



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

City of Kenmore
City Council Regular Meeting Agenda
Monday, November 25, 2019, 7:00 p.m.
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

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

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PRESENTATION

- A. Introduce Brandon Moen, Police Chief - Rob Karlinsey, City Manager

VI. CITIZEN COMMENTS

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

VII. CONSENT AGENDA

- A. Total Check #43731 through 43825 in the amount of \$786,573.91.
Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account
Electronic Deposits Dated: 11/8/19 in the Amount of \$155,953.27.
[Checks](#)
- B. City Council Meeting Minutes of October 21, 2019 and October 28, 2019
[10-21-19 Minutes](#)
[10-28-19 Minutes](#)

VIII. PUBLIC HEARING

- A. Mid-Biennium Budget Adjustments for 2019-2020 and Salary Plan for 2020 - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)

IX. BUSINESS AGENDA

- A. Ordinance 19-0500 Approving the Mid-Biennium Budget Adjustments for 2019-2020 and Salary Plan for 2020 - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)
- B. Ordinance 19-0501 Relating to the 2020 Regular Property Tax - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)
- C. Ordinance 19-0502 Setting Excess Property Tax Levy for 2020 - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)
- D. Resolution 19-332 Adopting City of Kenmore's 2020 Fee Schedule - Tela Whiteman, Permit Specialist
[Agenda Item](#)
- E. Resolution 19-333 Adopting Changes to the City's Personnel Policies to Revise Language to Section 6.4 Vacation and Sick Leave Donation (Shared Leave) - Rob Karlinsey, City Manager
[Agenda Item](#)
- F. Receive and File the September, 2019 Financial Report for the City of Kenmore - Joanne Gregory, Finance and Administration Director
[Agenda Item](#)

X. STAFF REPORT

- A. Update on Amendments to the King County Countywide Planning Policies (CPP) - Debbie Bent, Community Development Director
[Agenda Item](#)

XI. COUNCILMEMBER REPORTS, COMMENTS & INITIATIVES

XII. ADJOURNMENT

Upcoming Meetings:

- A. Monday, December 9, 2019 - Regular Council Meeting
Friday and Saturday, January 10 & 11, 2020 - Council Retreat
Monday, January 13, 2020 - Regular Council Meeting



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

11/02/2019-11/15/2019

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

Total Check #s 43731 through 43825: \$786,573.91

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 11/8/2019: \$155,953.27


City Manager / Date 15 Nov 2019


Finance Director / Date 11/15/19

Vendor Name	Check #	Date	Description	Amount
ICMA RETIREMENT C/O ALLFIRST BANK	43731	11/08/2019	City of Kenmore 401a	14,327.30
ICMA RETIREMENT TRUST 457	43732	11/08/2019	ICMA 457 Deferred Comp	4,768.66
STATE OF FLORIDA DISBURSEMENT UNIT	43733	11/08/2019	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	43734	11/08/2019	Employee Charitable Contribution	68.50
ALCALDE & FAY	43735	11/15/2019	October Government Affairs Consulting	5,014.67
ALL THINGS HR, LLC	43736	11/15/2019	October Human Resources Consulting Svcs	3,850.00
AMERICAN SOLUTIONS FOR BUSINESS	43737	11/15/2019	Target Zero Supplies/Reflective Wristbands	422.05
AMERICAN SOLUTIONS FOR BUSINESS	43738	11/15/2019	Target Zero Supplies/Flashing Reflector Lights	448.77
AMERICAN SOLUTIONS FOR BUSINESS	43739	11/15/2019	Target Zero Supplies/Globe Strobes	2,209.58
AURORA RENTS	43740	11/15/2019	Pump Rental for Vault Work	209.06
AUTOMATED CONTROLS	43741	11/15/2019	16-C1549 HVAC Maint./4th Qtr 2019	1,551.00
BAKER, DAVID	43742	11/15/2019	Mileage Reimbursement	443.12
BRIEN, GAYLYNN	43743	11/15/2019	August Sales Tax Data Conversion	50.00
BULGER SAFE & LOCK, INC.	43744	11/15/2019	Street Sweeper Key Duplicate	9.36
CHANCERY CIVIC LLC	43745	11/15/2019	October Financial Sustainability Consulting	4,032.00
CITY OF BELLEVUE	43746	11/15/2019	MyBuildingPermit.com 3rd Qtr Dues	3,697.17
CITY OF BELLEVUE	43747	11/15/2019	3rd Qtr Human Svcs Pooled Program	13,236.25
CITY OF BELLEVUE	43748	11/15/2019	Qtrly ARCH Contributions	7,448.25
COLUMBIA RIDGE LANDFILL	43749	11/15/2019	Street Sweeper Debris Disposal	2,521.45
COMCAST BUSINESS	43750	11/15/2019	11/10-12/09/19 Squire's Landing Internet	69.95
COMCAST BUSINESS	43751	11/15/2019	11/14-12/13/19 City Hall Internet & Cable	152.20
DAILY JOURNAL OF COMMERCE	43752	11/15/2019	RFQ Ad for Citywide Safety Engineering Svcs	327.60
DAILY JOURNAL OF COMMERCE	43753	11/15/2019	RFQ Ad for On Call Engineering Svcs	327.60
EARTHWORKS	43754	11/15/2019	17-C1780 SR522 & 153rd Landscaping	4,722.55
ELECTRONIC BUSINESS MACHINES	43755	11/15/2019	October 2nd Floor Copy Charges	524.37
ESTABROOK, MEGAN	43756	11/15/2019	Temporary Construction Easement Settlement	2,800.00
EVERGREEN PRINT SOLUTIONS	43757	11/15/2019	Blank Check Stock	235.19
FERGUSON ENTERPRISES INC #3011	43758	11/15/2019	Patching Cement for Surface Water Projects	281.36
FLYNN BEC LP	43759	11/15/2019	City Hall Roof Repair	1,453.10
FRONTIER	43760	11/15/2019	10/28-11/27/19 City Hall Phone Service	656.97
FRONTIER	43761	11/15/2019	10/28-11/27 City Hall Phone Service	466.46
GONZALES, FRANK	43762	11/15/2019	Refund Permit Fees Inv. #147035	173.71
GRAINGER	43763	11/15/2019	Catch Basin Stretch Wrap	20.61
GRAINGER	43764	11/15/2019	Catch Basin Filter Stretch Wrap	32.44
GRAINGER	43765	11/15/2019	Confined Space Gear	299.58
HOME DEPOT CREDIT SERVICES	43766	11/15/2019	Public Works Supplies & Materials	1,460.11

INSLEE, BEST, DOEZIE & RYDER, P.S.	43767	11/15/2019	Sept. Legal Services	20,681.84
JASON YENTER	43768	11/15/2019	Refund VAR19-0120 - Cancelled	225.75
JET CITY PRINTING	43769	11/15/2019	4,000 City Logo Envelopes	506.00
KAMINS CONSTRUCTION INC.	43770	11/15/2019	19-C1990 Juanita-70th Sidewalk Construction	24,097.67
KARLINSEY, ROB	43771	11/15/2019	Reimbursement for Big Chair & Ferry Expense	1,461.50
KENMORE MIDDLE SCHOOL	43772	11/15/2019	3rd Qtr Human Services Funding	2,750.00
KING COUNTY ANIMAL SVCS	43773	11/15/2019	Pet Licenses & Renewals	490.00
KING COUNTY FINANCE	43774	11/15/2019	Dump Fees for October	405.85
KING COUNTY FINANCE	43775	11/15/2019	Sept. Community Work Program	4,322.50
KING COUNTY SHERIFF	43776	11/15/2019	October Police Services	294,790.50
LAKESIDE INDUSTRIES	43777	11/15/2019	Berm Installation Drainage Materials	71.05
LIGHTHOUSE CONSULTING INC	43778	11/15/2019	Oct. Web Hosting/Backup/Archiving/Protection	7,363.13
LIGHTHOUSE CONSULTING INC	43779	11/15/2019	Oct. Public Records Requests	50.05
LIGHTHOUSE CONSULTING INC	43780	11/15/2019	Oct. IT Services	2,089.91
MARY'S PLACE	43781	11/15/2019	Human Services Funding	7,333.00
MCKINSTRY	43782	11/15/2019	Moorlands Water Fountain Repair	495.00
NORTH COAST ELECTRIC COMPANY	43783	11/15/2019	Lightbulbs for City Hall	158.40
NORTH COAST ELECTRIC COMPANY	43784	11/15/2019	Lightbulbs for City Hall	950.40
NORTHWEST AQUATIC ECO-SYSTEMS, INC.	43785	11/15/2019	19-C1978 Aquatic Weed Control Survey/Treatment	27,300.00
NORTHWEST ARBORICULTURE LLC	43786	11/15/2019	Northshore Summit Park Dead Tree Removal	865.88
NORTHWEST ARBORICULTURE LLC	43787	11/15/2019	Log Boom Park Pruning Over Boat Storage Area	2,102.82
OCHOA-NUGENT, ELBA	43788	11/15/2019	Juanita Dr. Temporary Easement Settlement	1,300.00
OFFICE DEPOT	43789	11/15/2019	Misc. Office Supplies	354.01
OFFICE DEPOT	43790	11/15/2019	Misc. Office Supplies	64.77
OLYMPIC ENVIRONMENTAL RESOURCES INC	43791	11/15/2019	18-C1827 Fall Recycling Collection Event	16,699.00
O'REILLY/FIRST CALL	43792	11/15/2019	Car Washing Supplies for Fleet Vehicles	14.28
O'REILLY/FIRST CALL	43793	11/15/2019	Snow Brush	12.09
OSTROMS	43794	11/15/2019	Billing for 2 Employee Flu Vaccines	78.00
PACE ENGINEERS, INC.	43795	11/15/2019	19-C2021 Sept. Development Review Svcs	17,426.75
PACIFIC TOPSOILS	43796	11/15/2019	Dump Fees/Parks & Drainage Materials	725.45
PENDLETON CONSULTING LLC	43797	11/15/2019	City Manager Evaluation Project	1,635.42
PUGET SOUND ENERGY	43798	11/15/2019	Oct. City Hall Electricity & Street Lights	11,488.26
QUALITY WATER FINANCIAL	43799	11/15/2019	Incubator Bldg. Monthly Filtered Water	65.95
QUALITY WATER FINANCIAL	43800	11/15/2019	Monthly Public Works Office Filtered Water	65.95
REPUBLIC SERVICES	43801	11/15/2019	October Rhododendron Park Solid Waste	451.61
REPUBLIC SERVICES	43802	11/15/2019	October City Hall Solid Waste	533.73
RFI ENTERPRISES INC.	43803	11/15/2019	16-C1546 Access Control/Cameras Software	10,560.00
RFI ENTERPRISES INC.	43804	11/15/2019	16-C1546 City Hall Security Cameras Svc	3,300.00
RICE, GARY E.	43805	11/15/2019	Acquisition/Temporary Easement Settlement	67,400.00
SEATTLE TIMES	43806	11/15/2019	10/28 Ad SEPA19-0119 Notice IHB Architects	265.37
SEATTLE TIMES	43807	11/15/2019	11/01 Ad/Public Hearing on Proposed Tax Levy	111.16
SEATTLE TIMES	43808	11/15/2019	11/1 Public Hrg/15036 70th Temporary Use	115.13
SHEPHERD, AUSTIN	43809	11/15/2019	Temporary Construction Easement Settlement	975.00
SHERWIN WILLIAMS CO. #8099	43810	11/15/2019	Paint for Logboom Park Interpretive Signs	53.20
SHRED IT USA LLC	43811	11/15/2019	Monthly Shredding Service	80.03
SISKUN POWER EQUIPMENT	43812	11/15/2019	Hedge Trimmer Repair	93.09
SOUND PUBLISHING, INC.	43813	11/15/2019	Advertising/PROS Plan Open House	425.00
STANTON, ANN	43814	11/15/2019	Community Development Services 10/30-11/12	6,210.00
STAPLES ADVANTAGE	43815	11/15/2019	City Hall Maintenance Supplies	150.26
STAPLES ADVANTAGE	43816	11/15/2019	Batteries for City Hall & Hangar Bldg.	38.37
STAPLES ADVANTAGE	43817	11/15/2019	Hangar Bldg. Trash Bags	69.25
TOTAL LANDSCAPE CORP	43818	11/15/2019	Oct.Northshore/Squires/Moorlands Landscaping	5,637.50
UPS STORE KENMORE	43819	11/15/2019	10/21 Shipping Chg/Stream Monitoring Equip.	105.98
UTILITIES UNDERGROUND LOCATION CTR	43820	11/15/2019	October Utility Locates	207.69
VANDAMME, DARLENE	43821	11/15/2019	Temporary Easement Settlement Payment	450.00
VERIZON WIRELESS	43822	11/15/2019	9/27-10/26/19 Cell Phones & Data Plans	263.51
WA STATE PARKS & REC. COMMISSION	43823	11/15/2019	19-C2061 EIS for Ballfields	59,827.60
WELWEST CONSTRUCTION INC.	43824	11/15/2019	19-C1991 NE 181st (65th-67th) Sidewalk Project	102,144.37
WILLIAMS, KASTNER & GIBBS PLLC	43825	11/15/2019	17-C1736 9/27 Prof Svcs Kenmore Vs El-Sharawy	78.89
DRS 457	DFT0000524-25	11/08/2019	DRS 457 Deferred Comp	899.48
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000526-31	11/08/2019	Public Employees Retirement	30,376.19
NAVIA	DFT0000532	11/08/2019	Employee Flexible Spending Account	368.15
BANK OF AMERICA 941	DFT0000533	11/08/2019	Federal Taxes	18,031.23
PAYROLL	Electronic Dep	11/08/2019	Direct Deposit	106,278.22
Totals				<u>942,527.18</u>



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	550.00
0014	AMERICAN PLANNING ASSOCIATION	1,818.00
0022	ASSOCIATION OF WA CITIES	44,800.00
0024	BAKER, DAVID	2,966.78
0037	BASTYR UNIVERSITY	62,325.00
0050	BRUCE C ALLEN & ASSOC INC	15,550.00
0054	BULGER SAFE & LOCK, INC.	7,312.73
0064	CASCADE PEST CONTROL	1,430.00
0067	CENTER FOR HUMAN SERVICES	5,250.00
0076	CITY OF BELLEVUE	144,534.88
0081	CITY OF KENMORE	600.00
0083	CITY OF LAKE FOREST PARK	120,373.83
0092	CODE PUBLISHING COMPANY	1,503.77
0099	CONSOLIDATED PRESS	11,154.13
0106	CROWN PRODUCTS LLC	1,970.20
0109	DAILY JOURNAL OF COMMERCE	3,000.60
0111	DEPARTMENT OF ECOLOGY	11,948.00
0121	REPUBLIC SERVICES	16,665.17
0130	EMPLOYMENT SECURITY DEPT	12,796.90
0134	EVERGREEN PRINT SOLUTIONS	450.25
0137	FERGUSON ENTERPRISES INC #3011	18,294.47
0145	FRUHLING SAND & TOPSOIL	9,088.20
0147	FUN RENTALS	902.25
0151	CALPORTLAND COMPANY	2,700.77
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190.00
0173	HOME DEPOT CREDIT SERVICES	13,234.91
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	227,511.68
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	2,700.46
0197	JET CITY PRINTING	3,519.73
0201	KCDA PURCHASING COOP	2,377.06
0204	KENMORE COMMUNITY CLUB	470.00
0205	KENMORE HERITAGE SOCIETY	975.00
0206	KENMORE MIDDLE SCHOOL	10,750.00
0212	KING COUNTY FINANCE W.L.R.D.	7,936.00
0213	KING COUNTY ANIMAL SVCS	4,108.00
0216	KING COUNTY REAL ESTATE SVCS	2,500.00
0217	KING COUNTY DISTRICT COURT	62,196.00
0218	KING COUNTY FINANCE	4,636.79
0219	KING COUNTY FINANCE	272,527.25
0224	SOUND PUBLISHING, INC.	4,944.65
0229	KING COUNTY OFFICE OF FINANCE	6,096.61
0230	KING COUNTY RADIO COMM SERVICES	900.90
0233	KING COUNTY SHERIFF	2,950,898.46
0235	KING COUNTY TREASURY	31,017.97
0251	LIGHTHOUSE CONSULTING INC	73,736.31
0260	MEEHAN, NANCY	618.93
0261	PENDLETON CONSULTING LLC	5,682.22
0265	MORGAN SOUND INC	2,146.10
0267	MR. T'S TROPHIES	255.43
0280	NEOPOST USA INC.	197.99
0285	NORTHSHORE FIRE DEPT	2,560.00
0286	NORTHSHORE SCHOOL DISTRICT	95,157.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0287	NORTHSHORE SENIOR CENTER	30,950.00
0288	NORTHSHORE UTILITY DIST	188,397.42
0289	NORTHSHORE YMCA	4,125.00
0290	NORTHSHORE YOUTH & FAMILY SERVICES	16,000.00
0292	HONEY BUCKET	6,359.59
0299	PERSONAL BEST	118.27
0300	OFFICE DEPOT	9,578.22
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	37,981.00
0310	PACIFIC TOPSOILS	10,265.79
0314	PETTY CASH CUSTODIAN	765.66
0327	PUGET SOUND CLEAN AIR AGENCY	18,505.00
0328	PUGET SOUND ENERGY	155,029.73
0329	PUGET SOUND FINANCE OFFICERS ASSOC	50.00
0331	PUGET SOUND REGIONAL COUNCIL	9,002.00
0345	SEATTLE TIMES	12,240.59
0350	SIGN UP, SIGN CO, INC	1,342.00
0355	STAPLES ADVANTAGE	14,323.44
0356	STATE AUDITOR'S OFFICE	30,879.84
0357	STEWART MACNICHOLS HARMELL, INC.	50,000.00
0359	SOUND CITIES ASSOC	15,017.45
0365	TOTAL LANDSCAPE CORP	93,099.50
0370	UNITED RENTALS NW, INC	1,115.05
0371	UNITED STATES POSTMASTER	5,424.84
0375	US POSTAL SERVICE (HASLER)	3,779.16
0385	WA ASSOC OF BUILDING OFFICIALS	125.00
0386	WA ASSOC OF CODE ENFORCEMENT	40.00
0387	WA CITIES INSURANCE AUTHORITY	290,060.00
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	315.00
0401	WA STATE DEPT OF TRANSPORTATION	15,531.83
0405	WASHINGTON STATE OFFICE CASH MGMT	2,162.00
0412	COLUMBIA RIDGE LANDFILL	22,708.55
0416	WETLANDS & WOODLANDS INC	5,073.20
0419	WONDERLAND DEVELOPMENT	750.00
0424	ICMA RETIREMENT TRUST 457 / 304745	119,087.30
0425	DRS 457	20,183.89
0426	AFLAC	3,271.00
0428	BANK OF AMERICA 941	408,099.16
0429	AWC EMPLOYEE BENEFITS	574,124.73
0431	DEPARTMENT OF RETIREMENT SYSTEMS	656,397.57
0432	DEPARTMENT OF LABOR AND INDUSTRIES	45,392.10
0434	UNITED WAY OF KING COUNTY	1,665.50
0436	NATIONAL LIFE OF VERMONT	1,231.70
0441	DANSOUND INC	8,400.00
0448	UPS STORE KENMORE	253.32
0450	AURORA RENTS	10,312.89
0473	ARTS OF KENMORE	3,032.54
0480	WASHINGTON TREE SERVICE INC	1,606.00
0484	CITY WIDE FENCE COMPANY, INC	28,765.00
0497	DAY WIRELESS SYSTEMS	1,176.72
0501	MACLEOD RECKORD	5,783.82
0510	AA ASPHALTING, INC	8,343.52
0515	NATIONAL LEAGUE OF CITIES	1,533.67
0542	AMERICAN SOCIETY OF COMPOSERS	362.64
0550	KING COUNTY RECORDER'S OFFICE	234.00
0564	AMERICAN PUBLIC WORKS ASSOCIATION	7,580.00
0575	FUNRENT	250.00
0586	MAIL FINANCE	2,128.50
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5,720.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

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Vendor	Name	Volume
0594	RANDALL, BRIAN	1,611.37
0610	WA STATE DEPT OF TRANSPORTATION	5,591.58
0617	KING COUNTY FINANCE	1,950.00
0639	KONICA MINOLTA BUSINESS SOLUTIONS	659.38
0641	TELESYSTEMS WEST	761.75
0685	PACE ENGINEERS, INC.	226,135.61
0689	DIGITAL REPROGRAPHICS SERVICES INC.	1,109.04
0690	BUILDERS EXCHANGE OF WASHINGTON INC	681.60
0692	HDR ENGINEERING, INC	589,749.64
0696	AMERICAN GENERAL LIFE GPO/400S	3,324.56
0699	BANNER BANK DB	6,538.15
0743	BANNER BANK NO	9,333.29
0764	OUSLEY, NANCY	1,589.24
0781	QUALITY BUSINESS SYSTEMS INC.	9,893.12
0788	CURTIS, DR. MILTON	193.68
0791	NORTHSHORE ROTARY CLUB	786.00
0800	BANNER BANK JG	11,555.69
0817	GRAINGER	13,608.56
0831	NORTHSHORE PARK & REC SERVICE AREA	2,567.00
0834	BANNER BANK KENMORE	26,081.78
0837	INGLEWOOD GOLF COURSE	5,755.20
0851	EVER MARK, LLC	3,364.29
0852	GREGORY, JOANNE	385.18
0858	A+ CONFERENCING	251.98
0864	COLUMBIA FORD	274,070.97
0868	JAYMARC AV	646.25
0869	BANNER BANK JGORDON	25,239.64
0892	JACOBS ENGINEERING GROUP	174,243.43
0898	ZONAR SYSTEMS	527.73
0899	SHRED IT USA LLC	921.66
0912	ALCALDE & FAY	50,514.16
0913	KENMORE ELEMENTARY PTA	2,500.00
0937	ZUMAR	10,870.07
0964	J&K ASSOCIATES	28,263.40
0981	COMCAST BUSINESS	19,053.02
0983	PASSPORT TRAVEL AND TOURS	208.60
0994	GORDON THOMAS HONEYWELL	36,083.67
1000	JRW ENTERPRISES	2,150.59
1003	IWORQ SYSTEMS	2,800.00
1010	TOWN CENTER HARDWARE	3,126.86
1032	SAWYER, RICHARD	217.80
1045	HORIZON DISTRIBUTORS INC	1,568.76
1047	SARAH ROBERTS	115,227.90
1052	FIRE PROTECTION, INC	10,313.31
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.20
1114	PHSI PURE HEALTH SOLUTIONS INC.	1,010.90
1116	FRONTIER	11,859.02
1123	AM TEST, INC	2,250.00
1140	PAWS	2,676.00
1148	AGORA REFRESHMENTS	1,398.72
1161	INDEPENDENT STATIONERS	261.24
1168	SCHINDLER ELEVATOR CORPORATION	2,407.09
1177	WELLS FARGO FINANCIAL	1,859.19
1192	HOPKINS, CRAIG	307.98
1197	MILLER STEPHENS, MARY	12,500.00
1212	MCALLISTER, TERESA	19.62
1215	STATE OF FLORIDA DISBURSEMENT UNIT	6,325.00
1216	ADVANCE TESTING & SERVICE INC	1,512.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

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Vendor	Name	Volume
1222	OLSON BROTHERS PRO VAC	7,581.92
1248	KENMORE AIR	3,037.40
1258	SESAC	470.85
1267	AUTOMATED CONTROLS	6,741.68
1269	KAMINS CONSTRUCTION INC.	548,207.17
1299	VERIZON WIRELESS	2,674.78
1304	HAMPSON, BRYAN	217.72
1309	BANNER BANK BAKER	9,062.46
1311	WASHINGTON STATE PATROL	6,130.48
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	4,800.00
1326	JOYCE ZIKER PARKINSON	450.00
1331	KBA INC.	31,317.45
1333	WELWEST CONSTRUCTION INC.	624,763.29
1339	STATE OF WA DEPARTMENT OF LICENSING	30.00
1342	PETERSON, JANET	750.00
1345	SHERWIN WILLIAMS CO. #8099	344.31
1356	KARLINSEY, ROB	2,455.50
1357	KENMORE COMMERCIAL LLC	37,037.44
1358	ALPHAGRAPHS	1,558.57
1359	EVERGREEN FIRE AND SAFETY, INC.	96.80
1363	INNOVAC	4,182.65
1364	KINGS HEATING	529.20
1372	AAA PRINTING	1,398.72
1385	CITYWORKS/ AZTECA SYSTEMS INC.	22,000.00
1390	UTILITIES UNDERGROUND LOCATION CTR	2,057.55
1402	NORTHWEST MARINE TRADE ASSOCIATION	460.00
1403	OSBORN CONSULTING INC.	88,524.49
1412	SKAGIT GARDENS	2,920.28
1420	SAUVE, GAYLEN	400.00
1425	FASTSIGNS	910.80
1431	BRIEN, GAYLYNN	500.00
1437	VOLGISTICS, INC	540.00
1452	CITY OF KENT	500.00
1456	HESTON VISUAL ARTS	506.00
1457	LANGUAGE LINE SERVICES, INC.	9.85
1459	FLEMINGS HOLIDAY LIGHTING LLC	13,501.07
1478	HERBIG, NIGEL	498.26
1482	HIGHWIRE	762.12
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	375.00
1500	MARINE FLOATS CORPORATION	5,867.08
1504	SCORE	341,333.67
1544	METROPOLITAN TRANS. COMMISSION	1,500.00
1550	THE EVP GROUP	46,513.81
1555	LINCOLN NATIONAL LIFE INSURANCE	12,505.39
1577	MUMMA, RYAN	529.43
1580	NORTHWEST TROPHY	461.03
1581	STARDOM SERVICES, INC.	5,550.00
1584	STUDIO 3 SIGNS	330.30
1590	HERMANSON COMPANY, LLP	401.59
1591	ULINE	2,642.59
1596	NW ENVIRONMENTAL TRAINING CENTER	3,225.00
1605	ALL CITY FENCE CO.	14,412.20
1606	GALLATIN PUBLIC AFFAIRS	35,000.00
1629	WESTERN DISPLAY FIREWORKS, LTD.	18,000.00
1645	MODERN ENTERPRISES, LLC	1,750.00
1647	MASTEC NETWORK SOLUTIONS	1,523.55
1657	STEWART TITLE COMPANY	958.13
1661	WHITEMAN, TELA	903.93

VII. A. Total Check #43731 through 43825 in the amount of \$786,573.91. T...

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1673	KPFF CONSULTING ENGINEERS	462,397.59
1678	VICENTE, JOHN	2,485.00
1686	GRAHAM BABA ARCHITECTS	1,222.50
1689	MOTT MACDONALD GROUP, INC.	330,110.88
1690	SITTS & HILL ENGINEERS, INC.	5,730.00
1693	SKYWARD CONSTRUCTION	33,000.00
1698	WRIGHT, MARCI	1,000.00
1704	BANNER BANK RK	9,992.17
1711	SOFTWAREONE, INC.	11,052.93
1715	THE WIDE FORMAT COMPANY	649.00
1718	RESOURCE EXPLORATION, LLC	20,000.00
1731	NORTHWEST ARBORICULTURE LLC	15,686.16
1738	MUNIMANAGE, LLC	78,045.00
1754	RFI ENTERPRISES INC.	13,860.00
1759	CORT PARTY RENTAL	55.00
1762	BAKER, BRIDGIT	1,503.99
1774	OWEN EQUIPMENT COMPANY	1,305.30
1782	SWANK MOTION PICTURES, INC.	2,213.20
1785	ECOSS	4,808.94
1786	TYLER TECHNOLOGIES, INC.	17,853.40
1787	M M COMFORT SYSTEMS	36.75
1789	BLUEBEAM, INC.	493.90
1791	PROFFITT, QUINN	234.57
1793	QUINN, JANET	133.48
1798	OLBRECHTS & ASSOCIATES, PLLC	4,488.00
1806	RYCO EQUIPMENT, INC.	1,465.00
1811	CAMPBELL SCIENTIFIC	624.00
1814	YSI INCORPORATED, A XYLEM BRAND	2,885.98
1816	NAVIA	22,217.45
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	7,351.91
1829	SHI INTERNATIONAL CORP.	882.20
1832	EASTSIDE HOMES, INC.	1,670.10
1835	INC4INC, INC.	11,500.00
1846	AWCPD	100.00
1852	STANTON, ANN	15,295.00
1853	HALO BRANDED SOLUTIONS	395.54
1855	OFFICE DEPOT	12.31
1863	HAULAWAY STORAGE CONTAINERS, INC.	1,260.90
1867	TACK PHOTOGRAPHY	400.00
1879	HOLMBERG COMPANY	3,628.70
1885	NATIONAL BARRICADE CO., LLC	1,950.19
1889	WILLIAMS, KASTNER & GIBBS PLLC	27,850.33
1892	HEARTH MUSIC	3,850.00
1900	ASPECT CONSULTING LLC	1,749.54
1901	NORTH COAST ELECTRIC COMPANY	1,266.71
1913	GRAND EVENT RENTALS	3,039.02
1914	MCNAMARA SIGNS	440.40
1921	CITY OF MARYSVILLE PARKS, CULTURE & RECREATION	2,100.00
1927	GAMETIME	6,881.65
1930	T MOBILE USA, INC.	7,469.44
1932	U.S. BANK N.A. / CUSTODY	378.00
1933	VALLEY, CHRIS & BETH	7,500.00
1936	SUPERION, LLC	19,823.55
1939	ARCHIVESOCIAL, INC.	2,388.00
1944	OHNO CONSTRUCTION	5,454.03
1945	GLASS MASTERS LLC	4,465.00
1946	FALL PROZ INC	896.50
1947	MCMILLAN, RANDY	500.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	1,390.00
1955	HUIZENG ENTERPRISES, LLC	5,857.22
1960	WALTER E. NELSON CO.	1,233.87
1962	BANNER BANK SKROGH	2,516.75
1964	EARTHWORKS	51,948.05
1970	CROSSROAD SIGN	2,074.60
1978	GOVDELIVERY, LLC	33,005.91
1979	MSPT XXII, LLC	10,954.00
1980	HRA VEBA TRUST	32,640.87
1981	U.S. BANK	600.00
1985	CONTRACT LAND STAFF LLC	23,270.60
1991	WASHINGTON STATE TREASURER	7,059.00
1993	HYAS GROUP, LLC	7,500.00
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2,000.00
1995	REY TRANSLATIONS	220.00
1998	JOHNSTON GROUP, LLC	23,320.00
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
2004	RED BARN ENGINEERING, INC.	64,324.50
2007	HYDROPOINT DATA SYSTEMS, INC.	1,027.30
2009	O'CONNOR CONSULTING GROUP, LLC	9,000.00
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	55,391.12
2019	EMERALD CITY STATEWIDE	727.10
2021	GEOTERRA, INC.	9,220.00
2024	DFR LAW GROUP, LLC	1,800.00
2028	PRIDE ELECTRIC INC.	1,573.00
2048	SMS CLEANING, INC.	60,557.75
2054	BLUE FLAME HEATING, AIR & ELECTRIC	264.60
2063	French Touchup LLC	6,929.00
2064	Bud Clary Dodge/Chevrolet	66,956.52
2065	AMY LUCK	200.00
2073	HOOPSMILES	275.00
2078	WA RECREATION & PARK ASSOC.	85.00
2081	SHANNON & WILSON, INC.	57,900.95
2095	TRANSCO GROUP USA INC.	85.00
2097	ROBINSON AND NOBLE, INC.	2,850.00
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180.00
2114	NC Machinery	112,126.05
2126	SCHWARZWALTER, MARK	54.68
2128	SUNDANCE ENERGY SERVICES	766.27
2129	CHELIN, KELLY	203.19
2130	CGINI	4,925.00
2132	FUELCARE	660.00
2135	AMERICAN SOLUTIONS FOR BUSINESS	4,305.04
2138	HORVATH, PETER	300.00
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	366,312.96
2144	MODUS TECHNOLOGY, INC.	2,996.58
2147	SOD SPOT LLC	20,700.00
2148	Town and Country Fence Inc.	2,337.51
2157	SOUND SAFETY PRODUCTS CO.	2,025.74
2159	TRAILER BOSS	8,181.90
2160	ALLWEST UNDERGROUND INC.	1,980.60
2161	BENNETT GOLD, TOBIN	567.17
2162	ESWO, LLC	15,000.00
2163	CORNERSTONE ARCHITECTUAL GROUP	13,160.00
2164	RANKIN, BRUCE	418.95
2166	BARKER MARTIN, P.S.	9,505.50
2167	APWA/WA CHAPTER	1,500.00
2168	FRED PRYOR SEMINARS	149.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2169	ETC INSTITUTE	18,750.00
2171	BELRED ENERGY SOLUTIONS	329.28
2172	TCF ARCHITECTURE	2,500.00
2173	TRI COUNTY LAND SURVEYING	3,800.00
2174	TUCKER, NATHAN	300.00
2175	ELECTRONIC BUSINESS MACHINES	2,617.75
2176	CANON FINANCIAL SERVICES, INC.	2,392.56
2177	ELYSIUM DEVELOPMENT, LLC	7,500.00
2178	STRIPE A LOT	2,822.88
2179	NC CAT RENTAL	3,553.00
2180	BUNTTING INC.	131,302.62
2181	CONNER HOMES AT SOLIRE LLC	187,241.00
2182	CUZ CONCRETE PRODUCTS	909.13
2183	SISKUN POWER EQUIPMENT	8,895.27
2184	DIVERSIFICATION INC.	2,310.00
2185	CRIMINAL JUSTICE TRAINING COMMISSION	1,450.00
2187	CORAL SALES CO.	9,553.50
2188	DIJULIO DISPLAYS, INC	5,174.98
2189	OFFICE TEAM	31,954.56
2190	PACIFIC INDUSTRIAL SUPPLY	984.39
2192	STEWART TITLE	103,308.00
2193	FENCING COMPANY, LLC	1,265.00
2194	CONFLUENCE ENVIRONMENTAL COMPANY	10,470.00
2195	CITY SOURCED	3,600.00
2196	Engaged Public	6,500.00
2197	BEST PARKING LOT CLEANING INC.	13,371.60
2198	CITY OF BOTHELL	50,000.00
2199	HALALILO, PAULA	34.56
2200	CHASE WALKER	209.75
2201	WA CHAPTER AMERICAN SOCIETY OF LANDSCAPE ARC	75.00
2202	ROGER WIGGINS	7,500.00
2203	KENMORE CLEANERS	36.30
2204	KING COUNTY	200.00
2205	MUNICIPAL MANAGEMENT SERVICES	5,000.00
2206	CHECK RIDE	6,900.00
2207	APA Washington	100.00
2208	FLUENT LANGUAGE SOLUTIONS	395.59
2209	MORUP SIGNS, INC.	913.02
2210	PACWEST MACHINERY	300.00
2211	PRECISION FUEL SOLUTIONS	1,452.00
2212	WEDENIG, MARK	7,500.00
2213	HELEN C. FORBES FAMILY TRUST	1,623.30
2214	CAROLYN LAW	4,712.50
2215	INTERSECTION MEDIA, LLC	1,000.00
2216	SEVERSON, ROBERT	13,732.35
2217	TOURNESOL SITEWORKS, LLC	473.02
2218	NORTH CREEK ROOFING, INC.	215.45
2219	C.R. CONTRACTING	105,800.00
2220	SAFETY SOURCE LLC	2,765.00
2221	O'REILLY/FIRST CALL	207.21
2222	GRADE, INC.	232,638.40
2223	JAIN, VAIBHAV	250.00
2224	BROWN, STEPHANIE	385.85
2225	THE COLOR GROUP, INC.	563.31
2226	QUANTUM HOMES	47,510.50
2227	EARTHCORPS	18,108.75
2229	ALIA PRODUCTIONS	2,000.00
2230	COMPASS NORTHWEST, INC	30,800.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 11/15/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2231	A WORKSAFE SERVICE, INC	110.00
2232	DANNY BARNES INC.	1,500.00
2233	GARY HALEAMAU	2,425.00
2234	BRETT BENTON	250.00
2235	CEDRIC BURNSIDE	2,350.00
2236	COMCAST	10,454.57
2237	CREATIVE HOUSE BRANDING	1,031.17
2238	EVENT EXPERIENCE	500.00
2239	THE STORYMAKERS	1,125.00
2240	TAMAR LLANA & VENTANAS	1,900.00
2241	VIBE INC.	3,517.94
2242	MARY'S PLACE	14,666.00
2244	NGSSA	132.00
2245	JULIET HOWARD	1,250.00
2246	LYDIA RAMSEY	250.00
2247	EMERALD PAVING, INC	5,544.00
2248	INTERNATIONAL PUBLIC MGT ASSOC FOR HUMAN RES	149.00
2249	KING COUNTY BAR ASSOCIATION	750.00
2250	NAMI EASTSIDE	500.00
2252	TRUGREEN	2,662.00
2253	CHANCERY CIVIC LLC	12,192.00
2254	U.S. BANK PURCHASE CARDS	20,498.59
2255	ANNA ARNOTT	114.25
2256	FLYNN BEC LP	4,467.10
2257	ALTATERRA CONSULTING LLC	3,200.00
2258	STRONG TOWNS	300.00
2259	MINUTEMAN PRESS	7,567.46
2260	WESTERN ENGINEERS & SURVEYORS	225.75
2261	NEDOROSCIK, TAMMORA	42.83
2262	DILIGENT CORPORATION	14,024.42
2263	INTOXIMETERS, INC.	992.75
2264	SWOFFORD EXCAVATING	50,906.06
2265	TURNING CIRCLES LLC	60.00
2266	WA STATE PARKS & RECREATION COMMISSION	64,098.85
2267	THE PAPE GROUP	3,313.71
2269	HERC RENTALS INC.	3,987.53
2270	LAKESIDE INDUSTRIES	985.15
2271	HENLEY USA	22,483.30
2272	BIELENBERG, TERRI	76.43
2273	CROWN CASTLE	52.48
2275	HINES, KATHERINE	250.00
2276	IMAGE CRANE SERVICE	610.50
2277	KB FASTPITCH	250.00
2278	NOLAND, JIM	7,500.00
2279	PEARCE, COLLEEN	250.00
2281	SOUND SLEEP HEALTH	374.30
2282	STEVE BURNSTEAD CONSTRUCTION, LLC	7,500.00
2283	VSS INTERNATIONAL INC.	459,378.32
2284	ENVIROTECH	6,687.16
2285	QUALITY WATER FINANCIAL	263.80
2286	MCKINSTRY	1,342.00
2287	KING COUNTY PROSECUTING ATTORNEYS OFFICE	100.00
2288	NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	350.00
2290	BURROWS, MOLLY	125.00
2291	WANG, ZHANHUI	2,475.00
2292	CIBRIAN, SAMUEL	1,650.00
2293	BRADY, CAMILLE MARIANNE	925.00
2294	TRUONG, TRUC	1,025.00

Vendor Purchasing Report**For Date Range 01/01/2019 - 11/15/2019****Vendor Set: Vendor Set 01**

Vendor	Name	Volume
2295	ALL THINGS HR, LLC	4,935.00
2296	ELWAY RESEARCH, INC	7,500.00
2297	THE GREAT SURPRISAL INC.	250.00
2299	OFFICE OF MINORITY & WOMEN'S BUSINESS ENTERPR	150.00
2301	JASON YENTER	225.75
2303	SHEPHERD, AUSTIN	975.00
2304	ESTABROOK, MEGAN	2,800.00
2305	GONZALES, FRANK	173.71
2306	NORTHWEST AQUATIC ECO-SYSTEMS, INC.	27,300.00
2307	OCHOA-NUGENT, ELBA	1,300.00
2308	OSTROMS	78.00
2309	RICE, GARY E.	67,400.00
2310	VANDAMME, DARLENE	450.00
Vendor Set Vendor Set 01 Total:		15,172,872.38



City of Kenmore

Check Report

By Check Number

Date Range: 11/02/2019 - 11/15/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Operating Account						
0037	BASTYR UNIVERSITY	11/13/2019	Regular	0.00	-100.00	43655
1941	PACIFIC LAMP & SUPPLY COMPANY	11/14/2019	Regular	0.00	-70.40	43729
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 1099	11/08/2019	Regular	0.00	14,327.30	43731
0424	ICMA RETIREMENT TRUST 457 / 304745	11/08/2019	Regular	0.00	4,768.66	43732
1215	STATE OF FLORIDA DISBURSEMENT UNIT	11/08/2019	Regular	0.00	275.00	43733
0434	UNITED WAY OF KING COUNTY	11/08/2019	Regular	0.00	68.50	43734
0912	ALCALDE & FAY	11/15/2019	Regular	0.00	5,014.67	43735
2295	ALL THINGS HR, LLC	11/15/2019	Regular	0.00	3,850.00	43736
2135	AMERICAN SOLUTIONS FOR BUSINESS	11/15/2019	Regular	0.00	422.05	43737
2135	AMERICAN SOLUTIONS FOR BUSINESS	11/15/2019	Regular	0.00	448.77	43738
2135	AMERICAN SOLUTIONS FOR BUSINESS	11/15/2019	Regular	0.00	2,209.58	43739
0450	AURORA RENTS	11/15/2019	Regular	0.00	209.06	43740
1267	AUTOMATED CONTROLS	11/15/2019	Regular	0.00	1,551.00	43741
0024	BAKER, DAVID	11/15/2019	Regular	0.00	443.12	43742
1431	BRIEN, GAYLYNN	11/15/2019	Regular	0.00	50.00	43743
0054	BULGER SAFE & LOCK, INC.	11/15/2019	Regular	0.00	9.36	43744
2253	CHANCERY CIVIC LLC	11/15/2019	Regular	0.00	4,032.00	43745
0076	CITY OF BELLEVUE	11/15/2019	Regular	0.00	3,697.17	43746
0076	CITY OF BELLEVUE	11/15/2019	Regular	0.00	13,236.25	43747
0076	CITY OF BELLEVUE	11/15/2019	Regular	0.00	7,448.25	43748
0412	COLUMBIA RIDGE LANDFILL	11/15/2019	Regular	0.00	2,521.45	43749
0981	COMCAST BUSINESS	11/15/2019	Regular	0.00	69.95	43750
0981	COMCAST BUSINESS	11/15/2019	Regular	0.00	152.20	43751
0109	DAILY JOURNAL OF COMMERCE	11/15/2019	Regular	0.00	327.60	43752
0109	DAILY JOURNAL OF COMMERCE	11/15/2019	Regular	0.00	327.60	43753
1964	EARTHWORKS	11/15/2019	Regular	0.00	4,722.55	43754
2175	ELECTRONIC BUSINESS MACHINES	11/15/2019	Regular	0.00	524.37	43755
2304	ESTABROOK, MEGAN	11/15/2019	Regular	0.00	2,800.00	43756
0134	EVERGREEN PRINT SOLUTIONS	11/15/2019	Regular	0.00	235.19	43757
0137	FERGUSON ENTERPRISES INC #3011	11/15/2019	Regular	0.00	281.36	43758
2256	FLYNN BEC LP	11/15/2019	Regular	0.00	1,453.10	43759
1116	FRONTIER	11/15/2019	Regular	0.00	656.97	43760
1116	FRONTIER	11/15/2019	Regular	0.00	466.46	43761
2305	GONZALES, FRANK	11/15/2019	Regular	0.00	173.71	43762
0817	GRAINGER	11/15/2019	Regular	0.00	20.61	43763
0817	GRAINGER	11/15/2019	Regular	0.00	32.44	43764
0817	GRAINGER	11/15/2019	Regular	0.00	299.58	43765
0173	HOME DEPOT CREDIT SERVICES	11/15/2019	Regular	0.00	1,460.11	43766
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	11/15/2019	Regular	0.00	20,681.84	43767
2301	JASON YENTER	11/15/2019	Regular	0.00	225.75	43768
0197	JET CITY PRINTING	11/15/2019	Regular	0.00	506.00	43769
1269	KAMINS CONSTRUCTION INC.	11/15/2019	Regular	0.00	24,097.67	43770
1356	KARLINSEY, ROB	11/15/2019	Regular	0.00	1,461.50	43771
0206	KENMORE MIDDLE SCHOOL	11/15/2019	Regular	0.00	2,750.00	43772
0213	KING COUNTY ANIMAL SVCS	11/15/2019	Regular	0.00	490.00	43773
0219	KING COUNTY FINANCE	11/15/2019	Regular	0.00	405.85	43774
0219	KING COUNTY FINANCE	11/15/2019	Regular	0.00	4,322.50	43775
0233	KING COUNTY SHERIFF	11/15/2019	Regular	0.00	294,790.50	43776
2270	LAKE SIDE INDUSTRIES	11/15/2019	Regular	0.00	71.05	43777
0251	LIGHTHOUSE CONSULTING INC	11/15/2019	Regular	0.00	7,363.13	43778
0251	LIGHTHOUSE CONSULTING INC	11/15/2019	Regular	0.00	50.05	43779
0251	LIGHTHOUSE CONSULTING INC	11/15/2019	Regular	0.00	2,089.91	43780
2242	MARY'S PLACE	11/15/2019	Regular	0.00	7,333.00	43781
2286	MCKINSTRY	11/15/2019	Regular	0.00	495.00	43782

Check Report

Date Range: 11/02/2019 - 11/15/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1901	NORTH COAST ELECTRIC COMPANY	11/15/2019	Regular	0.00	158.40	43783
1901	NORTH COAST ELECTRIC COMPANY	11/15/2019	Regular	0.00	950.40	43784
2306	NORTHWEST AQUATIC ECO-SYSTEMS, INC.	11/15/2019	Regular	0.00	27,300.00	43785
1731	NORTHWEST ARBORICULTURE LLC	11/15/2019	Regular	0.00	865.88	43786
1731	NORTHWEST ARBORICULTURE LLC	11/15/2019	Regular	0.00	2,102.82	43787
2307	OCHOA-NUGENT, ELBA	11/15/2019	Regular	0.00	1,300.00	43788
0300	OFFICE DEPOT	11/15/2019	Regular	0.00	354.01	43789
0300	OFFICE DEPOT	11/15/2019	Regular	0.00	64.77	43790
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	11/15/2019	Regular	0.00	16,699.00	43791
2221	O'REILLY/FIRST CALL	11/15/2019	Regular	0.00	14.28	43792
2221	O'REILLY/FIRST CALL	11/15/2019	Regular	0.00	12.09	43793
2308	OSTROMS	11/15/2019	Regular	0.00	78.00	43794
0685	PACE ENGINEERS, INC.	11/15/2019	Regular	0.00	17,426.75	43795
0310	PACIFIC TOPSOILS	11/15/2019	Regular	0.00	725.45	43796
0261	PENDLETON CONSULTING LLC	11/15/2019	Regular	0.00	1,635.42	43797
0328	PUGET SOUND ENERGY	11/15/2019	Regular	0.00	11,488.26	43798
2285	QUALITY WATER FINANCIAL	11/15/2019	Regular	0.00	65.95	43799
2285	QUALITY WATER FINANCIAL	11/15/2019	Regular	0.00	65.95	43800
0121	REPUBLIC SERVICES	11/15/2019	Regular	0.00	451.61	43801
0121	REPUBLIC SERVICES	11/15/2019	Regular	0.00	533.73	43802
1754	RFI ENTERPRISES INC.	11/15/2019	Regular	0.00	10,560.00	43803
1754	RFI ENTERPRISES INC.	11/15/2019	Regular	0.00	3,300.00	43804
2309	RICE, GARY E.	11/15/2019	Regular	0.00	67,400.00	43805
0345	SEATTLE TIMES	11/15/2019	Regular	0.00	265.37	43806
0345	SEATTLE TIMES	11/15/2019	Regular	0.00	111.16	43807
0345	SEATTLE TIMES	11/15/2019	Regular	0.00	115.13	43808
2303	SHEPHERD, AUSTIN	11/15/2019	Regular	0.00	975.00	43809
1345	SHERWIN WILLIAMS CO. #8099	11/15/2019	Regular	0.00	53.20	43810
0899	SHRED IT USA LLC	11/15/2019	Regular	0.00	80.03	43811
2183	SISKUN POWER EQUIPMENT	11/15/2019	Regular	0.00	93.09	43812
0224	SOUND PUBLISHING, INC.	11/15/2019	Regular	0.00	425.00	43813
1852	STANTON, ANN	11/15/2019	Regular	0.00	6,210.00	43814
0355	STAPLES ADVANTAGE	11/15/2019	Regular	0.00	150.26	43815
0355	STAPLES ADVANTAGE	11/15/2019	Regular	0.00	38.37	43816
0355	STAPLES ADVANTAGE	11/15/2019	Regular	0.00	69.25	43817
0365	TOTAL LANDSCAPE CORP	11/15/2019	Regular	0.00	5,637.50	43818
0448	UPS STORE KENMORE	11/15/2019	Regular	0.00	105.98	43819
1390	UTILITIES UNDERGROUND LOCATION CTR	11/15/2019	Regular	0.00	207.69	43820
2310	VANDAMME, DARLENE	11/15/2019	Regular	0.00	450.00	43821
1299	VERIZON WIRELESS	11/15/2019	Regular	0.00	263.51	43822
2266	WA STATE PARKS & RECREATION COMMISSION	11/15/2019	Regular	0.00	59,827.60	43823
1333	WELWEST CONSTRUCTION INC.	11/15/2019	Regular	0.00	102,144.37	43824
1889	WILLIAMS, KASTNER & GIBBS PLLC	11/15/2019	Regular	0.00	78.89	43825

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	110	95	0.00	786,573.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-170.40
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	110	97	0.00	786,403.51

VII. A. Total Check #43731 through 43825 in the amount of \$786,573.91. T...

Check Report

Date Range: 11/02/2019 - 11/15/2019

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	110	95	0.00	786,573.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-170.40
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	110	97	0.00	786,403.51

Bank Drafts
+ 49,675.05
Direct Dep.
+ 106,278.22

942,527.18

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Fund	11/2019	786,403.51
			786,403.51

VII. A. Total Check #43731 through 43825 in the amount of \$786,573.91. T...



City of Kenmore

Check Report

By Check Number

Date Range: 11/02/2019 - 11/15/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Operating Account						
0425	DRS 457	11/08/2019	Bank Draft	0.00	249.48	DFT0000524
0425	DRS 457	11/08/2019	Bank Draft	0.00	650.00	DFT0000525
0431	DEPARTMENT OF RETIREMENT SYSTEMS	11/08/2019	Bank Draft	0.00	2,206.70	DFT0000526
0431	DEPARTMENT OF RETIREMENT SYSTEMS	11/08/2019	Bank Draft	0.00	23,233.44	DFT0000527
0431	DEPARTMENT OF RETIREMENT SYSTEMS	11/08/2019	Bank Draft	0.00	1,094.57	DFT0000528
0431	DEPARTMENT OF RETIREMENT SYSTEMS	11/08/2019	Bank Draft	0.00	147.00	DFT0000529
0431	DEPARTMENT OF RETIREMENT SYSTEMS	11/08/2019	Bank Draft	0.00	930.72	DFT0000530
0431	DEPARTMENT OF RETIREMENT SYSTEMS	11/08/2019	Bank Draft	0.00	2,763.76	DFT0000531
1816	NAVIA	11/08/2019	Bank Draft	0.00	368.15	DFT0000532
0428	BANK OF AMERICA 941	11/08/2019	Bank Draft	0.00	18,031.23	DFT0000533

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	10	10	0.00	49,675.05
EFT's	0	0	0.00	0.00
	10	10	0.00	49,675.05

VII. A. Total Check #43731 through 43825 in the amount of \$786,573.91. T...

Check Report

Date Range: 11/02/2019 - 11/15/2019

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	10	10	0.00	49,675.05
EFT's	0	0	0.00	0.00
	10	10	0.00	49,675.05

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Fund	11/2019	49,675.05
			<u>49,675.05</u>

VII. A. Total Check #43731 through 43825 in the amount of \$786,573.91. T...

**City of Kenmore
City Council Regular Meeting
Minutes
October 21, 2019**

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

ROLL CALL

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Stacey Denuski
Councilmember Brent Smith

FLAG SALUTE

AGENDA APPROVAL

Mayor Baker indicated that a few agenda items might be moved around tonight due to some speakers stuck in traffic.

PRESENTATION

Introduce Thomas Joachimides, Development Engineer - Bryan Hampson, Development Services Director

CITIZEN COMMENTS

Nadia Reigna Silver
18230 70th Lane NE #206
Kenmore, Washington 98028

Ms. Silver thanked the Council for their work over the last few years. She also described an incident where a bamboo bush was destroyed.

CONSENT AGENDA

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

City of Kenmore - City Council Meeting Minutes
October 21, 2019

The consent agenda included the following:

Total Check #s 43431 through 43549 in the amount of \$1,139,093.27.

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic
Deposits Dated: 9/27/19 in the amount of \$154,719.52.

Council Meeting Minutes of September 16, September 23 and October 7, 2019

Receive and File August 2019 Financial Report for the City of Kenmore, Washington

BUSINESS AGENDA

First Reading of Bond Ordinance 19-0499 - Joanne Gregory, Finance and Administration
Director

Director Gregory explained that on June 13, 2016, the City Council adopted Bond Election Ordinance No. 16-0422 to place a not to exceed \$19,750,000 bond measure for voter consideration at the November 8, 2016 election to fund projects identified during the Imagine Kenmore process.

Known as Walkways & Waterways Proposition 1, the measure was approved by the voters on November 8, 2016. The City issued its Unlimited Tax General Obligation Bonds, 2016, and deposited the receipts into a designated Fund in the amount of \$9,752,825 (consisting of the par amount of \$9,220,000 plus original issue premium of \$639,408) less costs of issuance. The City now desires to issue additional unlimited tax general obligation bonds to provide funds needed to finance the additional components of the Walkways & Waterways Projects and pay for costs of issuance of the bonds.

At the October 21, 2019 Council meeting Deanna Gregory of Pacifica Law Group LLP, who serves as the City's Bond Counsel in this matter, will present the ordinance and provide an overview of the approval process. Also present will be Justin Monwai of Piper Jaffray & Co. who serves as the City's Financial Advisor. Mr. Monwai will present a Preliminary Schedule of Events that will lead up to the sale of the bonds.

Bond Ordinance No. 19-0499 provides authorization for the City to issue one or more series of bonds in the aggregate principal amount of not to exceed \$10,000,000 and delegates authority to the City Manager and Finance Director, for a limited time and within specific parameters, to approve the interest rates, maturity dates, redemption terms and principal maturities for the bonds. The ordinance authorizes the bonds to be issued as tax-exempt obligations or a combination tax-exempt and taxable obligations. This option is intended to provide additional flexibility to the City on how to structure the bonds to achieve the most favorable terms for the City, including the option of designating the tax-exempt bonds as "bank qualified," a designation that may be more attractive to certain investors and may

City of Kenmore - City Council Meeting Minutes
October 21, 2019

result in better overall interest rates for the City depending on market conditions on the day of pricing.

Based on recent growth in the City's tax base, and being near 40-year interest rate lows, we expect that the bond tax impact beginning in 2020 will be reasonably lower than the \$.32 per \$1,000 of Assessed Value estimated for voters back in 2016. After the bond sale (planned for November 21st) we will report the results to Council.

This is the first of two readings of the Bond Ordinance. Final reading and passage of the Bond Ordinance is scheduled for November 12, 2019. Deanna Gregory of Pacifica Law Group LLP will be present at that meeting for further discussion and to answer questions.

Discussion of Proposed King County Regional Homelessness Authority - Debbie Bent, Community Development Director, King County Councilmember Rod Dembowski and Leo Flor, Director of the King County Department of Community and Human Services

King County Councilmember Rod Dembowski along with Leo Flor, Director of the King County Department of Community and Human Services (DCHS) provided information on the King County Executive's proposal to establish the King County Regional Homelessness Authority. Council engaged a discussion about whether to take a position on whether to support the King County Regional Homelessness Authority and/or join a proposed Interlocal Agreement.

In September, King County Executive Dow Constantine and Seattle Mayor Jenny Durkan transmitted to their respective Councils a proposal for an Interlocal Agreement and Charter for the creation of the King County Regional Homelessness Authority. The scope of the new Authority will include coordination of all outreach, diversion, shelter, rapid re-housing, transitional housing and permanent supportive housing services and most of the region's prevention efforts. King County Council, and Seattle City Council are currently deliberating on this proposal, and all cities from King County are eligible to join the proposed Interlocal Agreement. A charter authorizes the creation of a new Public Development Authority to administer and oversee the regional homelessness efforts. Additional information is available on this website: <https://regionalhomelessnessystem.org/>.

Council and staff engaged in a discussion. This agenda item may come back to a future meeting for further discussion.

City of Kenmore 2020 State Legislative Agenda - Rob Karlinsey, City Manager

Assistant City Manager Ousley explained that the 2020 Session of the Washington State Legislature will be a 60 day ("short") session, starting on January 13. The Kenmore City Council approves a Legislative Agenda prior to each session that outlines priority actions the City and its government relations consultants will promote during the session.

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October 21, 2019

The proposed 2020 Legislative Agenda for Kenmore places a priority on supplemental funding for Walkways & Waterways transportation projects. The document also requests funding for Department of Natural Resources to install safety buoys on Lake Washington and requests help in addressing the City's structural deficit by lifting the 1% annual growth cap on property tax revenue.

The Council packet includes Policy Statements that guide the consultants in expressing City support for proposals and issues that are not on the priorities list.

Shelly Helder and Briahna Murray, from Gordan Thomas Honeywell answered questions about the proposed legislative agenda.

MOTION: Councilmember Smith made a motion to approve the 2020 State Legislative Agenda as discussed, Councilmember Denuski seconded the motion. The motion passed unanimously.

North Urban Human Services Alliance (NUHSA) - Joanne Gregory, Finance and Administration Director and Kelly Chelin, City Clerk

Director Gregory and Clerk Chelin explained that the North Urban Human Services Alliance (NUHSA) is comprised of non-profit agencies, faith communities, City and Counties, school districts and members of the community who advocate for strong and accessible health and human service systems in North King County. North King County includes the cities of Shoreline, Lake Forest Park, Kenmore, Bothell and Woodinville.

For the last few months, NUHSA has been holding community outreach meetings at City Hall and asked the City of Kenmore if we would like to join the alliance.

Mayor Baker and City Clerk Kelly Chelin met with representatives in August, 2019 and received more information about the alliance. At that meeting, NUHSA representatives explained that they support the most vulnerable citizens and help build community outreach to address homelessness, hunger, mental health support, quality educational opportunities and sufficient housing and transportation options.

The City of Kenmore allocates roughly \$168,000 a year in human services funding. The City could direct NUHSA to apply for the City's \$1,000 contribution during the City's grant application period which is in April, 2020.

In North King County, the City of Lake Forest Park and the City of Shoreline are a member of the alliance.

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October 21, 2019

Rob Beem, a NUHSA representative was present at the Council Meeting to discuss the alliance and answer questions from the Council.

MOTION: Councilmember Srebnik made a motion to have the City of Kenmore join NUHSA, Councilmember Curtis seconded the motion. The motion passed 5-2-0 with Mayor Baker and Councilmember Denuski voting no.

Amendment No. 2 to Contract 18-C1946 with SkipStone Consulting - Nancy Ousley, Assistant City Manager

This item was carried over from the October 14, 2019 Council Meeting for further discussion.

MOTION: Councilmember Denuski made a motion to Authorize the City Manager to Execute Amendment No. 2 to Contract 18-C1946 with SkipStone Consulting, Councilmember Smith seconded the motion. The motion passed unanimously.

ADJOURNMENT

The meeting adjourned at approximately 10:08 p.m.

David Baker, Mayor

ATTEST:

Kelly M. Chelin, City Clerk

**City of Kenmore
City Council Regular Meeting
Minutes
October 28, 2019**

CALL TO ORDER - Mayor David Baker called the meeting to order at 7:00 p.m. at the City of Shoreline City Hall, Conference Room 303, 17500 Midvale Avenue North, Shoreline, Washington.

ROLL CALL

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Stacey Denuski
Councilmember Brent Smith

JOINT MEETING WITH THE CITIES OF LAKE FOREST PARK AND SHORELINE

Discussion topics included:

- City Updates
- North-end Shelters to Support those Experiencing Homelessness
- Sound Transit 3 STRIDE - SR 522/523 Bus Rapid Transit
- Initiative 976 – Local Actions & Response
- Federal and State Legislative Priorities

RETURN TO KENMORE CITY HALL

Council and City Manager Karlinsey returned to City Hall at 7:15 p.m.

RECESS TO EXECUTIVE SESSION

The meeting recessed to executive session at 7:15 p.m. to discuss Performance of a Public Employee per RCW 42.30.110 (1) (g) for approximately two hours. There will be no action.

ADJOURNMENT

The meeting adjourned at approximately 9:00 p.m.

City of Kenmore - City Council Meeting Minutes
October 28, 2019

David Baker, Mayor

ATTEST:

Kelly M. Chelin, City Clerk



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Public Hearing and Adoption of Ordinance No. 19-0500 Amending the 2019-2020 Biennial Budget and Approving a 1.7% Wage Increase and a Salary Plan for 2020 Proposed Council Action/Motion: Public Hearing and Adoption of Ordinance No. 19-0500 Amending the 2019-2020 Biennial Budget and Approving a 1.7% Wage Increase and a Salary Plan for 2020	For Council Meeting Agenda of: November 25, 2019 Department: Finance and Administration Prepared by: Joanne M. Gregory Initial & Date Approved by Department Head: <u> </u> 11/20/19 Approved by City Attorney: <u> </u> Approved by Finance Director: <u> </u> 11/20/19 Approved by City Manager: <u> </u> Exhibits/Attachments: Ordinance No. 19-0500 with Exhibit A: 2020 Pay Ranges Exhibit 1. Mid Biennium Budget Worksheet Exhibit 2. Powerpoint Presentation 11/18/2019
<u>INFORMATION/BACKGROUND:</u> On November 19, 2018 the City of Kenmore adopted the 2019-2020 biennial budget by Ordinance No. 18-0474. The city-wide budget includes revenue (\$110,138,175) and expenditure (\$106,088,340) estimates for both years which support the City Council priorities, departmental work programs, various municipal obligations, as well as Federal and State mandates. At this time the mid biennial review of the biennial budget as prescribed by State law is complete. Per RCW 35A.34.130, cities that budget on a biennial basis must adopt an ordinance providing for a mid-biennial review and any modifications of the biennial budget. This must occur no sooner than eight months after the start (September 1, 2019) and no later than the end of the first year of the biennium (December 31, 2019). Another requirement of the mid biennial review process is a public hearing at a City Council meeting, which shall be held on November 25, 2019. Funds affected include the General Fund, Street Fund, Transportation Capital Fund, Park Capital Fund, Park Impact Fee Fund, Sammamish River Bridge Fund, Surface Water Management Fund, and the Swamp Creek Basin Fund as described on the attached Exhibit 1.	

Also included for Council consideration is an update to the Salary Plan pay ranges. The CPI-W as of June was 1.7%. This is the index typically used by the City for wage adjustments. The pay ranges in the attached Salary Plan have been updated and increased by 1.7% which would allow for this amount of a wage adjustment for all employees on January 1, 2020. Also, the Planner salary range (not a new position), which was removed from the Salary Plan in 2016, has been included.

Several staff positions are at the top of their pay range and will not be eligible for a merit increase during 2020. The adopted budget provided for an adjustment to wages and benefits in 2020; a 3.5% average increase was budgeted for salaries and a 5% increase was budgeted for medical and dental. The good news is that there will be no 2020 increase in premiums for the City's primary medical, dental or vision plans. In fact, 2019 rate increases were about 2% less than was budgeted.

After the conclusion of the public hearing, if there are no modifications to the recommended budget adjustments or Salary Plan, Ordinance 19-0500 will be presented for adoption.

FISCAL CONSIDERATION:

See attached Mid-Biennium Budget Worksheet and November 18, 2019 Powerpoint Presentation for detail of proposed revenue and expenditure adjustments.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Per RCW 35A the budget is the legal authority to expend public funds and controls those expenditures by setting the amount of the appropriation at the fund level by ordinance.

Priority Based Budgeting Result:

Governance: Provides Assurance of Regulatory and Policy Compliance

i:\admin & finance\budget\2019-2020\ab 2019-2020 mid bi budget amend nov 25.docx

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 19-0500**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO THE 2019-2020 BUDGET; AMENDING THE 2019-2020 BUDGET, TO ADJUST REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, THE STREET FUND, THE TRANSPORTATION CAPITAL FUND, THE PARK CAPITAL FUND, THE PARK IMPACT FEE FUND, THE SAMMAMISH RIVER BRIDGE FUND, THE SURFACE WATER MANAGEMENT FUND AND THE SWAMP CREEK BASIN FUND; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council (the “Council”) of the City of Kenmore, Washington, (the “City”), is required by applicable State law to finalize its biennial budget prior to the commencement of the first fiscal year of the biennium; and

WHEREAS, the amount of revenue and expenditures can only be estimated at the time of finalization of the budget; and

WHEREAS, by Ordinance No. 18-0474, the City Council adopted the 2019-2020 Biennial Budget on November 19, 2018; and

WHEREAS, the City Council scheduled and held a Public Hearing on the mid biennial proposed amendments to the 2019-2020 Biennial Budget on November 25, 2019; and

WHEREAS, the City Council finds it in the best interest of the City to adjust revenues and expenditures in the General Fund, the Street Fund, the Transportation Capital Fund, the Park Capital Fund, the Park Impact Fee Fund, the Sammamish River Bridge Fund, the Surface Water Management Fund and the Swamp Creek Basin fund;

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

Section 1. Funds Appropriated. The 2019-2020 Biennial Budget is amended by fund to reflect the adjustments to revenues and appropriations as shown below:

<u>FUND</u>	2019-2020 Adopted Revenue Budget	2019 Mid Biennium Amendments	2019-2020 Amended Revenue Budget
General Fund	\$ 25,927,871	\$ 550,000	\$ 26,477,871
Kenmore Village Fund	0	0	0
Strategic Reserve Fund	25,900	0	25,900
Strategic Opportunities Fund	407,000	624,000	1,031,000
Street Fund	3,634,778	1,000,000	4,634,778
Public Art Fund	2,063	0	2,063
Transportation Benefit District	718,000	0	718,000
UTGO 2016 Bond Fund	1,752,800	0	1,752,800
Transportation Capital Fund	23,863,257	0	23,863,257
Real Estate Excise Tax Fund	2,665,916	0	2,665,916
Walkways & Waterways Bonds	10,045,000	0	10,045,000
Park Capital Fund	3,886,947	1,532,900	5,419,847
Park Impact Fee Fund	491,864	0	491,864
Transportation Impact Fee Fund	1,981,991	0	1,981,991
Sammamish River Bridge Fund	21,623,056	465,240	22,088,296
Public Works Shop Fund	6,500,000	0	6,500,000
Surface Water Management Fund	3,727,000	400,000	4,127,000
Surface Water Capital Fund	2,702,450	0	2,702,450
Swamp Creek Basin Fund	40,000	0	40,000
Equipment Replacement Fund	142,282	0	142,282
TOTAL	\$ 110,138,175	\$ 4,572,140	\$ 114,710,315

<u>FUND</u>	2019-2020 Adopted Expenditure Budget	2019 Mid Biennium Amendments	2019-2020 Amended Expenditure Budget
General Fund	\$ 25,927,871	\$ 2,599,000	\$ 28,526,871
Kenmore Village Fund	0	0	0
Strategic Reserve Fund	0	0	0
Strategic Opportunities Fund	0	0	0
Street Fund	3,634,778	1,000,000	4,634,778
Public Art Fund	21,000	0	21,000
Transportation Benefit District	716,000	0	716,000
UTGO 2016 Bonds	1,752,800	0	1,752,800
Transportation Capital Fund	23,880,759	0	23,880,759
Real Estate Excise Tax Fund	5,205,050	0	5,205,050
Walkways & Waterways Bonds	8,685,794	0	8,685,794
Park Capital Fund	3,909,000	312,119	4,221,119
Park Impact Fee Fund	347,000	120,000	467,000
Transportation Impact Fee Fund	1,216,663	0	1,216,663
Sammamish River Bridge Fund	21,623,056	465,240	22,088,296
Public Works Shop Fund	2,000,000	0	2,000,000
Surface Water Management Fund	4,354,469	525,240	4,879,709
Surface Water Capital Fund	2,704,100	0	2,704,100
Swamp Creek Basin Fund	0	400,000	400,000
Equipment Replacement Fund	110,000	39,000	149,000
TOTAL	\$ 106,088,340	\$ 5,460,599	\$ 111,548,939

The City Manager is hereby authorized and instructed to effectuate the necessary changes to the 2019-2020 Biennial Budget and to make any necessary and appropriate line item entries and adjustments in order to reflect the amendments of this ordinance.

Section 2. Wage Adjustment. The amended 2019-2020 Biennial Budget includes a 1.7% wage adjustment for City employees, effective January 1, 2020.

Section 3. Positions and Salary Schedules. The various positions and salary ranges for City employees for 2020 are attached to this Ordinance as Exhibit A.

Section 4. 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 5. 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 REGULAR MEETING THEREOF ON THE 25th DAY OF NOVEMBER, 2019.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

Exhibit A to Ordinance No. 19-0500

City of Kenmore
2020 Salary Ranges

Position	2020 Monthly Pay Ranges	
	Low	High
Assistant City Manager	10,307	14,224
Finance & Administration Director	9,584	13,227
Public Works Director	9,584	13,227
Community Development Director	9,455	13,049
Development Services Director	9,455	13,049
City Engineer	9,198	12,694
Public Works Operations Manager	7,874	10,866
Environmental Services Manager	7,183	9,912
Capital/Parks Project Manager	6,906	9,530
Senior Engineer	6,906	9,530
Traffic Engineer	6,906	9,530
Principal Planner	6,906	9,530
Civil Engineer	6,445	8,895
City Clerk	6,310	8,708
Planner	6,233	8,603
Building Inspector/Plans Examiner	5,881	8,117
Communications Specialist	5,635	7,778
Associate Planner	5,635	7,778
Streets & Surface Water Maintenance Supervisor	5,406	7,460
Accountant	5,359	7,396
Building Inspector/Code Compliance	5,359	7,396
Executive Assistant	5,231	7,219
ROW Inspector	5,140	7,093
Parks Lead Maintenance Worker	5,009	6,912
Surface Water Technician	4,830	6,664
Volunteer & Events Supervisor	4,745	6,548
Assistant Planner	4,745	6,548
Senior Facility Maintenance Technician	4,543	6,269
Permit & Administrative Specialist	4,300	5,934
Public Records Officer/Administrative Assistant	4,300	5,934
Payroll & Accounting Specialist	4,300	5,934
Maintenance Worker	4,266	5,886
Administrative Assistant	4,065	5,610
Facility Maintenance Technician	3,823	5,276
Receptionist	3,573	4,930
Half Time Recreation Coordinator	2,223	3,067
Seasonal Maintenance Worker	16.28	20.61
Intern or Temp Office Aide	16.28	23.88
Mayor*	974.19	974.19
Councilmembers*	865.95	865.95

*Per Salary Commission, increase is 2% annually from 2017-2021

Other Positions increased by 1.7%

EXHIBIT 1

2019-2020 Schedule of Mid Biennium Recommended Budget Adjustments		Total 2019-2020 Adopted Budget	Recommended Budget Amendments	Recommended 2019-2020 Amended Budget
Fund: 001 - General Fund				
Revenue			increase (decrease)	
001.30889	General Fund Beginning Balance Reserve To recognize better than budgeted 2018 year end fund balance and 2019 beginning fund balance	3,810,062	1,124,443	4,934,505
001.000.31311000	Local Sales & Use Tax Sales taxes exceeding budget	4,450,000	550,000	5,000,000
Expenditures			increase (decrease)	
001.013.51310.4300	General Consulting Services Contractual costs for financial sustainability project (Management Partners, Torie Brazitis, EMC for survey)	280,000	140,000	420,000
001.019.59700.9004	Transfer to Street Fund General Fund excess reserves for slurry and crack sealing	0	1,000,000	1,000,000
001.019.59700.9003	Transfer to Strategic Opportunity Beginning Fund Balance of \$4,934,505 less \$1M slurry seal, less \$624K Strategic Opp, less \$810K PW Shop = \$2.5M General Fund	0	624,000	624,000
001.059.59458.6004	Vehicles Acquisition of vehicle for Development Services	0	25,000	25,000
001.076.57680.6026	Public Works Shop Establish 2019 budget for public works shop start up costs; budget was reviewed and approved by City Council in 2018. Only \$43K spent in 2018; unspent budget carried forward to 2019	0	810,000	810,000
Fund: 001 - General Fund		NET REVENUES/(EXPENDITURES)	(924,557)	
		BUDGETED ENDING FUND BALANCE BEFORE AMENDM	3,810,062	
		2020 PROJECTED FUND BALANCE AFTER AMENDMEN	2,885,505	
Fund: 101 - Street Fund				
Revenue			increase (decrease)	
101.000.39700001	Transfer from General Fund General Fund excess reserves for slurry and crack sealing	1,602,483	1,000,000	2,602,483
Expenditures				
101.000.54230.4712	Services - Road Preservation General Fund excess reserves for slurry and crack sealing	427,515	1,000,000	1,427,515
Fund: 101 - Street Fund		NET REVENUES/(EXPENDITURES)	0	
		BUDGETED ENDING FUND BALANCE BEFORE AMENDM	975,015	
		2020 PROJECTED FUND BALANCE AFTER AMENDMEN	975,015	

11/20/2019&[Path]Mid biennium budget worksheetBA

2019-2020 Schedule of Mid Biennium Recommended Budget Adjustments			Total 2019-2020 Adopted Budget	Recommended Budget Amendments	Recommended 2019-2020 Amended Budget
Fund: 303 - Park Capital Fund					
Revenue				increase (decrease)	
303.000.33404202	State Allocation - Twin Springs Park Recognize award of funds from the State	0		151,900	151,900
new account	King Co. Youth Activities Grant	0		611,000	611,000
	Award for project P30 Rhody Park Public Boathouse				
new account	Northshore School District Contribution In support of project P30 Rhody Park Public Boathouse	0		250,000	250,000
303.000.39700304	Transfer from Park Impact Fees	347,000		120,000	467,000
	Additional funds for St Edward Ballfield EIS to replace RCO funds (\$100K) and increase budgetary needs by \$20K				
303.000.39700403	Transfer from Swamp Creek Basin Fund Allocate to Squire's Land Conversion Acquisition	0		400,000	400,000
Expenditures				increase (decrease)	
303.000.59476.6111	P1 Twin Springs Interim Use	100,000		151,900	251,900
	Additional allocation of funds allocated by the State				
303.000.59475.6109	P29 St. Edward Ballfields EIS Reduced due to RCO funding withdrawal	300,000		(80,000)	220,000
303.000.59476.6119	P31 Squire's Land Conversion Acquisition Expected costs lower than budgeted	1,700,000		(450,000)	1,250,000
303.000.59476.6115	P30 Rhody Park Public Boathouse Project expansion per CIP adopted 9/9/19	477,000		690,219	1,167,219
Fund: 303 - Park Capital Fund				NET REVENUES/(EXPENDITURES)	1,220,781
				BUDGETED ENDING FUND BALANCE BEFORE AMENDMENTS	1,313,806
				2020 PROJECTED FUND BALANCE AFTER AMENDMENTS	2,534,587
Fund: 304 - Park Impact Fee Fund					
Expenditures				increase (decrease)	
304.000.59700.0303	Transfer to Park Capital Fund	347,000		120,000	467,000
	Additional funds for St Edward Ballfield EIS to replace RCO funds (\$100K) and increase budgetary needs by \$20K				
Fund: 304 - Park Impact Fee Fund				NET (EXPENDITURES)	(120,000)
				BUDGETED ENDING FUND BALANCE BEFORE AMENDMENTS	735,378
				2020 PROJECTED FUND BALANCE AFTER AMENDMENTS	615,378

2019-2020 Schedule of Mid Biennium Recommended Budget Adjustments		Total 2019-2020 Adopted Budget	Recommended Budget Amendments	Recommended 2019-2020 Amended Budget
Fund: 306 - Sammamish River Bridge Replacement				
Revenue			increase (decrease)	
306.000.39700401	Transfer from SWM Fund	0	465,240	465,240
	Allocate SWM Funds to Bridge Project for surface water components			
Expenditures				
306.000.59550.6711	W Sammamish River Bridge Replacement	21,623,056	465,240	22,088,296
	Recognize SWM Funds allocated to bridge project for surface water components			
Fund: 306 - Sammamish River Bridge				
NET REVENUES/(EXPENDITURES)			0	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			21,628	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			21,628	
Fund: 401 - Surface Water Management Fund				
Revenue			increase (decrease)	
401.000.34310000	Storm Drainage Fees	3,670,000	400,000	4,070,000
	Recognize increase in fee revenue resulting from new rates established for 2019			
Expenditures				
401.000.59700.0306	Transfer to W Samm River Bridge Replacement	0	465,240	465,240
	Transfer SWM Funds allocated to bridge project for surface water components			
401.000.59431.6004	Vehicles	0	60,000	60,000
	2 additional vehicles needed for SWM technician and seasonal interns; such as small trucks or utility transit vans			
Fund: 401 - Surface Water Management Fund				
NET REVENUES/(EXPENDITURES)			(125,240)	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			327,070	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			201,830	
Fund: 403 - Swamp Creek Basin Fund				
Expenditures			increase (decrease)	
403.000.59700.0302	Transfer to Park Capital Fund.	0	400,000	400,000
	Allocate to Squire's Land Conversion Acquisition			
Fund: 403 - Swamp Creek Basin Fund				
NET REVENUES/(EXPENDITURES)			(400,000)	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			1,483,899	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			1,083,899	
Fund: 501 - Equipment Replacement Fund				
Expenditures			increase (decrease)	
501.000.59418.6014	Vehicle Replacements	0	39,000	39,000
	one pool vehicle such as electric Chevy Bolt to replace the Taurus which will be surplus			
Fund: 501 - Equipment Replacement Fund				
NET REVENUES/(EXPENDITURES)			(39,000)	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			598,518	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			559,518	
Fund: 046 - Strategic Opportunity Fund				
Revenues			increase (decrease)	
046.000.39700001	Transfer from General Fund	0	624,000	624,000
	Beginning Fund Balance of \$4,934,505 less \$1M slurry seal, less \$810K PW Shop, less \$2.5M General Fund reserve = \$624,000 available to Strategic Opportunity Fund			
Fund: 046 - Strategic Opportunity Fund				
NET REVENUES/(EXPENDITURES)			624,000	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			2,576,363	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			3,200,363	

City of Kenmore Public Hearing 2020 Property and Excess Tax Levies

City Council Meeting November 12, 2019

Other Key Dates...

Nov 18, 2019

- Review 2019-2020 Budget Amendments

Nov 25, 2019

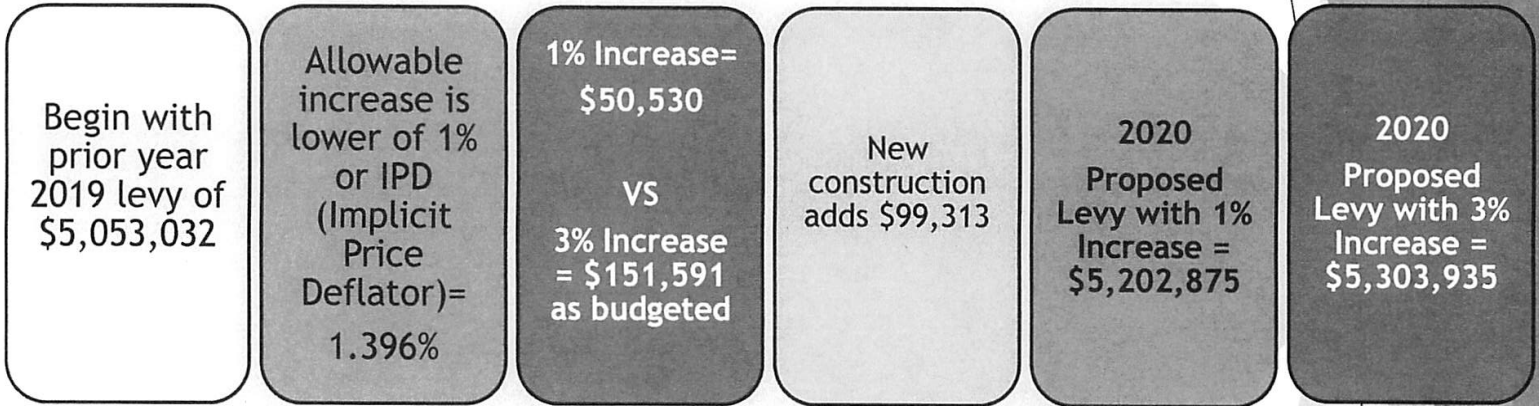
- Public Hearing on 2019-2020 Budget Amendments
- Adopt 2019-2020 Budget Amendments
- Adopt 2020 Property Tax Levy Ordinance
- Adopt 2020 Excess Property Tax Levy Ordinance

City of Kenmore, Washington

11/20/20
19

2

Annually the City Council must set the Regular Tax Levy



Property
taxes
and
assessed
valuation

Levy with 3% Increase (As budgeted)

- **Proposed 2020 tax levy = \$5,303,935**
- **4.96% (\$250,904) increase over 2019 levy**
 - \$151,591 from 3% increase
 - \$99,313 from new construction
- **Total 2020 prelim Assessed Valuation (AV):**
 - \$5,315,198,593 including new construction
 - **9.5% increase in AV from 2019**
- **Tax rate projected at 1.00 per \$1,000 AV**
 - $5,303,935 / 5,315,198,593 * 1000 = 1.00$
 - (doesn't include voted bond levy)
 - decrease from 1.04 in 2019 (down 4 cents)

Property
taxes
and
assessed
valuation

Levy with 1% Increase

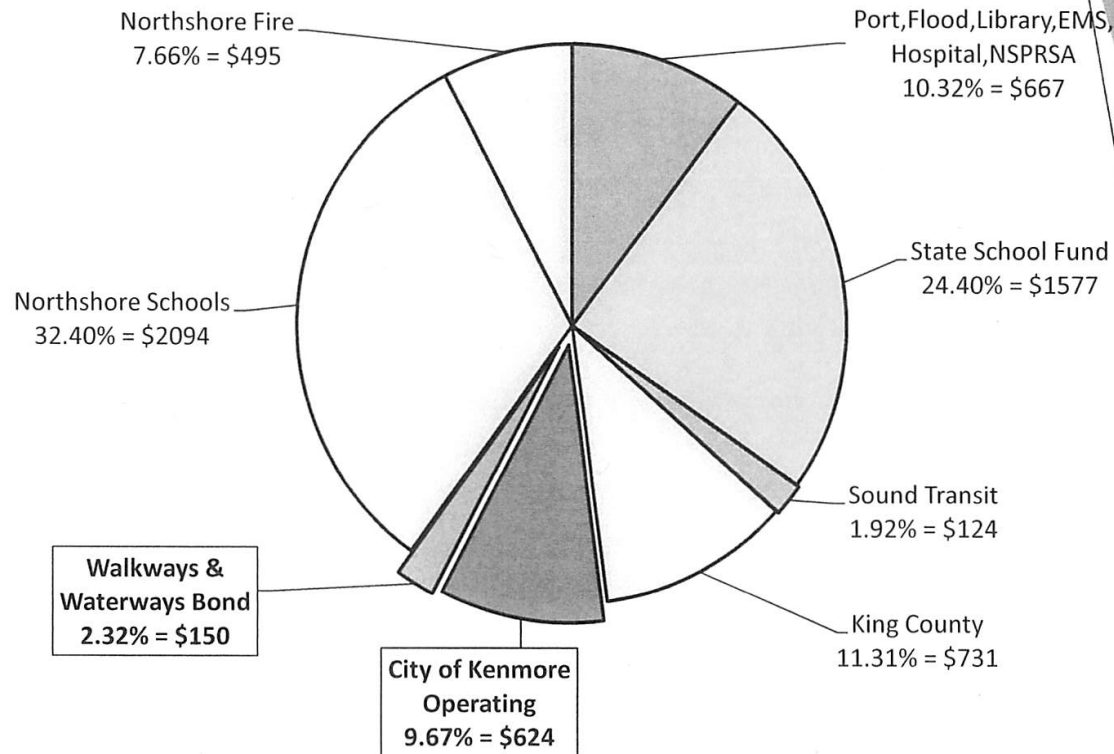
- 2020 tax levy = **\$5,202,875**
- 2.96% (\$149,843) increase over 2019 levy
 - \$50,530 from 1% increase
 - \$99,313 from new construction:
- Total 2020 prelim **Assessed Valuation (AV)**:
 - \$5,315,198,593 including new construction
 - 9.5% increase in AV from 2019
- Tax rate projected at **.98 per \$1,000 AV**
 - $5,202,875 / 5,315,198,593 * 1000 = .98$
 - (doesn't include voted bond levy)
 - decrease from 1.04 in 2019 (down 6 cents)

Tax Effect on Homeowner (City of Kenmore Taxes Only)

- Assume 2019 home at \$600,000
 - Taxed at 2019 rate of 1.04 = \$624
- Assume 2020 NO CHANGE in value of home at \$600,000
 - Taxed at 2020 rate of .98 (1% levy) = \$588 (\$36 Less than 2019)
 - Taxed at 2020 rate of 1.00 (3% levy) = \$600 (\$24 Less)
- Assume 9.5% increase in value of home to \$657,000
 - Taxed at 2020 rate of .98 (1% levy) = \$644 (\$20 More than 2019)
 - Taxed at 2020 rate of 1.00 (3% levy) = \$657 (\$33 More)



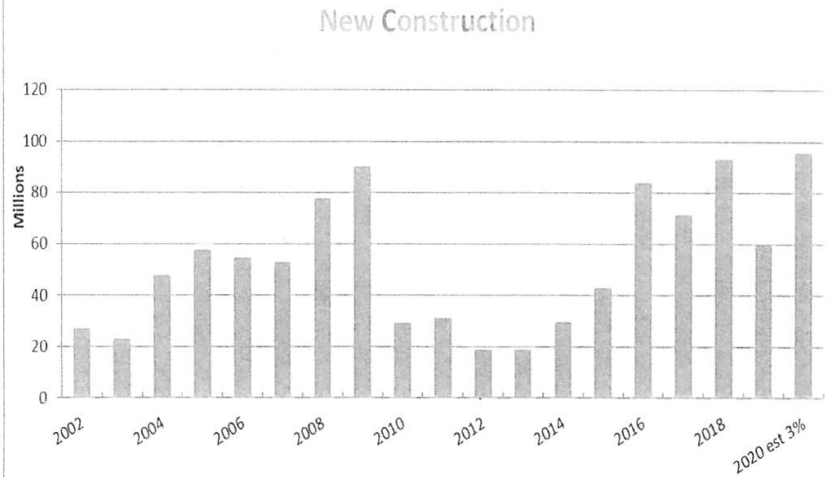
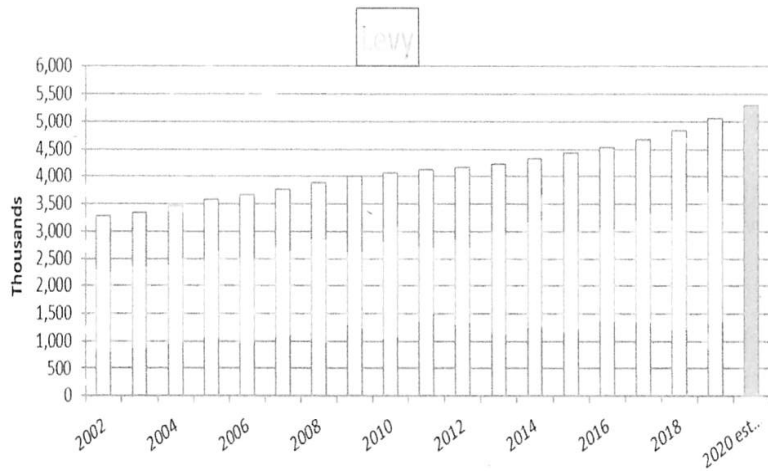
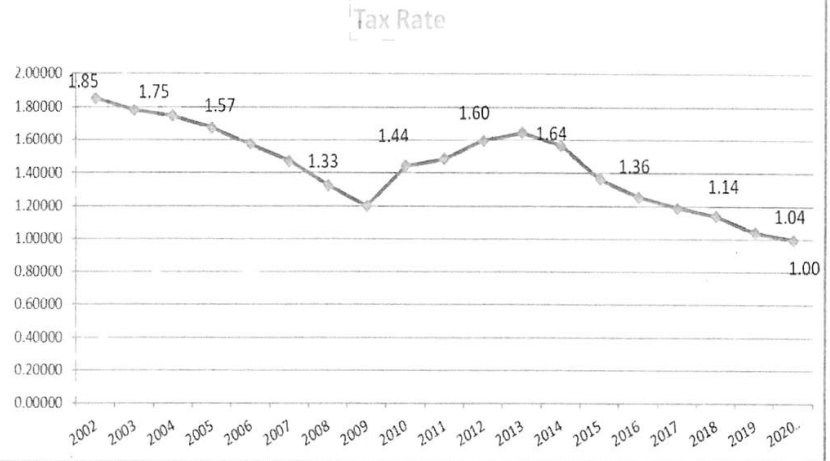
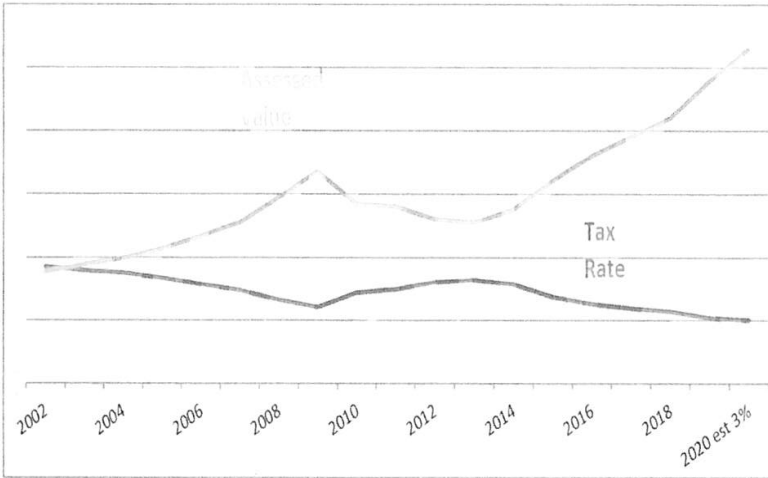
2019 Property Tax Distribution for a \$600,000 Home



Estimated total tax bill of \$6,462

Percentages of total tax bill are based on tax rates for the various jurisdictions (total \$10.77/1000)

Property Tax Rates, AV, & New Construction 2002-2020 (w/3%)



**Excess
Property
Tax Levy
for
Walkways
&
Waterways
Bonds**

- **2016 Bonds:**

- Tax payer voted bond receipts = **\$9.7M**
- **\$6,495,000** outstanding as of 12/31/2019
 - Debt Service Required for 2020 Payment=
\$529,650

- **2019 Bonds \$10M:**

- Debt Service Required for 2020 Payment =
\$590,080
- Tax rate is projected at **.21** per \$1,000 AV
 - **$\$1,119,730 / 5,315,198,593 * 1000 = .21$**

City of Kenmore, Washington

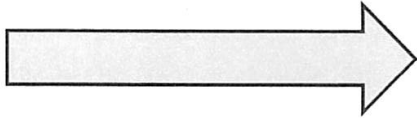
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EXHIBIT 2

This concludes the presentation portion of the
Public Hearing on the 2020 Property Tax Levies

The next
actions will be



- **November 18:**
 - Review 2019-2020 Budget Amendments
- **November 25:**
 - Public Hearing on 2019-2020 Budget Amendments
 - Adopt 2019-2020 Budget Amendments
 - Adopt 2020 Property Tax Levy Ordinance
 - Adopt 2020 Excess Property Tax Levy Ordinance

THANK YOU!

Open for Questions and Public Comment

City of Kenmore, Washington

11/20/20 10



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Public Hearing and Adoption of Ordinance No. 19-0500 Amending the 2019-2020 Biennial Budget and Approving a 1.7% Wage Increase and a Salary Plan for 2020 Proposed Council Action/Motion: Public Hearing and Adoption of Ordinance No. 19-0500 Amending the 2019-2020 Biennial Budget and Approving a 1.7% Wage Increase and a Salary Plan for 2020	For Council Meeting Agenda of: November 25, 2019 Department: Finance and Administration Prepared by: Joanne M. Gregory Initial & Date Approved by Department Head: <u> </u> 11/20/19 Approved by City Attorney: <u> </u> Approved by Finance Director: <u> </u> 11/20/19 Approved by City Manager: <u> </u> Exhibits/Attachments: Ordinance No. 19-0500 with Exhibit A: 2020 Pay Ranges Exhibit 1. Mid Biennium Budget Worksheet Exhibit 2. Powerpoint Presentation 11/18/2019
<u>INFORMATION/BACKGROUND:</u> On November 19, 2018 the City of Kenmore adopted the 2019-2020 biennial budget by Ordinance No. 18-0474. The city-wide budget includes revenue (\$110,138,175) and expenditure (\$106,088,340) estimates for both years which support the City Council priorities, departmental work programs, various municipal obligations, as well as Federal and State mandates. At this time the mid biennial review of the biennial budget as prescribed by State law is complete. Per RCW 35A.34.130, cities that budget on a biennial basis must adopt an ordinance providing for a mid-biennial review and any modifications of the biennial budget. This must occur no sooner than eight months after the start (September 1, 2019) and no later than the end of the first year of the biennium (December 31, 2019). Another requirement of the mid biennial review process is a public hearing at a City Council meeting, which shall be held on November 25, 2019. Funds affected include the General Fund, Street Fund, Transportation Capital Fund, Park Capital Fund, Park Impact Fee Fund, Sammamish River Bridge Fund, Surface Water Management Fund, and the Swamp Creek Basin Fund as described on the attached Exhibit 1.	

Also included for Council consideration is an update to the Salary Plan pay ranges. The CPI-W as of June was 1.7%. This is the index typically used by the City for wage adjustments. The pay ranges in the attached Salary Plan have been updated and increased by 1.7% which would allow for this amount of a wage adjustment for all employees on January 1, 2020. Also, the Planner salary range (not a new position), which was removed from the Salary Plan in 2016, has been included.

Several staff positions are at the top of their pay range and will not be eligible for a merit increase during 2020. The adopted budget provided for an adjustment to wages and benefits in 2020; a 3.5% average increase was budgeted for salaries and a 5% increase was budgeted for medical and dental. The good news is that there will be no 2020 increase in premiums for the City's primary medical, dental or vision plans. In fact, 2019 rate increases were about 2% less than was budgeted.

After the conclusion of the public hearing, if there are no modifications to the recommended budget adjustments or Salary Plan, Ordinance 19-0500 will be presented for adoption.

FISCAL CONSIDERATION:

See attached Mid-Biennium Budget Worksheet and November 18, 2019 Powerpoint Presentation for detail of proposed revenue and expenditure adjustments.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Per RCW 35A the budget is the legal authority to expend public funds and controls those expenditures by setting the amount of the appropriation at the fund level by ordinance.

Priority Based Budgeting Result:

Governance: Provides Assurance of Regulatory and Policy Compliance

i:\admin & finance\budget\2019-2020\ab 2019-2020 mid bi budget amend nov 25.docx

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 19-0500**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO THE 2019-2020 BUDGET; AMENDING THE 2019-2020 BUDGET, TO ADJUST REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, THE STREET FUND, THE TRANSPORTATION CAPITAL FUND, THE PARK CAPITAL FUND, THE PARK IMPACT FEE FUND, THE SAMMAMISH RIVER BRIDGE FUND, THE SURFACE WATER MANAGEMENT FUND AND THE SWAMP CREEK BASIN FUND; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council (the “Council”) of the City of Kenmore, Washington, (the “City”), is required by applicable State law to finalize its biennial budget prior to the commencement of the first fiscal year of the biennium; and

WHEREAS, the amount of revenue and expenditures can only be estimated at the time of finalization of the budget; and

WHEREAS, by Ordinance No. 18-0474, the City Council adopted the 2019-2020 Biennial Budget on November 19, 2018; and

WHEREAS, the City Council scheduled and held a Public Hearing on the mid biennial proposed amendments to the 2019-2020 Biennial Budget on November 25, 2019; and

WHEREAS, the City Council finds it in the best interest of the City to adjust revenues and expenditures in the General Fund, the Street Fund, the Transportation Capital Fund, the Park Capital Fund, the Park Impact Fee Fund, the Sammamish River Bridge Fund, the Surface Water Management Fund and the Swamp Creek Basin fund;

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

Section 1. Funds Appropriated. The 2019-2020 Biennial Budget is amended by fund to reflect the adjustments to revenues and appropriations as shown below:

FUND	2019-2020 Adopted Revenue Budget	2019 Mid Biennium Amendments	2019-2020 Amended Revenue Budget
General Fund	\$ 25,927,871	\$ 550,000	\$ 26,477,871
Kenmore Village Fund	0	0	0
Strategic Reserve Fund	25,900	0	25,900
Strategic Opportunities Fund	407,000	624,000	1,031,000
Street Fund	3,634,778	1,000,000	4,634,778
Public Art Fund	2,063	0	2,063
Transportation Benefit District	718,000	0	718,000
UTGO 2016 Bond Fund	1,752,800	0	1,752,800
Transportation Capital Fund	23,863,257	0	23,863,257
Real Estate Excise Tax Fund	2,665,916	0	2,665,916
Walkways & Waterways Bonds	10,045,000	0	10,045,000
Park Capital Fund	3,886,947	1,532,900	5,419,847
Park Impact Fee Fund	491,864	0	491,864
Transportation Impact Fee Fund	1,981,991	0	1,981,991
Sammamish River Bridge Fund	21,623,056	465,240	22,088,296
Public Works Shop Fund	6,500,000	0	6,500,000
Surface Water Management Fund	3,727,000	400,000	4,127,000
Surface Water Capital Fund	2,702,450	0	2,702,450
Swamp Creek Basin Fund	40,000	0	40,000
Equipment Replacement Fund	142,282	0	142,282
TOTAL	\$ 110,138,175	\$ 4,572,140	\$ 114,710,315

FUND	2019-2020 Adopted Expenditure Budget	2019 Mid Biennium Amendments	2019-2020 Amended Expenditure Budget
General Fund	\$ 25,927,871	\$ 2,599,000	\$ 28,526,871
Kenmore Village Fund	0	0	0
Strategic Reserve Fund	0	0	0
Strategic Opportunities Fund	0	0	0
Street Fund	3,634,778	1,000,000	4,634,778
Public Art Fund	21,000	0	21,000
Transportation Benefit District	716,000	0	716,000
UTGO 2016 Bonds	1,752,800	0	1,752,800
Transportation Capital Fund	23,880,759	0	23,880,759
Real Estate Excise Tax Fund	5,205,050	0	5,205,050
Walkways & Waterways Bonds	8,685,794	0	8,685,794
Park Capital Fund	3,909,000	312,119	4,221,119
Park Impact Fee Fund	347,000	120,000	467,000
Transportation Impact Fee Fund	1,216,663	0	1,216,663
Sammamish River Bridge Fund	21,623,056	465,240	22,088,296
Public Works Shop Fund	2,000,000	0	2,000,000
Surface Water Management Fund	4,354,469	525,240	4,879,709
Surface Water Capital Fund	2,704,100	0	2,704,100
Swamp Creek Basin Fund	0	400,000	400,000
Equipment Replacement Fund	110,000	39,000	149,000
TOTAL	\$ 106,088,340	\$ 5,460,599	\$ 111,548,939

The City Manager is hereby authorized and instructed to effectuate the necessary changes to the 2019-2020 Biennial Budget and to make any necessary and appropriate line item entries and adjustments in order to reflect the amendments of this ordinance.

Section 2. Wage Adjustment. The amended 2019-2020 Biennial Budget includes a 1.7% wage adjustment for City employees, effective January 1, 2020.

Section 3. Positions and Salary Schedules. The various positions and salary ranges for City employees for 2020 are attached to this Ordinance as Exhibit A.

Section 4. 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 5. 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 REGULAR MEETING THEREOF ON THE 25th DAY OF NOVEMBER, 2019.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

Exhibit A to Ordinance No. 19-0500

City of Kenmore
2020 Salary Ranges

Position	2020 Monthly Pay Ranges	
	Low	High
Assistant City Manager	10,307	14,224
Finance & Administration Director	9,584	13,227
Public Works Director	9,584	13,227
Community Development Director	9,455	13,049
Development Services Director	9,455	13,049
City Engineer	9,198	12,694
Public Works Operations Manager	7,874	10,866
Environmental Services Manager	7,183	9,912
Capital/Parks Project Manager	6,906	9,530
Senior Engineer	6,906	9,530
Traffic Engineer	6,906	9,530
Principal Planner	6,906	9,530
Civil Engineer	6,445	8,895
City Clerk	6,310	8,708
Planner	6,233	8,603
Building Inspector/Plans Examiner	5,881	8,117
Communications Specialist	5,635	7,778
Associate Planner	5,635	7,778
Streets & Surface Water Maintenance Supervisor	5,406	7,460
Accountant	5,359	7,396
Building Inspector/Code Compliance	5,359	7,396
Executive Assistant	5,231	7,219
ROW Inspector	5,140	7,093
Parks Lead Maintenance Worker	5,009	6,912
Surface Water Technician	4,830	6,664
Volunteer & Events Supervisor	4,745	6,548
Assistant Planner	4,745	6,548
Senior Facility Maintenance Technician	4,543	6,269
Permit & Administrative Specialist	4,300	5,934
Public Records Officer/Administrative Assistant	4,300	5,934
Payroll & Accounting Specialist	4,300	5,934
Maintenance Worker	4,266	5,886
Administrative Assistant	4,065	5,610
Facility Maintenance Technician	3,823	5,276
Receptionist	3,573	4,930
Half Time Recreation Coordinator	2,223	3,067
Seasonal Maintenance Worker	16.28	20.61
Intern or Temp Office Aide	16.28	23.88
Mayor*	974.19	974.19
Councilmembers*	865.95	865.95

*Per Salary Commission, increase is 2% annually from 2017-2021

Other Positions increased by 1.7%

11/20/2019 3:01 PM

EXHIBIT 1

2019-2020 Schedule of Mid Biennium Recommended Budget Adjustments		Total 2019-2020 Adopted Budget	Recommended Budget Amendments	Recommended 2019-2020 Amended Budget
Fund: 001 - General Fund				
Revenue			increase (decrease)	
001.30889	General Fund Beginning Balance Reserve To recognize better than budgeted 2018 year end fund balance and 2019 beginning fund balance	3,810,062	1,124,443	4,934,505
001.000.31311000	Local Sales & Use Tax Sales taxes exceeding budget	4,450,000	550,000	5,000,000
Expenditures			increase (decrease)	
001.013.51310.4300	General Consulting Services Contractual costs for financial sustainability project (Management Partners, Torie Brazitis, EMC for survey)	280,000	140,000	420,000
001.019.59700.9004	Transfer to Street Fund General Fund excess reserves for slurry and crack sealing	0	1,000,000	1,000,000
001.019.59700.9003	Transfer to Strategic Opportunity Beginning Fund Balance of \$4,934,505 less \$1M slurry seal, less \$624K Strategic Opp, less \$810K PW Shop = \$2.5M General Fund	0	624,000	624,000
001.059.59458.6004	Vehicles Acquisition of vehicle for Development Services	0	25,000	25,000
001.076.57680.6026	Public Works Shop Establish 2019 budget for public works shop start up costs; budget was reviewed and approved by City Council in 2018. Only \$43K spent in 2018; unspent budget carried forward to 2019	0	810,000	810,000
Fund: 001 - General Fund		NET REVENUES/(EXPENDITURES)	(924,557)	
		BUDGETED ENDING FUND BALANCE BEFORE AMENDM	3,810,062	
		2020 PROJECTED FUND BALANCE AFTER AMENDMEN	2,885,505	

Fund: 101 - Street Fund				
Revenue			increase (decrease)	
101.000.39700001	Transfer from General Fund General Fund excess reserves for slurry and crack sealing	1,602,483	1,000,000	2,602,483
Expenditures				
101.000.54230.4712	Services - Road Preservation General Fund excess reserves for slurry and crack sealing	427,515	1,000,000	1,427,515
Fund: 101 - Street Fund		NET REVENUES/(EXPENDITURES)	0	
		BUDGETED ENDING FUND BALANCE BEFORE AMENDM	975,015	
		2020 PROJECTED FUND BALANCE AFTER AMENDMEN	975,015	

11/20/2019&[Path]Mid biennium budget worksheetBA

2019-2020 Schedule of Mid Biennium Recommended Budget Adjustments			Total 2019-2020 Adopted Budget	Recommended Budget Amendments	Recommended 2019-2020 Amended Budget
Fund: 303 - Park Capital Fund					
Revenue				increase (decrease)	
303.000.33404202	State Allocation - Twin Springs Park Recognize award of funds from the State	0		151,900	151,900
new account	King Co. Youth Activities Grant	0		611,000	611,000
	Award for project P30 Rhody Park Public Boathouse				
new account	Northshore School District Contribution In support of project P30 Rhody Park Public Boathouse	0		250,000	250,000
303.000.39700304	Transfer from Park Impact Fees	347,000		120,000	467,000
	Additional funds for St Edward Ballfield EIS to replace RCO funds (\$100K) and increase budgetary needs by \$20K				
303.000.39700403	Transfer from Swamp Creek Basin Fund Allocate to Squire's Land Conversion Acquisition	0		400,000	400,000
Expenditures				increase (decrease)	
303.000.59476.6111	P1 Twin Springs Interim Use	100,000		151,900	251,900
	Additional allocation of funds allocated by the State				
303.000.59475.6109	P29 St. Edward Ballfields EIS Reduced due to RCO funding withdrawal	300,000		(80,000)	220,000
303.000.59476.6119	P31 Squire's Land Conversion Acquisition Expected costs lower than budgeted	1,700,000		(450,000)	1,250,000
303.000.59476.6115	P30 Rhody Park Public Boathouse Project expansion per CIP adopted 9/9/19	477,000		690,219	1,167,219
Fund: 303 - Park Capital Fund				NET REVENUES/(EXPENDITURES)	1,220,781
				BUDGETED ENDING FUND BALANCE BEFORE AMENDMENTS	1,313,806
				2020 PROJECTED FUND BALANCE AFTER AMENDMENTS	2,534,587
Fund: 304 - Park Impact Fee Fund					
Expenditures				increase (decrease)	
304.000.59700.0303	Transfer to Park Capital Fund	347,000		120,000	467,000
	Additional funds for St Edward Ballfield EIS to replace RCO funds (\$100K) and increase budgetary needs by \$20K				
Fund: 304 - Park Impact Fee Fund				NET (EXPENDITURES)	(120,000)
				BUDGETED ENDING FUND BALANCE BEFORE AMENDMENTS	735,378
				2020 PROJECTED FUND BALANCE AFTER AMENDMENTS	615,378

2019-2020 Schedule of Mid Biennium Recommended Budget Adjustments		Total 2019-2020 Adopted Budget	Recommended Budget Amendments	Recommended 2019-2020 Amended Budget
Fund: 306 - Sammamish River Bridge Replacement				
Revenue			increase (decrease)	
306.000.39700401	Transfer from SWM Fund	0	465,240	465,240
	Allocate SWM Funds to Bridge Project for surface water components			
Expenditures				
306.000.59550.6711	W Sammamish River Bridge Replacement	21,623,056	465,240	22,088,296
	Recognize SWM Funds allocated to bridge project for surface water components			
Fund: 306 - Sammamish River Bridge				
NET REVENUES/(EXPENDITURES)			0	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			21,628	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			21,628	
Fund: 401 - Surface Water Management Fund				
Revenue			increase (decrease)	
401.000.34310000	Storm Drainage Fees	3,670,000	400,000	4,070,000
	Recognize increase in fee revenue resulting from new rates established for 2019			
Expenditures				
401.000.59700.0306	Transfer to W Samm River Bridge Replacement	0	465,240	465,240
	Transfer SWM Funds allocated to bridge project for surface water components			
401.000.59431.6004	Vehicles	0	60,000	60,000
	2 additional vehicles needed for SWM technician and seasonal interns; such as small trucks or utility transit vans			
Fund: 401 - Surface Water Management Fund				
NET REVENUES/(EXPENDITURES)			(125,240)	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			327,070	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			201,830	
Fund: 403 - Swamp Creek Basin Fund				
Expenditures			increase (decrease)	
403.000.59700.0302	Transfer to Park Capital Fund.	0	400,000	400,000
	Allocate to Squire's Land Conversion Acquisition			
Fund: 403 - Swamp Creek Basin Fund				
NET REVENUES/(EXPENDITURES)			(400,000)	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			1,483,899	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			1,083,899	
Fund: 501 - Equipment Replacement Fund				
Expenditures			increase (decrease)	
501.000.59418.6014	Vehicle Replacements	0	39,000	39,000
	one pool vehicle such as electric Chevy Bolt to replace the Taurus which will be surplus			
Fund: 501 - Equipment Replacement Fund				
NET REVENUES/(EXPENDITURES)			(39,000)	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			598,518	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			559,518	
Fund: 046 - Strategic Opportunity Fund				
Revenues			increase (decrease)	
046.000.39700001	Transfer from General Fund	0	624,000	624,000
	Beginning Fund Balance of \$4,934,505 less \$1M slurry seal, less \$810K PW Shop, less \$2.5M General Fund reserve = \$624,000 available to Strategic Opportunity Fund			
Fund: 046 - Strategic Opportunity Fund				
NET REVENUES/(EXPENDITURES)			624,000	
BUDGETED ENDING FUND BALANCE BEFORE AMENDMENT			2,576,363	
2020 PROJECTED FUND BALANCE AFTER AMENDMENT			3,200,363	

City of Kenmore Public Hearing 2020 Property and Excess Tax Levies

City Council Meeting November 12, 2019

Other Key Dates...

Nov 18, 2019

- Review 2019-2020 Budget Amendments

Nov 25, 2019

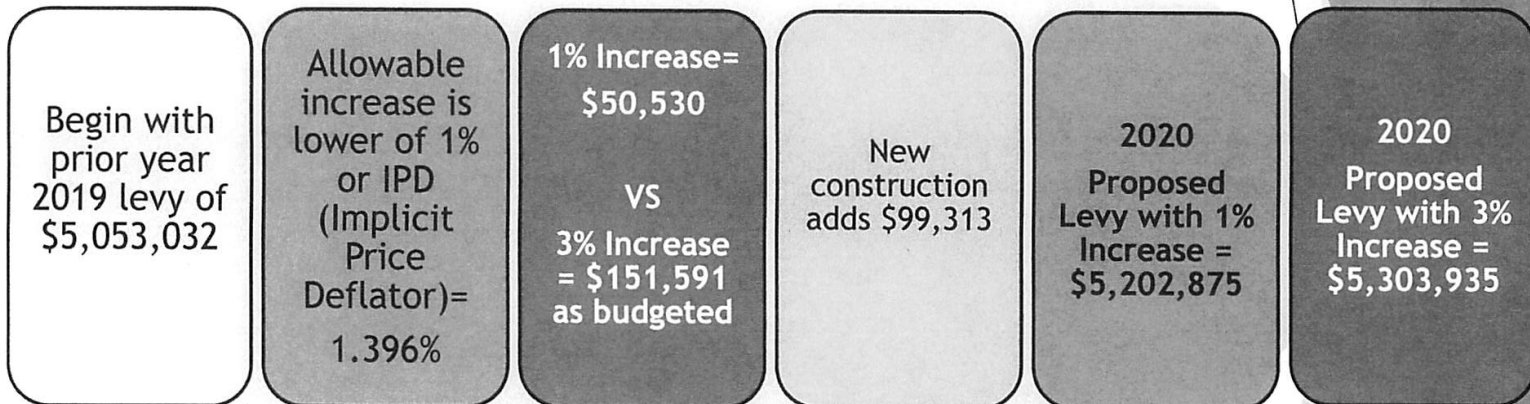
- Public Hearing on 2019-2020 Budget Amendments
- Adopt 2019-2020 Budget Amendments
- Adopt 2020 Property Tax Levy Ordinance
- Adopt 2020 Excess Property Tax Levy Ordinance

City of Kenmore, Washington

11/20/20
19

2

Annually the City Council must set the Regular Tax Levy



Property
taxes
and
assessed
valuation

Levy with 3% Increase (As budgeted)

- **Proposed 2020 tax levy = \$5,303,935**
- **4.96% (\$250,904) increase over 2019 levy**
 - \$151,591 from 3% increase
 - \$99,313 from new construction
- **Total 2020 prelim Assessed Valuation (AV):**
 - \$5,315,198,593 including new construction
 - **9.5% increase in AV from 2019**
- **Tax rate projected at 1.00 per \$1,000 AV**
 - $5,303,935 / 5,315,198,593 * 1000 = 1.00$
 - (doesn't include voted bond levy)
 - decrease from 1.04 in 2019 (down 4 cents)

Property
taxes
and
assessed
valuation

Levy with 1% Increase

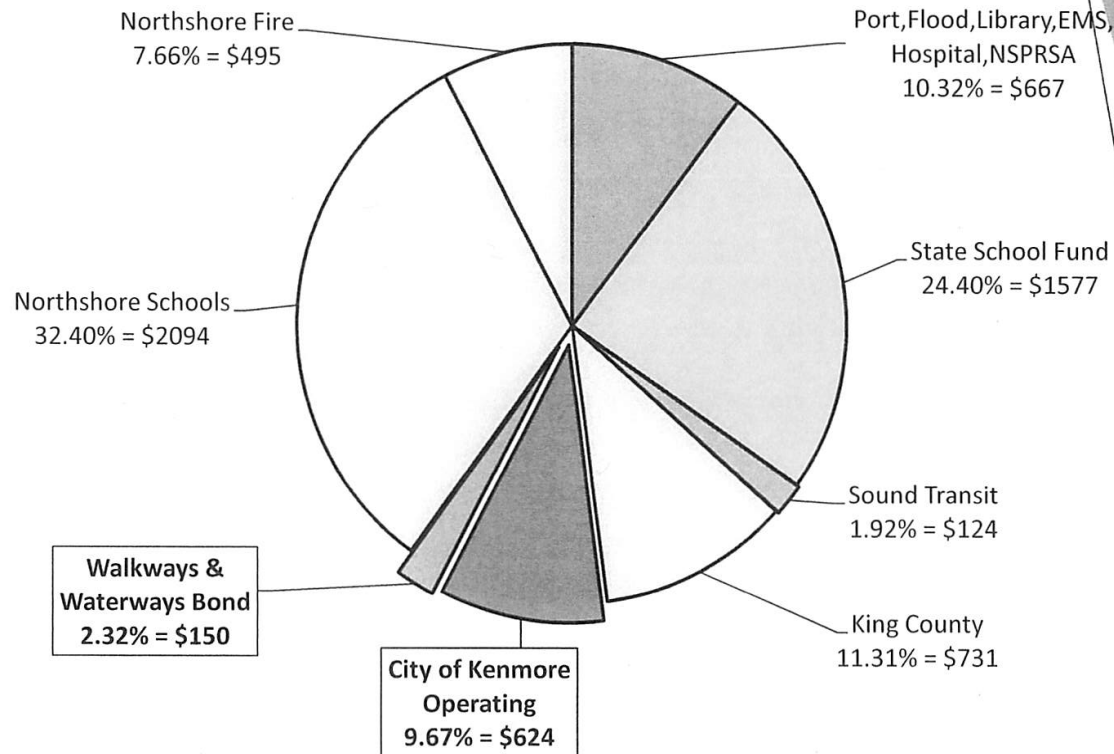
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 - \$50,530 from 1% increase
 - \$99,313 from new construction:
- Total 2020 prelim **Assessed Valuation (AV)**:
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 - 9.5% increase in AV from 2019
- Tax rate projected at **.98 per \$1,000 AV**
 - $5,202,875 / 5,315,198,593 * 1000 = .98$
 - (doesn't include voted bond levy)
 - decrease from 1.04 in 2019 (down 6 cents)

Tax Effect on Homeowner (City of Kenmore Taxes Only)

- Assume 2019 home at \$600,000
 - Taxed at 2019 rate of 1.04 = \$624
- Assume 2020 NO CHANGE in value of home at \$600,000
 - Taxed at 2020 rate of .98 (1% levy) = \$588 (\$36 Less than 2019)
 - Taxed at 2020 rate of 1.00 (3% levy) = \$600 (\$24 Less)
- Assume 9.5% increase in value of home to \$657,000
 - Taxed at 2020 rate of .98 (1% levy) = \$644 (\$20 More than 2019)
 - Taxed at 2020 rate of 1.00 (3% levy) = \$657 (\$33 More)



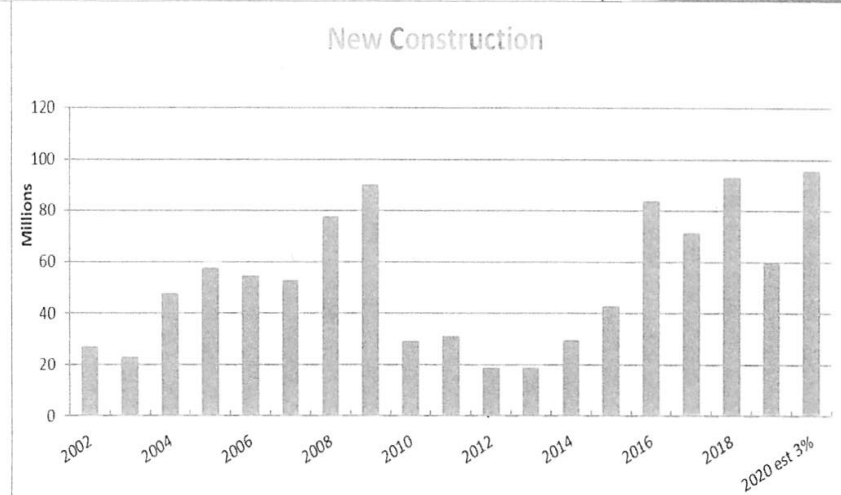
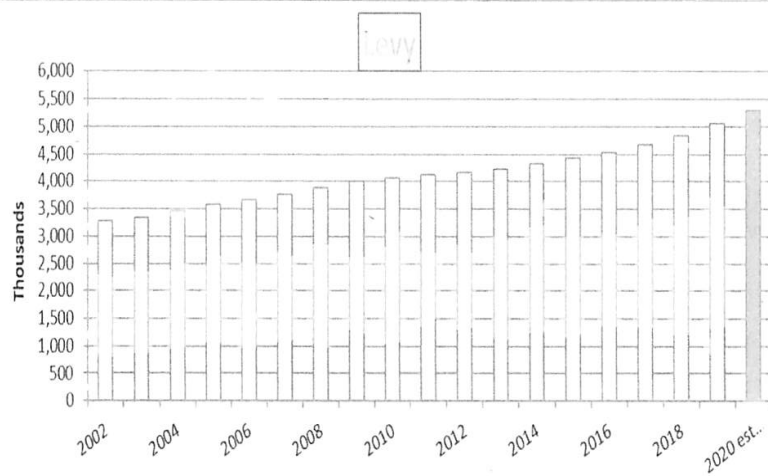
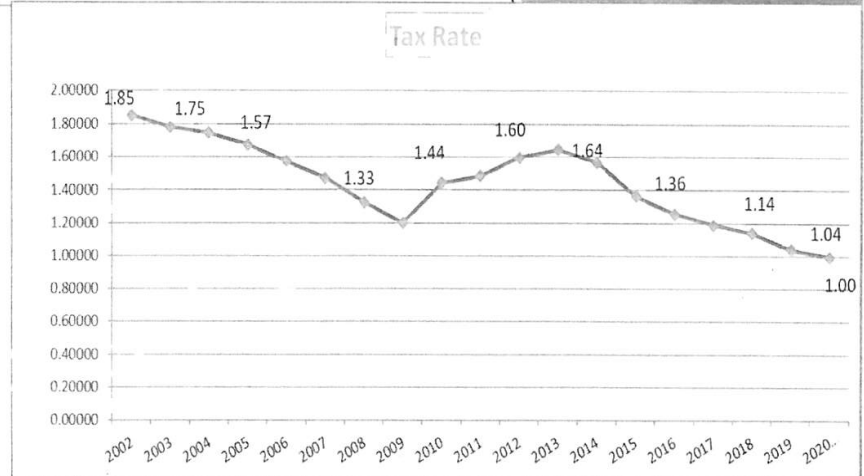
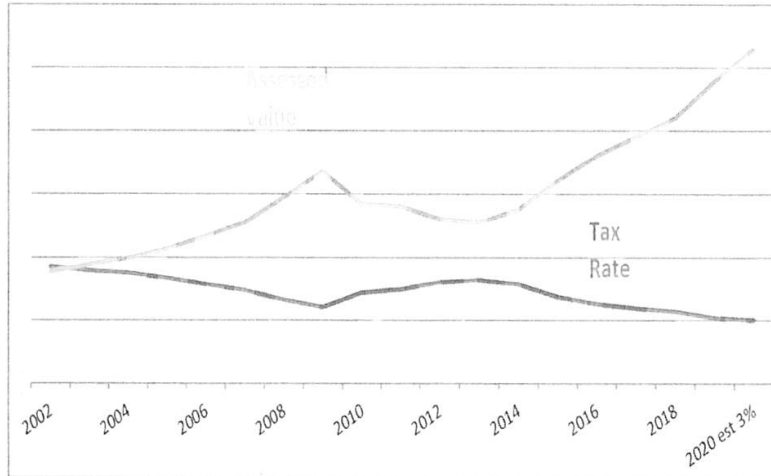
2019 Property Tax Distribution for a \$600,000 Home



Estimated total tax bill of \$6,462

Percentages of total tax bill are based on tax rates for the various jurisdictions (total \$10.77/1000)

Property Tax Rates, AV, & New Construction 2002-2020 (w/3%)



**Excess
Property
Tax Levy
for
Walkways
&
Waterways
Bonds**

- **2016 Bonds:**

- Tax payer voted bond receipts = **\$9.7M**
- **\$6,495,000** outstanding as of 12/31/2019
 - Debt Service Required for 2020 Payment=
\$529,650

- **2019 Bonds \$10M:**

- Debt Service Required for 2020 Payment =
\$590,080
- Tax rate is projected at **.21** per \$1,000 AV
 - **\$1,119,730/5,315,198,593*1000=.21**

City of Kenmore, Washington

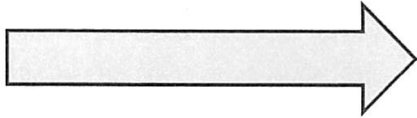
11/20/20
19

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EXHIBIT 2

This concludes the presentation portion of the
Public Hearing on the 2020 Property Tax Levies

The next
actions will be



- **November 18:**
 - Review 2019-2020 Budget Amendments
- **November 25:**
 - Public Hearing on 2019-2020 Budget Amendments
 - Adopt 2019-2020 Budget Amendments
 - Adopt 2020 Property Tax Levy Ordinance
 - Adopt 2020 Excess Property Tax Levy Ordinance

THANK YOU!

Open for Questions and Public Comment

City of Kenmore, Washington

11/20/20 10



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Adopt Ordinance No. 19-0501 of the City of Kenmore, Washington, Relating to the 2020 Regular Property Tax Levy Proposed Council Action/Motion: Adopt Ordinance No. 19-0501 of the City of Kenmore, Washington, Relating to the 2020 Regular Property Tax Levy; Providing for Severability and Establishing an Effective Date	For Council Meeting Agenda of: November 25, 2019 Department: Finance and Administration Prepared by: Joanne Gregory, Director of Finance and Administration <u>Initial & Date</u> Approved by Department Head: <u>[Signature] 11-15-19</u> Approved by City Attorney: <u>[Signature] 11-15-19</u> Approved by Finance Director: <u>[Signature] 11-15-19</u> Approved by City Manager: <u>[Signature] 15 Nov 2019</u> Exhibits/Attachments: Ordinance No. 19-0501 Presentation from November 12, 2019 Public Hearing
<u>INFORMATION/BACKGROUND:</u> The mid biennium review of the adopted 2019-2020 biennial budget is complete as required by State law and November 30 is the due date for property tax levies to be set by ordinance and filed with King County. The City Council has reviewed the proposed mid biennium adjustments and a public hearing was held November 25, 2019. A public hearing was held November 12, 2019 to receive public comment on the proposed 2020 tax levies. Adoption of the 2020 regular tax levy is scheduled for November 25, 2019 along with adoption of the 2020 excess tax levy and the proposed amendments to the 2019-2020 Biennial Budget. The regular property tax levy ordinance includes a levy request of \$5,307,000 which includes an increase of 3% over 2019, estimated new construction of \$99,387, and relevys of \$2,487. Since this is preliminary information from King County, the requested levy amount is rounded up to make sure it is not lower than the final determinations.	
<u>FISCAL CONSIDERATION:</u> The 2019 property tax levy was \$5,053,032. For 2020 the City is allowed by statute to increase its levy by the <u>lesser</u> of one (1) percent or the percentage increase in the July IPD (Implicit Price Deflator). The IPD this year is 1.396%, resulting in 1% as the limiting factor, however by using "banked" tax capacity, a	

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City can levy more than 1%. Banked capacity is accrued from the years when the City Council did not take even the allowable 1% increase.

The 2019-2020 Budget, as adopted, includes a 3% levy increase in both years using a portion of the banked capacity. The banked capacity used in 2019 resulted in a remaining balance of \$498,000. A 3% increase in 2020 will provide \$151,591 to the City (exclusive of new construction).

In summary and based on the preliminary assessment data from the King County Assessor, the proposed property tax levy for 2020 will include an increase for new construction taxes of \$99,387 and a relevy amount of \$2,487. With a 9.5% increase in assessed valuation (AV) across the City, to just over \$5.3 billion, the tax rate is expected to be as low as \$1.00 per 1,000 of AV with a 3% levy increase. This is less than the 2019 tax rate of \$1.04 per 1,000.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

November 30, 2019 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. 19-0501**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
RELATING TO THE 2020 REGULAR PROPERTY TAX LEVY;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Kenmore, Washington, has met and considered its biennial budget for calendar years 2019-2020; and

WHEREAS, the City Council held a Public Hearing on November 12, 2019 to consider the City's general fund revenue sources and proposed budget pursuant to RCW 84.55.120; and

WHEREAS, after a Public Hearing, and after duly considering all relevant evidence and testimony presented, the City Council determined that the City of Kenmore requires an estimated regular tax levy in the amount of \$5,307,000 which includes a 3.0% increase from the previous year and amounts resulting from the addition of new construction and improvements to property and any increase 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, DO ORDAIN AS FOLLOWS:

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2020 levy in the amount of \$151,591 which is a 3.0 percent (3.0%) increase from the previous year. 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 refunds made.

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 publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 25th DAY OF NOVEMBER 2019.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Dawn Reitan

City of Kenmore Public Hearing 2020 Property and Excess Tax Levies

City Council Meeting November 12, 2019

Other Key Dates...

Nov 18, 2019

- Review 2019-2020 Budget Amendments

Nov 25, 2019

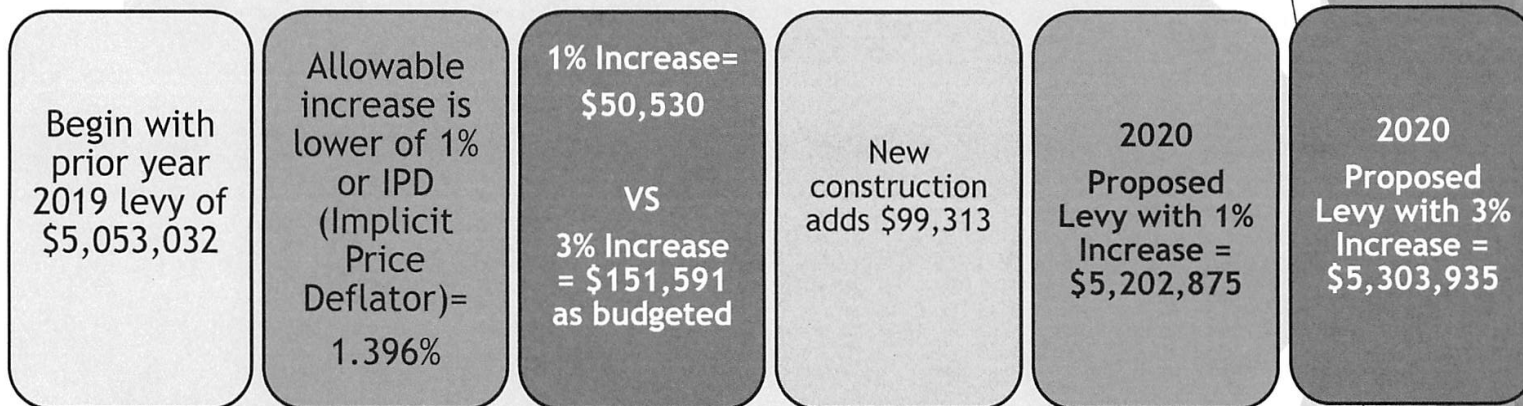
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City of Kenmore, Washington

11/14/20
19

2

Annually the City Council must set the Regular Tax Levy



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Levy with 3% Increase (As budgeted)

- **Proposed 2020 tax levy = \$5,303,935**
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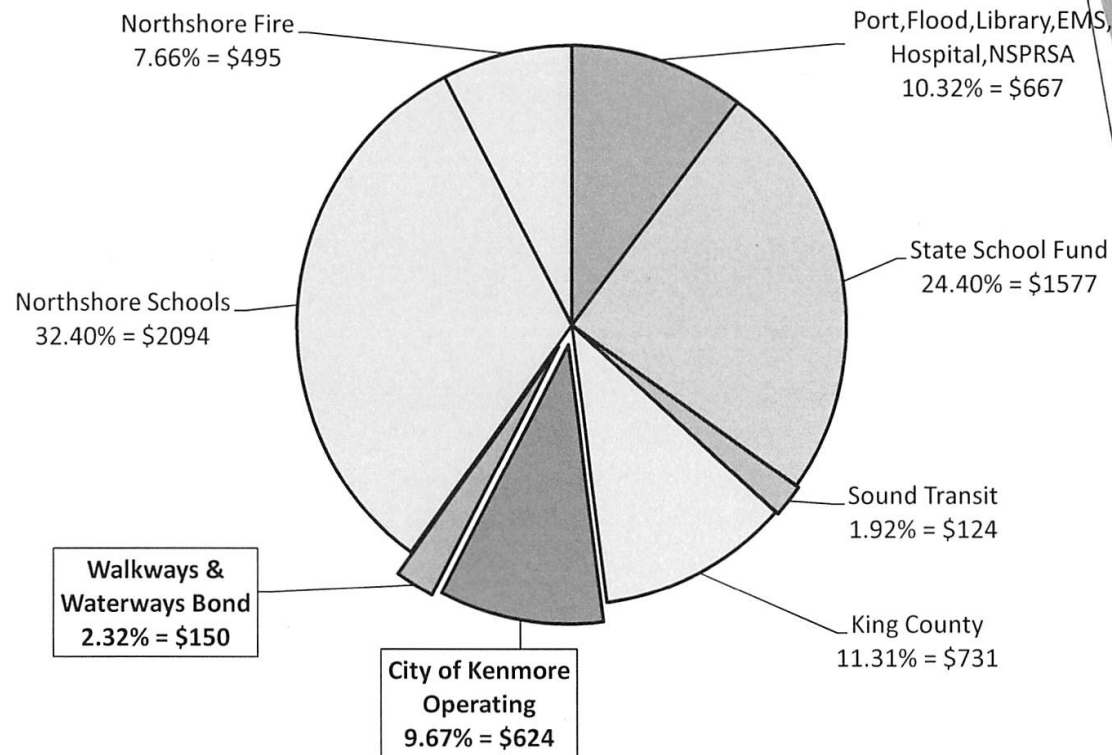
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- Assume 2019 home at \$600,000
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- Assume 2020 NO CHANGE in value of home at \$600,000
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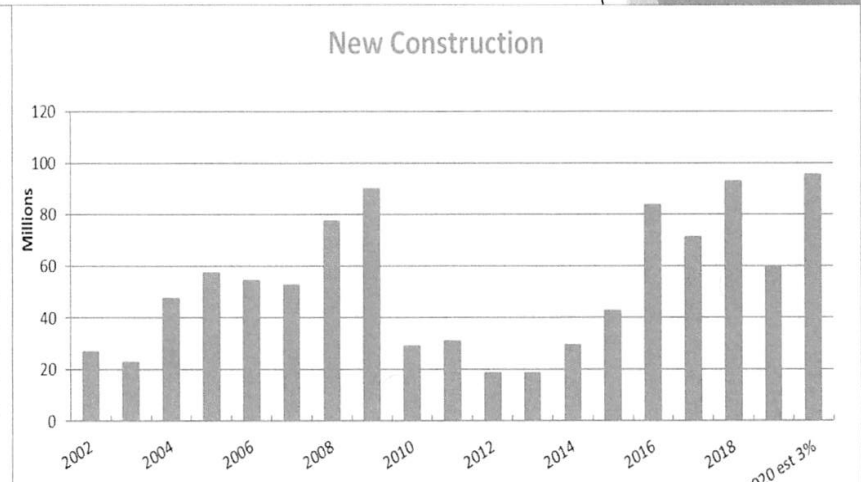
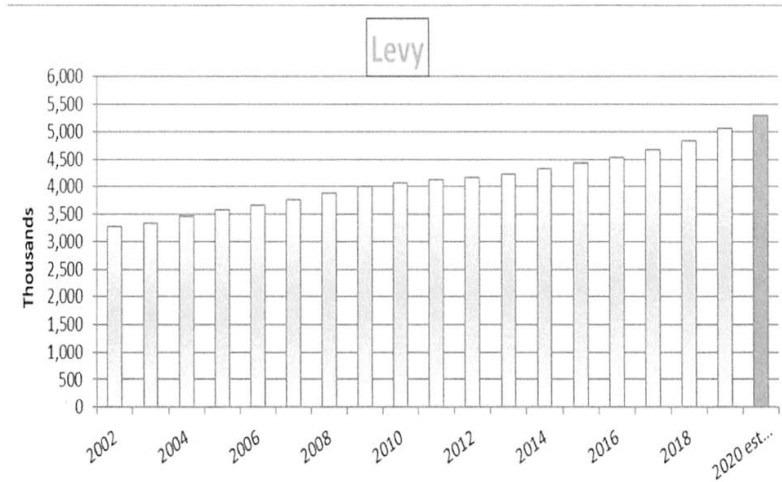
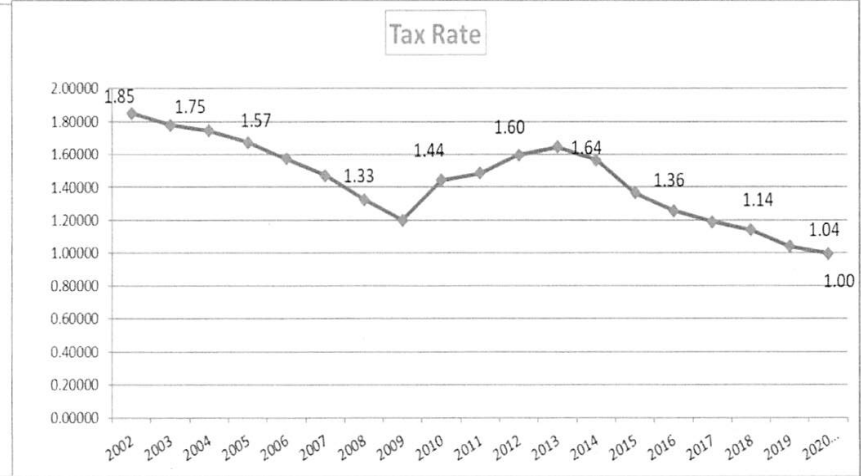
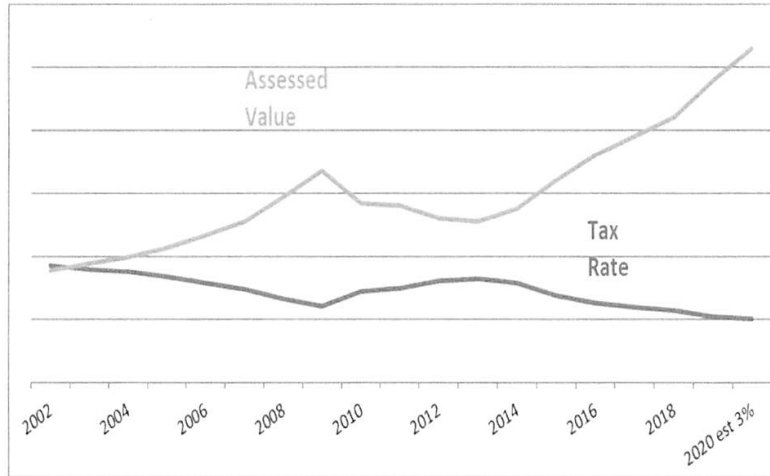
2019 Property Tax Distribution for a \$600,000 Home



Estimated total tax bill of \$6,462

Percentages of total tax bill are based on tax rates for the various jurisdictions (total \$10.77/1000)

Property Tax Rates, AV, & New Construction 2002-2020 (w/3%)



**Excess
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Tax Levy
for
Walkways
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Waterways
Bonds**

- **2016 Bonds:**

- Tax payer voted bond receipts = **\$9.7M**
- **\$6,495,000** outstanding as of 12/31/2019
 - Debt Service Required for 2020 Payment=
\$529,650

- **2019 Bonds \$10M:**

- Debt Service Required for 2020 Payment =
\$590,080
- Tax rate is projected at **.21** per \$1,000 AV
 - **\$1,119,730/5,315,198*1000=.21**

This concludes the presentation portion of the
Public Hearing on the 2020 Property Tax Levies

The next
actions will be



- **November 18:**
 - Review 2019-2020 Budget Amendments
- **November 25:**
 - Public Hearing on 2019-2020 Budget Amendments
 - Adopt 2019-2020 Budget Amendments
 - Adopt 2020 Property Tax Levy Ordinance
 - Adopt 2020 Excess Property Tax Levy Ordinance

THANK YOU!

Open for Questions and Public Comment



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Adopt Ordinance No. 19-0502 Setting Excess Property Tax Levy for 2020 Proposed Council Action/Motion: Adopt Ordinance No. 19-0502 Setting Excess Property Tax Levy for 2020	For Council Meeting Agenda of: November 25, 2019 Department: Finance and Administration Prepared by: Joanne Gregory <u>Initial & Date</u> Approved by Department Head: <u>Jmg 11-15-19</u> Approved by City Attorney: _____ Approved by Finance Director: <u>Jmg 11-15-19</u> Approved by City Manager: <u>NKG for RIC 15 Nov 2019</u> Exhibits/Attachments: Ordinance No. 19-0502
<u>INFORMATION/BACKGROUND:</u> A presentation and public hearing was held November 12, 2019 regarding the proposed excess tax levy for 2020 and a public hearing was held November 25, 2019 on mid biennium amendments to the 2019-2020 adopted budget.	
<u>FISCAL CONSIDERATION:</u> A 2019 excess property tax levy is necessary for repayment of the voted Walkways and Waterways bonds. In 2019 the City levied \$1,220,000 (.25/1.000 Assessed Valuation) to cover the debt service payments of \$1,223,150. For 2020 the levy recommendation is \$529,000 which would result in a tax rate of approximately \$.10 per \$1,000 AV to fund the debt service principal and interest payments of \$529,650. The issuance of additional bonds may not occur in 2019 therefore no levy is requested for 2020. Ordinance No. 19-0502 to approve the excess tax levy for 2020, in the amount of \$529,000 to satisfy debt service on the 2016 Unlimited Tax General Obligation Bonds is recommended for adoption by the City Council.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> November 30, 2019 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. 19-0502**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
LEVYING AN EXCESS PROPERTY TAX LEVY FOR THE
PURPOSE OF PAYING DEBT SERVICE ON THE CITY'S 2016
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 funds to construct, develop, equip, upgrade, acquire, and improve arterial walkways and waterfront access in the City, including the acquisition of property, as identified in Exhibit A attached to Ordinance No. 16-0422 (the "Election Ordinance") passed by the City Council on June 13, 2016 (the "Project"); and

WHEREAS, the number and proportion of the 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, has authorized the issuance and sale of \$9,220,000 principal amount of Unlimited Tax General Obligation Bonds, 2016 (the "Bonds"), and has determined that to provide the money necessary to pay the debt service requirement on the Bonds in the year 2020 an excess property tax levy in the amount of \$529,000 for the Bonds must be levied for collection in 2020;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN 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 2020 in the amount of \$529,000 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 publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 25th DAY OF NOVEMBER, 2019.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Dawn Reitan

11. Page 16, Miscellaneous – Revised city sponsored event vendor fees for food and craft vendors, no change to non-profit booth or vendor; 12. Page 16, Miscellaneous – Added City Hall Facilities rental fees per Resolution 11-189; 13. Page 16, Miscellaneous – Added Hangar deposit costs per Hangar Building Facility Use Policy which was approved by City Council on June 10, 2019; 14. Page 17, Surface Water Management Service Charge – Updated fees per Resolution 18-315, Surface Water Annual Service Charges, attached Exhibit D; 15. Page 17, Stormwater Capital Facilities – Added new section for single family residential development and all other development per Ordinance 19-0480, effective March 5, 2019, see attached Exhibit E.
<u>FISCAL CONSIDERATION:</u> The proposed annual review and adjustments to the City's fee schedule are needed to ensure the City is recovering costs necessary with performing associated services.
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Continue to implement the Economic Development Strategy.

CITY OF KENMORE
WASHINGTON

RESOLUTION NO. 19-332

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, REVISING THE CITY FEE SCHEDULE;
ADOPTING THE 2020 FEE SCHEDULE; REPEALING
RESOLUTION NO. 18-314; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, for the convenience of Kenmore residents and other city customers, the City Council has adopted all City fees by resolution pursuant to Ordinance No. 02-0139; and

WHEREAS, the City reviews all fees annually and makes adjustments to them as necessary and appropriate; and

WHEREAS, the City Council desires to adopt a revised fee schedule as set forth in this resolution;

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

Section 1. Adoption. The City Council adopts the "City of Kenmore, Washington 2020 Fee Schedule", as set forth in "Exhibit A", attached hereto and incorporated by reference.

Section 2. Effective date. The fees adopted by this resolution shall be effective on January 1, 2020.

Section 3. Repealer. Resolution No. 18-314 is hereby repealed, effective January 1, 2020.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 25th DAY OF NOVEMBER 2019.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

Exhibit A

City of Kenmore, Washington

2020 Fee Schedule



Resolution No. 19-332

Effective Date: January 1, 2020

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Note: A plus sign (+) in the margin of the fee schedule indicates a change from the previous schedule

1. Business Registration and Licenses

Business Registration	2020 Fee
General Business - New Application for a new business	\$10
General Business - Renewal	\$10
Home Occupation - New Application for a new business	\$10
Home Occupation - Renewal	\$10
The business registration program is managed through Washington State Department of Revenue (DOR). The City registration fee is in addition to the DOR administration fee, which is currently \$19 for new applications and \$11 for renewals.	
Regulatory Business Licenses	
Adult Entertainment	
Device	\$50 each
Operator	\$500 per year

City of Kenmore, WA - 2020 Fee Schedule
2 of 17

Premises	\$200 per year
Panoram Manager License	\$50 per year
Adult Cabaret	
Operator	\$500 per year
Cabaret Manager License	\$50 per year
Cabaret Entertainer License	\$50 per year
Adult Retail Business License	\$500 per year
Heavy Manufacturing Business	\$200 per year
Live Entertainment: music (other than mechanical); boxing or wrestling; pool halls; and bowling alleys	\$200 per year \$100 per six months \$50 per day
Junk Shop License	\$300 per year
Junk Wagon License	\$40 per year
Marijuana Business License	\$500 per year
Massage Business and Public Bathhouse	\$150 per year
Massage Practitioner	\$50 per year
Theaters	\$100 each screen per year
Pawnbroker	\$500 per year
Peddler/Solicitor	No fee
Secondhand dealer	\$40 per year
Renewal of License, registration or permit late penalty	10% of required fee
Transferability of license of permit	\$25

2. Code Enforcement

Code Enforcement	2020 Fee
Inspection/Posting	\$50
Re-inspection	\$50
Abatement	Actual City Costs
Abatement Hearing	\$360
Hearing Officer	\$215 per hour
Notice of Violation Appeal Hearing	\$125
Removal of Declaration	\$20
Violation of a Stop Work Order	\$500

Housing Code Enforcement	2020 Fee
Inspection/Posting	\$255 per hour
Re-Inspection plus Notice and Order	\$510
Hourly Rate	\$255
+ Appeal Fee	\$128 each
Closing Fee	\$255
Contract Abatement Fee	15% of the contract
Late Fee	25% of the amount due
Hearing Officer	\$215 per hour

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The Following Fees Apply to all Enforcement Actions:	
Inspection Warrant	\$350 each
Attorney Fees	As established by the City Attorney contract for legal services
Paralegal Services	\$60 per hour
Notary Services	\$10
Abatement	Actual City Costs
+ Code Enforcement Administrative Fee	15%

3. Comprehensive Plan and Development Regulation Amendments

Type	2020 Fee
Prescreening/threshold review fee	\$200
Annual amendment cycle fee (applicants whose amendment proposals are approved for consideration by the City Council)	\$400

4. Development Services

General Fees	2020 Fee
Development Review Technology Fee. Applies to all fees listed in Section 4. Except items marked with an asterisk "*" are exempt from the technology fee	5%
Hourly Rate	\$112
Additional excessive reviews and inspection fees. Applies to all development permits; additional plan review or inspections required by changes, additions or revisions to the plans or excess reviews of re-submittals will be billed at an hourly rate. Hourly fees throughout this section may be billed in 1/2 hour intervals.	Hourly
Where the original permit cost was less than or equal to the cost of an extension, the renewal fee shall be 25% of the original permit cost. Applies to all development	25%

Development Agreement	2020 Fee
Threshold review with City Council	\$200
Development Agreement requested by the applicant (proposal is approved for consideration by the City Council)	\$5,000 + City Attorney fees
Development Agreement requested by the City	No fee

Pre-application	2020 Fee
Pre-application review fee	No fee

Zoning and Land-use	2020 Fee
Site plan application fee (Land-use permit associated to KMC 18.105)	
Up to \$100,000 project value	\$869
\$100,001 - \$1,000,000 project value	\$2,770
> \$1,000,000 project value	\$2,770 + \$950 for each \$1M or portion thereof
Construction permit site plan review	\$108
Landscape and tree management plan review	
Initial plan review based on site area	
0 – 1 site acre	\$484

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> 1 – 2 site acres	\$877
> 2 site acres	\$877 + \$170 for each acre or portion over 2 thereof
Each plan revision review	\$339
Request for modification requiring public notice	\$126
Landscape and tree management inspections	
Landscape installation inspection	\$247
Landscape maintenance bond release inspection	\$196
Request for site specific rezone	\$2,567
Conditional use permits (CUP) and special use permits (SUP)	
Administrative CUP	\$1,883
SUP with public hearing	\$2,421
Daycare with 24 children or less	\$1,388
Request for time extension	\$87
Variances (including variances from KMC 18.55)	
Application review	\$1,377
Request for time extension	\$87
Boundary line adjustment	\$619
Communications facility application fee	\$1,476
Conditional Use permit (CUP)	\$4,080
Minor Adjustment	\$2,663
Major Adjustment	\$9,267
Accessory dwelling unit	\$433
Change of use (zoning only)	\$1,038
Land use inspections	Hourly
Reasonable use exception	\$1,343
Legal lot status request	\$399
Public agency and utility exception	\$1,343
Zoning letter inquiry/request	\$180
Design review	Hourly
Temporary Use Permit	\$721
Public notice mailing fee	Actual cost of supplies and postage, or a minimum of \$200, whichever is greater

Subdivision - Preliminary Application Review	2020 Fee
Preliminary short subdivisions (9 lots or less)	
Base fee	\$460
Plus per lot	\$933
Revision to approved preliminary	Hourly
Short subdivision alteration	Hourly
Request for time extension	\$87
Preliminary subdivisions (10 lots or more)	
Base fee	\$1,381
Plus per lot	\$1,130

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Major revision requiring new public hearing	\$2,558
Minor revisions submitted after preliminary approval (not necessitating additional hearings)	\$765
Request for time extension	\$87
Subdivision alterations or subdivision vacations	
With public hearing	\$3,218
Without public hearing	\$1,562
Binding site plan	
Building permit, as-built or site plan review-based plan	\$2,463
Conceptual plan	\$2,377
Revision to a preliminary approved plan	\$1,108
Revision to a final binding site plan	\$1,231

Shoreline Management Permit	2020 Fee
Substantial development permit	
Total cost of proposed development:	
Up to and equal to \$100,000	\$1,783
Over \$100,000	Hourly
Single-family joint use dock	\$1,779
Shoreline conditional use permit	\$2,269
Shoreline variance	
Up to and equal to \$100,000 project value	\$2,269
>\$100,000 project value	Hourly
Shoreline re-designation	\$15,379
Shoreline review of other permits or approvals for conditions	\$339
Shoreline exemption	\$860
Supplemental fees	
Request for a time extension	\$87
Shoreline permit revision	Hourly
Surcharge when public hearing required	\$710
Permit compliance inspections	Hourly

Special Reviews	2020 Fee
State Environmental Policy Act (SEPA) review	
Environmental checklist (Projects)	
Base fee	\$1,572
After six hours	Hourly
All fixed and contract costs	Actual Cost
Environmental checklist (Non-Projects)	Hourly
Draft Environmental Impact Statement (DEIS), Final Environmental Impact Statement (FEIS), Supplemental Environmental Impact Statement (SEIS) or addenda preparation and review costs – including scoping, writing, editing, publishing, mailing, distributing and contract administration:	
Deposit – a percentage of total estimated cost	33%
All fixed and contract costs	Actual Cost
Staff preparation and review cost	Hourly

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Critical areas review Applicants will be eligible for a refund of the portion of the base fee that is less than the city's costs (including consultants, public notice (as necessary) and other associated expenses). Review of residential building permits, shoreline permits, individual short subdivision, boundary line adjustments and right-of-way use permits:	
Site review base fee	\$1,360
Plus, per hour	Hourly
Review of commercial building permits, grading permits, engineering permits, subdivisions, PUDs, declassifications, variances, conditional use permits and unclassified use permits:	
Site review base fee	\$1,360
Plus, per hour	Hourly
Flood plain determination – certificate of elevation	\$404
Plus, per hour	Hourly
Review of mitigation plan compliance, per hour	Hourly
Critical areas inspection	Hourly
Inspection and monitoring, per hour	Hourly
Appeals Appeals to the hearing examiner from decisions of the City	\$128
Departmental review of non-departmental permits	Hourly
Review and monitoring of master drainage plans, per hour	Hourly

Engineering: General Permitting & Inspections	2020 Fee
Parking Review	
New or additional spaces	
First 0-25 spaces	\$25/each space
Next 26-50	\$23/each space
Next 51-75	\$19/each space
Next 76-150	\$19/each space
Anything above 150	\$12/each space
Minimum fee	\$324
Tree removal	\$80
Single-family drainage review	
Base Fee	\$261
Addition/rebuild drainage	\$321
New non-plat SFR drainage	\$740
Commercial/Multi-family drainage plan review	
Base Fee	\$624
Total distributed area	
0 – .50 site acre	\$1,228
.51 – 1 site acre	\$1,693
1.1 – 2 site acres	\$3,094
2.1 – 5 site acres	\$6,791
5.1 – 10 site acres	\$8,181

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More than 10 acres	\$9,106
Traffic Impact Analysis review	
Level 1 (10 P.M. peak hour trips or less)	\$370
Level 2 (11-75 P.M. peak hour trips)	\$878
Level 3 (Over 75 P.M. peak hour trips)	\$1,756
Road standards/drainage standards variance	\$219
Wet season grading variance	Hourly
Small Project Grading permits:	
Projects that do not exceed 500 cubic yards (volume and disturbed area) and that do not require engineered drawings as determined by the director.	\$328
Large Project Grading permits	
Disturbed Area	Base fee
Up to 1 acre	\$193 + \$863.33
>1 acre	\$418 + \$647.23
Grading plan revision	Hourly
Grading permit operation monitoring (inspection fee when not associated to a Bond Quantity Worksheet)	
The operation monitoring fee shall be calculated by adding the applicable amount from the Annual Volume Table (below) to an amount equal to \$215 per acre disturbed and not rehabilitated during the monitoring period, to a maximum of \$10,000.	
Annual Volume Table	
Volume deposited or removed	Base Fee
0 to 3,000 cubic yards	\$0 + \$107.68
>3,000 to 10,000 cubic yards	\$2,798 + \$18.12
>10,000 to 20,000 cubic yards	\$4,125 + \$5.37
>20,000 to 40,000 cubic yards	\$4,695 + \$2.63
>40,001 cubic yards	\$5,134 + \$1.26
Reclamation bond release inspection	\$281
Re-inspection of non-bonded actions	\$246
Construction inspections (when associated to a Bond Quantity Worksheet)	
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond
\$0 – \$30,000	\$233 + \$125 / \$1,000 bond
>\$30,000 – 120,000	\$2,471 + \$54 / \$1,000 bond
>\$120,000	\$7,344 + \$15 / \$1,000 bond
Additional inspection after 1 year	Hourly
Maintenance bond inspections	
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond
\$0 – \$30,000	\$505 + \$16.12 / \$1,000 bond
>\$30,000 – 120,000	\$844 + \$5.27 / \$1,000 bond
>\$120,000	\$1,279 + \$1.79 / \$1,000 bond
Engineering: Subdivision Plan Review and Inspections	
Short subdivision engineering plan review	
Short subdivision 4 lots or less	
Base fee	\$2,289

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Plus per lot	\$229
Short subdivision 5 to 9 lots	
Base fee	\$4,552
Plus per lot	\$229
Additional review in excess of initial fees	Hourly
Subdivision engineering plan review	
Subdivision 30 lots or less	
Base fee	\$6,812
Plus per lot	\$37
Subdivision 31 lots or more	
Base fee	\$7,363
Plus per lot	\$18
Revisions and re-submittals	
Each occurrence	\$130
Additional review in excess of initial fees	Hourly
Planned unit development engineering plan review	
30 units or less	
Base fee	\$6,812
Plus per lot	\$50
31 units or more	
Base fee	\$7,583
Plus per lot	\$25
Revisions and re-submittals	
Each occurrence	\$130
Additional review in excess of initial fees	Hourly
Conceptual binding site plan (including conceptual commercial binding site plan)	
Plan and profile base fee	\$4,533
Revisions and re-submittals	
Each occurrence	\$130
Additional review in excess of initial fees	Hourly
Construction inspections (when associated to a Bond Quantity Worksheet)	
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond
\$0 – \$30,000	\$233 + \$125 / \$1,000 bond
\$30,001 – 120,000	\$2,471 + \$54 / \$1,000 bond
\$120,000 or more	\$7,344 + \$15 / \$1,000 bond
Additional inspection after 1 year	Hourly
Subdivision final approval	
Final short subdivision 4 lots or less	\$2,108
Final short subdivision 5 to 9 lots	\$4,249
Final short subdivision alteration	\$784
Final subdivision 30 lots or less	
Base Fee	\$6,391
Plus per lot	\$76
Final subdivision 31 lots or more	
Base Fee	\$7,099

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Plus per lot	\$52
Subdivision alteration	\$1,182
Modification of a recorded building envelope	\$593
Request for name change	\$211
Final planned unit development	\$4,970
Request for time extension	\$159
Request for name change	\$211
Final building site plan	\$3,379
Subdivision – post final fees	
Maintenance bond inspections	
Bond quantities worksheet amount	Initial fee + additional fee based on bond
\$0 – \$30,000	\$505 + \$16.12 / \$1,000 bond
>\$30,000 – 120,000	\$844 + \$5.27 / \$1,000 bond
>\$120,000	\$1,279 + \$1.79 / \$1,000 bond

Building Permits	
Building permit fees are based on valuation. The table below establishes the permit fee from the valuation. Valuation is determined by type of construction and square footage or from a contractor's bid. The most recent edition of the Building Safety Journal determines the type of construction and square footage factor.	
Valuation Table	
Total Valuation	Fee
\$1 – \$500	\$26
>\$500 – \$2,000	\$26 for the first \$500 plus \$3.26 for each additional \$100 or fraction thereof, to and including \$2,000.
>\$2,000 – \$25,000	\$76 for the first \$2,000 plus \$15.26 for each additional \$1,000 or fraction thereof, to and including \$25,000.
>\$25,000 – \$50,000	\$430 for the first \$25,000 plus \$10.75 for each additional \$1,000 or fraction thereof, to and including \$50,000.
>\$50,000 – \$100,000	\$70 for the first \$50,000 plus \$7.49 for each additional \$1,000 or fraction thereof, to and including \$100,000.
>\$100,000 – \$500,000	\$1,090 for the first \$100,000 plus \$6.33 for each additional \$1,000 or fraction thereof, to and including \$500,000.
>\$500,000 – \$1,000,000	\$3,537 for the first \$500,000 plus \$5.27 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.
>\$1,000,000	\$6,153 for the first \$1,000,000 plus \$4.21 for each additional \$1,000 or fraction thereof.
Building plan review (except basic)	65% of the building permit
Building plan review (basic)	25% of the building permit
Additional plan review required for changes, additions or revisions to plans (minimum charge ½ hour)	Hourly
For use of outside consultants for plan review and inspections	Actual Cost
Mobile Homes	
Mobile Home permit	\$908
Temporary mobile home permit	\$845
Temporary mobile home permit for hardship	\$908
Non-insignia mobile home inspection	\$725

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Re-roof permits	
Single-family residential	\$202
Commercial and multi-family	Valuation Table
Condominium conversion review	
1 to 30 units	\$1,788
31 to 99 units	\$2,021
100 or more units	\$2,741
Plus per unit	\$304
Special plan review	Hourly
Pre-inspections	
Fire and flood damage	\$399
Minimum housing or other code compliance	\$399
Relocation of structure	\$327
Demolition inspection	\$327
Re-inspection	Hourly
Inspection outside of normal hours	Overtime hourly
Inspection for which no fee is specifically indicate	Hourly
Extension and renewal (extension for final inspection only)	
Single-family residential	\$116
All other permits	\$116
State Building Code Council surcharge (effective July 1, 2018)	
Residential building permits	
Base Fee	\$6.50
Plus per unit	\$2.00
Commercial building permits	
Base Fee	\$25.00
Plus per unit	\$2.00

Plumbing Permits	
New single-family (one and two dwellings) and townhouses	\$775/unit
Commercial and Multi-family	
Plumbing Permit	Valuation Table
Plumbing Permit Plan Review	65% of permit
Alteration or additions to one and two-family dwellings and townhouses	
Base Fee	\$114
Plus	
For each plumbing fixture on one trap or set of fixtures on one trap	\$11/each
Roof drain	\$11/each
Electric water heater	\$35/each
Water piping or water treating equipment	\$71/each
Back flow devices (other than atmospheric vacuum breakers)	\$71/each
Other	\$11/each

Mechanical Permits	
New single-family (one and two dwellings) and townhouses	\$362/unit

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Commercial and Multi-family	
Mechanical Permit	Valuation Table
Mechanical Permit Plan Review	65% of permit
Alteration or additions to one and two-family dwellings and townhouses	
Base Fee	\$114
Plus	
For the installation or relocation of each floor furnace, including vent	\$142
For the installation or relocation of each suspended heating, recessed wall heater or floor-mounted unit heater	\$71
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$22
For the repair or alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$213
For each ventilation fan connected to a single duct	\$11
For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	\$11
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$11
Gas pipe (1-5 outlets)	\$71
Gas pipe (outlets over 5)	\$11/outlet
For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table	\$142
Gas water heater	\$142

Transportation Impact Fees*		
ITE Land-Use Category	Net New Person Trips	Impact Fee
Single Mobility Unit Cost	N/A	\$6,214.21
Single-Family	1.45 per dwelling unit	\$10,114.72 per dwelling unit
Apartment	1.02 per dwelling unit	\$7,495.08 per dwelling unit
Condominium (townhomes)	0.85 per dwelling unit	\$6,286.20 per dwelling unit
Mobile Home	0.97 per dwelling unit	\$6,760.28 per dwelling unit
Hotel	0.87 per room	\$6,959.67 per room
Motel	0.68 per room	\$5,451.75 per room
Light Industrial	1.06 per 1,000 sq ft	\$10.74 per sq ft
Manufacturing	0.79 per 1,000 sq ft	\$8.09 per sq ft
Mini-Warehouse	0.28 per 1,000 sq ft	\$2.88 per sq ft
Marina	0.23 per boat berth	\$1,436.22 per boat berth
Golf Course	0.37 per acre	\$2,337.87 per acre
Movie Theater	0.09 per seat	\$403.30 per seat
Health/Fitness Club	4.30 per 1,000 sq ft	\$26.69 per sq ft
High School	1.18 per 1,000 sq ft	\$4.69 per sq ft

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Church	0.67 per 1,000 sq ft	\$4.93 per sq ft
Hospital	1.13 per 1,000 sq ft	\$11.31 per sq ft
Nursing Home	0.27 per bed	\$1,492.18 per bed
General Office	1.75 per 1,000 sq ft	\$17.85 per sq ft
Medical Office	4.20 per 1,000 sq ft	\$40.34 per sq ft
Shopping Center	2.98 per 1,000 sq ft	\$7.63 per sq ft
Supermarket	7.39 per 1,000 sq ft	\$30.73 per sq ft
Convenience Market 24-hr	31.27 per 1,000 sq ft	\$80.07 per sq ft
Drive-in Bank	19.23 per 1,000 sq ft	\$24.57 per sq ft
Restaurant, Sit-down	4.80 per 1,000 sq ft	\$24.57 per sq ft
Fast Food, No Drive-up	15.92 per 1,000 sq ft	\$66.66 per sq ft
Fast Food, w/Drive-up	19.88 per 1,000 sq ft	\$86.61 per sq ft
Gas Station	9.80 per pump	\$34,853.80 per pump
Gas Station w/Convenience	7.24 per pump	\$26,356.62 per pump

+ **Parks Impact Fee***

Single-family residence	\$3,885/unit
Multi-family (townhomes)	\$2,980/unit
Mobile Home	\$1,942/unit

+ **Schools Impact Fee***

Single-family residence	\$14,000/unit
Multi-family (townhomes)	\$3,540/unit

Fire Department Review*

The fire review fee will be assessed per the approved contract with the Northshore Fire District #16 for all single family, multi-family and commercial projects.

Limited Right-of-Way Permits

+ Type A Permit	Application Fee (review and 1 hour inspection)	\$219
	Inspections in excess of 1 hour	Hourly
	Type B Permit	
	Application fee (includes review and inspection)	\$169*
Type C Permit	Application Fee (review and 1 hour inspection)	\$169*
	Inspections in excess of 1 hour	Hourly*
	Use Fee	Fee = (use area) x \$20 per sq. ft. x days of usage/365 or a minimum of \$100, whichever is greater*

Access Right-of-Way Permits*

Application Fee (includes 1 hour review and 1 hour inspection)	\$219*
Review fee in excess of 1 hour	Hourly*
Inspection fee in excess of 1 hour	Hourly*

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Use Fee	
Open to the Public	No fee
Limited (not open to the public)	Fee = (use area) x value* x 25% or a minimum of \$100 whichever is greater*
*value of adjacent land (in area, sq ft) according to the County Assessor records	

Encroachment Right-of-Way Permits	
Application Fee (includes 1 hour review and 1 hour inspection)	\$219
Review fee in excess of 1 hour	Hourly
Inspection fee in excess of 1 hour	Hourly
Use Fee	Fee = (use area) x value1 x No. of Years x 12% or a minimum of \$100 whichever is greater
1. value of adjacent land (in area, sq ft) according to the County Assessor records	

+ Utility Right of Way Permits* : all Utility Franchises and any other utility company or agency installing, repairing, removing, and/or modifying telecommunication/cable facilities	
Application	\$215
Review	Hourly
Inspection	Hourly
Use fee	No Fee
Violation of Lane Closure Hours	\$518
Accelerated Job Start	\$500

Annual Use Payment for Use of Right-of-Way*	
Type of Equipment/Facility within the right-of-way	
Separate support structure (such as a monopole or lattice) used solely for wireless antenna, with antenna/receiver transmitter and/or equipment cabinet	\$5,000/year
Antenna/receiver transmitter (on an existing or replacement pole) and equipment cabinet	\$3,000/year
Antenna/receiver transmitter (on an existing or replacement pole) or equipment cabinet, but not both	\$2,000/year

State Route 522 driveway connection permit*	
Fee structure. The following nonrefundable fee structure is established for the processing, review and inspection of the connection permit application. A description of each category can be found in section 12.85.040 of the KMC. Due to the potential complexity of Category II and Category III connection proposals, and required mitigation measures that may involve construction on SR 522, the city may require a developer agreement in addition to the connection permit. The developer agreement may include, but is not limited to: plans; specifications; maintenance requirements; bonding requirements; inspection requirements; division of costs by the parties, where applicable; and provisions for payment by the applicant of actual costs incurred by the city in the review and administration of the applicant's proposal that exceed the required base fees in the following schedule:	
Category I – Base fee for one connection:	
Agricultural, forest, utility operation and maintenance	\$50

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· Residential dwelling units (up to 10)- single connection	\$50/dwelling
· Other, with 100 average weekday vehicle trip ends	\$500
· Fee per additional connection point	\$50
Category II – Base fee for one connection:	
· Less than 1,000 average weekday vehicle trip ends	\$1,000
· 1,000 to 1,500 average weekday vehicle trip ends	\$1,500
· Fee per additional connection point	\$250
Category III - Base fee for one connection:	
· 1,500 to 2,500 average weekday vehicle trip ends	\$2,500
· Over 2,500 average weekday vehicle trip ends	\$4,000
· Fee per additional connection point	\$1,000
Category IV – Base fee per connection:	\$100
Surety Bond. Prior to the beginning of construction of any connection, the city may require the permit holder to provide a surety bond as specified in WAC 468-34-020(3).	

Special Event Permit	
Application Fee	100*
Actual and indirect cost for City personnel involvement in event traffic control, fire safety, or other facility or event support, and the use of City equipment and other nonpersonnel expense.	Actual Cost

Memorial Sign	
Application fee and sign	\$300*

5. Animal Care and Control

Animal License and Registration	
Pet license - dog or cat	
Unaltered	\$60
Altered	\$30
Juvenile pet license - dog or cat	\$15
Discounted pet license - dog or cat	\$15
Replacement tag	\$5
Transfer fee	\$3
Guard dog registration	\$100
Exotic pet	
New	\$500
Renewal	\$250
Service animal	No fee
K-9 police dog	No fee
Late fees	
Received 45-90 days following license expiration	\$15
Received 90-135 days following license expiration	\$20
Received more than 135 days following license expiration	\$30
Received more than 365 days following license expiration	\$30 plus license fee(s) for any previous year pet was unlicensed

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Animal Business and Activity Permits	
Hobby kennel and hobby cattery license	\$50
Private animal placement permit	No fee

Civil Penalties	
General	
No previous similar code violation within one year	\$50
One previous similar code violation within one year	\$100
Two previous similar code violation within one year	Double the rate of the previous penalty, up to a maximum of \$1,000.
Vicious animal or animal cruelty violations	
First violation within one year	\$500
Subsequent violations within one year	\$1,000
Dog leash law violations	
First violation within one year	\$25
Additional violation within one year	\$50
Animal abandonment	\$500
Unlicensed cat or dog	
Altered cat or dog	\$125
Unaltered cat or dog	\$250

Service Fees	
Adoptions – including licensing and spaying or neutering or the animal (based on adoptability/animal)	\$75-250
Spay or neuter deposit	\$150/animal
Impound or redemption - dogs, cats, or other small animals	
First impound within one year	\$45
Second impound within one year	\$85
Third impound within one year	\$125
Impound or redemption - livestock, small	\$45
Impound or redemption – livestock, large	\$45 or actual cost of sheltering, whichever is greater
Kenneling at King County animal shelter – per 24 hours or portion thereof in-field pick-up of an owner's deceased unlicensed pet or pick-up of an unlicensed pet released voluntarily to the regional animal service section.	\$20
Owner-requested euthanasia (unlicensed pets)	\$50
Optional micro-chipping for adopted pets	\$25

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6. Miscellaneous

Type	
Credit Card Service Fee	3%
NSF (insufficient check)	\$25
Use of City owned property, other than right-of-way, for event parking, storage or similar use	\$100/day
+ City Sponsored Event - Vendor Fees	
Food Vendor	\$50/day
Craft Vendor	\$50/day
Non-Profit Booth or Vendor	\$10/day
+ City Hall Facility Rental Fees	
Weekday Rental (Tue-Fri) - Resident	\$25/hour
Weekday Rental (Tue-Fri) - Non-Resident	\$50/hour
Saturday Rental - Resident	\$75/hour
Saturday Rental - Non-Resident	\$125/hour
Audio/Visual Rental	\$25
Damage Deposit (refundable)	\$250 min.
+ The Hangar (Kenmore Residents Only)	
Damage Deposit (for groups ≥ 30 people)	\$100*
Damage & Food Deposit (for groups ≥ 30 people)	\$150*
*50% of deposit will be forfeited if the event exceeds reserved time over 10 minutes	
*100% of the deposit will be forfeited for "no-shows"	
Public Safety Fees	
First three false alarms	No fee
Fourth and fifth false alarms	\$50 each
Sixth and additional false alarms	\$100 each
Rhododendron Park Shelter Rental Fee	
Kenmore Residents all day	\$150
Kenmore Residents half day	\$75
Non-Kenmore Residents all day	\$200
Non-Kenmore Residents half day	\$100
Moorlands Park Athletic Fields (athletic clubs may request up to a maximum 50% reduction if the club has at least 20% of eligible participants)	\$22/hour
Franchise Agreements Negotiations	
General	Actual Cost
Cable TV	Actual Cost*
*Reimbursement of actual costs may be subject to federal regulations relating to 5% gross revenue franchise fee cap	

7. Public Records Requests

Type	
Copy charges may be combined to the extent more than one type of charge applies to a particular request	
Review of requested records	No charge
Standard size black-and-white-photocopies (includes 8-1/2" x 11", 8-1/2"x14" and 11"x17"	
6 pages or less	No charge

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City of Kenmore, WA - 2020 Fee Schedule
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7 or more pages (includes cost of first 6 pages)	15 cents/page
Scanned copies (converting a record from paper copy to an electronic format)	
10 pages or less	No charge
11 or more pages (including cost of first 10 pages)	10 cents/page
Uploading/attaching electronic files to digital storage media/device(s), a cloud-based storage or service, or emails (CD, DVD, thumb drive, email or cloud service).	
80 files or less	No charge
81 or more files (including cost of first 80 files)	5 cents/4 files
Transmission of public records in an electronic format	10 cents/gigabyte
Oversized documents such as building plans, maps, blueprints or large copy jobs	Actual Cost
Records copied to CD or DVD	\$1.00 per CD/DVD
Records copied to thumb/flash drive	Actual Cost
Mailing envelopes or packaging and postage	Actual Cost

8. Surface Water

+ Surface Water Management Service Charge		
Class	Impervious Area	2019 Rate
Residential	N/A	\$221.39 per parcel
Very Light	0 to ≤ 10%	\$221.39 per parcel
Light	> 10% to ≤ 20%	\$664.16 per acre
Moderate	> 20% to ≤ 45%	\$1,439.01 per acre
Moderately Heavy	> 45% to ≤ 65%	\$2,435.25 per acre
Heavy	> 65% to ≤ 85%	\$3,320.80 per acre
Very Heavy	> 85% to ≤ 100%	\$4,095.65 per acre
County Roads	N/A	N/A
State Highways	N/A	N/A

+ Stormwater Capital Facilities	
Single family residential development on a single parcel, including townhomes	\$3,500
All other development	Square feet of impervious area of the parcel (rounded down to the nearest whole square foot), divided by 2,500 (quotient rounded to nearest tenth), and multiplied by \$3,500. The minimum ERU shall be 1.0.

Exhibit B

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 19-0483

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON, RELATING TO PARK IMPACT FEES;
AMENDING CHAPTER 20.47 OF THE KENMORE
MUNICIPAL CODE; AND PROVIDING AN EFFECTIVE
DATE.**

WHEREAS, the City has the authority to adopt impact fees to address park and recreation impacts caused by new residential developments pursuant to Chapters 36.70A, 43.21C, 58.17, and 82.02 RCW; and

WHEREAS, assessment in lieu of property dedication is one of several methods available to ensure that property development assumes a reasonable, attributable, and proportionate share of the cost of providing parks and recreation facilities necessary to serve the population of each development; and

WHEREAS, the Kenmore City Council, by Ordinance No. 01-0109, passed on June 11, 2001, adopted park impact fees based on a 2001 rate study commissioned by the City; and

WHEREAS, in 2019, the City commissioned a new Park Impact Fee Rate Study to update the methodology used to calculate the park impact fee rates so as to meet the requirements of state law;

WHEREAS, the 2019 Rate Study identified that all six nearby municipalities have updated their park impact fee rate methodology and increased their rates within the last five years; and

WHEREAS, the City Council desires to adopt the 2019 Park Impact Fee Rate Study as the methodology for park impact fee rates, and to adopt related amendments to Kenmore Municipal Code Chapter 20.47; and

WHEREAS, the City Council desires to adopt park impact fees for new residential development for the year 2020 that are lower than the maximum rate calculated in the 2019 Park Impact Fee Rate Study, but comparable to and representing an average of park impact fee rates collected by all six nearby municipalities; and

WHEREAS, there are other administrative changes needed to clarify the intent of the existing code; and

WHEREAS, on June 19, 2019, the City's SEPA Responsible Official complied with the State Environmental Policy Act (SEPA) by issuing a Determination of Nonsignificance (DNS); and

WHEREAS, the proposed amendments contained herein were transmitted to the Washington State Department of Commerce on June 3, 2019 as required by law; and

WHEREAS, on July 22, 2019, the City Council conducted a public hearing on this Ordinance; and

WHEREAS, the City Council considered this Ordinance during its regular City Council meeting of July 22, 2019, and concluded that Chapter 27.40 should be amended as stated herein;

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

Section 1. Findings Adopted: 2019 Park Impact Fee Study. The City Council adopts the foregoing recitals as findings, which are incorporated herein as if set forth in full.

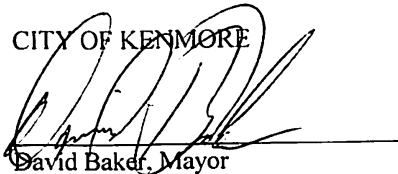
Section 2. Amendments to Chapter 20.47 of the City of Kenmore Municipal Code. The City Council amends Kenmore Municipal Code Sections 20.47.010, 20.47.020, 20.47.050, 20.47.060, 20.47.110, 20.47.120, 20.47.130, and 20.47.140, as set forth in Attachment 1, attached hereto and incorporated by reference.

Section 3. Park Impact Fees for the year 2020, effective January 1, 2020. The City Council adopts Park Impact Fees for all applications for development approval (as defined at KMC 20.47.020) for the year 2020, effective January 1, 2020, as follows: for single-family dwelling units the fee shall be \$3,885; for multi-family dwelling units the fee shall be \$2,980; and for mobile home units the fee shall be \$1,942.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall be effective January 1, 2020, and shall apply to all applications for development approval (as defined at KMC 20.47.020) made on or after that date.

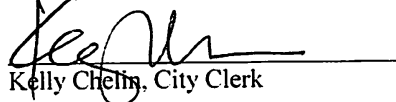
PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 22nd DAY OF JULY, 2019

CITY OF KENMORE



David Baker, Mayor

ATTEST/AUTHENTICATED:



Kelly Chellin, City Clerk

Approved as to form:

Approved as to form:



Dawn Reitan, City Attorney

Filed with the City Clerk:

Passed by the City Council: 22nd July, 2019

Ordinance No.: 19-0483

Date of Publication: 7/31/19

Effective Date: 1st January, 2020

Attachment 1
Proposed Amendments to Ch. 20.47 KMC

20.47.010 Findings and authority.

The city council of the City of Kenmore (the "*council*") hereby finds and determines that new growth and development, including but not limited to new *residential*, commercial, retail, office, and industrial development, in the City of Kenmore will create additional demand and need for *public facilities* serving the City of Kenmore, and the *council* finds that new growth and development should pay a proportionate share of the cost of new facilities needed to serve the new growth and development. The City of Kenmore prepared initial studies to support the adoption of these impact fees, and prepares prepared supplemental studies to analyze necessary updates to these fees, has prepared the rate study and the parks study, and has reviewed the school impact fee analysis, all of which document the procedures for measuring the impact of new developments on public facilities. In conjunction with the Northshore School District, the City of Kenmore likewise reviews school impact fee analyses. The City of Kenmore hereby incorporates these studies, as amended, and this-their analyses into this chapter by reference. Therefore, pursuant to Chapter 82.02 RCW, the *council* adopts this chapter to assess *impact* fees for transportation, *parks* and schools. The provisions of this chapter shall be liberally construed in order to carry out the purposes of the *council* in establishing the *impact fee* program. [Ord. 18-0463 § 2 (Exh. 1); Ord. 16-0420 § 7 (Exh. 5).]

20.47.020 Definitions.

Y. "Parks study" means the most recent report of the methodology and calculation of impact fees for park facilities kept on file with the City Clerk. ~~"Rate Study for Impact Fees for Parks," City of Kenmore, dated May 15, 2001.~~

BB. "~~Rate-Transportation~~ study" means the most recent report of the methodology and calculation of impact fees for transportation projects kept on file with the City Clerk for "Transportation Impact Fee Rate Study Update," prepared for the City of Kenmore by Fehr & Peers, dated December 2015.

20.47.050 Credits.

A. A *feepayer* can request that a credit or credits for *impact fees* be awarded to him/her for the total value of dedicated land, improvements, or construction provided by the *feepayer*. Credits will be given only if the land, improvements, and/or the facility constructed are:

1. Included within the *capital facilities plan* and identified on the list of *impact fee* projects in the transportation rate study, parks study or school impact fee analysis; and

3. For *parks*:

a. Such park, recreation or open space land improvements or construction completed shall be adjacent to other publicly owned park, recreation or open space land; or

b. Be within an area of the City designated within the City comprehensive plan as in need of park, open space or ~~space~~ recreation facility space; or

20.47.110 Review.

The *council* may review and adjust the fee rates set forth in Article II of this chapter as it deems necessary and appropriate in conjunction with the annual update of the *capital facilities plan* element of the City's comprehensive plan; provided, that the *city manager* may adjust transportation and park impact fees annually in accordance with a five-year rolling average of the Washington State Department of Transportation Construction Cost Index ("CCI"), and may adjust park impact fees annually in accordance with any increase in the Consumer Price Index ("CPI") as established by the U.S. Department of Commerce for the Seattle Metropolitan Area. The 12 month period utilized to establish the fee adjustment will be as established by the U.S. Department of Commerce for the Seattle CPI. [Ord. 18-0463 § 2 (Exh. 1); Ord. 16-0420 § 7 (Exh. 5).]

20.47.120 Transportation impact fee.

The transportation *impact fee* rates shall be determined by the formula for calculating *impact fees* set forth in the ~~rate-transportation study~~, which is incorporated herein by reference. Except as otherwise provided for *independent fee calculations* in KMC 20.47.140, exemptions in KMC 20.47.040, and credits in KMC 20.47.050, all new developments in the City will be charged the transportation *impact fee* in an amount applicable to the type of development, ~~in an amount imposed as established~~ by the *council* by resolution. [Ord. 18-0463 § 2 (Exh. 1); Ord. 16-0420 § 7 (Exh. 5).]

20.47.130 Park impact fee.

The park *impact fee* rates shall be determined by the formula for calculating *impact fees* set forth in the *parks study* and the parks, recreation, and open space plan, which are incorporated herein by reference. Except as otherwise provided for *independent fee calculations* in KMC 20.47.140, exemptions in KMC 20.47.040, and credits in KMC 20.47.050, all new *residential developments* in the City will be charged the park *impact fee* in an amount applicable to the type of ~~dwelling unit development in an amount imposed~~, as established by the *council* by resolution. [Ord. 18-0463 § 2 (Exh. 1); Ord. 16-0420 § 7 (Exh. 5).]

20.47.140 Independent fee calculations.

D. There is a presumption that the calculations set forth in the ~~rate-transportation study~~, *parks study* and *school impact fee analysis* are valid. The *city manager* shall consider the documentation submitted by the *feepayer*; but is not required to accept such documentation or analysis which the *city manager* reasonably deems to be inaccurate or not reliable, and may, in the alternative, require the *feepayer* to submit additional or different documentation for consideration. The *city manager* is authorized to adjust the *impact fees* on a case-by-case basis based on the *independent fee calculation*, the specific characteristics of the development, and/or principles of fairness. The fees or alternative fees and the calculations shall be set forth in writing and shall be mailed to the *feepayer*.

Exhibit C

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 19-0478**

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON, RELATING TO SCHOOL IMPACT FEES;
AMENDING SECTION 20.47.030 OF THE KENMORE
MUNICIPAL CODE; ADDRESSING SEVERABILITY; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City has the authority to adopt impact fees to address the impact on school facilities caused by new development, pursuant to RCW 82.02.050 through 82.02.100; and

WHEREAS, the Kenmore City Council, by Ordinance No. 18-0463, passed on May 14, 2018, adopted school impact fees for the Northshore School District; and

WHEREAS, Ordinance No. 18-0463 considers townhouses, as defined in KMC 18.20.835, as single-family residential development for purposes of school impact fees; and

WHEREAS, Ordinance No. 18-0463 references Northshore School District's 2017 Capital Facilities Plan, which included an impact fee schedule for housing types "single family," "townhome," "multi-family," and "multi-family (2+ Bedroom); and

WHEREAS, the impact fee schedule in the District's 2017 Capital Facilities Plan establishes the same school impact fee for single-family and townhome housing types, and no school impact fee for multi-family and multi-family (2+ bedroom) housing types; and

WHEREAS, Northshore School District's 2018-2024 Capital Facilities Plan, adopted on June 25, 2018, includes an impact fee schedule only for "single-family" and "multi-family (2+ Bedroom)" housing types; and

WHEREAS, because Northshore School District's 2018-2024 Capital Facilities Plan does not address townhomes or townhouses, the 2018-2024 Capital Facilities Plan (when compared to the 2017 Capital Facilities Plan) implies that townhome and townhouse are to be considered as a "multi-family (2+ Bedroom)" housing type; and

WHEREAS, the City Council considered this Ordinance during its regular City Council meeting of February 11, 2019; and

WHEREAS, the City Council wishes to consider townhouses, as defined in KMC 18.20.835, as multifamily residential development for purposes of school impact fees;

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

Section 1. Findings Adopted: Townhouses. The City Council adopts the foregoing recitals as findings, which are incorporated herein as if set forth in full. Specific to townhouses, the City will consider townhouses, as defined in KMC 18.20.835, as multifamily residential development for purposes of school impact fees.

Section 2. Amendments to Section 20.47.030 of the City of Kenmore Municipal Code. The City Council amends Section 20.47.030, as set forth in Exhibit 1, attached hereto and incorporated by reference.

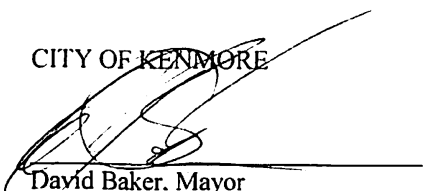
Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption 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 publication.

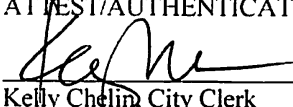
PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE
14TH DAY OF FEBRUARY, 2019.

25

CITY OF KENMORE


David Baker, Mayor

ATTEST/AUTHENTICATED:


Kelly Chelina, City Clerk

Approved as to form:


Rod P. Kaseguma, City Attorney

Filed with the City Clerk: 2/25/19
Passed by the City Council: 2/25/19
Ordinance No.: 19-0478
Date of Publication: 2/28/19
Effective Date: 3/5/19

Exhibit D

CITY OF KENMORE

WASHINGTON

RESOLUTION NO. 18-315

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, REVISING THE CITY SURFACE
WATER MANAGEMENT PROGRAM ANNUAL SERVICE
CHARGES, AND REPEALING RESOLUTION NO. 08-160.**

WHEREAS, KMC 13.30.010 establishes the City of Kenmore's surface water utility, and KMC 13.40.010 establishes the City's surface water management program; and

WHEREAS, KMC 13.40.050.A provides that the City Council shall determine the service charge revenue needs of the surface water management program, and shall impose annual service charges on all developed property in the City, pursuant to City Council resolution; and

WHEREAS, by Resolution No. 08-160, adopted on November 24, 2008, the City Council established annual service charges for the surface water management program; and

WHEREAS, the City has updated the surface water management program to respond to drainage capital needs, to address flooding and water quality problems, and to consider the 2000 Puget Sound Water Quality Management Plan, the 2007, 2012, 2013 and 2019 NPDES Phase II Municipal Stormwater Permits, the 2006 Swamp Creek Fecal Coliform Bacteria Total Maximum Daily Load Water Quality Improvement Report and Implementation Plan, the Underground Injection Control Rule, and the Endangered Species Act and associated Watershed and Salmon Recovery Plans; and

WHEREAS, current surface water management program annual service charges are insufficient to generate the annual income needed to develop and implement the updated surface water management program, requiring an increase in the annual service charges as set forth in this resolution; and

WHEREAS, the City Council held a public hearing on November 19, 2018 to receive public testimony and consider adoption of increased annual service charges;

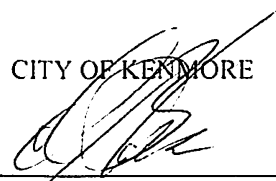
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES RESOLVE as follows:

Section 1. The City Council adopts the City of Kenmore Surface Water Management Program Annual Service Charges attached hereto as Exhibit "A" and incorporated herein by reference.

Section 2. Resolution No. 08-160 is repealed.

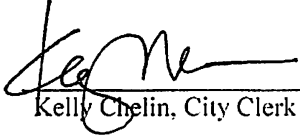
PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 26TH
DAY OF NOVEMBER, 2018.

CITY OF KENMORE



Mayor David Baker

ATTEST/AUTHENTICATED:



Kelly Chelin, City Clerk

Exhibit A

City of Kenmore Surface Water Management Program Annual Service Charges							
Class	Impervious Area	Annual Rates					
		2019	2020	2021	2022	2023	2024
Residential ^A	NA	\$ 192.51	\$ 221.39	\$ 230.24	\$ 239.45	\$ 249.03	\$ 258.99
Very Light ^A	0 to ≤ 10%	\$ 192.51	\$ 221.39	\$ 230.24	\$ 239.45	\$ 249.03	\$ 258.99
Light	> 10% to ≤ 20%	\$ 513.38	\$ 664.16	\$ 690.73	\$ 718.35	\$ 747.09	\$ 776.97
Moderate	> 20% to ≤ 45%	\$ 1,090.95	\$ 1,439.01	\$ 1,496.57	\$ 1,556.44	\$ 1,618.69	\$ 1,683.44
Moderately Heavy	> 45% to ≤ 65%	\$ 1,957.28	\$ 2,435.25	\$ 2,532.66	\$ 2,633.97	\$ 2,739.33	\$ 2,848.90
Heavy	> 65% to ≤ 85%	\$ 2,582.95	\$ 3,320.80	\$ 3,453.63	\$ 3,591.77	\$ 3,735.45	\$ 3,884.86
Very Heavy	> 85% to ≤ 100%	\$ 3,272.82	\$ 4,095.65	\$ 4,259.48	\$ 4,429.86	\$ 4,607.05	\$ 4,791.33
County Roads	NA						
State Highways	NA						

^A Rate is per parcel; all other rates are per acre

Exhibit E

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 19-0480**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
ESTABLISHING A STORMWATER CAPITAL FACILITIES CHARGE
FOR ALL DEVELOPMENT IN THE CITY; AND ADDING A NEW
SECTION 13.40.085 TO AND AMENDING SECTION 13.40.040(M) OF
THE KENMORE MUNICIPAL CODE.**

WHEREAS, in 2018, the City prepared a study of the surface water service charge, and contracted with Peninsula Financial Consultants to prepare a report for a possible surface water (stormwater) general facilities charge; and

WHEREAS, on October 30, 2018, City staff presented to the City Council the surface water service charge study and the Peninsula Financial Consultants report ("GFC Report"), recommending that the service charge formula be retained, that the service charge be increased, and that a general facilities charge ("GFC") be established; and

WHEREAS, on October 30, 2018, after considering the service charge study, the GFC Report and City staff's recommendations, the City Council passed a motion to increase the service charge by 15% in 2019 and 2020 and 4% thereafter, and requested City staff to present to the City Council at a subsequent meeting a Resolution increasing the service charge accordingly; and

WHEREAS, on November 19, 2018, the City Council held a public hearing on Resolution No. 18-315, which would increase the service charge consistent with the City Council's October 30, 2018 motion, and also held a public hearing on establishment of a GFC as discussed in the GFC Report and recommended by City staff; and

WHEREAS, on November 26, 2018, the City Council adopted Resolution No. 18-315, which increased the service charge; and

WHEREAS, RCW 35.67.010, 35.67.020 and 35.92.025 authorize cities to charge to property owners seeking to connect to a surface water system, as a condition to granting the right to connect (in addition to the cost of the connection), a reasonable connection charge so that these property owners bear their equitable share of the cost of the system; and

WHEREAS, the GFC Report summarized the statutory basis for and requirements of a GFC and stated that any GFC should be comprised of an equitable share of the cost of the existing system (existing facility component) and an equitable share of the cost of facilities planned in the next ten years (future facility component); and

WHEREAS, the GFC Report concluded that the City's GFC should not include a future facility component because the City is planning to use a combination of service charge revenue

and debt to finance a majority of planned facilities; and

WHEREAS, the GFC Report determined that a City GFC should be \$2.84 per square foot of impervious surface area; and

WHEREAS, the GFC Report recommended that a City GFC should be based on the assumed impervious surface area for an average a single-family residence, which is 2,500 square feet of impervious surface area; and

WHEREAS, using a dollar amount of \$2.84 per square foot of impervious surface area, the GFC Report determined that a GFC for a new single-family residence should be \$7,100 (2,500 square feet multiplied by \$2.84); and

WHEREAS, on October 30, 2018 and November 19, 2018, consistent with the GFC Report and the increased service charge, City staff recommended that for purposes of calculating a GFC, a single-family residential parcel should be one equivalent residential unit ("ERU") (2,500 square feet of impervious surface area), and a commercial or multi-family parcel should be one or more ERU's, depending on the square feet of impervious surface area; and

WHEREAS, City staff further recommended that the GFC for a new single-family residential parcel be \$3,500 instead of \$7,100, and that the GFC for a new commercial and multi-family parcel be \$3,500 multiplied by the number of ERU's for the parcel; and

WHEREAS, on November 19, 2018, City staff advised the City Council that City staff would present to the City Council in early 2019 an ordinance establishing a surface water (stormwater) general facilities charge; and

WHEREAS, the City Council desires to adopt a GFC as recommended by City staff, and to designate the GFC as the "stormwater capital facilities charge";

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

Section 1. A new Section 13.40.085 is added to Chapter 13.40 KMC to read as follows:

13.40.085 Stormwater Capital Facilities Charge

A. There is hereby established a "stormwater capital facilities charge" for all development, as defined in KMC 13.32.160, that will create impervious surface, as defined in KMC 13.32.340. The charge shall be applied to each parcel, as defined in KMC 13.32.590. If the charge was paid for development of a parcel, and an applicant, as defined in KMC 13.32.040, proposes additional development or re-development of the parcel, the charge shall apply only to new impervious surface, as defined in KMC 13.32.530. The City Council shall establish the stormwater capital facilities charge by resolution.

B. The stormwater capital facilities charge shall be based upon equivalent residential units (ERU) applicable to the parcel. An ERU shall be 2,500 square feet of impervious surface, which is the assumed square feet of impervious surface for a single-family residential parcel. A single-family residential parcel shall be one ERU. A commercial or multi-family parcel shall be the number of ERU's calculated by dividing the total square feet of impervious surface (rounded down to the nearest whole square foot) by 2,500 (the quotient rounded to the nearest tenth). A commercial or multi-family parcel shall be a minimum of one ERU.

C. There is established a stormwater capital fund into which shall be paid all stormwater capital facility charges collected under this section.

D. The public works department shall establish a system for recording payments of stormwater capital facilities charges so that credit may be recorded and given for stormwater capital facilities charges paid by applicants in connection with development.

E. The owners of all property within the city being improved or developed shall be responsible for the installation of an adequate surface water and stormwater management system within the property in conformity with city standards and the city surface water master plan. Payment of stormwater capital facilities charges shall not relieve property owners and developers from installation of such systems or from construction of improvements to downstream surface water or water facilities as may be necessary to convey surface water or stormwater from the property to receiving waters or to a regional surface water or stormwater facility without downstream flooding.

F. The following development shall be exempt from payment of the stormwater capital facilities charge:

1. Development located within city right-of-way or city-owned property.
2. Alteration or expansion of a single detached dwelling unit, as defined in KMC 18.20.840, on a single family residential parcel.
3. Construction of a shelter for temporary placement, as defined in KMC 18.20.2540, or a low-income housing project that serves low-income persons, as determined by the city manager.
4. Any development determined to be appropriate for exemption by the city manager.

Section 2. Section 13.40.040(M) of the Kenmore Municipal Code is amended to read as follows:

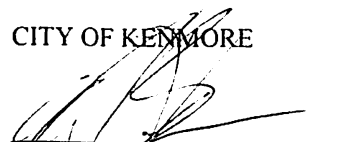
13.40.040 Policy.

M. The program will maintain long-term fiscal viability and fund solvency for all of its related funds. All required capital and operating expenditures will be covered by service charges, stormwater capital facilities charges, and other revenues generated or garnered by the program. The program will pay all current operating expenses from current revenues and will maintain an operating reserve to minimize service impacts due to revenue or expenditure variances from plan during a fiscal year. This reserve will be calculated based on the historic variability of revenue and expenditures. The program will adopt a strategic financial planning approach which recognizes the dynamic nature of the program's fiscal operating environment. Long-term projections will be updated in the program's adopted strategic plan. One-time revenues will be dedicated to one-time-only expenditures and will not be used to support ongoing requirements. The program's approach to financial reporting and disclosure will be comprehensive, open, and accessible.

Section 4. 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.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 25th DAY OF FEBRUARY, 2019.

CITY OF KENMORE



David Baker, Mayor

ATTEST/AUTHENTICATED



Kelly Chelin, City Clerk

Approved as to form:



Rod P. Kaseguma, City Attorney

FILED WITH THE CITY CLERK: February 19, 2019
PASSED BY THE CITY COUNCIL: February 25, 2019
ORDINANCE NO. 19-0480
DATE OF PUBLICATION: 2/28/19
EFFECTIVE DATE: 3/5/19



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Resolution 19-333, Adopting Changes to the City's Personnel Policies to Revise Language to Section 6.4 Vacation and Sick Leave Donation (Shared Leave)

For Council Meeting Agenda of: November 25, 2019

Department: Executive

Prepared by: Kelly Chelin for Rob Karlinsey, City Manager

Proposed Council Action/Motion: Approve Changes to the City's Personnel Policies Section 6.4.

Initial & Date
Approved by Department Head: *[Signature]* 11/15/19
Approved by City Attorney: *[Signature]* 11/15/19
Approved by Finance Director: *[Signature]* 11/15/19
Approved by City Manager: *[Signature]* 15 Nov 2019

Exhibits/Attachments:
Draft Resolution 19-333

INFORMATION/BACKGROUND:

Section 6.4 of the City's Personnel Policies allows for shared leave, meaning employees can donate vacation leave to employees who suffer, or have immediate family members suffering from, an illness, injury, impairment, or physical or mental condition which is of an extraordinary or severe nature and which has caused, or is likely to cause, the employees to go on leave without pay status or to terminate his or her employment with the City. In these cases, the vacation leave being donated is converted to sick leave for the receiving employee.

Currently, the policy requires the receiving employee to deplete his or her total of accrued leave in order to receive donated leave from another employee. The proposed amendment would allow the receiving employee to maintain 40 hours of accrued leave. This change would allow for the employee to have a small amount of leave upon their return to work available for doctor appointments or other purposes.

In addition, the proposed amendment to Section 6.4 would allow sick leave (not just vacation leave) to be donated. Sick leave would be donated on an hour for hour basis.

FISCAL CONSIDERATION:

Given Section 6.4's eligibility criteria for shared leave, donations of leave are rare and will likely continue to have a minimal impact on the budget.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Kenmore Vision Statement:
Is inclusive and family friendly.

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 19-333**

**A RESOLUTION OF THE CITY COUNCIL OF KENMORE,
WASHINGTON, ADOPTING CHANGES TO THE CITY'S
PERSONNEL POLICIES TO REVISE LANGUAGE TO
SECTION 6.4 VACATION AND SICK LEAVE DONATION
(SHARED LEAVE)**

WHEREAS, since their original adoption, the City's Personnel Policies have been updated on several occasions to modify policies as necessary; and

WHEREAS, the intent of Section 6.4 in the City's current Personnel Policies is to permit City employees to come to the aid of a fellow City employee who is suffering from or has an immediate family member suffering from an extraordinary or severe illness, impairment, or physical or mental conditions which has caused or is likely to cause the employee to take leave without pay or to terminate his or her employment; and

WHEREAS; the current policy also requires the receiving employee to deplete his or her total of accrued leave in order to receive donated leave from another employee; and

WHEREAS, the City wishes to change the policies to allow the receiving employee to maintain 40 hours of accrued leave therefore allowing an employee to have a small amount of leave upon their return to work for doctor appointments or other purposes; and

WHEREAS, the City also wishes to allow sick leave (not just vacation leave) to be donated to the receiving employee with the exception that sick leave would be donated on an hour for hour basis.

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

Section 1. Revise the City's Personnel Policies Section 6.4 as shown in Exhibit A.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT
A REGULAR MEETING THEREOF THIS 25th DAY OF NOVEMBER, 2019.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Kelly M. Chelin, City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney

6.4 VACATION AND SICK LEAVE DONATION (SHARED LEAVE)

- 6.4.1 Intent. The purpose of shared leave is to permit City employees, ~~at no additional employee cost to the City other than the administrative costs of administering the program,~~ to come to the aid of a fellow City employee who is suffering from or has an immediate family member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental conditions which has caused or is likely to cause the employee to take leave without pay or to terminate his or her employment.
- 6.4.2 A department director, with the City Manager's approval, may permit an employee to receive shared leave if:
- a) The employee suffers, or has an immediate family member suffering from, an illness, injury, impairment, or physical or mental condition which is of an extraordinary or severe nature and which has caused, or is likely to cause, the employee to go on leave without pay status or to terminate his or her employment with the City.
 - ~~b) The employee has depleted or will shortly deplete all but forty (40) hours of his or her total of accrued vacation, sick leave, compensatory time, floating holiday time, and/or other paid leave. An employee may receive donated leave and still retain up to forty (40) hours of accrued leave.~~
 - ~~b)c) Prior to the use of shared leave, the employee has abided by the City's sick leave policy.~~
 - ~~e)d) The employee has diligently pursued and is found to be ineligible for state industrial insurance benefits.~~
 - ~~d) The use of shared leave will not significantly increase the City's costs, except for those costs which would otherwise be incurred in the administration of this program or which would otherwise be incurred by the employee's department.~~
- 6.4.3 The department director, with the concurrence of the City Manager, shall determine the amount of shared leave, if any, which an employee may receive under this ordinance. The employee shall be required to provide appropriate medical justification and documentation both of the necessity for the leave and the time which the employee can reasonably be expected to be absent due to the condition. To the extent possible, shared leave should be used on a consecutive basis.
- 6.4.4 Employees may request their department director to approve the transfer of a specified amount of accrued vacation or sick leave to an employee who is authorized to receive shared leave as provided herein. In order to be eligible to donate vacation or sick leave, an employee must have a total of more than 10 days of accrued vacation or sick leave. Transfers shall be in increments of one day of leave. In no event shall a transfer of leave be approved which would result in an employee reducing his or her total vacation or sick leave in a calendar year to less than 10 days. The department director shall not transfer vacation leave in excess of the amount specified in the request. All donations of leave shall be voluntary.
- 6.4.5 Leave may be transferred from employee(s) from one department to an employee of the same department, or, with the concurrence of both department directors, to an employee of another department.

Exhibit A

- 6.4.6 While an employee is on shared leave, he or she will continue to be classified as a City employee and shall receive the same treatment, in respect to salary and benefits, as the employee would otherwise receive if using vacation leave.
- 6.4.7 All salary and benefit payments made to the employee on a shared leave shall be made by the department employing the person using the shared leave.
- 6.4.8 The employee's salary rate shall not change as a result of being on shared leave nor, under any circumstances, shall the total of the employee's salary and other benefits, including but not limited to state industrial insurance or any other benefit received as a result of payments by the City to an insurer, health care provider, or pension system, exceed the total of salary and benefits which the employee would have received had he or she been in a regular pay status.
- 6.4.9 Vacation leave shall be transferred on a dollar-for-dollar basis and shall be converted into sick leave for the receiving employee. The value of the donated vacation leave shall be determined at the current hourly wage of the transferor and the new sick leave available to the receiving employee shall be calculated at the receiving employee's wage. Sick leave shall be donated on an hour for hour basis with no relation to actual earnings of either the donor or the recipient.
- 6.4.10 Support Services shall be responsible for computing the values of donated leave and shared leave, and shall also be responsible for adjusting the accrued leave balances to show the transferred leave. The Finance Director shall determine the appropriate fund transfers and budget amendments if needed. Records of all leave time transferred shall be maintained in the event any unused time is returned at a later date.
- 6.4.11 The value of any leave transferred which remains unused shall be returned at its original value to the employee or employees who donated the leave. The department director shall determine when shared leave is no longer needed. To the extent administratively feasible, the unused leave shall be returned on a pro rata basis.

Subject/Topic:
September 2019 Financial Report
Presentation

Prepared by: Joanne Gregory, Director of
Finance and Administration

Approved by City Manager:

Exhibits/Attachments:
September 2019 Financial Report for the City of
Kenmore, Washington.



18120 68TH AVE. NE
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: November 15, 2019
RE: September 2019 Financial Reports for the City of Kenmore, Washington

September 2019 financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

- General Fund Summary
- General Fund Revenue Graphs
- General Fund Expenditure Graphs
- Street Fund Summary
- Cash and Investment Report
- Investment Schedule
- Sales Tax Receipts by Business Type
- Retail Sales and Use Tax Distribution
- Real Estate Excise Tax Report
- Report for Transportation Benefit District

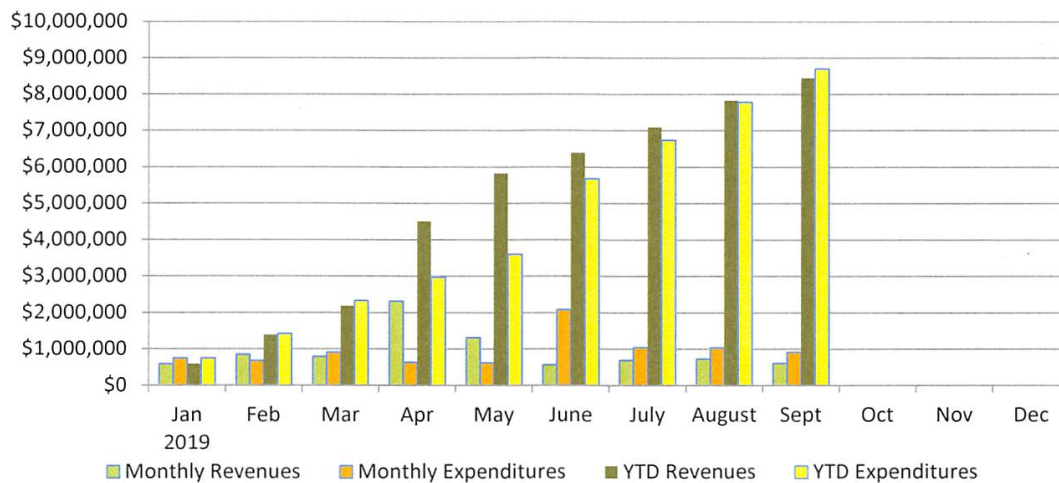
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the monthly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, September is the ninth month (36%) of the 2019-2020 biennial budget period. For the month of September, expenditures exceeded revenues in the General Fund by \$306,706. Biennium to date expenditures exceed revenues by \$260,886.

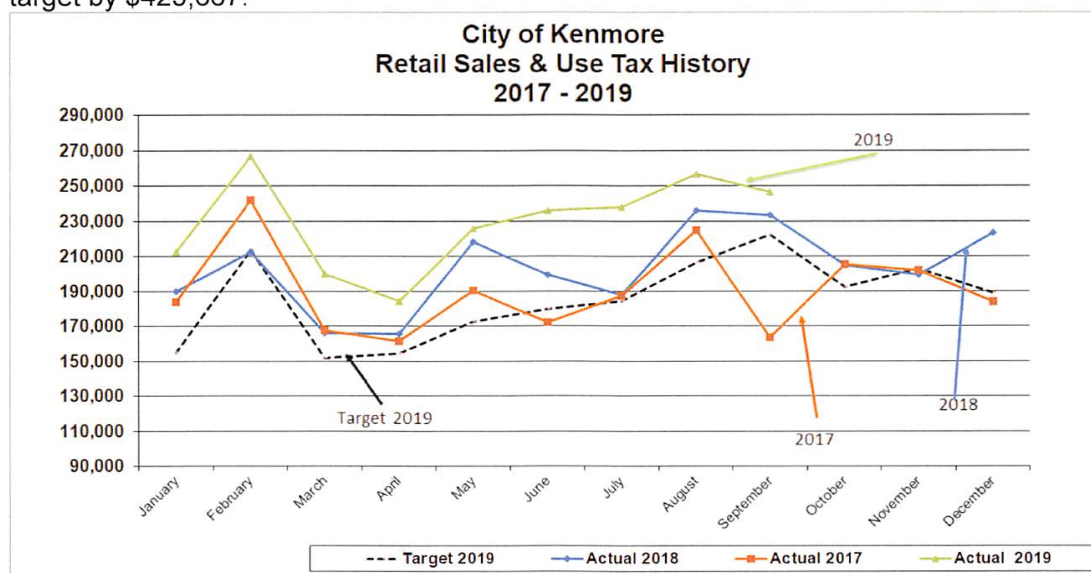
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through September 2019.

City of Kenmore, Washington
Monthly Financial Report
September 2019



Total **revenues** for the month were **\$617,201**. Biennium to date revenues are \$8,444,547, which is 33% of the budgeted revenues of \$25,927,872. Primary sources of revenue for the month included property taxes in the amount of \$79,007, development fees & permits in the amount of \$94,039, retail sales and use taxes in the amount of \$246,655, and utility taxes in the amount of \$62,864.

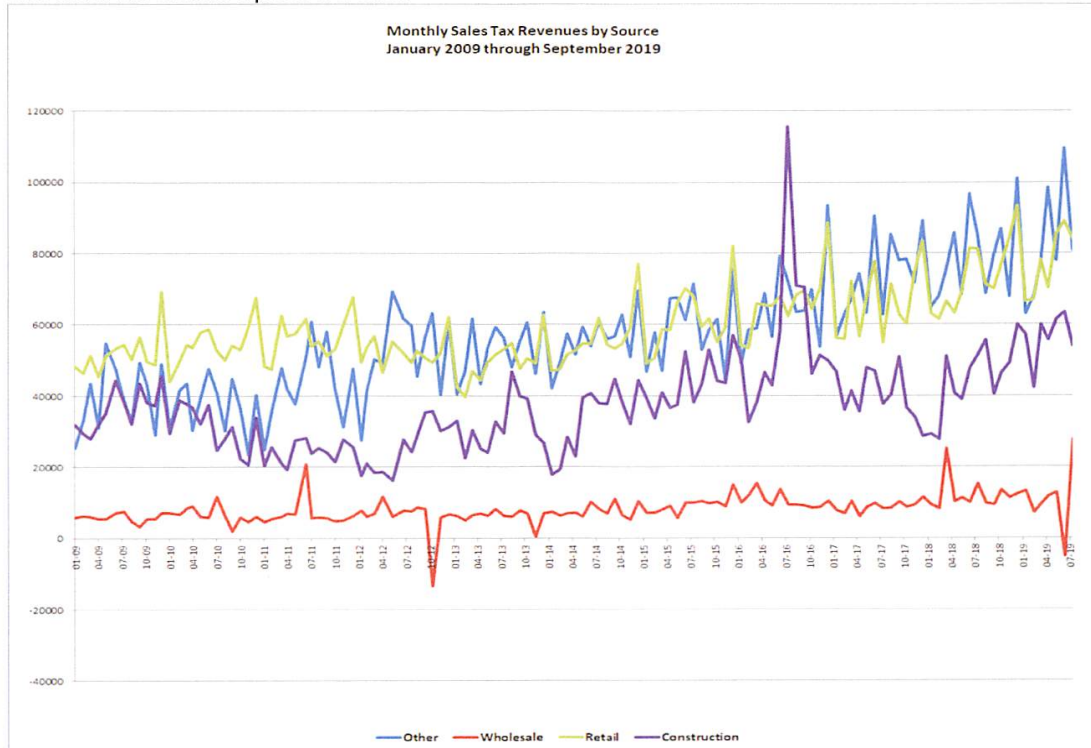
A summary of sales tax revenues received in September is attached. These receipts are based on July sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2019 line is a monthly average of actual receipts during 2016, 2017, and 2018. The green line represents 2019 actual receipts, which are \$257,273 above 2018 and ahead of the 2019 target by \$425,667.



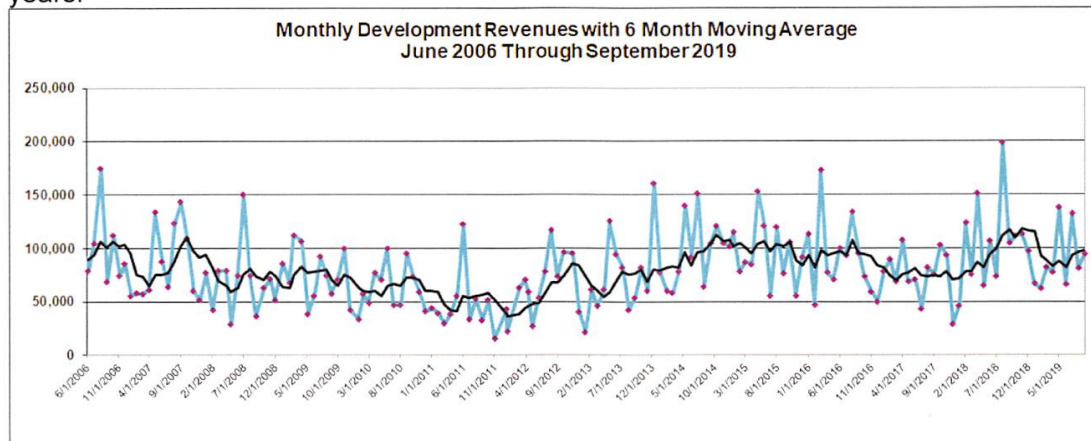
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City of Kenmore, Washington
Monthly Financial Report
September 2019

The following chart illustrates the historical trends of sales tax receipts from the major segments: construction, retail, wholesale, other (agriculture, services, manufacturing, transportation and utilities) from January 2009 through September 2019. Retail and Other are on a favorable upward trend.



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



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City of Kenmore, Washington
Monthly Financial Report
September 2019

September 2019 expenditures were **\$923,907**. Biennium to date expenditures are \$8,705,433, which is 34% of the biennial budget expenditures of \$25,927,872.

Total City cash (\$18,823,976) and long-term investments (\$9,064,615), at the end of September, totaled \$27,888,591. Proposition 1 levy funds of \$8M are included in this cash balance. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2019-2020 biennial budget.

Total non-General Fund revenues were \$826,931 and total non-General Fund expenditures were \$695,242.

In the **Street Fund** revenue from gas tax distributions were \$46,674. \$49,768 was expended for maintenance and operations during the month.

In the **Transportation Capital Fund**, there were expenditures in the amount of \$223,655 on pedestrian safety projects and \$9,170 in street overlay. The fund received \$384,378 in grant reimbursements during the month.

The **Park Impact Fee** fund received \$8,211 in revenues during the month.

There was \$29,837 in revenues for the **Transportation Impact Fee** fund during the month.

The **Real Estate Excise Tax** Fund received \$153,174 of real estate excise taxes (REET) in September from sales activity that occurred in August. 49 transactions were reported during the month. The 2019 year to date revenue is lower than the 2018 revenue by \$25,716 and the 2019 target by \$121,122.

The **Park Capital** fund had \$76,541 in Park improvement expenditures during the current month.

The **Walkways & Waterways Debt Service** Fund collected \$18,917 in property taxes related to the Prop 1 Bond for a biennium to date total revenue of \$670,746.

The **Transportation Benefit District** Fund received \$37,132 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **September 30, 2019**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore, Washington
General Fund Summary Report
September 30, 2019



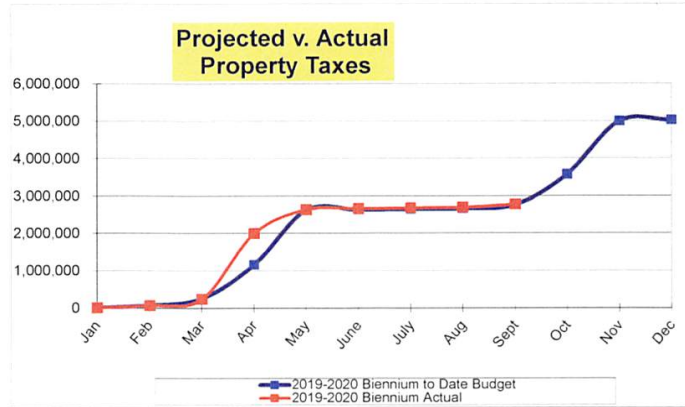
	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	September 2019	2019-2020	BUDGET	2019-2020	September 2017	2017-2018	BUDGET	2017-2018
REVENUES								
Beginning Fund Balance		4,934,368		4,934,368		3,138,914		3,131,687
Property Taxes	79,007	2,777,203	27.2%	10,224,205	66,066	2,598,369	27.4%	9,491,704
Sales and Use Taxes	309,328	2,597,346	45.9%	5,662,000	216,566	2,148,304	36.4%	5,906,291
Utility Taxes	62,864	807,049	32.7%	2,466,355	80,515	974,909	35.9%	2,717,485
Other Taxes	0	95,473	52.5%	181,868	0	60,178	27.6%	218,113
Development Fees & Permits	94,039	798,699	43.1%	1,854,042	75,333	682,688	33.3%	2,050,518
Franchise Fees	0	670,837	36.6%	1,831,835	0	655,518	37.6%	1,743,476
Intergovernmental and Grants	58,234	403,920	38.2%	1,057,677	55,238	347,297	41.3%	841,615
Investment Interest	6,328	76,653	80.4%	95,300	54,197	141,831	272.8%	52,000
Fines and Forfeitures	0	0	n/a	0	0	-958	0.0%	0
Transfers and Other Revenues	7,401	217,368	8.5%	2,554,590	3,897	179,857	11.2%	1,600,972
Total Revenues	617,201	8,444,547	32.6%	25,927,872	551,812	7,787,994	31.6%	24,622,174
Total Revenues & Beginning Fund Balance								
		13,378,915		30,862,240		10,926,908		27,753,861

	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	September 2019	2019-2020	BUDGET	2019-2020	September	2017-2018	BUDGET	2017-2018
EXPENDITURES								
Cost Center								
City Council	6,748	135,551	33.9%	400,337	5,026	122,204	37.1%	329,426
City Manager	148,697	1,256,633	37.7%	3,331,467	164,315	1,163,885	35.0%	3,328,297
City Clerk	18,100	261,996	30.6%	856,966	17,404	174,582	41.0%	425,368
Finance	68,985	736,713	39.8%	1,851,887	80,221	742,273	44.4%	1,672,775
Legal	29,307	219,582	41.4%	530,000	18,077	189,643	37.9%	500,000
Interfund Transfers	0	0	0.0%	1,602,484	498,085	498,085	35.5%	1,403,228
Public Safety	346,194	2,811,294	30.8%	9,133,991	328,513	2,647,903	30.1%	8,806,304
Engineering & Environmental Services	49,936	544,540	32.8%	1,658,620	99,541	550,760	38.9%	1,415,011
Community Development	62,662	618,373	36.4%	1,698,893	74,967	442,213	25.8%	1,715,510
Developmental Services	91,999	825,102	33.9%	2,436,502	120,140	805,144	37.8%	2,131,288
Parks & Facility Maintenance	101,281	1,295,648	53.4%	2,426,725	62,463	658,192	23.1%	2,854,489
Total Expenditures	923,907	8,705,433	33.6%	25,927,872	1,468,752	7,994,883	32.5%	24,581,696
Ending Fund Balance	-306,706	4,673,483	0	4,934,368		2,932,024		3,172,165
Total Expenditures and Ending Fund Balance								
		13,378,915		30,862,240		10,926,908		27,753,861

*Non-Departmental expenditures have been moved to other General Fund Cost Centers

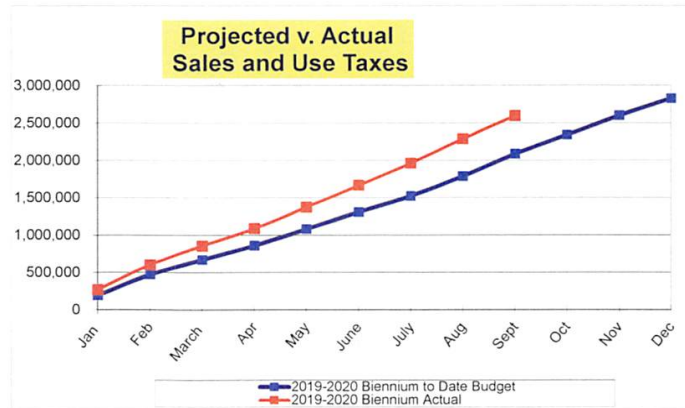
City of Kenmore, Washington
General Fund Revenue Graphs
September 30, 2019
PROPERTY TAXES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	16,142	15,956
Feb	78,314	72,268
Mar	262,932	245,480
Apr	1,163,061	1,997,487
May	2,621,823	2,636,674
June	2,635,867	2,665,669
July	2,649,793	2,683,171
Aug	2,664,592	2,698,195
Sept	2,765,669	2,777,203
Oct	3,581,266	
Nov	4,995,859	
Dec	5,024,414	
2019-20	10,224,205	
Year To Date		
Actual v. Projected		100%



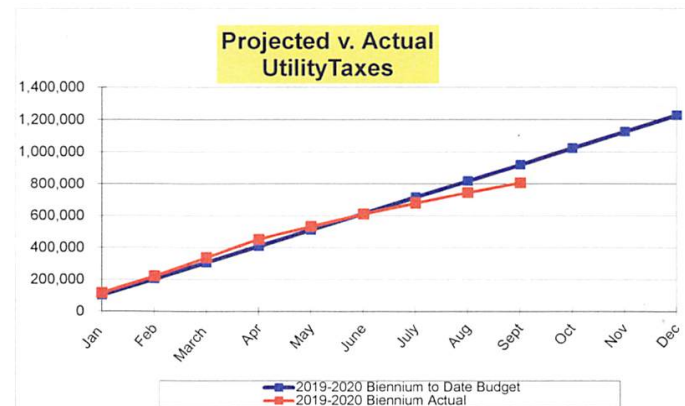
SALES, USE, CRIM JUSTICE TAXES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	193,303	269,980
Feb	471,720	604,138
March	669,878	856,863
Apr	861,174	1,088,185
May	1,081,140	1,374,734
June	1,310,286	1,666,385
July	1,523,681	1,964,263
Aug	1,787,898	2,288,017
Sept	2,086,187	2,597,346
Oct	2,340,752	
Nov	2,598,277	
Dec	2,827,000	
2019-20	5,662,000	
Year To Date		
Actual v. Projected		125%



UTILITY TAXES

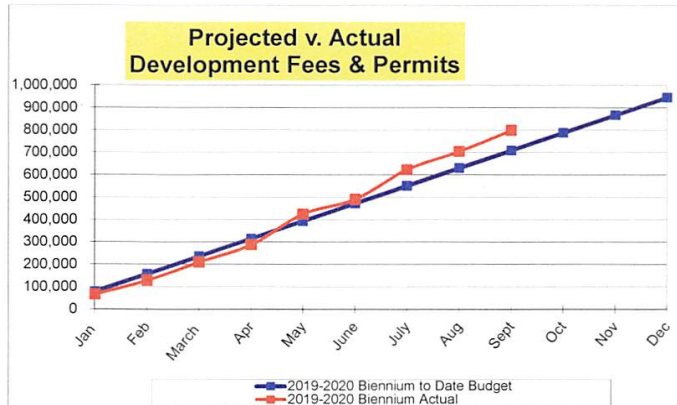
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	102,250	116,230
Feb	204,500	222,289
March	306,750	336,885
Apr	409,000	451,726
May	511,250	532,513
June	613,500	609,980
July	715,750	678,336
Aug	818,000	744,185
Sept	920,250	807,049
Oct	1,022,500	
Nov	1,124,750	
Dec	1,227,000	
2019-20	2,466,355	
Year To Date		
Actual v. Projected		88%



**City of Kenmore, Washington
General Fund Revenue Graphs
September 30, 2019**

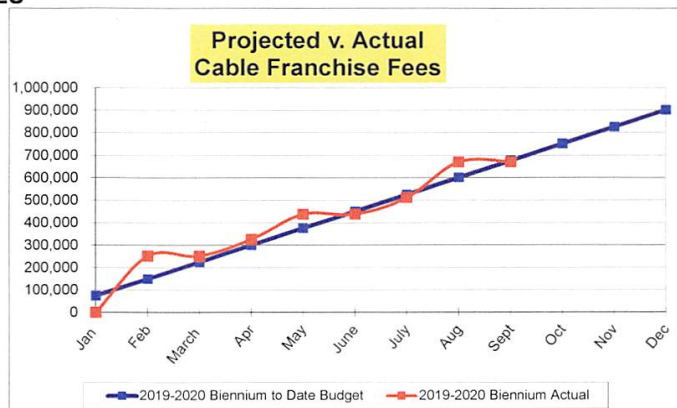
DEVELOPMENT FEES & PERMITS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	78,798	66,225
Feb	157,596	128,413
March	236,394	210,056
Apr	315,192	287,371
May	393,990	425,533
June	472,788	491,649
July	551,586	623,701
Aug	630,384	704,660
Sept	709,182	798,699
Oct	787,980	
Nov	866,778	
Dec	945,576	
'2019-20	1,854,042	
Year To Date		
Actual v. Projected		113%



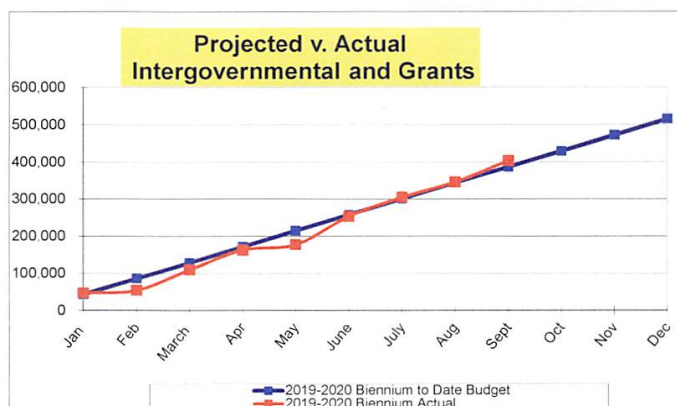
CABLE/WATER/SEWER FRANCHISE FEES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	75,199	0
Feb	150,397	252,172
March	225,596	252,172
Apr	300,794	326,352
May	375,993	438,724
June	451,191	438,724
July	526,390	512,364
Aug	601,588	670,837
Sept	676,787	670,837
Oct	751,985	
Nov	827,184	
Dec	902,382	
'2019-20	1,831,835	
Year To Date		
Actual v. Projected		99%



INTERGOVERNMENTAL & GRANTS

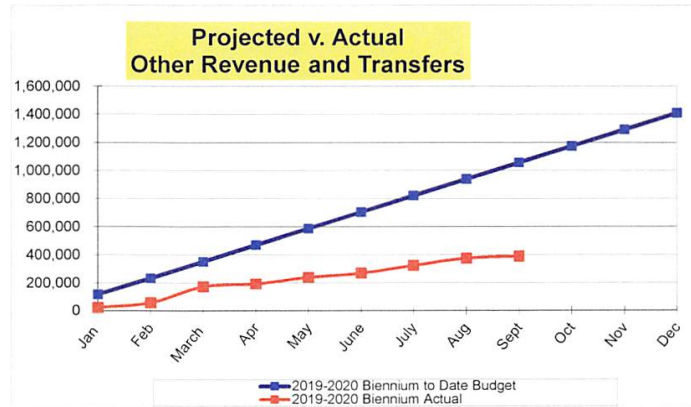
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	42,971	47,201
Feb	85,942	54,089
March	128,913	109,670
Apr	171,884	163,004
May	214,855	177,453
June	257,826	253,048
July	300,796	304,878
Aug	343,767	345,687
Sept	386,738	403,920
Oct	429,709	
Nov	472,680	
Dec	515,651	
'2019-20	1,057,677	
Year To Date		
Actual v. Projected		104%



**City of Kenmore, Washington
General Fund Revenue Graphs
September 30, 2019**

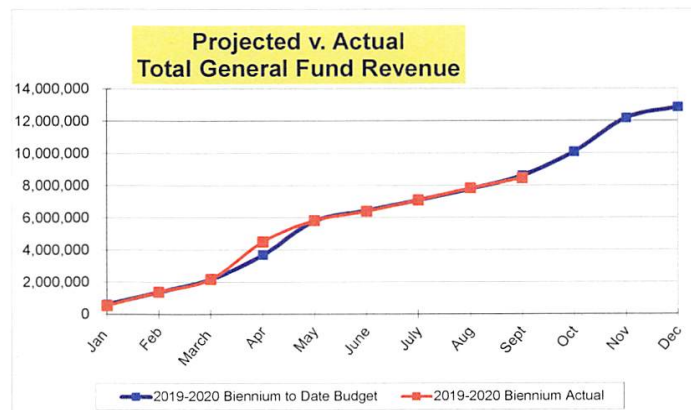
OTHER REVENUES AND TRANSFERS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	117,537	24,088
Feb	235,074	58,157
March	352,611	173,597
Apr	470,148	194,013
May	587,685	239,688
June	705,222	270,394
July	822,759	325,201
Aug	940,296	375,765
Sept	1,057,833	389,494
Oct	1,175,370	
Nov	1,292,907	
Dec	1,410,444	
'2019-20	2,831,758	
Year To Date		
Actual v. Projected		37%



TOTAL GENERAL FUND REVENUE

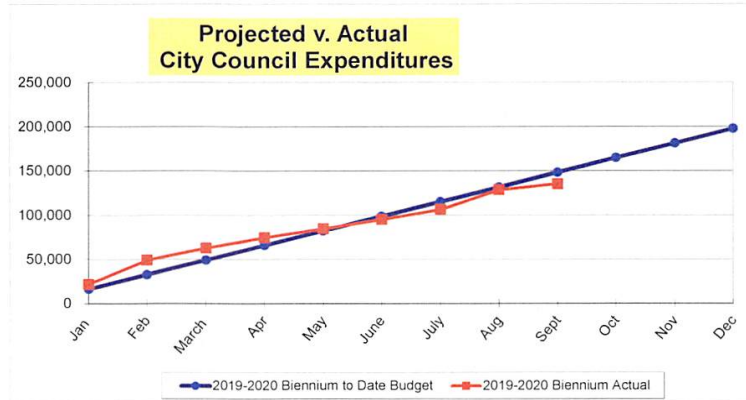
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	626,199	539,680
Feb	1,383,543	1,391,527
March	2,183,074	2,184,723
Apr	3,691,252	4,508,138
May	5,786,734	5,825,319
June	6,446,680	6,395,848
July	7,090,755	7,091,915
Aug	7,786,525	7,827,346
Sept	8,602,645	8,444,547
Oct	10,089,562	
Nov	12,178,435	
Dec	12,852,467	
'2019-20	25,927,872	
Year To Date		
Actual v. Projected		98%



City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2019

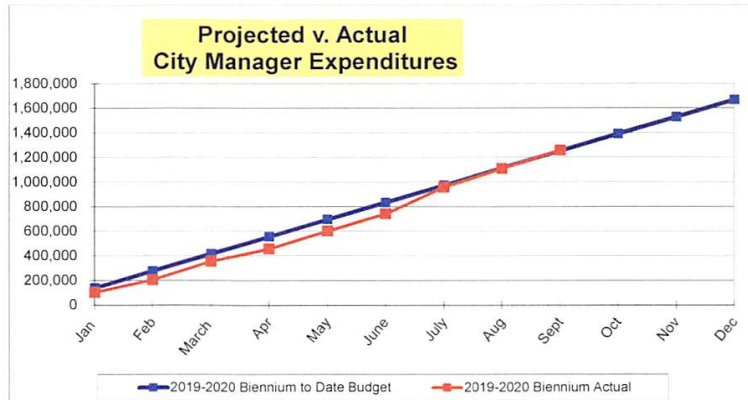
CITY COUNCIL

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	16,496	22,063
Feb	32,992	49,221
March	49,488	62,792
Apr	65,984	75,001
May	82,480	84,740
June	98,977	95,204
July	115,473	106,626
Aug	131,969	128,803
Sept	148,465	135,551
Oct	164,961	
Nov	181,457	
Dec	197,953	
2019-20	400,337	
Year To Date		
Actual v. Projected		91%



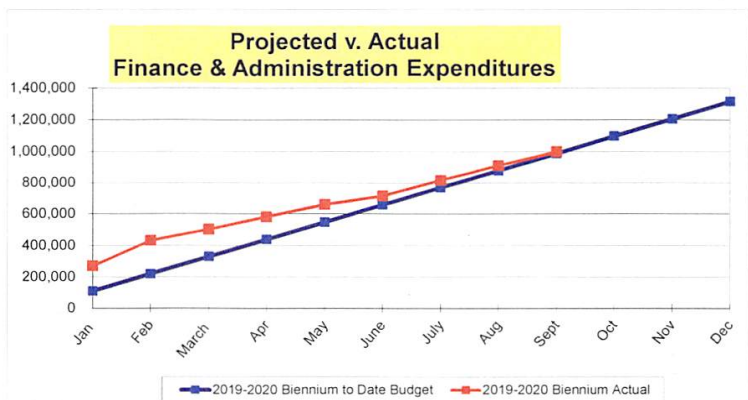
CITY MANAGER

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	139,070	104,052
Feb	278,140	205,694
March	417,210	356,226
Apr	556,280	457,138
May	695,350	602,227
June	834,421	741,459
July	973,491	957,531
Aug	1,112,561	1,107,936
Sept	1,251,631	1,256,633
Oct	1,390,701	
Nov	1,529,771	
Dec	1,668,841	
2019-20	3,331,467	
Year To Date		
Actual v. Projected		100%



FINANCE & ADMINISTRATION

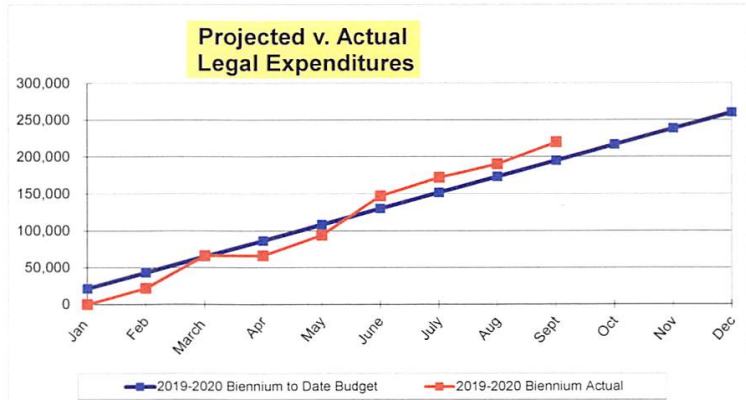
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	109,736	269,600
Feb	219,471	431,276
March	329,207	503,061
Apr	438,942	582,217
May	548,678	660,942
June	658,414	715,697
July	768,149	816,659
Aug	877,885	911,624
Sept	987,620	998,709
Oct	1,097,356	
Nov	1,207,091	
Dec	1,316,827	
2019-20	2,708,853	
Year To Date		
Actual v. Projected		101%



City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2019

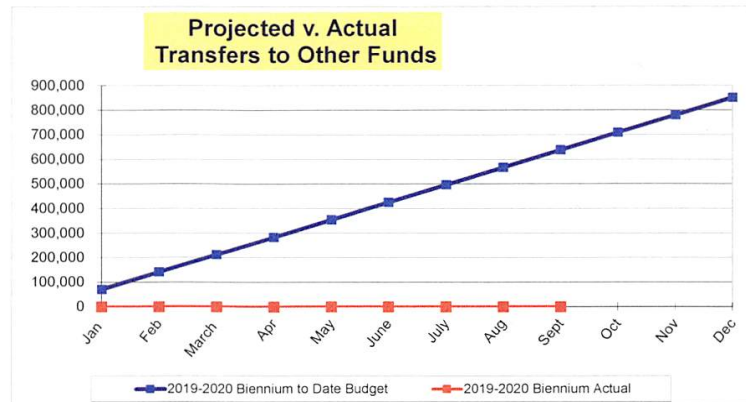
LEGAL

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	21,667	0
Feb	43,333	22,119
March	65,000	66,212
Apr	86,667	66,212
May	108,333	94,270
June	130,000	146,975
July	151,667	171,987
Aug	173,333	190,275
Sept	195,000	219,582
Oct	216,667	
Nov	238,333	
Dec	260,000	
2019-20	530,000	
Year To Date		
Actual v. Projected		113%



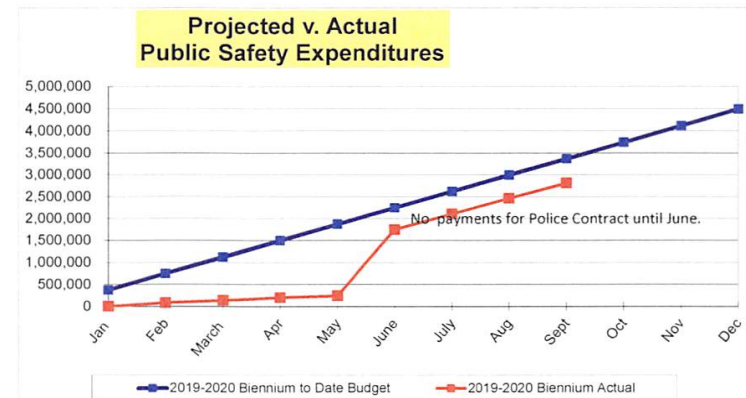
TRANSFERS TO OTHER FUNDS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	70,991	0
Feb	141,983	0
March	212,974	0
Apr	283,966	0
May	354,957	0
June	425,949	0
July	496,940	0
Aug	567,931	0
Sept	638,923	0
Oct	709,914	0
Nov	780,906	0
Dec	851,897	0
2019-20	1,602,484	0
Year To Date		
Actual v. Projected		0%



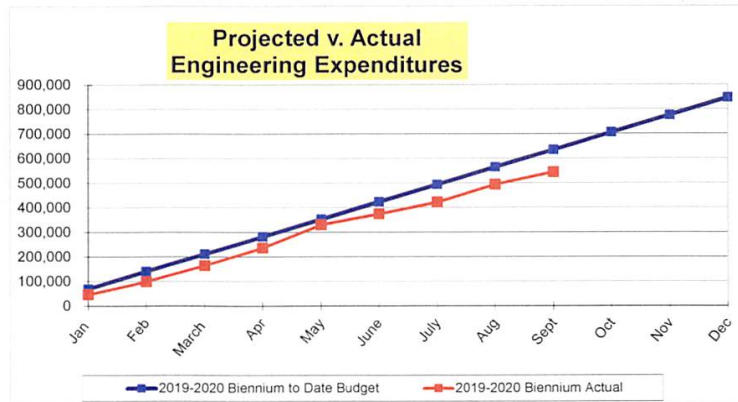
PUBLIC SAFETY

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	374,381	4,167
Feb	748,763	83,327
March	1,123,144	139,422
Apr	1,497,525	206,168
May	1,871,906	247,288
June	2,246,288	1,751,151
July	2,620,669	2,106,100
Aug	2,995,050	2,465,101
Sept	3,369,431	2,811,294
Oct	3,743,813	
Nov	4,118,194	
Dec	4,492,575	
2019-20	9,133,991	
Year To Date		
Actual v. Projected		83%



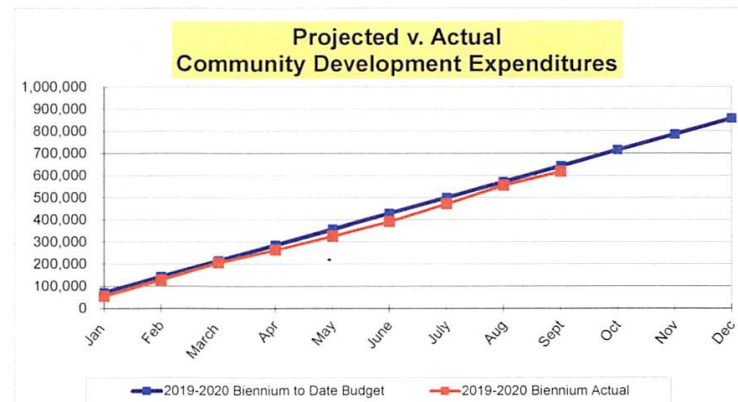
City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2019
ENGINEERING

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	70,640	46,711
Feb	141,281	99,615
March	211,921	164,832
Apr	282,562	237,584
May	353,202	330,604
June	423,843	374,066
July	494,483	422,180
Aug	565,123	494,604
Sept	635,764	544,540
Oct	706,404	
Nov	777,045	
Dec	847,685	
2019-20	1,658,620	
Year To Date		
Actual v. Projected		86%



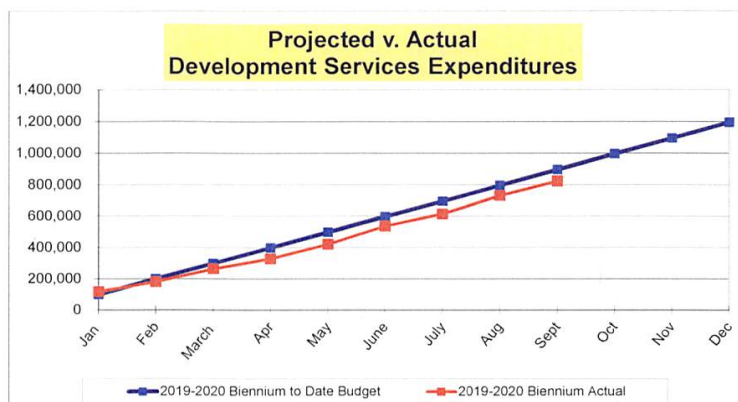
COMMUNITY DEVELOPMENT

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	71,551	55,205
Feb	143,102	128,125
March	214,653	205,773
Apr	286,203	263,084
May	357,754	326,000
June	429,305	391,375
July	500,856	470,899
Aug	572,407	555,711
Sept	643,958	618,373
Oct	715,508	
Nov	787,059	
Dec	858,610	
2019-20	1,698,893	
Year To Date		
Actual v. Projected		96%



DEVELOPMENT SERVICES

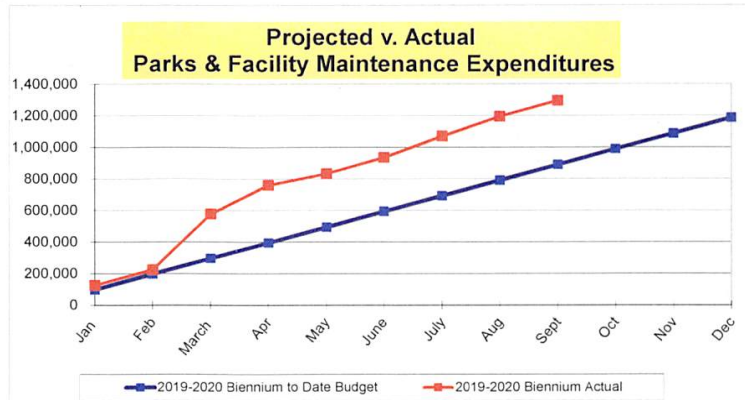
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	99,642	118,215
Feb	199,283	179,150
March	298,925	263,769
Apr	398,567	328,719
May	498,208	421,046
June	597,850	536,548
July	697,492	614,591
Aug	797,133	733,104
Sept	896,775	825,102
Oct	996,417	
Nov	1,096,058	
Dec	1,195,700	
2019-20	2,436,502	
Year To Date		
Actual v. Projected		92%



**City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2019**

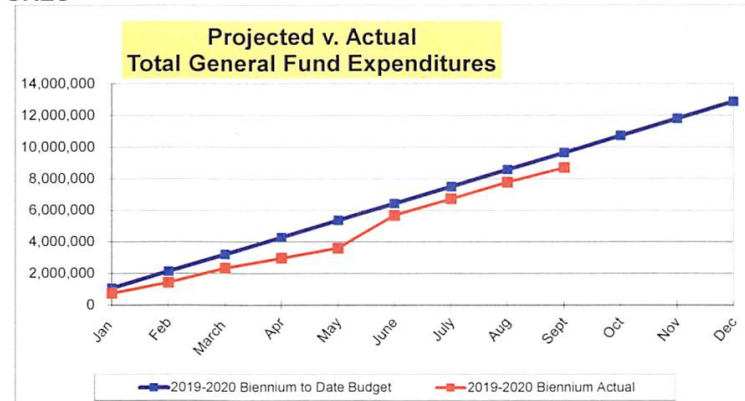
PARKS & FACILITY MAINTENANCE

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	98,948	126,627
Feb	197,897	225,820
March	296,845	577,287
Apr	395,793	760,555
May	494,742	832,862
June	593,690	935,732
July	692,638	1,070,661
Aug	791,587	1,194,367
Sept	890,535	1,295,648
Oct	989,483	
Nov	1,088,432	
Dec	1,187,380	
2019-20	2,426,725	
Year To Date		
Actual v. Projected		145%



TOTAL GENERAL FUND EXPENDITURES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	1,073,122	746,640
Feb	2,146,245	1,424,346
March	3,219,367	2,339,375
Apr	4,292,489	2,976,679
May	5,365,612	3,599,979
June	6,438,734	5,688,207
July	7,511,856	6,737,233
Aug	8,584,979	7,781,525
Sept	9,658,101	8,705,433
Oct	10,731,223	
Nov	11,804,346	
Dec	12,877,468	
2019-20	25,927,872	
Year To Date		
Actual v. Projected		90%



**City of Kenmore, Washington
Street Fund Summary Report
September 30, 2019**



	MONTH	BIENNIUM TO DATE	% of	BUDGET
	<u>September 2019</u>	<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>
<u>REVENUES</u>				
Beginning Fund Balance		926,962		926,962
Fuel Tax	46,674	354,265	35.2%	1,006,385
Investment Interest	397	7,151	143.0%	5,000
Miscellaneous	0	9,817	490.9%	2,000
ROW Permit Fees/Inspections	2,455	115,344	48.1%	240,000
Multimodal Transportation	7,931	23,798	37.8%	62,910
Transfer from General Fund	0	0	0.0%	1,602,484
Transfer from TBD	0	0	0.0%	716,000
Total Revenues	57,457	510,375	14.0%	3,634,779

Total Revenues & Beginning Fund Balance	1,437,337	4,561,741
--	------------------	------------------

	BIENNIUM TO DATE	% of	BUDGET
	<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>
<u>EXPENDITURES</u>			
Salary and Benefits	52,357	500,031	37.9%
Maintenance & Operations	49,768	479,140	22.1%
Capital	0	144,464	96.3%
Total Expenditures	102,124	1,123,635	30.9%

Ending Fund Balance	313,702	926,962
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Total Expenditures and Ending Fund Balance	1,437,337	4,561,741
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City of Kenmore, Washington
Cash and Investment Report
September 30, 2019



<u>Fund</u>	<u>Beg. Cash & Inv.</u> <u>from Prev. Mo.</u>	<u>Monthly</u> <u>Revenues</u>	<u>Monthly</u> <u>Expenditures</u>	<u>End. Cash & Inv.</u> <u>Current Month</u>
General	\$4,980,188	\$617,201	\$923,907	4,673,482
Street	358,368	57,457	102,124	313,701
Transportation Capital	-9,558	384,378	232,825	141,995
Public Art	70,377	88	0	70,465
Park Impact Fee	671,931	9,061	0	680,993
Transportation Impact Fee	3,109,214	33,760	0	3,142,974
Swamp Creek Basin	1,473,335	1,841	0	1,475,176
Transportation Benefit District	353,773	37,620	0	391,394
Sammamish Bridge Replacement	2,118,571	11,848	27,489	2,102,930
Walkways & Waterways Debt Service	705,217	18,917	0	724,134
Real Estate Excise Tax	1,790,061	155,474	0	1,945,535
Kenmore Village	3	0	0	3
Park Capital	-1,002,140	0	76,541	(1,078,681)
Walkways & Waterways Bond	6,928,156	14,828	0	6,942,984
Surface Water Management	1,614,306	26,624	107,897	1,533,032
Surface Water Capital	-41,492	10,500	115,085	(146,077)
Public Works Shop Fund	0	0	0	0
Strategic Reserve	1,326,027	1,657	0	1,327,684
Strategic Opportunities	2,211,297	2,763	0	2,214,061
Equipment Replacement	540,999	17,461	0	558,461
Trust & Agency	863,808	42,653	33,281	873,180
Totals	\$28,062,444	\$1,444,132	\$1,619,149	\$27,887,426

<u>Fund</u>	<u>Cash, Savings,</u> <u>Local Govt Investment Pool</u>	<u>(> One Year)</u> <u>Fixed</u> <u>Investments</u>	<u>Total</u>
General	\$744,701	\$3,929,616	4,674,317
Street	-536,190	850,000	313,810
Transportation Capital	142,160	0	142,160
Public Art	55,465	15,000	70,465
Park Impact Fee	-249,005	930,000	680,995
Transportation Impact Fee	3,112,976	30,000	3,142,976
Swamp Creek Basin	75,177	1,400,000	1,475,177
Transportation Benefit District	391,393	0	391,393
Sammamish Bridge Replacement	2,102,930	0	2,102,930
Walkways & Waterways Debt Service	724,134	0	724,134
Real Estate Excise Tax	1,945,534	0	1,945,534
Kenmore Village	0	0	0
Park Capital	-1,078,681	0	(1,078,681)
Walkways & Waterways Bond	6,942,984	0	6,942,984
Surface Water Management	1,023,094	510,000	1,533,094
Surface Water Capital	-146,077	0	(146,077)
Public Works Shop Fund	0	0	0
Strategic Reserve	477,685	850,000	1,327,685
Strategic Opportunities	2,214,061	0	2,214,061
Equipment Replacement	108,460	450,000	558,460
Trust & Agency	773,175	100,000	873,175
Totals	\$18,823,976	\$9,064,616	\$27,888,591

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City of Kenmore, Washington
Investment Schedule
September 30, 2019



Average Yield to Maturity-Securities							Overall Average Yield	2.01%
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Principal or Balance	Yield Equivalents
Morgan Stanley								
	3134G9GR2	FHLMC	8/18/2020	8/7/2017	1.60%	1.62%	999,500.00	16,191.90
	3130ACTL8	FHLB	11/25/2020	12/22/2017	1.95%	1.95%	997,650.00	19,454.18
	3133EHLX2	FHLB	3/5/2020	9/19/2017	1.54%	1.54%	999,000.00	15,384.60
	3130AB3N4	FHLB	10/29/2019	4/28/2017	1.55%	1.55%	1,000,750.00	15,511.63
Total Morgan Stanley Purchases							3,996,900.00	66,542.30
Time Value Investments								
	3130A7RL1	FHLB	4/19/2021	1/26/2017	1.80%	1.80%	992,893.00	17,872.07
	3133EJSU4	FFCB	12/26/2019	7/11/2018	2.53%	2.53%	1,001,561.00	25,339.49
	76116FAG2	RFCSP	1/15/2021	5/31/2018	2.50%	2.50%	999,718.18	24,992.95
	3136G4ED1	FNMA	10/25/2021	4/22/2019	2.36%	2.36%	1,073,543.26	25,335.62
Total TVI Purchases							4,067,715.44	93,540.14
Opus Bank CD's								
	11495975	CD	8/10/2020	8/10/2019	2.50%	2.50%	1,000,000.00	24,970.00
Total Cascade Bank CD's							1,000,000.00	24,970.00
TOTAL ALL SECURITIES							\$ 9,064,615.44	\$ 185,052.44
Banner Checking and Savings						0.07% Banner	2,585,873.27	1,810.11
Opus Savings						2.36% Opus	3,115,692.07	73,530.33
LGIP - Primary Account						2.29% LGIP	4,889,118.78	111,838.59
LGIP - Bond Proceeds Account						2.29% LGIP	8,233,291.45	188,336.54
Total Accounts							\$ 27,888,591.01	560,568.02

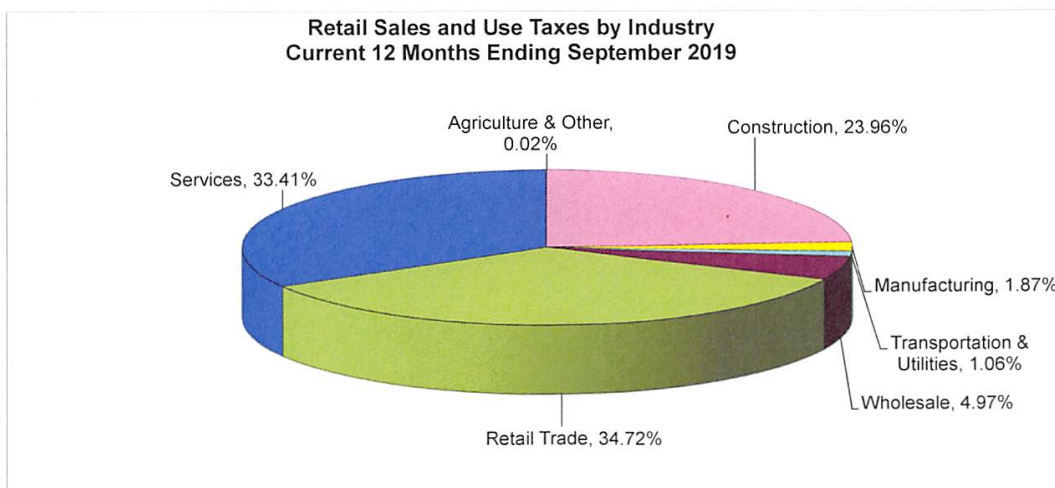
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 September 2019

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	11.64	0.00	11.64	0.0%
CONSTRUCTION	53,743.08	205.72	53,948.80	21.9%
MANUFACTURING	3,741.26	0.04	3,741.30	1.5%
TRANSPORTATION & UTILITIES	1,226.19	1,354.48	2,580.67	1.0%
WHOLESALE	27,807.81	30.63	27,838.44	11.3%
RETAIL TRADE	83,932.46	174.16	84,106.62	34.1%
SERVICES	61,175.80	331.65	61,507.45	24.9%
INFORMATION	8,405.09	56.03	8,461.12	3.4%
PUBLIC SERVICES	8.51	4,450.62	4,459.14	1.8%
	<u>240,051.85</u>	<u>6,603.34</u>	<u>246,655.19</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
September 30, 2019

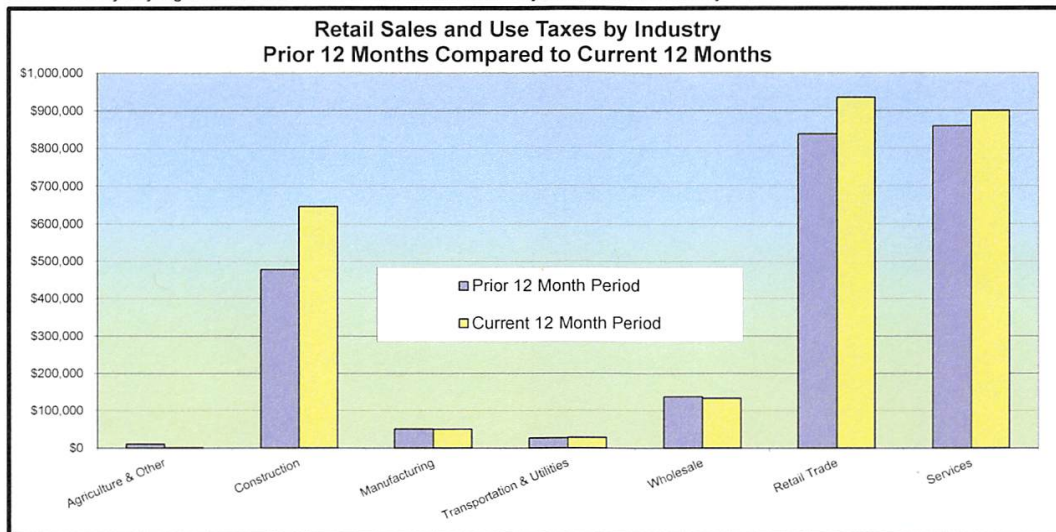


Industry	Prior 12 Months ending September 2018	Current 12 Months ending September 2019	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$10,278	\$597	-94.19%	0.02%
Construction	477,011	645,548	35.33%	23.96%
Manufacturing (Printing, Publishing, Other Manuf.)	50,902	50,353	-1.08%	1.87%
Transp/Comm/Utilities (Telecomm., Air Transport.)	26,779	28,530	6.54%	1.06%
Wholesale (Lumber, Other Wholesale)	137,787	133,835	-2.87%	4.97%
Retail Trade (Eating, Merchandise, Food Stores)	838,338	935,472	11.59%	34.72%
Services (Auction, Recreation, Auto Repair, Financial)	859,254	900,107	4.75%	33.41%
Totals	\$2,400,349	\$2,694,442	12.25%	100%
Increase/(Decrease)		\$294,093	12.25%	



NOTE: Due to the City's Confidentiality Agreement with the Department of Revenue, specific business information cannot be disclosed.

There is a sixty-day lag between sales taxes collected and when they are remitted to the City



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City of Kenmore, Washington
Real Estate Excise Tax Report
September 30, 2019



Real Estate Excise Taxes (REET)
2016 - 2019 Monthly Receipts

	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Target 2019
January	122,819	176,657	99,205	67,141	132,894
February	70,146	94,134	82,263	84,215	82,181
March	110,066	170,086	89,698	89,106	123,284
April	133,161	126,245	148,514	104,430	135,973
May	129,599	139,422	144,906	96,756	137,976
June	167,575	211,430	181,182	201,666	186,729
July	177,426	163,138	181,974	109,538	174,179
August	165,397	114,754	115,421	240,124	131,857
September	136,176	221,719	128,704	153,174	162,200
October	150,786	186,805	97,998		145,196
November	124,437	150,187	102,373		125,666
December	131,651	146,159	112,490		130,100
	\$1,619,239	\$1,900,736	\$1,484,728	\$1,146,151	\$1,668,234

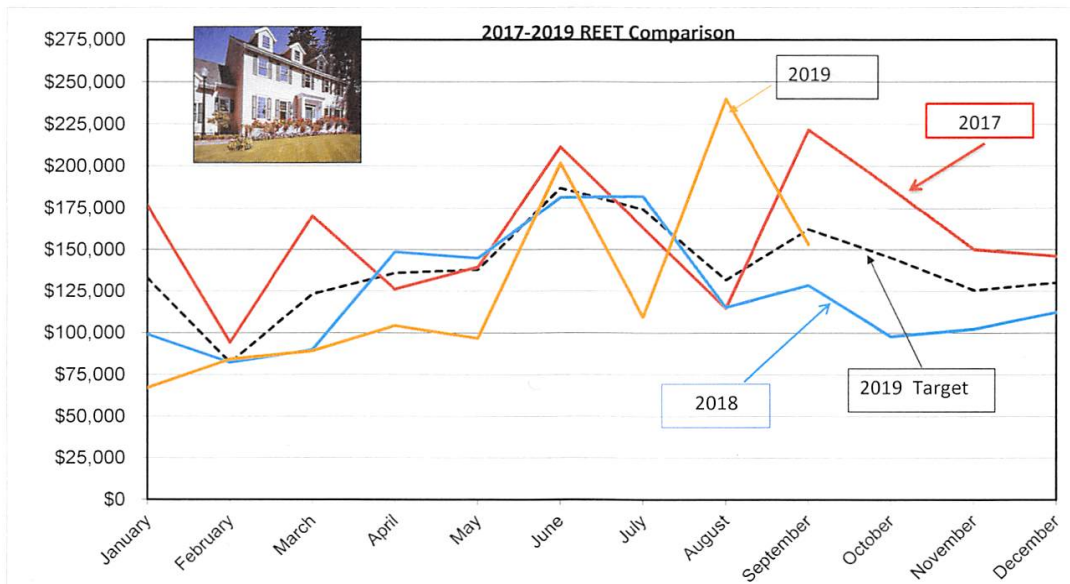
For 2019, REET is \$25,716 less than the same period last year and less than the 2019 target by \$121,122

* NOTE THE 2019 target is computed on a 3 year average (2016-2018) of actual receipts

Real Estate Excise Taxes (REET)
2016 - 2019 Property Sales > \$500,000

sales actually occur in the prior month; there is a 30 day lag between sales and when the City receives the rev.

	2016	2017	2018	2019	2016	2017	2018	2019
January	18,590,517	27,548,430	17,379,581	12,424,500	92,023	136,365	86,029	61,501
February	9,701,034	19,017,050	15,277,640	14,286,900	48,020	94,134	75,624	70,720
March	15,147,174	29,692,641	13,818,387	15,106,888	74,979	146,979	68,401	74,779
April	21,160,913	19,953,544	23,896,450	19,671,000	104,747	98,770	118,287	97,371
May	19,813,122	24,277,456	25,710,632	16,722,738	98,075	120,173	127,268	82,778
June	26,065,161	36,414,050	31,816,871	36,281,428	129,023	180,250	157,494	179,593
July	24,020,546	28,779,145	32,800,185	20,426,900	118,902	142,457	162,361	101,113
August	21,648,781	18,859,991	19,693,600	44,530,295	107,161	93,357	97,483	220,425
September	16,950,242	38,431,272	22,172,221	23,545,383	83,904	190,235	109,752	116,550
October	21,157,409	31,278,148	14,697,849		104,729	154,827	72,754	0
November	16,916,011		16,347,581		83,734	0	80,921	0
December	20,607,695	25,603,889	19,908,284		102,008	126,739	98,546	0
	\$231,778,605	\$299,855,616	\$253,519,281	\$202,996,032	1,147,305	\$1,484,286	\$1,254,920	\$1,004,830

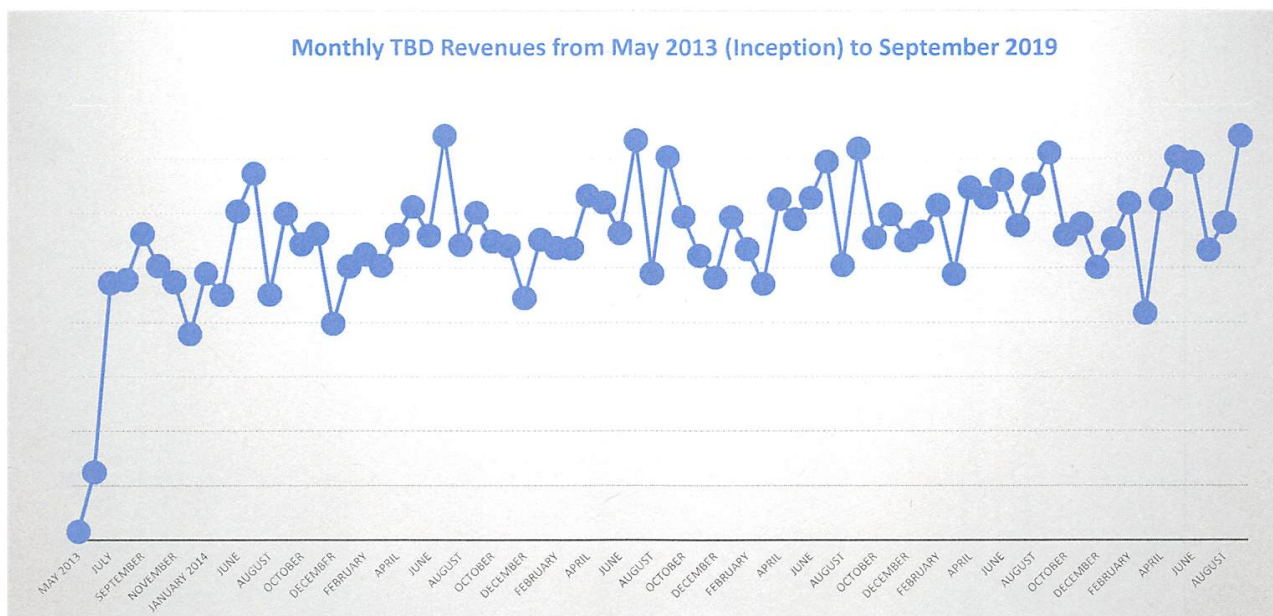


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Kenmore Transportation Benefit District
Monthly Report
September 30, 2019



<u>Revenues</u>	<u>September 2019</u>	<u>Biennium-to-Date</u>	<u>Percent of Budget</u>	<u>Biennium Budget</u>
Vehicle Fees	37,132	273,643	38.54%	710,000
Investment Interest	489	3,390	42.38%	8,000
Total Revenues	<u>\$37,621</u>	<u>\$277,033</u>	38.58%	<u>\$718,000</u>
<u>Expenditures</u>				
Reimbursement to Street Fund	0	0	0.00%	716,000
Total Expenditures	<u>0</u>	<u>0</u>	0.00%	<u>716,000</u>
Net Income (Loss)	<u>\$37,621</u>	<u>\$277,033</u>		<u>\$2,000</u>



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City of Kenmore, Washington

Memo

To: Rob Karlinsey, City Manager
From: Debbie Bent, Community Development Director *DB*
Date: 11/25/19
Subject: Update on Amendments to the King County Countywide Planning Policies (CPP)

.....

Attached is a letter dated 10/25/19 addressed to Mayor Baker requesting City consideration and ratification of amendments to the King County Countywide Planning Policies. A City is deemed to have ratified the proposed amendments unless the City takes legislative action before January 23, 2020.

Staff has reviewed the proposed amendments to facilitate the siting of public schools inside the Urban Growth Area. The amendments outline 10 best practices jurisdictions can take to facilitate the development and renovation of public schools within the Urban Growth Area.

Staff recommends the Council ratifies the amendments, so no legislative action is required.

Attachment:
10/25/19 letter to Mayor Baker from Dow Constantine King County Executive and Rod Dembowski, Chair King County Council, with enclosures.

18120 68th Ave NE, Kenmore, WA 98028

Office: (425) 398-8900 · Fax: (425) 481-3236 · cityhall@kenmorewa.gov · www.kenmorewa.gov



October 25, 2019

The Honorable David Baker
City of Kenmore
P.O. Box 82607
Kenmore, WA 98028-0607

Dear Mayor Baker:

We are pleased to forward for your consideration and ratification the enclosed amendment to the King County Countywide Planning Policies (CPP).

On October 9, 2019, the Metropolitan King County Council approved and ratified the amendment on behalf of unincorporated King County. The ordinance will become effective Friday, October 25, 2019. Copies of the transmittal letter, King County Council staff report, ordinance 18991 and Growth Management Planning Council motion are enclosed to assist you in your review of this amendment.

In accordance with the CPP, G-1, amendments become effective when ratified by ordinance or resolution by at least 30 percent of the city and county governments representing 70 percent of the population of King County according to the interlocal agreement. A city will be deemed to have ratified the CPP and amendments unless, within 90 days of adoption by King County, the city takes legislative action to disapprove the amendments. **Please note that the 90-day deadline for these amendments is Thursday, January 23, 2020.**

If you adopt any legislation concerning this action, please send a copy of the legislation by the close of business, Thursday, January 23, 2020, to Melani Pedroza, Clerk of the Council, Room 1200, King County Courthouse, 516 Third Avenue, Seattle, WA 98104.

If you have any questions about the amendments or ratification process, please contact Karen Wolf, Senior Strategy and Performance Analyst, King County

Executive's Office, at 206 263-9649, or Andy Micklow, Metropolitan King County Council Staff, at 206 263-3226.

Thank you for your prompt attention to this matter.

Sincerely,



Rod Dembowski, Chair
Metropolitan King County Council



Dow Constantine
King County Executive

Enclosures

cc: King County City Planning Directors
Sound Cities Association
Lauren Smith, Director, Regional Planning
Karen Wolf, Senior Strategy and Performance Analyst
Andy Micklow, Council Staff, Mobility and Environment Committee



King County

Dow Constantine
King County Executive
401 Fifth Avenue, Suite 800
Seattle, WA 98104-1818
206-263-9600 Fax 206-296-0194
TTY Relay: 711
www.kingcounty.gov

2019-312

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CLERK
KING COUNTY COUNCIL

July 3, 2019

The Honorable Rod Dembowski
Chair, King County Council
Room 1200
COURTHOUSE

Dear Councilmember Dembowski

This letter transmits an ordinance that will enable King County to implement the King County Countywide Planning Policies by facilitating the siting of public schools inside the Urban Growth Area.

The school districts that have both urban and rural territory are focusing their efforts on building with the Urban Growth Area consistent with King County Countywide Planning Policies. But, building in the cities comes with challenges such as limited land available schools and the regulatory structure. Motion 18-1, approved by the Growth Management Council, outlines actions that jurisdictions can take to facilitate the development and renovation of public schools within the Urban Growth Area.

This ordinance integrates the goals of the King County Strategic Plan by recognizing the role of land use planning in shaping environmentally sustainable and economically viable future for all people in King County. The County's role in the GMPC fosters the ethic of working together for "One King County" by actively participating in regional organizations and defining King County's role in regional issues.

Thank you for your consideration of this ordinance. This important legislation will help foster vibrant urban communities allowing schools to serve as a focal point.



*King County is an Equal Opportunity/Affirmative Action Employer
and complies with the Americans with Disabilities Act*

The Honorable Rod Dembowski
July 3, 2019
Page 2

If you have any questions, please feel free to contact Lauren Smith, Director of Regional Planning, Performance, Strategy, and Budget Office at 206-263-9606.

Sincerely,

A handwritten signature in black ink, appearing to read "Dow Constantine". The signature is fluid and cursive, with a long horizontal stroke at the end.

Dow Constantine
King County Executive

Enclosure

cc: King County Councilmembers
 ATTN: Carolyn Busch, Chief of Staff
 Melani Pedroza, Clerk of the Council
Dwight Dively, Director, Office of Performance, Strategy, and Budget
Lauren Smith, Director of Regional Planning, PSB



King County

Metropolitan King County Council Mobility and Environment Committee

REVISED STAFF REPORT

Agenda Item:		Name:	Andy Micklow
Proposed No.:	2019-0312	Date:	September 26, 2019

COMMITTEE ACTION

Proposed Substitute Ordinance 2019-0312.2 which would adopt and ratify Growth Management Planning Council Motion 18-1, passed out of committee on October 1, 2019, with a "Do Pass" recommendation. The Ordinance was amended in committee with Amendment 1 to correct the date of the GMPC meeting from May 28, 2018 to May 30, 2018.

SUBJECT

Adoption of recommendations from the Growth Management Planning Council (GMPC) that outline best practices jurisdictions can take to facilitate the development and renovation of public schools within the Urban Growth Area.

SUMMARY

Proposed Ordinance 2019-0312 would adopt Growth Management Planning Council Motion 18-1 which outlines best practices jurisdictions can take to facilitate the development and renovation of public schools within the Urban Growth Area.

If adopted by the Council, the ordinance would also ratify the change on behalf of the population of unincorporated King County and begin the ratification process by the cities in King County.

BACKGROUND

The Washington State Growth Management Act (GMA) requires counties and cities to work together to plan for growth. In King County, the Growth Management Planning Council (GMPC) is the countywide planning body through which the County and cities collaborate. The GMPC is comprised of elected officials from King County, Seattle, Bellevue, the Sound Cities Association, and special purpose districts.

The GMPC convened the School Siting Task Force in 2011 to address the issue of whether public schools serving primarily urban populations should be sited in rural

areas, and whether such facilities should be served by sewers. The School Siting Task Force produced a final report and recommendations in March 2012. Recommendations from the School Siting Task Force Final Report were incorporated into three new Countywide Planning Policies (CPPs) in 2012.

The three policies regarding school siting added in the 2012 Countywide Planning Policies¹ are:

PF-18 Locate schools, institutions, and other community facilities and services that primarily serve urban populations within the Urban Growth Area, where they are accessible to the communities they serve, except as provided in Appendix 5 (March 31, 2012 School Siting Task Force Report). Locate these facilities in places that are well served by transit and pedestrian and bicycle networks.

PF-19 Locate new schools and institutions primarily serving rural residents in neighboring cities and rural towns, except as provided in Appendix 5 (March 31, 2012 School Siting Task Force Report) and locate new community facilities and services that primarily serve rural residents in neighboring cities and rural towns, with the limited exceptions when their use is dependent upon a rural location and their size and scale supports rural character.

Public school facilities to meet the needs of growing communities are an essential part of the public infrastructure. Coordination between each jurisdiction's land use plan and regulations and their respective school district[s] facility needs are essential for public school capacity needs to be met. The following policy applies countywide and requires engagement between each school district and each city that is served by the school district. The policy also applies to King County as a jurisdiction for areas of unincorporated King County that are within a school district's service boundary. The policy initiates a periodic procedure to identify if there are individual school district siting issues and if so, a process for the school district and jurisdiction to cooperatively prepare strategies for resolving the issue.

PF-19A Plan, through a cooperative process between jurisdictions and school districts, that public school facilities are available, to meet the needs of existing and projected residential development consistent with adopted comprehensive plan policies and growth forecasts. Cooperatively work with each school district located within the jurisdiction's boundaries to evaluate the school district's ability to site school facilities necessary to meet the school district's identified student capacity needs. Use school district capacity and enrollment data and the growth forecasts and development data of each jurisdiction located within the school district's service boundaries. By January 2016 and every two years thereafter, determine if there is development capacity and the supporting infrastructure to site the needed school facilities. If not, cooperatively prepare a strategy to address the capacity shortfall. Potential strategies may include:

- Shared public facilities such as play fields, parking areas and access drives
- School acquisition or lease of appropriate public lands

¹ 2012 King County Countywide Planning Policies, as amended further in 2016:
<http://www.kingcounty.gov/depts/executive/performance-strategy-budget/regional-planning/CPPs.aspx>

- Regulatory changes such as allowing schools to locate in additional zones or revised development standards
- School design standards that reduce land requirements (such as multi-story structures or reduced footprint) while still meeting programmatic needs.

In 2017, and every two years thereafter, King County shall report to the GMPC on whether the goals of this policy are being met. The GMPC shall identify corrective actions as necessary to implement this policy.

The 2018 School Siting Report to the GMPC found, "the requirement to accommodate student capacity primarily in the urban area is challenging, and has become even more so as King County continues to grow and as Washington state implements new policies impacting school capacity."²

ANALYSIS

On May 30, 2018, the GMPC unanimously adopted Motion 18-1, which is a non-binding recommendation to the Council to endorse actions the County and its cities can take to further facilitate the development and renovation of public schools within the UGA. Motion 18-1 recommends ten best practices for the cities and the county to work together with school districts to build new schools and school facilities within the UGA. The recommendations in Motion 18-1 include the following:

1. Identify surplus public properties that could work as new school sites.
2. Assist with identifying private properties that could be available for new school sites.
3. Look for opportunities for shared use of buildings, fields, parking and other facilities between the city or county and the school district.
4. Consider options and zoning for mixed-use development that could accommodate a school.
5. Investigate how regulations and processes can be modified to make challenging sites work for new, expanded, and renovated school facilities (such as providing flexible application of development regulations for height restrictions, maximum lot coverage, and parking standards) and consider the feasibility of allowing playfields in the Rural Area adjacent to schools located in the UGA and with direct access from the UGA.
6. Broaden the number of zone classifications within which schools are permitted to locate.
7. Coordinate the permit review process to improve certainty for school districts and to shorten the permitting process time (using priority permitting as appropriate).
8. Implement a phased review of school development so the school site may be modified as needed over time and so portable facilities may be sited and/or replaced in an efficient manner.

² <https://www.kingcounty.gov/~media/depts/executive/performance-strategy-budget/regional-planning/GrowthManagement/GMPCMeeting053018/GMPC-Report-PF-19A-2018-053018>

9. Work with school districts, to establish site-specific Transportation Demand Management (TDM) protocols to encourage more walking, biking, and transit ridership to reduce the need for parking.
10. Partner with school districts in the planning and financing needed to improve, if appropriate based on topography and surrounding neighborhood characteristics, walking and biking routes to the school.

Adoption of Proposed Ordinance 2019-0312 would approve the recommendation from the GMPC. Council approval of the Proposed Ordinance would also ratify the motion on behalf of the population of unincorporated King County and begin the ratification process by the cities. The ratification process is outlined in CPP G-1³ and includes: recommendation by the GMPC, adoption and ratification by the King County Council, and ratification by the cities. Ratification must occur within 90 days of King County approval. Ratification requires affirmation by the county and cities and town representing at least 70 percent of the county population and 30 percent of those jurisdictions. Ratification is either by affirmative vote of the city's or town's council or by no action being taken within the ratification period.

The GMPC staff analysis of Motion 18-1 as presented to the GMPC is included as Attachment 4 to this staff report.

AMENDMENT

Amendment 1 is included in the packet, and would correct the date of the May 30, 2018 GMPC meeting.

³ 2012 King County Countywide Planning Policies, as amended further in 2016:
<http://www.kingcounty.gov/depts/executive/performance-strategy-budget/regional-planning/CPPs.aspx>



KING COUNTY
Signature Report

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Ordinance 18991

Proposed No. 2019-0312.2

Sponsors Upthegrove

- 1 AN ORDINANCE adopting and ratifying Growth
2 Management Planning Council Motion 18-1.
3 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:
4 **SECTION 1. Findings:**
5 A. Growth Management Planning Council Motion 18-1 outlines best practices
6 jurisdictions can take to facilitate the development and renovation of public schools
7 within the Urban Growth Area.
8 B. On May 30, 2018, the Growth Management Planning Council unanimously
9 adopted Motion 18-1.

Ordinance 18991

- 10 SECTION 2. The best practices outlined in Motion 18-1, are hereby adopted by
11 King County and ratified on behalf of the population of unincorporated King County.
12

Ordinance 18991 was introduced on 9/25/2019 and hearing held/closed and passed by the Metropolitan King County Council on 10/9/2019, by the following vote:

Yes: 8 - Mr. von Reichbauer, Mr. Gossett, Mr. Dunn, Mr. McDermott,
Mr. Dembowski, Mr. Upthegrove, Ms. Kohl-Welles and Ms. Balducci
No: 1 - Ms. Lambert



KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Rod Dembowski, Chair

ATTEST:

Melani Pedroza, Clerk of the Council

APPROVED this 15 day of OCTOBER, 2019.

Dow Constantine, County Executive

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CLERK
KING COUNTY COUNCIL

Attachments: A. GMPC Motion 18-1

Ordinance 18991

5/30/18

Attachment A

Sponsored By: Executive Committee

1

2

GMPC MOTION NO. 18-1

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A MOTION outlining actions jurisdictions can take to facilitate the development and renovation of public schools within the Urban Growth Area.

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WHEREAS the Growth Management Planning Council (GMPC) convened the School Siting Task Force in 2011 to address the issue of whether public schools serving primarily urban populations should be sited in rural areas; and

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WHEREAS, the Task Force completed their work on March 31, 2012, issuing a report and final recommendations to the King County Executive; and

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WHEREAS, as a result of the work of the Task Force, three new policies were added to the 2012 King County Countywide Planning Policies (CPPs) – PF-18, PF-19, and PF-19A; and

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WHEREAS, student enrollments at school districts in King County are rapidly increasing causing a push to build more schools and school facilities and expand existing ones; and

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WHEREAS, the school districts that have both urban and rural territory are focusing their efforts on building within the Urban Growth Area (UGA) consistent with the CPPs; and

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WHEREAS, land sufficient for schools is scarce within the UGA and the regulatory structure can pose barriers to building quality schools; and

22

23 WHEREAS, the challenges with school siting affect both school districts with
24 urban and rural territory and school districts with entirely urban territory; and

25 WHEREAS, school districts, cities, and King County collectively hold an interest
26 in providing residents with needed school capacity within the UGA in a timely manner that
27 makes best use of limited taxpayer resources; and

28 WHEREAS, school districts operate with limited financial resources and both the
29 districts and general-purpose governments recognize an obligation to be responsible
30 stewards of public funds;

31 THEREFORE, the King County GMPC endorses the following best practices for
32 cities and the county working together with school districts to build new schools and
33 school facilities within the UGA:

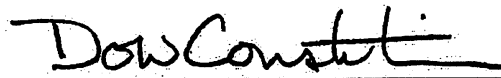
- 34 1. Identify surplus public properties that could work as new school sites.
- 35 2. Assist with identifying private properties that could be available for new
36 school sites.
- 37 3. Look for opportunities for shared use of buildings, fields, parking and other
38 facilities between the city or county and the school district.
- 39 4. Consider options and zoning for mixed-use development that could
40 accommodate a school.
- 41 5. Investigate how regulations and processes can be modified to make
42 challenging sites work for new, expanded, and renovated school facilities
43 (such as providing flexible application of development regulations for height
44 restrictions, maximum lot coverage, and parking standards) and consider the

- 45 feasibility of allowing playfields in the Rural Area adjacent to schools located
46 in the UGA and with direct access from the UGA.
- 47 6. Broaden the number of zone classifications within which schools are permitted
48 to locate.
- 49 7. Coordinate the permit review process to improve certainty for school districts
50 and to shorten the permitting process time (using priority permitting as
51 appropriate).
- 52 8. Implement a phased review of school development so the school site may be
53 modified as needed over time and so portable facilities may be sited and/or
54 replaced in an efficient manner.
- 55 9. Work with school districts, to establish site-specific Transportation Demand
56 Management (TDM) protocols to encourage more walking, biking, and transit
57 ridership to reduce the need for parking.
- 58 10. Partner with school districts in the planning and financing needed to improve,
59 if appropriate based on topography and surrounding neighborhood
60 characteristics, walking and biking routes to the school.

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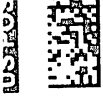
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Dow Constantine, Chair, Growth Management Planning Council

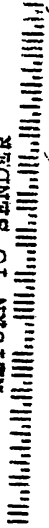
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Seattle, WA 98104

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The Honorable David Baker
City of Kenmore
P.O. Box 82607
Kenmore, WA 98028-0607

KENMORE WA 98028-2701