessary funds and documentation related to the Pooled Fund to a new Lead Agency, as selected by the Project Management Team, prior to the effective date of the withdrawal. Nothing in this agreement prevents the Lead Agency from remaining a Party to this agreement after ceasing to be the Lead Agency.

VI. TERMINATION OF THIS AGREEMENT

- A. All Parties must agree to terminate this agreement in order for such termination to be effective as to all Parties, otherwise any Party desiring to withdraw may do so under Section V. The effective date of termination will be determined by a unanimous vote of the Project Management Team but must be no less than ninety (90) calendar days after the date of the Project Management Team meeting during which termination is agreed. Immediately after the vote to terminate the agreement is made, the Lead Agency is authorized to terminate all contracts with Service Providers drawn upon the Pooled Fund as per the conditions of those contracts. After all payments due to Service Providers are made, funds attributable to each Party released from commitment to those terminated contracts shall be returned to each Party by check from the Lead Agency within sixty (60) calendar days after the effective termination date of this agreement.
- B. If a contract with a Service Provider is terminated by the Service Provider as per the conditions of that contract, funds in the Pooled Fund released from commitment to that terminated contract shall be removed from the Pooled Fund with the amount attributable to each Party participating in the terminated contract returned by check from the Lead Agency within sixty (60) calendar days after the effective termination date of the contract. Termination of a Service Provider contract shall not affect any other contract drawn from the Pooled Fund.

VII. ADMINISTRATIVE SERVICE FEES AND INTEREST ACCRUED

- A. The Lead Agency will develop an administrative service fee structure in February (after receiving notice of pooled fund participation) of the first year of each funding biennium, which shall be subject to the approval of the Project Management Team. The fee structure will be based on the number of scopes of work funded by each Party in the Pooled Fund or other comparable structure that addresses the Lead Agency's administrative costs to

administer the Pooled Fund. The fee structure will be in effect for each of the two years of the biennium in question.

- B. The Lead Agency will develop the billing and payment schedule of the administrative service fee and the Pooled Funds contributions for the Parties.
- C. The Lead Agency shall consider any and all revenue accrued as interest on the Pooled Fund as supplemental to the administrative service fee and shall be entitled to keep and use such revenue at its complete discretion for the human services purposes.

VIII. AMENDMENTS

This agreement may be amended, altered, changed, or extended in any manner by the mutual written consent of all Parties.

IX. SEVERABILITY

If any of the provisions contained in this agreement are held illegal, invalid, or unenforceable by a court of competent jurisdiction, it shall be deemed stricken and shall not affect the validity or enforceability of any other provisions. Unless such stricken provision goes to the essence of the consideration bargained for by a Party, the remaining provisions shall continue in full force and effect, and the Parties agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

X. HOLD HARMLESS AND INDEMNIFICATION

- A. To the extent permitted by state law, and for the limited purposes set forth in this Agreement, each Party shall protect, defend, hold harmless, and indemnify the other Parties and their respective officers, elected officials, agents, and employees, while acting within the scope of their duties as such, from and against any and all claims (including demands, suits, penalties liabilities, damages, costs, expenses, or losses of any kind or nature whatsoever) ("Damages") arising out of or in any way resulting from such Party's own negligent acts or omissions related to such Party's participation and obligations under this Agreement.
- B. Each Party agrees that its obligations under this section extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees or agents. For this purpose, each Party, by mutual negotiation, hereby waives, with respect to the other Parties only, any immunity that would otherwise be available against such claims under the industrial insurance act provision of Title 51 RCW.
- C. The provisions of this subsection shall survive and continue to be applicable to any Party exercising the right of withdrawal pursuant to Section V and/or to all Parties after termination pursuant to Section VI.

XI. NO PRECLUSION OF ACTIVITIES OR PROJECTS

Nothing herein shall preclude any Party from choosing or agreeing to fund or implement any work activities or projects associated with any of the purposes hereunder by separate agreement or action, provided that any such decision or agreement shall not impose any funding, participation, or other obligation of any kind on the other Parties.

XII. 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, any personal property other than cash shall remain with the Lead Agency.

XIII. ENTIRETY OF AGREEMENT

This agreement supersedes all prior negotiations, representations, and agreements between the Parties relating to the subject matter hereof, including the 2014 Interlocal Agreement, and constitutes the entire agreement between the Parties.

XIV. APPLICABLE LAW

This Agreement shall be governed by the laws of the State of Washington.

XV. COMPLIANCE WITH LAWS

The Parties shall comply with all applicable federal, state, and local laws and rules, including but not limited to grant funding conditions.

XVI. PUBLIC RECORDS AND RETENTION

Each Party to this Agreement is a public agency subject to Washington's Public Records Act, chapter 42.56 RCW, and to Washington's laws pertaining to the retention of public records, including chapter 40.14 RCW. Each Party will be solely responsible for compliance with these laws in relationship to records requests received by that Party for any records prepared, owned, used, or retained by that Party. The Party receiving a records request will respond to the request in accordance with that Party's procedures. The Lead Agency will be solely responsible for maintaining records related to the responsibilities of the Lead Agency.

XVII. RECORDING

This Agreement shall be recorded with King County or otherwise made available to the public in accordance with state law.

XVIII. COUNTERPARTS

This Agreement may be signed in counterparts and, if so signed, shall be deemed one integrated agreement.

XIX. NO THIRD-PARTY BENEFICIARIES

There are no third-party beneficiaries to this Agreement, and this Agreement shall not impart any rights enforceable by any person or entity that is not a party hereto.

XX. NO SEPARATE LEGAL ENTITY CREATED.

No separate legal entity is created through this interlocal agreement.

In witness whereof, the undersigned have entered into this Agreement through their duly authorized officers as of the latest day and year written below for each.

Signed:

CITY OF KIRKLAND:

Kurt Triplett, City Manager

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

CITY OF KENMORE:

Rob Karlinsey, City Manager

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

CITY OF MERCER ISLAND:

Jessi Bon, City Manager

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

CITY OF BELLEVUE:

Diane Carlson, City Manager

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

CITY OF ISSAQUAH:

Mary Lou Pauly, Mayor

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

CITY OF REDMOND:

Angela Birney, Mayor

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

CITY OF SAMMAMISH:

Scott MacColl, City Manager

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

CITY OF SHORELINE:

Bristol Ellington, City Manager

DATED: _____

APPROVED AS TO FORM:

Office of the City Attorney

DRAFT



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: 2025 – 2026 Human Services Funding Recommendations Proposed Council Action/Motion: Approve 2025-2026 Human Services Funding Recommendations as presented.	For Council Meeting Agenda of: 11/18/2024 Department: City Manager's Office Prepared by: Tambi Cork, Housing & Human Services Manager <table border="0"><thead><tr><th></th><th><u>Initial & Date</u></th></tr></thead><tbody><tr><td>Approved by Department Head:</td><td>SLL 11/8/24</td></tr><tr><td>Approved by City Attorney:</td><td>DFR 11/8/24</td></tr><tr><td>Approved by Finance Director:</td><td>MM 11/8/24</td></tr><tr><td>Approved by City Manager:</td><td>RK 11/8/24</td></tr></tbody></table> Attachments/Exhibits: Exhibit 1: 2025-2026 Human Service Funding Recommendation Exhibit 2: KCRHA Funding Memo		<u>Initial & Date</u>	Approved by Department Head:	SLL 11/8/24	Approved by City Attorney:	DFR 11/8/24	Approved by Finance Director:	MM 11/8/24	Approved by City Manager:	RK 11/8/24
	<u>Initial & Date</u>										
Approved by Department Head:	SLL 11/8/24										
Approved by City Attorney:	DFR 11/8/24										
Approved by Finance Director:	MM 11/8/24										
Approved by City Manager:	RK 11/8/24										
Summary: As part of the biennial budget process, the City Council sets funding guidelines and approves funding recommendations for Human Services grants. The 2025-2026 Human Services Funding Recommendation (Exhibit 1) and KCRHA Funding Memo (Exhibit 2) are the recommendation for the 2025-2026 biennium.											
Information/Background: The City of Kenmore supports community-based nonprofit organizations through its Human Services Grant Program and Interlocal Agreement (ILA) with King County Regional Homelessness Authority (KCRHA). As a part of the biennial budget process, the Kenmore City Council sets the total funding available for grants to human service providers and approves the final grant funding recommendations. The Human Services Grant Funding Recommendation (Exhibit 1) and KCRHA Funding Memo (Exhibit 2) provide the funding recommendations for the 2025-2026 budget. <u>Budget Allocation:</u> There are two ways that the proposed human services grant budget is calculated for 2025-2026. 1) Human Services Grant Program: For the general Human Services Grant Program, the funding amount is a "per capita" calculation. At the 7/22/24 City Council meeting, Council set the per capita rate at \$8.00 for the 2025-2026 budget. $\\$8.00 \times \text{population of } 24,350 = \\$194,800$ annually.											

- 2) **KCRHA ILA:** At the 11/28/22 City Council meeting, Council approved contract 22-C2872, an interlocal agreement with KCRHA and five cities to combine regional funding for homelessness services in the North King County sub-region. That ILA sets the minimum city investment at \$1.20 per capita. $\$1.20 \times \text{population of } 24,350 = \$29,220$ annually.

Utilizing the calculations above, the combined budget is included in the proposed 2025-2026 budget at a total amount of \$224,020 per year.

Funding Application Process:

Human Services Grant Program: The City of Kenmore is a member of the Human Services Funding Collaborative (HSFC), an alliance of cities in East, North, and South King County. The participating cities independently provide funding to human services organizations but come together every two years to receive applications through a single portal (Share1App). Once funding decisions are made, cities either contract individually with selected nonprofit providers, or participate in a “pooled contract.” Today’s City Council agenda contains the updated Interlocal Agreement for these pooled contracts, which if approved, will be administered by the City of Kirkland on the behalf of the cities that are party to the ILA. In 2024, eleven of the Human Services Grant Program contracts were administered via the pooled contracts process, thirteen contracts were administered by the City of Kenmore, and KCRHA administered four contracts.

Interested nonprofit organizations submit applications for funding and the Housing & Human Services Manager oversees the process by which City staff and Human Services Steering Committee (subset of the Advisory Committee) finalize a funding recommendation. Applications for funding opened in March 2024 and closed on April 8, 2024. The City received 37 eligible grant applications for a total of \$355,550 in requests for 2025-2026 Human Services Grant Program funds. The next funding opportunity will open in the spring of 2026.

KCRHA ILA: For the 2025-2026 budget, all proposed funding for services and programs related to homelessness are included in the KCHRA Funding Memo and will be administered by KCRHA. The City of Kenmore noted on their general funding application for the Human Services Grant Fund that funding applications for homelessness services would not be considered through that competitive grant process.

The funding recommendation from KCRHA exceeds the \$29,220 required minimum investment, but includes severe weather shelter services and services provided by the Lake City Partners Outreach Program, both of which were funded external to the initial ILA budget determination for the 2023-2024 biennium. The annual funding request of \$40,666 for shelter, severe weather, and outreach services is only slightly higher than the \$38,000 budget in 2024, which only included shelter services. The decrease in shelter services funding is due to a decreased investment in Mary’s Place due to the closure of their shelter in Kenmore. To balance the overall Human Services budget, the additional dollars for the KCRHA ILA are included within Priority 2: Housing Affordability and Homelessness in the Human Services Grant Program budget.

Human Services Grant Program Funding Criteria

The Funding Priorities for the Human Services Grant Program were determined as a part of the 2024 Human Services Needs Assessment, which was adopted by Council on July 22, 2024.

The funding priorities, in ranked order are:

1. Resource / Service Navigation
2. Housing Affordability and Homelessness Prevention
3. Youth Mental Health
4. Service Access and Affordability for Older Adults
5. Transportation

Funding applications for services outside of these priority areas were still deemed eligible for funding and considered. However, funding applications for the five priorities exceeded the total available budget, so non-priority funding requests are not recommended for funding in this grant cycle.

In addition to the Funding Priorities determined during the 2024 Human Services Needs Assessment, the following criteria (prescribed by the Council in prior funding cycles) were used for evaluating funding requests.

1. Provides direct services to Kenmore residents; and
2. Demonstrates established process for generating alternative sources of funding or services; and
3. Does not duplicate service delivery; and
4. Charges fees based on ability to pay; and
5. Has ability to provide annual year-end evaluation of the program funded by the City of Kenmore.

In addition to the established funding priorities and required components listed above, the recommendation of the Housing and Human Services Manager is to fully fund grant requests, especially if that request is less than \$5000. For applications that were not fully funded, see “comments” section on Exhibit 1 for the reasoning behind the recommended reduced grant amount. For priority applications that did not receive funding, access to county, state and regional funding, and past grant performance, were a consideration in addition to the criteria above.

In 2025, the City will be completing a Human Services Strategic Plan. One deliverable of this process will be a thorough review of the Human Services Grant Program, including recommended policies and procedures for grant allocations. Two items that were highlighted through the current grant application process is a potential to rethink how the City funds services provided through the Northshore School District (NSD) and through the Northshore Senior Center. For this reason, staff are recommending a one year contract for three grants related to NSD, to allow for conversations between the City, school district, PTAs and NSD Schools Foundation. For the Northshore Senior Center, staff are still recommending a two year contract, but will return to Council in the next few months with a recommendation on an alternate contracting model.

All funding recommendations are dependent on successfully completing the contracting process; if any funds are not allocated due to contracting challenges, staff will return to Council with an updated funding recommendation. The final 2025 budget accounts for the proposed Human Services Funding Collaborative administrative fee. The final 2026 budget will have a surplus due to three one-year contracts as noted above. Staff expect to return to council in late 2025 following conversations related to funding for programs at/at NSD for the allocation of those grant dollars.

Fiscal Consideration:

Human Service Funding is allocated through the Housing and Human Services budget in the General Fund. Note that there are two existing contracts (Center for Human Services School Based Counseling and Cascadia Catch Up Learning) that are funded through the Human Services Special Projects

(formerly known as ARPA) budget and are not included in the budget or funding recommendations in this agenda bill.

City Council Priority or Budget Objective Being Addressed:

1. Increase and preserve the options for affordable housing.
5. Implement the Diversity, Equity, Inclusion, and Accessibility (DEIA) Strategic Plan.
10. Support the post-pandemic recovery process.

Human Services Goal Areas			Requests	Recommended Amount	Comment
Priority 1: Resources / Service Navigation			\$30,840	\$25,640	
Priority 2: Housing Affordability and Homelessness Prevention			\$83,766	\$69,766	
Priority 3: Youth Mental Health			\$59,150	\$37,500	
Priority 4: Service Access and Affordability for Older Adults			\$56,605	\$56,605	
Priority 5: Transportation Support			\$0	\$0	
"Other"			\$135,855	\$0	
TOTALS			\$366,216	\$189,511	
Agency		Program Name	Request	Recommended Amount	Comment
Priority Area 1: Resources / Service Navigation					
5	Crisis Connections (formerly Crisis Clinic)	King County 211	\$5,000	\$5,000	
8	DAWN - Domestic Abuse Women's Network	Community Advocacy Programs (CAP)	\$5,000	\$5,000	
18	Housing Connector	Housing for All	\$5,000	\$5,000	
23	King County Sexual Assault Resource Center	Advocacy Services	\$3,640	\$3,640	
31	Open Doors for Multicultural Families	Multicultural Case Management	\$5,000	\$5,000	
36	Washington Autism Alliance & Advocacy	Autism Multi-System Navigation	\$7,200	\$2,000	* New contract; reduced to assess need
Priority 1: Resource / Service Navigation Total			\$30,840	\$25,640	
Priority Area 2: Housing Affordability and Homelessness Prevention					
HOUSING AFFORDABILITY & HOMELESSNESS PREVENTION					
9	Eastside Legal Assistance Program	Housing Stability - Legal Aid	\$25,000	\$11,000	* New contract; reduced to assess need
16	Hopelink	Financial Resiliency	\$6,120	\$6,120	
32	Sankofa Consulting DBA Africans on the Eastside	Bridging the Gap to Food and Housing Security	\$3,000	\$3,000	
38	KCRHA - Additional Funding beyond budgeted \$1.20/capita		\$10,666	\$10,666	
Housing Affordability & Homelessness Prevention Total			\$44,786	\$30,786	
BASIC NEEDS					
1	Assistance League of the Eastside	Operation School Bell	\$2,000	\$2,000	
17	Hopelink	Food	\$21,700	\$21,700	
19	Kenmore Elementary PTA	Social Services	\$5,000	\$5,000	* One year contract; see agenda bill
21	KidVantage	Basic Needs	\$5,280	\$5,280	
27	Northshore Schools Foundation	Removing Barriers	\$5,000	\$5,000	* One year contract; see agenda bill
Basic Needs Total			\$38,980	\$38,980	
Priority 2: Housing Affordability & Homelessness Prevention Total			\$83,766	\$69,766	
Priority Area 3: Youth Mental Health					
MENTAL HEALTH TREATMENT					
3	Center for Human Services	Behavioral Health Services	\$16,650	\$10,000	* Reduced due to significant increase (2024 = \$5760)
Mental Health Treatment Total			\$16,650	\$10,000	
MENTAL HEALTH SUPPORT					
25	NAMI Eastside	Community Mental Health Education and Support Program	\$5,000	\$5,000	
26	NAMI Eastside	Youth Mental Health Programs	\$5,000	\$5,000	
Mental Health Support Total			\$10,000	\$10,000	

CRISIS LINES					
7	Crisis Connections (formerly Crisis Clinic)	Teen Link	\$5,000	\$5,000	
6	Crisis Connections (formerly Crisis Clinic)	Regional Crisis Line	\$5,000	\$0	
Crisis Lines Total			\$10,000	\$5,000	
FAMILY SUPPORT					
13	Families of Color Seattle	Peer-led Parent Groups for BIPOC Families	\$1,500	\$1,500	
4	Center for Human Services	Family Support Programs	\$10,000	\$0	
Family Support Total			\$11,500	\$1,500	
PRO-SOCIAL YOUTH ACTIVITIES					
20	Kenmore Middle School	Kitchen Table	\$11,000	\$11,000	* One year contract; see agenda bill
Pro-Social Youth Activities Total			\$11,000	\$11,000	
Priority 3: Youth Mental Health Total			\$59,150	\$37,500	
Priority Area 4: Service Access and Affordabilty for Older Adults					
27	Northshore Senior Center	Adult Day Health and Inclusion	\$8,000	\$8,000	
28	Northshore Senior Center	Kenmore Senior Center	\$35,000	\$35,000	
29	Northshore Senior Center	Transportation Program	\$12,000	\$12,000	
33	Sound Generations	Meals on Wheels	\$1,000	\$1,000	
34	Sound Generations	Volunteer Transportation Services (VTS)	\$605	\$605	
Priority 4: Service Access and Affordability for Older Adults Total			\$56,605	\$56,605	
Priority Area 5: Transportation Support					
In Priority Area 4 (all senior focused)					
Priority Area 5: Transportation Support Total			\$0		
Other					
MEDICAL / DENTAL PROGRAMS					
11	Essence Health and Research Foundation (EH&R)	Goals for Health Program (Discounted Services)	\$10,000	\$0	
12	Essence Health and Research Foundation (EH&R)	Lift Up Campaign Program (Free Services)	\$10,000	\$0	
14	HealthPoint	Dental Care Program	\$5,000	\$0	
15	HealthPoint	Medical Care Program	\$7,000	\$0	
24	Medical Teams International	Mobile Dental Clinics	\$12,000	\$0	
Medical / Dental Programs			\$44,000	\$0	
35	The YMCA of Greater Seattle	Before and After School Enrichment (BASE)	\$20,000	\$0	
10	Eastside Legal Assistance Program	Pooled Cities General Request	\$5,000	\$0	
2	Brazilian Community Services	Next Level Skillset Accelerator	\$60,000	\$0	
22	King County Bar Foundation	Neighborhood Legal Clinics	\$2,200	\$0	
37	Washington Poison Center	Emergency Services and Education	\$4,655	\$0	
"Other" Total			\$135,855	\$0	
Grand Total			\$366,216	\$189,511	

Applications Received That Do Not Qualify

Mary's Place	A Place to Call Home: Mary's Place	\$10,000	\$0	We do not accept applications for homelessness services (funded via KCRHA contract) or for-profit businesses through this grant process
The Sophia Way	Helen's Place	\$45,000	\$0	
WeeCare, Inc. (DBA Upwards)	BOOST	\$144,000	\$0	
Ineligible Total		\$199,000	\$0	

Funding Allotment	
KCRHA (actually 29,220 but rounded in budget)	\$30,000
Human Services Grant Funding (\$8 x 24,350)	\$194,800



Memorandum

To: Anand Manthripragada, City of Bothell Human Services Coordinator;
Becky Range, City of Bothell Assistant City Manager
Garrett Oppenheim, City of Kenmore Assistant to the City Manager;
Tambi Cork, City of Kenmore Housing and Human Services Manager;
Phillip Hill, City of Lake Forest Park City Administrator;
Bethany Wolbrecht-Dunn, City of Shoreline Community Services Manager; and
Jared Hill, City of Woodinville Intergovernmental Affairs Coordinator.

From: Abby Anderson, Planning Coordinator, KCRHA

CC: Kelly Kinnison, Chief Executive Officer; Irene Agustin, Chief Program Officer; James Rouse, Chief Financial Officer; Lisa Edge, Acting Chief of External Affairs; Nigel Herbig, Intergovernmental Affairs Manager; and Monica Gross, Director of Planning & Special Projects.

Subject: 2025 North King County Homelessness Funding Recommendations

Date: October 21, 2024 (*Updated October 22, 2024*)

I. Summary & Recommendation

This memo provides 2025 funding recommendations for the homelessness services investments for the North King County cities of Bothell, Kenmore, Lake Forest Park, Shoreline, and Woodinville. KCRHA recommends the cities contribute a grand total of \$363,752.04 for 2025 (\$738,416.64 for the 2025-2026 biennium) to KCRHA for the administration of homelessness services contracts to seven agencies, including continuing the operations of the North King County severe weather shelter.

II. Background

In 2023, the North King County (NKC) Interlocal Agreement (ILA) between the cities of Bothell, Kenmore, Lake Forest Park, Shoreline, Woodinville, and the King County Regional Homelessness Authority (KCRHA) formalized intergovernmental coordination to address the issue of homelessness in the North King County subregion. As a primary subscribing partner, KCRHA supports the creation and implementation of solutions to homelessness within the boundaries of partner cities. Through leadership, advocacy, reporting, planning, and funding administration, KCRHA works alongside partner cities to significantly decrease the incidence of homelessness in the North King County subregion.

The NKC ILA allows KCRHA to administer the contracts and associated funding for homelessness services from the five North King County cities. The agreement also outlines new investments from the cities for a North King County severe weather shelter. The signing of the ILA was a pioneering moment for the homelessness response in King County as it was the first time cities outside of Seattle came together to provide funding to KCRHA, improving our ability to carry out KCRHA's mission of unifying and coordinating the homelessness response system countywide.

At the NKC ILA's inception, KCRHA already had existing contracts with five of the six programs that the North King County cities contracted with, and all of these contracts maintained consistent funding. Hopelink was the sole organization that did not have an existing contract with KCRHA, leading KCRHA to streamline our organizational onboarding process to incorporate Hopelink into the KCRHA grants management system and ensure funding could be administered for services.

Identified as a significant need in the area, the cities also pooled funding for a professionally staffed severe weather shelter in North King County. Funds were also provided by King County to support this effort. With a pooled investment amount of \$109,844 in 2023, KCRHA released an RFP and awarded Urban League with severe weather funding for the shelter. St. Dunstan's Episcopal Church in Shoreline, the longstanding location of the shelter was selected, and the shelter began operations in January of 2024.

III. NKC Landscape Updates

Mary's Place announced the closure of their congregate emergency shelter location in Kenmore in May 2024. They successfully relocated all families staying at the shelter before closing their doors. Kenmore and Shoreline both funded Mary's Place for this shelter and while it is recommended that Kenmore redirect the majority of those funds to other programs — because Mary's Place provides outreach and their Family Shelter Intake Line countywide — the funding recommendation in this memo allocates a maintained investment for Mary's Place for both Kenmore and Shoreline.

The North King County Severe Weather Shelter officially began operations in January 2024, opening 15 nights and serving 155 guests through March 2024. With a relatively light winter and underspent funds, Urban League staff also set up cooling canopies and did outreach in North King County during periods of extreme heat in the summer of 2024. The funding recommendations in this memo, combined with \$25,000 from King County's severe weather investment to KCRHA, allow for an investment of \$87,982.32 for



the 2024 – 2025 winter season. Urban League and St. Dunstan’s Episcopal Church both have agreed to continue providing services through March 2025.

IV. Minimum Investment Amounts

The North King County ILA requires each member city to contribute \$1.20 per capita each year. The minimum investment amounts for each city are listed in Table 1 below:

Table 1: 2025 Minimum Investments		
JURISDICTION	POPULATION (2024 OFM Estimate)	2025 MIN. INVESTMENT
Bothell	50,670	\$60,804.00
Kenmore	24,350	\$29,220.00
Lake Forest Park	13,680	\$16,416.00
Shoreline	61,910	\$74,292.00
Woodinville	13,900	\$16,680.00
TOTAL	164,510	\$ 197,412.00

KCRHA and staff from each jurisdiction agreed to increase all ongoing contracts with a 3% inflation adjustment. This adjustment for inflation includes severe weather investments. Minimum investment calculations and additional information provided in Table 3 in the appendix.

V. Recommended Investments

In collaboration with city staff and based on KCRHA’s understanding of the homelessness landscape in North King County, the investment amounts in Table 2 below are the recommended investments for each city, broken down by each organization or program. These amounts maintain investments in previously funded contracts, except for Mary’s Place funding from Kenmore, of which \$5,000 is recommended to be maintained for Mary’s Place’s countywide services, and \$20,000 is recommended to be invested in the Lake City Partners (LCP) Housing Outreach Program. These two program investments are not ongoing and therefore are not subject to the 3% inflation adjustment.

Additionally, the City of Shoreline was previously funding LCP Housing Outreach Program independent of KCRHA. City staff have requested that KCRHA, in the spirit of regionalism and unifying our homelessness response system, manage this additional funding in addition to the funding they already provided to this outreach team. Between Kenmore’s investment and Shoreline’s increased and ongoing investment, LCP will be able to maintain and expand their life-saving homelessness outreach services, which



meets the most vulnerable individuals where they are and connects people to services and shelter.

The figures in Table 2 are inclusive of the 3% inflation adjustment for all ongoing contracts, including severe weather investments. See Table 4 in the appendix for a comparative overview of city investments from 2024 to 2025.

Table 2: 2025 Recommended Investments & Program Breakdown					
PROGRAM / PROVIDER	BOTHELL 2025	KENMORE 2025	LAKE FOREST PARK 2025	SHORELINE 2025	WOODINVILLE 2025
Porchlight	\$8,240.00				\$28,840.00
Friends of Youth	\$8,240.00				\$30,900.00
Hopelink	\$20,600.00	\$3,090.00		\$26,522.50	
LCP: Enhanced Shelter at the Oaks	\$6,180.00	\$5,150.00		\$25,819.01	
LCP: Housing Outreach Program		\$20,000.00		\$96,738.21	
Mary's Place		\$5,000.00		\$5,150.00	
The Sophia Way	\$10,300.00				
Severe Weather	\$8,487.00	\$7,426.00	\$16,834.32	\$26,522.00	\$3,713.00
TOTAL	\$62,047.00	\$40,666.00	\$16,834.32	\$180,751.72	\$63,453.00

With the understanding that the cities operate with biennial budgets, preliminary 2026 figures and biennial totals, assuming consistent program investment, for each city is provided in Table 5 in the appendix. Cities may elect to re-allocate funds in 2026, these numbers are provided for informational purposes only.

VIII. Community Impact

While the closure of Mary's Place in Kenmore leaves a gap in emergency services and services for families with minor children, the Aurora Oaks enhanced shelter, as well as the anticipated Senior Women's Shelter in Kenmore, both operated by Lake City Partners, will maintain emergency services in the area. Mary's Place countywide outreach and connections to family shelters through their Family Shelter Intake Line connects families with children to emergency shelter and services.

In recognition of the need to support unsheltered individuals in North King County, these funding recommendations allow Lake City Partners to continue their important outreach work, connecting the most vulnerable individuals with services and shelter that meet their needs.



Finally, the continued funding for a severe weather shelter at St. Dunstan's, staffed professionally by the Urban League, will provide life-saving shelter on the coldest nights for the unsheltered community in North King County. Last winter, staff were able to serve 155 guests and notably provided move-in assistance for two individuals. With a predicted harsh upcoming winter season, these services will be even more crucial.

While gaps in the homelessness service landscape of North King County persist, continual investment into the system and ongoing discussions between KCRHA and the North King County cities through coalitions like the North Urban Human Services Alliance and the North King County Coalition on Homelessness, among others, demonstrate progress toward improving our work to significantly reduce homelessness.

IX. Next Steps

After the North King County Cities approve their bi-annual budgets and associated investment amounts into homelessness services, city staff and KCRHA will work to ensure funding is received and allocated to the appropriate program.

The intention behind the NKC ILA is to support KCRHA in the effort to unify and coordinate the homelessness response system, including strategically redesigning the system and achieving a regional response across King County. While North King County-held contracts have yet to be procured directly from KCRHA, this goal and the overall mission of regionalism through this ILA remain constant.



Appendix - Additional Funding Tables

Table 3 - 2025 North King County Funding Minimums & Recommendations							
JURISDICTION	POPULATION*	PER CAPITA	2025 MIN. INVESTMENT	2024 CONTRACTS	2025 BASE CONTRACTS	2025 SEVERE WEATHER***	2025 FUNDING RECOMMENDATION
Bothell	50,670**	\$1.20	\$60,804.00	\$52,000.00	\$53,560.00	\$8,487.00	\$62,047.00
Kenmore	24,350	\$1.20	\$29,220.00	\$38,000.00	\$33,240.00	\$7,426.00	\$40,666.00
Lake Forest Park	13,680	\$1.20	\$16,416.00	\$16,344.00	-	\$16,834.32	\$16,834.32
Shoreline	61,910	\$1.20	\$74,292.00	\$100,817.00	\$154,229.72	\$26,522.00	\$180,751.72
Woodinville	13,900	\$1.20	\$16,680.00	\$58,000.00	\$59,740.00	\$3,713.00	\$63,453.00
TOTAL	164,510		\$197,412.00	\$265,161.00	\$300,769.72	\$62,982.32	\$363,752.04

*Population estimates from the [Office of Financial Management from April 1, 2024](#).

**Bothell population estimate total is inclusive of both the King County and Snohomish County parts of the city.

***KCRHA has allocated \$25,000 of King County Severe Weather funds to combine with NKC City investments.

Table 4 – Comparative 2024 - 2025 North King County Funding Recommendations by City and Program

PROGRAM / PROVIDER	BOTHELL 2024	BOTHELL 2025	KENMORE 2024	KENMORE 2025	LAKE FOREST PARK 2024	LAKE FOREST PARK 2025
Porchlight	\$8,000.00	\$8,240.00				
Friends of Youth	\$8,000.00	\$8,240.00				
Hopelink	\$20,000.00	\$20,600.00	\$3,000.00	\$3,090.00		
LCP: Enhanced Shelter at the Oaks	\$6,000.00	\$6,180.00	\$5,000.00	\$5,150.00		
LCP: Housing Outreach Program				\$20,000.00		
Mary's Place			\$30,000.00	\$5,000.00		
The Sophia Way	\$10,000.00	\$10,300.00				
Severe Weather	<i>carryover</i>	\$8,487.00	<i>carryover</i>	\$7,426.00	\$16,344.00	\$16,834.32
TOTAL	\$52,000.00	\$62,047.00	\$38,000.00	\$40,666.00	\$16,344.00	\$16,834.32

Table Continued

PROGRAM / PROVIDER	SHORELINE 2024	SHORELINE 2025	WOODINVILLE 2024	WOODINVILLE 2025
Porchlight			\$28,000.00	\$28,840.00
Friends of Youth			\$30,000.00	\$30,900.00
Hopelink	\$25,750.00	\$26,522.50		
LCP: Enhanced Shelter at the Oaks	\$25,067.00	\$25,819.01		
LCP: Housing Outreach Program	\$45,000.00	\$96,738.21		
Mary's Place	\$5,000.00	\$5,150.00		
The Sophia Way				
Severe Weather	<i>carryover</i>	\$26,522.00	<i>carryover</i>	\$3,713.00
TOTAL	\$100,817.00	\$180,751.72	\$58,000.00	\$63,453.00

Table 5 – Combined 2025 – 2026 Biennium North King County Funding Recommendations by City and Program

PROGRAM / PROVIDER	BOTHELL 2025	BOTHELL 2026	KENMORE 2025	KENMORE 2026	LAKE FOREST PARK 2025	LAKE FOREST PARK 2026
Porchlight	\$8,240.00	\$8,487.20				
Friends of Youth	\$8,240.00	\$8,487.20				
Hopelink	\$20,600.00	\$21,218.00	\$3,090.00	\$3,182.70		
LCP: Enhanced Shelter at the Oaks	\$6,180.00	\$6,365.40	\$5,150.00	\$5,304.50		
LCP: Housing Outreach Program			\$20,000.00	\$20,600.00		
Mary's Place			\$5,000.00	\$5,150.00		
The Sophia Way	\$10,300.00	\$10,609.00				
Severe Weather	\$8,487.00	\$8,741.61	\$7,426.00	\$7,648.78	\$16,834.32	\$17,339.35
TOTAL	\$62,047.00	\$63,908.41	\$40,666.00	\$41,885.98	\$16,834.32	\$17,339.35
BIENNIAL TOTAL		\$125,955.41		\$82,551.98		\$34,173.67

Table Continued

PROGRAM / PROVIDER	SHORELINE 2025	SHORELINE 2026	WOODINVILLE 2025	WOODINVILLE 2026
Porchlight			\$28,840.00	\$29,705.20
Friends of Youth			\$30,900.00	\$31,827.00
Hopelink	\$26,522.50	\$27,318.18		
LCP: Enhanced Shelter at the Oaks	\$25,819.01	\$26,593.58		
LCP: Housing Outreach Program	\$96,738.21	\$99,640.36		
Mary's Place	\$5,150.00	\$5,304.50		
The Sophia Way				
Severe Weather	\$26,522.00	\$27,317.66	\$3,713.00	\$3,824.39
TOTAL	\$180,751.72	\$186,174.27	\$63,453.00	\$65,356.59
BIENNIAL TOTAL		\$366,925.99		\$128,809.59



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Hold Public Hearing on Proposed Regular Property Tax Levy for 2025 Adopting 2025 Regular Property Tax Levy, Ordinance No. 24-0615 Proposed Council Action/Motion: Presentation and Public Hearing of Proposed Regular Property Tax Levy Ordinance Adopt Ordinance No. 24-0615 of the City of Kenmore, Washington, relating to the 2025 Regular Property Tax Levy	For Council Meeting Agenda of: November 18, 2024 Departments: Finance and Administration Prepared by: Melinda Merrell, Finance & Admin Director <table><tr><td>Approved by Department Head:</td><td><u>Initial & Date</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>MM, 11/7/24</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>DR, 11/8/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>MM, 11/7/24</u></td></tr><tr><td></td><td><u>RK, 11/8/24</u></td></tr></table> Exhibits/Attachments: Regular Property Tax Levy Ordinance 24-0615	Approved by Department Head:	<u>Initial & Date</u>	Approved by City Attorney:	<u>MM, 11/7/24</u>	Approved by Finance Director:	<u>DR, 11/8/24</u>	Approved by City Manager:	<u>MM, 11/7/24</u>		<u>RK, 11/8/24</u>
Approved by Department Head:	<u>Initial & Date</u>										
Approved by City Attorney:	<u>MM, 11/7/24</u>										
Approved by Finance Director:	<u>DR, 11/8/24</u>										
Approved by City Manager:	<u>MM, 11/7/24</u>										
	<u>RK, 11/8/24</u>										
Summary: November 18, 2024 – Hold public hearing, present recommended regular property tax levy for 2025, and Ordinance 24-0615 relating to the 2025 Regular Property Tax Levy is recommended for adoption.											
Information/Background: November 30 is the due date for property tax levies to be set by ordinance and filed with King County. A public hearing will be held on November 18, 2024 to receive public comments on the proposed 2025 property tax levy.											
Fiscal Consideration: For 2025, the Proposed 2024-2025 Biennial Budget includes a 4.11% increase in the levy using banked tax capacity from years when the City Council did not raise the levy by the allowable 1%. The 2020 adopted Financial Sustainability Plan calls for the City to utilize banked capacity incrementally in phases over four years starting in 2023. \$129,326 of the available banked capacity was used in 2024. The proposed 2025 levy utilizes \$144,000 of banked capacity. The City's remaining banked tax capacity after this proposed 2025 levy will be \$129,940.											

In 2024, the property tax levy was \$5,884,218. The County Assessor has only released preliminary assessed valuations and levy information at this time. Based on what has been received, the proposed property tax levy for 2025 is \$6,126,068.

	<u>Amount</u>	<u>% Increase</u>
2024 Levy	\$ 5,884,218	-
1% Increase	58,842	1.00%
Banked Capacity	144,000	2.45%
New Construction	39,008	0.66%
2025 Levy	\$ 6,126,068	4.11%

The City's preliminary assessed value is \$7,954,591,623, an increase of about 14.42% from 2024. Because of the increase in assessed valuation for the entire City, the levy rate will decrease from \$0.85 to about \$0.77 for each \$1,000 of assessed value. In 2024, the median residential value for Kenmore was \$821,000, however, with the 14.42% increase in valuation, the median home value is now approximately \$939,400. On a \$939,400 home in the city, a 3.45% levy increase and a rate of \$0.77 per \$1,000 of assessed value would result in an annual property tax of \$723.

The proposed property tax levy of 4.11% meets the City Council's goal for a financial sustainable plan and continued financial sustainability for the City.

Tax Relief

State law provides two tax benefit programs for senior citizens and the disabled: Property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under \$84,000; owning and occupying the property as principal residence for at least nine months per year; age 61 or older or disabled with at least an 80% total disability rating. More information can be found on the King County Assessor's website or by calling 206-263-2338 or 206-296-3920.

City Council Priority or Budget Objective Being Addressed:

1. November 30, 2024 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.
2. The proposed property tax levy increase of 4.11% follows the Financial Sustainability Plan recommendation of utilizing banked capacity over four years. This meets the City Council's goal for continued financial sustainability for the City.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 24-0615**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO
THE LEVYING OF 2025 REGULAR PROPERTY TAXES INCLUDING PRIOR
YEARS' BANKED CAPACITY; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Kenmore, Washington (the "City"), has met and considered its biennial budget for calendar years 2025-2026; and

WHEREAS, RCW 84.52.070 requires the City to certify to the County the amount of taxes to be levied upon the property within the City by November 30 of each year; and

WHEREAS, the City Council scheduled and held a Public Hearing November 18, 2024 to consider the City's general fund revenue sources including the 2025 regular property tax levy pursuant to RCW 84.55.120; and

WHEREAS, the City intends to levy "banked capacity" of \$144,000; and

WHEREAS, after the Public Hearing, and after duly considering all relevant evidence and testimony presented the City Council determined that the City requires an estimated regular tax levy in the amount of \$6,126,068, which includes a 3.45% increase from the previous year and amounts resulting from the addition of new construction and improvements to property and any increase or decrease in the value of State-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest (the actual levy to be calculated by the King County Assessor's Office once the City's assessed value is certified by the Assessor);

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

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2025 levy in the amount of \$202,842 which is a 3.45 percent (3.45%) increase from the previous year, which includes 1% (\$58,842) and 2.45% (\$144,000) of banked capacity. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property and any additional amounts resulting from any annexations that have occurred, and any refunds made. The proposed property tax levy for 2025 is \$6,126,068.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance be declared unconstitutional or otherwise invalid for any reason or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of the publication.

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE 18th DAY OF November 2024.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 11/8/2024

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 24-0615

DATE OF PUBLICATION:

EFFECTIVE DATE:

CITY OF KENMORE

Finance & Administration

2025 Regular Property Tax Levy & Excess Tax Levy

November 18, 2024



Timeline

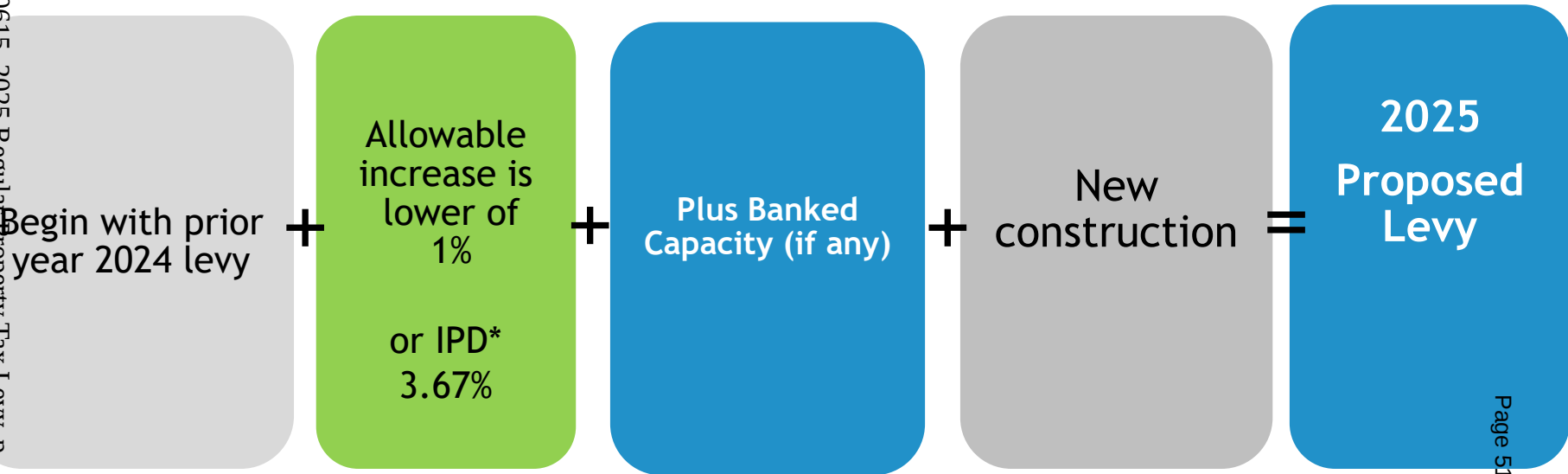
November 18:

- Public Hearing/Adopt 2025 Property Tax Levy Ordinance
- Public Hearing/Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

Annually the City Council must set the Regular Tax Levy



Property Taxes & Assessed Valuation

Levy with 4.11% Increase (As budgeted)

**Proposed tax levy
2025**

\$6,126,068

3.45% (\$202,842)
increase over
2024 levy

\$202,842 is from
the 1% increase
plus a portion of
banked capacity =
3.45% increase

\$39,008 from new
construction =
0.66% increase

Property Taxes & Assessed Valuation

Levy with 4.11% Increase (as budgeted)

	<u>Amount</u>	<u>% Increase</u>
2024 Levy	\$ 5,884,218	-
1% Increase	58,842	1.00%
Banked Capacity	144,000	2.45%
New Construction	39,008	0.66%
2025 Levy	\$ 6,126,068	4.11%

Tax Effect on Homeowner (City of Kenmore Taxes Only)

Assume 2024 home value of \$821,000

\$697 - Taxed at 2024 rate of 0.8485

Assume 2025 NO CHANGE in value of home at \$821,000

\$632 - Taxed at 2025 rate of .7701 (3.45% levy)

➤ \$65 LESS than 2024

Assume 14.4% increase in value of home to \$939,400

\$723 - Taxed at 2025 rate of .7701 (3.45% levy) (\$26 > 2024)



Banked Capacity

Remaining Banked Capacity is \$273,940

Per the 2020 Financial Sustainability Plan, goal is to utilize available banked capacity over 4 years

\$68K of banked capacity used in 2023 and \$129,326 used in 2024

With the 3.45% increase in 2025, \$144K of banked capacity will be used

Estimated of \$130K will be remaining at end of 2025

Will draw \$144K in 2025 and \$130K in 2026 to use the remaining \$274K of banked capacity

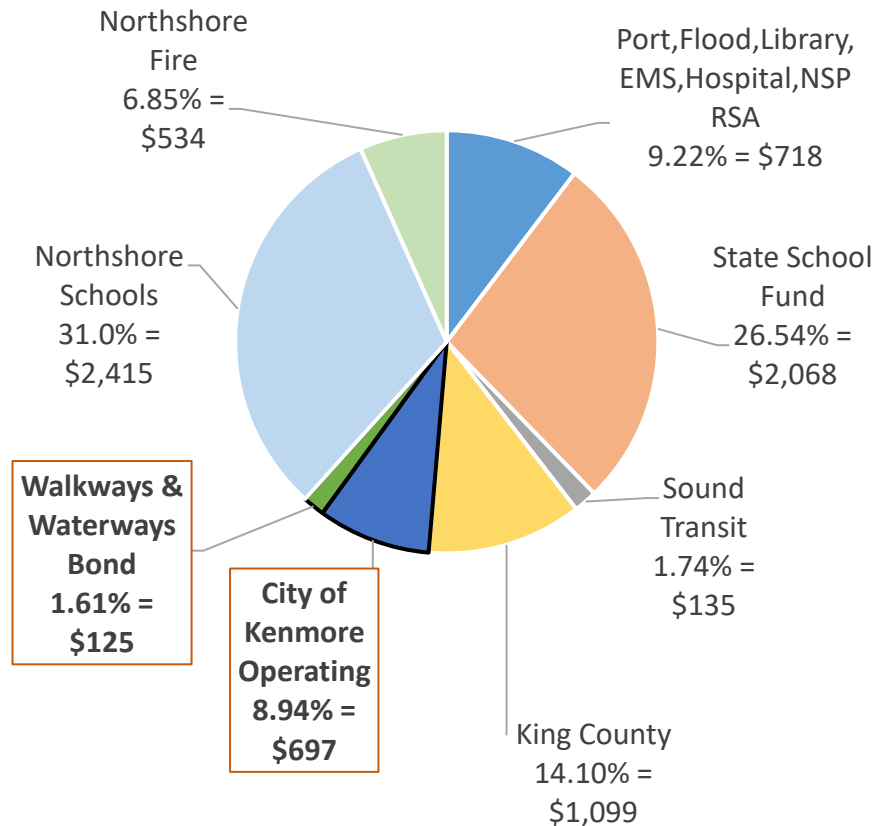
2024 Property Tax Distribution for a \$821,000 Home

There are 12 taxing districts that impact Kenmore taxpayers

The total tax rate for most taxpayers in the City last year was **\$9.49** per \$1,000 AV

The tax bill on a \$821K property would have been about **\$7,791**

Only 8.94% of that tax bill belongs to the City of Kenmore for operating



2025 Excess Property Tax Levy for Walkways & Waterways Bonds

\$18.1 million – issued 2016 & 2021
\$12,920,000 - outstanding as of
12/31/2024

**Resources Needed for Principal &
interest 2025**
\$1,054,550

Tax rate is projected at .15 per
\$1,000 AV

$$\begin{aligned} & \$1,054,550 / 7,954,594,404 * \\ & \quad 1,000 \\ & = \\ & \$0.13 \end{aligned}$$

Affect on property owner
home value - \$939k

$$\begin{aligned} & \$939 \times 0.13 \\ & = \\ & \$122.07 \end{aligned}$$

**prelim assessed value*

Next Actions

November 18:

- Adopt 2025 Property Tax Levy Ordinance
- Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

THANK YOU!
Any Questions?

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance & Administration

mmerrell@kenmorewa.gov

425 398 8900





City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Hold Public Hearing on Proposed Excess Property Tax Levy for 2025 Adopt 2025 Excess Property Tax Levy for the Purpose of Paying Debt Service, Ordinance No. 24-0616 Proposed Council Action/Motion: Presentation and Public Hearing of Proposed Excess Property Tax Levy Ordinance Adopt Ordinance No. 24-0616 Setting 2025 Excess Property Tax Levy for the Purpose of Paying Debt Service on the Walkways and Waterways Bonds	For Council Meeting Agenda of: November 18, 2024 Departments: Finance and Administration Prepared by: Melinda Merrell, Finance & Admin Director <table><tr><td>Approved by Department Head:</td><td><u>MM, 11/6/24</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>DG, 11/8/24</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>MM, 11/6/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>RK, 11/8/24</u></td></tr></table> Exhibits/Attachments: Excess Property Tax Levy Ordinance No. 24-0616	Approved by Department Head:	<u>MM, 11/6/24</u>	Approved by City Attorney:	<u>DG, 11/8/24</u>	Approved by Finance Director:	<u>MM, 11/6/24</u>	Approved by City Manager:	<u>RK, 11/8/24</u>
Approved by Department Head:	<u>MM, 11/6/24</u>								
Approved by City Attorney:	<u>DG, 11/8/24</u>								
Approved by Finance Director:	<u>MM, 11/6/24</u>								
Approved by City Manager:	<u>RK, 11/8/24</u>								
Summary: November 18, 2024 – Hold public hearing, present recommended excess property tax levy for 2025, and Ordinance No. 24-0616 recommended for adoption.									
Information/Background: The purpose of the excess property tax levy is for repayment of the voted Walkways and Waterways bonds approved by the voters in 2016.									
Fiscal Consideration: In 2024, the city levied \$1,057,250 to cover the debt service payments that were due in that year. For 2025, it is recommended to levy \$1,054,550 (approximately \$0.13 per \$1,000 of assessed value) for the debt service payments due in 2025. Ordinance No. 24-0616, to approve the excess tax levy for 2025, in the amount of \$1,054,550 to satisfy debt service on the 2016 and 2021 unlimited tax general obligation bonds is recommended for adoption by the City Council.									

Tax Relief

State law provides two tax benefit programs for senior citizens and the disabled: Property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under \$84,000; owning and occupying the property as principal residence for at least six (6) months per year; age 61 or older or disabled with at least an 80% total disability rating. More information can be found on the King County Assessor's website or by calling 206-263-2338 or 206-296-3920.

City Council Priority or Budget Objective Being Addressed:

November 30, 2024 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 24-0616**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, LEVYING AN EXCESS PROPERTY TAX LEVY FOR THE PURPOSE OF PAYING DEBT SERVICE OF THE CITY'S UNLIMITED TAX GENERAL OBLIGATION BONDS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, at an election held in the City of Kenmore, Washington (the "City") on November 8, 2016, the City submitted the question to the qualified electors of the City of whether the City shall issue unlimited tax general obligation bonds in the aggregate principal amount of not to exceed \$19,750,000 ("Bond Authorization") to provide the bond to construct, develop, equip, upgrade, acquire, and improve arterial walkways and waterfront access in the City, including the acquisition of property, as identified in Ordinance No.16-0422 Exhibit A, passed by the City Council on June 13, 2016; and

WHEREAS, the number and proportion of qualified electors of the City required by law for the adoption thereof voted in favor of the Bond Authorization and the election results were certified by King County Elections, as *ex officio* supervisor of elections in King County, Washington, on November 29, 2016; and

WHEREAS, the City, pursuant to Bond Ordinance No. 16-0434, adopted by the City Council on November 21, 2016, issued and sold \$9,220,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2016 (together with original issue premium resulted in a project fund deposit of \$9,750,000), and pursuant to Bond Ordinance No. 21-0530 adopted by the City Council on July 26, 2021, issued and sold \$8,920,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2021A and 2021B (together with original issue premium resulted in a project fund deposit of \$10,000,000) (together, the "Bonds"), and has determined that to provide the money necessary to pay the debt service requirement on the Bonds in the year 2025 an excess property tax levy in the amount of \$1,054,550 for the Bonds must be levied for collection in 2025.

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

Section 1. Voter Approved Excess Tax Levy for Unlimited General Obligation Bonds. A tax is hereby levied to raise revenue for the purpose of debt service payments on the voter-approved unlimited tax general obligation bonds for the fiscal year of 2025 in the amount of \$1,054,550 on all taxable property in the City of Kenmore, Washington.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal

Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of the publication.

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE 18th DAY OF November 2024.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 11/8/2024

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 24-0616

DATE OF PUBLICATION:

EFFECTIVE DATE:

CITY OF KENMORE

Finance & Administration

2025 Regular Property Tax Levy & Excess Tax Levy

November 18, 2024



Timeline

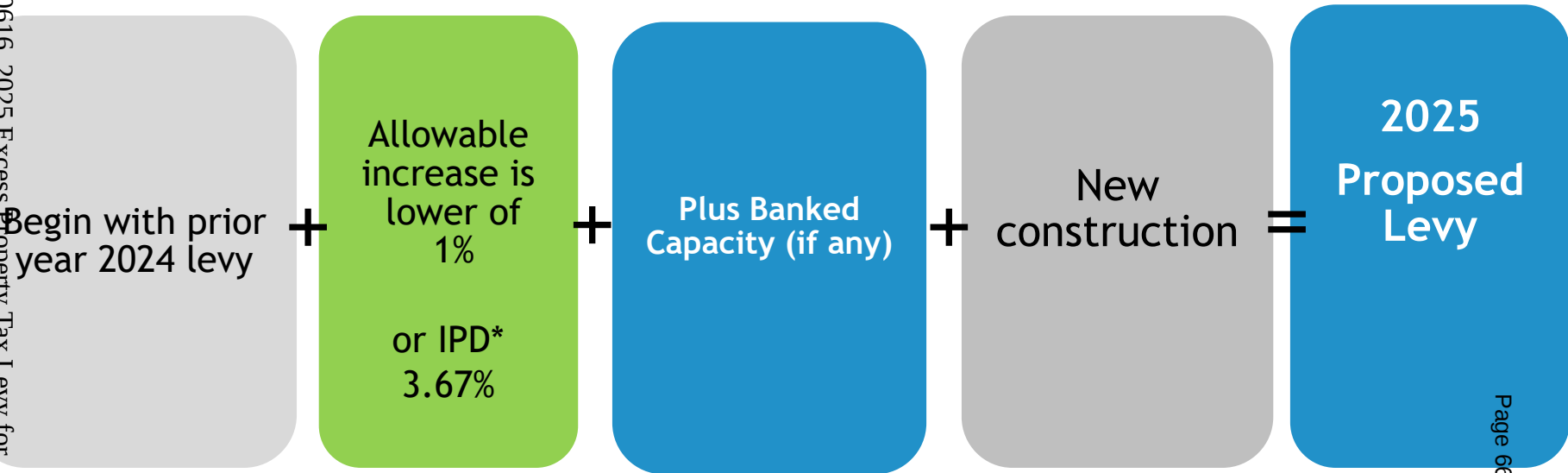
November 18:

- Public Hearing/Adopt 2025 Property Tax Levy Ordinance
- Public Hearing/Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

Annually the City Council must set the Regular Tax Levy



Property Taxes & Assessed Valuation

Levy with 4.11% Increase (As budgeted)

**Proposed tax levy
2025**

\$6,126,068

3.45% (\$202,842)
increase over
2024 levy

\$202,842 is from
the 1% increase
plus a portion of
banked capacity =
3.45% increase

\$39,008 from new
construction =
0.66% increase

Property Taxes & Assessed Valuation

Levy with 4.11% Increase (as budgeted)

	<u>Amount</u>	<u>% Increase</u>
2024 Levy	\$ 5,884,218	-
1% Increase	58,842	1.00%
Banked Capacity	144,000	2.45%
New Construction	39,008	0.66%
2025 Levy	\$ 6,126,068	4.11%

Tax Effect on Homeowner (City of Kenmore Taxes Only)

Assume 2024 home value of \$821,000

\$697 - Taxed at 2024 rate of 0.8485

Assume 2025 NO CHANGE in value of home at \$821,000

\$632 - Taxed at 2025 rate of .7701 (3.45% levy)

➤ \$65 LESS than 2024

Assume 14.4% increase in value of home to \$939,400

\$723 - Taxed at 2025 rate of .7701 (3.45% levy) (\$26 > 2024)



Banked Capacity

Remaining Banked Capacity is \$273,940

Per the 2020 Financial Sustainability Plan, goal is to utilize available banked capacity over 4 years

\$68K of banked capacity used in 2023 and \$129,326 used in 2024

With the 3.45% increase in 2025, \$144K of banked capacity will be used

Estimated of \$130K will be remaining at end of 2025

Will draw \$144K in 2025 and \$130K in 2026 to use the remaining \$274K of banked capacity

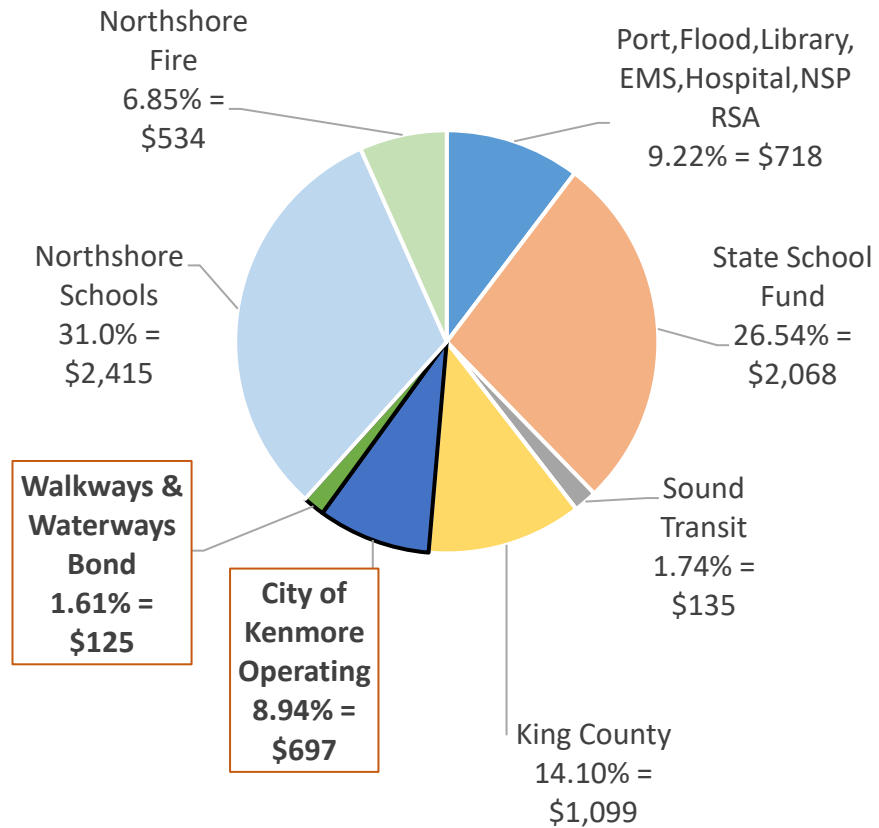
2024 Property Tax Distribution for a \$821,000 Home

There are 12 taxing districts that impact Kenmore taxpayers

The total tax rate for most taxpayers in the City last year was **\$9.49** per \$1,000 AV

The tax bill on a \$821K property would have been about **\$7,791**

Only 8.94% of that tax bill belongs to the City of Kenmore for operating



2025 Excess Property Tax Levy for Walkways & Waterways Bonds

\$18.1 million – issued 2016 & 2021
\$12,920,000 - outstanding as of
12/31/2024

**Resources Needed for Principal &
interest 2025**
\$1,054,550

Tax rate is projected at .15 per
\$1,000 AV

$$\begin{aligned} & \$1,054,550 / 7,954,594,404 * \\ & \quad 1,000 \\ & = \\ & \$0.13 \end{aligned}$$

Affect on property owner
home value - \$939k

$$\begin{aligned} & \$939 \times 0.13 \\ & = \\ & \$122.07 \end{aligned}$$

**prelim assessed value*

Next Actions

November 18:

- Adopt 2025 Property Tax Levy Ordinance
- Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

THANK YOU!
Any Questions?

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance & Administration

mmerrell@kenmorewa.gov

425 398 8900





City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Lake City Partners Senior Women's Shelter Funding Proposed Council Action/Motion: Authorize the City Manager to use up to \$50,000 in Human Services Strategic Opportunities funds for costs related to the opening of the Lake City Partners Senior Women's Shelter.	For Council Meeting Agenda of: 11/18/24 Department: City Manager's Office Prepared by: Tambi Cork, Housing & Human Services Manager <table><tr><td>Approved by Department Head:</td><td><u>SLL 11/8/24</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>DFR 11/8/24</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>MM 11/8/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>RK 11/8/24</u></td></tr></table> Attachments/Exhibits: Exhibit 1: Lake City Partner's Shelter Proposal Exhibit 2: Lake City Partner's Funding Request	Approved by Department Head:	<u>SLL 11/8/24</u>	Approved by City Attorney:	<u>DFR 11/8/24</u>	Approved by Finance Director:	<u>MM 11/8/24</u>	Approved by City Manager:	<u>RK 11/8/24</u>
Approved by Department Head:	<u>SLL 11/8/24</u>								
Approved by City Attorney:	<u>DFR 11/8/24</u>								
Approved by Finance Director:	<u>MM 11/8/24</u>								
Approved by City Manager:	<u>RK 11/8/24</u>								
Summary: Lake City Partner's is requesting up to \$50,000 in funding for one-time costs related to the opening of the Lake City Partner's Women's Shelter in Kenmore.									
Information/Background: Since 2017, Mary's Place has provided emergency shelter space at their Northshore Shelter in the City of Kenmore. In May, Mary's Place notified King County and the City of Kenmore that they would be closing their shelter in Kenmore, effective June 30. The building, owned by King County, is a former King County Sheriff's Office precinct building, and King County Councilmember Rod Dembowski began working with local agencies to determine if the building could continue providing emergency shelter space in North King County. With the closure of Mary's Place, virtually no emergency shelter space would be available without a Kenmore shelter location. Lake City Partners – which already successfully runs the Oakes shelter in Shoreline and provides Homeless Outreach services in Kenmore - responded to the inquiry with a plan to re-open the facility as a senior women's shelter to provide a safe place for women over the age of 60 currently experiencing homelessness. The goal is to provide the seniors services to facilitate their transition into permanent, shared housing in a period of under a year. To do so, the shelter will leverage Lake City Partner's existing programs and relationships with local service providers to connect senior women with needed services, promote co-habitation skills, and help them transition into permanent housing.									

Councilmember Dembowski was able to secure \$675,000 in the King County supplemental budget to fund ongoing operations of the Kenmore shelter. In July, the City submitted a letter of support to the King County Council for this funding, noting that the vision of the senior women's shelter aligns with Kenmore's values of providing services and supports for people experiencing homelessness in our region, and that Lake City Partners is a trusted provider currently delivering services within the City of Kenmore.

In Lake City Partner's proposal (Exhibit 1), they identify \$100,000 in estimated one-time start up costs to re-open the space as a women's shelter. The City's Human Services budget contains a "strategic opportunities" line item of \$50,000 that remains unspent in 2024. Staff propose that the City allocate these funds to Lake City Partner's one-time start up costs to open the Kenmore shelter, as outlined in their funding request (Exhibit 2). This funding, along with other donations received by Lake City Partner's, will allow the majority of the King County investment (\$675,000) to fund ongoing operations of the shelter, which will allow for the shelter to operate for several more months before seeking additional regional and state funding for operations.

In 2023, Kenmore selected Lake City Partners through a competitive process to provide homelessness outreach services for the City, and those services are included in the 2025-2026 Human Services budget. The services provided by Lake City Partners have been highly successful, and staff have found Lake City Partners to be a collaborative, effective service provider with excellent communication and deep understanding of the needs in North King County. The proposal provided by Lake City Partners targets a population – seniors – that is especially vulnerable to housing insecurity due to the variety of factors Lake City Partners identify in the "Unsheltered Seniors" one-pager that is linked in the proposal. The Kenmore shelter will provide an innovative avenue for stabilization for unsheltered senior women, and it will be exciting to see the positive impacts that Lake City Partners can achieve with this program.

The funding requests provided by Lake City Partners provides additional details on the types of expenses that will be eligible for this funding. If this funding allocation is approved, specific funding requests and invoices will be provided by Lake City Partners by the end of 2024 and approved by the Housing and Human Services Manager. Staff will return in the first quarter of 2025 to report back on this investment and provide an update on the shelter operations.

Fiscal Consideration:

The funding required for this request is currently unspent within the 2024 Human Services budget line.

City Council Priority or Budget Objective Being Addressed:

1. Increase and preserve the options for affordable housing.
5. Implement the Diversity, Equity, Inclusion, and Accessibility (DEIA) Strategic Plan.
10. Support the post-pandemic recovery process.

Executive Summary

Lake City Partners proposes a specialized use shelter service to continue meaningful and impactful homelessness services while longer term decisions are made regarding the future use of the location which will need notable renovations and design changes to provide more comprehensive services at scale.

The proposed interim use, for a period of 18 to 36 months is as a specialized shelter program serving senior women who are seeking market-based shared housing solutions – e.g. renting rooms together in affordable/low income apartments/houses as part of a North King County Senior Women's Housing program.

The target population would be women who are not candidates for Permanent Supportive Housing (PSH), have very low fixed-income, and have few or no behavioral health barriers to housing – e.g. community-minded socially stable retirement age women who have a very low fixed income (<20% of AMI). Target shelter capacity would be 25 to 30 women with an annualized placement into housing of 200% of census – 60+ per year.

Key drivers, facts, assumptions, and considerations

- Congregate shelter has limited utility today and mostly in high utilization/density areas – otherwise it only functions successfully in small group settings with a closely aligned population.
- Shelter program alignment with clear housing destination – e.g. what housing profile do folks exit the shelter to?
- Existing building requires significant upgrades to operate general shelter services at a scale that would not justify operational costs to do so. Notable upgrades costing \$400-800K would include:
 - Bathrooms, Showers,
 - Building layout – windows, interior partition walls (to create at least 15 rooms),
 - Basic Kitchen upgrades (sinks/food-prep/storage/walk-in fridge/freezer)
- Location is not viable as a general population/PSH focused shelter location – too far from those populations and non-viable local landscape.

- Very low-income seniors who are mostly women (60/40 at over 62 yr old) with no significant housing barriers other than income are a fast growing segment of the unhoused population.
- Seniors are 35-40% of the unsheltered population now.
- [Read our 1-pager](#) about what we are seeing with the 'senior problem' within King County unsheltered homelessness.
- There is likely strong and multi-faceted community-based support for these senior women who are simply priced out of housing – the proposed program offers an attainable and sustainable opportunity for localized community-based support (in partnership with other funding) to 'close the gap' financially for these women who will become contributing, housed, and well-regarded participants in the local community.

Proposed North King County Senior Women's Shelter

The shelter would provide a stabilization and service pathway for unsheltered women into shared-housing solutions accessing affordable/low-income housing with 2 to 6 women sharing a residence together. Lake City Partners would act as a master leasing agent and leverage existing funding, senior services, and additional specified funding to 'close the gap' so that those participating would pay no more than \$550 per month for their housing costs.

This would be a 'community-based' program that activates localized support groups, faith communities, volunteers and fundraising in conjunction with municipalities' support to create a growing pool of destination locations for women to enter into shared housing following a 3 to 12 months period at the shelter.

The shelter would operate as a hybrid shelter with traditional provider operations and with a structured shared-living approach. It would utilize specific screening for entry and require participation in self-managed daily shelter operations to prepare and imbue folks with the skills, capability, and experience needed for successful share-living.

The shelter would be staffed 12 hours per day and monitored 24x7 (with on-call staff) from our Aurora Oaks Enhanced Shelter.

Food Service would be mostly self-managed and supported by Hunger Intervention Program and North Helpline.

This shelter site would be operated and fully integrated with our Lake City Partners Shelter Services program based in Shoreline and would leverage our existing Client Services program for case management and housing program management.

Estimated Annual Operating Budget Proforma

Shelter Services Operations Staffing	\$150,000
Shelter Operating costs	\$70,000
Client Services Staffing	\$80,000
Housing Program Operations Staffing/Costs	\$100,000
Community Funded 'Close the Gap' (annual per 60)	\$150,000
Total	\$ 550,000

Estimated 1-time start up costs

Proper cubicles for improved congregate config. * donated or used?	\$30,000*
Replacement Fridge/Freezer/Laundry Appliances ** could be leased to avoid up-front costs	\$50,000**
Beds, mattresses, other equipment KC/KCRHA has these available free?	\$20,000***
Total	\$100,000

Note: These are preliminary estimates that offer a useful 'ball-parking' of costs. Assumptions include use of the King County owned building with no rent being charged, and generally estimated utilities/fees/operational costs. Program operating costs are based on existing cost profiles. The overall program cost benefits from leveraging existing operations at Aurora Oaks.



11/1/24

Re: Kenmore Human Services Funding Request Memo

Hi Tambi,

Thanks for your consideration of support for various one-time and related costs at our new Kenmore Senior Women's Shelter. As you've seen from your site visit, there is much work to be done and we would welcome your support as discussed.

As with any new program there are many unknowns and our primary funding through King County factors for this by providing a flexible timeline – we hope to make the current funding support operations for as long as possible. Also, we anticipate about \$100K in initial start up costs and your support would be instrumental in helping us cover those costs and thereby retain ongoing program funding, hopefully into 2026.

Your funding support would help with costs related to:

- Appliances
 - Commercial Fridges, Freezers, Kitchen & Food Service Equipment, Laundry, etc.
- Equipment and Facilities
 - Commercial Camera Video Systems, Monitoring Services, Office Equipment (Computers, printer/copiers, etc.)
 - Tables, Chairs, Beds Mattresses, Nightstand/drawers, General Furniture, Cubicles/Dividers, etc.
- Building Updates
 - Carpet/Flooring Repairs, Bathroom Updates (shower improvements etc.), Kitchen Updates (sinks, cabinets, etc.), Painting, Operations Storage Racks, Maintenance Tools and Equipment, Signage, Window replacement(s), etc.

I could probably add more to the list, but hopefully this provides sufficient demonstration of the need for support.

Thank you again for your consideration, I'm very grateful for the opportunity to continue to build our relationship with the City of Kenmore in service of our shared community.

William Towey
Executive Director



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Hold Public Hearing on Proposed Regular Property Tax Levy for 2025 Adopting 2025 Regular Property Tax Levy, Ordinance No. 24-0615 Proposed Council Action/Motion: Presentation and Public Hearing of Proposed Regular Property Tax Levy Ordinance Adopt Ordinance No. 24-0615 of the City of Kenmore, Washington, relating to the 2025 Regular Property Tax Levy	For Council Meeting Agenda of: November 18, 2024 Departments: Finance and Administration Prepared by: Melinda Merrell, Finance & Admin Director <table><tr><td>Approved by Department Head:</td><td><u>Initial & Date</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>MM, 11/7/24</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>DR, 11/8/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>MM, 11/7/24</u></td></tr><tr><td></td><td><u>RK, 11/8/24</u></td></tr></table> Exhibits/Attachments: Regular Property Tax Levy Ordinance 24-0615	Approved by Department Head:	<u>Initial & Date</u>	Approved by City Attorney:	<u>MM, 11/7/24</u>	Approved by Finance Director:	<u>DR, 11/8/24</u>	Approved by City Manager:	<u>MM, 11/7/24</u>		<u>RK, 11/8/24</u>
Approved by Department Head:	<u>Initial & Date</u>										
Approved by City Attorney:	<u>MM, 11/7/24</u>										
Approved by Finance Director:	<u>DR, 11/8/24</u>										
Approved by City Manager:	<u>MM, 11/7/24</u>										
	<u>RK, 11/8/24</u>										
Summary: November 18, 2024 – Hold public hearing, present recommended regular property tax levy for 2025, and Ordinance 24-0615 relating to the 2025 Regular Property Tax Levy is recommended for adoption.											
Information/Background: November 30 is the due date for property tax levies to be set by ordinance and filed with King County. A public hearing will be held on November 18, 2024 to receive public comments on the proposed 2025 property tax levy.											
Fiscal Consideration: For 2025, the Proposed 2024-2025 Biennial Budget includes a 4.11% increase in the levy using banked tax capacity from years when the City Council did not raise the levy by the allowable 1%. The 2020 adopted Financial Sustainability Plan calls for the City to utilize banked capacity incrementally in phases over four years starting in 2023. \$129,326 of the available banked capacity was used in 2024. The proposed 2025 levy utilizes \$144,000 of banked capacity. The City's remaining banked tax capacity after this proposed 2025 levy will be \$129,940.											

In 2024, the property tax levy was \$5,884,218. The County Assessor has only released preliminary assessed valuations and levy information at this time. Based on what has been received, the proposed property tax levy for 2025 is \$6,126,068.

	<u>Amount</u>	<u>% Increase</u>
2024 Levy	\$ 5,884,218	-
1% Increase	58,842	1.00%
Banked Capacity	144,000	2.45%
New Construction	39,008	0.66%
2025 Levy	\$ 6,126,068	4.11%

The City's preliminary assessed value is \$7,954,591,623, an increase of about 14.42% from 2024. Because of the increase in assessed valuation for the entire City, the levy rate will decrease from \$0.85 to about \$0.77 for each \$1,000 of assessed value. In 2024, the median residential value for Kenmore was \$821,000, however, with the 14.42% increase in valuation, the median home value is now approximately \$939,400. On a \$939,400 home in the city, a 3.45% levy increase and a rate of \$0.77 per \$1,000 of assessed value would result in an annual property tax of \$723.

The proposed property tax levy of 4.11% meets the City Council's goal for a financial sustainable plan and continued financial sustainability for the City.

Tax Relief

State law provides two tax benefit programs for senior citizens and the disabled: Property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under \$84,000; owning and occupying the property as principal residence for at least nine months per year; age 61 or older or disabled with at least an 80% total disability rating. More information can be found on the King County Assessor's website or by calling 206-263-2338 or 206-296-3920.

City Council Priority or Budget Objective Being Addressed:

1. November 30, 2024 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.
2. The proposed property tax levy increase of 4.11% follows the Financial Sustainability Plan recommendation of utilizing banked capacity over four years. This meets the City Council's goal for continued financial sustainability for the City.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 24-0615**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO
THE LEVYING OF 2025 REGULAR PROPERTY TAXES INCLUDING PRIOR
YEARS' BANKED CAPACITY; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Kenmore, Washington (the "City"), has met and considered its biennial budget for calendar years 2025-2026; and

WHEREAS, RCW 84.52.070 requires the City to certify to the County the amount of taxes to be levied upon the property within the City by November 30 of each year; and

WHEREAS, the City Council scheduled and held a Public Hearing November 18, 2024 to consider the City's general fund revenue sources including the 2025 regular property tax levy pursuant to RCW 84.55.120; and

WHEREAS, the City intends to levy "banked capacity" of \$144,000; and

WHEREAS, after the Public Hearing, and after duly considering all relevant evidence and testimony presented the City Council determined that the City requires an estimated regular tax levy in the amount of \$6,126,068, which includes a 3.45% increase from the previous year and amounts resulting from the addition of new construction and improvements to property and any increase or decrease in the value of State-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest (the actual levy to be calculated by the King County Assessor's Office once the City's assessed value is certified by the Assessor);

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

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2025 levy in the amount of \$202,842 which is a 3.45 percent (3.45%) increase from the previous year, which includes 1% (\$58,842) and 2.45% (\$144,000) of banked capacity. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property and any additional amounts resulting from any annexations that have occurred, and any refunds made. The proposed property tax levy for 2025 is \$6,126,068.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance be declared unconstitutional or otherwise invalid for any reason or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of the publication.

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE 18th DAY OF November 2024.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 11/8/2024

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 24-0615

DATE OF PUBLICATION:

EFFECTIVE DATE:

CITY OF KENMORE

Finance & Administration

2025 Regular Property Tax Levy & Excess Tax Levy

November 18, 2024



Timeline

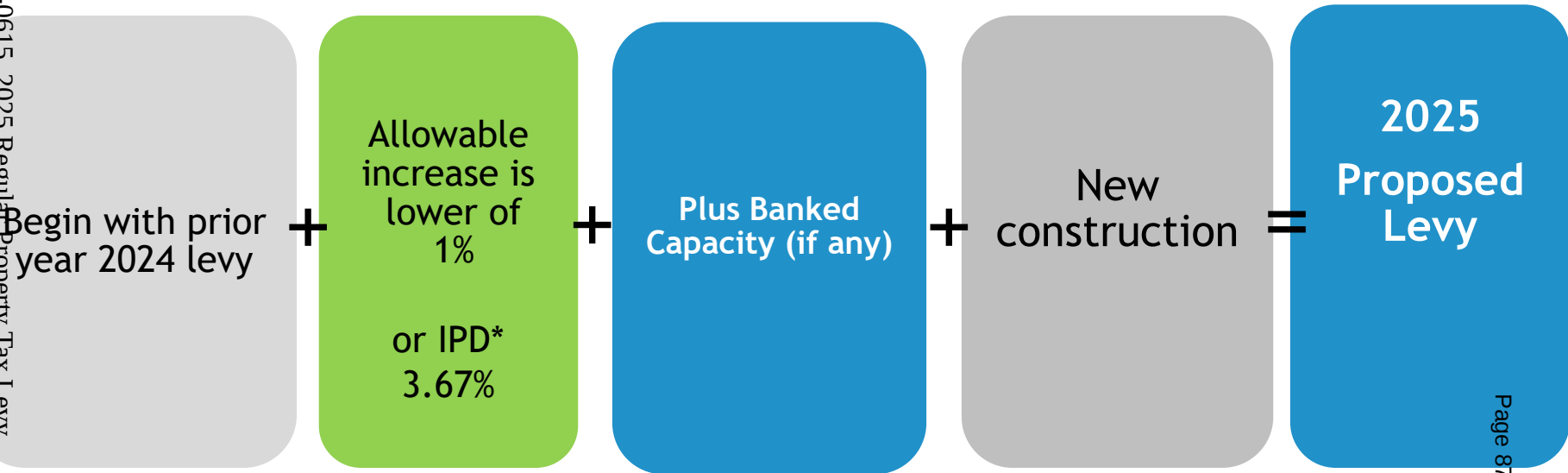
November 18:

- Public Hearing/Adopt 2025 Property Tax Levy Ordinance
- Public Hearing/Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

Annually the City Council must set the Regular Tax Levy



Property Taxes & Assessed Valuation

Levy with 4.11% Increase (As budgeted)

**Proposed tax levy
2025**

\$6,126,068

3.45% (\$202,842)
increase over
2024 levy

\$202,842 is from
the 1% increase
plus a portion of
banked capacity =
3.45% increase

\$39,008 from new
construction =
0.66% increase

Property Taxes & Assessed Valuation

Levy with 4.11% Increase (as budgeted)

	<u>Amount</u>	<u>% Increase</u>
2024 Levy	\$ 5,884,218	-
1% Increase	58,842	1.00%
Banked Capacity	144,000	2.45%
New Construction	39,008	0.66%
2025 Levy	\$ 6,126,068	4.11%

Tax Effect on Homeowner (City of Kenmore Taxes Only)

Assume 2024 home value of \$821,000

\$697 - Taxed at 2024 rate of 0.8485

Assume 2025 NO CHANGE in value of home at \$821,000

\$632 - Taxed at 2025 rate of .7701 (3.45% levy)

➤ \$65 LESS than 2024

Assume 14.4% increase in value of home to \$939,400

\$723 - Taxed at 2025 rate of .7701 (3.45% levy) (\$26 > 2024)



Banked Capacity

Remaining Banked Capacity is \$273,940

Per the 2020 Financial Sustainability Plan, goal is to utilize available banked capacity over 4 years

\$68K of banked capacity used in 2023 and \$129,326 used in 2024

With the 3.45% increase in 2025, \$144K of banked capacity will be used

Estimated of \$130K will be remaining at end of 2025

Will draw \$144K in 2025 and \$130K in 2026 to use the remaining \$274K of banked capacity

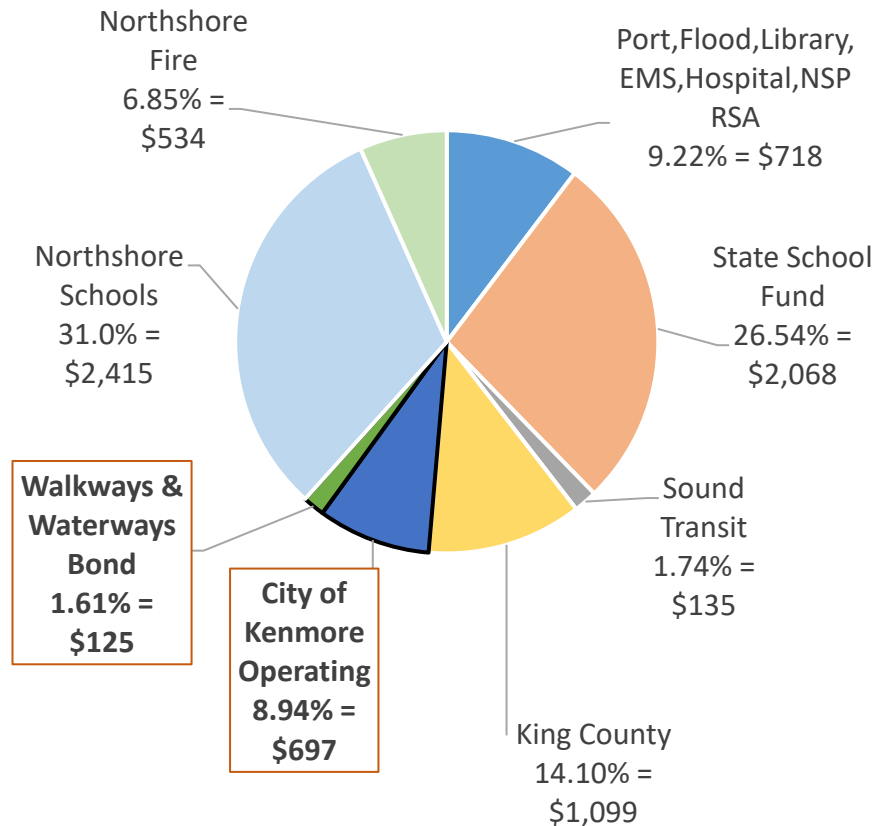
2024 Property Tax Distribution for a \$821,000 Home

There are 12 taxing districts that impact Kenmore taxpayers

The total tax rate for most taxpayers in the City last year was **\$9.49** per \$1,000 AV

The tax bill on a \$821K property would have been about **\$7,791**

Only 8.94% of that tax bill belongs to the City of Kenmore for operating



2025 Excess Property Tax Levy for Walkways & Waterways Bonds

\$18.1 million – issued 2016 & 2021
\$12,920,000 - outstanding as of
12/31/2024

**Resources Needed for Principal &
interest 2025**
\$1,054,550

Tax rate is projected at .15 per
\$1,000 AV

$$\begin{aligned} & \$1,054,550 / 7,954,594,404 * \\ & \quad 1,000 \\ & = \\ & \$0.13 \end{aligned}$$

Affect on property owner
home value - \$939k

$$\begin{aligned} & \$939 \times 0.13 \\ & = \\ & \$122.07 \end{aligned}$$

**prelim assessed value*

Next Actions

November 18:

- Adopt 2025 Property Tax Levy Ordinance
- Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

THANK YOU!
Any Questions?

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance & Administration

mmerrell@kenmorewa.gov

425 398 8900





City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Hold Public Hearing on Proposed Excess Property Tax Levy for 2025 Adopt 2025 Excess Property Tax Levy for the Purpose of Paying Debt Service, Ordinance No. 24-0616 Proposed Council Action/Motion: Presentation and Public Hearing of Proposed Excess Property Tax Levy Ordinance Adopt Ordinance No. 24-0616 Setting 2025 Excess Property Tax Levy for the Purpose of Paying Debt Service on the Walkways and Waterways Bonds	For Council Meeting Agenda of: November 18, 2024 Departments: Finance and Administration Prepared by: Melinda Merrell, Finance & Admin Director <table border="0"><tr><td></td><td><u>Initial & Date</u></td></tr><tr><td>Approved by Department Head:</td><td><u>MM, 11/6/24</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>DG, 11/8/24</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>MM, 11/6/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>RK, 11/8/24</u></td></tr></table> Exhibits/Attachments: Excess Property Tax Levy Ordinance No. 24-0616		<u>Initial & Date</u>	Approved by Department Head:	<u>MM, 11/6/24</u>	Approved by City Attorney:	<u>DG, 11/8/24</u>	Approved by Finance Director:	<u>MM, 11/6/24</u>	Approved by City Manager:	<u>RK, 11/8/24</u>
	<u>Initial & Date</u>										
Approved by Department Head:	<u>MM, 11/6/24</u>										
Approved by City Attorney:	<u>DG, 11/8/24</u>										
Approved by Finance Director:	<u>MM, 11/6/24</u>										
Approved by City Manager:	<u>RK, 11/8/24</u>										
Summary: November 18, 2024 – Hold public hearing, present recommended excess property tax levy for 2025, and Ordinance No. 24-0616 recommended for adoption.											
Information/Background: The purpose of the excess property tax levy is for repayment of the voted Walkways and Waterways bonds approved by the voters in 2016.											
Fiscal Consideration: In 2024, the city levied \$1,057,250 to cover the debt service payments that were due in that year. For 2025, it is recommended to levy \$1,054,550 (approximately \$0.13 per \$1,000 of assessed value) for the debt service payments due in 2025. Ordinance No. 24-0616, to approve the excess tax levy for 2025, in the amount of \$1,054,550 to satisfy debt service on the 2016 and 2021 unlimited tax general obligation bonds is recommended for adoption by the City Council.											

Tax Relief

State law provides two tax benefit programs for senior citizens and the disabled: Property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under \$84,000; owning and occupying the property as principal residence for at least six (6) months per year; age 61 or older or disabled with at least an 80% total disability rating. More information can be found on the King County Assessor's website or by calling 206-263-2338 or 206-296-3920.

City Council Priority or Budget Objective Being Addressed:

November 30, 2024 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 24-0616**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, LEVYING AN
EXCESS PROPERTY TAX LEVY FOR THE PURPOSE OF PAYING DEBT
SERVICE OF THE CITY'S UNLIMITED TAX GENERAL OBLIGATION BONDS;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE
DATE.**

WHEREAS, at an election held in the City of Kenmore, Washington (the "City") on November 8, 2016, the City submitted the question to the qualified electors of the City of whether the City shall issue unlimited tax general obligation bonds in the aggregate principal amount of not to exceed \$19,750,000 ("Bond Authorization") to provide the bond to construct, develop, equip, upgrade, acquire, and improve arterial walkways and waterfront access in the City, including the acquisition of property, as identified in Ordinance No.16-0422 Exhibit A, passed by the City Council on June 13, 2016; and

WHEREAS, the number and proportion of qualified electors of the City required by law for the adoption thereof voted in favor of the Bond Authorization and the election results were certified by King County Elections, as *ex officio* supervisor of elections in King County, Washington, on November 29, 2016; and

WHEREAS, the City, pursuant to Bond Ordinance No. 16-0434, adopted by the City Council on November 21, 2016, issued and sold \$9,220,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2016 (together with original issue premium resulted in a project fund deposit of \$9,750,000), and pursuant to Bond Ordinance No. 21-0530 adopted by the City Council on July 26, 2021, issued and sold \$8,920,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2021A and 2021B (together with original issue premium resulted in a project fund deposit of \$10,000,000) (together, the "Bonds"), and has determined that to provide the money necessary to pay the debt service requirement on the Bonds in the year 2025 an excess property tax levy in the amount of \$1,054,550 for the Bonds must be levied for collection in 2025.

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

Section 1. Voter Approved Excess Tax Levy for Unlimited General Obligation Bonds. A tax is hereby levied to raise revenue for the purpose of debt service payments on the voter-approved unlimited tax general obligation bonds for the fiscal year of 2025 in the amount of \$1,054,550 on all taxable property in the City of Kenmore, Washington.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal

Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of the publication.

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE 18th DAY OF November 2024.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 11/8/2024

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 24-0616

DATE OF PUBLICATION:

EFFECTIVE DATE:

CITY OF KENMORE

Finance & Administration

2025 Regular Property Tax Levy & Excess Tax Levy

November 18, 2024



Timeline

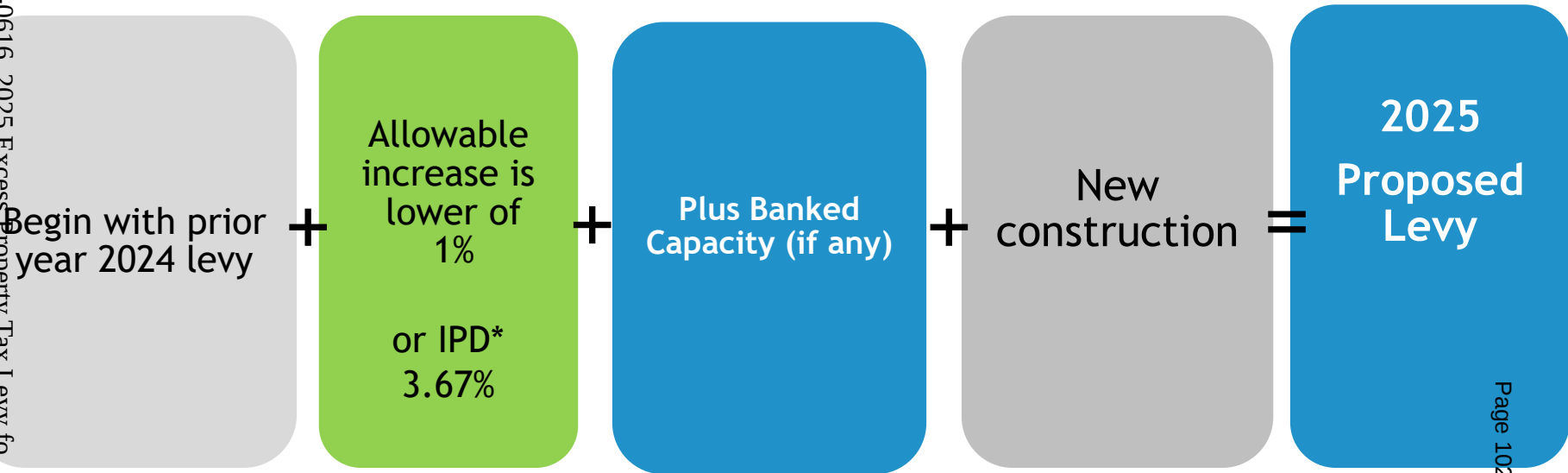
November 18:

- Public Hearing/Adopt 2025 Property Tax Levy Ordinance
- Public Hearing/Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

Annually the City Council must set the Regular Tax Levy



Property Taxes & Assessed Valuation

Levy with 4.11% Increase (As budgeted)

**Proposed tax levy
2025**

\$6,126,068

3.45% (\$202,842)
increase over
2024 levy

\$202,842 is from
the 1% increase
plus a portion of
banked capacity =
3.45% increase

\$39,008 from new
construction =
0.66% increase

Property Taxes & Assessed Valuation

Levy with 4.11% Increase (as budgeted)

	<u>Amount</u>	<u>% Increase</u>
2024 Levy	\$ 5,884,218	-
1% Increase	58,842	1.00%
Banked Capacity	144,000	2.45%
New Construction	39,008	0.66%
2025 Levy	\$ 6,126,068	4.11%

Tax Effect on Homeowner (City of Kenmore Taxes Only)

Assume 2024 home value of \$821,000

\$697 - Taxed at 2024 rate of 0.8485

Assume 2025 NO CHANGE in value of home at \$821,000

\$632 - Taxed at 2025 rate of .7701 (3.45% levy)

➤ \$65 LESS than 2024

Assume 14.4% increase in value of home to \$939,400

\$723 - Taxed at 2025 rate of .7701 (3.45% levy) (\$26 > 2024)



Banked Capacity

Remaining Banked Capacity is \$273,940

Per the 2020 Financial Sustainability Plan, goal is to utilize available banked capacity over 4 years

\$68K of banked capacity used in 2023 and \$129,326 used in 2024

With the 3.45% increase in 2025, \$144K of banked capacity will be used

Estimated of \$130K will be remaining at end of 2025

Will draw \$144K in 2025 and \$130K in 2026 to use the remaining \$274K of banked capacity

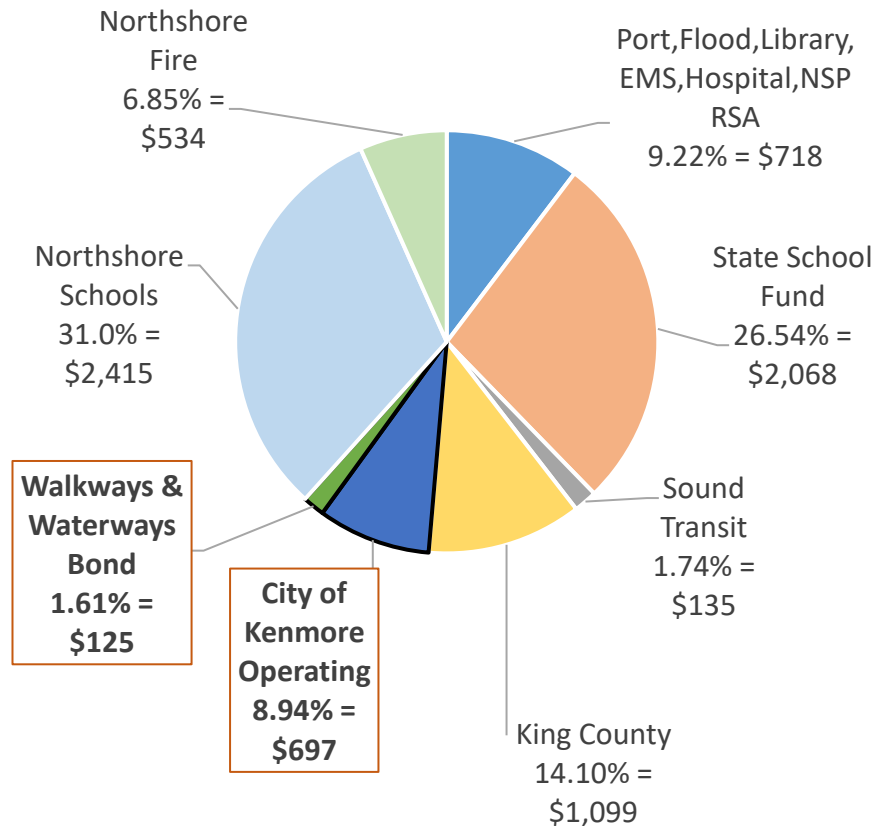
2024 Property Tax Distribution for a \$821,000 Home

There are 12 taxing districts that impact Kenmore taxpayers

The total tax rate for most taxpayers in the City last year was **\$9.49** per \$1,000 AV

The tax bill on a \$821K property would have been about **\$7,791**

Only 8.94% of that tax bill belongs to the City of Kenmore for operating



2025 Excess Property Tax Levy for Walkways & Waterways Bonds

\$18.1 million – issued 2016 & 2021
\$12,920,000 - outstanding as of
12/31/2024

**Resources Needed for Principal &
interest 2025**
\$1,054,550

Tax rate is projected at .15 per
\$1,000 AV

$$\begin{aligned} & \$1,054,550 / 7,954,594,404 * \\ & \quad 1,000 \\ & = \\ & \$0.13 \end{aligned}$$

Affect on property owner
home value - \$939k

$$\begin{aligned} & \$939 \times 0.13 \\ & = \\ & \$122.07 \end{aligned}$$

**prelim assessed value*

Next Actions

November 18:

- Adopt 2025 Property Tax Levy Ordinance
- Adopt 2025 Excess Property Tax Levy Ordinance

November 25:

- Final Public Hearing for 2025-26 Biennial Budget
- Adoption of 2025-26 Biennial Budget

THANK YOU!
Any Questions?

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance & Administration

mmerrell@kenmorewa.gov

425 398 8900

