



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

City Council Regular Meeting

ON-SITE

MONDAY, NOVEMBER 25, 2024 - 7:00 PM

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

ZOOM LINK: <https://kenmorewa-gov.zoom.us/j/88588285127>

ZOOM PASSWORD: 112524

Or One tap Mobile: US: +12532158782,,88588285127# US

Or Telephone Dial US: +1 253 205 0468

Webinar ID: 885 8828 5127

ZOOM PASSWORD: 112524

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

If you have technical difficulties accessing the meeting virtually, please contact the Deputy City Clerk at mkang@kenmorewa.gov.

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

Land Acknowledgement to Honor First Peoples

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

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

II. ROLL CALL

III. LAND ACKNOWLEDGEMENT

IV. FLAG SALUTE

V. AGENDA APPROVAL

VI. PRESENTATION

- A. Recognizing Alinafe Matenda, Diversity, Equity, Inclusion, and Accessibility (DEIA) Advisory Committee Member, presented by Assistant to the City Manager/DEIA Coordinator Garrett Oppenheim

VII. WHERE'S THE FUN?

VIII. PUBLIC COMMENTS

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

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

IX. CONSENT AGENDA

- A. Approve the City Council Special Meeting Minutes from Thursday, November 7, 2024.
[City Council Special Meeting Minutes from November 7, 2024 \(added 11/18\)](#)
- B. Approve Total Check #s 55244 through 55302 totaling \$609,981.85, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 11/01/2024 in the amount totaling \$287,942.30, and EFT Payment #s 1716 through 1729 totaling \$40,024.53.
[Voucher Certification and Approval 10/26/2024 - 11/08/2024](#)
- C. Adopt the Financial Sustainability Plan.
[Agenda Bill - Financial Sustainability Plan \(added 11/19\)](#)
[Attachment 1 - Financial Sustainability Plan \(added 11/19\)](#)
- D. Authorize the City Manager to use City funds in the amount not to exceed \$1,500 for the payment of permit fees related to the Camp United We Stand (CUWS) temporary homelessness encampment application.
[Agenda Bill - Camp United We Stand Permit Fees \(added 11/19\)](#)
[Attachment 1 - CUWS Letter of Intent to Apply \(added 11/19\)](#)

X. BUSINESS AGENDA

- A. Shoreline Fire Department Northshore Fire Department Proposition 1, Proposed Formation of Shoreline Fire Department Regional Fire Authority
 - Presentation by Fire Chief Matt Cowan
 - Questions and Discussion

- **Public Comment** - Pursuant to RCW 42.17A.555(1), members of the public are afforded an approximately equal opportunity for expression of an opposing view

[Presentation - Regional Fire Authority Ballot Measure \(added 11/22\)](#)

XI. PUBLIC HEARINGS

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

- A. Comprehensive Plan Amendments presented by Community Development Director Debbie Bent and Principal Planner Todd Hall, *for public hearing*
- Land Capacity Analysis
 - Substantive Changes to the Housing Element
- [Agenda Bill - Comprehensive Plan Public Hearing \(added 11/19\)](#)
[Attachment 1 - Land Capacity Analysis Memo, from 11/1 \(added 11/19\)](#)
[Attachment 2 - Draft Housing Element, clean and edit \(added 11/19\)](#)
[Attachment 3 - Proposed Housing Element Amendments \(added 11/19\)](#)
- B. Proposed Ordinance No. 24-0618, Final 2025-2026 Biennial Budget, presented by Finance & Administrative Director Melinda Merrell, *for public hearing*
- [Agenda Bill - 2025-2026 Biennial Budget \(added 11/18\)](#)
[Attachment 1 - Proposed Ordinance No. 24-0618 \(added 11/18\)](#)
[Presentation - 2025-2026 Proposed Biennial Budget \(added 11/21\)](#)

XII. BUSINESS AGENDA (continued)

- B. Proposed Ordinance No. 24-0618, Final 2025-2026 Biennial Budget, presented by Finance & Administrative Director Melinda Merrell, *for adoption*
- [Agenda Bill - 2025-2026 Biennial Budget \(added 11/18\)](#)
[Attachment 1 - Proposed Ordinance No. 24-0618 \(added 11/18\)](#)
[Presentation - 2025-2026 Proposed Biennial Budget \(added 11/21\)](#)

XIII. STAFF REPORTS

XIV. COUNCILMEMBER REPORTS & COMMENTS

- A. Three Facilitators of Deeply Affordable Housing (*added 11/18*)
1. Hold local government accountable for result - not process.
 2. Establish realistic housing result benchmarks, especially for 0-30% AMI.

3. Develop a funding pool to support a variety of deeply affordable and supportive housing forms.

[2025 Kenmore Policy Statements, adopted 10/21](#)

XV. ADJOURNMENT

UPCOMING MEETINGS

Monday, December 2, 2024 at 7:00 PM - City Council Special Meeting

Monday, December 9, 2024 at 6:00 PM - City Council Special and Regular Meeting

Monday, December 16, 2024 at 7:00 PM - City Council Regular Meeting

- **TENTATIVELY CANCELED**

Monday, December 23, 2024 at 7:00 PM - City Council Regular Meeting

- **TENTATIVELY CANCELED**

NOTICE OF POTENTIAL QUORUMS

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

**City of Kenmore
City Council Meeting
Special Meeting Minutes
Thursday, November 7, 2024**

These minutes are created to capture Council action. This is not a verbatim transcript.
Meeting video and audio is available on the City YouTube channel.

PRESENT:

Councilmembers: Mayor Nigel Herbig (virtual)
Deputy Mayor Melanie O’Cain
Councilmember Joe Marshall
Councilmember Debra Srebnik
Councilmember Valerie Sasson
Councilmember Jon Culver (excused)
Councilmember Nathan Loutsis

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
Deputy City Clerk Michelle Kang
Co-Clerk Elly Gallo
Finance & Administration Director Melinda Merrell
Community Development Director Debbie Bent
Environmental Services Director Richard Sawyer

Public Comments Speaking Guests:
Patrick O’Brien, Kenmore Resident
Stacey Valenzuela, Kenmore Resident (virtual)

CALL SPECIAL MEETING TO ORDER

Deputy Mayor O’Cain called the special meeting to order at 7:00 PM.

LAND ACKNOWLEDGEMENT

Deputy Mayor O’Cain read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE

Deputy Mayor O’Cain led the Council in the Pledge of Allegiance.

WHERE'S THE FUN?

Deputy City Manager Stephanie Lucash highlighted Staff's annual pumpkin decorating contest and last Saturday's Día de los Muertos event that took place at the Hangar.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here:

<https://www.youtube.com/live/pN2N6oHqN5U?si=tqUdmsRQMcEeRGaO&t=446>

BUSINESS AGENDA

- A. Business Presentations: General Fund, Strategic Reserve, Strategic Opportunities, Transportation Benefit District, UTGO Debt Service, Real Estate Excise Tax, Walkways & Waterways, Transportation Impact Fee, Public Works Operations Center, Affordable Housing, Surface Water Management (SWM), SWM Capital, Swamp Creek, and Equipment Replacement, presented by Department Heads and Staff, *for discussion and possible action/direction*

[Agenda Bill - Budget Presentations](#)

[Attachment 1 - Budget Presentations \(updated 11/18\)](#)

Finance & Administration Director Melinda Merrell presented to the Council the last of three Budget Presentations. In addition to the remaining funds being discussed, additional staff positions funded through the General Fund have been recommended for the 2025-2026 biennial budget: Budget/Finance Manager and Public Works Manager. Ms. Merrell has also recommended that the City spend \$90,000 in 2025 on an Information Technology (IT) Assessment of our IT systems to include hardware and software, data storage, security, service delivery, and evolving technologies. The City is overdue for an IT assessment, the last assessment having taken place in 2007.

Next Tuesday, November 12, 2024, the City Council will hold its first of two public hearings for the 2025-2026 Biennial Budget. The second public hearing will be held on Monday, November 25, 2024, with a potential adoption also taking place that night.

- B. Proposed Ordinance No. 24-0617, Amendments to the 2023-2024 Biennial Budget, presented by Finance & Administration Director Melinda Merrell, *for discussion and possible action/direction*

[Agenda Bill - 2023-2024 Budget Amendments \(updated 11/1\)](#)

[Attachment 1 - 2024 Year End Recommended Budget Adjustments Presentation - 2023-2024 Budget Amendments \(updated 11/1\)](#)

Finance & Administration Director Melinda Merrell presented the proposed amendments to the 2023-2024 biennial budget. Prior to closing the current budget period, adjustments need to be made to ensure that expenditures do not exceed legally adopted budgets.

The proposed adjustments affect the General Fund, Surface Water Management (SWM) Fund, Lakepointe Fund, Kenmore Automated Photo Enforcement (KAPE) Fund, Public Art Fund, and ARPA Fund.

A public hearing and potential adoption for the proposed ordinance will be held on Tuesday, November 12, 2024.

ADJOURNMENT

Deputy Mayor O’Cain adjourned the meeting at approximately 8:11 PM.

Nigel Herbig, Mayor

Michelle Kang, Deputy City Clerk



Voucher Certification & Approval

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City of Kenmore

DATE RANGE: 10/26/2024 through 11/08/2024

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

Total EFT Payments: #1716 through 1729	40,024.53
Total Checks: #55244 through 55302	609,981.85
Total Payroll EFT & Bank Drafts: Payroll/Taxes/Health Insurance/ FSA/HSA/Retirement/Life Ins.; Dated 11/1/2024	287,942.30

Rob Karlinsey
Rob Karlinsey (Nov 12, 2024 14:58 PST)
City Manager / Date

Nov 12, 2024

Melinda Merrell
Melinda Merrell (Nov 12, 2024 14:54 PST)
Finance Director / Date

Nov 12, 2024

Vendor Name	Payment Number	Payment Date	Description (Payable)	Amount
AMERICAN TRAFFIC SOLUTIONS INC	1716	10/31/2024	Oct Overpayment for Sept Applied to 10/31/24 Inv.	18,750.00
ELECTRONIC BUSINESS MACHINES	1717	10/31/2024	Oct. Overpayment Applied to Nov. Invoice	259.83
U.S. BANK PURCHASE CARDS	1718	11/08/2024	WMCA Fall Conference - hotel for Kang, Warhol	504.24
U.S. BANK PURCHASE CARDS	1719	11/08/2024	Bldg & Veh Maint, Supplies, Training, Furniture	2,329.63
U.S. BANK PURCHASE CARDS	1720	11/08/2024	24/25 BizDiversity Annual Membership	330.00
U.S. BANK PURCHASE CARDS	1721	11/08/2024	SurveyMonkey & Canva subsc, Oktoberfest supplies	1,896.70
U.S. BANK PURCHASE CARDS	1722	11/08/2024	PayPal MBP fee, Sound Cities event	100.30
U.S. BANK PURCHASE CARDS	1723	11/08/2024	Oktoberfest prizes, Wellness GC, Conf. Travel	1,236.64
U.S. BANK PURCHASE CARDS	1724	11/08/2024	Stickers, aerial photo subsc, office supplies, ST	429.52
U.S. BANK PURCHASE CARDS	1725	11/08/2024	Training, Zoning Book/Magazine	682.71
U.S. BANK PURCHASE CARDS	1726	11/08/2024	ICMA Conf. Travel, KBA Mtg supplies	974.61
U.S. BANK PURCHASE CARDS	1727	11/08/2024	Volgistics, Asana, storage, holiday lights, poster	2,649.43
U.S. BANK PURCHASE CARDS	1728	11/08/2024	Civil 3D Annual Subscription	2,910.38
U.S. BANK PURCHASE CARDS	1729	11/08/2024	Office Depot Misc. Shared Office Supplies	6,970.54
KING COUNTY RECORDER'S OFFICE	55244	10/29/2024	Fee for lien recording CE23-0005, CE23-0025	365.50
1 ALLIANCE GEOMATICS	55245	10/29/2024	Apr/May 2024 Consulting Services Log Boom Park	2,498.85
AMERICAN GENERAL LIFE GPO/400S	55246	10/31/2024	Life Insurance	220.33
AURORA RENTS	55247	10/31/2024	Surface Water Forklift Rental	1,006.13
CONTECH ENGINEERED SOLUTIONS, INC	55248	11/08/2024	Contech Stormwater Facility Filter Cartridges	14,070.41
TRAILER BOSS	55249	11/08/2024	Mirage 6 x12 Enclosed Trailers (2) - Events TC & PW Ops	12,018.71
AM TEST, INC	55250	11/08/2024	Swim Beach & Swamp Creek TMDL Monitoring	420.00

IX. B. Approve Total Check #s 55244 through 55302 totaling \$609,981.85, ...

Vendor Name	Payment Number	Payment Date	Description (Payable)	Amount
ARMSTRONG SERVICES	55251	11/08/2024	Nov 2024 Janitorial Services-Hangar, City Hall, PW Office	9,919.17
ARTS OF KENMORE	55252	11/08/2024	Svcs for Alan Riley Memorial Art Show Sep-Nov 2024	1,668.65
CALPORTLAND COMPANY	55253	11/08/2024	SW W014357 armor around pipe 59th/Arrowhead	97.97
CANON FINANCIAL SERVICES, INC.	55254	11/08/2024	Oct 2024 Copier Rental City Hall 2nd Floor	266.32
CHICAGO TITLE	55255	11/08/2024	Mailing Labels for PRJ24-0001 (SEPA24-0072) & PRJ 23-0069 (SEPA24-0074)	8.70
CODE PUBLISHING COMPANY	55256	11/08/2024	KAC Contracts Policy Add	105.00
CONNOR WATKINS	55257	11/08/2024	10/26/24 Hangar Event Deposit Refund	150.00
DTG RECYCLE	55258	11/08/2024	Debris Disposal-Jack Crawford Day Event	107.00
ELYON MAINTENANCE, INC.	55259	11/08/2024	Landscape Maint.-Log Boom, TL, Rhodo. Boat launch	17,654.55
ESD - UI TAX ADMINISTRATION	55260	11/08/2024	Unemployment Insurance Tax Billing thru 9/30/2024	6,617.63
FERGUSON WATERWORKS #3156	55261	11/08/2024	Cement for SW W012265 68th/175th	420.59
FLEMINGS HOLIDAY LIGHTING LLC	55262	11/08/2024	Holiday Lights payment #2 - 50%	2,279.22
FLYNN BEC LP	55263	11/08/2024	City Hall Roof Audit & Cleaning	1,294.85
GORDON THOMAS HONEYWELL	55264	11/08/2024	Oct 2024 General Consulting	4,515.00
GRAINGER	55265	11/08/2024	"Slow" thermo markings @ Log Boom SR 24412	759.89
GUY JONES	55266	11/08/2024	Refund of duplicate building permit	206.64
HERRERA ENVIRONMENTAL CONSULTANTS	55267	11/08/2024	7/27-9/27/24 Aquatic Vegetation Management Svcs	10,101.49
KING COUNTY FINANCE	55268	11/08/2024	Oct 2024 DPD Small Cities Screening	80.00
KING COUNTY SHERIFF	55269	11/08/2024	Oct 2024 Police Services	364,381.08
KPFF CONSULTING ENGINEERS	55270	11/08/2024	Sep 2024 Engineering Consulting	43,914.52
LIGHTHOUSE CONSULTING INC	55271	11/08/2024	Oct 2024 IT Services	12,974.92
MCKEE APPRAISAL REAL ESTATE SERVICES	55272	11/08/2024	Muck Creek Appraisal	1,600.00
NARWHAL MET, LLC	55273	11/08/2024	Nov 2024 Weather Monitoring Services	425.00
NAVIA	55274	11/08/2024	Oct 2024 HSA & FSA Admin Fees	200.00
OLSON BROTHERS PRO VAC LLC	55275	11/08/2024	9/23-9/30/24 Drainage Maintenance	16,975.00
OSBORN CONSULTING INC.	55276	11/08/2024	Oct 2024 Swamp Creek Restoration Potential	3,690.39
PACIFIC TOPSOILS	55277	11/08/2024	9/30-10/25/24 Debris Disposal	1,468.15
PACWEST MACHINERY	55278	11/08/2024	Eight Street Sweeper Brooms	2,605.98
PENDLETON CONSULTING LLC	55279	11/08/2024	Consultant Services - CM Evaluation Interviews	2,818.58
PERS DEPT OF RETIREMENT SYSTEMS	55280	11/08/2024	PERS 1 Excess Compensation Payment N Meehan	11,384.02
PSR MECHANICAL, LLC	55281	11/08/2024	2024 Q4 Hangar & PW Office HVAC Maint. Program and Senior Center HVAC Maintenance Program	3,134.10
PUGET SOUND ENERGY	55282	11/08/2024	9/13-10/15/24 Collectives Electricity: Traffic Signals, Speed Radar, Tree Receptacle, School & Crosswalk	1,752.01
PUGET SOUND PLANTS	55283	11/08/2024	Plants to Install @ Jack Crawford Day Event & Tl'awh-ah-dees Park Mitigation Planting	2,764.29
SHERWIN WILLIAMS CO.	55284	11/08/2024	Paint for City Hall	25.50
SMS CLEANING, INC.	55285	11/08/2024	Oct 2024City Hall/Hangar/PW Office Janitorial Svcs	6,495.00
SNOHOMISH COUNTY	55286	11/08/2024	Sep 2024 Drainage Maintenance Disposal	7,128.00

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Vendor Name	Payment Number	Payment Date	Description (Payable)	Amount
STAPLES	55287	11/08/2024	Parks Supplies	267.74
STAPLES	55288	11/08/2024	City Hall & Hangar Maintenance Supplies	725.69
STAPLES	55289	11/08/2024	Office Depot Misc. Office Supplies	190.19
STAPLES	55290	11/08/2024	Maintenance Supplies	114.52
STEWART MACNICHOLS HARMELL, INC.	55291	11/08/2024	Sep 2024 Public Defense Services	5,000.00
T MOBILE USA, INC.	55292	11/08/2024	Staff Cell Phones and Data Plans	1,716.76
TOTAL LANDSCAPE CORP	55293	11/08/2024	ROW Landscaping-68th, Samm Bridge, Juanita and Parks Landscaping	20,164.76
UPS STORE KENMORE	55294	11/08/2024	Radar repair shipping; expedited AP pmt shipping	133.05
US POSTAL SERVICE	55295	11/08/2024	Postage for Quarterly Newsletter	2,355.66
UTILITIES UNDERGROUND LOCATION CTR	55296	11/08/2024	Oct 2024 Utility Locates	236.28
VERIZON WIRELESS	55297	11/08/2024	Oct 2024 M2M Data Plan	50.04
WA STATE DEPT OF TRANSPORTATION	55298	11/08/2024	Sep 2024 Traffic Signal Maintenance	431.54
WESTLAKE HARDWARE WA-153	55299	11/08/2024	PW Supplies & Materials	454.17
WETLANDS & WOODLANDS INC	55300	11/08/2024	Plants for TI'awh-ah-dees Park Mitigation Planting	2,605.79
WM CORPORATE SERVICES INC.	55301	11/08/2024	10/17/24 & 10/21/24 Sweeper Dump Fees	4,773.54
ZIPLY FIBER	55302	11/08/2024	10/19-11/18/24 PW Office Internet	172.98
MISSION SQUARE / 109964	DFT0002332	11/01/2024	City of Kenmore 401a	26,157.54
MISSION SQUARE / 109964	DFT0002333-2335	11/01/2024	City of Kenmore 401a Loan	510.31
MISSION SQUARE 457 / 304745	DFT0002336-2339	11/01/2024	Mission Square 457 Deferred Comp	8,220.33
DRS 457	DFT0002340-2341	11/01/2024	DRS 457 Deferred Comp	781.50
WEALTHCARE HSA	DFT0002346	11/01/2024	Employee Health Savings Contribution	348.08
PERS DEPT OF RETIREMENT SYSTEMS	DFT0002348-2353	11/01/2024	Public Employees Retirement	37,592.55
NAVIA	DFT0002355	11/01/2024	Employee Flexible Spending Account	1,056.84
BANNER BANK 941 DEPOSIT	DFT0002360	11/01/2024	Federal Taxes	33,885.56
PAYROLL	Electronic Deposit	11/1/2024	Direct Deposit	179,389.59
TOTAL				937,948.68

IX. B. Approve Total Check #s 55244 through 55302 totaling \$609,981.85, ...

Vendor Purchasing Report

For Date Range 01/01/2024 - 11/08/2024

City of Kenmore

Name	Amount	Name	Amount
1 ALLIANCE GEOMATICS	23,103.48	BUILDERS EXCHANGE OF WASHINGTON INC	75.10
58 STARS TRAVEL	2,088.36	BULGER SAFE & LOCK, INC.	109.25
A & A LIMOUSINE & BUS SERVICE	6,263.00	C R COLLINS CONSTRUCTION INC	110.40
AABCO BARRICADE COMPANY INC.	9,957.90	CALICO COOKIES - ERIN CALI	103.00
AARTI TANNA	150.00	CALPORTLAND COMPANY	7,753.20
ABS VALUATION	2,000.00	CAMP UNITED WE STAND	1,125.60
ACF WEST INC	2,724.90	CANON FINANCIAL SERVICES, INC.	2,662.48
ADVANCE TESTING & SERVICE INC	2,955.08	CAPITAL ONE TRADE CREDIT/MCLENDON	401.08
AFLAC	1,717.30	CASCADE PEST CONTROL	1,842.05
AGORA REFRESHMENTS	1,905.30	CASCADIA COLLEGE	30,000.00
ALL AROUND FENCE COMPANY	24,715.12	CASCADIA LAW GROUP	3,093.75
ALL PURPOSE DOOR REPAIR, INC	1,935.11	CEDAR GROVE COMPOSTING, INC.	64.74
ALPHAGRAPHS	1,204.46	CENTER FOR HUMAN SERVICES	86,681.55
ALWAYS ACTIVE SERVICES LLC	802,425.78	CENTRICITY GIS, LLC	14,500.00
ALYSSA MONTGOMERY	150.00	CHANIN KELLY-RAE CONSULTING LLC	650.00
ALYSSA RUSSELL	150.00	CHASE WALKER	492.19
AM TEST, INC	6,370.00	CHICAGO TITLE	32.26
AMADOR FARMS	262.00	CITY OF BELLEVUE	70,014.44
AMBER CLIFTON	2,260.36	CITY OF KENMORE	2,553.80
AMERICALL	1,802.01	CITY OF KENT	575.00
AMERICAN GENERAL LIFE GPO/400S	2,423.63	CITY OF LAKE FOREST PARK	56,187.00
AMERICAN SOCIETY OF COMPOSERS	500.00	CITYWORKS/AZTECA SYSTEMS LLC	43,832.13
AMERICAN TRAFFIC SOLUTIONS INC	165,000.00	CIVICPLUS LLC	14,625.03
AMY LINDBLOM	150.00	CODE PUBLISHING COMPANY	9,849.35
AMY ZIER	137.60	COMCAST	21,096.12
ANCHOR QEA, LLC	4,385.25	COMCAST BUSINESS	2,356.14
ANDRES TORRES	249.90	CONFLUENCE ENVIRONMENTAL COMPANY	32,616.19
ANDREY GOLUBOVICH	6,481.96	CONNOR WATKINS	150.00
ANNA ARNOTT	215.06	CONSOLIDATED PRESS	19,239.49
ANNIE FOSTER	3,000.00	CONTECH ENGINEERED SOLUTIONS, INC	10,806.00
ANSER ADVISORY CONSULTING, LLC	16,500.00	CORE DESIGN, INC.	5,164.86
APPLIED CONCEPTS, INC.	1,845.85	COSTCO	60.00
AQUATECHNEX LLC	20,756.18	COTTAGE COMMUNITY BAKERY	219.00
ARCADIA HOMES LLC	72.82	CRAIG OLSON	248.00
ARCHIVESOCIAL, INC.	4,845.93	CUBBYHOLE CREATIVE LTD	3,000.00
ARMSTRONG SERVICES	9,919.17	D.P. NICOLI, INC.	469.37
ARTS OF KENMORE	7,999.75	DAHLIA CORONA	445.07
ASHWINI HOSADEVARAHADLU SHIVANANDA	250.00	DAILY JOURNAL OF COMMERCE	4,587.65
ASPECT CONSULTING LLC	3,122.50	DALE KRUEGER	208.65
ASSOCIATION OF WA CITIES	30,600.15	DAMODAR NAGANDLA	4,328.91
AURORA RENTS	9,616.45	DANIEL WICK	157.71
AWC EMPLOYEE BENEFIT TRUST/VIMLY	1,009,340.84	DANSOUND INC	7,766.00
BANNER BANK 941 DEPOSIT	718,486.28	DAVID ARTHUR	1,213.03
BASTYR UNIVERSITY	375.00	DAVID BAKER	240.39
BCN TELECOM, INC.	9,097.56	DEPARTMENT OF COMMERCE	105,918.27
BERGER PARTNERSHIP	3,498.75	DEPARTMENT OF ECOLOGY	11,061.00
BIZDIVERSITY	1,750.00	DEPARTMENT OF LABOR AND INDUSTRIES	66,591.02
BOAZ COFFEE	27.00	DEPT. OF L&I - BOILER SECTION	82.40
BOTHELL KENMORE CHAMBER OF COMMERCE	3,600.00	DEVON LEGER	4,500.00
BRASS MONKEY INVESTMENTS LLC	7,554.90	DICK'S TOWING	1,160.25
BRIGHT SPARK EARLY LEARNING SERVICES	1,200.00	DILIGENT CORPORATION	18,834.13
BROTHER'S FARMS	461.00	DRS 457	24,988.50
BROWNE AND TOASTED	30.00	DTG RECYCLE	7,140.95
BRYAN HAMPSON	165.00	E SQUARED SYSTEMS, LLC	1,291.98
BUD CLARY FORD OF MOSES LAKE	54,007.70	EBIX, INC.	164.20

IX. B. Approve Total Check #s 55244 through 55302 totaling \$609,981.85, ...

Name	Amount
ELECTRONIC BUSINESS MACHINES	2,518.45
ELIAS M. KAUHANE	1,700.00
ELYON MAINTENANCE, INC.	57,932.65
EMC RESEARCH, INC.	71,000.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	15,320.10
ENVIROTECH	10,041.75
ESD - LTC	20,179.81
ESD - PFML	36,557.98
ESD - UI TAX ADMINISTRATION	6,617.63
EVERMARK, LLC	2,559.98
FARM FRESH NW	148.00
FAST WATER HEATER	187.10
FASTSIGNS	3,915.35
FERGUSON WATERWORKS #3156	7,135.99
FIRE PROTECTION, INC	3,970.65
FIRESTONE INVESTMENT LLC	87,576.20
FIX AUTO KENMORE	3,222.02
FLEMINGS HOLIDAY LIGHTING LLC	5,665.99
FLYNN BEC LP	14,831.82
FLYWAY RETAIL + LIVING	4,945.64
FOSTER GARVEY PC	605.00
FOURTEN CREATIVE	7,945.58
FRANKLIN COVEY	26.00
FUELCARE	7,643.05
GAMETIME	84.46
GARY ULRICH	40.00
GAYLYNN BRIEN	420.00
GCP WW HOLDCO, LLC	7,891.54
GOAT AND SEED	374.00
GOOD TO GO	3.00
GOOD, MICHAEL J.	300.00
GORDON THOMAS HONEYWELL	45,212.31
GRAINGER	1,100.20
GRAND EVENT RENTALS	13,131.88
GRANICUS	6,825.01
GSC PRODUCTION	600.00
GUY JONES	206.64
H.D. FOWLER COMPANY	8,173.27
HAGGARD & GANSON LLP	3,857.00
HAYTON FARMS	40.00
HDR ENGINEERING, INC	47,990.63
HEALTH MANAGEMENT ASSOCIATES INC	36,928.75
HEIDELBERG MATERIALS	2,933.03
HERRERA ENVIRONMENTAL CONSULTANTS	26,450.03
HESTON PHOTOGRAPHY	1,644.15
HIGHWIRE	3,317.85
HILLIS CLARK MARTIN & PETERSON P.S.	40,923.00
HOLMBERG COMPANY	1,678.63
HOME DEPOT CREDIT SERVICES	5,476.87
HONEY BUCKET	5,962.25
HORIZON DISTRIBUTORS INC	12,430.22
HP'S SMOKEHOUSE BBQ	330.00
HRA VEBA TRUST	48,892.06
HULA O LEHUALANI	900.00
HUNTINGTON TECHNOLOGY FINANCE	45,235.36
HYDROPOINT DATA SYSTEMS, INC.	10,914.07
ICICLE VILLAGE RESORT	8,138.12
ICLEI	1,200.00
ICMA INTERNATIONAL CITY/CNTY MGMT ASSOC	1,200.00
INSIDESOURCE	2,470.64

Name	Amount
INSLEE, BEST, DOEZIE & RYDER, P.S.	352,824.14
INTERNATIONAL INST OF MUNI CLERKS	375.00
iWORQ SYSTEMS	2,800.00
J&E PRODUCE	23.00
JADA THOMPSON	156.00
JAMIE MCKEOGH	2,500.00
JASON CHURCH	7,500.00
JASON RICHARD SPERLING	830.00
JAYMARC AV	2,016.66
JENNIFER LEIGH DIXON	3,520.00
JENNIFER SPELHAUG	1,043.12
JENSEN TOFFEE	22.00
JERRY OWEN	27,732.40
JET CITY PRINTING	1,980.53
JIM DANDY SEWER & PLUMBING	462.42
JOHN BAYS	7,500.00
JOHN VICENTE	591.28
JOHNSON'S JUNK REMOVAL LLC	19,381.18
JONES BOYS MAINTENANCE CO. INC.	1,414.79
JORDAN STECKS	150.00
JURASSIC PARLIAMENT	1,899.64
KARI HATCHER	150.00
KARIM KARMALI	79.92
KBA INC.	13,122.98
KCDA PURCHASING COOP	6,834.60
KDJ'S THE BAKERIE	31.00
KENMORE AUTOMOTIVE	13,406.39
KENMORE COMMUNITY CLUB	530.00
KENMORE ELEMENTARY PTA	5,000.00
KENMORE HERITAGE SOCIETY	5,585.85
KENMORE MIDDLE SCHOOL	5,000.00
KENMORE SENIOR CENTER	31,250.00
KERRY KAESTNER	150.00
KIMLEY HORN AND ASSOCIATES, INC.	44,054.36
KINDFIRE CREATIVE	2,400.00
KING COUNTY BAR ASSOCIATION	800.00
KING COUNTY FINANCE	205,900.75
KING COUNTY RECORDER'S OFFICE	907.00
KING COUNTY REGIONAL HOMELESSNESS AUTHORITY	38,000.00
KING COUNTY SHERIFF	3,783,976.88
KING COUNTY TREASURY	103,652.68
KOMPAN, INC	4,238.63
KPFF CONSULTING ENGINEERS	548,114.50
LAKE CITY PARTNERS ENDING HOMELESSNESS	17,000.00
LAKESIDE INDUSTRIES	1,248.57
LANGTON SPIETH, LLC	20,000.00
LEIGH ANNE MALAVOTTE	156.00
LEVERAGE TECHNOLOGIES, INC	9,970.00
LIGHTHOUSE CONSULTING INC	146,635.70
LINCOLN NATIONAL LIFE INSURANCE	23,158.29
LINKEDIN CORP.	5,730.00
LITTLE JACK FLOWER FARM	235.00
LOUDEDGE, INC.	1,150.00
LUPITA ZAMORA CONSULTING LLC	1,200.00
MACDONALD MILLER FACILITY SOLUTIONS	1,251.87
MARINE FLOATS CORPORATION	9,826.87
MARY MILLER STEPHENS	11,250.00
MCGRATH HUMAN RESOURCES GROUP	5,000.00
MCKEE APPRAISAL REAL ESTATE SERVICES & CONSULT	1,600.00
MELANIE O'CAIN	453.50

Name	Amount
MELINDA MERRELL	971.69
METROPOLITAN TRANSPORTATION COMM/STREETS&	2,000.00
MICHELLE KANG	415.39
MICHELLE SHAW	150.00
MINUTEMAN PRESS	36,589.44
MISSION SQUARE / 109964	628,983.05
MISSION SQUARE 457 / 304745	150,910.32
MKS PROPERTIES	44,548.08
MOJO STRATEGIES	5,870.00
MORGAN SOUND INC	4,443.21
MORGAN STANLEY GLOBAL BANKING OPERATIONS	9,166.66
Motorola Solutions, Inc.	9,695.70
MOTT MACDONALD	20,222.30
MR. T'S TROPHIES & AWARDS LLC	28.52
MSR BEACHWOOD 2 LLC	7,906.55
MSR KENMORE CREEK HOMES	7,766.81
MUNIMANAGE, LLC	10,750.00
NAC INC	44,515.00
NAMI EASTSIDE	7,500.00
NARWHAL MET, LLC	3,825.00
NATIONAL BARRICADE CO., LLC	7,408.01
NATIONAL LIFE INSURANCE CO.	807.66
NAVIA	44,211.19
NELSON ELECTRIC, INC.	8,905.47
NELSON TRUCK EQUIPMENT CO	9,779.98
NIGEL HERBIG	1,274.71
NIKHIL PATNE	250.00
NINA RASMUSSEN	977.74
NORTH AMERICAN SAFETY, INC.	2,300.50
NORTHLAKE LITTLE LEAGUE	187.00
NORTHSHORE PARK & REC SERVICE AREA	5,440.00
NORTHSHORE SCHOOL DISTRICT	477,500.50
NORTHSHORE SCHOOLS FOUNDATION	2,250.00
NORTHSHORE SENIOR CENTER	13,750.00
NORTHSHORE UTILITY DIST	148,453.93
NORTHSHORE YOUTH SOCCER ASSOC.	55.00
NORTHWEST ARBORICULTURE LLC	22,865.27
NORTHWEST PAVEMENT MANAGEMENT ASSOCIATIOI	700.00
NORTHWEST TROPHY	1,670.40
NUHSA	1,000.00
OFFICE DEPOT	5,073.33
OFFICE OF MINORITY & WOMEN'S BUSINESS ENTERPR	2,395.47
OLBRECHTS & ASSOCIATES, PLLC	11,718.50
OLSON BROTHERS PRO VAC LLC	150,156.41
OLYMPIC ENVIRONMENTAL RESOURCES INC	29,249.10
OLYMPIC NURSERY INC	1,250.10
OLYMPIC TRAILER & TRUCK ACCESSORIES	10,840.49
ONE DIVERSIFIED	25,701.34
ONTRA MARKETING GROUP	150.00
O'REILLY/FIRST CALL	386.00
OSBORN CONSULTING INC.	477,078.44
OUR FAMILY FARM	342.00
OUTCOMES BY LEVY, LLC	15,500.00
PACE ENGINEERS, INC.	246,496.75
PACIFIC AIR CONTROL, INC.	17,565.99
PACIFIC TOPSOILS	13,116.42
PACIFICA LAW GROUP LLP	1,716.00
PACWEST MACHINERY	2,605.98
PAO DE QUEIJO	32.00
PARAMETRIX INC	75,214.44

Name	Amount
PATRICK O'BRIEN	134.40
PAWS	4,122.00
PENDLETON CONSULTING LLC	13,520.48
PERFORMANCE SYSTEMS INTEGRATION LLC	1,045.79
PERS DEPT OF RETIREMENT SYSTEMS	868,570.04
PETROCARD, INC	3,942.42
PETTY CASH CUSTODIAN	472.08
PLYWOOD SUPPLY	1,298.96
POLCO	9,000.00
PREMIER MEDIA GROUP	1,990.00
PROGENGO LLC	128.76
PSR MECHANICAL, LLC	5,384.92
PUGET SOUND CLEAN AIR AGENCY	23,536.00
PUGET SOUND EMERGENCY RADIO NETWORK OPERA1	1,814.40
PUGET SOUND ENERGY	666,860.04
PUGET SOUND PLANTS	5,469.69
PUGET SOUND REGIONAL COUNCIL	10,159.00
QUADIENT LEASING USA, INC.	2,582.49
QUALITY BUSINESS SYSTEMS / WELLS FARGO	58.83
QUINN PROFFITT	612.20
RAJESH MASKARA	250.00
REGIONAL ANIMAL SERVICES OF KC	1,200.00
REGIONAL CRISIS RESPONSE AGENCY	115,379.25
REPUBLIC SERVICES #172	17,440.00
RICH HARTMAN'S BELLINGHAM FORD LINCOLN	53,089.00
ROB KARLINSEY	500.00
RRJ COMPANY, LLC	428,753.81
SAGACITY MEDIA, INC.	2,510.00
SAMANTHA LOYUK	146.06
SANDHYA MANICKAVASAGAM	150.00
SARABJIT MANN	7,500.00
SARAH ROBERTS	93,858.54
SCENIC 365 LLC	4,295.00
SCHEMATA WORKSHOP INC.	243.00
SCHINDLER ELEVATOR CORPORATION	4,207.16
SCORE	122,093.85
SEATOWN SWEETS	50.00
SEATTLE & KING COUNTY PUBLIC HEALTH	1,026.00
SEATTLE OUT & PROUD FOUNDATION	2,250.00
SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHWI	241.29
SEATTLE TIMES	11,807.30
SEATTLE'S CHILD	700.00
SECURITY SOLUTIONS NW	27,266.00
SENTINEL OFFENDER SERVICES, LLC	1,022.50
SENZA KENMORE LLC / GOLDSMITH	7,500.00
SESAC	581.00
SHANNON & WILSON, INC.	2,162.50
SHANNON TIPPLE-LEEN	173.45
SHERWIN WILLIAMS CO.	845.62
SHI INTERNATIONAL CORP.	284.67
SHORELINE FIRE DEPT	1,400.00
SHRED IT, C/O STERICYCLE, INC>	1,234.96
SIGN CONNEXION LLC	656.41
SISKUN POWER EQUIPMENT	11,866.50
SIU SONG	144.80
SKYCORP, LTD	43,074.87
SLABJACK NW, LLC	5,031.57
SMS CLEANING, INC.	64,950.00
SNO KING WATERSHED COUNCIL	150.00
SNOHOMISH COUNTY	29,576.00

Name	Amount
SOFTWAREONE, INC.	21,668.07
SOMERSAULT WELLNESS LLC	1,200.00
SOUND EMPLOYMENT SOLUTIONS, INC.	1,842.21
SOUND PUBLISHING, INC.	1,415.00
SOUND SAFETY PRODUCTS CO.	763.69
SOUND STUMP REMOVAL LLC	1,900.00
SOVA CONSULTING	7,500.00
SPECIALTY DOOR SERVICE, INC.	4,460.61
ST OF WA DEPT OF FISH & WILDLIFE	40.00
STAPLES	18,789.33
STATE AUDITOR'S OFFICE	53,012.09
STATE OF WA DEPT. OF LICENSING	1.64
STEPHAN GMUR	1,775.72
STEPHANIE LUCASH	1,092.00
STEWART MACNICHOLS HARMELL, INC.	50,000.00
STOWE DEVELOPMENT & STRATEGIES LLC	10,200.00
STRATEGIES 360, INC.	18,416.67
STRIDER CONSTRUCTION CO., INC.	57,430.84
SUMMIT LAW GROUP PLLC	1,500.00
SUNBELT RENTALS	4,055.08
SUNRISE LOCAL BERRIES FARM, LLC	222.00
SUPERION, LLC	29,098.99
SURYA SKJONSBY	514.93
SWANK MOTION PICTURES, INC.	1,395.00
T MOBILE USA, INC.	17,051.65
TAMBI CORK	243.89
TAME THE JUNGLE, LLC	3,279.00
TASTAD CONSTRUCTION INC	171,479.13
THE LODGE AT ST. EDWARD PARK	895.56
THE ORIGINAL POOP BAGS	1,419.89
THOMCO CONSTRUCTION, INC.	18,882.49
TILCO VANGUARD INC.	10,534.98
TIM STROUSE	250.00
TOASTMASTERS INTERNATIONAL	250.00
TOBIN BENNETT GOLD	711.40
TOTAL LANDSCAPE CORP	115,489.95
Traffic Safety Supply Co. Inc	35,422.72
TRAILER BOSS	12,018.71
TRUE NORTH EQUIPMENT INC	314.35
TRUGREEN	3,466.05
TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESO	1,704.47
TYLER TECHNOLOGIES, INC.	22,850.12
U.S. BANK N.A. / CUSTODY	650.00
U.S. BANK PURCHASE CARDS	278,820.10
ULINE	9,232.11
UNITED RENTALS NW, INC	2,774.17
UPS STORE KENMORE	949.16
URBAN LAND INSTITUTE	25,000.00
US POSTAL SERVICE	11,840.18
USPS-POC c/o CITIBANK	3,996.75
UTILITIES UNDERGROUND LOCATION CTR	1,663.20
VALLEY, CHRIS & BETH	2,464.75
VERIZON WIRELESS	676.52
VIDIT JAIN	150.00
VIJAYARAGHAVAN MAKKAKODE	250.00
WA CITIES INSURANCE AUTHORITY	795,456.00
WA FINANCE OFFICERS ASSOCIATION	225.00
WA RECREATION & PARK ASSOC.	605.00
WA STATE DEPARTMENT OF AGRICULTURE	75.00
WA STATE DEPT OF ENTERPRISE SVCS	4,329.69

Name	Amount
WA STATE DEPT OF LABOR & INDUSTRIES	284.30
WA STATE DEPT OF TRANSPORTATION	8,600.86
WA STATE DEPT OF TRANSPORTATION	173.00
WAGNER ARCHITECTS	235,311.00
WAPRO	200.00
WARD'S SCIENCE	2,372.31
WASHINGTON AUDIOLOGY SERVICES, INC.	1,114.10
WASHINGTON CITY/COUNTY MGMT ASSOC	860.00
WASHINGTON FEDERAL BANK	2,732.20
WASHINGTON MUNICIPAL CLERKS ASSOC	100.00
WASHINGTON STATE FARMERS MARKET ASSOCIATION	350.00
WASHINGTON STATE OFFICE CASH MGMT	1,075.50
WEALTHCARE HSA	7,657.76
WESTERN DISPLAY FIREWORKS, LTD.	15,000.00
WESTERN ENTRANCE TECHNOLOGY, LLC	1,542.80
WESTLAKE HARDWARE WA-153	3,772.97
WETLANDS & WOODLANDS INC	2,605.79
WM CORPORATE SERVICES INC.	32,198.95
WONDERLAND CHILD & FAMILY SERVICES	2,000.00
WORKPLACE RESOLUTIONS, LLC	800.00
XEROX CORPORATION	5,602.16
YANGFENG YU	150.00
YOUNGMIN KIM	150.00
YOURMEMBERSHIP.COM, INC	249.00
ZEN DEVELOPMENT, LLC	11,266.50
ZESBAUGH, INC.	506.92
ZIPLY FIBER	7,663.43
ZONAR SYSTEMS	544.07
ZUMAR	1,989.99

Vlist 2024-11-08

Final Audit Report

2024-11-12

Created:	2024-11-12
By:	Brenda Chamness (bchamness@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA85WbNbutqPFX9YlvG9rSwwbo3H6XwYT

"Vlist 2024-11-08" History

-  Document created by Brenda Chamness (bchamness@kenmorewa.gov)
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-  Document emailed to Melinda Merrell (mmerrell@kenmorewa.gov) for signature
2024-11-12 - 10:44:28 PM GMT
-  Email viewed by Melinda Merrell (mmerrell@kenmorewa.gov)
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-  Document e-signed by Melinda Merrell (mmerrell@kenmorewa.gov)
Signature Date: 2024-11-12 - 10:54:02 PM GMT - Time Source: server- IP address: 50.235.209.34
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-  Email viewed by rkarlinsey@kenmorewa.gov
2024-11-12 - 10:57:41 PM GMT- IP address: 50.235.209.34
-  Signer rkarlinsey@kenmorewa.gov entered name at signing as Rob Karlinsey
2024-11-12 - 10:57:59 PM GMT- IP address: 50.235.209.34
-  Document e-signed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)
Signature Date: 2024-11-12 - 10:58:01 PM GMT - Time Source: server- IP address: 50.235.209.34
-  Agreement completed.
2024-11-12 - 10:58:01 PM GMT



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City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Financial Sustainability Plan (FSP) Proposed Council Action/Motion: Adopt the Financial Sustainability Plan	For Council Meeting Agenda of: 11/25/2024 Department: City Manager's Office/Finance & Administration Prepared by: Rob Karlinsey, City Manager Melinda Merrell, Finance & Administration Director Garrett Oppenheim, Assistant to the City Manager <table border="0"><thead><tr><th></th><th><u>Initial & Date</u></th></tr></thead><tbody><tr><td>Approved by Department Head:</td><td><u>MM, 11/18/24</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>N/A</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>MM, 11/18/24</u></td></tr><tr><td>Approved by City Manager:</td><td><u>RGK, 11/19/24</u></td></tr></tbody></table> Attachments/Exhibits: 1. Financial Sustainability Plan		<u>Initial & Date</u>	Approved by Department Head:	<u>MM, 11/18/24</u>	Approved by City Attorney:	<u>N/A</u>	Approved by Finance Director:	<u>MM, 11/18/24</u>	Approved by City Manager:	<u>RGK, 11/19/24</u>
	<u>Initial & Date</u>										
Approved by Department Head:	<u>MM, 11/18/24</u>										
Approved by City Attorney:	<u>N/A</u>										
Approved by Finance Director:	<u>MM, 11/18/24</u>										
Approved by City Manager:	<u>RGK, 11/19/24</u>										
Summary: The attached proposed Financial Sustainability Plan, based in large part on the plan presented by the FSP Task Force in April and May of this year, was presented to City Council for direction on November 12, 2024 and has been updated in accordance with the direction provided.											
Information/Background: In 2023, the Finance Director updated the financial forecast, and, due to several factors not anticipated in the 2020 FSP, recommended to the City Council that the City reconvene an FSP Task Force and go through a public process to update the Financial Sustainability Plan. After a publicly advertised selection process, the City Manager appointed nine Task Force members. The group held their first meeting on January 3, 2024 and their eleventh and final meeting on April 24, 2024. The Task Force finalized its recommendations and presented its plan to the City Council on April 27 and again on May 6. In light of many of those recommendations having been incorporated into the recently proposed budget, the City Manager proposed a modified plan, based on the work of the FSP Task Force. On November 12, the City Manager and Finance Director presented FSP recommendations to City Council and requested direction before bringing back a final FSP for adoption. At the November 12											

City Council meeting, it was suggested that a table be added to compare dollar amounts of the Task Force plan to the final plan as recommended by the City Manager. This table has been created and is shown in the new Appendix C to the plan.

Fiscal Consideration:

See the attached final FSP.

City Council Priority or Budget Objective Being Addressed:

2024 City Council Priority #4: Update the Financial Sustainability Plan.

To:
Kenmore City Council



FINANCIAL SUSTAINABILITY PLAN

November 25, 2024

**Based on the Work of the
2024 Financial Sustainability Plan**

Task Force

Vincent Keane
Holly Koelling
Edouard Lassalle
Alinafe Matenda

Jeffrey Pooley
Katrina Rose
Tiff Stoner
Mary Sullivan

Michael Vanderlinde

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Executive Summary

Due to revenues not keeping up with the cost to provide city services, the City Manager recommended revisiting and updating the Financial Sustainability Plan that the City Council adopted in the fall of 2020. Examples of higher-than-anticipated cost increases included high inflation (6.3% in 2021 and 9.5% in 2022) and increases that exceeded inflation in cost centers such as public safety and liability insurance coverage. Contributions to new programs such as the Regional Crisis Response co-responder program and the addition of several new full-time employee positions to align staff resources to workloads also contributed to the need to update the FSP.

As a result, in January of this year the City Manager convened a Task Force of talented Kenmore residents to assist in resolving upcoming financial difficulties that will see expenditures exceed revenues in the next year and reserve balances fall below the Council's 20% of annual operating expenditures goal in future years. The recommendations of the Financial Sustainability Task Force were presented to the City Council on May 6, 2024 and are included in Appendix B.

The recommendations in this proposed Financial Sustainability Plan are based in large part on the Task Force's recommendations. Variances from the Task Force's recommendations are a result of subsequent feedback from the City Council, recent changes in state law pertaining to photo enforcement, developments during the final preparation of the proposed 2025-2026 biennium budget, and other factors.

The City Manager's proposed revenue and expenditure strategies for a new Financial Sustainability Plan are as follows:

Revenue Strategy Timeline:

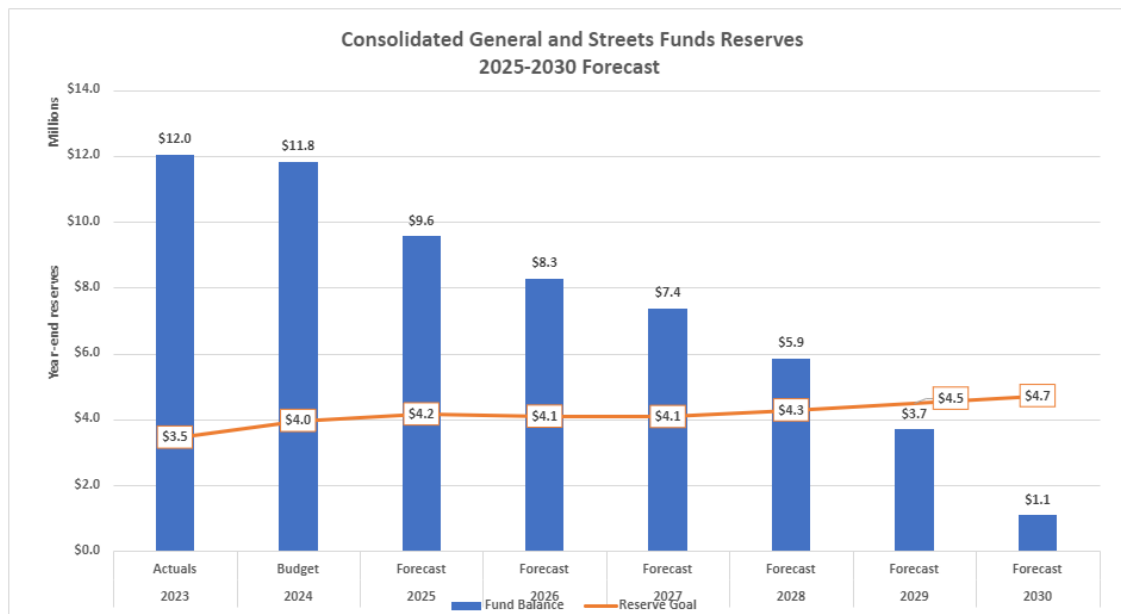
2025	2026	2027	2028	2029	2030
-MPD* ballot measure -New picnic shelter rental revenue	-Public safety and human services levy lid lift ballot measure -Fourth KAPE location if excessive speeding persists	-MPD revenue starts -Public safety levy lid lift revenue starts -Access remaining amount of banked property tax capacity	-City Council votes to add a new KAPE camera location in north end of the City -City Council votes to increase Transpo. sales tax 0.1%	-Public safety sales tax of 0.1% ballot measure -Revenue starts from add'l KAPE camera -Transpo. sales tax increase revenue starts	-Revenue begins from public safety sales tax

*Metropolitan Park District for the purpose assisting with the funding of parks and recreation operations and Lakepointe park acquisition and development.

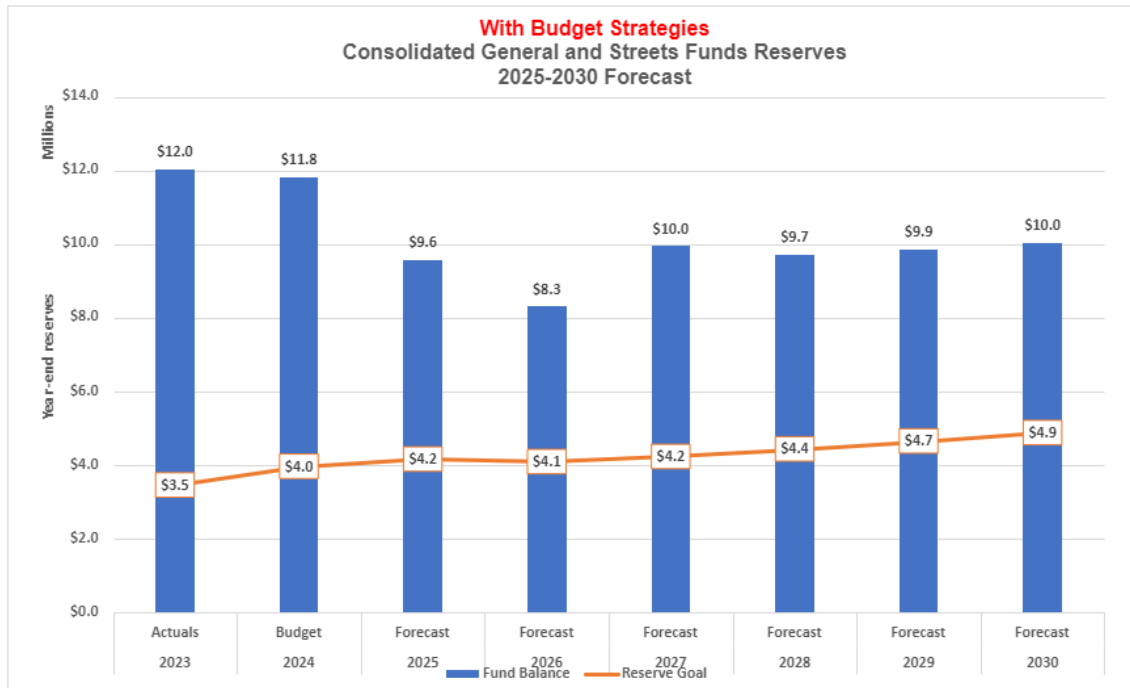
Expenditure Strategy Timeline:

2025	2026	2027	2028	2029	2030
-Street lights converted to LED -Other expenditure reductions (per Task Force)	-City Council adopts 2027-28 biennial budget -Savings from LED street lights begins	-Human services case worker and Utility tax rebate funded from levy lid lift begin			

If the City Council adopts and implements the revenue and expenditure strategies described above, the budget picture as illustrated through the combined General Fund and Street Fund balances, will go from this forecast:



To this forecast:



The next step is for the City Council to review this proposed Financial Sustainability Plan, make adjustments, and adopt the plan at a future meeting.

Introduction & Background

2020 FSP Task Force and Plan

In 2020, the City of Kenmore embarked on a Financial Sustainability Plan (FSP) process to develop a financial plan that would keep the City's finances stable and its operating fund balances strong for six or more years into the future. The City Manager appointed a group of Kenmore residents to form a Financial Sustainability Plan Task Force. With the help of a consultant and through a community engagement process, the Task Force recommended a series of actions over the next several years to maintain the City's financial health.

In October of 2020, the Kenmore City Council adopted a modified version of the Task Force's recommendations. Since its adoption, the City has, for the most part, followed this Financial Sustainability Plan.

The following tables summarize the 2020 FSP Plan actions that have been completed and those that have yet to be completed. As the tables show, all of the expenditure and revenue strategies have either been or are scheduled to be completed with two exceptions: seeking alternative jail providers and implementing an admission tax. The former is still a work in progress and the 2024 FSP Task Force advised against the latter because it would target a small number of businesses in the City for low financial impact. In addition, the adopted 2020 FSP includes accessing unused property tax banked capacity incrementally over multiple years. The City has been doing so, and most of the final amount of banked capacity will be used in 2025 and 2026.

Expenditures

Recommended Action	Recommended Timeline	Actual Completion Date
Discontinue Contribution to School Resource Officer Program	2021	2021-22 Budget
Continue most of the expenditure reductions made in 2020	2021	2021-22 Budget
Add HR/Diversity, Equity, Inclusion Position & Program	2021	DEIA Policy adopted November 2022. DEIA Strategic Plan adopted September 2023.
Increase Mental Health RADAR Program	2021	2021-22 Budget (used savings from school resource officer program to supplement RADAR funding)
Increase Pavement Preservation Funding	2022	2021-22 Budget
Seek Alternative Jail Providers	2024	Work in Progress

Recommended Action	Recommended Timeline	Actual Completion Date
Cable TV Utility Tax (6%)	2022	Ordinance No. 22-0546, July 2022
Traffic Photo Enforcement	2022	Ordinance No. 22-0542, February 2022 Revenue started in June 2023
User Fee Study	2022	Scheduled for 25-26 biennium
Property Tax Banked Capacity	2023	Phasing it in every year since 2021
Surface Water Utility Tax (6%)	2023	Ordinance No. 22-0563, November 2022
Admissions Tax	2024	2024 Financial Sustainability Task Force recommended against this
Voter-Approved Transportation Tax Increase (0.1%-0.2%)	2027	Scheduled for 2029 in 2024 FSP Recommendations

2024 Financial Sustainability Task Force and Plan

In 2023, the Finance Director updated the financial forecast, and, due to several factors not anticipated in the 2020 FSP, recommended to the City Council that the City reconvene an FSP Task Force and go through a public process to update the Financial Sustainability Plan. The unforeseen factors included high inflation (6.3% in 2021 and 9.5% in 2022¹) and increases that exceeded inflation in cost centers such as public safety and liability insurance coverage. Contributions to new programs such as the Regional Crisis Response co-responder program and the addition of several new full-time employee positions to align staff resources to workloads also contributed to the need to update the FSP.

In late 2023, the City Council adopted a charter for a new Financial Sustainability Task Force and directed the City Manager to appoint members of the community to serve on the Task Force. After a publicly advertised selection process, the City Manager appointed nine Task Force members. The group held their first meeting on January 3, 2024 and their eleventh and final meeting on April 24, 2024. All Task Force meetings were open to the public with meeting minutes taken. All but the first meeting were video recorded.

The Task Force engaged the public in several ways, including an online interactive platform for members of the public to ask questions and provide comments. The Task Force also used an online interactive budget simulation tool, known as Balancing Act,

¹ Seattle-Tacoma Bellevue June CPI-W

that provided residents the opportunity to create hypothetical budgets according to their personal preferences and priorities. There were 772 page views of the online Balancing Act tool, and 67 simulated budgets were submitted by our community members. The Task Force also hosted an in-person town hall meeting on April 3, 2024. The results of a statistically valid survey that included questions to respondents about taxes and services was also presented to the Task Force. The Task Force considered the public input from all of these sources as it developed its recommendations for a new Financial Sustainability Plan.

The Task Force finalized its recommendations and presented its plan to the City Council on April 27 and again on May 6. The Task Force's full Financial Sustainability Plan is included as Attachment B.

City Manager's Recommended Financial Sustainability Plan

The City Manager's recommendations are based in large part on the FSP Task Force's recommendations. However, as a result of recently updated revenue and expenditure assumptions now incorporated in the 2025-2026 budget, City Council feedback on the FSP that was presented last May, and other factors, this document presents a modified 2025-2030 Financial Sustainability Plan from what the FSP Task Force put forward in May of this year.

The City Manager recommends the following strategies to better keep revenues in line with expenditures from 2027 to 2030 while maintaining a healthy reserve balance that exceeds the reserve goal.

1. Expenditures

- a. **Human Services Case Worker/Program Navigator.** For the 2025-26 biennium, the human services case worker/navigator will be funded with one-time Special Projects funds (formerly known as ARPA). Special Projects funds are a one-time revenue source, meaning that for this program to continue beyond the 2025-26 biennium, it must receive new funding through the General Fund. If the program proves successful enough to continue beyond the coming biennium, it is estimated to cost \$169,950 in 2027 and \$185,709 in 2030 at a 3% rate of inflation.
- b. **Utility Tax Rebate Program.** For the 2025-26, the utility tax rebate program will be funded as a Special Projects program (formerly known as ARPA). Special Projects funds are a one-time revenue source, meaning that for this program to continue beyond the 2025-26 biennium, it must be through the General Fund. If the program proves successful enough to continue

beyond the coming biennium, it is estimated to cost \$206,000 in 2027 and \$225,102 in 2030 at a 3% rate of inflation.

- c. **Convert Street Lights to LED.** The conversion of street lights to LED will lead to an annual cost savings of \$68,837 when compared to the current cost of operating street lights.

2. Revenues

- a. **Kenmore Automated Photo Enforcement Program (KAPE).** Since its inception last year, KAPE has exceeded expectations in reducing speed violations and getting vehicle speeds closer to the speed limit. In addition, the revenue produced by this program has provided much needed financial resources to improve traffic safety and preserve our streets and expansion of the program is estimated to bring in an additional \$550,000 per year beginning in 2029. As a result, the following photo enforcement steps are included in this FSP:

- Increase the first-tier ticket fine from \$100 to \$110, then \$135 in 2029. This action is revenue-cost neutral because the increased fine approximately matches increased costs in administering the program.
- In keeping with a recent change in state law, convert the Arrowhead and Kenmore Elementary school zone cameras from school-zone only enforcement to 24/7 enforcement of the 30 mph speed and continued enforcement of the 20 mph speed during school zone hours.
- Add Inglemoor High School as a school zone and include 24/7 enforcement of the 30 mph speed limit in that school zone.
- Continue to monitor other areas where excessive speeding still occurs, especially in areas of complexity (such as higher pedestrian and cyclist traffic, more driveways and turning movements, etc.) or proximity to parks. In 2026, if excessive speeding continues, add at least one set of photo enforcement cameras to improve safety and bring speeds down. Current problem areas and potential candidates include 170th Street (Simonds Road) just east of Rhododendron Park and Juanita Drive between 160th and 170th. In 2029, if excessive speeding persists after sidewalk and traffic calming measures are implemented, add a fifth photo enforcement location in the north end of the City.

- b. **Voter Approved Ballot Measures.** Property tax is the City's largest source of revenue, and the state limits its growth to 1% per year (plus new property tax from new construction which is minimal compared to the

overall property tax). Due to this state-imposed growth limit and in order to keep up with the cost of providing services, property tax will need to be increased with voter approval from time to time.

- i. **Metropolitan Parks District.** In 2025, place a measure on the ballot for voters to approve the formation of a Metropolitan Parks District (MPD). The purpose of this district will be two-fold: 1) Provide funding, in combination with grants, for the acquisition and development of the Lakepointe park and shoreline restoration; and 2) Provide some funding for continuation of existing parks maintenance and recreation programs, including staffing.

The MPD levy lid lift is estimated to make a one-time repayment to the general fund for Lakepointe expenses in the amount of \$1.3 million in 2027 and also bring in \$300,000 per year beginning in 2027 to support existing park operations.

State law allows an MPD to levy a property tax of up to 75 cents per year per \$1,000 of assessed valuation.

- ii. **Public Safety Levy & Human Services Property Tax Lid Lift.** In 2026, bring forward a property tax levy lid lift ballot measure for voter approval. The purpose of this ballot measure will be to provide funding for 1) the rising cost of providing police and other public safety services, including the Regional Crisis Response co-responder program; and 2) continuation of the new pilot human services programs, if they are proven to be utilized and successful. These human services programs include the navigator (case worker) and utility tax assistance; in the 2025-2026 budget, these pilot human services programs are being funded by one-time Special Projects (formerly known as ARPA) revenue. This strategy is anticipated to bring in \$1.68 million per year to support public safety and human services programming beginning in 2027.
- c. **Picnic Shelter Rental Fees.** Beginning in 2025, the City can expect an additional \$17,000 annually from rental fees for the picnic shelters at Log Boom, Moorlands, and Łaxwadis Parks.
- d. **Transportation Sales Tax Increase of 0.1%.** The City Council can authorize a 0.1% increase in sales tax that is expected to bring in an additional \$460,000 a year beginning in 2029. This revenue can go to the Street Fund and be used for street maintenance operations.
- e. **Public Safety Sales Tax Increase of 0.1%.** A public vote will be required for an increase of 0.1% on sales tax. The revenue from this increase is expected to be \$460,000 a year beginning in 2030 and can be used for public safety purposes.

Additional details about all of the revenue and expenditure recommendations are in Appendix A.

Analysis

The 2024 FSP Task Force began its analysis by reviewing the City's existing budget and forecast entering 2024. At the time, the combined General Fund and Street Fund expenditures were expected to exceed revenues beginning in 2025 and this structural deficit would cause reserves to fall below the City Council's 20% reserve goal by 2029 if no corrective action was taken.

Since the Task Force's work was completed in April, the City Manager and Finance Director have constructed and presented a proposed 2025-26 biennial budget to the City Council, allowing for the use of updated figures. The updated figures paint an equally, if not more, concerning picture. Expenditures surpass revenues this year and reserves fall below the reserve goal in 2029.

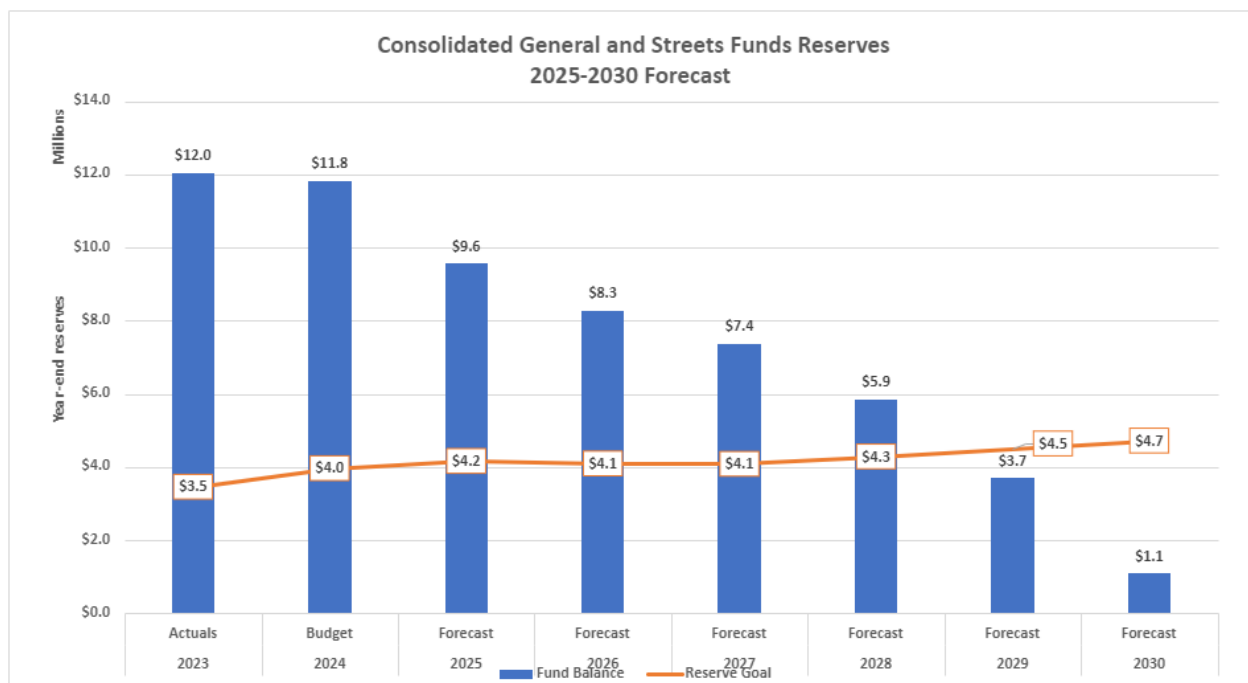
The following tables and graphs illustrate these trends. In this table presented last March, expenditures were projected to exceed revenue in 2025, as seen by the FSP Task Force:

Summary General & Street Fund	2023	2024	2025	2026	2027	2028	2029	2030
<i>Updated: 3/25/2024</i>	Actuals	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
General Fund								
Beginning Fund Balance	3,533,759	7,332,790	7,670,733	7,889,465	7,672,579	7,007,459	5,787,867	3,978,217
Revenue	17,299,604	16,759,199	17,306,651	17,815,678	18,206,073	18,595,161	18,995,840	19,666,466
Expense	11,100,573	16,421,256	17,087,919	18,032,565	18,871,193	19,814,753	20,805,490	21,845,765
Transfer to Strat Opps for Special Projects	2,400,000							
Ending Fund Balance	7,332,790	7,670,733	7,889,465	7,672,579	7,007,459	5,787,867	3,978,217	1,798,918
<i>Fund balance as % of operating expenditures</i>	66%	47%	46%	43%	37%	29%	19%	8%
Street Fund								
Beginning Fund Balance	2,270,571	2,294,467	2,136,351	1,610,891	1,020,359	840,232	601,801	301,342
Revenue	1,625,318	1,791,682	1,378,476	1,393,512	1,887,961	1,917,867	1,948,458	1,979,751
Expense	1,601,422	1,949,798	1,903,937	1,984,043	2,068,088	2,156,298	2,248,916	2,346,199
Ending Fund Balance	2,294,467	2,136,351	1,610,891	1,020,359	840,232	601,801	301,342	-65,106
<i>Fund balance as % of operating expenditures</i>	143%	110%	85%	51%	41%	28%	13%	-3%
Combined Ending Fund Balance	\$9,627,257	\$9,807,084	\$9,500,356	\$8,692,938	\$7,847,691	\$6,389,668	\$4,279,559	\$1,733,812
Fund Balance as % of operating expenditures	76%	53%	50%	43%	37%	29%	19%	7%
<i>(Threshold is 20%)</i>								

This next table, updated in October, continues to show expenditures exceeding revenues in 2024, as the latest budget foresees:

Summary General & Street Fund	2023	2024	2025	2026	2027	2028	2029	2030
Updated: 10/24/2024	Actuals	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
General Fund								
Beginning Fund Balance	3,533,759	9,732,274	9,396,325	7,313,301	6,247,513	5,603,507	4,417,543	2,654,468
Revenue	17,299,088	17,293,758	17,215,098	17,860,267	18,167,719	18,566,347	18,976,853	19,636,088
Expense	11,100,573	17,629,707	19,298,122	18,926,054	18,811,725	19,752,312	20,739,927	21,776,924
Transfer to Strat Opps for Special Projects								
Ending Fund Balance	9,732,274	9,396,325	7,313,301	6,247,513	5,603,507	4,417,543	2,654,468	513,633
Fund balance as % of operating expenditures	88%	53%	38%	33%	30%	22%	13%	2%
Street Fund								
Beginning Fund Balance	2,270,571	2,294,467	2,429,693	2,245,866	2,024,201	1,755,304	1,436,258	1,033,781
Revenue	1,625,318	2,344,696	1,340,091	1,333,142	1,350,235	1,367,575	1,354,987	1,372,529
Expense	1,601,422	2,209,470	1,523,918	1,554,806	1,619,132	1,686,621	1,757,464	1,831,863
Ending Fund Balance	2,294,467	2,429,693	2,245,866	2,024,201	1,755,304	1,436,258	1,033,781	574,446
Fund balance as % of operating expenditures	143%	110%	147%	130%	108%	85%	59%	31%
Combined Ending Fund Balance	\$12,026,741	\$11,826,018	\$9,559,166	\$8,271,714	\$7,358,812	\$5,853,800	\$3,688,249	\$1,088,079
Fund Balance as % of operating expenditures (Threshold is 20%)	95%	60%	46%	40%	36%	27%	16%	5%

The following graph shows that if nothing changes, the General and Street Fund reserves, the blue bars, fall as the fund balance as a percentage of operating expenses, the orange line, increases from 2023 to 2030.



This financial picture underscores the need to adopt a plan that will proactively prevent the decline in fund balances, and the FSP Task Force produced such a plan. The City Manager's recommended plan follows most of the Task Force's recommendations. To wit, the following table shows how many of the 2024 FSP Task Force's recommendations will be implemented in the proposed 2025-26 biennial budget and/or are in the multi-year plan in 2027 and beyond.

2024 FSP Task Force Recommended Budget Strategy	To Be Implemented as Part of Proposed 2025-26 Budget	Included in City Manager's FSP Recommendations
KAPE program first tier ticket increase to \$136 for two cameras	No	No (per Council direction, increase to \$110)
Convert street lights to LED	Yes	Yes
Expand KAPE program- First Camera	Yes	Yes
Expand KAPE program- Second Camera	Yes	Yes
Levy lid lift to fund public safety (\$0.08)	No	Yes (in 2026, 24 cents)
Expand KAPE program- Third Camera	No	Yes (in 2029)
Parks Project Manager- shift 1,500 hours to capital fund	This resource to be shifted to Lakepointe	N/A
Strategic and Economic Development Manager position	Yes (Community & Business Engagement Coordinator)	Yes
Eliminate Admission Tax in the plan	Yes	Yes
Operational Efficiency Savings	Yes	Yes
Picnic shelter rental fees	Yes	Yes
Expand KAPE program- Fourth Camera	No	No
Move Civil Engineers/Cap Project Manager entirely to transportation	Yes	Yes
Let temporary employee's contract end	Yes	Yes
Levy lid lift to fund public safety at \$0.16 (incremental from first \$0.08)	No	Yes (in 2026, 24 cents)
Utility tax assistance program	Yes	Yes
Human services case worker/program navigator	Yes	Yes
Public safety sales tax (increase 0.1%)	No	Yes
MPD levy (\$0.05 per \$1,000)	Yes	Yes
Lakepointe Preliminary Costs (assuming grant is funded)	Yes	N/A

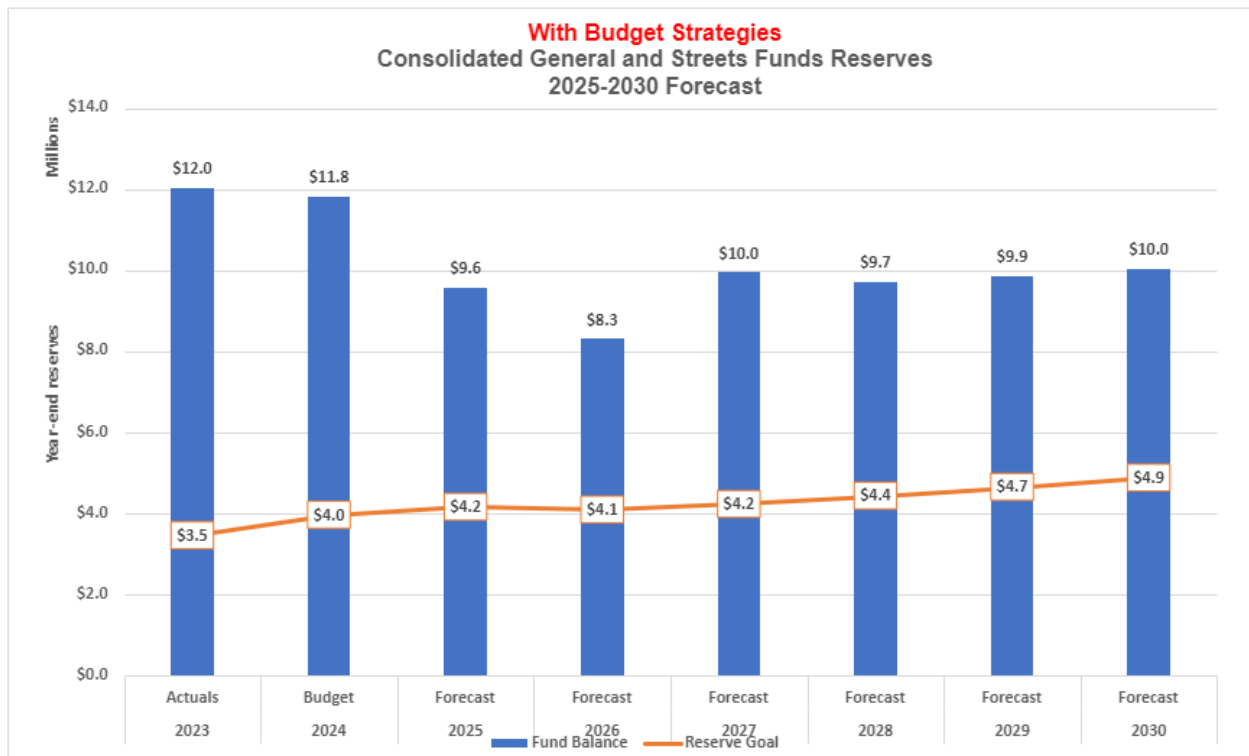
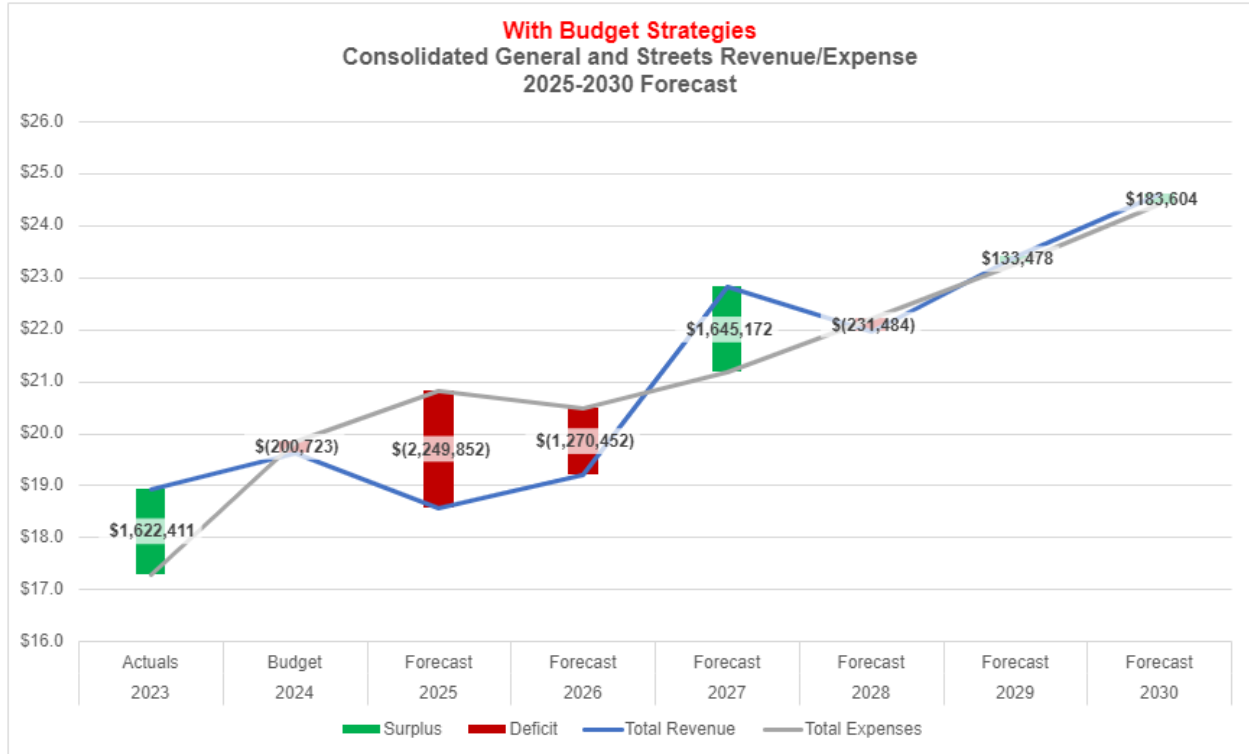
Result

The recommended strategies bring revenues above expenditures in 2027 and maintain that status through 2030. They also ensure that the reserve fund balance is always greater than the 20% of operating expenditures goal by a healthy margin.

The following table is an update of the fund balances above for 2025-2030 based on the estimated revenue the recommended strategies would bring in:

Summary General & Street Fund	2023	2024	2025	2026	2027	2028	2029	2030
Updated: 10/24/2024	Actuals	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
General Fund								
Beginning Fund Balance	3,533,759	9,732,274	9,396,325	7,330,301	6,281,513	8,195,582	8,283,145	8,819,100
Revenue	17,299,088	17,293,758	17,232,098	17,877,267	21,464,719	20,600,967	22,059,808	23,227,306
Expense	11,100,573	17,629,707	19,298,122	18,926,054	19,550,650	20,513,404	21,523,853	22,584,367
Transfer to Strat Opps for Special Projects								
Ending Fund Balance	9,732,274	9,396,325	7,330,301	6,281,513	8,195,582	8,283,145	8,819,100	9,462,039
Fund balance as % of operating expenditures	88%	53%	38%	33%	42%	40%	41%	42%
Street Fund								
Beginning Fund Balance	2,269,900	2,293,796	2,429,022	2,245,195	2,023,530	1,754,633	1,435,587	1,033,110
Revenue	1,625,318	2,344,696	1,340,091	1,333,142	1,350,235	1,367,575	1,354,987	1,372,529
Expense	1,601,422	2,209,470	1,523,918	1,554,806	1,619,132	1,686,621	1,757,464	1,831,863
Ending Fund Balance	2,293,796	2,429,022	2,245,195	2,023,530	1,754,633	1,435,587	1,033,110	573,775
Fund balance as % of operating expenditures	143%	110%	147%	130%	108%	85%	59%	31%
Combined Ending Fund Balance	\$12,026,070	\$11,825,347	\$9,575,495	\$8,305,043	\$9,950,216	\$9,718,732	\$9,852,209	\$10,035,814
Fund Balance as % of operating expenditures (Threshold is 20%)	95%	60%	46%	41%	47%	44%	42%	41%

The following two graphs illustrate the results of these recommendations. The first graph shows the annual operating deficit/surplus, and the second graph shows the impact to the fund balance (reserve goal) of the General Fund and Street Fund combined. Note that approximately \$2 million of the combined 2025-2026 deficit is a result of spending down the remaining one-time Special Projects funds. Additionally, a one-time \$1.3 million transfer from the General Fund to the Lakepointe Fund (\$650,000 in 2024 and \$650,000 in 2025) also contributes to the temporary deficit. The plan in this report has the General Fund being reimbursed for the \$1.3 million transfer after the MPD is formed.



Conclusion

Historically, the City of Kenmore has adopted balanced budgets and maintained healthy fund balances over the years, and thanks to implementing the actions in the 2020 Financial Sustainability Plan, this trend has continued. However, the City's underlying structural revenue problems, including the state-imposed 1% annual growth limit on property tax, continue to persist. Other contributors include unfunded mandates from the state and flat or little growth in other sources, including utility taxes.

In order for the City of Kenmore to continue to provide our residents not only the enhanced services that improve the quality of life in the City, but also the basic programs that are integral to the City, and even the core programs that are requisite for public safety, supplemental revenue sources will be necessary because the financial forecast is clear: the cost of running Kenmore successfully will soon exceed the revenue the City brings in and deplete the reserve funds.

The strategies presented here will allow revenue to keep pace with expenditures and maintain healthy reserve funds, all while allowing the City to continue to provide the excellent levels of service to which our residents have become accustomed.

Several factors have converged to force the current challenge: higher than normal inflation rates earlier this decade, the rising cost of police work, state laws that limit the increase in property tax the City can collect from one year to the next, and our commitments to strive to do what's right for our planet and our more disadvantaged residents, among others. The challenge that confronts the City can be overcome through implementation of the budget strategies contained in this document—strategies that will raise the necessary resources for the City of Kenmore to continue to execute its mission through the coming years, to propel Kenmore upward and create a thriving community where all people love where they live.

Appendix A- Strategy Details

1. Picnic Shelter Rental Fees

Strategy Type: Revenue

Fiscal Impact Estimate: \$17,000

Year of Implementation: 2025

Feasibility: The implementation of this strategy would be councilmanic but will require some effort by City staff to implement and maintain.

Fiscal Impact: Low

Potential of Success: High

Background/Analysis: For many years the Northshore Senior Center has managed rentals of the picnic shelter at Rhododendron Park and kept the revenue. Historically, this revenue has been about \$10,000 per year. The financial forecast includes the transfer of this rental program to the City along with the newly built picnic shelters at Log Boom, Moorlands, and ŁaŃwadis Park with the reservation system going online on the City's website. The City will make the Senior Center whole by transferring back an amount equal to the revenues it was collecting. The resulting net increase in revenue to the City will be about \$17,000 per year.

2. Metropolitan Park District Levy Lid Lift (One Ballot Measure with Two Aspects)

a. To Fund Lakepointe and Repay the General Fund for Lakepointe Expenditures

Strategy Type: Revenue (one-time)

Fiscal Impact Estimate: \$1,300,000

b. To Support Existing Parks Operations

Strategy Type: Revenue

Fiscal Impact Estimate: \$300,000

Year of Implementation: 2027 (the public would vote to approve the measure in 2025)

Feasibility: The portion of this levy to support existing parks operations would be approximately \$0.05 per \$1,000 of assessed value. The current median assessed value of a Kenmore home is \$821,000; this property owner would pay \$41.05

annually (\$3.42 monthly). This levy would pay for some of the parks maintenance and recreation expenses and thereby help sustain the General Fund.

Fiscal Impact: High

Potential of Success: Medium

Background/Analysis: This strategy would establish a Metropolitan Park District with the Kenmore City Council acting as the Board; an additional amount of the levy would be used to facilitate Lakepointe efforts. The ballot measure can be up to \$0.75 per \$1,000 of assessed value. The approval of the ballot measure creates a limit; this strategy is less regressive than a utility tax.

3. Convert Street Lights to LED

Strategy Type: (Reduction) Expense

Fiscal Impact Estimate: \$68,837 (It would cost \$260,000 to implement this strategy but the City would receive an incentive of \$200,000, such that the initial year savings are net 0 but the ongoing net savings are about \$68,000.)

Year of Implementation: The LED street lights are expected to be installed in 2025 and the savings in electricity costs are expected to be fully realized in 2026.

Feasibility: This strategy does have an upfront cost to implement but that would be offset by the incentive payment the City would receive. There will be City staff efforts required to apply for the incentive and manage the project.

Fiscal Impact: Medium

Potential of Success: Medium-High

Background/Analysis: LED streetlights are more energy efficient, have a longer lifespan, have environmental benefits, and provide a higher quality light which enhances visibility and road safety. This strategy would take advantage of a \$200,000 incentive that is available now.

4. Public Safety and Human Services Levy Lid Lift (24 cents)

Strategy Type: Revenue

Fiscal Impact Estimate: \$1,680,000

Year of Implementation: 2027 (the public would have to vote in 2026)

Feasibility: This strategy would require voter approval. It has a fair chance of success due to the public's priority for public safety and the justification that

revenues (property tax in particular) are not keeping pace with the recent increases in the cost of the public safety services contract from the King County Sheriff. The RCR program has also proven successful and would be included in this package. New Human Services programs that have been funded with one-time Special Projects funds, depending on their success and usage, could also be included as a part of the levy lid lift package.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis: Public safety is the largest item in the General Fund at 32%. Funding part of this line item through a levy maintains funding for this core-level service as well as the enhanced RCR and human services programs. This strategy is less regressive than a utility tax. In addition, funding to continue the utility discount program for low-income residents could also be part of this levy lid lift.

5. Human Services Case Worker/Program Navigator

Strategy Type: Expense

Fiscal Impact Estimate: (\$169,950)

Year of Implementation: 2027. This service is funded with one-time special projects funding in the 2025-2026 biennial budget. Continuing it beyond 2026 will require a new ongoing revenue source, and in this case, a voter-approved levy lid lift to take effect in 2027.

Feasibility: The current preference is to provide this service through a nonprofit human services provider. There appear to be nonprofit organizations in the area with the ability to provide this service.

Fiscal Impact: Negative

Potential of Success: High

Background/Analysis: The Task Force was concerned about the regressive nature of some of these revenue strategies and the potential impact to low-income residents. Investing in a program such as this will mitigate the impact of these strategies on vulnerable members of our community by helping them get connected with existing programs and services at the city, county, and federal level.

6. Utility Tax Assistance or Rebate Program

Strategy Type: Expense

Fiscal Impact Estimate: (\$206,000)

Year of Implementation: 2027. This service is funded with one-time Special Projects funding in the 2025-2026 biennial budget. Continuing it beyond 2026 will require a new ongoing revenue source, and in this case, a voter-approved levy lid lift to take effect in 2027.

Feasibility: Similar to the human services navigator, the current preference is to provide this service through a nonprofit human services provider. There appear to be nonprofit organizations in the area with the ability to provide this service.

Fiscal Impact: Negative

Potential of Success: High

Background/Analysis: This strategy helps to attenuate the regressive nature of some taxes—utility tax in particular. The current plan is for the City to use Special Projects funds (formerly known as ARPA) in 2025-2026 to fund this strategy and then fund it from the General Fund via the proposed property tax levy lid lift starting in 2027.

7. Additional KAPE Photo Enforcement Location

Strategy Type: Revenue

Fiscal Impact Estimate: \$550,000

Year of Implementation: 2029 (City Council would have to vote to initiate the expansion by 2028)

Feasibility: The implementation of this strategy would be councilmanic but does require staff and police resources to implement and maintain.

Fiscal Impact: High

Potential of Success: High

Background/Analysis: The City has several sidewalk and traffic calming capital projects planned in the north end of Kenmore, including the sidewalk replacement project on 61st Avenue, sidewalks and traffic calming on 80th Avenue, and traffic improvements on 73rd Avenue. Once these projects are complete, the City will monitor traffic activity and determine whether excessive speeding persists. If speeding does continue to be a problem, then an additional set of photo enforcement cameras will be installed at a location in the north end of the City.

8. Increase Transportation Sales Tax 0.1%

Strategy Type: Revenue

Fiscal Impact Estimate: \$460,000

Year of Implementation: 2027 (City Council would have to vote in 2026)

Feasibility: This strategy is councilmanic so it can be implemented through a vote of the City Council.

Fiscal Impact: \$460,000

Potential of Success: High

Background/Analysis: This is the last item from the 2020 FSP Task Force planned to be implemented.

9. Public Safety Sales Tax (0.1%)

Strategy Type: Revenue

Fiscal Impact Estimate: \$460,000

Year of Implementation: 2030 (the public would have to vote in 2029)

Feasibility: This strategy would require voter approval. It has a higher likelihood of success because it's justified due to the recent increases in the cost of the public safety services contract from the King County Sheriff's Office.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis: A sales tax of up to 0.3% can be imposed by either King County or up to 0.1% by the City, up to a combined maximum of 0.3%. If the City imposes the tax first, it collects 85% of the revenue and 15% is allocated to the County. If King County imposes the tax first, it is split 60-40 between the county and cities on a per capita basis. Sales tax is not charged on food items, which reduces the relative impact to low-income families.

Appendix B- 2024 Financial Sustainability Task Force Recommended Plan and Report

To:
Rob Karlinsey, City Manager

The FSPTF presents:
The City of Kenmore's Financial Sustainability Plan

**FINANCIAL SUSTAINABILITY PLAN TASK FORCE
REPORT AND RECOMMENDATIONS**

Date:
25 April 2024

From:
**THE MEMBERS OF THE FINANCIAL
SUSTAINABILITY PLAN TASK FORCE:**

Vincent Keane
Holly Koelling
Edouard Lassalle
Alinafe Matenda
Jeffrey Pooley
Katrina Rose
Tiff Stoner
Mary Sullivan
Michael Vanderlinde

The nine members of the City of Kenmore's (CoK) Financial Sustainability Plan Task Force (FSPTF) present this report and recommendations.

On April 24, 2024, the FSPTF had its final meeting and reached agreement on strategies to maintain the CoK's financial sustainability in the General Fund and Street Fund through the 2025-2026, 2027-2028, and 2029-2030 biennium. These strategies will prevent expenses from exceeding revenues and keep the fund balance above the reserve goal until 2030.

By recommending strategies to maintain revenues greater than expenses and keeping the fund balance above the reserve goal, the FSPTF has accomplished its mission (noted below). Task Force members anticipate that the CoK will need to reconvene a new FSPTF in the 2029-2030 biennium to develop additional strategies to resolve the structural deficit.

FSPTF Mission

As a group, task force members will learn about the City's services, budget, finances, Service-Level Budgeting, and long-range financial forecasts. The task force will review and synthesize all financial data and public input on the City's operating budgets, then as a task force provide an advisory report to the City Manager with a range of options on ways the City could resolve the upcoming structural deficit. If any options are preferred by the task force, the advisory report can note that. The advisory report to the City Manager will be delivered by March 29, 2024.

The FSPTF's Key Findings

The FSPTFs recommendations are based on two key findings:

- Services provided by the (CoK) will need to be maintained by controlling expenditure and/or shifting costs, as well as enhancing revenues.
- The CoK is a lean organization but there are opportunities to be even more efficient. There are no more opportunities to significantly reduce expenditure without a significant reduction in services that Kenmore residents and businesses need and want.

The FSPTF's Guiding Principles

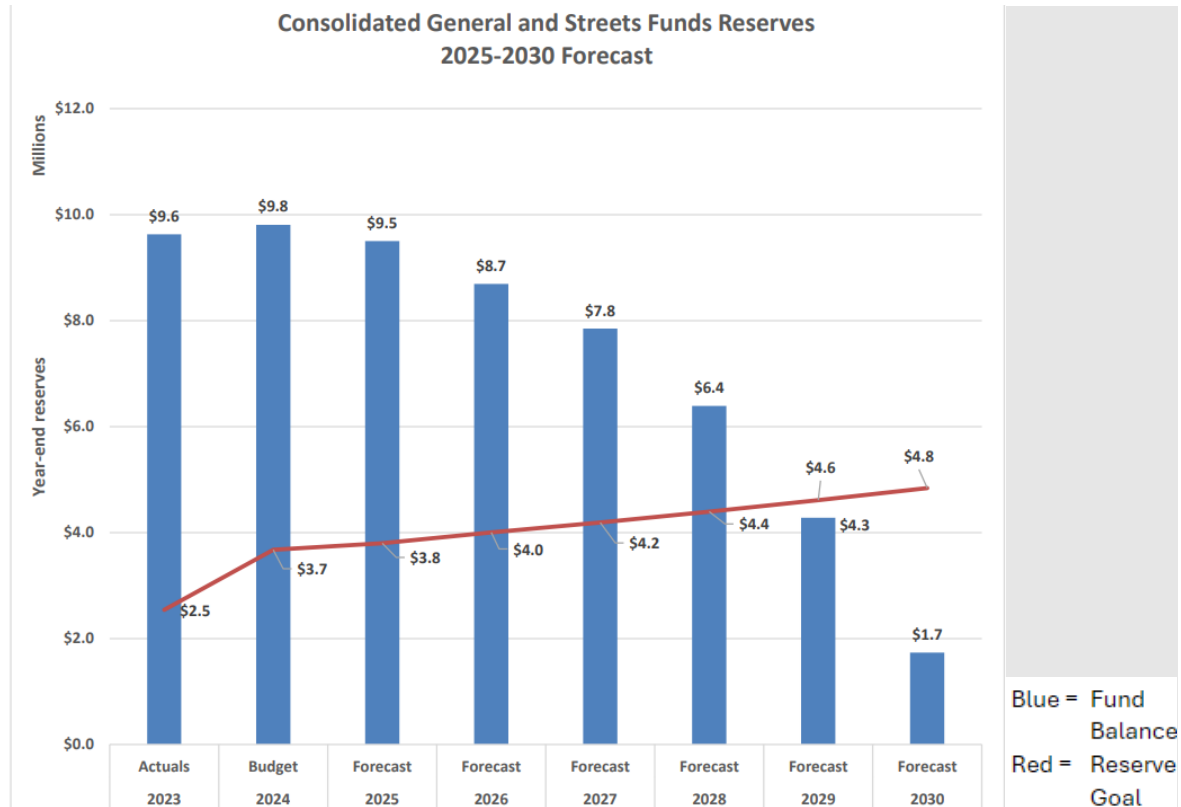
These six principles guided the Task Force in reaching agreement on which strategies to recommend:

1. Pursue a balanced approach that complies with changes in state regulations, and that utilizes the results of the Service Level Budgeting process to reflect economic and community values, conditions and needs.
2. Include all levels of the city when looking at challenges and opportunities: neighborhoods, businesses, communities, schools, city operations and governance.
3. Use the Equity Framework Tool when considering both budget reductions and revenue increases, striving to minimize disproportionate impacts on residents with fewer resources where possible.
4. Preserve ongoing funding for necessary levels of service, maintenance and upgrades when recommending budget reductions. Keep realistic levels of service in mind when recommending revenue increases.
5. Seek efficient, effective solutions with the greatest importance and financial impact, including those with high potential for future cost savings and revenue increases.
6. Identify the benefits of city services to non-residents and consider recommendations for revenue increases that fairly share the cost burden with them.

The FSPTF's Starting Point

The FSPTF's analysis started with a review of the CoK's existing budget and forecast entering FY 2024. The combined General Fund and Street Fund expenditures are expected to exceed revenues beginning in FY 2025. This structural deficit will cause reserves to fall below the reserve goal by FY 2029 if no corrective action is taken.

Summary General & Street Fund	2023	2024	2025	2026	2027	2028	2029	2030
<i>Updated: 3/25/2024</i>	Actuals	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
General Fund								
Beginning Fund Balance	3,533,759	7,332,790	7,670,733	7,889,465	7,672,579	7,007,459	5,787,867	3,978,217
Revenue	17,299,604	16,759,199	17,306,651	17,815,678	18,206,073	18,595,161	18,995,840	19,666,466
Expense	11,100,573	16,421,256	17,087,919	18,032,565	18,871,193	19,814,753	20,805,490	21,845,765
Transfer to Strat Opps for Special Projects	2,400,000							
Ending Fund Balance	7,332,790	7,670,733	7,889,465	7,672,579	7,007,459	5,787,867	3,978,217	1,798,918
Fund balance as % of operating expenditures	66%	47%	46%	43%	37%	29%	19%	8%
Street Fund								
Beginning Fund Balance	2,270,571	2,294,467	2,136,351	1,610,891	1,020,359	840,232	601,801	301,342
Revenue	1,625,318	1,791,682	1,378,476	1,393,512	1,887,961	1,917,867	1,948,458	1,979,751
Expense	1,601,422	1,949,798	1,903,937	1,984,043	2,068,088	2,156,298	2,248,916	2,346,199
Ending Fund Balance	2,294,467	2,136,351	1,610,891	1,020,359	840,232	601,801	301,342	-65,106
Fund balance as % of operating expenditures	143%	110%	85%	51%	41%	28%	13%	-3%
Combined Ending Fund Balance	\$9,627,257	\$9,807,084	\$9,500,356	\$8,692,938	\$7,847,691	\$6,389,668	\$4,279,559	\$1,733,812
Fund Balance as % of operating expenditures	76%	53%	50%	43%	37%	29%	19%	7%
<i>(Threshold is 20%)</i>								



The FSPTF's Process

The Task Force convened for the first time on the evening of January 03, 2024. Its tenth and final meeting was on April 24, 2024. During the meetings task force members were educated on the 2020 Financial Sustainability Plan, contract cities, CoK budgeting, service level budgeting, the CoK DEIA Toolkit, price of government, CoK financial forecasts, some of how CoK currently operates, and other relevant topics. Melinda Merrell, Director of Finance & Administration and Rob Karlinsey, City Manager provided this education and were also available to answer endless questions outside of the meetings. In addition to this education, a representative from each CoK department attended a meeting to present information and answer questions about their department. This was followed by each department providing their ideas for budget strategies to consider. The meetings were also supported by Carla Schnee, Admin/Financial Services Manager, who recorded the meetings and facilitated the occasional virtual participation of members, among other tasks.

The FSPTF also hosted a community town hall on April 3, 2024, which started with a presentation created by the task force members. The focus of the evening was on small group discussions. Each of the seven groups was facilitated by a member of the task force; one group was led by a Spanish-English bilingual task force member in case translation was necessary. The town hall attracted 38 members of the Kenmore community.

The task force members worked a total of 25 hours in meetings, and devoted countless hours reading the reports, studies, and survey results that the CoK provided as well as the CoK budget and official policy documents. The FSPTF also reviewed findings from these sources:

- Balancing Act Tool, the budget balancing exercise that was live on the CoK website from March 28-April 8 and was completed and submitted by 67 members of the community.
- Speak Up Kenmore (online open house) that was live on the CoK website from March 18-April 8.
- The first draft of the statistically valid survey conducted by EMC Research from March 20-April 3, 2024; the survey was completed by 303 Kenmore residents.

The FSPTF discussed more than forty-eight strategies to ensure the City's long-term financial sustainability. The task force members identified and defined these based on their personal experiences and what they heard from CoK staff in their department presentations and the community via the Speak Up Kenmore website, Balancing Act Tool (online), Town Hall event, and the FSPTaskForce@kenmorewa.gov email address. The Task Force also reviewed potential new initiatives that are not currently funded but which the CoK staff or the community has expressed interest in.

The FSPTF used four categories to individually rate and then rank the strategies:

0. Do not pursue.
1. Pursue as a last resort.
2. Pursue as a secondary priority, with less dedicated resources.
3. Pursue as a priority.

A task force member created a comprehensive matrix of these strategies and a real-time model to show the effect of each strategy on the revenue forecasts. This is the same matrix used by the 2020 FSPTF; it provides additional important information about the Task Force's analysis and accompanies this report in Appendix B.

The matrix includes the following information.

- 1) Type of strategy
- 2) Fiscal impact estimate and category (low, medium, or high).
- 3) Likelihood of success (High, Medium-High, Medium, Low-Medium, Low, or Low-None) and success considerations.

- 4) Phasing and effective year of the strategy.
- 5) DEIA considerations, based on the CoK DEIA Toolkit.
- 6) Additional notes based on the discussion of the FSPTF.
- 7) The task force members' ratings and ranking.

The budget strategies were put in rank order, and it was determined that an average score of 2.2 was the threshold needed to incorporate enough budget strategies to achieve our goals. We then adjusted the effective year the budget strategies were to begin, between 2026 and 2030. We based this on the expected fund balance level because we don't recommend that the CoK holds a large fund balance without a specific purpose.

The FSPTF's Analysis of the Strategies

All the strategies the FPSTF analyzed fell along a continuum that included:

- Expenditure control/cost shifts.
- Service delivery changes that are designed to reduce expenditure.
- Revenue enhancement opportunities.
- Service level reductions.
- New initiatives/programs that increase expenditure.

The hours of deliberations by the FPSTF included discussion on the feasibility, fiscal impact, and likelihood of success of each strategy.

While all the strategies are technically feasible, they have differing levels of community support, potential of community pushback, alignment with community values, technical and operational difficulties of implementation, timing necessary for implementation, costs to implement, overall difficulty, and disruption to the existing CoK operations relative to the financial return. Tax measures require voter approval to implement and vary in terms of complexity and community support; some have a greater impact on residents (e.g., property tax levy lid lift measures) while others have some impact on those from outside the city (e.g., sales taxes). Voters are more likely to support measures when they know exactly where their tax dollars are being spent (i.e. *not* a levy to increase General Fund monies) and that it is being done efficiently. These factors were discussed while the FSPTF deliberated the possible strategies.

The FSPTF assessed the potential annual fiscal impact that the CoK would experience if each strategy were implemented. This was based on input from the CoK Finance Department and other CoK staff. Fiscal impact was defined by three tiers:

- Low fiscal impact. Strategies that would have a fiscal impact of \$50,000 or less per year.
- Medium fiscal impact. Strategies that would have a fiscal impact between \$50,000 and \$100,000 per year.
- High fiscal impact. Strategies that would have a fiscal impact of over \$100,000 per year.

The FSPTF's Strategies

The details of each strategy in the recommendation are included in Appendix A of this report.

The FSPTF's Recommendation

The Task Force recommends that the CoK implement the strategies listed below. The strategies are in order by the FSPTF's ranking.

Budget Strategy	Type	Group	Councilmanic?	Score	Toggle	Amount	Year
KAPE program first tier ticket cost by to \$136 for two cameras	Revenue	KAPE	Y	3.00	1	180,000	2026
Convert street lights to LED	Expense	Efficiencies	Y	3.00	1	68,837	2028
Expand KAPE program - First Camera	Revenue	KAPE	Y	2.89	1	225,000	2026
Expand KAPE Program - Second Camera	Revenue	KAPE	Y	2.89	1	225,000	2026
Levy lid lift to fund public safety \$0.08	Revenue	Public Safety Tax	N	2.78	1	560,000	2028
Expand KAPE Program - Third Camera	Revenue	KAPE	Y	2.78	1	225,000	2028
Parks Project Manager: 1500 hours to capital fund (similar to Engineering Project Managers).	Reallocation	Efficiencies	Y	2.67	1	100,000	2026
Strategic and Economic Development Manager position	Expense	Investment	Y	2.67	1	(180,000)	2025
Eliminate Admissions Tax in the plan	Revenue	Revenue Reduction	Y	2.63	1	(130,000)	0
Operational Efficiency	Expense	Efficiencies	Y	2.63	1	100,000	2026
Picnic shelter rental fees (Log Boom, TI' awh-ah-dees, Moorlands)	Revenue	Efficiencies	Y	2.56	1	17,000	2025
Expand KAPE Program - Fourth Camera	Revenue	KAPE	Y	2.56	1	225,000	2027
Move Civil Engineers/Cap Project Manager entirely to transportation	Reallocation	Efficiencies	Y	2.56	1	140,000	2026
Let temporary employees contract end	Expense	Efficiencies	Y	2.50	1	100,000	2026
Levy lid lift to fund public safety at \$0.16 (incremental from first \$0.08)	Revenue	Public Safety Tax	N	2.44	1	560,000	2028
Utility tax rebate program	Revenue	Revenue Reduction	Y	2.44	1	(225,000)	2027
Human services case worker/program navigator	Expense	Investment	Y	2.43	1	(225,000)	2026
Public safety sales tax 0.1%	Revenue	Public Safety Tax	N	2.33	1	460,000	2028
MPD Levy (\$0.05 per \$1000)	Revenue	MPD	N	2.22	1	350,000	2026
Lakepointe Preliminary Costs (assuming grant is funded)	Expense	Lakepointe	Y	2.20	1	(500,000)	2025

The recommended efficiencies strategies total \$526K, including \$240K of employee expenses reallocated to capital funds.

The recommended revenue enhancement strategies include:

- \$1.58M in net new tax revenue (including a \$355K reduction in revenue from a recommended utility tax rebate program and the elimination of the planned admissions tax)
 - \$1.12M from a public safety levy lid lift of \$0.16 per \$1,000 assessed value
 - \$0.46M from a public safety sales tax of 0.1%
 - \$0.35M from the establishment of a metropolitan park district (MPD) and a levy of \$0.05 per \$1,000 assessed value
- \$1.08M from an expanded KAPE program (Four additional safety cameras and an increase in the first tier fine from \$100 to \$136.)

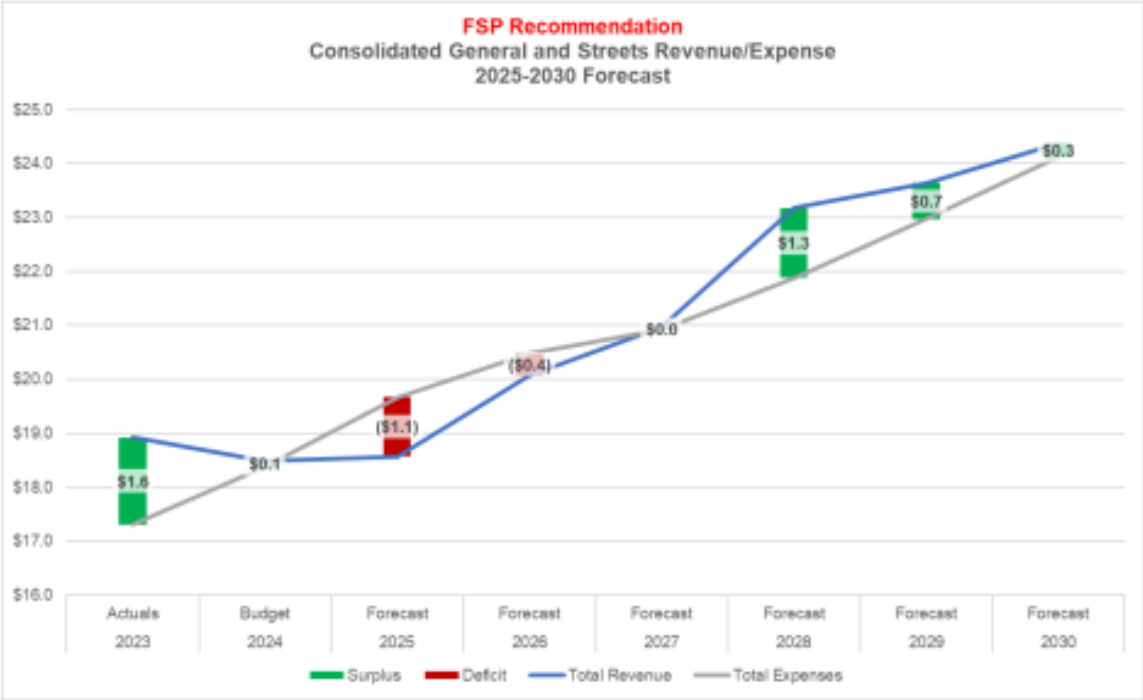
The task force was drawn to public safety-related strategies due to the recent increases in the cost of CoK's King County Sheriff police services contract. For context, from 2021 to 2024, the public safety budget increased from \$3.7M to \$5.1M, a 36% increase over three years, or a cumulative average growth rate (CAGR) of 11%. The \$1.66M in recommended new public safety taxes aligns reasonably well with the \$1.3 M increase in public safety costs.

The recommended strategies also include some investments or cost additions. The details of these strategies are also included in Appendix A of this report:

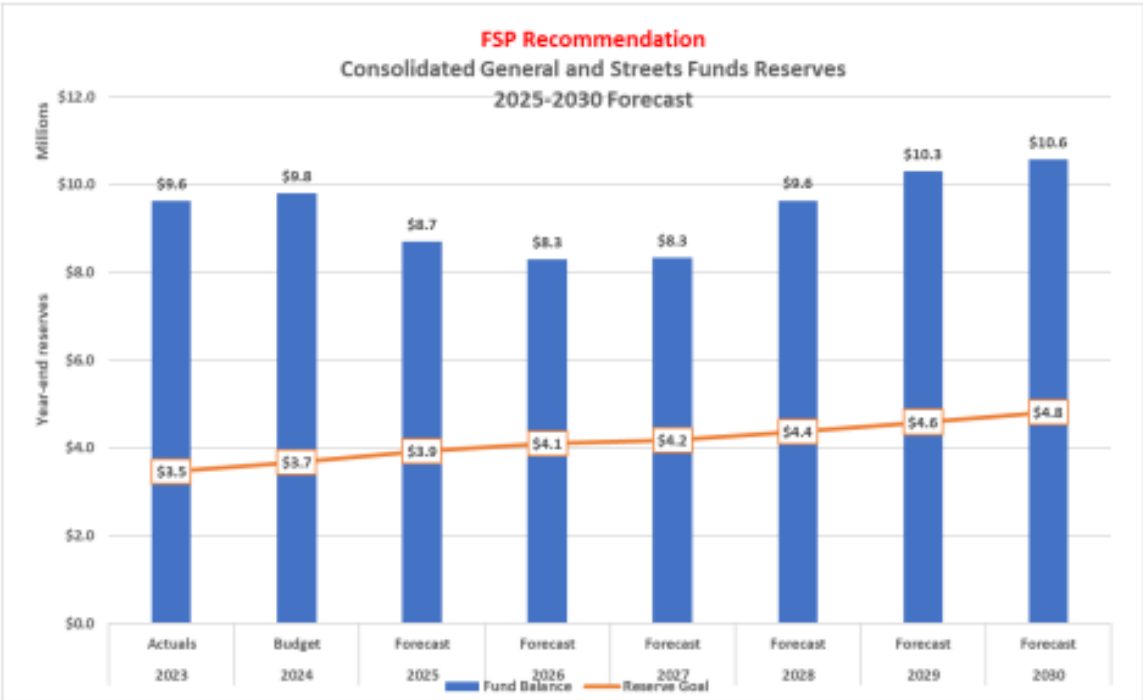
- Human services case worker / program navigator
\$225K annually
- Strategic and Economic Development FTE (Manager)
\$180K annually
- Lakepointe development opportunity
\$500K in 2025 and 2026)

The FSPTF's Conclusion

The recommendation does not maintain revenues above expenses until FY 2028, but the surplus forecasted for 2028-2030 exceeds the deficits forecasted for 2025-2026; the FSPTF felt this was the best timing due to the difference in fund balance compared to reserve goal forecasted for 2025-2027. This recommendation does keep the fund balance above the reserve goal until 2030 and puts the CoK on the path toward long-term financial sustainability. The following two graphs illustrate the results of the task force recommendations. The first graph shows the annual deficit/surplus, and the second graph shows the impact to the fund balance (reserve goal) of the General Fund and Street Fund combined.



Through the 6-year period, we add \$0.8M to the reserve.

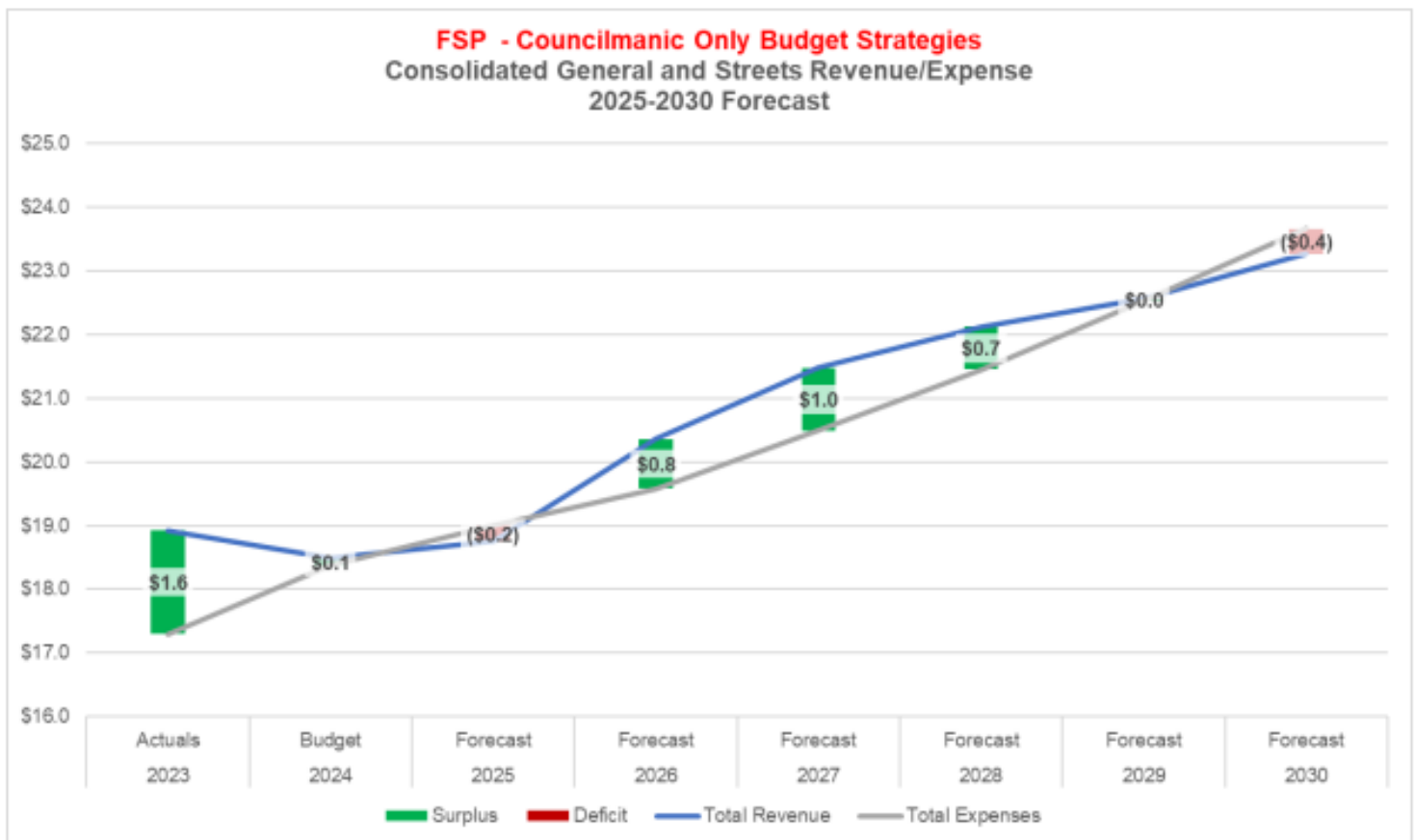


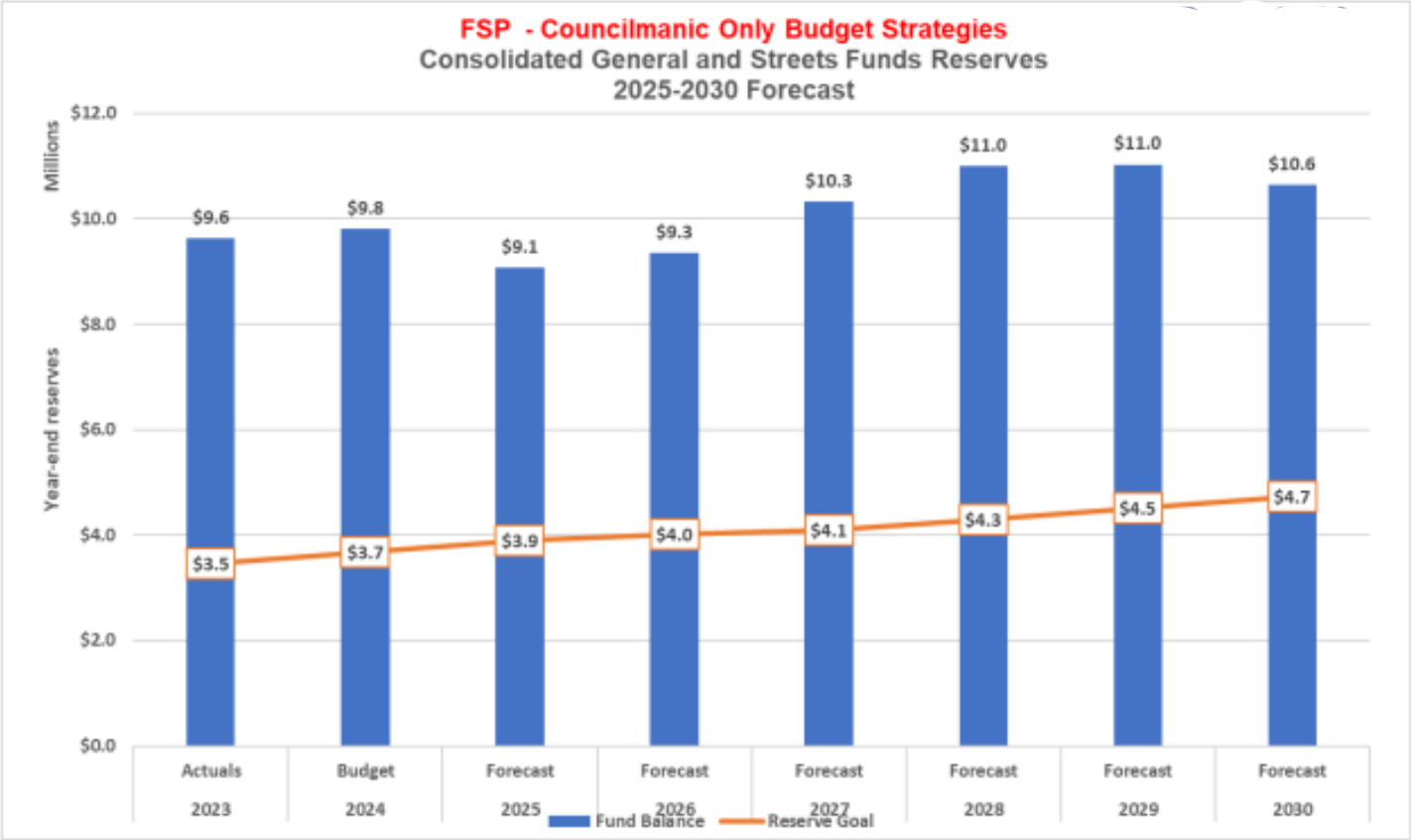
The FSPTF's Alternative Recommendation

The recommendation presented above assumes the two public safety related ballot measures and the MPD levy are approved by the voters. If the ballot measures don't pass, the city will likely need to rely on councilmanic strategies. As such, we present the alternative recommendation listed below. Details of these strategies are included in Appendix A of this report.

- Vehicle tab fee increase. \$180,000
- Expand B&O tax to other industries such as retail, services, etc. \$400,000
- Electric utility tax increase from 4% to 6%. \$400,000
- Do NOT initiate the Human services case worker / program navigator position. (\$225,000)
- Do NOT initiate the Strategic and Economic Development Manager position. (\$180,000)
- Do NOT initiate the Lakepointe development opportunity. (\$500,000), 2025 and 2026 only
- Do NOT initiate the Utility tax rebate program. (\$225,000)

With this alternative recommendation, the 2030 forecast falls just short of maintaining a net positive surplus. While it does keep the fund balance above the reserve goal until 2030 it does not put the CoK on the path toward long-term financial sustainability. Under this circumstance, the council may have to consider cuts to services and programs such as summer events (fireworks, summer concerts). The following two graphs illustrate the results of the alternative recommendations, which use only councilmanic budget strategies. The first graph shows the annual deficit/surplus, and the second graph shows the impact to the fund balance (reserve goal) of the General Fund and Street Fund combined.





1. KAPE program adjustment–increase tier 1 fine from \$100 to \$136

Strategy Type: Safety / Revenue

Fiscal Impact Estimate: \$180,000

In order for these revenues to benefit the General Fund, the CoK must move KAPE-related costs to the KAPE program (officer review time, attorney fees, police patrol, etc.).

Feasibility:

The implementation of this strategy would be councilmanic but does require significant effort on the CoK staff and police to implement and maintain. There is a possibility that a legal challenge to a new law will begin to not allow police services to be paid for.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

This strategy shifts more of the CoK's safety and traffic control costs to non-Kenmore residents that use our roads. The FSPTF reviewed a summary of fines from our neighboring cities; this increase in tier 1 fine would move the CoK from being the city with the lowest fine to a city in the middle of the pack. Our neighbors, LFP and Kirkland, charges a tier 1 fine of \$136.

2. Convert streetlights to LED

Strategy Type: Expense

Fiscal Impact Estimate: \$68,837

It would cost \$260K to implement this strategy but the CoK would receive an incentive of \$200K. So, the initial year savings are net 0 but the ongoing savings are about \$70,000.

Feasibility:

This strategy does have an upfront cost to implement but that would be offset by the incentive payment the CoK would receive. There will be city staff efforts required to apply for the incentive and manage the project.

Fiscal Impact: Medium

Potential of Success: Medium-High

Background/Analysis:

LED streetlights are more energy efficient, have a longer lifespan, have environmental benefits, and provide a higher quality light which enhances visibility and road safety. This strategy would take advantage of a \$200,000 incentive that is available now.

3. Expand KAPE program–first speed safety camera

Strategy Type: Safety / Revenue

Fiscal Impact Estimate: \$225,000

This estimate is based on the existing school zone camera revenue but could be higher if not related to a school zone as the camera would run year-round. For these revenues to benefit the General Fund,

the CoK must move KAPE-related costs to the KAPE program (officer review time, attorney fees, police patrol, etc.).

Feasibility:

The implementation of this strategy would be councilmanic but does require significant effort on the CoK staff and police to implement and maintain. A new law requires an equity analysis before selecting camera locations and requires that revenue needs to pay for "traffic safety activities." There is a possibility that a legal challenge to this new law will begin to not allow police services to be paid for.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis:

This strategy shifts more of the CoK's safety and traffic control costs to non-Kenmore residents that use our roads. A new law does give leniency to low-income persons that commit infractions; the CoK may also choose to be more lenient. Possible camera locations discussed by the FSPTF include: the Inglemoor HS school zone on Simonds Road, the Moorlands Elementary school zone, the right turn on red from Westbound Simonds Rd to Juanita Dr NE, the no left turn from Southbound Juanita Dr Ne to NE 175th St, and others. The exact location of this camera should be determined by the CoK Traffic Engineer. The fiscal impact for this strategy does not assume the tier 1 fine was increased from \$100 to \$136 based on a different strategy.

4. Expand KAPE program—second speed safety camera

Strategy Type: Safety / Revenue

Fiscal Impact Estimate: \$225,000

See 3. Expand KAPE program—first speed safety camera, above.

Feasibility:

See 3. Expand KAPE program—first speed safety camera, above.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis:

See 3. Expand KAPE program—first speed safety camera, above.

5. Levy lid lift to fund public safety \$0.08

Strategy Type: Revenue

Fiscal Impact Estimate: \$560,000

This levy would be for \$0.08 per \$1,000 of assessed value. The current median assessed value of a Kenmore home is \$821,000; this property owner would pay \$65.68 annually (\$5.47 per month).

Feasibility:

This strategy would require voter approval. It has a higher likelihood of success because it's justified due to the recent increases in the cost of the public safety services contract from the King County Sheriff.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis:

Public safety is the largest line item in the General Fund at 32%; if a portion of it is levy-funded, this will free up General Fund dollars for other purposes. This strategy is less regressive than a utility tax, but the CoK may want to expand public assistance and outreach if it is implemented. If this strategy was implemented and voters approved in November 2024, monies would be collected in 2025. The FSPTF considered this levy lid lift in tiers; this first tier (\$0.08 per \$1,000 of assessed value) was ranked higher by the members of the FSPTF than the second tier (an additional \$0.08 per \$1,000 of assessed value). The FSPTF was planning on these strategies being implemented together with a ballot measure asking for \$0.16 per \$1,000 of assessed value.

6. Expand KAPE program—third speed safety camera

Strategy Type: Safety / Revenue

Fiscal Impact Estimate: \$225,000

See 3. Expand KAPE program—first speed safety camera, above.

Feasibility:

See 3. Expand KAPE program—first speed safety camera, above.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis:

See 3. Expand KAPE program—first speed safety camera, above.

7. Move 1500 hours of Parks Project Manager to capital fund

Strategy Type: Reallocation

Fiscal Impact Estimate: \$100,000

Feasibility:

The implementation of this strategy would require some effort on the part of CoK staff as they would need to assess the justification for allocating a higher portion of the Parks Project Manager wages and benefits to a capital-projects funded budget.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

Currently a Parks Projects Manager position is charged to the General Fund but there might be justification for part of the wages and benefits of this position to be moved to a capital-projects funded budget.

8. Strategic and Economic Development FTE (Manager)

Strategy Type: Expense

Fiscal Impact Estimate: (\$180,000)

The cost of this position could also be offset by grants and other capital project funding.

Feasibility:

This would require hiring a Strategic and Economic Development FTE (Manager) so it will require staff time to implement but long-term, this position could have a significant impact on the type and timing of economic development.

Fiscal Impact: Medium

Potential of Success: High

Background/Analysis:

Economic development would increase the commercial tax base for the CoK and reduce the tax burden on residential properties. It would also allow the Kenmore community to shop locally and keep our communities' existing sales tax expenses in Kenmore. The FSPTF couldn't identify any economic development opportunities that would positively impact the FSP. However, the task force discussed the potential impact of economic development on the long-term financial sustainability of the city. Also, many attendees of the FSP Town Hall indicated support for the CoK to drive economic development. As such, the task force recommends hiring a Strategic and Economic Development FTE (Manager) with expertise in grant applications, working with private developers, and prospective businesses. We believe that this position could have a significant impact on the type and timing of economic development, helping to guide development in a way that benefits the community.

9. Eliminate admission tax

Strategy Type: Revenue

Fiscal Impact Estimate: (\$130,000)

Feasibility:

This strategy would require the City Council to *not* act on a recommendation of the 2020 FSPTF.

Fiscal Impact: N/A

Potential of Success: High

Background/Analysis:

The 2020 Financial Sustainability Plan includes an Admission Tax starting in 2024; this would be a tax on recreation and entertainment venues like the golf course and bowling alley. This strategy would repeal that recommendation. The FSPTF felt that since this tax only applied to two businesses, it gave a feeling of targeting.

10. Operational efficiency

Strategy Type: Expense

Fiscal Impact Estimate: \$100,000

Feasibility:

This strategy would require some effort on the part of CoK staff to review all line items in the General Fund budget and look for places where operational efficiency could be achieved.

Fiscal Impact: Medium

Potential of Success: High

Background/Analysis:

This would require a review of all CoK departments to see where costs could be cut. The FSPTF does not believe it is beneficial to have an across-the-board reduction of a certain amount or to make this reduction in large amounts over a few departments. This strategy will require small amounts to be removed from many departments to add up to the estimated savings of \$100,000 annually.

11. Picnic shelter rental fees (Log Boom, Moorlands, and Łaŕwadis Park)

Strategy Type: Revenue

Fiscal Impact Estimate: \$17,000

This only covers these 3 parks as the shelter at Rhododendron Park is already included in the financial forecast. The CoK staff have indicated that they plan to reduce the implementation cost of this strategy by including the Hangar at Town Square room reservations in the online reservation system thereby eliminating the need for the separate Hangar at Town Square website.

Feasibility:

The implementation of this strategy would be councilmanic but does require a little effort on the city staff to implement and maintain.

Fiscal Impact: Low

Potential of Success: High

Background/Analysis:

For many years the picnic shelter at Rhododendron Park has been rented out; this has been managed by the Northshore Senior Center (located at the park) with profits kept by them. Historically, the profits have been about \$10,000 per year. The financial forecast includes the transfer of this rental program to the CoK with the reservation system going online on the CoK website. This strategy would add the newly built picnic shelters at Log Boom, Moorlands, and Łaŕwadis park to the existing program.

12. Expand KAPE program–fourth speed safety camera

Strategy Type: Safety / Revenue

Fiscal Impact Estimate: \$225,000

See 3. Expand KAPE program–first speed safety camera, above.

Feasibility:

See 3. Expand KAPE program–first speed safety camera, above.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis:

See 3. Expand KAPE program–first speed safety camera, above.

13. Move Civil Engineer/Capital Projects Manager entirely to Transportation

Strategy Type: Reallocation

Fiscal Impact Estimate: \$140,000

Feasibility:

The implementation of this strategy would require very little effort on the part of CoK staff.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

Currently a Civil Engineer/Capital Projects Manager position is charged to the General Fund but there is justification for the wages and benefits of this position to be moved to the Transportation Budget.

14. Let temporary employees contract end

Strategy Type: Expense

Fiscal Impact Estimate: \$100,000

Feasibility:

When the temporary employees current contract ends, this strategy could be implemented by doing nothing.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

A current temporary employee could continue if a 0.5 FTE position was created but this could be a way to reduce wages which is a very significant part of the General Fund.

15. Levy lid lift to fund public safety \$0.16 (incremental from first \$0.08)

Strategy Type: Revenue

Fiscal Impact Estimate: \$560,000

This levy would be for \$0.08 per \$1,000 of assessed value. The current median assessed value of a Kenmore home is \$821,000; this property owner would pay \$65.68 annually (\$5.47 per month) for each strategy, 1 and 2, for a total of \$131.36 annually (\$10.94 per month).

Feasibility:

This strategy would require voter approval. It has a higher likelihood of success because it's justified due to the recent increases in the cost of the public safety services contract from the King County Sheriff. It also has a lower likelihood of success because it is a higher tax amount than strategy 1; an additional tax typically means a lower likelihood of voter approval.

Fiscal Impact: High

Potential of Success: Medium-High

Background/Analysis:

Public safety is the largest line item in the General Fund at 32%; if a portion of it is levy-funded, this will

free up General Fund dollars for other purposes. This strategy is less regressive than a utility tax, but the CoK may want to expand public assistance and outreach if it is implemented. If this strategy was implemented and voters approved in November 2024, monies would be collected in 2025. The FSPTF considered this levy lid lift in tiers; this first tier (\$0.08 per \$1,000 of assessed value) was ranked higher by the members of the FSPTF than the second tier (an additional \$0.08 per \$1,000 of assessed value). The FSPTF was planning on these strategies being implemented together with a ballot measure asking for \$0.16 per \$1,000 of assessed value.

16. Utility tax rebate program

Strategy Type: Revenue

Fiscal Impact Estimate: (\$250,000)

Based on the program operated during the COVID-19 pandemic, the estimate is that 1,000 people would qualify for the Utility Tax Rebate Program. A FSPTF member determined their own price of government (utility property taxes) was \$114 per month for an average Kenmore home. Providing each of these 1,000 people with \$200 annually would total \$200,000.

Feasibility:

The implementation of this strategy would be councilmanic.

Fiscal Impact: N/A

Potential of Success: High

Background/Analysis:

This strategy reduces the regressive nature of tax increases. The current plan is for the CoK to use ARPA funds in 2025-2026 to fund this strategy and then fund it from the General Fund starting in 2027. A 0.5 FTE CoK employee would be needed to run the Utility Tax Rebate Program, but it could also be contracted out.

17. Human services case worker / program navigator

Strategy Type: Expense

Fiscal Impact Estimate: (\$225,000)

The cost of this program could be offset by grants or other funding sources.

Feasibility:

This would require hiring a staff person or contracting this service so it will require staff time to implement but long-term, this position could have a significant long-term impact on the vulnerable members of our community.

Fiscal Impact: N/A

Potential of Success: High

Background/Analysis:

The task force is concerned about the regressive nature of some of these revenue strategies and the potential impact to low-income residents. Investing in a dedicated headcount / program will mitigate the impact of these strategies on vulnerable members of our community by helping them get connected with existing programs and services at the city, county, and federal level.

18. Public safety sales tax of 0.1%

Strategy Type: Revenue

Fiscal Impact Estimate: \$460,000

Feasibility:

This strategy would require voter approval. It has a higher likelihood of success because it's justified due to the recent increases in the cost of the public safety services contract from the King County Sheriff.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

A sales tax of up to 0.3% can be imposed by either King County or the CoK, but not both. If CoK imposes the tax first, it collects the entire amount they impose. If King County imposes the tax first, it is split 60-40 between them and the CoK. The consensus of the task force members is that it is only a matter of time before King County imposes this sales tax. Sales tax is not charged on food items, which reduces the relative impact to low-income families. This tax will likely be levied by the county regardless, so the DEIA impact could be neutral.

19. Metropolitan Park District (MPD) Levy (\$0.05 per \$1,000)

Strategy Type: Revenue

Fiscal Impact Estimate: \$350,000

This levy would be for \$0.05 per \$1,000 of assessed value. The current median assessed value of a Kenmore home is \$821,000; this property owner would pay \$41.05 annually (\$3.42 monthly). Public works, parks, and facilities are the second highest line item in the General Fund; this levy would pay for some of the park's maintenance funds and free up those monies in the General Fund.

Feasibility:

This strategy would require voter approval. It has a higher likelihood of success because it is connected to something citizens are getting, parks.

Fiscal Impact: High

Potential of Success: Medium

Background/Analysis:

This strategy would also establish a Metropolitan Park District with the Kenmore City Council acting as the Board; it could potentially be used to facilitate Lakepointe efforts. The ballot measure can be up to \$0.75 per \$1000 of assessed value. The approval of the ballot measure creates a limit; the MPD Board can choose to start with a lower levy rate and raise it as necessary. This strategy is less regressive than a utility tax.

20. Lakepointe development opportunity

Strategy Type: Expense

Fiscal Impact Estimate: \$500K (2025 and 2026 only)

This expense would only be in FY 2025 and 2026.

Feasibility:

This strategy would require significant staff time to do the work and manage the contracts associated with this.

Fiscal Impact: High

Potential of Success: Unknown

Background/Analysis:

The FSPTF supports the CoK taking an active role in developing the Lakepointe property; according to the recent EMC survey results, Kenmore residents show strong support as well. As such, we have incorporated the estimated costs expected to do the necessary due diligence for the CoK to prepare for the next stage of development.

21. Vehicle tab fee increase

Strategy Type: Revenue

Fiscal Impact Estimate: \$180,000

This strategy would increase the vehicle tab fee from the current \$40 to \$50.

Feasibility:

The implementation of this strategy would be councilmanic but there are limits on timing, February 2025 is the next time an increase can be made.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

The FSPTF did not rank this strategy high enough to make the initial recommendation, but it is included in the alternative recommendation.

22. Expand B & O tax to other industries (retail, services, etc.)

Strategy Type: Revenue

Fiscal Impact Estimate: \$400,000

Feasibility:

The implementation of this strategy would be councilmanic.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

The Balancing Act data suggests this would have a low approval from the community. The FSPTF did not rank this strategy high enough to make the initial recommendation, but it is included in the alternative recommendation. The FSPTF felt the implementation of this strategy would make the city less business friendly.

23. Increase electric utility tax from 4% to max 6%

Strategy Type: Revenue

Fiscal Impact Estimate: \$400,000

Feasibility:

The implementation of this strategy would be councilmanic.

Fiscal Impact: High

Potential of Success: High

Background/Analysis:

The FSPTF did not rank this strategy high enough to make the initial recommendation, but it is included in the alternative recommendation. This would be a regressive tax since low-income households often use the same amount of electricity as high-income households. The CoK should expand public assistance and outreach if this strategy is implemented.

Other Strategies the FSPTF Discussed and the CoK Might Consider in the Future:**Public-private partnerships (PPP)**

Currently the CoK has recreation partners that provide programming to the community (with some scholarships) while the CoK offers them the use of the land for free. There is a possibility the CoK could charge rent or fees for these third-party recreation partners. The FSPTF was in favor of charging rent to the rowing program using the Boathouse at Rhododendrun Park until all previous monies that were agreed to be paid are paid in full.

Provide education on use and assist in signups for existing community discount programs

This is an offset to the regressive taxes put in place by the taxes recommended. This assistance and education should target all ages and income levels for programs such as Safeway/Albertsons, QFC/Fred Meyer, King County Library, Seattle Library, King County Metro, Sound Transit, etc.

Event donations / fundraising

At events like the Fourth of July Fireworks, Summer Concerts, Movies in the Park, and Farmer's Market, allow participants to give donations.

Evaluate insurance rates, WCIA vs. AWC vs. Self-Insured

It will take a few months to determine if there are any cost savings by switching providers or self-insuring; CoK staff are looking into this.

Sell unused city land (U.S. post office building, \$1M; Shell property, \$1.5M; Cozy Inn, \$0.6M; Hangar/Town Square)

Although monetizing land owned by the CoK would provide future inflation adjusted revenue to offset structural deficits, the selling of the land could provide an immediate increase in revenues if necessary.

Explore options for year-round usage of the Log Boom concession building by a for-profit company, CoK would receive 20% of the profits

The concession building at Log Boom does is used during the warmer months so this would extend that

year-round. There is a limit to this as the concession building does not have a water system. There would be a possibility of food trucks or other types of standalone/self-contained concessionaires at CoK parks (especially at Log Boom and Łaxwadis park) that could be a revenue source for CoK. This could provide both economic growth and more places to eat in Kenmore.

Monetize city land and properties

The CoK owns a few pieces of property, the U.S. post office building, Shell property, and Cozy Inn property. If the CoK retained ownership of this property but monetized it (via a lease, etc.), it would provide future inflation adjusted revenue.

Appendix B: Matrix of Strategies

														3 - Pursue as a priority								
														2 - Pursue as a secondary priority, with less dedicated resources								
No	Type	Dept	Title	Fiscal Impact Category	Fiscal Impact Estimate	Potential of success	Success Considerations	Phasing (years)	Effective Year	Imact to Service Level	DEI Considerations	Notes	Avg Score	Alinafe Matenda	Edouard Lassalle	Holly Koelling	Jeff Pooley	Katrina Rose	Mary Sullivan	Michael Vanderlinde	Tiff Stoner	Vincent Keane
Levy lid lift																						
1	Revenue	n/a	Levy lid lift to fund public safety \$0.08	High	560,000	Med-High	Requires voter approval. Higher liklihood of success because it's justified due to the recent increases in King County Sherrif contract costs	1 year	2026	n/a	Less regressive than utility tax, but we may want to expand public assistance and outreach.	\$0.04 per \$1000 of assessed value	2.78	2	3	3	3	2	3	3	3	3
2	Revenue	n/a	Levy lid lift to fund public safety at \$0.16 (incremental from first \$0.08)	High	560,000	Med-High	Additional tax might mean lower likelihood of voter approval success	1 year	2026	n/a	Less regressive than utility tax	\$0.04 per \$1000 of assessed value	2.44	2	3	3	3	1	3	2	2	3
3	Revenue	n/a	Levy lid lift to fund public safety at \$0.24 (incremental from \$0.16)	High	560,000	Med	Same as above	1 year	2026	n/a	Less regressive than utility tax	\$0.04 per \$1000 of assessed value	1.00	0	2	3	3	0	0	1	0	0
4	Revenue	n/a	Levy lid lift to fund public safety at \$0.32 (incremental from \$0.24)	High	560,000	Med	Same as above	1 year	2026	n/a	Less regressive than utility tax	\$0.04 per \$1000 of assessed value. Given Rob's remarks about the .35 levy passed in Maple Valley, this seems like a greater likelihood for passage than I had originally assumed. (HK)	1.00	1	1	3	3	0	0	1	0	0
5	Revenue	n/a	MPD Levy (\$0.05 per \$1000)	High	350,000	Med	Requires voter approval. Higher likelihood of approval because it's attached to something citizens are getting.	2 years	2026	n/a	Less regressive than utility tax	This could be established now and would potentially be used to facilitate Lakepointe efforts. Ballot measure can be up to .75 per \$1000. The ballot approval creates a limit, so the council can choose to start smaller and raise.	2.22	3	3	3	2	1	2	3	3	0
Taxes and Fees																						
6	Revenue	n/a	Increase Electric utility tax from 4% to max 6%	High	400,000	High	Councilmanic	1	2026		Regressive tax since low income households often use the same amount of electricity as high-income households.	Doesnt compete with MPD levy. Did to offset future reduction in yeild from other utility taxes as carbon based fuel use reduced and conservation decreases usage. HK: There's a lot swirling around now with the new natural gas "ban" law, the ability of the electrical grid to handle a transition from natural gas to fully electric, the anticipated cost impacts for conversion on residents, and the forecasted rises in rates for both energy sources in the near term. It seems prudent to wait through the fallout of this in the next legislative session before considering any additional taxes as well.	1.11	1	0	1	1	2	2	3	0	0
7	Revenue	n/a	Public safety sales tax 0.1%	High	460,000	High	Requires voter approval. Higher liklihood of success because it's justified due to the recent increases in King County Sherrif contract costs and the 'use it or lose it' nature.		2026		Sales tax is not charged on food items, which reduces the relative impact to low-income families. This tax will likely be levied by the county regardless, so the DEIA impact could be neutral.	0.10% increase to sales tax. The county can take 0.3% and if they get that before we institute ours, then we won't be able to get it later (use it or lose it)	2.33	3	2	3	3	3	3	2	2	0
8	Revenue	n/a	Utility tax rebate program	n/a	(225,000)	High			2027		Reduces regressive nature of utility fee/tax increases.	Based on COVID program, estimate is 1K people @ \$200 per year = \$200K total cost per year. Plan to use ARPA funds in 25-26, then funded from the general fund in 27. + 0.5 FTE or contract to run the program	2.44	3	3	3	3	2	2	3	3	0
36	Expense		Human services case worker/program navigator	High	(225,000)	High			2026		This mitigates the concerns with regressive tax programs		2.43	1	2		3	3		3	3	2
9	Revenue	n/a	Vehicle tab fee increases	High	180,000	High	Councilmanic	1	2025			Councilmanic, can increase from \$40 to \$50 after 24 months or Feb 2025	2.11	1	3	3	3	2	2	3	2	0
10	Revenue	n/a	Transportation Sales Tax - increase from 0.1% to 0.2%	High	460,000	Med	Requires voter approval		2026			Current FSP has 0.1% starting in 2027 (already in forecast). Increase from .1% to .2% requires voter approval.	1.13	2	2		1	3	0	0	1	0
11	Revenue	n/a	Surface Water Utility Tax increase (1%)	Low	50,000	Hlgh	Councilmanic					Currently at 6% (no limit)	0.75	0	1		1	1	1	1	1	0

Don't the Financial Committee. I don't have a budget. I don't have

Appendix B: Matrix of Strategies

12	Revenue	n/a	Expand B & O Tax to other industries (retail, services, etc.)	High	400,000	High	Councilmanic, but balancing act information suggests this has a low approval			Current tax rate and amount? Current spend to monitor and manage?	1.50	2	2		1	1	2	2	2	0
13	Revenue	n/a	Eliminate Admissions Tax in the plan		(130,000)	High					2.63	2	2		3	2	3	3	3	3
14	Revenue	Office of City Manager	Lodging tax	Low	50,000	High		1		Requires effort to facilitate program (e.g., tourism council, etc.). Tax amount is 125K with unknown program costs.	0.75	1	1		3	1	0	0	0	0
Other Revenue																				
16	Revenue	Public Works	Picnic shelter rental fees (Log Boom, TI' awh-ah-dees, Moorlands)	Low	17,000	High		2025		Rodedenren park is ~10K	2.56	2	3	2	2	3	3	2	3	3
KAPE Program																				
18	Revenue	Police	Expand KAPE program - First Camera	Medium	225,000	Med-High	Shifts more of safety, traffic control costs to non-Kenmore residents that use our roads.	2	2027	Estimate based on existing camera revenue. If not related to a school zone, could be higher (run full year instead of only 9 months). In order for these revenues to benefit the general fund, we must move more KAPE-related costs to the KAPE program (officer review time, attorney fees, police patrol, etc.)	2.89	3	2	3	3	3	3	3	3	3
New law requires equity analysis before selecting camera locations																				
19	Revenue	Police	Expand KAPE Program - Second Camera	Medium	225,000	Med-High	Shifts more of safety, traffic control costs to non-Kenmore residents that use our roads.	2	2027	Possible camera locations include: - 3 additional school locations - Rododendren park - Other locations	2.89	3	2	3	3	3	3	3	3	3
New law also gives leiniency to low income infractions. We can also choose to be more leinient.																				
20	Revenue	Police	Expand KAPE Program - Third Camera	Medium	225,000	Med-High	Shifts more of safety, traffic control costs to non-Kenmore residents that use our roads.	2	2028	Camera revenue needs to pay for "traffic safety activities." There's a chance this could be challenged to exclude police services.	2.78	3	2	3	3	2	3	3	3	3
21	Revenue	Police	Expand KAPE Program - Fourth Camera	Medium	225,000	Med-High	Shifts more of safety, traffic control costs to non-Kenmore residents that use our roads.	2	2028		2.56	3	3	3	3	3	3	3	2	0
22	Revenue	Police	KAPE Program adjustment - All red light violations (not just EB left-turn) 61st/Bothell Way	Low	-	Low	See comments under Notes. Consider increasing amount of fines instead		2026	Per conversation with Tobin, Kenmore does not have a lot of red light runners. The cost of adding extra cameras would outweigh the revenue. He did mention a signal change at 170th & 68th where there will be no turn on red. If does not alter behavior after 6 months, may make sense to add camera at that location.	0.13	0	1		0	0	0	0	0	0
23	Revenue		KAPE program first tier ticket cost by to \$136 for two cameras		180,000	High			2026	Other cities range from \$124 to \$210, but most cities are \$136.	3.00		3	3	3	3				3
24	Revenue	Police	KAPE program adjustment - All school zone cameras to enforce at a 4+ MPH over the speed limit instead of 6+MPH.	Low	55,000	Med-High	Could possibly be challenged more often (margin of error for speed radar, etc.). Consdier increase in fines instead.		2026	Existing cameras initiate enforcement when the schoool zone speed limit is exceeded by 6+MPH. If this was lowered to 4+ we would generate more revenue with only the cost to change the settings on the system. Is this legal? MM: yes, we can change the speed threshold. I will send a Photo enforcement memo from Tobin with speed thresholds of other cities along with fine amounts. Based on the memo, 6 MPH over seems appropriate. Note that Kenmore has the lowest first tier fine at \$100. Others range from \$124 to \$210.	1.13	2	2		0	3	1	0	1	0
Expense Reduction / Efficiency																				
25	Expense	Street	Convert street lights to LED	Medium	68,837	Med-High			2028	\$200K incentive against \$260K total cost. Initial year savings is net 0, with ongoing savings of ~\$70K	3.00	3	3	3	3	3	3	3	3	3
26	Expense	Office of City Manager	Evaluate insurance rates, WCIA vs. AWC vs. Self-insured.	Low		Low	Addendum item		2026	Staff has contacted AWC. Need to provide additional information. \$795K per year total. MM: It will take a few months to determine if there are any cost savings by switching providers or self-insuring.	2.33	3	0	3	3	3	3	3	3	0
27	Expense		Eliminate Fireworks event	Low	30,000	High			2026	Important to maintain/increase opportunities for community gathering as density increease.	-	0			0	0	0	0		0
28	Expense		Eliminate movies in the park event	Low	10,000	High			2026	Important to maintain/increase opportunities for community gathering as density increease.	-	0			0	0	0	0		0
29	Expense		Summer concerts in the park	Low	50,000	High			2026	Important to maintain/increase opportunities for community gathering as density increease.	-	0			0	0	0	0		0

Appendix B: Matrix of Strategies

30	Expense		Let temporary employees contract end		100,000	High		2026			2.50	3	2	3	1	3			3			
31	Expense	Office of City Manager	Cut down newsletter to 2x per year (down from 4x)	Low	9,000	High		2026	Moderate	Commication with public is important esp as density increases.	-	0	0		0	0	0	0	0			
32	Expense		Operational Efficiency	Medium	100,000	Medium		2026		Audit departments to see where costs could be cut, on a {add period} basis?	2.63	2	2	3	3	3	2		3	3		
35	Expense		Strategic and Economic Development Manager position	Medium	(180,000)	High		2025			2.67	3	3		3	3		3		1		
Categorization Changes																						
33	Reallocation	Engineering	Move Civil Engineers/Cap Project Manager entirely to transportation	High	140,000	High		2026			2.56	2	3	3	3	3	3	3	3	0		
34	Reallocation		Parks Project Manager: 1500 hours to capital fund (similar to Engineering Project Managers).	High	100,000	High		2026		Assess justification for allocating higher portion of cost to capital projects?	2.67	3	3	3	3	3	3	3	3	0		
Other Considerations																						
15	Revenue		Explore options for year-round usage of Log Boom concession building by for-profit company, city gets 20%.				Fiscal impact unknown at this time.			I do think that we could explore the possibility of food trucks or other types of standalone/self-contained concessionaires at Log Boom Park – maybe just summer months, but it could be a revenue generator for the City (getting a cut of the profits) for providing the space. This could provide both economic growth and more places to eat in Kenmore. I love the idea of establishing and area where we could have rotating food trucks or even a longer-term kind of agreement. Our new park improvements at Log Boom and TI’ have a lot of potential.(Jennifer G)	2.38	2	3	3		3	3	2	3	0		
17	Revenue		Monitize city land and properties	Low		Low	Retention of city ownership would provide future inflation adjusted revenue to offset structural deficits and allow city significant control over future DT development.			Addendum What property does the city own? Estimate for lease income? Can we purchase land with non-genera fund?	2.38	3	1		3	3	3	3	3	0		
			Sell unused city land and properties (post office (\$1M), Shell property (\$1.5M), Cozy Inn (\$0.6M?), Hangar/town square							Retention/increase in city ownership would provide future inflation adjusted revenue to offset structural deficits and allow city significant control over future DT development.	0.38	0	0		0	0	0	0	0	3		
	Indirect revenue source/cost-saving		Public-Private Partnerships (PPP)				Not enough information available to communicate to city council or public	1	2026		Charge rent or fees for third-party recreation partners. Rowing programs.	1.50	3	1		1	2	3	1	1	0	
			Economic development programs				Not enough information available to communicate to city council or public	1	2026			1.38	0	0	3	3		2	1	2	0	
	Offset Revenue Increase		Provide education on use & assist in sign up for existing community discount programs.				Not enough information available to communicate to city council or public	1	2026	Need to consider these kinds of programs when considering regressive tax programs	2.44	3	3	3	3	3	3	1	3	0		
	Revenue	Public Works	Event donations / fundraising	Low		Low		1	2026		Addendum item	1.14	1	3		1	1		1	1	0	
	Revenue	n/a	Lakepoint specific levy	High	2,000,000				increase	Public asset available to all.. esp. important as pop. density increases.	Likely to propose lakepoint property tax measure in November. Form Metro park district (MPD) now that would kick in when the Lakepoint		3	2	3		0	3	3	2	0	

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Appendix B: Matrix of Strategies

Investment	n/a	Lakepoint investment	ff	(2,000,000)		increase	Public asset available to all.. esp. important as pop. density increases.	3	2	3	0	3	2	0
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Appendix C – Comparison of Task Force to City Manager Recommendations

Public Safety Levy Lid Lift			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
16 cents incrementally 8 cents in 2025 8 more cents in the future	\$1,120,000 \$560,000 \$560,000	24 cents in 2026	\$1,680,000 \$560,000 per 8 cents of taxation
Kenmore Automated Photo Enforcement (KAPE) Expansion			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Fourth Camera	\$225,000	Expansion to the North End of the City	\$550,000 FSP Task Force worked under assumption enforcement could occur only during school zone hours; State Legislature amended the law so that it can be 24/7
Metropolitan Park District (MPD) Levy			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
5 cents per \$1,000	\$350,000	2-Pronged MPD Levy	\$1.3 million to repay General Fund \$300,000 annually
Convert Street Lights to LED			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Convert street lights	\$68,837 in annual savings	Convert street lights	\$68,837 in annual savings

Operational Efficiency			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Cut costs to be more efficient	\$100,000	Cost-cutting incorporated into 2025-26 Budget	\$350,000
Picnic Shelter Rentals			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Charge rental fees for picnic shelters at three parks- Log Boom, Moorlands, and Lañ wadis	\$17,000	Charge rental fees for picnic shelters at three parks- Log Boom, Moorlands, and Lañ wadis	\$17,000
Utility Tax Rebate Program			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Institute utility rebate program to reduce regressive nature of tax increases	(\$225,000)	Continue the program, if it is successful in '25-26; find new funding for it	(\$206,000)
Human Services Case Worker/Program Navigator			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Institute program to help residents navigate human services providers	(\$225,000)	Continue the program, if it is successful in '25-26; find new funding for it	(\$169,950)
1,500 Hours of Parks Project Manager to Capital Fund			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Move 1,500 hours of parks project	\$100,000	Due to priorities shifting to	\$100,000

manager time to the capital fund		Lakepointe, this vacant position will be eliminated	
Strategic and Economic Development Manager			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Add manager position for economic development	(\$180,000)	The proposed 2025-26 budget includes a Community and Business Engagement Coordinator position	(\$125,000)
Move Civil Engineers/Capital Project Manager to Transportation			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Move civil engineer from General Fund to Transportation Budget	\$140,000	Same	\$140,000
Lakepointe Preliminary Grants			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Take an active role in developing Lakepointe	(\$500,000) one-time	Same. Also see MPD levy above.	\$1.3m one-time (half in 2024, half in 2025)
Let Temporary Employee's Contract End			
2024 FSP Task Force Recommendation	Financial Impact	City Manager's Recommendation	Financial Impact
Do not renew contract of temporary employee	\$100,000	Temporary employee's contract not included in proposed '25-26 budget	\$100,000



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Camp United We Stand Permit Fees Proposed Council Action/Motion: Authorize the City Manager to use City funds in the amount not to exceed \$1500 for the payment of permit fees related to the Camp United We Stand temporary homelessness encampment application.	For Council Meeting Agenda of: 11/25/24 Department: City Manager's Office Prepared by: Tambi Cork, Housing & Human Services Manager <table><thead><tr><th></th><th><u>Initial & Date</u></th></tr></thead><tbody><tr><td>Approved by Department Head:</td><td>SL 11/15/24</td></tr><tr><td>Approved by City Attorney:</td><td>DFR 11/15/24</td></tr><tr><td>Approved by Finance Director:</td><td>MM 11/19/24</td></tr><tr><td>Approved by City Manager:</td><td>RK 11/19/24</td></tr></tbody></table> Attachments/Exhibits: 1. Letter of Intent to Apply		<u>Initial & Date</u>	Approved by Department Head:	SL 11/15/24	Approved by City Attorney:	DFR 11/15/24	Approved by Finance Director:	MM 11/19/24	Approved by City Manager:	RK 11/19/24
	<u>Initial & Date</u>										
Approved by Department Head:	SL 11/15/24										
Approved by City Attorney:	DFR 11/15/24										
Approved by Finance Director:	MM 11/19/24										
Approved by City Manager:	RK 11/19/24										
Information/Background: Per KMC 18.100.200, Camp United We Stand ("CUWS") submitted a letter of intent (Exhibit 1) for an upcoming temporary outdoor homelessness encampment at Northlake Lutheran Church planned for next year (2025). The letter of intent notifies the City of Kenmore ("City") and community members of their intent to file a formal application. CUWS was the only letter of intent submitted to the City, and it is expected they will submit a complete permit application in December 2024. While the City's code authorizes the waiver of certain development fees (KMC 20.05.050), the CUWS' application is not one of the activities identified for fee waiver in 2024. This type of application will be eligible for a fee waiver in 2025, based on the fee schedule approved by Council on 11/12/24. In the interim, since the new fee schedule does not go into effect until 1/1/25, and the application (and application fee) are due in December, if authorized by the City Council, the City may allocate payment of the fees from one City account (Human Services, or similar) to another (General Fund – permitting) to cover the cost of the fees. Historically, Council has authorized the City Manager to use City funds to cover the cost of permitting fees for CUWS, and this action is consistent with the decision to waive this type of fee beginning 1/1/25. Staff request that Council authorize this action prior to permit application (and payment) to eliminate the administrative burden of issuing a refund to the applicant. Based on the 2024 Fee Schedule, the temporary use permit fee is \$877, to which a public notice mailing fee (estimated to be \$243), fire department review fee (estimated at \$100) and Development Review Technology Fee (5%) is added for an estimated total of \$1,220. Since this is an estimate, the request is for an amount not to exceed \$1,500.00. This allows for flexibility in case the public notice mailing fee and/or fire department review fee is more than estimated. IX. D. Authorize the City Manager to use City funds in the amount not to...											

Fiscal Consideration:

Sufficient funds remain in the City's Human Services budget to cover this cost

City Council Priority or Budget Objective Being Addressed:

- 5. Implement the Diversity, Equity, Inclusion and Accessibility (DEIA) Strategic Plan
- 10. Support the post-pandemic recovery process

CAMP UNITED WE STAND

c/o Richmond Beach Congregational Church-United Church of Christ
1512 NW 195TH ST
SHORELINE, WA 98177
CampUnitedWeStand.TENTCITY@gmail.com
<https://campunitedwestand-tentcity.org>

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October 8, 2024

To: Samantha Loyuk, City of Kenmore
From: Bill Leon, Ph.D., CUWS Board Member (billleon@geoeducation.org; ph.: 206-914-6663)
Subject: Intent to apply for a Temporary Use Permit to place Camp United We Stand (CUWS) at Northlake Lutheran Church in 2025

Camp United We Stand (CUWS) is developing a plan for Northlake Lutheran Church to host CUWS in its parking area in 2025. We intend to apply to the City of Kenmore for Temporary Use Permit for this purpose.

Our intention is for the Church to host Camp United We Stand on Church property at 6620 NE 185th Street (in the north parking lot, where the Camp has been twice before) from January 31, 2025 through June 2, 2025. This time, we may have a shorter stay, due to the Church's need for the space.

With a TUP, Camp United We Stand is permitted by Kenmore Municipal Code (KMC) for up to 50 clients. We anticipate housing fewer and no more than 35 clients due to CUWS own limits. Currently, Camp United We Stand has around 30 people in residence. The applicable standards and requirements for outdoor temporary homeless shelters in KMC 18.100.200 will be met.

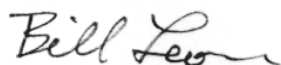
Camp United We Stand follows strict rules of conduct for residents. This is both for the benefit of their community and in the interest of being good neighbors. To learn more about the Camp, I invite you to visit their website at www.campunitedwestand-tentcity.org. As in past years, we will detail our rules and site plan in our TUP application.

Camp United We Stand is a non-profit organization that provides a safe and stable space for people experiencing homelessness. We believe homelessness is a public emergency, and we believe people who experience homelessness are better served together than spread apart. Together, community organizations and first responders know where they are, which makes them safer. Apart, they are more alone and more vulnerable.

The Camp's last two stays in Kenmore have been very successful in keeping people safe and healthy (with the support of many Kenmore and North End community organizations), in enhancing the Camp infrastructure with a shower (built, in part, with funding from the City of Kenmore), and in helping several Camp members transition to permanent housing.

If you or others have questions, please do not hesitate to contact Camp United We Stand Board Member Bill Leon for information about CUWS. Bill can be reached at billleon@geoeducation.org or by phone at 206-914-6663.

Sincerely,



Shoreline and Northshore Fire Department

Proposed Regional Fire Authority Ballot Measure

Public Information Meeting



Introducing our speaker



Matt Cowan

Fire Chief



A Regional Fire Authority (RFA)

- Is a special-purpose district created to **provide fire protection and emergency medical services.**
- It is formed by **consolidating fire districts or departments**, typically in neighboring regions, to improve service efficiency, reduce costs, and streamline administrative operations.
- RFAs are **funded through mechanisms such as property tax levies and fire benefit charges**, allowing them to manage resources and services more effectively across multiple jurisdictions.



Meeting Growing Service Demands with Efficiency and Cost Savings for **Fire District Improvement**

Regionalization has been a growing trend in the fire industry to meet increasing service demands.

Forming a RFA **addresses rising service needs while easing tax pressure** on residents.

A RFA ensures **better efficiency**, stretching tax dollars to provide top-tier service to the community.

Whatever form regionalization requires, the **highest priority** is either maintaining or improving levels of service.

Upcoming RFA Ballot Measure: What You Need to Know.

Shoreline Fire and Northshore Fire are proposing a **RFA ballot measure for February 2025.**

This is not a new tax! The RFA will result in taxpayer savings.

Voters from Kenmore, Lake Forest Park, and Shoreline **will decide** on the formation of the RFA and its revenue sources (property tax levy and fire benefit charge).

Establishing a RFA with a fire benefit charge requires a **super-majority (60% + 1 vote).**

Adding new jurisdictions or re- authorizing the fire benefit charge in the future will require a **majority (50% + 1 vote).**

Regional Fire Authorities: Proven Success Across Washington

Since 2007, 16 Regional Fire Authorities have been created in Washington, with 6 in King and Snohomish Counties.

King County

Puget Sound RFA

Renton RFA

Valley RFA

Snohomish County

Marysville RFA

North County RFA

South County Fire



North-end fire departments have discussed regionalization for decades, driven by **the goal of improving services and achieving cost-efficiencies.**

In 2022, Shoreline and Northshore Fire Departments **took the first step** by signing an Interlocal Agreement (ILA).

Under this agreement, Shoreline Fire now **provides full fire and emergency medical services** to Shoreline, Kenmore, and Lake Forest Park.

Taking the First Step Toward Regionalization

Improving Services Through Partnership



Current services provided under the Interlocal Agreement

Under the ILA Shoreline Fire provides full fire and emergency medical services to the cities of Kenmore and Lake Forest Park.

- Emergency Medical Services (BLS)
- Emergency Medical Services (ALS)
- Fire Suppression
- Training as part of the North King County Training Consortium
- Fire Marshal Services
- Technical Rescue (Low/High Angle, Confined Space, Trench, Surface Water)
- Hazardous Materials Operations
- Mobile Integrated Healthcare
- Public Information and Education through Community Outreach
- Administrative Services
- Maintenance (Fleet, Facilities)
- Partnering on Emergency Management with the three cities

Service Improvements and Efficiency Gains Under the Shoreline-Northshore ILA

The Shoreline and Northshore ILA has led to significant service improvements, including:



- ✓ Added a **peak-hour aid car** at Station 57 in Lake Forest Park.
- ✓ **Improved EMS response** with our Firefighters transporting patients, leading to higher continuity of care.
- ✓ **Improved rescue operations** at Station 51 in Kenmore for emergency responses like car accidents and technical rescues.
- ✓ **Expanded Fire Marshal services**, increasing fire investigations and inspections for safer buildings.
- ✓ **Comprehensive fleet and facility management**, keeping apparatus functional and stations in top shape.
- ✓ **Enhanced administrative capabilities** creating more depth in finance, HR, and record keeping resulting in improved financial reporting.

Taxpayer Savings and Operational Efficiencies Achieved Through the Shoreline- Northshore ILA.

The Shoreline-Northshore ILA combined the fire departments, leading to significant taxpayer savings, including:

\$1.4 Million

in annual savings by eliminating duplicate positions (Fire Chief, Deputy Chief, other).

Increased Revenue

from GEMT and BLS transports.

Improved Long-Term Saving

for capital projects and station maintenance, reducing repair costs and ensuring better-functioning stations.

Building on ILA Successes: Additional Service Improvements and Efficiency Gains.

A Regional Fire Authority will build on the successes of the ILA and bring additional service improvements.

ENHANCED COLLABORATION

Firefighters will continue to train and work together, ensuring continued coordination, improved collaboration, and culture-building.

MORE FLEXIBLE USE OF EQUIPMENT

Fire trucks and aid cars can be assigned to locations on an as-needed basis.

IMPROVED PERSONNEL MANAGEMENT

Assignments will no longer be limited by district boundaries, boosting efficiency.

INCREASED TECHNICAL RESCUE CAPABILITIES

Particularly in Lake Forest Park, Kenmore, and the surrounding region.

BETTER RESOURCE POOLING

A RFA strengthens grant applications, such as for a future rescue/fire boat on Lake Washington.

Lowering Costs, Increasing Savings, and Ensuring Long- Term Sustainability

We estimate that the RFA will create savings for 100% of all homeowners and 98% of all property owners in our Fire District.

We estimate that there would be **\$196,000 in annual expense savings** from forming a Regional Fire Authority.

In 2026 there would also be **over \$3 million in savings** from removing redundant annual carryover funds.

There will be a **significant reduction** in overall equivalent levy rate due to efficiencies.

A RFA can **reduce liability and risk**, lowering the need for reserves and enabling reinvestment in services or reduced levy rates.

A RFA brings **sustainability**, protects property values from fluctuation, and diversifies revenue sources.

Shoreline's growth will benefit all communities in the RFA through **better resource sharing**.

Maintaining our **Class 2 WSRB rating** will continue to save on insurance costs for homeowners and businesses, placing us in the top 2% of all fire departments in the State.

Streamlining Administration: Eliminating Duplication and Improving Efficiency.

A Regional Fire Authority streamlines administrative efficiency and reduces duplication across divisions.

The **Fire Chief** and other administrative staff will no longer need to manage multiple boards, budgets, and policies.

Financial staff can handle revenues and programs like GEMT and BLS transports more efficiently.

The **Administrative Director** can manage staff without concerns over location of workload.

Support Services will improve by managing fewer separated budgets, allowing better use of equipment and resources without ownership constraints.

Enhancing Citizen Involvement: Balanced Representation in Governance.

A Regional Fire Authority will enhance citizen involvement and ensure balanced representation on the governance board.

Currently, the **Northshore Fire Board** oversees the ILA but lacks direct influence on Shoreline Fire's strategic direction.

A RFA would **combine the Shoreline Board of Commissioners**, with elected Commissioners from **Lake Forest Park** and **Kenmore** gaining direct oversight of the entire Regional Fire Department.

There would be **equal representation** from Northshore and Shoreline Fire, with five members from each serving on the Board.

Future changes to the Board would require a **majority vote**.

Locking-in Service Improvements and long-term Sustainability with a RFA.

An **Interlocal Agreement** is just a contract, but a **Regional Fire Authority** will formalize the relationship between Shoreline Fire and Northshore Fire.

A RFA will **secure** the service improvements, taxpayer savings, and efficiencies achieved under the ILA.

It will also allow for **further improvements**, building on past successes and continuing to enhance service and cost savings.

Other entities can **join** the RFA, improving service levels, generating financial savings, and ensuring long-term sustainability.

A RFA will help maintain our **Class 2 WSRB rating**, keeping us among the top 2% of fire departments in Washington.

Your Voice Matters!

- ✓ Thank you!
- ✓ Public Comments?
- ✓ Questions?
- ✓ Get involved!

Sign Up to stay connected with the proposed Regional Fire Authority (RFA) ballot measure for Shoreline and Northshore Fire Departments.

Name *

First Last

Email *

SUBMIT


GET INVOLVED!

 www.ShorelineFire.com 





 /ShorelineFire

 /shorelinefiredepartment

 shorelinefire.com

PUBLIC MEETING INFORMATION
NEWS
FAQ
DOCUMENTS

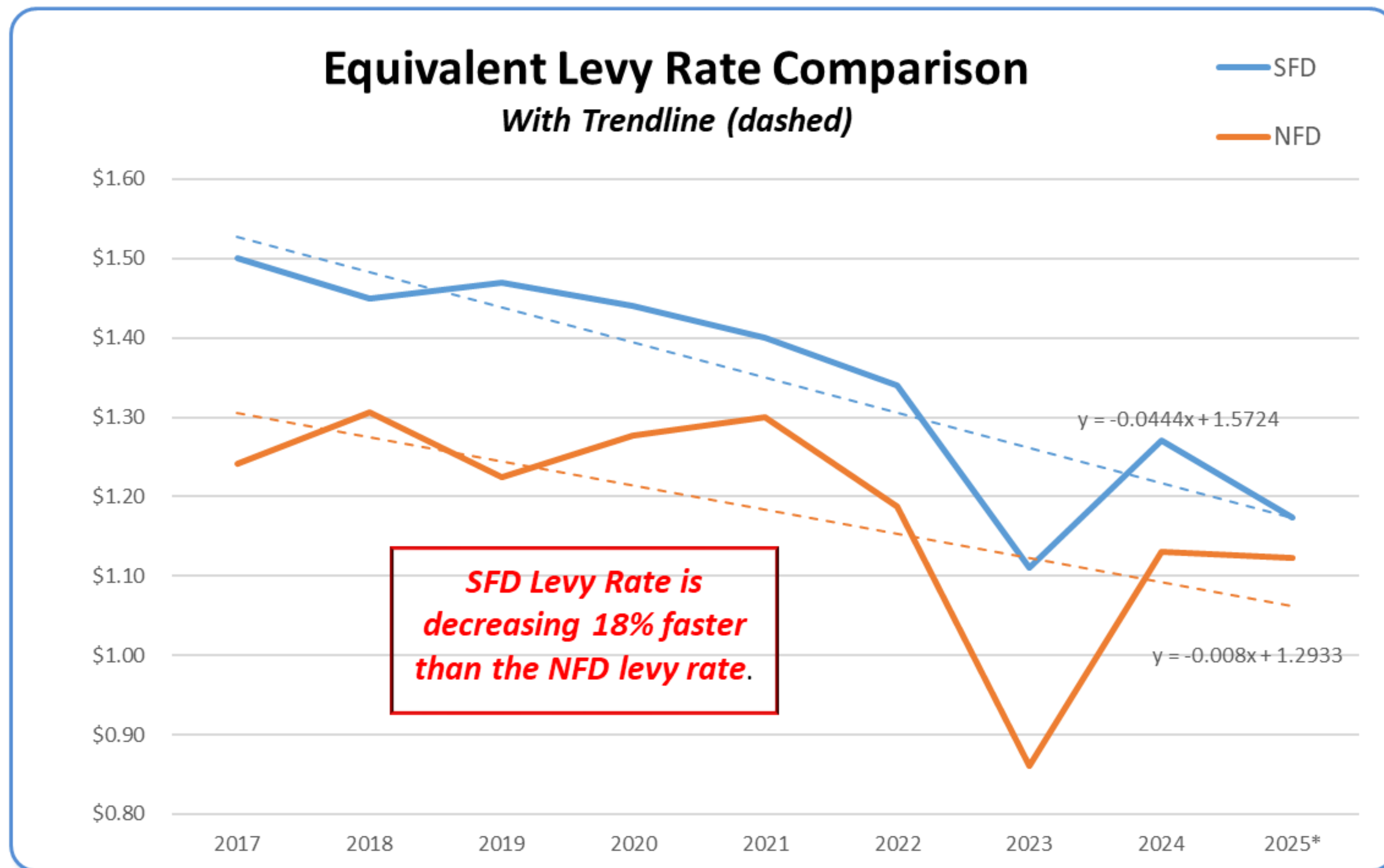
Expense Cost Analysis



2025 Expense Cost Analysis of RFA (without bonds or reserve fund changes)			
Description	Separated 2025	2025 RFA	Notes
<u>Expenses</u>			
SFD Budget (minus net NFD transfer)	\$ 26,023,748	\$ 40,143,798	Savings of about \$196,000 from NFD BOC budget. Removes need for extra carryover funds, includes \$1.6 million capital expense. Additional MIH savings of \$118,531, and \$94,009 retirement payouts in 2026.
NFD Budget	\$ 16,119,520		
Total Expenses	\$ 42,143,268	\$ 40,143,798	
<u>Assessed Valuation</u>			
SFD	\$ 16,176,465,340	\$ 29,045,480,651	Combined AV.
NFD	\$ 12,869,015,311		
<u>Equivalent Levy Rate</u>			
SFD	\$ 1.166	\$ 1.077	Less than the current NFD rate due to decreased need for carryover funds and currently increased NFD need for capital funds.
NFD	\$ 1.125		
<u>Revenues</u>			
SFD Levy & FBC	\$ 18,861,759	\$ 31,279,078	Forecasted revenues using combined equivalent levy rate and AV.
NFD Levy & FBC	\$ 14,483,311	\$ -	No payment or BOC budget as both Departments are combined.
Other Revenue	\$ 140,000	\$ 200,166	
SFD Contracts/Transports/Allocation	\$ 7,168,673	\$ 7,168,673	Combined BLS transports, GEMT, KECMS allocations, service contracts, etc.
NFD Contracts/Transports/Allocation	\$ 1,496,921	\$ 1,496,921	
Total Expenses	\$ 42,143,268	\$ 40,143,798	
Total Revenues	\$ 42,150,664	\$ 40,144,838	
Difference	\$ 7,396	\$ 1,040	

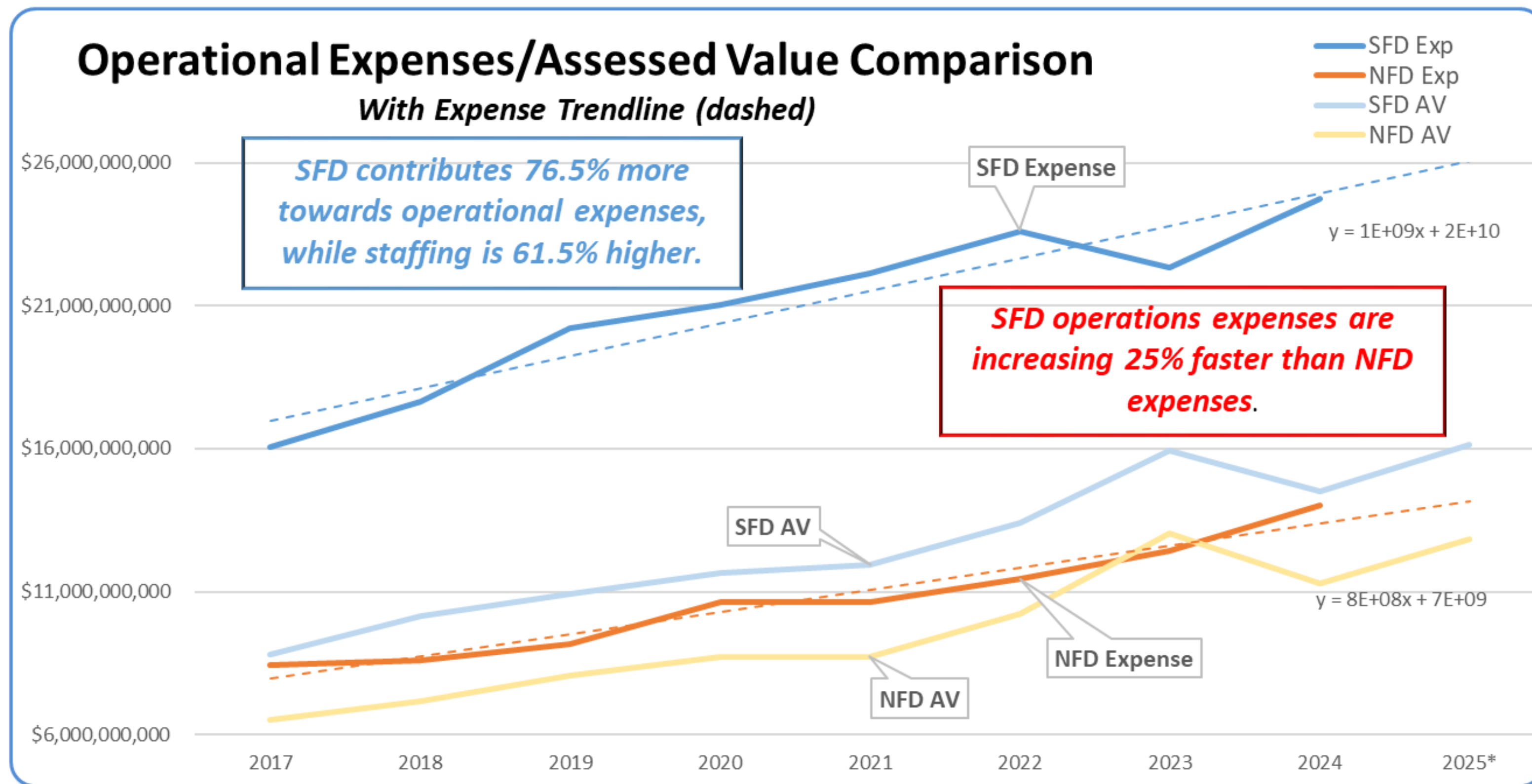


Shoreline Fire has been Fiscally Responsible

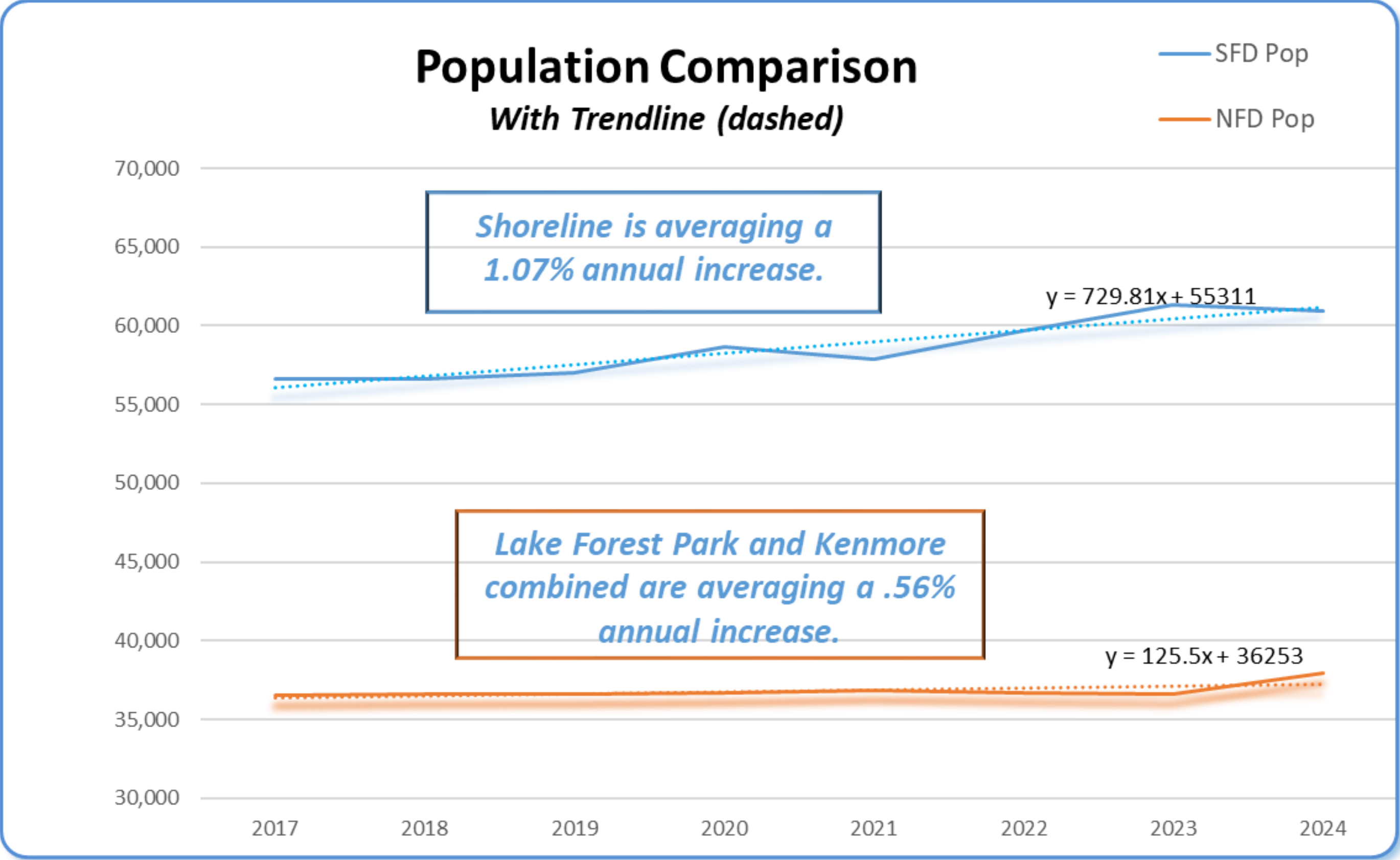




Assessed Valuation and Expense Comparison



Population Comparison



Forecast of Levy and FBC Rates in RFA



Forecast of Levy and FBC Rates in RFA											
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Levy Rate	\$0.700	\$0.707	\$0.714	\$0.721	\$0.728	\$0.736	\$0.743	\$0.750	\$0.758	\$0.766	\$0.773
Equiv FBC	\$0.377	\$0.383	\$0.389	\$0.396	\$0.402	\$0.408	\$0.415	\$0.421	\$0.428	\$0.434	\$0.441
Total	\$1.077	\$1.090	\$1.103	\$1.117	\$1.130	\$1.144	\$1.158	\$1.172	\$1.186	\$1.200	\$1.214
FBC %	35%	35.1%	35.3%	35.4%	35.6%	35.7%	35.8%	35.9%	36.1%	36.2%	36.3%
AV Growth	5%										
Budget Growth	6%										
Assessed Value	\$ 29,045,480,651	\$ 30,497,754,684	\$ 32,022,642,418	\$ 33,623,774,539	\$ 35,304,963,266	\$ 37,070,211,429	\$ 38,923,722,000	\$ 40,869,908,100	\$ 42,913,403,505	\$ 45,059,073,681	\$ 47,312,027,365
Budget	\$ 40,143,798	\$ 42,552,426	\$ 45,105,571	\$ 47,811,906	\$ 50,680,620	\$ 53,721,457	\$ 56,944,745	\$ 60,361,429	\$ 63,983,115	\$ 67,822,102	\$ 71,891,428
Levy Revenue	\$ 20,331,836	\$ 21,561,913	\$ 22,866,408	\$ 24,249,826	\$ 25,716,940	\$ 27,272,815	\$ 28,922,821	\$ 30,672,651	\$ 32,528,347	\$ 34,496,312	\$ 36,583,339
FBC Equiv Revenue	\$ 10,946,202	\$ 11,681,465	\$ 12,464,663	\$ 13,298,854	\$ 14,187,293	\$ 15,133,436	\$ 16,140,958	\$ 17,213,763	\$ 18,356,003	\$ 19,572,087	\$ 20,866,701
Other Revenues	\$ 8,865,760	\$ 9,309,048	\$ 9,774,500	\$ 10,263,225	\$ 10,776,387	\$ 11,315,206	\$ 11,880,966	\$ 12,475,015	\$ 13,098,765	\$ 13,753,704	\$ 14,441,389
Revenues	\$ 40,143,798	\$ 42,552,426	\$ 45,105,571	\$ 47,811,906	\$ 50,680,620	\$ 53,721,457	\$ 56,944,745	\$ 60,361,429	\$ 63,983,115	\$ 67,822,102	\$ 71,891,428
Annual Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Public Hearing on Amendments to Comprehensive Plan Housing Element and Land Capacity Analysis Proposed Council Action/Motion: Hold public hearing to take public testimony. Following public hearing, Council discussion and direction on Housing Element and moving forward on adoption of Comprehensive Plan update.	For Council Meeting Agenda of: 11/25/24 Department: Community Development Department & Environmental Services Department Prepared by: Debbie Bent, Community Development Director <table><tr><td></td><td>Initial & Date</td></tr><tr><td>Approved by Department Head:</td><td><u>DB 11/14/24</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>DR 11/18/24</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>N/A</u></td></tr><tr><td>Approved by City Manager:</td><td><u>RK 11/19/24</u></td></tr></table> Attachments/Exhibits: Attachment 1: Land Capacity Analysis Memorandum (dated Nov. 1, 2024) Attachment 2: Draft Housing Element (clean & edit) Attachment 3: Amendments to Housing Element for City Council consideration		Initial & Date	Approved by Department Head:	<u>DB 11/14/24</u>	Approved by City Attorney:	<u>DR 11/18/24</u>	Approved by Finance Director:	<u>N/A</u>	Approved by City Manager:	<u>RK 11/19/24</u>
	Initial & Date										
Approved by Department Head:	<u>DB 11/14/24</u>										
Approved by City Attorney:	<u>DR 11/18/24</u>										
Approved by Finance Director:	<u>N/A</u>										
Approved by City Manager:	<u>RK 11/19/24</u>										
Summary: The 11/25/24 public hearing provides the public an opportunity to comment on proposed amendments to the Comprehensive Plan Housing Element and Attachment 1, the final Land Capacity Analysis Memorandum (LCA), since the Planning Commission held a public hearing on 10/15/24 and the Planning Commission's recommendation presented to the City Council 10/28/24. At the 11/12/24 meeting, the City Council provided feedback and direction (e.g., adding new policies, future discussion on housing) regarding the Housing Element and land capacity analysis of the Comprehensive Plan (See Attachments 1 and 2). City Council proposed amendments provided at the 11/12/24 meeting are highlighted in green on Attachment 2. Additional proposed amendments to the Housing Element were received by a councilmember following the 11/12/24 meeting (See Attachment 3). Staff recommends that these amendments be considered as part of the public hearing. A public hearing is scheduled for 11/25/24 to receive public testimony on amendments to the Housing Element and LCA (Attachment 1). While the final LCA was not available for the Planning Commission's 10/15/24 public hearing, a summary of its findings was documented in Table H-H of the Housing Element. Table H-H and the LCA confirm that the City has sufficient land capacity available for housing, employment and population to support growth targets, including all levels of housing affordability. The LCA (Attachment 1) will be included as an Appendix to the Comprehensive Plan.											

Attachment 2 includes minor editorial changes to the Housing Element and substantive revisions proposed by council relating to small houses on small lots and the inclusion of a map of racially restrictive covenants. Attachment 3 includes proposed amendments brought forth by a councilmember (after the 11/12/24 council meeting) that staff recommends be considered as part of the public hearing. Staff has included recommended changes as part of Attachment 3 for council consideration.

Staff anticipates that the City Council will consider adoption of the Comprehensive Plan update, including the Housing Element and LCA, by Ordinance at the 12/9/24 meeting along with all other elements that were presented in 2024.

Information/Background: The Growth Management Act (GMA) requires cities and counties to update their comprehensive plans by December 31, 2024. The City has been diligently working towards meeting this requirement.

In January 2024, the City Council assigned to the Planning Commission review of the Comprehensive Plan, including elements as listed above, as part of the State-mandated 2024 Comprehensive Plan update. The Commission has been working on this project since that time and a brief outline of their work follows:

- **January 2024:** City Council approved the Annual Docket for the Planning Commission, including amendments to the Housing Element for the 2024 Comprehensive Plan update.
- **July 2024:** Planning Commission reviewed the first drafts of Housing & Land Use Elements.
- **October 2024:** Planning Commission held a public hearing for the elements and approved their final recommendations. There were no public comments on the drafts.

The GMA also mandates that each county and city plan to accommodate growth projected over the next twenty years, and show they have sufficient land capacity for such growth. The Legislature adopted HB 1220, amending the GMA, which requires jurisdictions to address the housing needs of people making different incomes as part of their Comprehensive Plan updates. Consistent with HB 1220, King County allocated projected growth (population, housing, and employment) to the City.

As part of the City's Comprehensive Plan update, an analysis of land capacity for housing, population, and employment was performed, resulting in the LCA (Attachment 1). The LCA demonstrates that the City has sufficient (and surplus) capacity to accommodate mandatory allocations for population, housing and employment for the next twenty years.

Fiscal Consideration:

The Community Development Department received \$125,000 in grant funds for the Comprehensive Plan update (half in 2022/2023 and half in 2023/2024). The Department has also received grant funding to support the development of other Elements, including Middle Housing.

City Council Priority or Budget Objective Being Addressed:

The following 2024 City Council Priorities are being addressed by these elements and KMC updates:
Priority 1: Increase and preserve the options for affordable housing.

Priority 2: Implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.



MEMORANDUM

To: Todd Hall and Debbie Bent
City of Kenmore

From: Joel Farias, Sam Matterazzo, Clay White, and Nick Chen
Kimley-Horn and Associates, Inc.

Date: November 1, 2024

Subject: Land Capacity Analysis Memorandum

INTRODUCTION AND INITIAL FINDINGS

The City of Kenmore (City) contracted Kimley-Horn and Associates, Inc. (Kimley-Horn) to prepare a Land Capacity Analysis (LCA) consistent with the Growth Management Act (GMA) requirements in RCW 36.70A.115 and WAC 365-196-325. The LCA was prepared based on the methodology used in the 2021 King County Urban Growth Capacity report. The LCA reviews existing capacity for population, housing, and employment in the City limits.

Table 1 shows the initial findings of the LCA under existing conditions. **Overall, the City showed sufficient total capacity for housing, jobs, and population allocations.** The following methodology walks through each step of the analysis.

Table 1: Initial Findings Summary

Subject	Findings
Housing Capacity (inc. pipeline)	6,748 dwelling units
Housing Surplus	3,678 dwelling units
0-80% AMI Housing Surplus	2,147 dwelling units
>80-120% AMI Housing Surplus	1,531 dwelling units
Net Commercial/Industrial Capacity	52.38 acres
Employment Capacity	3,252 jobs
Employment Surplus	52 jobs

METHODOLOGY

As part of the City of Kenmore's 2024 Comprehensive Plan Periodic Review and update, an analysis of housing, population, and employment land capacity is required. This analysis is conducted utilizing the methodology as outlined in the [2021 King County Urban Growth Capacity Report](#) (UGC). The UGC Report was completed before The Department of Commerce created the [Housing for All Planning Tool \(HAPT\)](#), so [Commerce's 2024 guidance on implementing HB 1220](#) was used for calculating capacity by Area Median Income. The objective is to determine whether Kenmore possesses sufficient land densities and buildable lands to accommodate planned growth out to 2044.

King County, in compliance with the 2021 Washington House Bill 1220 amendments to the GMA, has allocated projected growth (population, housing, and jobs) to the City of Kenmore. House Bill 1220 requires jurisdictions to address the housing needs of people making different incomes as part of their Comprehensive Plan updates. To satisfy these new requirements, an analysis of the City's existing and proposed zoning and development regulations was completed to demonstrate that the housing types and quantities that meet the need of each of the Areas Median Income brackets is available.

The King County CPPs allocated a total of 3,070 housing units to the City of Kenmore to plan for between 2020 and 2044. **Table 2** shows how the 3,070 units of housing are broken down by income level. The CPPs allocated a job growth target of 3,200 jobs between 2020 and 2044. The existing jobs as of 2023 were used to capture job growth between 2020 and 2023.

Table 2: City of Kenmore Permanent Housing Needs by Income Level (% of Area Median Income)

2020-2044	Total	0-30% Non-PSH	0-30% PSH	>30- 50%	>50- 80%	>80- 100%	>100- 120%	>120%
Estimated Housing Supply (2020)	9,589	359	0	835	1,183	1,277	1,517	4,418
Kenmore Housing Growth Targets (2020-2044)	3,070	1,063	559	483	393	75	85	412

Source: [King County Countywide Planning Policies](#) (CPPs), 2023

Table 3: Employment Targets

City	2023 Job Total	2044 Job Target Allocation
Kenmore	4,165	3,200

Source: [PSRC Covered Employment](#), 2023 and [King County Countywide Planning Policies](#) (CPPs), 2023

CURRENT CONDITIONS

A detailed analysis was conducted on the City's existing conditions. The analysis included a review of the City's pipeline housing units. Pipeline units can be summarized as any units that are not reflected in the City's 2020 housing supply used by King County to allocate housing units. The total pipeline count for the City is comprised of three major categories: housing units built since 2020, building permits issued since 2020, and projects currently under review by staff.

Properties in the permit pipeline or with issued building permits are assumed to develop consistent with their permit applications and are excluded from the land capacity analysis. While these properties do not provide capacity for future residential development yet, the anticipated development may be counted toward meeting the projected housing needs. For projects which are under review, a base level permitting step of at least preliminary approval was set to be considered a pipeline development. There is one exception to this rule, and that is if the City is working jointly with a developer to develop a property. Two such projects were identified and classified as pipeline developments.

Residential development that has occurred between Dec 31, 2020 (the base year for the projected housing needs) and September 1st, 2024, was classified as pipeline development and counted toward

meeting projected housing needs. Residential developments classified as pipeline are deducted from the jurisdiction's projected housing needs.

Table 4 and **Table 5** show a summary of the pipeline development units in the City by both housing type and category of pipeline development. **Table 5** shows an "Affordable Pre-App" category with 296 units of pipeline development. This category is comprised of two separate projects that the City is currently analyzing to develop affordable apartments. Both projects propose densities aligned with the allowed density for their respective zones, so they were kept as pipeline even though they have only completed pre-application meetings.

Table 4: Pipeline Units

Housing Type	Number of Units (net)
Single Family	120
Mixed-Use Multifamily	68
Manufactured	-1
Townhome	211
Condo	180
Apartments	349
Accessory Dwelling Unit (ADU)	51
Total	978

Source: Information compiled using City of Kenmore permitting data Jan 2021-Sept 2024

Table 5: Pipeline Development Status

Pipeline Development Type	Number of Units
Housing Built since 2020	275
Issued Building Permits	229
Preliminary Approval	178
Affordable Pre-App	296
Total	978

Source: Information compiled using City of Kenmore permitting data Jan 2021-Sept 2024

Kenmore Zoning

Commerce's Guidance on implementing HB 1220 recommends categorizing existing zones into five categories related to allowed densities. This analysis will refer to the City's zones by these categories for capacity presentation. The zones and zone categories are shown in **Table 6**.

Table 6. Zone Categories

Zone Category	Density Range	City Zone within density range
Very Low Density	0 – 4 du/acre	R-1 and R-4
Low Density	4 – 10 du/acre	R-6
Medium-Low Density	10 – 24 du/acre	NB, R-12, and R-18
Medium-High Density	24 – 48 du/acre	R-24 and CB
High Density	48+ du/acre	DC, UC W, UC E, RB, and DR

ADJUSTMENTS, CONSTRAINTS, AND ASSUMPTIONS

Adjustments

LCA Methodology specifies that “low probability for development” parcels should be removed from the analysis. They are defined as parcels which are:

- Tax exempt (parks, schools, churches, and public facilities)
- Gas stations and condos
- Tracts and easements for access, landscaping, stormwater, or other utility
- Other parcels identified by staff as being low probability for development (i.e. infrastructure constrained sites, sites with historical significance)

1,202 parcels, which met the above conditions, were removed from further analysis.

A “public purpose and right-of-way area” deduction of 10% was applied to all developable parcels. The public purpose and right-of-way deduction accounts for lot area that will be used for streets, sidewalks, and public purpose land (stormwater facilities, open space, other recreational facilities).

Constraints

Areas of the City encumbered by critical areas and their buffers was removed. A critical areas overlay was created in GIS by joining together city-identified steep slopes, wetlands, streams, waterbodies, and protected habitat areas after applying the respective buffer (buffer distances are regulated by the City's code). To calculate developable area, the area of each parcel that is encumbered by the critical areas overlay was removed. Developable area represents the amount of area in each parcel that can be developed.

A map showing the critical areas overlay with Kenmore's zones can be found in [Appendix C](#).

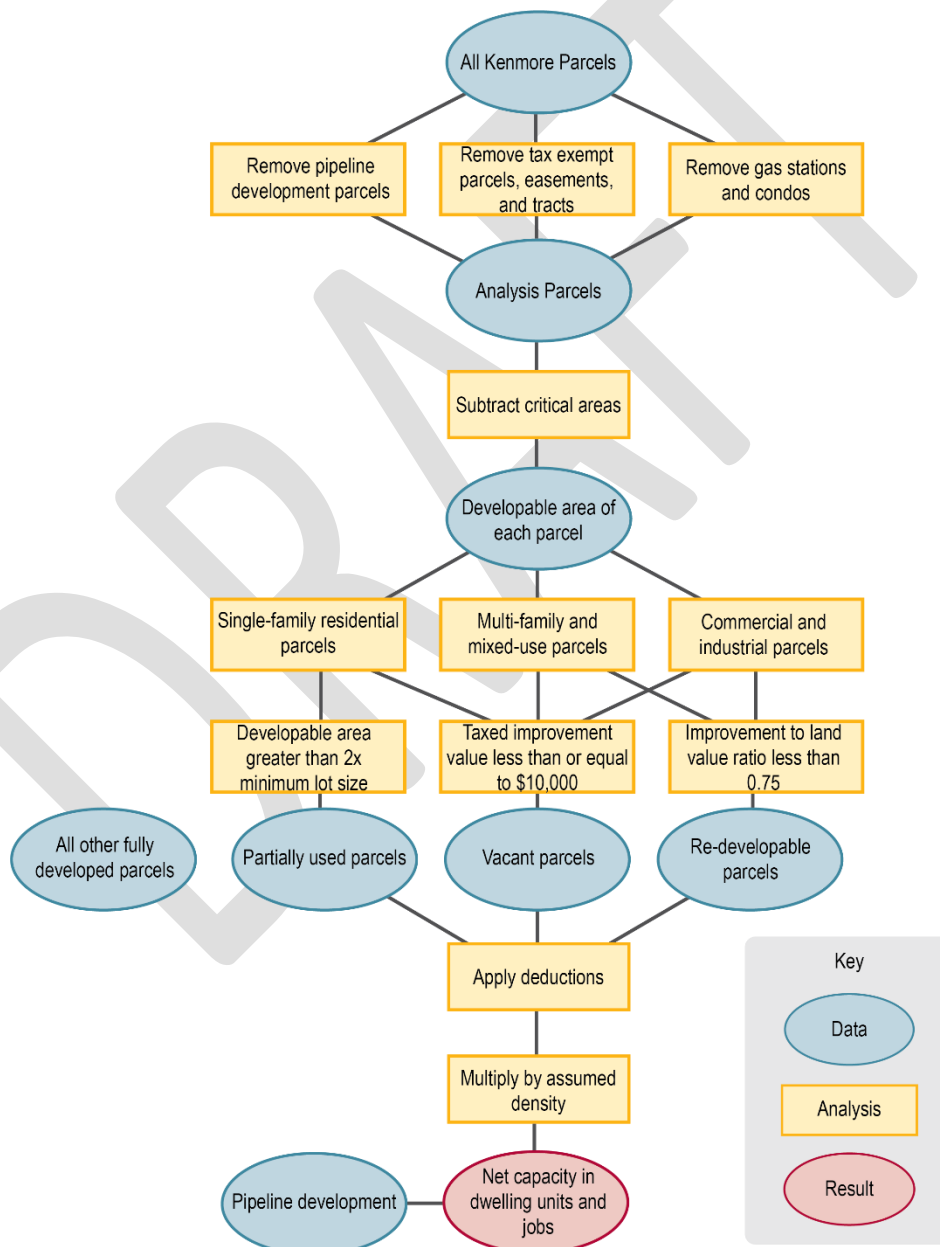
Assumptions

Key assumptions were used for the analysis of the data needed to calculate total capacity of housing and jobs in the City. The following assumptions are based on specific City market factors, coordination with City staff, the King County UGC Report, and Commerce guidance.

1. An affordable housing unit means that the housing unit does not cost more than 30% of household income ([RCW 36.70A.030](#)).
2. It is assumed that higher-density housing is more likely to be affordable to lower-income households. The assumption here is that a two-bedroom apartment home is generally less expensive than a two-bedroom detached single-family home (based on median rent and home values).
3. Permanent supportive housing is more likely in high-density zones that include incentives or subsidies (as noted in [Commerce Guidance](#)).
4. Per the UGC Report, there are no infrastructure constraints in the Kenmore city limits. The City's most recently adopted [Capital Facilities](#) and [Utilities Element](#) also note sufficient capacity for identified future growth. Therefore, an infrastructure deduction was not applied.
5. Re-developable parcels are assumed to be redeveloped within the planning period.
6. Mixed-use zone capacity will be split between job capacity and housing capacity based on base building height (1st floor commercial and every other floor residential will be assumed. For example, a 1-acre vacant parcel in the CB zone, which has a max building height of 35 feet ~3 floors, will be calculated with 33.3% commercial capacity and 66.6% residential capacity).
7. Kenmore's Zoning code ([KMC Title 18](#)) specifies minimum, base, and max residential densities of each zone that allows residential development. There are also standards for developing at densities greater than the listed max density in the Residential Density Incentives and Transfer Of Density code ([KMC 18.80](#)). For this analysis, assumed densities ranged from the listed base density to the listed max density. This assumption is meant to balance developments that will develop at higher densities than the listed max density and developments that will develop closer to the listed base density. Exact densities used for each zone are listed in **Table 8**, where building height, listed densities, and market trends are also analyzed to set densities.
8. Due to the high density allowed in Kenmore's zones with not very much development existing at those high densities, an adjustment was made to further lower capacity. Capacity was calculated using Net site area (removed critical areas, then deducted capacity by public use/infra/access, and market factor).
 Kenmore code 18.30.020 Density calculations – Allowable dwelling units, lots or floor area. Specifies that *"the allowed number of dwelling units or lots (base density) shall be computed by multiplying the **site area*** by the applicable residential base density number."*
 If the gross site area was used for the density calculations, then a much higher capacity would be calculated.
 ***Site area** is defined under KMC 18.20.2750: *"Site area" means the total horizontal area of a project site, less areas below the ordinary high water mark*

9. Transit Oriented Development Overlay assumptions:
 - a. NOTE: The Transit Oriented Development Overlay is currently being replaced by the Urban Center zone with the same zoning standards.
 - b. Six eligible parcels were identified as potential sites for TOD projects:
 - i. PIN: 0114100843- 0.5-acre lot, R-18 zoned parcel with a 2-bd home. Improvement value of \$1,000
 - ii. PIN: 0114100841- 0.5-acre lot, R-18 zoned parcel with a 2-bd home. Improvement value of \$1,000
 - iii. PIN: 0114100885- 2-acre lot, UC zoned parcel. Grocery outlet, \$2.5 million improvement value.
 - iv. PIN: 0114100881- 1.1-acre lot, UC zoned parcel. Parking lot, improvement value of 0.
 - v. PIN: 0114100860- 0.4-acres developable area (1-acre lot area), UC zoned parcel. Restaurant, improvement value of \$1,000
 - vi. PIN: 0114100855- 0.02- acres developable area (0.57-acres lot area), UC zoned parcel. Retail store, improvement value of \$1,000.
 - c. The six parcels with TOD potential are assumed to be completely re-developed, include underground parking, build to max allowed height, and at 150 dwelling units per acre.
 - d. First floor commercial is assumed. After a 10% public use deduction and 15% commercial deduction, there is a net total of 16,057 sf of job capacity (64 jobs at 250 sf per job).
 - e. After a 10% public use deduction and 7% multifamily deduction, there is a total of 369 multifamily dwelling units of capacity.

10. The methodology will use the residential capacity shown in the UGC Report as the existing capacity. A general breakdown of the methodology is shown in the figure below beginning at “All Kenmore Parcels” and ending in “Net capacity”



AREAS AVAILABLE FOR DEVELOPMENT

After pipeline development parcels and “low probability for development” parcels were removed from the analysis. Developable areas were calculated by removing areas encumbered by critical areas. A market factor is assigned to each developable parcel based on the King County UGC Report Market Factor Guidance which designates Kenmore as a High-Capacity Transit jurisdiction and sets ranges for market factors.

Market factor is an adjustment that removes a percentage of total capacity to account for housing units that will not be developed within the planning period even though they show as available. For example, multifamily development on vacant parcels has a 7% market factor. This means that 7% of the gross housing unit capacity are removed due to the assumption that 7% of capacity will not be built by 2044. Re-developable and partially used parcels have a higher market factor because it is more expensive to re-develop than to build on a vacant property. The status (referred to as LCA Status in this memo) of each parcel is broken down into the following designations and market factors:

Table 7: LCA Status Definitions and Market Factors

LCA Status	Definition	Market Factor
Vacant	Where King County parcel data designates the parcel as vacant or if the improvement value is less than \$10,000.	Multifamily: 7% Single Family: 5% Commercial: 15% Industrial: 20%
Partially Used	Only where minimum lot size is used (R-1, R-4, and R-6 zones). Where the developable area of the parcel is at least double the minimum lot size.	Single Family: 9%
Re-developable	Only for non-single family residential. Where improvement to land value ratio is less than 0.75.	Multifamily: 10% Commercial: 25% Industrial: 30%
Pipeline	Parcels with housing built since 2020, building permits issued since 2020, and where projects are currently under review.	Not applicable
Fully Developed	Parcels which do not fall into the any of the above designations.	Not applicable

A map of these parcels is included in [Appendix C](#). King County's market factor ranges for Kenmore can be found in [Appendix B](#).

POTENTIAL YIELDS FOR GROWTH

The King County UGC Report has a methodology for how to calculate residential and commercial development potential for each zone. The net capacity of each zone was calculated using the following steps:

1. Report developable area by LCA Status and by zone.
2. Deduct 10% for rights-of-way and public purpose, determining the actual buildable area.

3. Calculate initial capacity by multiplying assumed density by buildable area, resulting in either initial dwelling unit calculations for residential capacity, or square feet of developable floor area for non-residential capacity.
4. Subtract existing units/development on re-developable parcels.
5. Deduct LCA Status respective market factor to determine the net capacity by zone.

Per the assumptions list, each zone that allows and can feasibly develop with residential development was assigned an assumed density based on existing zoning regulations, market trends, and existing development. Table 8 delivers key information from each applicable zone used to calculate the assumed density along with a short justification for each density.

Table 8: Residential Density Calculation

Zone	Min, Max, and Base Density	Max, Base Height	Assumed Density (du/ac)	Assumptions
R-1	N/A, 1, 1	35	1	Density incentives are less likely to be used in these zones because single-family detached housing, infill lots, ADUs, and low-density attached are the most likely future development in these zones. So base density is a good indicator of the future built density.
R-4	N/A, 6, 4	35	4	
R-6	N/A, 9, 6	35	6	
R-12	9.6, 18, 12	60, 60	18	Townhomes are most likely to be built in these zones due to the allowed and max densities. The R-12 zone is most likely to use density bonuses to build townhomes and the R-18 zone is less likely to build at the max density since the base allowed density (18 du/acre) is already optimal for townhomes.
R-18	13.5, 27, 18	80, 60	18	
R-24	16.8, 36, 24	80, 60	36	With a large max height, mid to high density apartments are most likely to be built in the R-24 zone with the use of density increasing incentives.
NB	N/A, 8, 24	45, 35	24	Mixed-use is allowed in the NB zone with up to 24 du/ac. Assuming 1 st floor commercial and 2 nd /3 rd story residential, the 24 du/ac is achievable.
RB	N/A, 72, 48	55, 55	48	Residential developments are allowed in the RB zone only as mixed-use development at a density of up to 72 du/ac. Due to existing uses in the RB zone (mostly commercial), a conservative, achievable density was used. Another constraint was added to the RB zone which is a 30% market factor to residential capacity for both vacant and re-developable lots instead of the applicable multi-family and commercial market factors.

Zone	Min, Max, and Base Density	Max, Base Height	Assumed Density (du/ac)	Assumptions
CB	18, 36, 24	45, 35	30	The purpose of the community business zone (CB) is to provide pedestrian-friendly, mixed use development. Since most of the area in the CB zone with development potential is in the West subarea which caps building height at 35 feet, a density closer to the base density was used. 30 du/ac is achievable with 3-4 stories, smaller apartment units, and underground parking all within a large structure.
DR	18, 72, 48	80, 60	72	The downtown residential zone provides higher density residential development in support of the downtown commercial zone. The large height limit and encouragement of high density residential in this zone provides a great opportunity to achieve the max density allowed. An additional factor was applied to incorporate mixed-use developments and reduce residential capacity to a more realistic capacity in this zone (15%)
UC West	N/A, 72, 48	55	48	A density a bit lower than the base density was used with assumption of mixed-use developments considering the max height and the City's vision for this are.
UC East	60, 150, N/A	85	150	The vision for this zone is transit oriented developments with no future automobile centric developments allowed. The max density is possible under that assumption. An additional factor was applied to incorporate mixed-use developments and reduce residential capacity to a more realistic capacity in this zone (15%, due to max residential floor area in a mixed-use development being 85%)
DC	60, 120, N/A	85	100	Assumes mixed-use only at 65 ft high (due to zoning restrictions). Vision for the zone includes transit orientation and shared or structured parking. Which encourages high-density residential with less parking. Any development going up in this high land value area would build near max density.

Employment density was already calculated in the UGC Report. The employment density for the City was provided in recommended ranges. Kenmore's range was 200-400 sf per employee for Commercial and Mixed-Use zones and 500-800 sf per employee for Industrial zones.

The assumed densities used for this analysis were 250 sf per job for commercial/mixed-use and 800 sf per employee for industrial. The industrial employee density is conservative due to high cost of re-development in industrial zones. The commercial and mixed-use employee density was set a little under

the middle point of the recommended range due to anticipated increase in mixed-use developments in the downtown corridor which would create denser employment.

Table 9: Employment Densities

Zone type	Assumed Employee Density	Zones
Commercial and Mixed-Use	250 sf per job	NB, CB, DC, UC, RB, and DR
Industrial	800 sf per job	WC

ESTIMATED YIELDS FOR GROWTH

Net housing capacity is found by adding pipeline units to the total housing capacity in the residential and mixed-use vacant, partially used, and re-developable lots. **Table 10** shows the breakdown of capacity by zone category. The results show that there is capacity for 6,748 units after the addition of pipeline development, which is 3,678 units over the allocated amount.

Table 10. Net Housing Capacity

Zoning Category	Housing Capacity	Pipeline	Net Capacity
Very Low Density	243	170	413
Low Density	1,561	0	1,561
Medium-Low Density	179	391	569
Medium-High Density	162	68	230
High Density	3,625	349	3,975
Totals	5,770	978	6,748
Target			3,070
Surplus (Deficit)			3,678

Commerce guidance instructs cities to compare land capacity with housing needs by Area Median Income (AMI) bracket. Therefore, the analysis outlines, based on existing housing diversity and local conditions, which types of housing each zone permits and what income brackets and AMI they align with. For example, the R-6 zone in Kenmore allows detached single-family homes, up to six-unit attached buildings, townhouses, and ADUs. Since these housing types all have the potential to serve different AMI brackets, there was a weight added to each of the housing types in the R-6 zone based on the probability that each would be built. This probability is an assumption based on city staff knowledge, historical building trends, existing zoning, and existing market factors. Based on the weight of each housing type, a total capacity for each AMI bracket was able to be calculated by multiplying the weight by the total capacity in each zone category. The results are shown in **Table 13**. This weight is presented in the form of a ratio and the total ratio for each zone category will ultimately add up to 1.0.

The ratio is used due to zones allowing diverse housing types that serve multiple income brackets. The breakdown of the ratios and weight of each housing type used for each zoning category can be found in [Appendix A](#).

Table 11: Income Levels (AMI=\$147,400)

Income Level	Income Bracket
0-30%	\$0 - \$44,220
>30-50%	\$44,220 - \$73,700
>50-80%	\$73,700 - \$117,920
>80-100%	\$117,920 - \$147,400
>100-120%	\$147,400 - \$176,880
>120%	\$176,880+

Table 12: Relating housing types and income levels to City zones

Zoning Category	Density Range	Assumed Affordability	Zones that allow each density
Very Low Density	0 – 4 du/acre	>120%	R-1 and R-4
Low Density	4 – 10 du/acre	>120%	R-6
Medium-Low Density	10 – 24 du/acre	50-120%	NB, R-12, and R-18
Medium-High Density	24 – 48 du/acre	0-80%	R-24 and CB
High Density	48+ du/acre	0-80%	DC, UC W, UC E, RB, and DR

Housing affordability capacity per zone can be calculated based on the housing affordability assumptions. The capacity was compared to the housing allocations set by King County in **Table 13**.

Table 13: Housing Needs Results using Standard Zoning Regulations

Income Level (AMI ¹)	Income Bracket	Zone Category	Projected Housing Need	Projected Capacity	Surplus/Deficit
0-30%	\$0 - \$44,220	High Density & Medium-High Density	1,622	1,773	151
>30-50%	\$44,220 - \$73,700	High Density & Medium-High Density	483	1,436	953
>50-80%	\$73,700 - \$117,920	High, Medium-High & Medium-Low Density	393	1,436	1,043
>80-100%	\$117,920 - \$147,400	Medium-Low Density	75	309	234
>100-120%	\$147,400 - \$176,880	Low Density & Medium-Low Density	85	309	224
>120%	\$176,880+	Very Low & Low Density	412	1,485	1,073
Total			3,070	6,748	3,678

1. AMI = Area median income

Table 13 shows that there is sufficient capacity in the city limits to accommodate for the projected housing need for each income band.

Table 14: Employment Capacity

Zone Type	Net Developable Area	Employment Density	Employment Capacity
Commercial and Mixed-Use	768,221 sf	250 sf per job	3,072
Industrial	144,448 sf	800 sf per job	180
All Zones	912,669 sf	Target	3,200
Total Surplus			52

Table 14 shows that there is capacity for 3,252 jobs under existing conditions. The job allocation for the city was 3,200 jobs. The City's job capacity meets the allocation.

Emergency Housing

The City was allocated a total of 587 Net New Emergency Housing Needs. "Emergency Housing" includes emergency housing and emergency shelter and is in addition to permanent housing needs. To report capacity for emergency housing, the City must define "Emergency Housing" in their code and include emergency housing as a use in their zoning tables.

To satisfy this requirement, the City defined emergency housing as "temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement." The City currently allows emergency housing in the DC, UC, WC, and RB zones, where hotels are currently allowed. The City is updating zoning regulations to ease the limitations on occupants in an emergency shelter to satisfy the allocation.

APPENDIX A

CONSTRAINTS AND ASSUMPTIONS

Assumptions

Assumed Housing Allocation Ratios.

This table calculates the ratio of each AMI level that could be potentially built in each zone.

Appendix Exhibit 1. Assumed Housing Allocation Ratios

Zone Category	0-30%	>30-50%	>50-80%	>80-100%	>100-120%	>120%
VL	0.05					0.95
L	0.05			0.13	0.13	0.70
ML	0.23	0.18	0.18	0.20	0.20	
MH	0.37	0.32	0.32			
H	0.37	0.32	0.32			

Housing type assumptions and weighting.

This table shows the assumed percentage of future housing that will be built in each zoning category based on recent development, regional market trends, population and employment projections, and development regulation changes.

Appendix Exhibit 2. Projected Development in each Zone Category by Housing Type

	VL	L	ML	MH	H
ADU (not studied as part of this analysis)					
Duplex					
Triplex					
Quadplex					
Townhomes/ Condo		0.25	0.4		
Group Home					
Mixed Use			0.2	0.3	0.6
Mobile/ Manufactured Home					
Multifamily			0.35	0.65	0.35
Supportive/ Subsidized Housing	0.05	0.05	0.05	0.05	0.05
Single Family Detached	0.95	0.7			

Deductions

Appendix Exhibit 3. Adjustments

Constraint or adjustment factor	Definition	Deduction
Critical areas	Any land encumbered by critical areas is removed from the analysis	100%
Public purposes deduction	10% of available land will be needed for public purposes and right-of-way.	10%
Market adjustment factor	See Market Factor Section in Appendix B for exact numbers. Varies by development type and LCA Status	5%-30%
Vacancy rate adjustment	A reasonable factor for vacant units will be based on the most current census data. This adjustment is a deduction to population capacity by implementing a percentage of homes that will be vacant from the total capacity. Only applicable for population calculations. From 2022 ACS 5-year estimate Table B25002	3.7%

Market and median housing costs

The tables below calculate the minimum household income needed to afford each general housing type then converts that to the specific AMI.

The assumption is that, since home price and rent are based on median values, the AMI level calculated in the 4th column (of Exhibit 5) plus the AMI below and above will be able to afford that housing type without being cost-burdened. This is to take into account the upper and lower costs of each housing type since we used median value as the base analysis.

Appendix Exhibit 4. Max monthly cost of housing for each income level to not be cost-burdened (mortgage or rent)

Income Lower limit	Income Upper limit	AMI	Monthly cost of Housing Lower limit	Monthly cost of Housing Upper limit
\$0	\$44,220	0-30%	\$0	\$1,106
\$44,220	\$73,700	>30-50%	\$1,106	\$1,843
\$73,700	\$117,920	>50-80%	\$1,843	\$2,948
\$117,920	\$147,400	>80-100%	\$2,948	\$3,685
\$147,400	\$176,880	>100-120%	\$3,685	\$4,422
	\$176,880	>120%	greater than	\$4,422

Appendix Exhibit 5. Income Level without Subsidies by Housing Types (in Kenmore)

Housing Type	Monthly cost	Annual Household income needed (monthly cost/0.3) * 12	Annual Income Level as a percent of AMI (Based on \$147,400 AMI)
Single-Family	\$7,300	\$292,000	198%
Townhomes	\$2,809	\$112,360	76%
Condo	\$3,200	\$128,000	87%
Apartments	\$1,779	\$71,160	48%

References for above table:

Numbers based on CoStar Data, City of Kenmore, median rent - 2023

Median Rent for apartment: \$1,779

Median Rent for townhome: \$2,809

Numbers based on Zillow, Kenmore City, avg of median sale price - 2023
and Washington Center for Real Estate Research, avg of median sale price - 2023

Median detached single-family value: \$986,483 (\$7,300/month)

Median condo/townhome value: \$443,000 (\$3,200/month)

Monthly cost for single-family homes and condominiums was calculated using the Fannie Mae Mortgage Calculator at <https://yourhome.fanniemae.com/calculators-tools/mortgagecalculator>

Appendix Exhibit 6. Housing Types and Zone Categories

>120% AMI	Very low density	Single Family Detached	R-1 and R-4
		ADU	
		Mobile Home	
>100% AMI	Low density	Attached SF (4-10 du/ac)	R-6
>50-120% AMI	Medium-low density	Townhomes (10-24 du/ac) and condos	NB, R-12, R-18
		Multifamily/Mixed use (10-24 du/ac)	

0-80% AMI	Medium-High density	Mixed Use(24-48 du/ac)	R-24, CB, and DR
		Multifamily (24-48 du/ac)	
0-80% AMI	High density	Mixed Use(48+ du/ac)	DC, UR, UC W, UC E, RB, and DR
		Multifamily (48+ du/ac)	
0-30% AMI	Subsidized housing	Group Home	All Zones at a low rate (5%)
		Supportive/ Subsidized Housing	

Appendix Exhibit 7. Capacity per AMI per Zone Category

Zone category	0-30%	>30-50%	>50-80%	>80-100%	>100-120%	>120%
VL	21	0	0	0	0	393
L	78	0	0	195	195	1092
ML	133	104	104	114	114	0
MH	84	73	73	0	0	0
H	1457	1259	1259	0	0	0



APPENDIX B
MARKET FACTORS

Table 2C– High-Capacity Transit (HCT) Market Alignment Table

City/Regional Geography		Product-Type Market Factor Alignment			
City	PSRC Designation	Multifamily/MU	Single Family	Office/ Commercial	Industrial
Newcastle	HCT	Low	Medium	Low	High
Woodinville	HCT	Low	Low	Low	Low
Mercer Island	HCT	High	Low	Medium	Medium
Des Moines	HCT	High	Low	Low	Low
Shoreline	HCT	High	Medium	High	High
Kenmore	HCT	Low	Low	Medium	Medium
Lake Forest Park	HCT	High	Medium	High	NA

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Table 3A – Market Factor Ranges by Product-Type

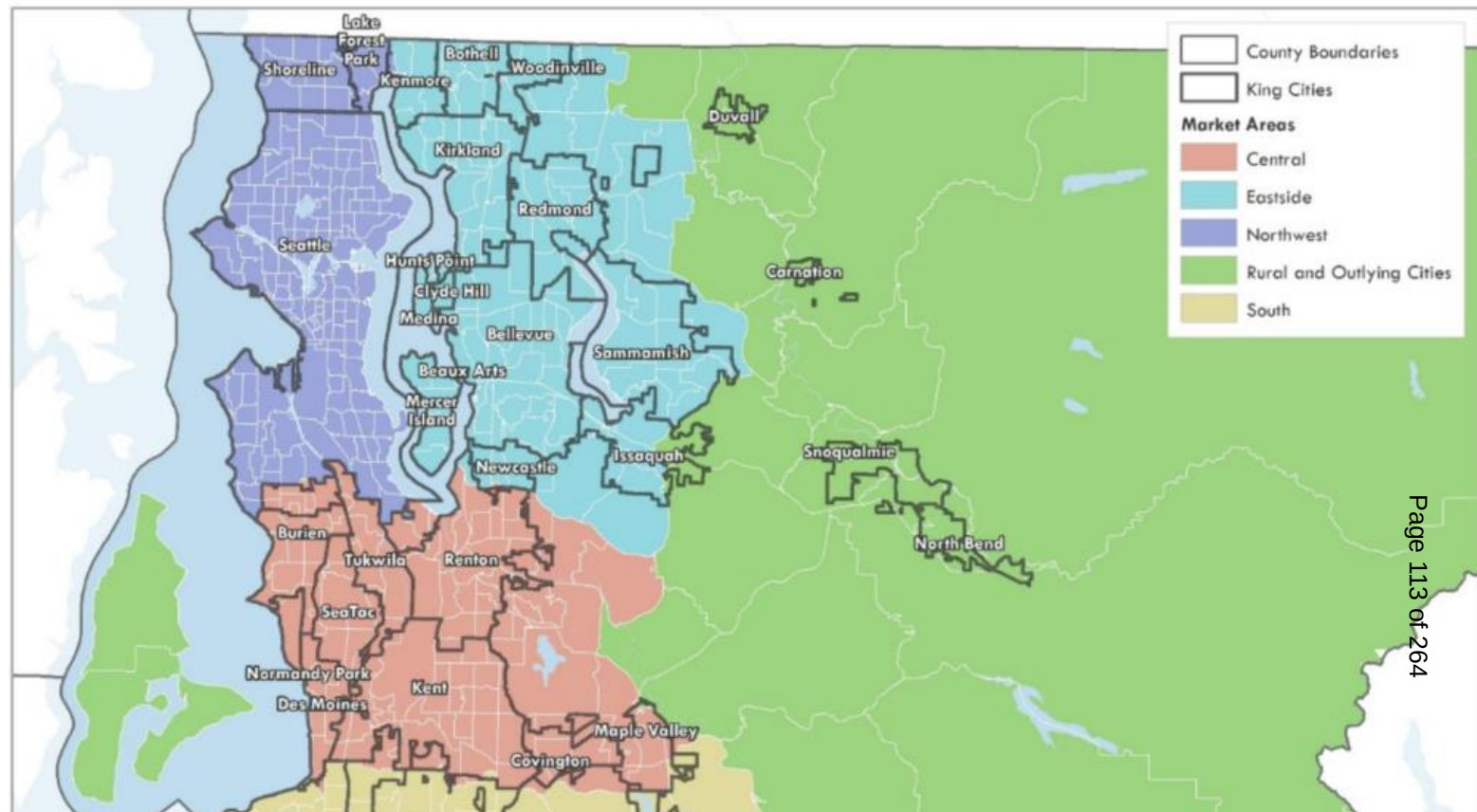
Regional Geography	Product-Type			
	Residential		Non-Residential	
Market Factor Alignment	Multifamily/ Mixed-Res	Single Family	Commercial (Office/Retail/Mixed)	Industrial
Core City				
Low	5%-10%	1%-14%	1%-10%	1%-15%
Medium	11%-20%	15%-20%	11%-20%	16%-35%
High	21%-35%	21%-30%	21%-50%	36%-50%
High-Capacity Transit				
Low	5%-10%	1%-9%	1%-14%	1%-19%
Medium	11%-15%	10%-20%	15%-25%	20%-30%
High	16%-30%	21%-35%	26%-50%	31%-50%
Cities and Towns				
Low	10%-24%	1%-10%	1%-10%	1%-15%
Medium	25%-35%	11%-40%	11%-20%	16%-35%
High	36%-50%	41%-50%	21%-50%	36%-50%
Metropolitan				
Low	5%-10%	1%-14%	1%-10%	1%-15%

Exhibit 2. Recommended Square Foot per Job Assumptions by King County Market Area

Market Area	Average 2006 Employment Density (all zones)	Average 2019 Employment Density (all zones)	Recommended Range for LCA: Commercial and Mixed-Use Zones	Recommended Range for LCA: Industrial Zones
Central	655	608	300–600	700–1,200
Eastside	398	386	200–400	500–800
Northwest	445	415	200–400	500–800
Outlying Cities	669	630	300–600	700–1,200
South	701	724	300–600	700–1,200

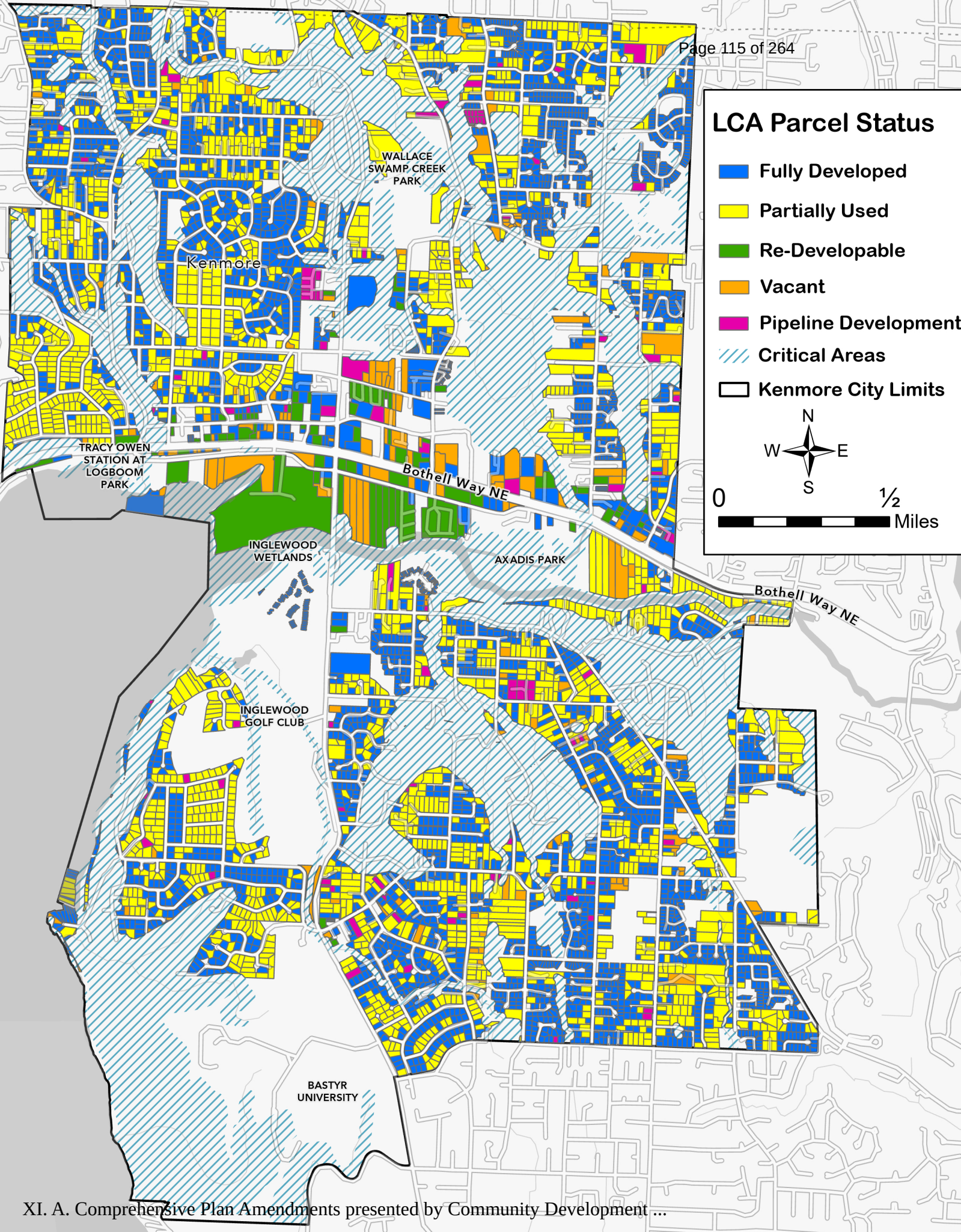
Notes: See Exhibit 3 in Appendix A for a map of jurisdictions included in the average density analysis for each market area.
Sources: BERK, 2020 (See Appendix A for details)

FIGURE 5: EMPLOYMENT DENSITY SUBAREAS



APPENDIX C
LCA MAPS

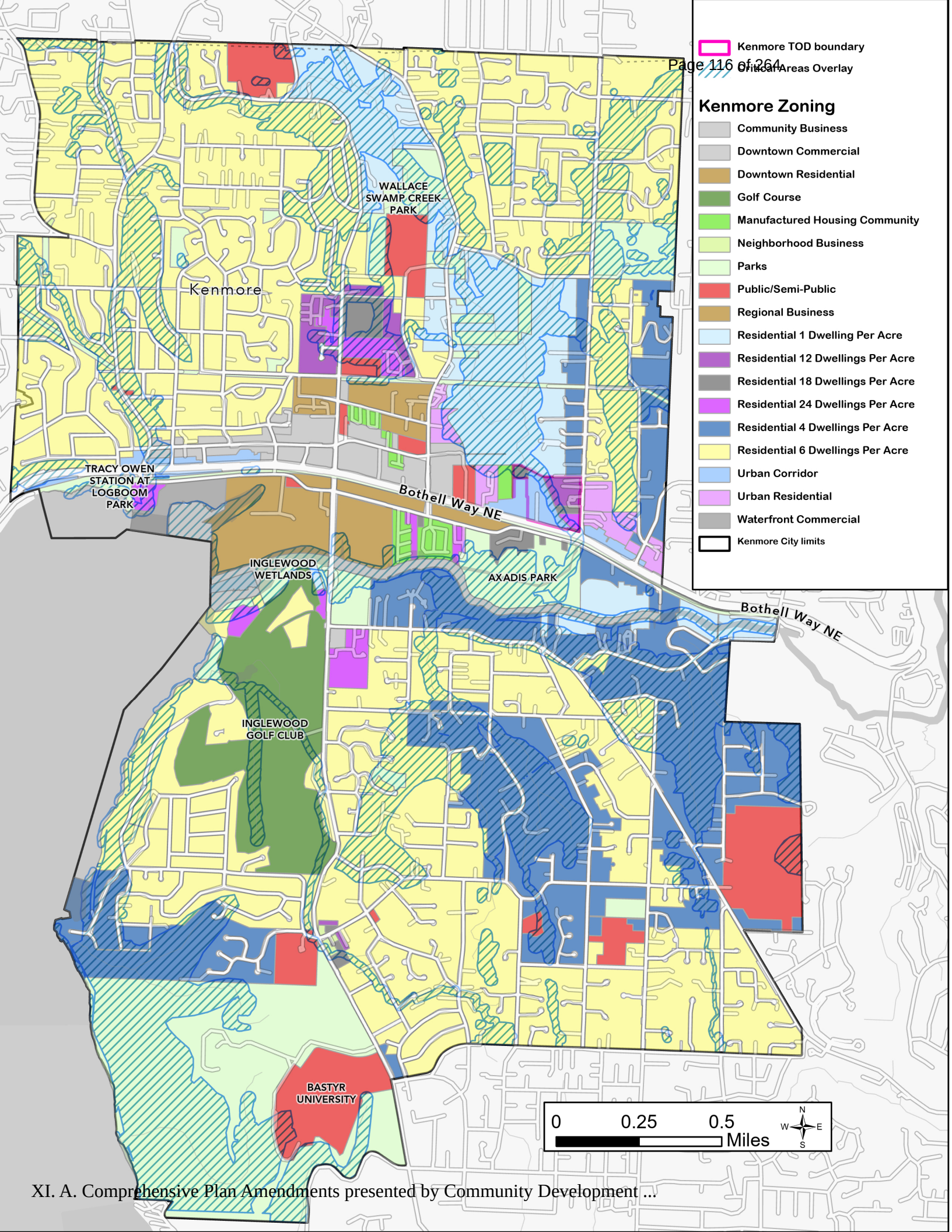
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Kenmore TOD boundary
Critical Areas Overlay

Kenmore Zoning

- Community Business
- Downtown Commercial
- Downtown Residential
- Golf Course
- Manufactured Housing Community
- Neighborhood Business
- Parks
- Public/Semi-Public
- Regional Business
- Residential 1 Dwelling Per Acre
- Residential 12 Dwellings Per Acre
- Residential 18 Dwellings Per Acre
- Residential 24 Dwellings Per Acre
- Residential 4 Dwellings Per Acre
- Residential 6 Dwellings Per Acre
- Urban Corridor
- Urban Residential
- Waterfront Commercial
- Kenmore City limits



APPENDIX D
HOUSING PROJECTIONS AND EMPLOYMENT PROJECTIONS

		Jurisdictional Net New Permanent Housing Units Needed, 2019-2044								Jurisdictional Net New Emergency Housing Needs
		Total	0 to ≤30%		>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
High Capacity Transit Communities	Des Moines	3,800	790	415	231	227	281	318	1,538	726
	Kenmore	3,070	1,063	559	483	393	75	85	412	587
	Lake Forest Park	870	313	164	143	140	14	16	80	166
	Mercer Island	1,239	339	178	202	488	4	5	23	237
	Newcastle	1,480	627	329	433	22	9	10	50	283
	Shoreline	13,330	3,617	1,902	2,710	740	573	650	3,138	2,547
	Woodinville	2,033	854	449	354	156	29	33	158	388

Table DP-1: King County Jurisdiction Growth Targets 2019-2044			
Net New Units and Jobs			
Jurisdiction		2019-2044 Housing Target	2019-2044 Job Target
Metro Cities	Bellevue	35,000	70,000
	Seattle	112,000	169,500
Metropolitan Cities Subtotal		147,000	239,500
Core Cities	Auburn	12,000	19,520
	Bothell	5,800	9,500
	Burien	7,500	4,770
	Federal Way	11,260	20,460
	Issaquah	3,500	7,950
	Kent	10,200	32,000
	Kirkland	13,200	26,490
	Redmond	20,000	24,000
	Renton	17,000	31,780
	SeaTac	5,900	14,810
	Tukwila	6,500	15,890
Core Cities Subtotal		112,860	207,170
High Capacity Transit Communities	Des Moines	3,800	2,380
	Federal Way PAA	1,020	720
	Kenmore	3,070	3,200
	Lake Forest Park	870	550
	Mercer Island	1,239	1,300
	Newcastle	1,480	500
	North Highline PAA	1,420	1,220
	Renton PAA - East Renton	170	0
	Renton PAA - Fairwood	840	100
	Renton PAA - Skyway/West Hill	670	600
	Shoreline	13,330	10,000
	Woodinville	2,033	5,000

HOUSING ELEMENT

INTRODUCTION AND BACKGROUND

Purpose

Access to quality and affordable housing is crucial for promoting socially and economically diverse neighborhoods. The Housing Element is intended to plan for a range of densities and housing types for all needs and incomes, through preserving, improving, and expanding housing stock. City housing policy should be financially sustainable supportive of strong neighborhoods with efficient service provision. Strategically planned and well-designed neighborhoods can serve as a climate resilience strategy, promoting sustainable transportation networks, housing options, access to services, amenities, employment opportunities and preserving the natural environment. To achieve this, a diverse range of housing choices should be located within Kenmore's neighborhoods, Ensuring adequate homeownership and rental housing choice availability in the city, creates greater opportunity for current and future Kenmore residents to thrive and broadens access to social and economic benefits.

Growth Management Act Requirements

The Growth Management Act (GMA) states that Comprehensive Plans are to plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock. Housing elements are to include an inventory and analysis of existing and projected housing needs, including units for moderate-, low-, very low-, and extremely low-income households as well as emergency housing¹, emergency shelters, and permanent supportive housing². The Housing element should include a statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing, including moderate-density housing options such as duplexes, triplexes, and townhomes. Housing elements must identify sufficient land capacity for housing including, but not limited to, government - assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters, permanent supportive housing, and within an urban growth area boundary, consideration of duplexes, triplexes and townhomes. The housing element must also consider housing location in relation to employment location. Lastly, housing elements also must identify policies, regulations, and implementation measures that do not result in racially disparate impacts, displacement and exclusion in housing.

Countywide Planning Policies

¹ Emergency Housing, as defined by RCW 36.70A.030, means temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

² RCW 36.70A.030(31) "Permanent supportive housing' is subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW."

The “overarching” housing goal of the new Countywide Planning Policies (CPPs) is to “provide a full range of affordable, accessible, healthy, and safe housing choices to every resident in King County.” The CPPs direct each jurisdiction to update its comprehensive plan for:

- Preserving, improving, and expanding its housing stock;
- Promoting fair and equitable access to housing for all people; and
- Taking actions that eliminate race-, place-, ability-, and income-based housing disparities.

The CPPs identify the countywide housing needs of low-, very low-, and extremely low-income households, which are equal to 19 percent (51-80 percent Area Median Income AMI), 15 percent (31-50 percent AMI), and 15 percent (30 percent and below AMI), respectively, of all County households. The CPPs also state that each city should address the housing needs of all economic segments and strive to provide housing affordability to accommodate a proportionate amount of the countywide needs.

The county-wide population growth forecast has been established by the Washington State Office of Financial Management (OFM), as required by the GMA. In the CPPs, each jurisdiction in King County agreed to a housing target (population allocations converted into households) for the years 2019-2044. Kenmore’s housing growth target is 3,070 housing units. The city is committed to ensuring Kenmore has capacity in the Comprehensive Plan and implementing regulations to meet this target. Actual growth would occur based upon market forces.

Relationship to the Natural Environment

The Natural Environment Element notes that natural systems have played an important part in defining the character of Kenmore. Historically, this area has made significant alterations to the natural environment as a result of development. Moving forward, protecting Lake Washington and the City’s wetlands, streams, trees, and fish and wildlife habitat is crucial to integrating new housing compatibly into the natural environment. Addressing geologic hazards and flooding protects future residents from harm.

EXISTING CONDITIONS

Demographics and Household Characteristics

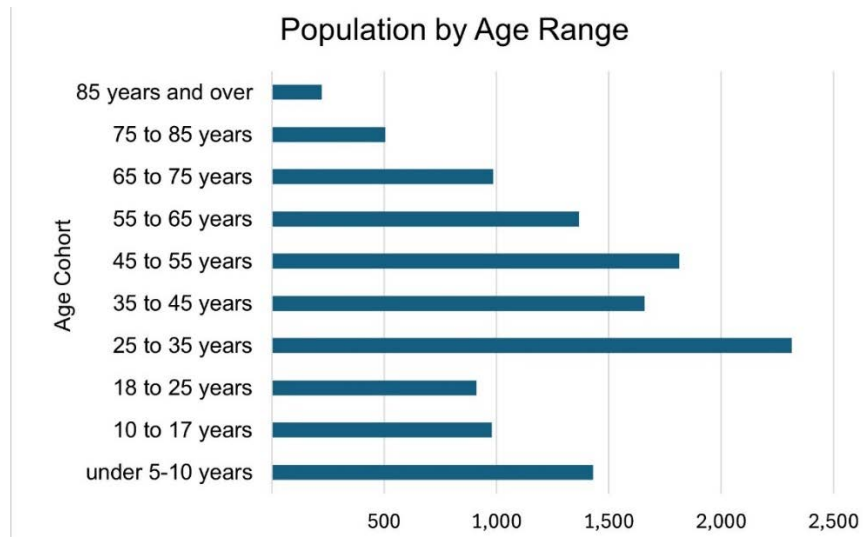
The City of Kenmore has an estimated population of 24,350 (April 1, 2024, OFM estimate), an increase of just over 3,000, or approximately 14 percent since the last Comprehensive Plan update in 2014. The annual growth rate (1.35 percent) is slightly lower than the countywide growth rate (1.7 percent) during this period. Table H-A below shows the population profile. Figure H-1 shows the age distribution in Kenmore, while Figure H-2 shows population by race and ethnicity.

Table H-A, Population Profile, 2023

Population	24,350
Households	9,505
Median Age	41.3
Median Male Age	40.6
Median Female Age	42.1

Source: WA OFM, Data Axle, Inc., Esri Community Analyst, 2023.

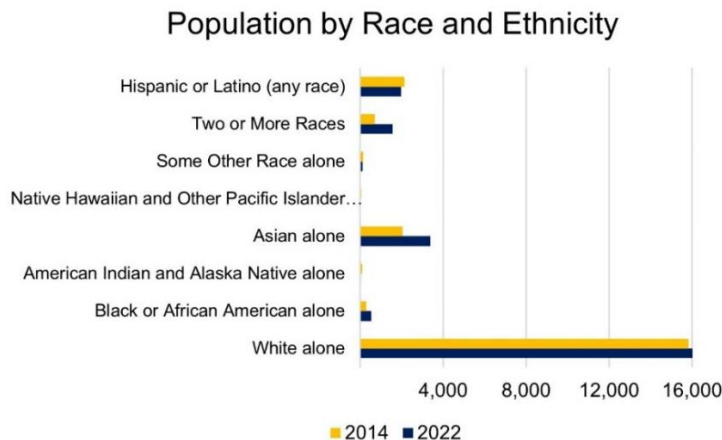
FIGURE H-1 POPULATION COHORTS



Source: ACS 5-year estimates (Table B01001), 2022.

People of Color (BIPOC) comprise approximately 35 percent of the Kenmore population overall, the highest of which are Asian alone. The proportion of residents defining themselves as “White alone” declined from 74 percent in 2014 to 68 percent in 2022, while persons defined as “Asian alone” increased from 10 percent to 14 percent of the population. Self-identified Hispanic/Latino residents dropped slightly from 10 percent in 2014 to 8 percent in 2022. See Figure H-4.

FIGURE H-2 POPULATION BY RACE AND ETHNICITY

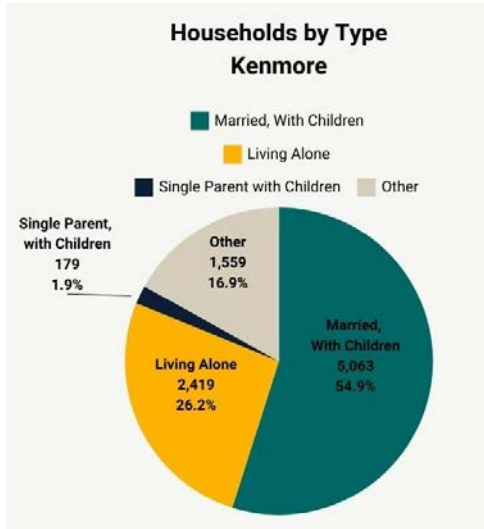


Source: ACS, 5-year estimates, 2022.

Households and Household Types

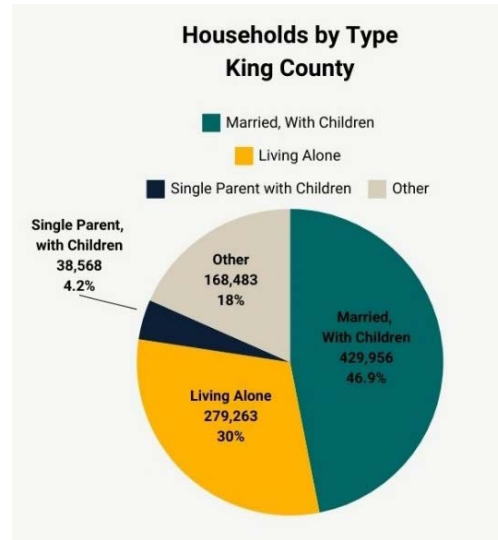
Kenmore currently has approximately 9,220 households, 15 percent more than last reported in the comprehensive plan in 2014. The household size decreased slightly, from 3.03 to 2.53. Compared to King County overall (Figures H-3 and H-4 below), the city has greater percentages of married-couple families (55 percent) and families with children (57 percent).

**FIGURE H-3
KENMORE, 2015–2019**



Source: ACS 5-Year estimates, 2022

**FIGURE H-4
KING COUNTY, 2015-2019**



Source: ACS 5-Year estimates, 2022

Jobs and Wages

Employment can be an important contributor to housing demand within a community, both in terms of the amount and affordability of housing. Jobs are mostly concentrated along the SR-522 corridor. As of September 2023, there are approximately 4,583 jobs/employees within Kenmore. According to U.S. Census data, only 2 percent of working Kenmore residents are employed inside the City. There are over 3.5 times as many residents working outside the city for employment versus those coming into the City. Kenmore still serves largely as a bedroom community for surrounding employment centers.

A jobs/housing ratio is a measure of the amount of employment compared to the amount of housing in a specific geographic area. By monitoring this metric, this allows the City to plan for and improve geographic distribution of housing and employment opportunities in the community. Generally, a low jobs/housing ratio indicates that a community is housing-rich and may be classified as a “bedroom community,” while a high jobs/housing ratio indicates that the community is an employment center. The goal is a balance of jobs and housing, while also considering that the housing available in the community is affordable to workers at different income levels.

Kenmore, with approximately 4,583 jobs and 9,788 housing units, has a 1:2 jobs to housing ratio, which is a little less than half the number of jobs per housing units available. Figure H-5 shows the jobs/housing ratio for Kenmore, as well as other nearby jurisdictions and King County for comparison. For comparison, Bothell has slightly more jobs than housing, Kirkland has an almost equal balance of jobs and housing, and Lake Forest Park has significantly more housing than jobs by a 3:1 margin.

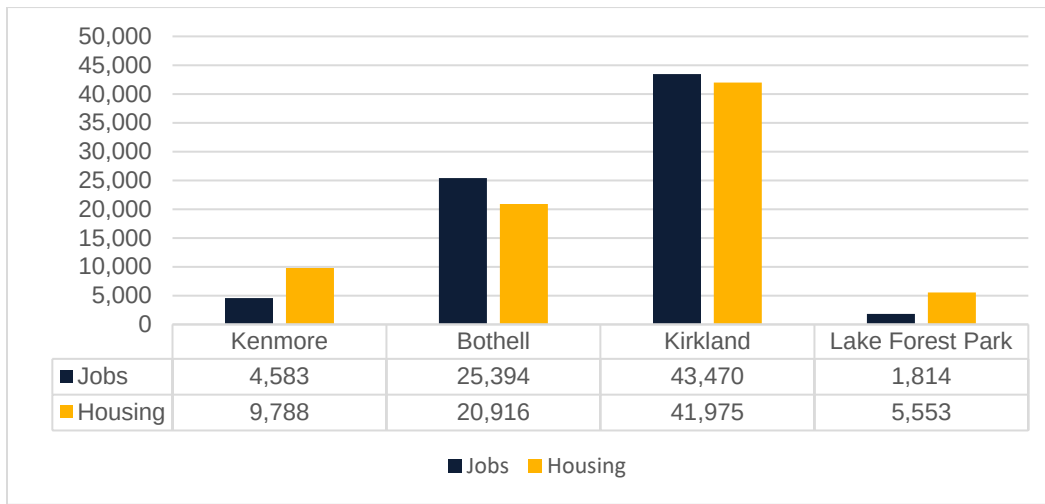
Location of Housing and Employment

A requirement of the GMA is to consider housing locations in relation to employment locations. This analysis is documented in both the Housing Element above and also the Economic

Development Element. Some key findings include:

- **Jobs to Housing Ratio** – As of 2023, Kenmore has approximately 4,600 jobs and 9,800 housing units, giving it a jobs to housing ratio of 1:2, meaning there are fewer than half the number of jobs compared to housing units. For comparison, Bothell has slightly more jobs than housing, Kirkland has an almost equal balance of jobs and housing, and Lake Forest Park has significantly more housing than jobs, with a 3:1 ratio. See Figure H-5.
- **Inflow/Outflow of Workers** – Over 3.5 times as many residents work outside the city for employment versus those coming into the city. This is due to the limited jobs in the city and in the city and also residents who work in job sectors that are not available in Kenmore (e.g., high-tech, financial). Most of Kenmore’s employment is concentrated along the SR-522 corridor between the city limits of Bothell and Lake Forest Park.
- **Land Use Pattern** – Kenmore’s land use pattern is a mix of low-density, located primarily to the north and south of SR-522, and a mix of medium- to high-density along the SR-522 corridor. Downtown Kenmore is the most densely populated area of the city and is designated as a Countywide Growth Center.

**FIGURE H-5
JOBS TO HOUSING RATIO, 2023**



Source: Data Axle Inc., ESRI Community Analyst, 2023

Household Incomes

Approximately 19 percent of the households in Kenmore fall within the standards defined as extremely low- or very low- income (Table H-B, 2016-2020), which is slightly lower than countywide figures. The rental market is the primary source of housing for these populations.

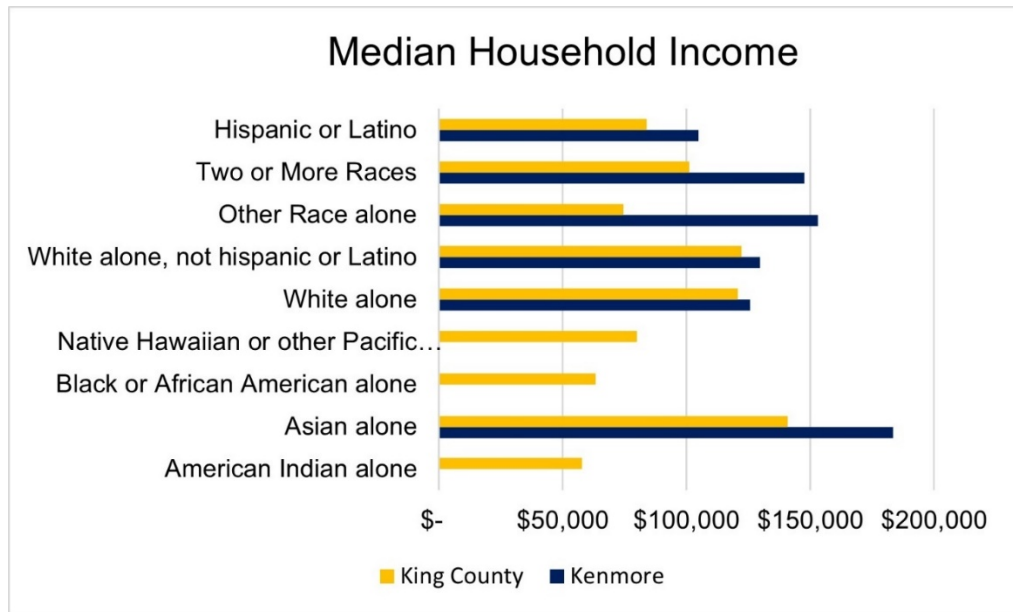
TABLE H-B
HOUSEHOLDS BY INCOME CATEGORY

HOUSEHOLD INCOME CATEGORY		PERCENT OF TOTAL HOUSEHOLDS			
		KENMORE		KING CO.	
		2012-2016	2017-2020	2012-2016	2017-2020
< 30% of median:	Extremely Low-Income	11%	11%	12%	13%
30% to 50% of median:	Very Low-Income	9%	8%	10%	11%
50% to 80% of median:	Low-Income	10%	11%	11%	12%
> 80% of median:	Middle- and Higher-Income	70%	70%	67%	64%
"Median" refers to the Area Median Income (King and Snohomish counties). Some totals exceed 100% due to rounding.					

Source: Comprehensive Housing Affordability Strategy (CHAS) 5-Year Estimates (U.S. Housing and Urban Development).

Figure H-6 provides information on median household income by race/ethnicity.

FIGURE H-6
MEDIAN HOUSEHOLD INCOME



Source: ACS 2022 5-Year Estimates (U.S. Census Bureau). * Not all data available for Kenmore.

Existing Housing Types

As of 2023, Kenmore added 14 percent more housing units since 2010, which is slower than King County and other neighboring cities (see Table H-C, below).

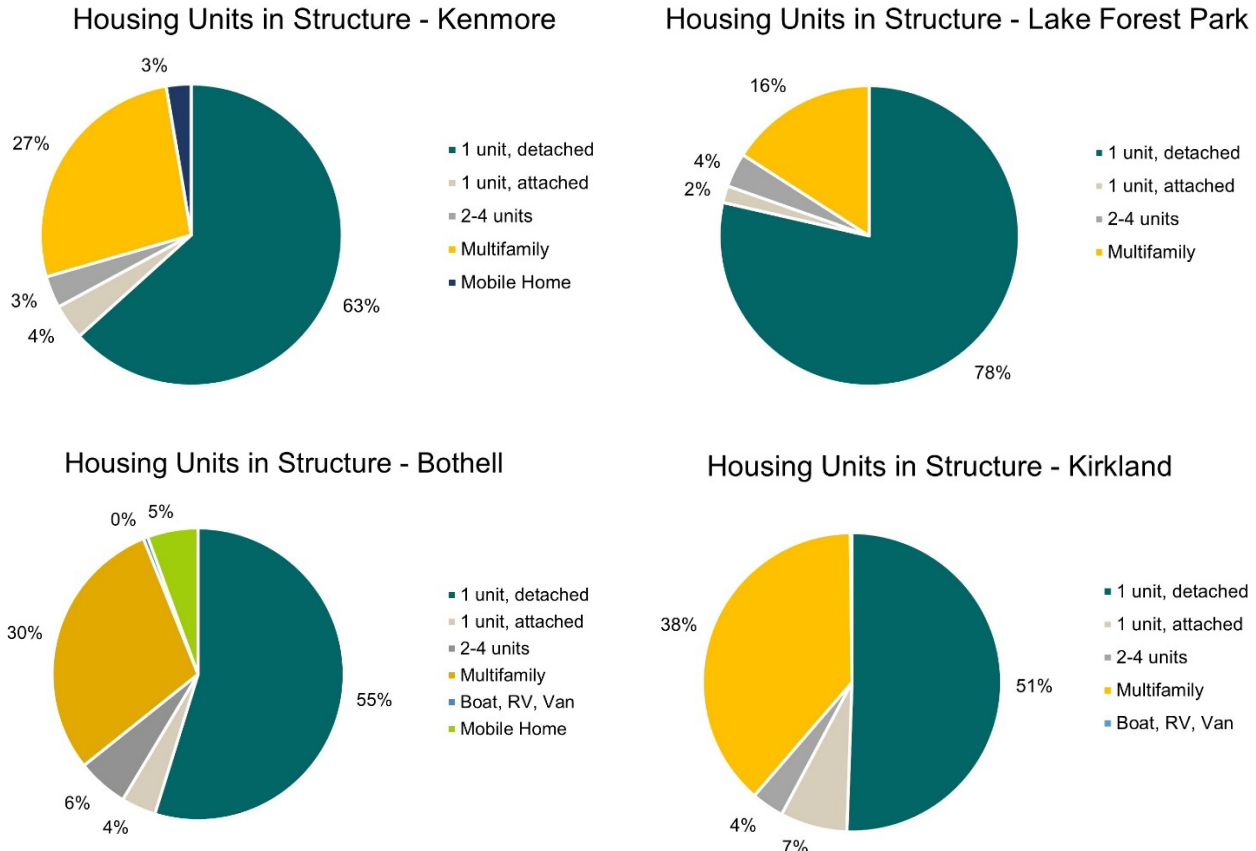
**TABLE H-C
NUMBER AND TYPE OF HOUSING UNITS, KENMORE**

TYPE OF HOUSING	2010		2023	
	UNITS	% OF TOTAL	UNITS	% OF TOTAL
Single-family Detached	6,024	70%	6,679	68%
2 or more-family	2,254	26%	2,827	29%
Mobile Homes	291	3%	291	3%
Total Units	8,569	100%	9,797	100%

Source: WA State Office of Financial Management (OFM), Postcensal Estimates of Housing Units, April 1, 2020 to April 1, 2023.

Compared to most jurisdictions in King County, Kenmore has a low percentage (27 percent) of multi-family housing(see Figure H-7, below).

**FIGURE H-7
HOUSING UNITS IN STRUCTURE**



Source: 2022 American Community Survey, 5-Year Estimates (U.S. Census Bureau).

Kenmore is one of the few communities in east King County with a significant number of manufactured homes (close to 300; Washington State OFM, 2023). Most of Kenmore's manufactured homes are located in six parks with a small number located on individual lots. Units are primarily owner occupied, sited on rental pads. The manufactured housing communities are an important housing resource for many Kenmore residents. More than half of the households living in manufactured homes are low-income. Two of the manufactured housing communities are reserved for seniors. In many cases, manufactured housing communities provide the opportunity of unsubsidized home ownership to households that cannot afford to purchase other types of housing. Homes are in a wide range of physical condition, including some units that are getting past their useful life. Other concerns include long-term park maintenance and replacement of aging infrastructure. Overall availability of manufactured housing has been decreasing in King County as parks are redeveloped with other uses. Of concern is that when parks are closed and replaced with more expensive housing, homeowners lose most of their investment. Future redevelopment of some of the mobile home parks to higher densities could provide additional housing units with affordability requirements.

Homeownership

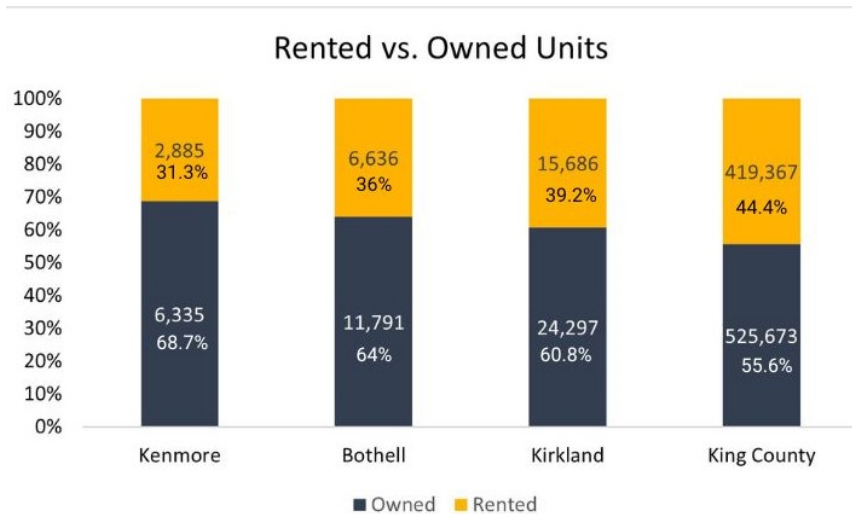
Kenmore has a homeownership rate of 69 percent, compared to the countywide rate (56%). Black, Indigenous, and other People of Color (BIPOC) householders are 19 percent of Kenmore's households and 18 percent of the homeowners. Asian householders (not Hispanic or Latino) are 13 percent of the total households and 14 percent of the homeowners. Other BIPOC householders are 6 percent of the total and 4 percent of Kenmore's homeowners.

The average home value in June 2024 in Kenmore was \$1,055,872 (Zillow, 2024).

Rental Housing

Rental housing makes up about 31 percent of housing supply in Kenmore, a significantly smaller portion of overall housing than in east King County and King County as a whole (Figure H-8)

FIGURE H-8 RENTED VS. OWNED UNITS



Source: ACS, 5-year estimates, 2022. U.S. Census.

1 Role of ADUs in Kenmore

2
3 Another adequate provision required by RCW is to consider the role of accessory dwelling units
4 (ADUs) in meeting housing needs. Given that much of Kenmore's land is allocated to detached single-
5 family residential, there is an opportunity to address housing needs by promoting the development of
6 both attached and detached dwelling units on these lots. These housing types could be affordable
7 for moderate and lower-income households.

8
9 In 2020, the City amended its ADU regulations to encourage development of ADUs, including
10 extinguishment of the owner occupancy requirement after the first six months of consecutive
11 occupancy. In 2023, the State legislature passed HB 1110 and HB 1337, but which mandate
12 significant changes to ADU regulations, including allowing two ADUs per lot in all cities within urban
13 growth areas (including Kenmore) and reducing barriers related to occupancy, sale, lot size, and
14 parking. Kenmore is updating its development regulations to comply with these new provisions and
15 will complete the updates within six months of the periodic update.

16
17 Predicting ADU production trends post-regulation updates is challenging. Although recent ADU
18 construction in Kenmore has been minimal, there's potential for a substantial increase due to the
19 planned code updates and the existing size of residential lots. This is reflected in the housing land
20 capacity analysis and the considerations for meeting housing targets under current zoning.

21
22 Kenmore has permitted at total of 126 accessory dwelling units in the City (as of 2024).

23 Housing Costs

24
25 The costs of purchasing or renting homes in Kenmore have increased dramatically. While all
26 households are affected, renter households, Hispanic/Latino households, and lower-income
27 households (regardless of tenure) in Kenmore allocate a larger portion of their income toward
28 housing. According to policies established by the U.S. Department of Housing and Urban
29 Development, a household should spend no more than 30 percent of its income on housing,
30 including utilities. A household that is considered "cost burdened" when they spend more than 30
31 percent of their household income on housing. In 2020, approximately 25 percent of all households
32 in the city fell into the cost-burdened category, a little over 2,300 households. Among them, over 854
33 households were severely cost-burdened. Table H-D shows incomes and affordable housing
34 costs for various income levels.
35
36

37 **TABLE H-D**
38 **AFFORDABLE HOUSING COSTS BASED ON KING COUNTY MEDIAN INCOME, 2024**
39

	EXTREMELY LOW- INCOME		VERY LOW- INCOME		LOW- INCOME	
	30% of Area Median		50% of Area Median		80% of Area Median	
Household Size	Annual Income	Affordable Monthly Cost	Annual Income	Affordable Monthly Cost	Annual Income	Affordable Monthly Cost
1	\$30,954	\$774	\$51,590	\$1,290	\$82,544	\$2,064
2	\$35,376	\$884	\$58,960	\$1,474	\$94,336	\$2,358
3	\$39,798	\$995	\$66,330	\$1,658	\$106,128	\$2,653
4	\$44,120	\$1,106	\$73,700	\$1,843	\$117,920	\$2,948
5	\$47,758	\$1,194	\$79,596	\$1,990	\$127,354	\$3,184

40 Source: ARCH.

Figure H-9 illustrates the percentage of renter and owner households based on their cost-burden status. Renter households were significantly more likely to experience cost burden during this period – 36 percent compared to only 21 percent of owner households. Figure H-10 shows the cost burden by household income.

The median gross rent in Kenmore in 2022 was \$1,850, 5 percent below the county-wide median (Table H-E).

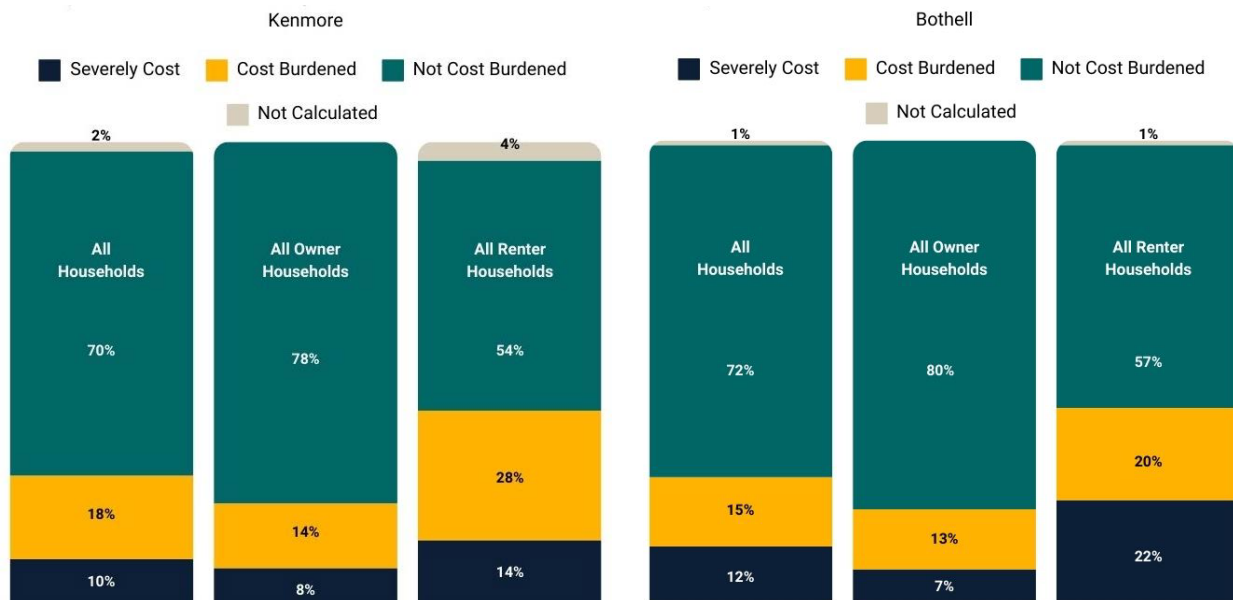
TABLE H-E
MEDIAN GROSS RENTS, 2015–2019 5-YEAR AVERAGES
(2019 DOLLARS)

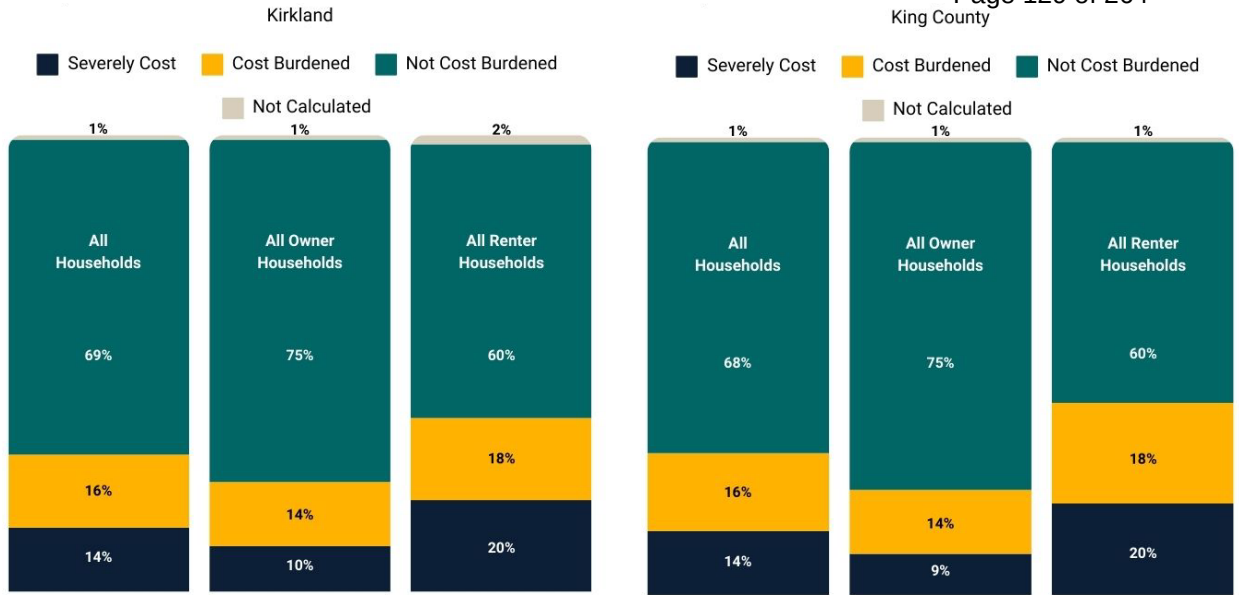
LOCATION	BEDROOMS				AVERAGE
	0	1	2	3	All Units
Bothell	\$1,845	\$1,857	\$2,200	\$2,782	\$2,174
Kenmore	\$1,169	\$1,677	\$1,864	\$2,417	\$1,850
Lake Forest Park	\$N/A	\$1,717	\$2,206	\$2,417	\$1,992
King County	\$1,552	\$1,738	\$2,070	\$2,569	\$1,950

Source: ACS 2022 5-Year Estimates.

The average 5-year rental vacancy rate in Kenmore, according to 2022 ACS data, averaged 4.4 percent.

FIGURE H-9
PROPORTION OF ALL HOUSEHOLDS BY COST BURDEN AND TENURE (2021)

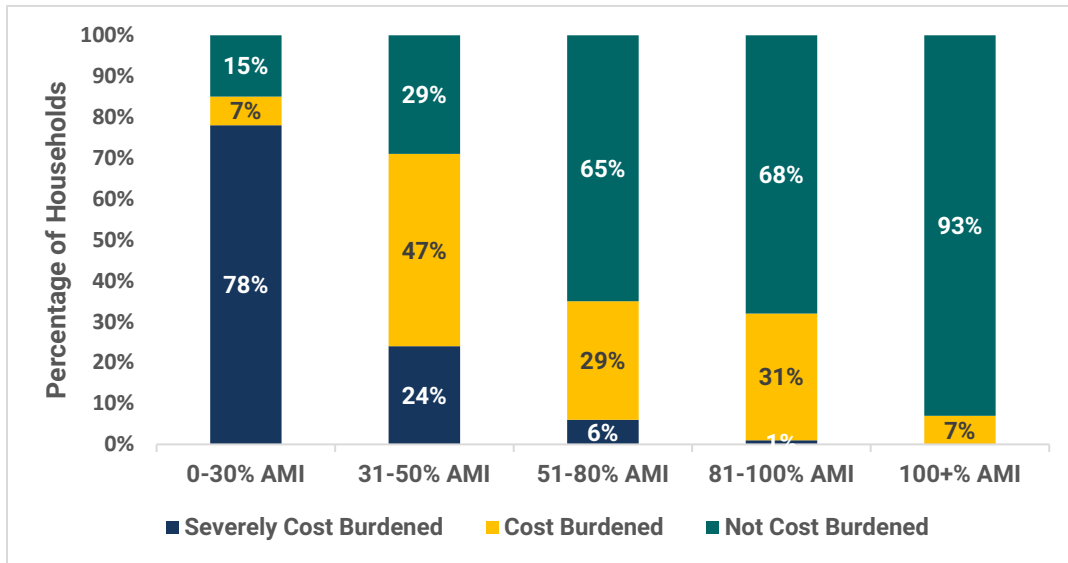




Source: HUD CHAS data (based on 2017-2021 ACS 5-year estimates)

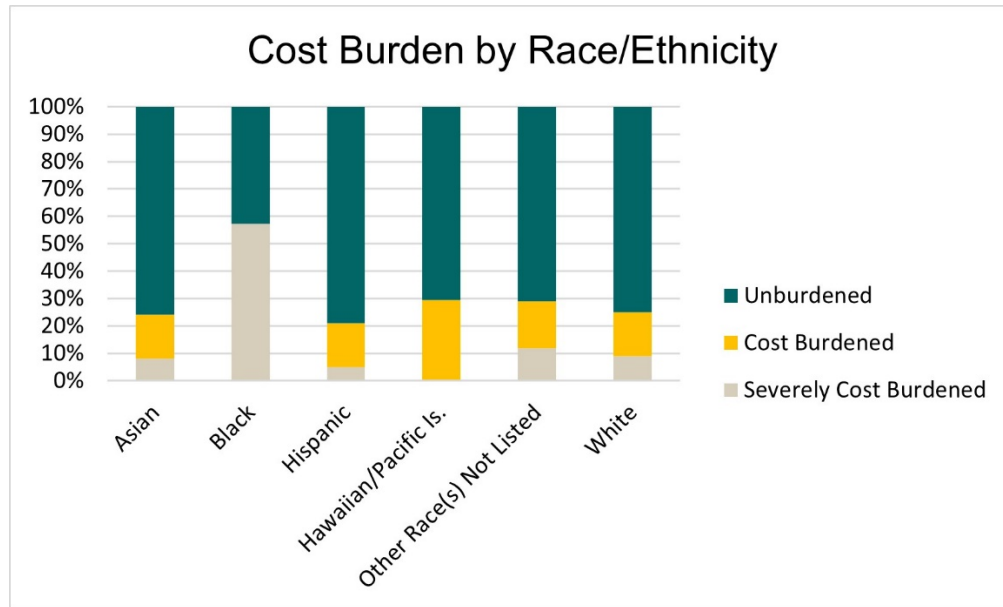
Note: HUD does not calculate cost burden status for households with zero or negative income. These are represented as "Not Calculated", which is the one percent remaining to equal 100-percent. Not all totals equal 100%

FIGURE H-10 COST BURDEN BY HOUSEHOLD INCOME



Source: CHAS 2016-2021

Examining the proportion of all households by race (Figure H-11), households of color have similar rates of cost-burden as White households. However, of the Black or African American population living in Kenmore, the majority are severely cost burdened, spending over 50 percent of their income on housing.

FIGURE H-11 COST BURDEN BY RACE/ETHNICITY

Source: CHAS 2015-2019

HOUSING TARGETS AND CAPACITY

The city's 2019-2044 growth target established by the King County Countywide Planning Policies is 3,070 housing units. On an annualized basis, this means the city should expect and plan for 123 additional units each year. The Kenmore Land Use Plan provides enough zoned capacity to exceed the 2044 housing target, as shown in Table H-F. Mixed-use areas provide a very large percentage of the city's present capacity for new housing.

Within one-half mile of high-capacity transit, there is capacity for approximately 3,500 additional new housing units, including new development in the medium density residential classification. Existing housing units in that area total nearly 7,000 units.

TABLE H-F
EXISTING HOUSING UNITS, AND 2021 CAPACITY, KENMORE

Housing Type	2018 Existing		Remaining Capacity		Total if Built to Capacity	
	Units	Pct	Units	Pct	Units	Pct
Single-family Dwellings	6,808	72%	418	11%	7,226	53%
Multi-family Dwellings, total	2,621	28%	3,717	89%	6,338	47%
In residential-only zones			184	5%		
In mixed-use zones			3,533	95%		
Total	9,429		4,135		13,564	

Source: Washington State Office of Financial Management and 2021 Urban Growth Capacity Report (King County).

Approximately seventy (70) percent of the city's residential capacity, however, is zoned for "medium high" and "high" densities, and if developed to capacity Kenmore will provide a variety of housing similar to that of other similarly sized cities (Table H-G). Of Kenmore's total city acreage, 78% is zoned exclusively for residential uses (all R and MHC zones). Of that acreage, the area zoned

Land Capacity Analysis

Cities and counties are required to perform a Land Capacity Analysis (LCA) to assess and document the capacity of new housing and jobs on vacant, underutilized, or partially used lands. This analysis examines the potential for land within a community's borders to support new housing growth, given the existing zoning and development regulations. Unlike a Buildable Lands Analysis, which reviews past performance under the previous comprehensive plan, a LCA projects forward, evaluating land uses and development types planned for the next planning period as outlined in WAC 365-196-325. The aim of a LCA is to assess what current development regulations permit, rather than what has already been developed.

A summary of findings of the LCA are documented below in Table H-H below (the full LCA and methodology may be found in Appendix G.) The LCA showed that the City has more than enough capacity to accommodate its assigned growth targets under existing zoning patterns. In 2044, the City is expected to have a surplus capacity of 3,678 housing units and 52 jobs above King County growth targets. That said, the City may want to continue expanding capacity beyond what is needed to meet growth targets and achieve important community-wide objectives such as housing affordability.

**TABLE H-H
LAND CAPACITY ANALYSIS SUMMARY**

Subject	Findings
Housing Capacity	6,748 dwelling units
Housing Surplus	3,678 dwelling units
0-80% AMI Housing Surplus	2,147 dwelling units
>80-120% AMI Housing Surplus	1,531 dwelling units
Net Commercial/Industrial Capacity	52.38 acres
Employment Capacity	3,252 jobs
Employment Surplus	52 jobs

Source: City of Kenmore, Kimley-Horn

AFFORDABLE HOUSING CHALLENGES AND OPPORTUNITIES

Countywide Planning Policy (CPP) H-1 requires all jurisdictions Plan for and accommodate the jurisdiction's allocated share of countywide future housing needs for moderate-, low-, very low- and extremely low-income households as well as emergency housing, emergency shelters, and permanent supportive housing."

The Affordable Housing Committee (AHC) of the Growth Management Planning Council serves as a regional advisory body, responsible for recommending action and assessing progress towards implementing the Regional Affordable Housing Task Force Action Plan for King County. This Plan was developed in 2018 to address the affordable housing crisis in King County.

The Plan states that, at its core, the housing crisis is driven by a supply and demand challenge that is two- fold. First, King County's population has grown faster than new homes have been built, Second, King County's population has not grown evenly across the income spectrum. In response to demand for housing by high-earner households, housing developers have focused new projects to serve the upper end of the market and many of what were once existing affordable units have increased in price beyond what many middle- and low-income working individuals and families can

afford.

The Action Plan includes seven goals, with strategies to achieve the goals, and actions to implement the strategies. Goals include: Increase construction and preservation of affordable homes for households earning less than 50 percent area median income; prioritize affordability accessible within a half mile walkshed of existing and planned frequent transit service, with a particular priority for high-capacity transit stations; preserve access to affordable homes for renters by supporting tenant protections to increase housing stability and reduce risk of homelessness; and promote greater housing growth and diversity to achieve a variety of housing types at a range of affordability and improve jobs/housing connections throughout King County.

A Regional Coalition for Housing (ARCH)

ARCH, a partnership between King County and East King County Cities, including Kenmore, collaborates to preserve and expand housing for low- and moderate-income households in the region. ARCH assists member governments in developing housing policies, strategies, programs, and regulations. The ARCH Housing Trust Fund invests local funding from ARCH member cities in the creation and preservation of affordable homes for low and moderate income individuals and families. ARCH also plays a role in region-wide planning efforts, including addressing homelessness through regional strategies.

Housing Allocation of Future Housing Needs

The state Growth Management Act (GMA) mandates that each county and city must plan to accommodate the growth projected over the next 20 years. Additionally, the GMA requires cities to plan for and provide affordable housing for all economic segments of the population. Permanent housing needs, as shown in Figure H-J below, include both permanent supportive housing (PSH) and non-permanent supportive housing (non-PSH). The City of Kenmore is planning for sufficient capacity to accommodate 3,070 new units projected to be built by 2044. This includes housing for all income groups, as well as emergency housing and emergency shelter housing.

Growth allocations stem from multicounty planning policies outlined in VISION 2050, which establish a regional framework for centers and define the role of each community. Kenmore, as a High-Capacity Transit Community, designates Downtown Kenmore as a candidate Countywide Growth Center. The VISION 2050 Regional Growth Strategy envisions Kenmore accommodating growth while contributing significantly to the region's housing supply.

**TABLE H-I
CITY OF KENMORE PERMANENT HOUSING NEEDS BY
INCOME LEVEL (% OF AREA MEDIUM INCOME³)**

2020-2044	Total	0-30% Non-PSH ⁴	0-30% PSH	>30 - ≤50%	>50 - ≤80%	>80 - ≤100%	>100 - ≤120%	>120%	Emergency Housing Need ⁵
Estimated Housing Supply (2020)	9,589	359	0	835	1,183	1,277	1,517	4,418	587
Kenmore Housing Targets (2020-2044) ⁶	3,070	1,063	559	483	393	75	85	412	

Source: 2021 King County Countywide Planning Policies (amended 2023).

³ AMI = area median income.

⁴ PSH = permanent supportive housing.

⁵ Emergency housing includes emergency housing and shelter and is in addition to permanent housing needs.

⁶ New/additional units

Overall, production of housing units in Kenmore has kept pace to achieve future housing 2044 targets. However, the rate of moderate- to low-income housing production (>80% AMI) has been slower than for those at higher-level incomes (>80% AMI).

For an extensive housing analysis, including a summary of emergency housing a, shelters, and permanent housing, refer to Appendix A, East King County Housing Analysis, authored by ARCH in November 2022. This document also indicates how member cities, including City of Kenmore, comply with the King County Housing CPPs.

History of Racially Discriminatory Communities and Racially Disparate Land Use and Housing Practices

Like many communities, Kenmore has a documented history of racially discriminatory land use and housing practices, including the placement of racially discriminatory housing covenants over some local neighborhoods. These actions prevented people from historically marginalized communities from access to housing and from living in parts of the City.

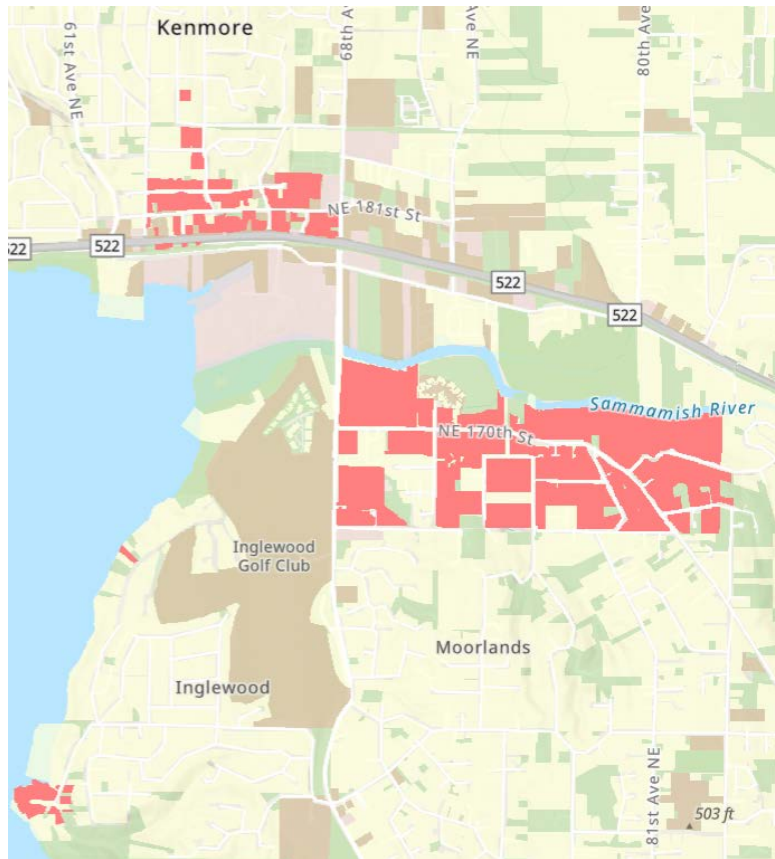
Too, widespread zoning of areas exclusively for single-family housing has kept out those with lower incomes or those who are able to only afford rental housing. Recognition of diversity, equity and inclusion, as well as an understanding that local housing practices cannot fully remediate or prevent harms of past or current discrimination, is part of this Housing Element.

Racial covenants were legally enforceable in the United States from 1927 to 1968, until the Supreme Court invalidated their use. Restrictions such as “None other than persons of the Caucasian race may live upon or hold title to land in this plat,” or more specific restrictions calling out specific races were commonly used. According to the Washington State Racial Restrictive Covenants Project⁷, Kenmore had an estimated total of 417 restrictive covenants. These parcels are depicted on Figure H-13.

Although several of these structural elements fall outside the purview of municipal government, City of Kenmore remains dedicated to actively promoting equity. The City adopted the Diversity, Equity, Inclusion, and Accessibility (DEIA) Strategic Plan in 2023, which focuses on strategies to cultivate an inclusive community through city services and amenities. Housing and Human Services is a key focus of the DEIA Plan, which is aimed at meeting the basic needs of all residents. This Housing Element includes policies that focus on the importance of DEIA, the Strategic Plan, and aim to root out systemic inequality. Additionally, Housing Element policies address displacement and potential mitigations, particularly for lower-income residents People of Color (BIPOC).

⁷ <https://depts.washington.edu/civilr/segregated.htm>

FIGURE H-13
RACIALLY RESTRICTED PARCELS IN KENMORE



Source: Washington State Racial Restrictive Covenants Project

City of Kenmore Equity Analysis & Eastside for All Report

As part of this Comprehensive Plan update, City of Kenmore conducted a racial equity analysis to help the City establish anti-displacement policies for the Plan's Housing and Land Use elements. The goal of the analysis was to provide information, context, and evaluation of the potential disparate impacts or displacement risk that might result from growth plans and provide recommendations that support the City's ability to avoid and mitigate policies that preserve past harms and work to eliminate practices that increase future displacement risks. In summary, the results of the racial equity analysis found that the City should:

1. Develop a wider historical context (e.g., increased recognition of Native Americans)
2. Understand the combinations of risks associated with displacement (e.g., housing, land use, and demographic displacement risks)
3. Develop an investment strategy that prioritizes investing in people and places that need stabilizing first, rather than centering distribution by population (e.g., focus on population and people and affordable housing)
4. Establish an equitable approach to population growth (e.g., improving lives of marginalized populations, racial equity and social justice lens, applying targeted universalism, health equity, multimodal transportation)
5. Take a regional approach to population growth and housing
6. Consider public health equity with displacement risks
7. Deepen equity considerations within community engagement

The full report is adopted by reference as part of the Housing Element as Appendix E.

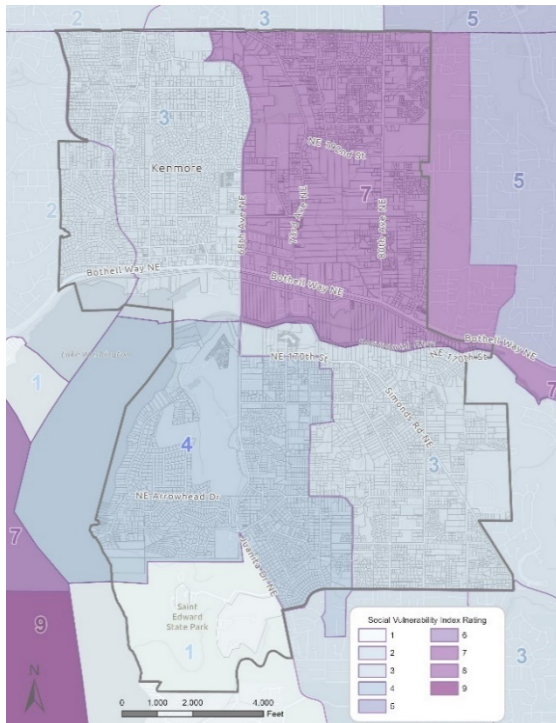
In addition to the equity analysis, the City collaborated with ARCH and Eastside for All (EFA), a nonprofit organization founded in 2019 to advance racial equity and social justice in East King County. EFA organizes and mobilizes communities of color and immigrant communities who are most impacted by racial disparities and inequities. The report of the process is adopted by reference as part of the Housing Element as Appendix F.

Displacement Risk

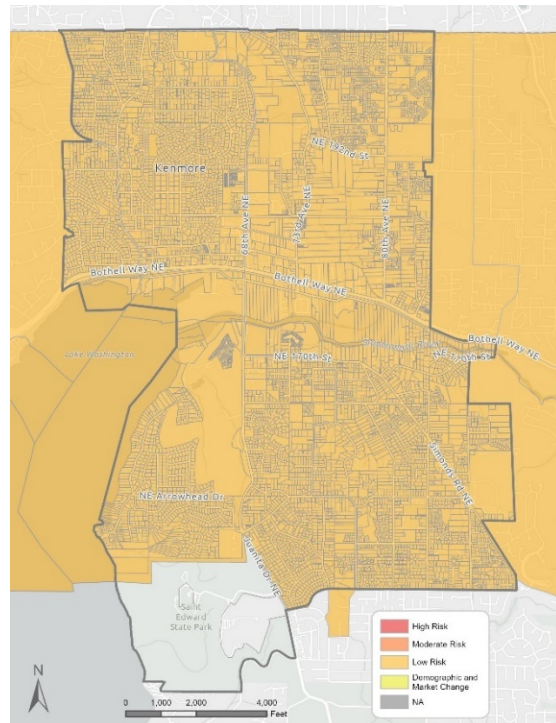
The impact of racially exclusive and discriminatory land use and housing practices can be seen when analyzing changing demographic population patterns. Puget Sound Regional Council (PSRC) has developed a “displacement risk mapping tool” to identify areas in the region where current residents and businesses are at risk of displacement as growth occurs. The mapping tool uses a variety of indicators across five major categories, including socio-demographics, transportation qualities, neighborhood characteristics, housing, and civic engagement. No census tract in Kenmore was identified as a “high” displacement risk. Two tracts, both of which overlap with the City of Bothell to the east, identify as “moderate” displacement risk. This area is located east of 68th Avenue NE and north of Bothell Way/SR-522.⁸

Figures H-14 and H-15 identify the socioeconomic vulnerability index and displacement risk within the City of Kenmore.

FIGURES H-14 and H-15
SOCIAL VULNERABILITY INDEX AND DISPLACEMENT RISK



Source: City of Kenmore GIS, WA State Dept. of Health



Source: WA Department of Commerce, US Census

⁸ While there are no Census tracts (which is a broadly defined area) that have a high displacement risk, there is possibility that some Census blocks may have a higher or lower displacement risk. For example, the Census blocks which include the city's mobile home communities have a higher displacement risk than other Census blocks due to a number of possible factors, including the land being privately-owned and the potential of the land being sold.

Housing for Vulnerable Populations⁹

Currently, Kenmore has very limited housing for people who need emergency shelters, transitional housing, emergency housing, and permanent supportive housing (“STEP”¹⁰), particularly for the elderly, persons with disabilities, persons with medical conditions, individuals with physical disabilities, and those who are unhoused or facing eviction in Kenmore.

Emergency housing and shelters both provide temporary services, whereas emergency housing provides overnight accommodation and shelters may not. Permanent supportive housing is a long-term housing option for those who need comprehensive support services to retain tenancy. As of 2024, Kenmore Place, a transitional shelter operated by Hopelink, is located in Kenmore.

An estimated 2.6 percent of the people in Kenmore are over the age of 80 years. Supplemental Security Income supports people with disabilities in about two percent of Kenmore households.

Kenmore has one licensed assisted living facility (boarding home) with 100 beds and 26 licensed adult family homes with 150 beds. Adult family home residents include elderly people, individuals with limited mobility (use of wheelchair), developmental disabilities, mental illness, diabetes, terminal illnesses, brain injury, and those recovering from strokes. The number of persons living in supported living situations (i.e., group quarters) has increased 35% since 2010, a somewhat lower rate than the growth across east King County (44 percent). The closest nursing home to Kenmore is in Bothell. Bothell Health Care (707 228th St. SW) nursing home has 99 beds.

Income- and Price-Restricted Housing

Land Use and Tax Incentives

The City of Kenmore has a number of voluntary incentive programs to support housing developers who commit to setting aside some of the homes in their properties to be affordable for income-eligible households. At this writing, one property (Spencer 68) does so, as a result of the city’s purchase and resale of a disused Metro park-and-ride lot.

	Apartments
50% AMI	5
85% AMI	51
Market Rate	166

Spencer 68 Apartments benefits from an exemption from property taxation on their buildings (not the land) for 12 years—through 2029—and, in exchange, reserves 56 affordable units for the life of the property.

⁹ Vulnerable populations, as defined by RCW 70A.02.010, means (a) population groups that are more likely to be at higher risk for poor health outcomes in response to environmental harms due to : (i) Adverse socioeconomic factors, such as unemployment, high housing and transportation costs relative to income, limited access to nutritious food and adequate health care, linguistic isolation, and other factors that negatively affect health outcomes and increase vulnerability to the effects of environmental harms; and (ii) sensitivity factors, such as low birth weight and higher hospitalization. (b) “Vulnerable populations” includes but is not limited to: (i) Racial or ethnic minorities; (ii) Low-income populations; (iii) Populations disproportionately impacted by environmental harms; and (iv) Populations of workers experiencing environmental harms.

¹⁰ STEP housing, as defined by Department of Commerce is a combination of emergency shelters, transitional housing, emergency housing, and permanent supportive housing.

Affordable housing requirements and tax incentives are offered in the transit-oriented district around the current park-and-ride facility on SR-522, and density requirements are in place for the Downtown Commercial zoning district. Density incentives are provided in the Neighborhood Business (NB) zone and in most other zones through the Residential Density Incentives program.

Public and other Funding Programs

A variety of publicly assisted rental housing is available in Kenmore, including:

Name	Owner	Population Served	Units or Beds
Copper Lantern	Low Income Housing Institute	Families	21
Green Leaf Apartments	King County Housing Authority	Families	27
Harbour Villa Apartments	King County Housing Authority	Seniors & Disabilities	5
Heron Landing	Downtown Action to Save Housing	Seniors	50
Heron Run	Kenmore Family Associates	Families	40
Northwood Apartments	King County Housing Authority	Seniors & Disabilities	34
Kenmore Place	Hopelink	Families	9

Source: City of Kenmore

All of these income- and price-restricted housing units are located within a half mile of transit service (see Figure H-16)

This map illustrates the Kenmore City Limits, which are outlined in black. The city is bordered by Lake Washington to the west and south. A network of transit routes is shown in orange, with active transit bus stops marked by orange dots. Several half-mile walksheds are highlighted in light orange. Income restricted housing is indicated by red squares. The map includes a north arrow and a scale bar from 0 to 4,000 feet. Labeled streets include 61st Avenue NE, 68th Avenue NE, 73rd Avenue NE, NE 192nd St, 80th Avenue NE, NE Bothell Way, NE 170th St, NE Arrowhead Dr, Juanita Dr NE, and Simond Rd NE.

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Housing for the Homeless

XI. A. Comprehensive Plan Amendments presented by Community Development ...

Two facilities in Kenmore provide or have recently provided temporary shelter. In 2018 and 2021, Camp United We Stand located at Northlake Lutheran Church (6620 NE 185th Street) and provided shelter for about 40 men, women and couples without children. Hopelink's Kenmore Place shelter also provides temporary housing. Mary's Place (18118 73rd Ave NE) provided emergency family shelter for several years but the facility closed June 2024.

Lake City Partners plan to open a new senior women's shelter in Kenmore in late 2024/early 2025. This facility will provide temporary shelter as well as a comprehensive pathway to stability and sustainable housing.

The establishment of the King County Regional Homelessness Authority in 2021 should help refine information on the homeless population in Kenmore and begin to address homelessness county-wide.

Faith organizations in Kenmore have provided temporary shelter in the past, but also present opportunities for the provision of affordable housing units. As these organizations are considering how to utilize their properties, including excess land or parking areas, there may be future opportunities to accommodate affordable housing, especially for those households earning 50 percent AMI or below.

ADEQUATE PROVISIONS FOR HOUSING

RCW 36.70A.070 and RCW 36.70A.070(2)(d) requires that cities document in their housing element adequate provisions for existing and projected housing needs for all economic segments of the community, including:

- i. Incorporating consideration for low, very low, extremely low, and moderate-income households;
- ii. Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations;
- iii. Consideration of housing locations in relation to employment location; and
- iv. Consideration of the role of accessory dwelling units (ADUs) in meeting housing needs.

As part of the Comprehensive Plan update, an analysis to identify adequate provisions must be conducted. However, actions to "make adequate provisions" may be implemented after the plan's adoption. The City must submit a report to the Washington State Department of Commerce five years after the adoption of the Comprehensive Plan (2029), detailing progress in implementing the Comprehensive Plan. This report, as outlined in RCW 36.70A.130, will include updates on housing element implementation and permitting timelines. This section summarizes the analysis of adequate provisions conducted by the City.

Consideration of Housing for All Income Levels

The GMA mandates that the City must plan for an accommodate housing needs across all income levels. These needs are specified in housing growth targets by income level, provided by King County, and documented in the Countywide Planning Policies(CPPs). These targets are outlined in the previous section. The Comprehensive Plan must demonstrate adequate land capacity to meet housing needs at each affordability level. Additionally, the City must identify barriers to housing production at each affordability level and outline adequate provisions to address these barriers within the Comprehensive Plan.

Actions to Achieve Housing Availability and Affordability

As identified in the Land Capacity Analysis summary above, the City is able to meet its assigned growth targets. However, there are a number of actions, listed below in Table H-J, that outline recommended actions for the City to address barriers to housing production and increase the likelihood of meeting the housing needs of all income levels over the next 20 years. Implementing these actions will likely take several years. While there are no specific actions needed to be taken before the adoption of this Plan, the following section highlights actions that should be prioritized for implementation after the plan's adoption.

TABLE H-J
HOUSING PRODUCTION BARRIERS & PROPOSED ACTIONS

Barrier	Housing Types	Proposed Action
Regulations and permit process for Shelters, Transitional Housing, Emergency Housing and Permanent Supportive Housing (STEP)	STEP Housing	Review and amend zoning regulations and permit process for STEP housing using the Department of Commerce guidance
Building/Energy Codes	All housing types. Affordable (income restricted) housing	Review recent building code updates & energy code requirements make building more costly. Review codes to explore options for cost reductions in particular for affordable (income restricted) housing.
Permit Fees/Impact Fees	Accessory Dwelling Units and affordable housing	Review and amend permit fees/impact fees for ADU's and affordable (income restricted) housing projects to provide exemptions and/or reduced fees. Coordinate with the school district on regulations that exempt affordable (income restricted) housing from school impact fees.
Utility Connection Fees	Accessory Dwelling Units and affordable housing	Coordination with utility providers on options for reducing connection fees particularly for ADU's and also affordable (income restricted) housing project.
Affordable Housing Funding Gap	Affordable housing	Review Multi-Family Tax Exemption (MFTE) regulations and consider expanding to other areas of the City. Review inclusionary zoning requirements and consider expanding to other areas of the City.
High minimum lot sizes	Duplexes, triplexes, townhomes	Consider decreasing minimum lot sizes from 7,200 to 5,000 ft ² in R-4 zones
Low maximum density	Duplexes, triplexes, townhomes	Consider increasing maximum density in R-1 zone to 4 units per lot and 8 units per lot in R-6
Building heights	Low- to mid-rise	Consider increasing maximum heights in Downtown Residential & Commercial, and Urban Corridor and Residential zones
Parking requirements	All middle housing and multi-family types	Consider reducing parking requirements citywide

Source: City of Kenmore

SUMMARY OF LOCAL HOUSING STRATEGIES

The city has acted in several areas to address local housing needs. These include:

- In 2003, the city rezoned a former Park and Ride site on 68th Avenue NE to enable a multifamily development, with a requirement that 25 percent of the units address local affordable housing needs.
- The city has been an ongoing member of ARCH. Through the ARCH Trust Fund process, the city has regularly committed local funds for affordable housing projects in Kenmore and throughout the region, assisting with nearly 100 units affordable to lower-income households.
- Through participation in the countywide CDBG Consortium, local homeowners receive Housing Repair loans (9 applications in 2021).
- In 2015, the city adopted increased density allowances in the Transit Oriented Development District Overlay Area with requirements for including affordable housing in new development. Regulations were amended in 2022 with a requirement that twenty-five percent of units must be affordable to those at the 50% AMI level or below for rental units or 80% AMI for ownership units.
- In 2017, the city approved a Housing Strategy Plan identifying potential strategies to address affordable housing needs and prioritizing them for future consideration.
- In 2019, the city:
 - o rezoned the City's manufactured housing communities in order to preserve existing affordable housing in those communities. The adopting ordinance was appealed and as of July 2024, the appeal has not been resolved.
 - o amended zoning for portions of the Community Business zoning district, including incentives for development of affordable housing.
 - o expanded the area eligible for a Multifamily Tax Exemption to the Transit-Oriented Development District.
- In 2020 the City adopted regulations to allow flexible re-use of tax-exempt or publicly owned sites through a special process to increase housing supply and enable more diverse forms of housing if linked to providing some affordable housing.
- The City has adopted several residential renter protection regulations. In 2019, the city adopted an enhanced notice of rent increase. From March 20, 2021, through January 15, 2022, the city adopted a temporary moratorium on residential tenant evictions related to the Covid-19 pandemic. In June 2021, the City adopted four renter protections that remained in place through the Washington State and City of Kenmore declared emergency related to the Covid-19 pandemic:
 - o Creates a defense to eviction for rental debt accrued due to pandemic-related hardship.
 - o Creates a defense to eviction if a tenant has a rental assistance application in process.
 - o Bans late fees for rent that became due during the pandemic.
 - o Requires landlords to certify that they have attempted to obtain rental assistance before filing for eviction due to unpaid rent accrued during the pandemic.
- In 2021, the city:
 - o created a reduced permit review process for projects containing affordable housing.
- In 2022 the City adopted additional residential tenant protections. Tenant protections adopted included:
 - o Notice of rent increase required
 - o Cap on late fees
 - o Cap on move in fee
 - o Right to Payment Plan
 - o Just cause eviction program

- o Criminal background checks prohibited
- o Bars discrimination due to immigration status
- o Bars requirement of social security number
- o Bans abusive, deceptive, and unfair practices in rental housing
- o Rent due date may be altered due to tenant's fixed income

- In 2023 the tenant protection ordinances were repealed. In September 2024, the City Council adopted Ordinance 24-0604 Amending Chapter 8.55 KMC, Tenant Protections.¹¹
- The Approach at Kenmore, a proposed multifamily rental and ownership building, will provide an affordable housing option for families in the downtown Kenmore area. Habitat for Humanity SKKC will create 20 affordable for-sale units, while Imagine Housing will operate the rental units and will partner with a complementary community service partner to provide access to essential services for on-site residents and the broader community.

¹¹ Ordinance 24-0604, Amending Chapter 8.55 KMC, Tenant Protections. This ordinance repealed Section 8.55.075 KMC, Just cause for landlord's eviction, and Section 8.55.078, Unfair or abusive acts by landlords prohibited.

GOALS, OBJECTIVES, AND POLICIES

RESIDENTIAL NEIGHBORHOODS

GOAL H-1. PROMOTE AND MAINTAIN STRONG, DIVERSE, EQUITABLE, AND INCLUSIVE RESIDENTIAL NEIGHBORHOODS.

OBJECTIVE H-1.1 Encourage repair and maintenance of existing housing.

Policy H-1.1.1 Encourage private reinvestment in residential neighborhoods and private rehabilitation of housing by providing information, technical assistance, and referrals to appropriate agencies and organizations.

Policy H-1.1.2 Provide regular and appropriate levels of investment in transportation, pedestrian safety, surface water, and parks maintenance and improvements within residential neighborhoods, consistent with the City's capital improvement priorities. Encourage special districts to provide services and maintain infrastructure within residential neighborhoods consistent with adopted service and capital improvement plans.

Policy H-1.1.3 Cooperate with King County, utility providers, or other agencies, promote the use of weatherization programs in existing housing.

Policy H-1.1.4 Consider modifications to existing development standards or development incentives which make the development of middle housing types and ADUs more feasible when maintaining existing housing on single-family lots.

Policy H-1.1.5 Allow for and encourage the development of small houses on small lots to provide diverse housing options, promote neighborhood housing diversity, promote housing affordability, and minimize environmental impacts by through more sustainable development (e.g., reduction of land consumption, energy use, and materials).

Policy H-1.1.6 Encourage homeowners to take advantage of existing programs and resources to maintain and preserve their homes.

Policy H-1.1.7 Encourage the preservation and repurposing of existing housing, including demolition when practical.

Policy H-1.1.8 Implement minimum property maintenance requirements to ensure the safety and livability of existing housing stock.

OBJECTIVE H-1.2 Support housing stability through tenant protections for renters.

Policy H-1.2.1 Implement tenant protections that increase housing stability such as notice of rent increase and just cause eviction for tenants on termed leases.

OBJECTIVE H-1.3 Prioritize and pursue social justice and equity in housing policies, regulations, and programs when considering zoning changes or capital projects. In particular consider impacts on marginalized people, with a particular focus on Black, Indigenous, and People of Color (BIPOC) communities.

- 1
2 Policy H-1.3.1 Support policies, practices, and programming that promote and retain
3 diversity, and ensure equity and inclusion in Kenmore.
4
- 5 Policy H-1.3.2 Actively mitigate displacement risks and enhance opportunities for
6 affordable housing through preservation and displacement prevention
7 strategies.
8
- 9 • Provide relocation assistance to low- and moderate-income
10 households facing displacement due to condemnation or
11 redevelopment.
12
 - 13 • Develop strategies to preserve manufactured housing communities at
14 risk of redevelopment.
15
 - 16 • Strengthen protections and support for low-income renters and renters
17 with disabilities.
18
 - 19 • Implement anti-displacement measures before or alongside
20 development capacity increases or capital investments.
21
 - 22 • Identify and secure funding for anti-displacement tools and programs.
23 (Futurewise recommendation)
24
- 25 Policy H-1.3.3 Foster equitable outcomes by collaborating with communities most
26 affected by past and present racially exclusive land use and housing
27 practices.
28
- 29 • Address Historical and Current Harms: Identify and implement targeted
30 actions to address the negative impacts of past and present racially
31 exclusive land use and housing practices on Black, Indigenous, and
32 People of Color (BIPOC) households.
33
 - 34 • Partner with Disproportionately Impacted Communities: Collaborate
35 with community-based organizations and BIPOC individuals, especially
36 those with extremely low incomes, to ensure their meaningful
37 participation in housing policy development and implementation.
38
 - 39 • Promote Anti-Displacement and Opportunity: Support anti-
40 displacement efforts, increase access to opportunities, and promote
41 wealth building within BIPOC communities.
42
 - 43 • Center BIPOC Needs and Solutions: Develop, implement, and monitor
44 strategies that prioritize the needs and solutions articulated by
45 disproportionately impacted populations.
46
 - 47 • Ensure Fair Housing Practices: Collaborate with local agencies and
48 partners to establish processes that ensure fair housing laws and best
49 practices are upheld.
50
- 51 Policy H-1.3.4 Partner with historically marginalized communities disproportionately
52 affected by past and present racial housing and land use disparities to

		create equitable opportunities. Work closely with communities that have experienced the negative impacts of racially exclusive land use and housing policies to promote fairness and equity.
	Policy H-1.3.5	Identify and eliminate barriers that prevent equal access to housing and neighborhood opportunities for people of all races and backgrounds.
	Policy H-1.3.6	Track progress in reducing racial and other inequalities in housing and neighborhood options. Identify controllable factors within Kenmore that contribute to disparities and take corrective actions.
	Policy H-1.3.7	Ensure that land use, zoning, and regulatory frameworks facilitate the effective operation of human services, shelters, permanent supportive housing, and emergency housing.
	Policy H-1.3.8	Support affordable housing development on city-owned and faith-based properties through regulations allowing for affordable housing as an accessory use and density bonuses.
	OBJECTIVE H-1.4	Promote safe, physically accessible, well maintained, and well-designed residential environments with associated open spaces.
	Policy H-1.4.1	Encourage housing design and development that promotes public safety including “Crime Prevention through Environmental Design” components as described in the Community Design Sub-Element.
	Policy H-1.4.2	Ensure development regulations address accessible housing and transportation services. Residential structures as well as physical improvements, such as parking, streets, and sidewalks, should allow for mobility and accessibility by all residents, including the elderly and persons with disabilities, consistent with the Transportation Element. Promote awareness of Universal Design improvements that increase housing accessibility.
	Policy H-1.4.3	Support well-maintained neighborhoods through an active code enforcement program.
	Policy H-1.4.4	Prepare and implement development and design standards that further the community vision consistent with Land Use and Community Design Element goals and policies.
	Policy H-1.4.5	Encourage energy and water efficiency in existing and new housing developments, as addressed in the Utilities Element.
	Policy H-1.4.6	Ensure adequate setbacks, landscaping, and buffering are required between housing developments of significantly differing densities and between housing and commercial areas.
	Policy H-1.4.7	Ensure critical area regulations protect environmentally sensitive areas and that the regulations are fully implemented. Restrict intrusion into sensitive areas by nearby residents and visitors.
	Policy H-1.4.8	Encourage cluster residential development along with open space, to

protect and preserve environmentally sensitive areas.

Policy H-1.4.9 Plan for residential neighborhoods that promote the health and well-being of all residents by supporting active living and by reducing exposure to harmful conditions.

Policy H-1.4.10 Implement energy-efficient housing standards that incorporates renewable energy sources like solar and wind power to maximize sustainability.

Policy H-1.4.11 Encourage home renovations that prioritize resilience, energy efficiency, and indoor air quality, helping to mitigate the impacts of natural disasters and climate change.

Policy H-1.4.12 Promote the use of durable, low-maintenance building materials, high-efficiency energy systems, and low-impact development techniques to reduce housing lifecycle costs and align with the City's Climate Action Plan.

Policy H-1.4.13 Encourage the remediation of older homes to eliminate potential health hazards, including lead-based paint, asbestos, and other harmful materials.

Policy H-1.4.14 Encourage the repurposing of non-residential buildings for residential use.

Policy H-1.4.15 Develop design guidelines, standards, or other measures to achieve the following benefits:

- a. Promote compatibility between new and existing housing.
- b. Connect multifamily developments with surrounding neighborhoods to enhance community cohesion.
- c. Facilitate the integration of attached and detached accessory dwelling units into residential areas.

GOAL H-2. PROVIDE HOUSING OPPORTUNITIES AND ZONE SUFFICIENT LAND IN KENMORE TO ACCOMMODATE PROJECTED HOUSING NEEDS FOR VULNERABLE POPULATIONS.

OBJECTIVE H-2.1 Provide opportunities for the development of short-term and permanent housing for vulnerable populations.

Policy H-2.1.1 Allow opportunities for assisted housing, for people with vulnerable populations, by:

- a. Permitting group living situations, including those where residents receive such supportive services as counseling, foster care or medical supervision in accordance with state and federal laws; and,
- b. Encouraging developers and owners of assisted housing units to undertake activities to establish and maintain positive relationships with neighbors. Encourage neighbors to similarly maintain those relationships.

1	Policy H-2.1.2	Ensure that group home providers have received appropriate licenses from federal or state agencies where appropriate.
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3		
4	Policy H-2.1.3	Support housing options and services that enable seniors to stay in their homes or neighborhoods.
5		
6		
7	Policy H-2.1.4	Allow housing for vulnerable populations throughout the city.
8		
9	Policy H-2.1.5	Partner with public and private agencies to provide housing for seniors, people with disabilities, domestic violence victims, and homeless individuals and families.
10		
11		
12		
13	Policy H-2.1.6	Develop or modify codes and ordinances to allow for a continuum of care and housing opportunities for vulnerable populations.
14		
15		
16	Policy H-2.1.7	Encourage the creation, renovation, and modification of housing that is accessible to vulnerable populations, using building and site plan codes.
17		
18		
19	Policy H-2.1.8	Provide incentives to encourage developers to dedicate a portion of new housing projects to vulnerable populations.
20		
21		
22	Policy H-2.1.9	Facilitate the acquisition of grants and loans for housing for vulnerable populations by agencies, developers, and nonprofits.
23		
24		
25	OBJECTIVE H-2.2	Support and promote community facilities and programs that are important to the safety, health, and social needs of residents.
26		
27		
28	Policy H-2.2.1	Increase coordination among providers of social, health, counseling, and other services to individuals, families, children, and persons with special needs including senior citizens, persons with physical or mental disabilities, persons with terminal illness, or other special needs.
29		
30		
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33	Policy H-2.2.2	Work with transit and transportation providers to increase access between special needs housing and community facilities and programs in Kenmore or the Northshore area.
34		
35		
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37	Policy H-2.2.3	Support the location of social, recreational, health, safety, and other services in Kenmore to serve people with special needs.
38		
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40	Policy H-2.2.4	Support efforts by providers of social, health, counseling, and other services to assist newly arrived immigrant populations.
41		
42		
43	Policy H-2.2.5	Support a range of housing options and services to help homeless persons and families stay sheltered.
44		
45		
46	Policy H-2.2.6	Work with other jurisdictions, the Regional Homelessness Authority, and health and social service organizations to develop a coordinated, regional approach to homelessness.
47		
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50	Policy H-2.2.7	Continue to support the creation of emergency, transitional, and permanent supportive housing with appropriate services for people with special needs and the homeless. Place a strong emphasis on transitioning individuals into permanent housing as soon as possible.
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53		

- 1
2 Policy H-2.2.8 Promote, assist, and support social and health service organizations that
3 provide housing programs for vulnerable populations.
4
- 5 Policy H-2.2.9 Foster and maintain partnerships that have proven effective in reducing
6 homelessness, preventing homelessness, and assisting chronically
7 homeless individuals with necessary care.
8
- 9 Policy H-2.2.10 Support the creation of public and private housing and services for the
10 homeless population in North King County, offering both short-term and
11 long-term solutions.
12
- 13 Policy H-2.2.11 Support the development of a comprehensive network of emergency
14 shelters for homeless and at-risk populations, including families with
15 children, childless adults, unaccompanied youth, and victims of sexual and
16 domestic violence.
17
- 18 Policy H-2.2.12 Support a variety of housing options for older adults, including aging in
19 place, assisted living, and age-restricted senior communities. Strategies
20 include:
21
- 22 a. Encourage the construction of new housing that is accessible and
23 adaptable for older adults by following Universal Design and visitability
24 standards.
25
 - 26 b. Evaluate and update regulations to support a variety of housing options
27 and permit accessibility modifications.
28
 - 29 c. Encourage developers to create new senior-oriented residential options
30 by offering incentives.
31
- 32 Policy H-2.2.13 Support initiatives that enable older adults and people with disabilities to
33 remain in their communities as their housing needs evolve, such as
34 promoting universal design or retrofitting homes for long-term use.
35
- 36 Policy H-2.2.14 Support the construction of age-friendly housing, prioritizing locations near
37 essential services and amenities for seniors.
38
- 39 Policy H-2.2.15 Advocate for a diverse range of senior housing options to accommodate
40 varying income levels, including independent living, assisted living, and
41 skilled nursing care. Prioritize expanding opportunities for seniors to
42 reside in specialized housing.
43
44

RESIDENTIAL GROWTH

45
46
47 **GOAL H-3.** *PLAN APPROPRIATE LAND USE DESIGNATIONS AND ZONING*
48 *CATEGORIES TO ACCOMMODATE PROJECTED HOUSEHOLD GROWTH.*
49

50 **OBJECTIVE H-3.1** **Plan for an adequate supply of land to accommodate projected**
51 **household growth.**
52

- 53 Policy H-3.1.1 Ensure zoning regulations accommodate a range of housing styles and

types in appropriate locations, such as single-family detached dwellings, size-limited houses on smaller lots, duplexes, triplexes, cottage housing, townhouses, apartments, accessory dwellings, manufactured homes, and other types. Consider neighborhood compatibility as well as housing needs and surrounding environmental conditions when applying zones, land use, and development standards.

Policy H-3.1.2 Ensure access to diverse housing options that cater to various household sizes, types, tenures, and income levels by implementing inclusive planning tools, regulations, and policies to boost housing supply and diversity citywide.

- Encourage the development of units suitable for large households or those with multiple bedrooms.
- Eliminate regulatory obstacles that hinder housing diversity.
- Promote a wide range of housing types through incentives and programs.

Policy H-3.1.3 Expand allowed residential housing types in traditionally single family zoned areas to include six of nine approved housing types.

Policy H-3.1.4 Consider developing a Permit Ready program for ADUs and middle housing types to decrease the barrier to middle housing development.

Policy H-3.1.5 Coordinate with internal City departments and outside service providers/agencies to adequately plan for community services and facilities associated with the development of middle housing.

Policy H-3.1.6 Permit indoor emergency shelters and housing in all zoning districts that allow hotels, which include Downtown Commercial (DC), Urban Corridor (UC), Waterfront Commercial (WC), and Regional Business (RB). Allow permanent supportive and transitional housing in all zones permitting residential dwellings or hotels.

Policy H-3.1.7 Zone sufficient buildable land to accommodate Kenmore's projected housing need, meet allocated housing growth targets, and accommodate its allocated share of countywide future housing needs for moderate-, low-, very low-, and extremely low-income households as well as emergency housing and permanent supportive housing.

Policy H-3.1.8 Ensure regulations, incentives, programs, and other city tools foster the creation of accessible, healthy, and safe housing.

Policy H-3.1.9 Explore the feasibility of developing tiny houses in specific neighborhoods within the city.

Policy H-3.1.10 Support the development of residential housing on infill sites, promoting increased density in designated areas.

Policy H-3.1.11 Promote the development of neighborhoods throughout the city which support affordable housing options and abundant public spaces in a

1		walkable urban setting.
2	Policy H-3.1.12	Pursue strategies and regulations that increase housing options for 0 to 80
3		percent of AMI households throughout Kenmore, particularly in historically
4		single-family zones.
5		
6	Policy H-3.1.13	Pursue strategies and regulations that increase the long-term supply of both
7		market-rate affordable housing and cost-controlled income-restricted
8		affordable housing.
9		
10	OBJECTIVE H-3.2	Identify and support Kenmore's Downtown as a center for commercial,
11		civic, cultural, park, and higher density housing uses and activities
12		consistent with its designation as a Countywide Growth Center.
13		
14	Policy H-3.2.1	Develop mixed-use, higher density districts in Downtown Kenmore,
15		meeting community goals to develop community identity, provide vital
16		business and service opportunities, concentrate higher density housing
17		close to high-capacity transit, and provide multi-modal transportation
18		services and connections to those services.
19		
20	Policy H-3.2.2	When higher densities are applied to residential and mixed use development
21		in the Downtown, include requirements for the provision of affordable
22		housing.
23		
24	Policy H-3.2.3	Offer density bonuses and density transfers, where appropriate, to
25		achieve a compact, vital Downtown, as well as meet environmental and
26		affordable housing goals.
27		
28	Policy H-3.2.4	Encourage property consolidation in the Downtown, through density
29		bonuses or other incentives, to create mixed-use and multi-family
30		developments that offer a range of site and community benefits such as
31		private and public open spaces and plazas, structured parking, and other
32		amenities.
33		
34	Policy H-3.2.5	Address issues of diversity, equity and inclusion for historically
35		marginalized groups when developing Kenmore's Countywide Growth
36		Center approaches.
37		
38	Policy H-3.2.6	East of Downtown, in the area of transit-supportive development near the
39		Park and Ride, require long-term low-cost housing as a condition of
40		development.
41		
42	Policy H-3.2.7	Support the development of affordable and accessible housing in
43		neighborhoods with convenient access to services and the rest of the
44		community.
45		
46	Policy H-3.2.8	Ensure that plans promote greater physical accessibility between housing,
47		employment, transportation, recreation, daily-needs services, and
48		educational uses.
49		
50	Policy H-3.2.9	Encourage and provide for mixed-use developments that include residential
51		units above businesses.
52		

Policy H-3.2.10 Promote the development of residential housing in commercial and mixed-use areas, particularly those near public transportation.

HOUSING AFFORDABILITY

GOAL H-4. MAKE ADEQUATE PROVISIONS FOR A PROPORTIONATE AMOUNT OF THE EXISTING AND PROJECTED COUNTYWIDE NEED FOR HOUSING AT ALL INCOME LEVELS.

OBJECTIVE H-4.1 Encourage retention of the existing housing stock in Kenmore as a source of affordable housing.

Policy H-4.1.1 Promote the use of housing rehabilitation assistance (from King County, for example) to lower-income homeowners and to landlords who rent to lower-income people.

Policy H-4.1.2 Support the acquisition, rehabilitation, and preservation of existing affordable housing by agencies and organizations as an alternative to new construction.

Policy H-4.1.3 Allow existing legally created duplexes, triplexes, and other medium-density housing types in the low and medium density residential classifications to continue without "nonconformance" limitations related to density, setbacks, height, or lot size.

Policy H-4.1.4 Support preservation of and maintain existing manufactured housing communities.

Policy H-4.1.5 When displacement is unavoidable, determine who is most likely to be harmed and ensure that the brunt of the impact is not carried by the same communities in Kenmore. Support relocation assistance and development of replacement housing where feasible, to help very low- and low-income households. For manufactured home parks in particular, consider a funding pool to assist low- and moderate-income residents in deteriorating and obsolete manufactured homes to find alternative housing in the community, or help to establish preferences in nearby housing for persons giving up their homes.

Policy H-4.1.6 Consider affordable housing measures and incentives beyond those in RCW 36.70A.635(2)(a)¹² to promote additional affordable housing units in the City.

¹² RCW 36.70A.635(2)(a): To qualify for the additional units allowed under subsection (1) of this section, the applicant must commit to renting or selling the required number of units as affordable housing. The units must be maintained as affordable for a term of at least 50 years, and the property must satisfy that commitment, and all required affordability and income eligibility conditions adopted by the local government under this chapter. A city must require the applicant to record a covenant or deed restriction that ensures the continuing rental of units subject to these affordability requirements consistent with the conditions in chapter 84.14 RCW for a period of no less than 50 years. The covenant or deed restriction must also address criteria and policies to maintain public benefit if the property is converted to a use other than which continues to provide for permanently affordable housing.

- 1 Policy H-4.1.7 Develop strategies to increase the sustained supply of affordable housing,
2 including market-rate and income-restricted units.
3
- 4 Policy H-4.1.8 To prevent the loss of affordable housing, the City should collaborate with
5 housing providers to identify and preserve subsidized units at risk of being
6 converted to market-rate rents.
7
- 8 Policy H-4.1.9 Prioritize the preservation and creation of lower-cost housing in
9 neighborhoods where redevelopment is most likely to occur, supporting
10 initiatives that maintain affordability in these areas.
11
- 12 **OBJECTIVE H-4.2 Adopt programs and regulations that support housing affordable to**
13 **extremely low-, very low-, low-, and moderate-income households,**
14 **comparable to the countywide need.¹³**
15
- 16 Policy H-4.2.1 Support efforts of private developers, both for-profit and not-for-profit, to
17 preserve or develop affordable housing, including housing with on-site
18 services, for extremely low-, very low-, low- and moderate-income
19 families. Consider the following roles for the City's active participation:
20
- 21 a. Whenever possible, integrate affordable housing plans into
22 proposals for development of publicly owned properties.
23
 - 24 b. Play a partnership role with nonprofit housing project sponsors by
25 supporting applications for CDBG, HOME, and other Federal, State,
26 or local funding sources for the projects.
27
 - 28 c. Enter into a long-term partnership with one or more nonprofit
29 housing developers to identify sites and identify opportunities for
30 public funding.
31
 - 32 d. Actively support affordable housing projects by expediting the
33 permitting process, reducing development fees, or similar
34 measures.
35
 - 36 e. Consider regulatory changes, including eliminating parking
37 requirements within ¼ mile of major transit stops, , updating
38 building codes to promote innovative, low-cost development, and
39 expanding the Multifamily Tax Exemption (MFTE) program to
40 support more affordable housing development.
41
- 42 Policy H-4.2.2 Participate in A Regional Coalition for Housing (ARCH) to help develop
43 and preserve affordable housing in the community and region. Maintain
44 data demonstrating the impact in the City of Kenmore and communicate
45 the results to the community for continued understanding and support.
46
- 47 Policy H-4.2.3 Identify and catalogue real property owned by the City that is no longer
48 required for its purposes and is suitable for the development of
49 affordable housing for extremely low- to moderate income households.
50 Engage with community partners on how best to use these resources.
51

¹³ See Countywide Planning Policies

1	Policy H-4.2.4	Use local resources, as available, to leverage other public and private funding for the creation or preservation of affordable housing.
2		
3		
4	Policy H-4.2.5	Use density bonuses, inclusionary programs, and other methods with mixed-use and multi-family developments to provide housing affordable to extremely low- to moderate-income households.
5		
6		
7		
8	Policy H-4.2.6	As part of any rezone that increases residential capacity, consider requiring that a portion of the new units be affordable to extremely low-, very low- or low-income households.
9		
10		
11		
12	Policy H-4.2.7	Before implementing a new policy or regulation, consider how it will impact the cost to build a home.
13		
14		
15	Policy H-4.2.8	Focus on projects that promote access to opportunity, anti-displacement, and wealth building for Black, Indigenous, and People of Color (BIPOC) communities.
16		
17		
18		
19	Policy H-4.2.9	Support alternative homeownership models that lower barriers to ownership and provide long-term affordability, such as community land trusts, and limited or shared equity co-ops
20		
21		
22		
23	Policy H-4.2.10	Collaborate with other organizations or entities to evaluate ways to address transitional homeless housing or provide an additional housing type.
24		
25		
26		
27	Policy H-4.2.11	Ensure that affordable housing achieved through public incentives or assistance remains affordable for the longest possible term.
28		
29		
30	Policy H-4.2.12	Collaborate with other local governments directly and through membership associations (e.g., Puget Sound Regional Council) on regional housing strategies, especially related to providing extremely low- and very low-income housing.
31		
32		
33		
34		
35	Policy H-4.2.13	Partner to Address Deeply Affordable Housing ¹⁴ :
36		
37		• Identify and Leverage Existing Assets: Collaborate with public agencies, faith-based organizations, and nonprofits to identify suitable properties for affordable housing development.
38		
39		
40		
41		• Remove Barriers to Shelter: Eliminate obstacles that prevent faith institutions, community-based organizations, and nonprofits from hosting shelters.
42		
43		
44		
45		• Combine Public and Private Resources: Leverage both public and private funding to provide subsidies for deeply affordable housing.
46		
47		
48		• Prioritize Local and Regional Resources: Utilize local and regional funding sources and surplus property to support income-restricted
49		

¹⁴ Deeply Affordable Housing, as defined by Department of Commerce, is housing that is <50% AMI, and includes housing such as emergency shelters, emergency housing, transitional housing, and permanent supportive housing.

housing.

- Invest in Land Acquisition: Allocate funds for acquiring land for affordable housing development.
- Support Alternative Homeownership Models: Encourage the use of innovative homeownership models, such as community land trusts and limited or shared equity co-ops, to increase affordability and accessibility.

Policy H-4.2.14 Support legislation and funding at the local, county, state, and federal levels that would promote the city's housing goals and policies.

Policy H-4.2.15 Develop meaningful, measurable targets and strategies to encourage the creation of affordable housing that meets local demands and monitor progress towards fulfilling these goals.

Policy H-4.2.16 Promote both rental and ownership options for affordable housing, encompassing a variety of types and sizes.

Policy H-4.2.17 Consider implementing a policy that requires a percentage of affordable housing units in new residential developments.

Policy H-4.2.18 Preserve and explore expanding regulatory incentives to promote the development and preservation of affordable ownership and rental housing, including density bonuses, reduced impact fees, expedited permits, or other methods.

Policy H-4.2.19 Consider offering incentives such as density bonuses, reduced parking requirements, and flexible design standards to developments that include a certain percentage of affordable units.

Policy H-4.2.20 Advocate for greater funding for affordable housing at the regional and state levels.

Policy H-4.2.21 Simplify the regulatory review and building permit process and evaluate the cost of infrastructure improvements and their impact on housing affordability.

OBJECTIVE H-4.3 Provide zoning and development standards that integrate affordable housing compatibly into the community.

Policy H-4.3.1 Allow designated manufactured homes built to state standards on single-family lots.

Policy H-4.3.2 Allow and accommodate accessory dwelling units in low and medium density residential districts.

Policy H-4.3.3 Pursue land use policies and regulations that:

- a. Result in lower development costs without loss of adequate public review, environmental quality, or public safety; and,

- b. Do not reduce design quality, inhibit infrastructure financing strategies, or increase maintenance costs for public facilities.

Policy H-4.3.4 Promote the creation of diverse ownership housing opportunities in Kenmore, encompassing different styles, sizes, and affordability levels.

Policy H-4.3.5 Provide residents, especially those in underserved populations, with information about affordable housing opportunities and first-time homeownership programs.

Policy H-4.3.6 Consider the influence of transportation costs on housing affordability and accessibility of services and other opportunities when planning for housing development.

Policy H-4.3.7 Develop affordable housing in various parts of the city, with a focus on areas with good access to transit, employment, education, and shopping.

HOUSING EQUITY

GOAL H-5. *ACKNOWLEDGE THE HISTORICAL INEQUITIES THAT LIMITED THE ABILITY OF ALL RESIDENTS TO LIVE IN THE NEIGHBORHOOD OF THEIR CHOICE AND WORK TO REDUCE DISPARITIES IN ACCESS TO NEIGHBORHOODS WITH GOOD SCHOOLS, PARKS, AND OTHER AMENITIES.*

OBJECTIVE H-5.1 Promote fair housing for all persons regardless of race, gender identity, sexual identity, ability, use of a service animal, age, immigration status, national origin, familial status, religion, source of income, military status, or membership in any other relevant category of protected people.

Policy H-5.1.1 Utilize the City's Diversity, Equity and Inclusion (DEI) program to ensure that city housing policies, programs, regulations, or decisions do not result in housing discrimination.

Policy H-5.1.2 Work with the legislature, King County, or other agencies to authorize homeowners to easily remove discriminatory restrictive covenants from deeds and other property documents.

Policy H-5.1.3 Support use of housing choice vouchers in Kenmore.

Policy H-5.1.4 Consider environmental health in neighborhoods where affordable housing exists or is anticipated, and plan for environmentally healthy neighborhoods for all residents.

Policy H-5.1.5 Encourage existing housing providers and private lenders to conduct homebuyer education seminars for potential first-time homebuyers, including outreach to current renters to inform them about homeownership opportunities.

IMPLEMENTATION STRATEGIES

To organize and carry out these goals, objectives and policies, as well as to prepare the City for the next Comprehensive Plan update, the City will undertake the following:

- Work with neighborhoods and historically underrepresented groups when new policies, plans or programs are proposed to ensure that their unique issues are considered.
- Adopt development standards for medium density residential housing types, such as duplexes, triplexes, and cottage housing.
- Adopt development standards for reduced minimum lot sizes with maximum house size restrictions in some low (R-6) and medium density classifications. When considering maximum house sizes for smaller houses on smaller lots, remain mindful of the needs of multigenerational and large families. Also consider open space needs and environmental protection, as well as accessory dwelling unit standards.
- Implement the Housing Strategy Plan and DEIA Strategic Plan.
- Maintain communications with, or participation in, regional agencies and projects.
- Monitor housing needs and supply over time, especially data that evaluates progress toward meeting a proportionate share of the countywide needs for affordable housing and improved access to opportunity for Black, Indigenous, and People of Color (BIPOC) communities. Reassess and adjust policies and regulations as necessary to achieve City goals.
- Cooperate on a regional basis towards economic diversification and land capacity monitoring.
- Evaluate and report results of the Strategy Plan and how the goals, objectives, and policies of this Housing Element have been achieved.

REFERENCES

A Regional Coalition for Housing (2022). East King County Housing Analysis, Redmond, WA.

City of Kenmore (2023). City of Kenmore Comprehensive Plan Update – Equity Analysis and Recommendations.

Eastside for All (2023). Missing Middle Housing: Tell Your City – Engagement Report for A Regional Coalitions for Housing and East King County Partner Cities.

EMC Research (2024). City of Downtown Resident Survey.

ENDNOTES

This element contains several charts, graphs, and tables. Because of the variety of sources and release dates of the data, there may be underlying trends that are not available to us at publication of this element. Staff will continue to monitor data and trends and will update the element, as necessary.

Text = deleted text

Text = amended text

Text = Revision since 11/12

HOUSING ELEMENT

INTRODUCTION AND BACKGROUND

Purpose

Access to quality and affordable housing is crucial for promoting socially and economically diverse neighborhoods, where Kenmore residents have access to quality facilities, services, amenities, and employment opportunities. This Housing Element is intended to plan for a range of densities and housing types for all needs and incomes, through preserving, improving, and expanding housing stock. City housing policy should be financially sustainable—supportive of strong neighborhoods with efficient service provision. Strategically planned and well-designed housing neighborhoods can serve as a climate resilience strategy, promoting sustainable transportation networks, housing options, access to services, amenities, employment opportunities and preserving the natural environment, natural spaces, wetlands, streams, and fish and wildlife habitats. To achieve this, a diverse range of housing choices options should be located within Kenmore's neighborhoods, downtown and along SR-522 where amenities and services are conveniently accessible. By ensuring adequate homeownership and rental housing choice availability in the city, this creates greater opportunity for current and future generations Kenmore residents to thrive and broadens access to social and economic benefits for all Kenmore residents. Consistent with the Natural Environment Element of this Plan, new housing should be located to protect the natural environment, including wetlands, streams, and fish and wildlife habitats of importance.

Growth Management Act Requirements

The Growth Management Act (GMA) states that Comprehensive Plans are to plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock. Housing elements are to include an inventory and analysis of existing and projected housing needs, including units for moderate-, low-, very low-, and extremely low-income households as well as emergency housing¹, emergency shelters, and permanent supportive housing². The Housing element should include a statement of goals, policies, objectives, and

¹ Emergency Housing, as defined by RCW 36.70A.030, means temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

² RCW 36.70A.030(31) "Permanent supportive housing" is subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health

mandatory provisions for the preservation, improvement, and development of housing, including moderate-density housing options such as duplexes, triplexes, and townhomes. Housing elements must identify sufficient land capacity for housing including, but not limited to, government - assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters, permanent supportive housing, and within an urban growth area boundary, consideration of duplexes, triplexes and townhomes. The housing element must also and consider housing location in relation to employment location. Lastly, Hhousing elements also must identify policies, regulations, and implementation measures that do not result in racially disparate impacts, displacement and exclusion in housing.

Countywide Planning Policies

The “overarching” housing goal of the new Countywide Planning Policies (CPPs) is to “provide a full range of affordable, accessible, healthy, and safe housing choices to every resident in King County.” The CPPs direct each jurisdiction to update its comprehensive plan for:

- Preserving, improving, and expanding its housing stock;
- Promoting fair and equitable access to housing for all people; and
- Taking actions that eliminate race-, place-, ability-, and income-based housing disparities.

The CPPs identify the countywide housing needs of low-, very low-, and extremely low-income households, which are equal to 19 percent (51-80 percent Area Median Income AMI), 15 percent (31-50 percent AMI), and 15 percent (30 percent and below AMI), respectively, of all County households. The CPPs also state that each city should address the housing needs of all economic segments and strive to provide housing affordability to accommodate a proportionate amount of the countywide needs.

The county-wide population growth forecast has been established by the Washington State Office of Financial Management (OFM), as required by the GMA. In the CPPs, each jurisdiction in King County agreed to a housing target (population allocations converted into households) for the years 2019-2044. Kenmore’s housing growth target is 3,070 housing units. The city is committed to ensuring Kenmore has capacity in the Comprehensive Plan and implementing regulations to meet this target. Actual growth would occur based upon market forces.

Relationship to the Natural Environment

The Natural Environment Element notes that natural systems have played an important part in defining the character of Kenmore. Historically, this area has made significant alterations to the natural environment as a result of development. Moving forward, protecting Lake Washington and the City’s wetlands, streams, trees, and fish and wildlife habitat is crucial to integrating new housing compatibly into the natural environment. Addressing geologic hazards and flooding protects future residents from harm.

Affordable Housing Committee Recommendations

condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident’s health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW.”

The Affordable Housing Committee of the Growth Management Planning Council serves as a regional advisory body, responsible for recommending action and assessing progress towards implementing the Regional Affordable Housing Task Force Action Plan for King County. This Plan was developed in 2018 to address the affordable housing crisis in King County.

The Plan states that, at its core, the housing crisis is driven by a supply and demand challenge that is two-fold. First, King County's population has grown faster than new homes have been built. Second, King County's population has not grown evenly across the income spectrum. In response to demand for housing by high-earner households, housing developers have focused new projects to serve the upper end of the market and many of what were once existing affordable units have increased in price beyond what many middle- and low-income working individuals and families can afford.

The Action Plan includes seven goals, with strategies to achieve the goals, and actions to implement the strategies. Goals include: Increase construction and preservation of affordable homes for households earning less than 50 percent area median income; prioritize affordability accessible within a half mile walkshed of existing and planned frequent transit service, with a particular priority for high-capacity transit stations; preserve access to affordable homes for renters by supporting tenant protections to increase housing stability and reduce risk of homelessness; and promote greater housing growth and diversity to achieve a variety of housing types at a range of affordability and improve jobs/housing connections throughout King County. The ARCH Housing Trust Fund invests local funding from ARCH member cities in the creation and preservation of affordable homes for low and moderate income individuals and families.

History of Land Use and Housing Practices

Like many communities, Kenmore has a documented history of discriminatory land use and housing practices, including the placement of racially discriminatory housing covenants over some local neighborhoods. These actions prevented people of color from living in parts of the City. Too, widespread zoning of areas exclusively for single-family housing has kept out those with lower incomes or those who can afford only rental housing. A new focus, equity and inclusion is part of this Housing Element. In particular, a new emphasis on "Missing Middle" housing types is one way to reverse this pattern of exclusion.

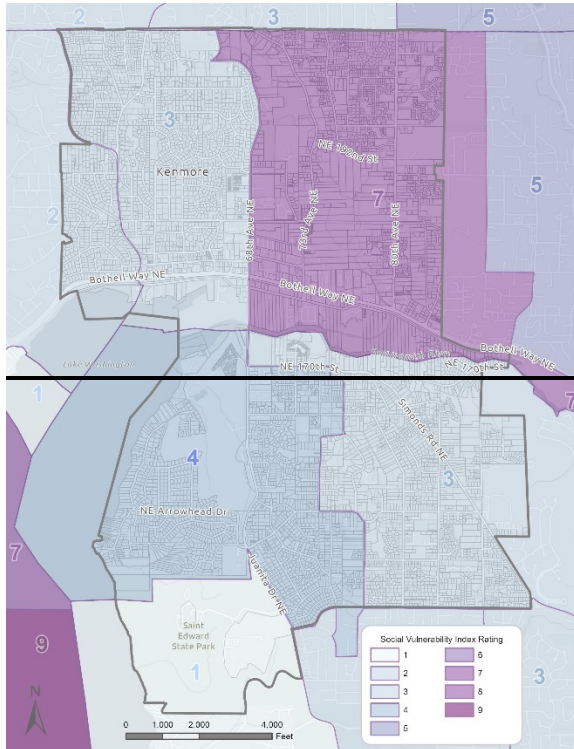
Displacement Risk

Puget Sound Regional Council (PSRC) has developed a "displacement risk map" to identify areas in the region where current residents and businesses are at risk of displacement as growth occurs. A portion of a Kenmore east of 68th Avenue NE is identified on this map as an area of moderate displacement risk. Housing Element policies address displacement and potential mitigations, particularly for lower-income residents and People of Color.

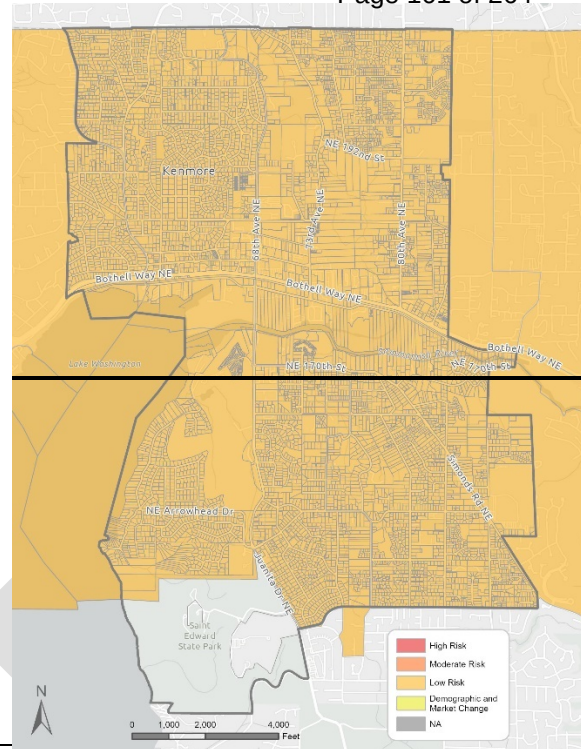
Figures H-1 and H-2 identify the socioeconomic vulnerability index and displacement risk within the City of Kenmore.

FIGURES H-1 and H-2

SOCIAL VULNERABILITY INDEX AND DISPLACEMENT RISK



Source: City of Kenmore GIS, WA State Dept. of Health



Source: WA Department of Commerce, US Census

Relationship to the Natural Environment

The Natural Environment Element notes that natural systems have played an important part in defining the character of Kenmore. Historically, this area has made significant alterations to the natural environment as a result of development. Moving forward, protecting Lake Washington and the City's wetlands, streams, trees, and fish and wildlife habitat is crucial to integrating new housing compatibly into the natural environment. Addressing geologic hazards and flooding protects future residents from harm.

EXISTING CONDITIONS

The following discussion draws from the East King County Housing Analysis, produced for all member cities of A Regional Coalition for Housing (ARCH), and made a part of this Comprehensive Plan as Appendix A.

Population and Population Age Demographics and Household Characteristics

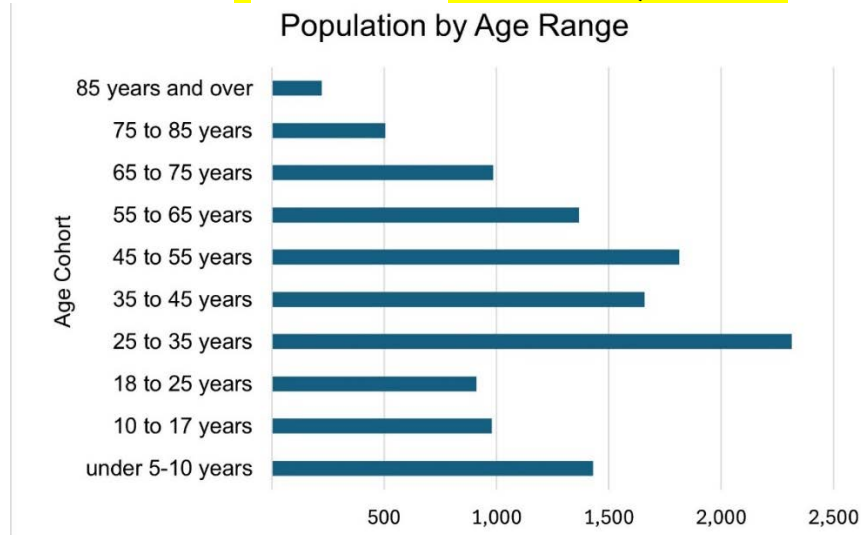
The City of Kenmore has an estimated population of 24,350 (April 1, 2024 OFM estimate), an increase of just over 3,000, or approximately 14 percent since the last Comprehensive Plan update in 2014. The annual growth rate (1.35 percent) is slightly lower than the countywide growth rate (1.7 percent) during this period. Table H-A below shows the population profile. Figure H-1 shows the age distribution in Kenmore.

Table H-A, Population Profile, 2023

Population	24,350
Households	9,505
Median Age	41.3
Median Male Age	40.6
Median Female Age	42.1

Source: WA OFM, Data Axle, Inc., Esri Community Analyst, 2023.

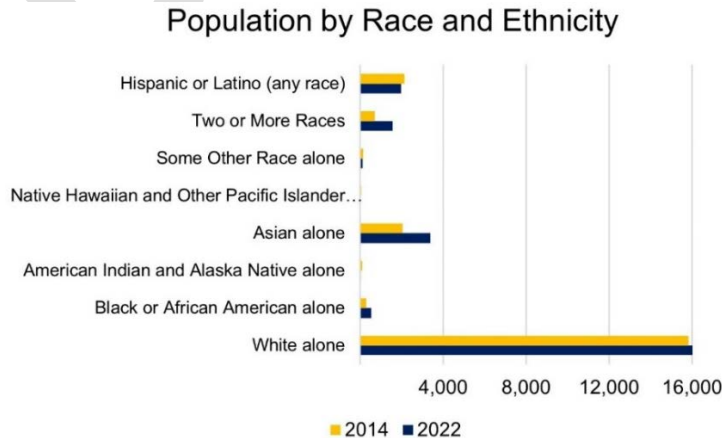
FIGURE H-1 POPULATION AGECOHORTS, KENMORE



Source: ACS 5-year estimates (Table B01001), 2022.

People of Color (BIPOC) comprise approximately 35.22 percent of the Kenmore population overall, the highest of which are Asian alone. The proportion of residents defining themselves as “White alone” declined from 74 percent in 2014 to 68 percent in 2022, while persons defined as “Asian alone” increased from 10 percent to 14 percent of the population. Self-identified Hispanic/Latino residents dropped slightly from 10 percent in 2014 to 8 percent in 2022. The highest percentages of these groups (26 to 28 percent) appear in the youngest age categories, below 45 years old. See Figure H-2.

FIGURE H-2 POPULATION BY RACE AND ETHNICITY



Source: ACS, 5-year estimates, 2022.

Households and Household Types

Kenmore averaged 8,858 total households from 2015 to 2019, currently has approximately 9,220 households, 11-15 percent more than in 2010, last reported in the comprehensive plan in 2014, but the composition of household types changed very little. The household size decreased slightly, from 3.03 to 2.53. Compared to King County overall (Figures H-32 and H-34 below), the city has greater percentages of married-couple families (59-55 percent) and families with children (33-57 percent). The city also maintains a somewhat lower proportion of one- and two-person households (57 percent) than the rest of King County (64 percent).

HOUSEHOLDS BY TYPE

FIGURE H-32
KENMORE, 2015–2019

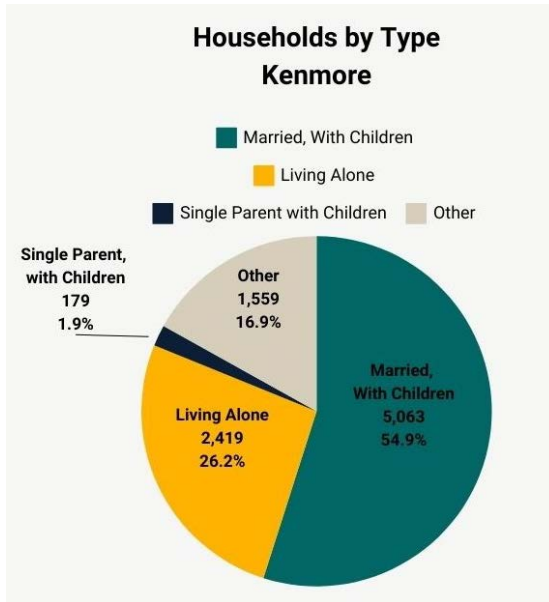
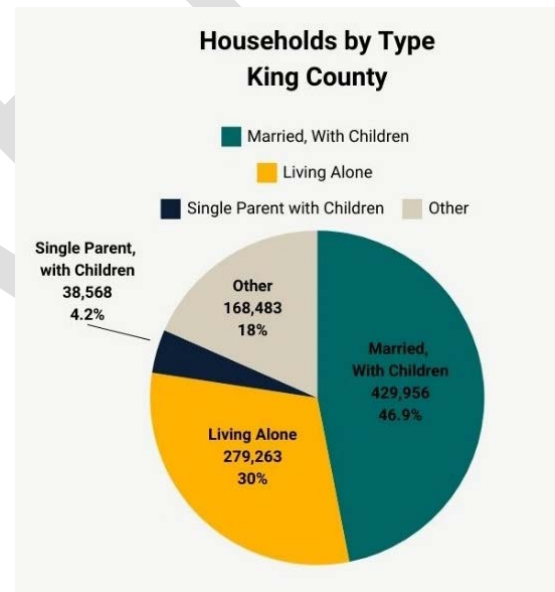


FIGURE H-34
KING COUNTY, 2015–2019



Source: ACS 5-Year estimates, 2022

Jobs and Wages

Employment can be an important contributor to housing demand within a community, both in terms of the amount and affordability of housing. Jobs are mostly concentrated along the SR-522 corridor. As of September 2023, there are approximately 4,583 jobs/employees within Kenmore. According to U.S. Census data, only 2 percent of working Kenmore residents are employed inside the City. There are over 3.5 times as many residents working outside the city for employment versus those coming into the City. This indicates the limited availability of jobs in the city and residents work in job sectors that Kenmore does not offer (i.e., education and services instead of high-tech, financial). Kenmore still serves largely as a bedroom community for surrounding employment centers.

Employment can be an important contributor to housing demand within a community, both in terms of the amount and affordability of housing. Kenmore lost 20 percent of its jobs from 2006 to 2018, to a total of 4,012. The city's employment target of 3,200 jobs (2019–2044) represents an 80 percent increase over total employment in 2018, which, if true, means that local job growth will be a larger factor in housing demand in the future than in the past.

A jobs/housing ratio is a measure of the amount of employment compared to the amount of housing in a specific geographic area. By monitoring this metric, this allows the City to plan for and improve geographic distribution of housing and employment opportunities in the community. Generally, a low jobs/housing ratio indicates that a community is housing-rich and may be classified as a "bedroom community," while a high jobs/housing ratio indicates that the community is an employment center. The goal target is a balance of jobs and housing, while also considering that the housing available in the community is affordable to workers at different income levels.

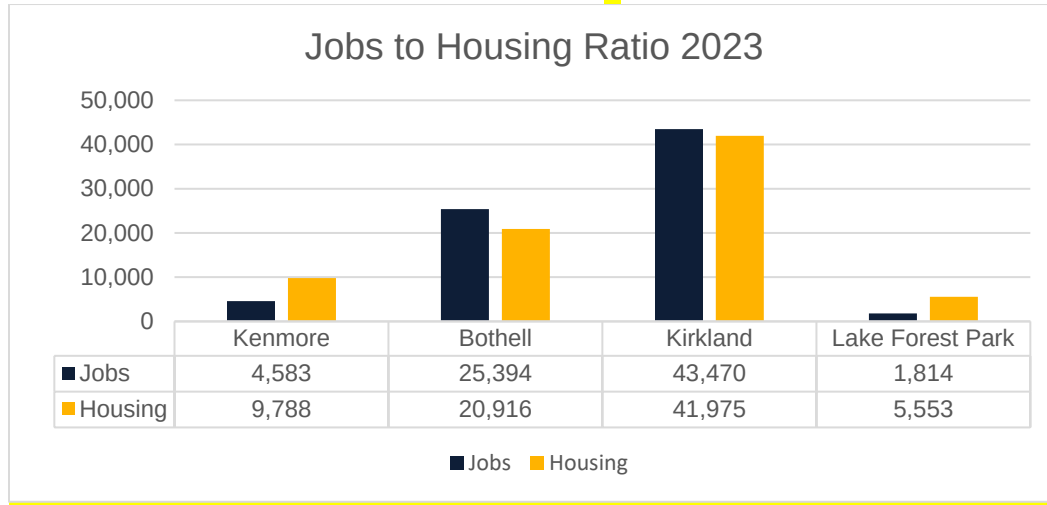
Kenmore, with approximately 4,583 jobs and 9,788 housing units, has a 1:2 jobs to housing ratio, which is a little less than half the number of jobs per housing units available. Figure H-7 shows the jobs/housing ratio for Kenmore, as well as other nearby jurisdictions and King County for comparison. For comparison, Bothell has slightly more jobs than housing, Kirkland has an almost equal balance of jobs and housing, and Lake Forest Park has significantly more housing than jobs by a 3:1 margin.

Location of Housing and Employment

A requirement of the GMA is to consider housing locations in relation to employment locations. This analysis is documented in both the Housing Element above and also the Economic Development Element. Some key findings include:

- **Jobs to Housing Ratio** – As of 2023, Kenmore has approximately 4,600 jobs and 9,800 housing units, giving it a jobs to housing ratio of 1:2, meaning there are fewer than half the number of jobs compared to housing units. For comparison, Bothell has slightly more jobs than housing, Kirkland has an almost equal balance of jobs and housing, and Lake Forest Park has significantly more housing than jobs, with a 3:1 ratio
- **Inflow/Outflow of Workers** – Over 3.5 times as many residents work outside the city for employment versus those coming into the city. This is due to the limited jobs in the city and in the city and also residents who work in job sectors that are not available in Kenmore (e.g., high-tech, financial). Most of Kenmore's employment is concentrated along the SR-522 corridor between the city limits of Bothell and Lake Forest Park.
- **Land Use Pattern** – Kenmore's land use pattern is a mix of low-density, located primarily to

the north and south of SR-522, and a mix of medium- to high-density along the SR-522 corridor. Downtown Kenmore is the most densely populated area of the city and is designated as a Countywide Growth Center.

FIGURE H-54

Source: Data Axle Inc., ESRI Community Analyst, 2023

Along with relatively low employment opportunities in the city, jobs in Kenmore tend toward the lower-paying types; 60 percent pay less than \$50,000 a year (Figure H-5, below).

FIGURE H-5**WAGES OF JOBS IN KENMORE****Household Incomes**

Approximately 22-19 percent of the households in Kenmore fall within the standards defined as extremely low- or very low- income (Table H-AB, 2016-2020). This, which is slightly lower than countywide figures, but higher than east King County. The rental market is the primary source of housing for these populations.

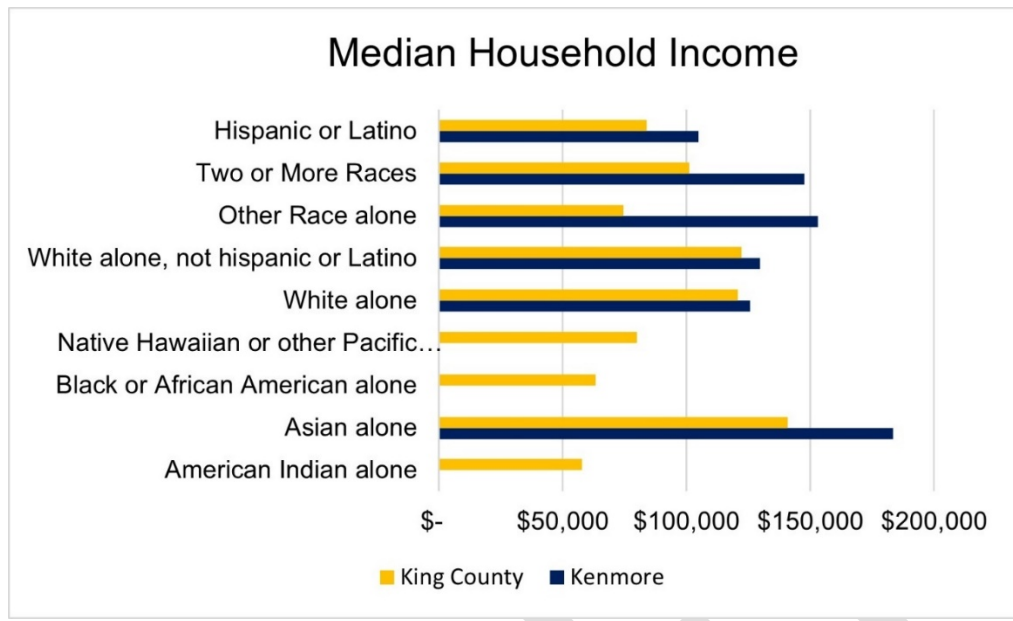
Figure H-6 provides information on median household income by race/ethnicity.

TABLE H-AB HOUSEHOLDS BY INCOME CATEGORY

HOUSEHOLD INCOME CATEGORY	PERCENT OF TOTAL HOUSEHOLDS			
	KENMORE		KING CO.	
	2006- 2010- 2012- 2016	2014- 2018- 2017- 2020	2006- 2018- 2012- 2016	2014- 2018- 2017- 2020
< 30% of median: Extremely Low-Income	11%	12 11%	12%	9 13%
30% to 50% of median: Very Low-Income	6 9%	10 8%	10%	9 11%
50% to 80% of median: Low-Income	13 10%	11%	11 3%	10 12%
> 80% of median: Middle- and Higher-Income	74 70%	68 70%	64 67%	72 64%
"Median" refers to the Area Median Income (King and Snohomish counties). Some totals exceed 100% due to rounding.				

Source: Comprehensive Housing Affordability Strategy (CHAS) 5-Year Estimates (U.S. Housing and Urban Development).

FIGURE H-6
MEDIAN HOUSEHOLD INCOME



Source: ACS 2019-2022 5-Year Estimates (U.S. Census Bureau). * Not all data not available for Kenmore.

Northshore School District records show that 13.5 percent of the students qualify, based on income, for free or reduced lunches at school (Northshore website).

Existing Housing Types

Housing Types

Kenmore added 14 percent more housing units since 2006—somewhat slower than King County and the rest of the Eastside. The city's mix of housing types changed little since 2000. As of 2023, Kenmore added 14 percent more housing units since 2010, which is slower than King County and other neighboring cities (see Table H-BC, below).

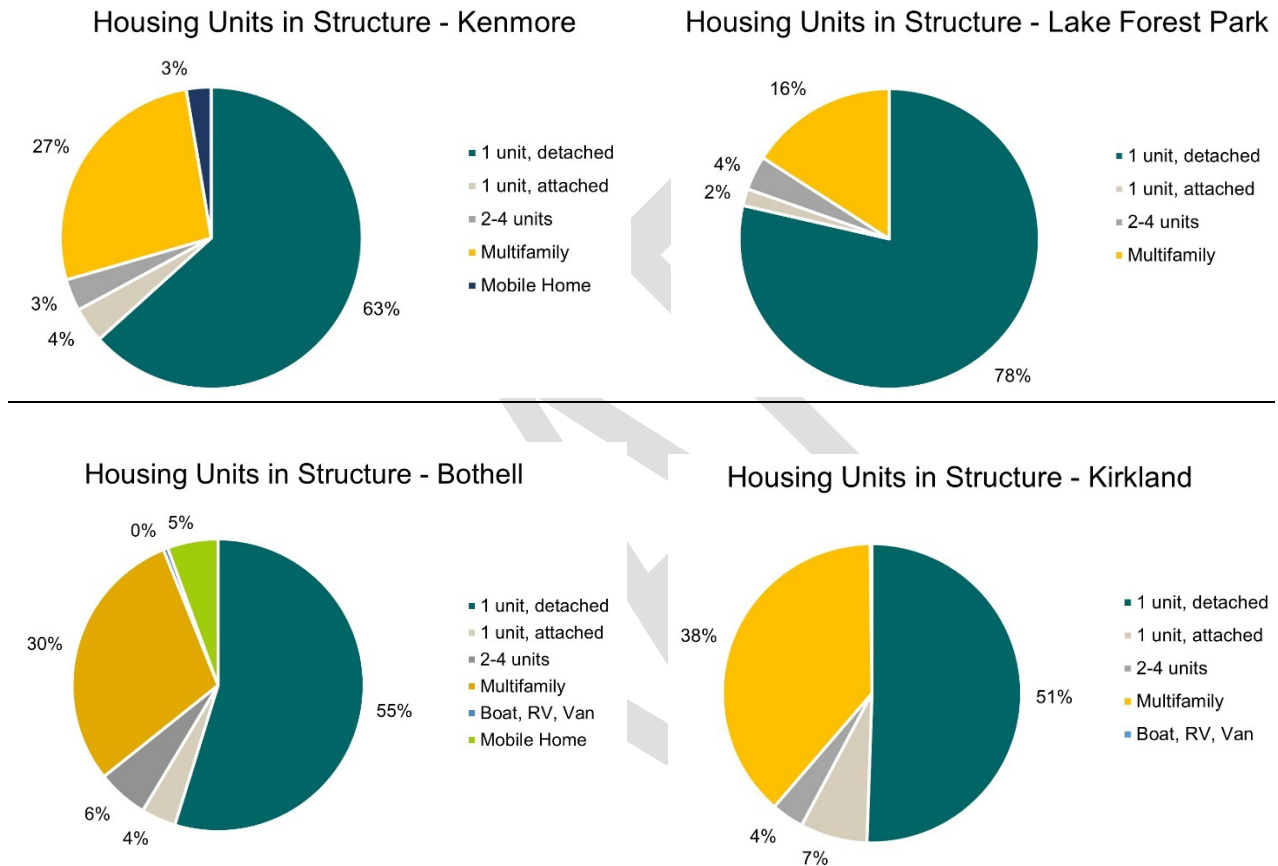
TABLE H-BC
NUMBER AND TYPE OF HOUSING UNITS, KENMORE

TYPE OF HOUSING	2000		2010		2021/2023	
	UNITS	% OF TOTAL	UNITS	% OF TOTAL	UNITS	% OF TOTAL
Single-family Detached	5,235	70%	6,024	70%	6,625/6,679	69/68%
2 or more-family	1,892	25%	2,254	26%	2,753/2,827	28/29%
Mobile Homes	361	5%	291	3%	291/287	3%
Total Units	7,488		8,569		9,665/9,797	100%

Source: WA State Office of Financial Management (OFM), Postcensal Estimates of Housing Units, April 1, 2020 to April 1, 2023. U.S. Census Bureau, 2000 Census, and Washington State Office of Financial Management (OFM), 2021.

Compared to King County and most of east most jurisdictions in King County, Kenmore has a low percentage (27 percent) of multi-family housing (see Figure H-7, below).

FIGURE H-7
HOUSING UNITS BY UNITS IN STRUCTURE



Source: 2010 Census and 2019-2022 American Community Survey, 5-Year Estimates (U.S. Census Bureau).

Kenmore is one of the few communities in east King County with a significant number of manufactured homes (close to 300; Washington State OFM, 2023). Most of Kenmore's manufactured homes are located in six parks with a small number located on individual lots. Units are primarily owner occupied, sited on rental pads. The manufactured housing communities are an important housing resource for many Kenmore residents. More than half of the households living in manufactured homes are low-income. Two of the manufactured housing communities are reserved for seniors. In many cases, manufactured housing communities provide the opportunity of unsubsidized home ownership to households that cannot afford to purchase other types of housing. Homes are in a wide range of physical condition, including some units that are getting past their useful life. Other concerns include long-term park maintenance and replacement of aging infrastructure. Overall availability of manufactured housing has been decreasing in King County as parks are redeveloped with other uses. Of concern is that when parks are closed and replaced with more expensive housing, homeowners lose most of their investment. Future redevelopment of some of the mobile home parks to higher densities could provide additional

housing units with affordability requirements.

Market Rate Housing Prices

Homeownership

Kenmore has a homeownership rate of 73.69 percent, which is among the highest for ARCH compared to cities and greater than the countywide rate (57.56%). Black, Indigenous, and other People of Color (BIPOC) householders are 19 percent of Kenmore's households and 18 percent of the homeowners. Asian householders (not Hispanic or Latino) are 13 percent of the total households and 14 percent of the homeowners. Other BIPOC householders are 6 percent of the total and 4 percent of Kenmore's homeowners.

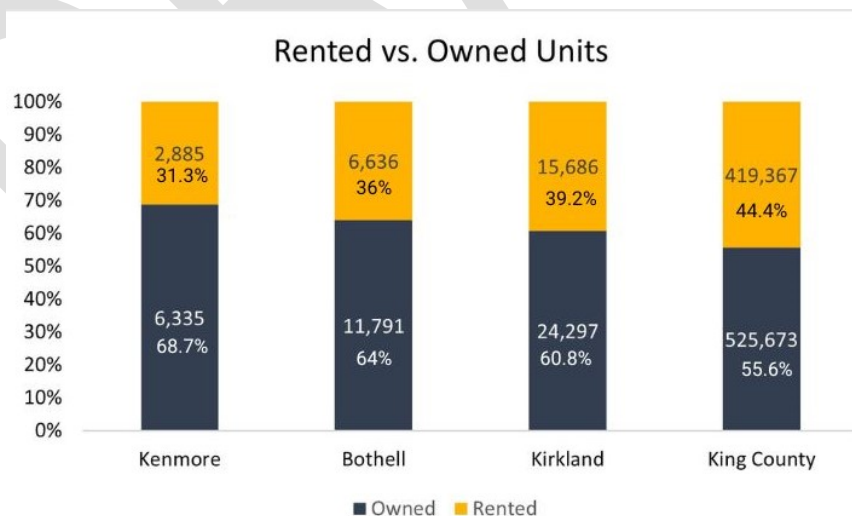
The average home sale price value in 2020-June 2024 in Kenmore was \$1,055,872,730,000 (Zillow, 2024). Washington Center for Real Estate Research).

Condominiums and townhomes, including both ground-oriented and non-ground-oriented owned dwelling units, provide relatively affordable homeownership alternatives for Kenmore residents. The average sale price for condominiums in 2020 was \$371,000—similar to condo prices in Bothell and Woodinville, and low compared to the averages across east King County and King County overall (Washington State Real Estate Research Committee).

Rental Housing

Rental housing makes up about 27-31 percent of housing supply in Kenmore, a significantly smaller portion of overall housing than in east King County and King County as a whole (Figure H-8).

FIGURE H-8 RENTED VS. OWNED UNITS



Source: ACS, 5-year estimates, 2022. U.S. Census.

Role of ADUs in Kenmore

Another adequate provision required by RCW is to consider the role of accessory dwelling units (ADUs) in meeting housing needs. Given that much of Kenmore's land is allocated to detached single-family residential, there is an opportunity to address housing needs by promoting the development of both attached and detached dwelling units on these lots. These housing types could be affordable for moderate and lower-income households.

In 2020, the City amended its ADU regulations to encourage development of ADUs, including extinguishment of the owner occupancy requirement after the first six months of consecutive occupancy. In 2023, the State legislature passed HB 1110 and HB 1337, but which mandate significant changes to ADU regulations, including allowing two ADUs per lot in all cities within urban growth areas (including Kenmore) and reducing barriers related to occupancy, sale, lot size, and parking. Kenmore is updating its development regulations to comply with these new provisions and will complete the updates within six months of the periodic update.

Predicting ADU production trends post-regulation updates is challenging. Although recent ADU construction in Kenmore has been minimal, there's potential for a substantial increase due to the planned code updates and the existing size of residential lots. This is reflected in the housing land capacity analysis and the considerations for meeting housing targets under current zoning.

Kenmore has permitted at total of 126 accessory dwelling units in the City (as of 2024).

The median gross rent (including utilities) in Kenmore in 2020 was the lowest among east King County cities except Beaux Arts Village, and 10 percent below the county-wide median (Table H-C).

TABLE H-D

* **RENTAL HOUSING VACANCIES** "Seasonal, recreational, or occasional use" may include units not available for rent.

HOUSING AFFORDABILITY Housing Costs

The costs of purchasing or renting homes in Kenmore have increased dramatically. While all households are affected, renter households, Hispanic/Latino households, and lower-income households (regardless of tenure) in Kenmore allocate a larger portion of their income toward housing.

According to policies established by the U.S. Department of Housing and Urban Development, a household should spend no more than 30 percent of its income on housing, including utilities. If they pay more than that, a household that is considered "cost burdened" when they spend more than 30 percent of their household income on housing. In 2020, approximately 25 percent of all households in the city fell into the cost-burdened category, a little over 2,300 households. Among them, over 854 households were severely cost-burdened, they are considered "housing cost burdened." Table H-DE shows incomes and affordable housing costs for various income levels.

TABLE H-DE

AFFORDABLE HOUSING COSTS BASED ON KING COUNTY MEDIAN INCOME, 2024

	EXTREMELY LOW- INCOME		VERY LOW- INCOME		LOW- INCOME	
	30% of Area Median		50% of Area Median		80% of Area Median	
Household Size	Annual Income	Affordable Monthly Cost	Annual Income	Affordable Monthly Cost	Annual Income	Affordable Monthly Cost

1	\$30,954	\$774	\$51,590	\$1,290	\$82,544	\$2,064
2	\$35,376	\$884	\$58,960	\$1,474	\$94,336	\$2,358
3	\$39,798	\$995	\$66,330	\$1,658	\$106,128	\$2,653
4	\$44,120	\$1,106	\$73,700	\$1,843	\$117,920	\$2,948
5	\$47,758	\$1,194	\$79,596	\$1,990	\$127,354	\$3,184

Source: ARCH.

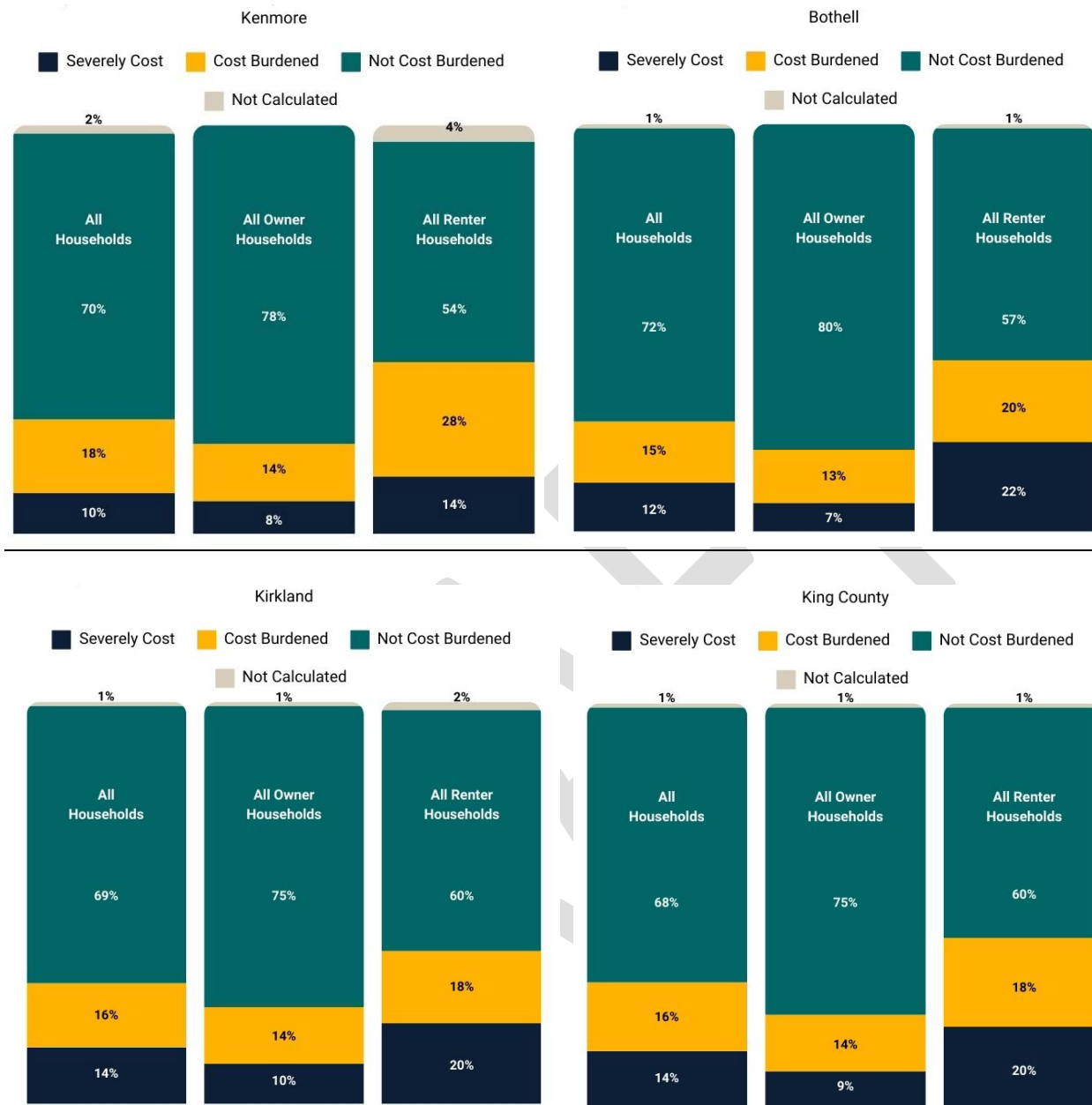
Figure H-9 illustrates the percentage of renter and owner households based on their cost-burden status. Renter households were significantly more likely to experience cost burden during this period – 36 percent compared to only 21 percent of owner households. Figure H-10 shows the cost burden by household income.

The median gross rent in Kenmore in 2022 was \$1,850, 5 percent below the county-wide median (Table H-E).

TABLE H-E
MEDIAN GROSS RENTS, 2015–2019 5-YEAR AVERAGES
(2019 DOLLARS)

LOCATION	BEDROOMS				AVERAGE
	0	1	2	3	All Units
Bothell	\$1,845	\$1,857	\$2,200	\$2,782	\$2,174
Kenmore	\$1,169	\$1,677	\$1,864	\$2,417	\$1,850
Lake Forest Park	\$N/A	\$1,717	\$2,206	\$2,417	\$1,992
King County	\$1,552	\$1,738	\$2,070	\$2,569	\$1,950

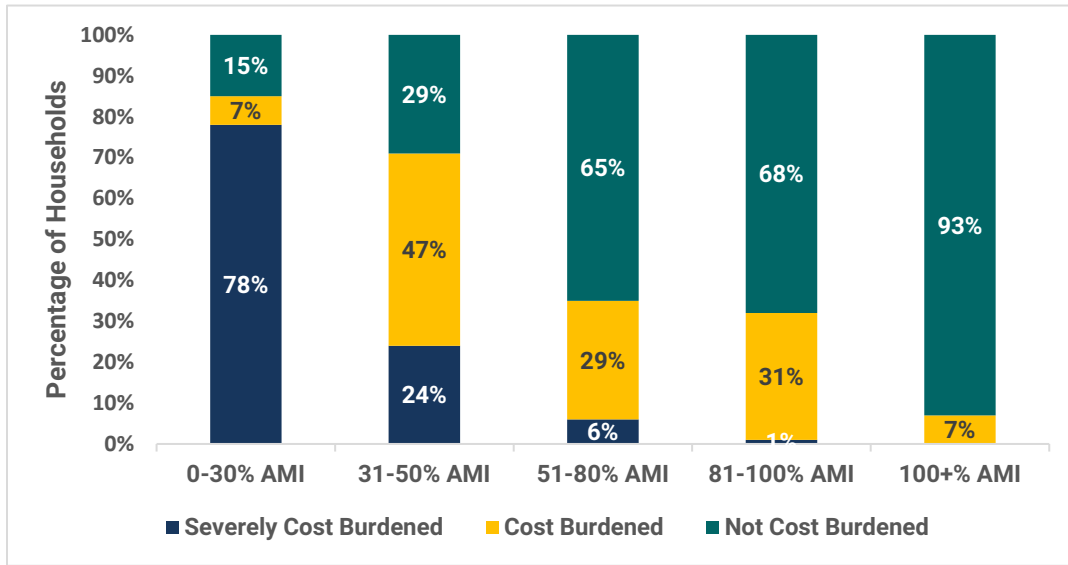
Rental vacancy data indicate that Kenmore has relatively few apartments available (Table H-D, below). The average 5-year rental vacancy rate in Kenmore, according to 2022 ACS data, averaged 4.4 percent.

FIGURE H-9**PROPORTION OF ALL HOUSEHOLDS BY COST BURDEN AND TENURE (2021)**

Source: HUD CHAS data (based on 2017-2021 ACS 5-year estimates)

Note: HUD does not calculate cost burden status for households with zero or negative income. These are represented as "Not Calculated", which is the one percent remaining to equal 100-percent. Not all totals equal 100%

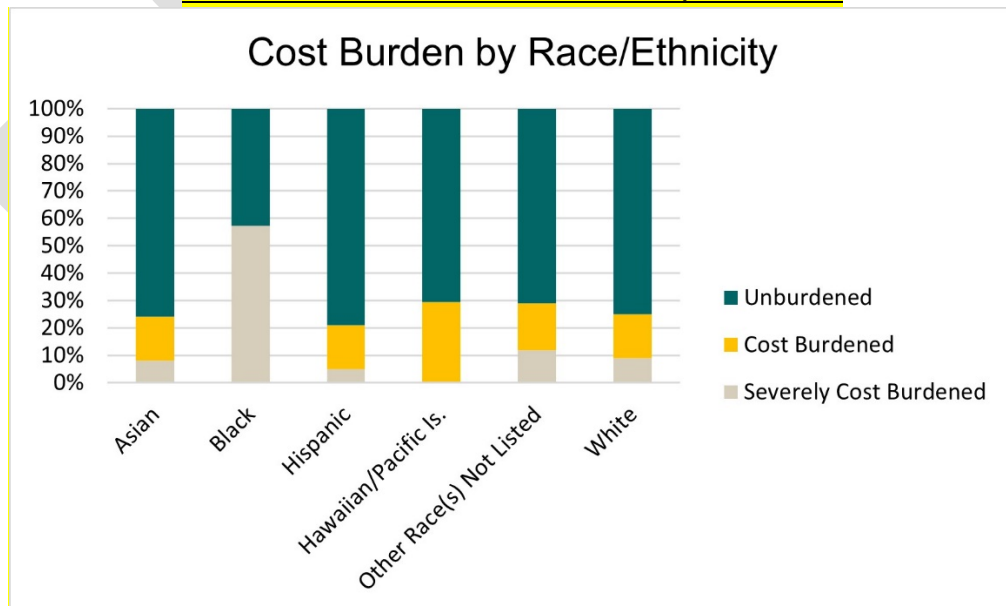
FIGURE H-10 COST BURDEN BY HOUSEHOLD INCOME



Source: CHAS 2016-2021

Examining the proportion of all households by race (Figure H-11), households of color have similar rates of cost-burden as White households. However, of the Black or African American population living in Kenmore, the majority are severely cost burdened, spending over 50 percent of their income on housing. Hispanic/Latino households are more likely to be cost-burdened with a notably higher percentage spending 30 – 50 percent of their income on housing compared to other racial groups.

FIGURE H-11 COST BURDEN BY RACE/ETHNICITY



Source: CHAS 2015-2019

Using the federal affordability definition, 12% of Kenmore's housing is affordable to extremely low- and very low-income households and 12% to low-income households. The amount of

housing affordable to extremely low- and very low-income families is similar to Bothell and King County, but higher than east King County cities as a group (7%). The amount of housing affordable at the low-income level is again similar to Bothell, but higher than east King County overall (8%), and lower than the countywide figure (16%). Table H-F compares the housing affordability of Kenmore, east King County, and King County overall against countywide housing needs.

Most of Kenmore's housing affordable to lower incomes is rental housing. Thirty-two (32) percent of the rental units in Kenmore were affordable to extremely low- or very low-income families in 2018. This is greater than the countywide figure (24%), and much higher than other cities in east King County (13%).

About nine percent (9%) of the owner-occupied housing units in Kenmore are affordable to families earning up to 80 percent of median income, and an additional eight percent (8%) are affordable to families earning 80 to 100 percent of median income. These figures are similar to east King County (6% and 5%, respectively), but somewhat lower than King County (13% and 11%). Note that Kenmore has a relatively high percentage of homes affordable to low-income households, which may be partially attributable to the city's relatively high number of manufactured homes.

TABLE H-F
AFFORDABLE HOUSING AND COUNTYWIDE HOUSING NEEDS, 2018

HOUSEHOLD INCOME LEVEL		PCT OF TOTAL HOUSING UNITS AFFORDABLE			COUNTYWIDE HOUSING NEED
		Kenmore	East King Co.	King County	
< 30% of median:	Extremely Low-Income	3%	3%	4%	15%
30% to 50% of median:	Very Low-Income	9%	4%	9%	15%
50% to 80% of median:	Low-Income	12%	8%	16%	19%
> 80% of median:	Middle- and Higher-Income	76%	85%	71%	51%

Source: CHAS (Comprehensive Housing Affordability Strategy; U.S. Housing and Urban Development), 2014-2018 5-year averages.

Note: Countywide Housing Need determined by 2021 Countywide Planning Policies.

Cost-Burdened Households

Overall, housing cost burden improved in Kenmore since 2010, from 38 percent to 28 percent of all households (comparable to all of East King County). For some segments of the community, however, cost burden worsened. Close to half (48 percent) of the renting households are housing cost-burdened, up from 42 percent. This is high compared to other ARCH cities (35 percent) and King County as a whole (42 percent). On the positive side, Kenmore's percentage of severely cost-burdened renters (paying more than half their incomes on housing) has fallen from 21 percent to 17 percent.

Table H-G provides information on housing cost burden by race/ethnicity in Kenmore.

TABLE H-G
HOUSING COST BURDEN AND RACE/ETHNICITY
KENMORE, 2018

Race/Ethnicity of Householder	All Households	Cost Burdened (Housing costs 30% to 49% of household income)	Severely Cost Burdened (Housing costs 50% or more of household income)
Hispanic or Latino, any race	5%	9%	8%
Not Hispanic or Latino	95%	91%	92%
American Indian or Alaska Native alone	0%	0%	1%
Asian alone	11%	14%	14%
Black or African American alone	1%	8%	10%
White alone	81%	64%	62%
Other (including multiple races)	2%	4%	5%

Source: CHAS 2014–2018 5-year Estimates.

See Appendix — for more information about cost burdened households.

HOUSING TARGETS AND CAPACITY

The city's 2019-2044 growth target established by the King County Countywide Planning Policies is 3,070 housing units. On an annualized basis, this means the city should expect and plan for 123 additional units each year. The Kenmore Land Use Plan provides enough zoned capacity to exceed the 2044 housing target, as shown in Table H-HE. Mixed-use areas provide a very large percentage of the city's present capacity for new housing.

Within $\frac{1}{2}$ –one-half mile of high-capacity transit, there is capacity for approximately 3,500 additional new housing units, including new development in the medium density residential classification. Existing housing units in that area total nearly 7,000 units.

TABLE H-HE
EXISTING HOUSING UNITS, AND 2021 CAPACITY, KENMORE

Housing Type	2018 Existing		Remaining Capacity		Total if Built to Capacity	
	Units	Pct	Units	Pct	Units	Pct
Single-family Dwellings	6,808	72%	418	11%	7,226	53%
Multi-family Dwellings, total	2,621	28%	3,717	89%	6,338	47%
In residential-only zones			184	5%		
In mixed-use zones			3,533	95%		
Total	9,429		4,135		13,564	

Source: Washington State Office of Financial Management and 2021 Urban Growth Capacity Report (King County).

Approximately seventy (70) percent of the city's residential capacity, however, is zoned for "medium high" and "high" densities, and if developed to capacity Kenmore will provide a variety of housing

similar to that of other similarly sized cities (Table H-G). Of Kenmore's total city acreage, 78% is zoned exclusively for residential uses (all R and MHC zones). Of that acreage, the area zoned exclusively for single-family residential development comprised 95% of the total in 2023. New allowances for middle housing will reduce this percentage and provide more opportunities for additional housing types in the City (Figure H-12).

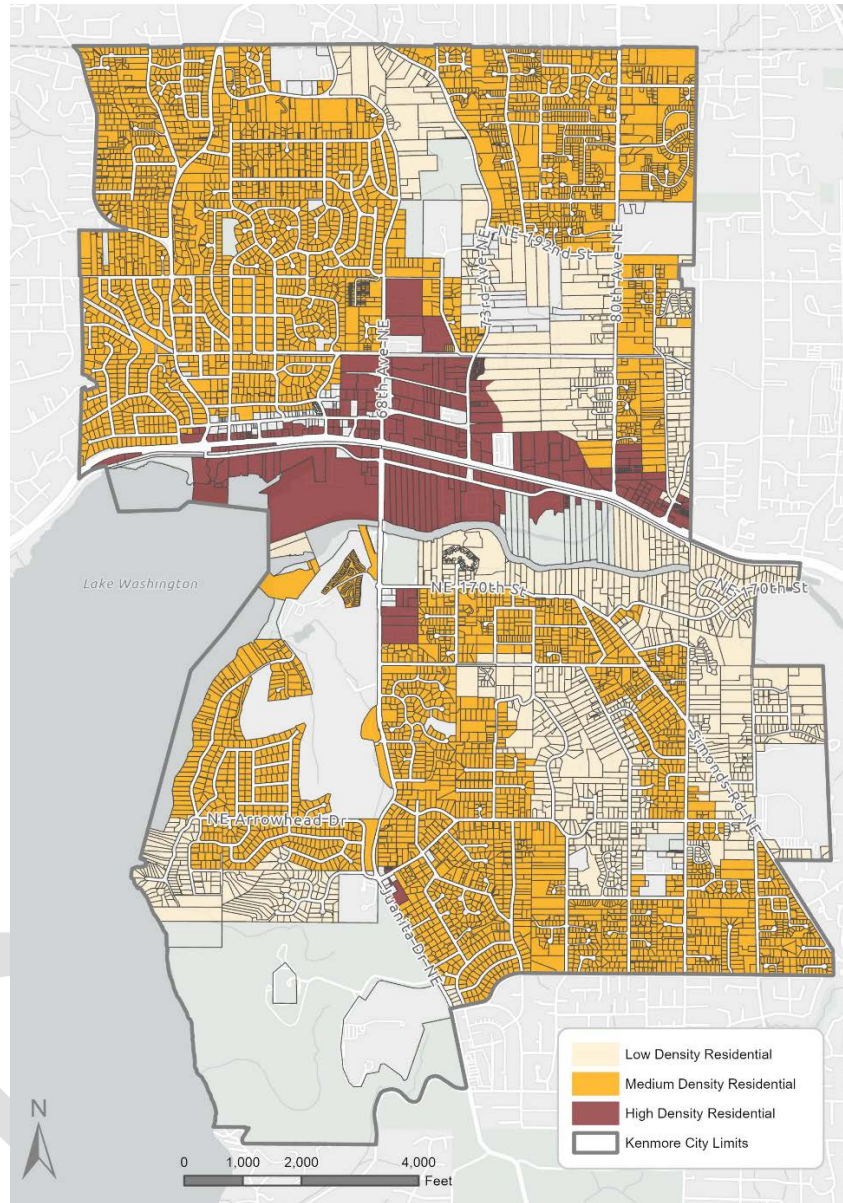
TABLE H-G

AREA BY ALLOWED HOUSING DENSITY

Row Labels	Sum of Acres	% Area
High Density Residential	80.539	3.33%
Low Density Residential	744.221	30.77%
Medium Density Residential	1593.565	65.90%
Grand Total	2418.325	100.00%

Source: City of Kenmore GIS

FIGURE H-12
LAND ZONED FOR HOUSING BY DENSITY



Source: City of Kenmore GIS

Land Capacity Analysis

Cities and counties are required to perform a Land Capacity Analysis (LCA) to assess and document the capacity of new housing and jobs on vacant, underutilized, or partially used lands. This analysis examines the potential for land within a community's borders to support new housing growth, given the existing zoning and development regulations. Unlike a Buildable Lands Analysis, which reviews past performance under the previous comprehensive plan, a LCA projects forward, evaluating land uses and development types planned for the next planning period as outlined in WAC 365-196-325. The aim of a LCA is to assess what current development regulations permit, rather than what has already been developed.

A summary of findings of the LCA are documented below in Table H-H below. The LCA showed that the City has more than enough capacity to accommodate its assigned growth targets under existing zoning patterns. In 2044, the City is expected to have a surplus capacity of 3,678 housing units and 52 jobs above King County growth targets. That said, the City may want to continue expanding capacity beyond what is needed to meet growth targets and achieve important community-wide objectives such as housing affordability. The full LCA and methodology may be found in Appendix G.

TABLE H-H
LAND CAPACITY ANALYSIS SUMMARY

Subject	Findings
Housing Capacity	6,748 dwelling units
Housing Surplus	3,678 units
0-80% AMI Housing Surplus	2,147 dwelling units
>80-120% AMI Housing Surplus	1,531 dwelling units
Net Commercial/Industrial Capacity	52.38 acres
Employment Capacity	3,252 jobs
Employment Surplus	52 jobs

Source: City of Kenmore, Kimley-Horn

AFFORDABLE HOUSING CHALLENGES AND OPPORTUNITIES

Countywide Planning Policy (CPP) H-1 requires all jurisdictions Plan for and accommodate the jurisdiction's allocated share of countywide future housing needs for moderate-, low-, very low- and extremely low-income households as well as emergency housing, emergency shelters, and permanent supportive housing."

The Affordable Housing Committee (AHC) of the Growth Management Planning Council serves as a regional advisory body, responsible for recommending action and assessing progress towards implementing the Regional Affordable Housing Task Force Action Plan for King County. This Plan was developed in 2018 to address the affordable housing crisis in King County.

The Plan states that, at its core, the housing crisis is driven by a supply and demand challenge that is two- fold. First, King County's population has grown faster than new homes have been built. Second, King County's population has not grown evenly across the income spectrum. In response to demand for housing by high-earner households, housing developers have focused new projects to serve the upper end of the market and many of what were once existing affordable units have increased in price beyond what many middle- and low-income working individuals and families can afford.

The Action Plan includes seven goals, with strategies to achieve the goals, and actions to implement the strategies. Goals include: Increase construction and preservation of affordable homes for households earning less than 50 percent area median income; prioritize affordability accessible within a half mile walkshed of existing and planned frequent transit service, with a particular priority for high-capacity transit stations; preserve access to affordable homes for renters by supporting tenant protections to increase housing stability and reduce risk of homelessness; and promote greater housing growth and diversity to achieve a variety of housing types at a range of affordability and improve jobs/housing connections throughout King County.

A Regional Coalition for Housing (ARCH)

ARCH, a partnership between King County and East King County Cities, including Kenmore, collaborates to preserve and expand housing for low- and moderate-income households in the region. ARCH assists member governments in developing housing policies, strategies, programs, and regulations. The ARCH Housing Trust Fund invests local funding from ARCH member cities in the creation and preservation of affordable homes for low and moderate income individuals and families. ARCH also plays a role in region-wide planning efforts, including addressing homelessness through regional strategies.

Housing Allocation of Future Housing Needs

The state Growth Management Act (GMA) mandates that each county and city must plan to accommodate the growth projected over the next 20 years. Additionally, the GMA requires cities to plan for and provide affordable housing for all economic segments of the population. Permanent housing needs, as shown in Figure H-J below, include both permanent supportive housing (PSH) and non-permanent supportive housing (non-PSH). The City of Kenmore is planning for sufficient capacity to accommodate 3,070 new units projected to be built by 2044. This includes housing for all income groups, as well as emergency housing and emergency shelter housing.

Growth allocations stem from multicounty planning policies outlined in VISION 2050, which establish a regional framework for centers and define the role of each community. Kenmore, as a High-Capacity Transit Community, designates Downtown Kenmore as a candidate Countywide Growth Center. The VISION 2050 Regional Growth Strategy envisions Kenmore accommodating growth while contributing significantly to the region's housing supply.

**TABLE H-I CITY OF KENMORE PERMANENT HOUSING
NEEDS BY INCOME LEVEL (% OF AREA MEDIUM INCOME³)**

2020-2044	Total	0-30% Non-PSH⁴	0-30% PSH	>30 - <50%	>50 - <80%	>80 - <100%	>100 - <120%	>120%	Emergency Housing Need⁵
Estimated Housing Supply (2020)	9,589	359	0	835	1,183	1,277	1,517	4,418	587
Kenmore Housing Targets (2020-2044) ⁶	3,070	1,063	559	483	393	75	85	412	

Source: 2021 King County Countywide Planning Polices (amended 2023).

TABLE H-I

Overall, production of housing units in Kenmore has kept pace to achieve future housing 2044 targets. However, the rate of moderate- to low-income housing production (>80% AMI) has been slower than for those at higher-level incomes (>80% AMI).

For an extensive housing analysis, including a summary of emergency housing a, shelters, and permanent housing, refer to Appendix A, East King County Housing Analysis, authored by ARCH in

³ AMI = area median income.

⁴ PSH = permanent supportive housing.

⁵ Emergency housing includes emergency housing and shelter and is in addition to permanent housing needs.

⁶ New/additional units

November 2022. This document also indicates how member cities, including City of Kenmore, comply with the King County Housing CPPs.

History of Racially Discriminatory Communities and Racially Disparate Land Use and Housing Practices

Like many communities, Kenmore has a documented history of racially discriminatory land use and housing practices, including the placement of racially discriminatory housing covenants over some local neighborhoods. These actions prevented people from historically marginalized communities from access to housing and from living in parts of the City.

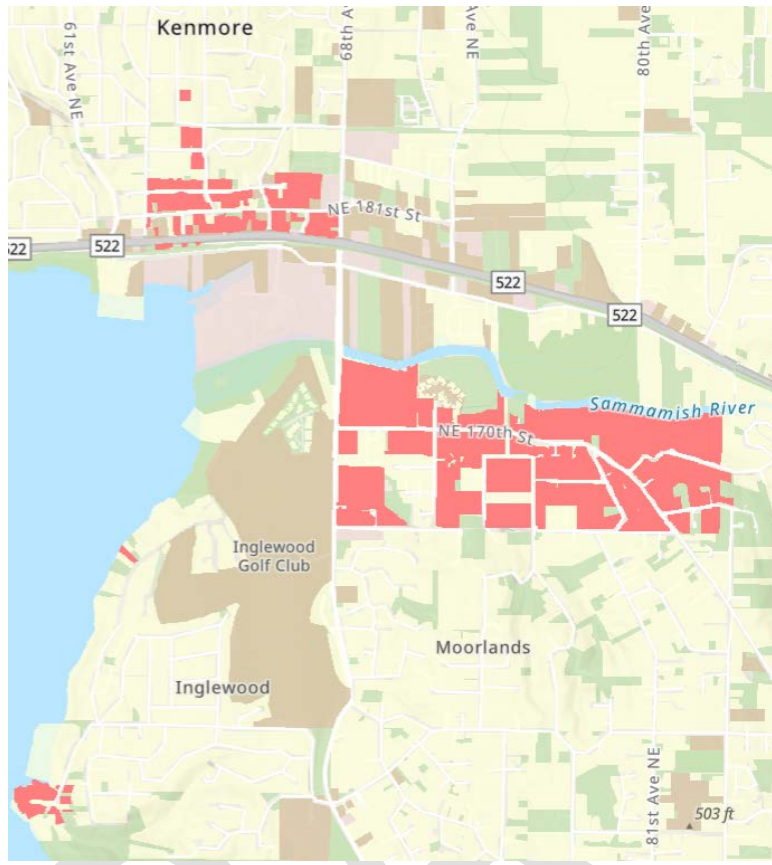
Too, widespread zoning of areas exclusively for single-family housing has kept out those with lower incomes or those who are able to only afford rental housing. Recognition of diversity, equity and inclusion, as well as an understanding that local housing practices cannot fully remediate or prevent harms of past or current discrimination, is part of this Housing Element.

Racial covenants were legally enforceable in the United States from 1927 to 1968, until the Supreme Court invalidated their use. Restrictions such as "None other than persons of the Caucasian race may live upon or hold title to land in this plat," or more specific restrictions calling out specific races were commonly used. According to the Washington State Racial Restrictive Covenants Project⁷, Kenmore had an estimated total of 417 restrictive covenants. These parcels are depicted on Figure H-13.

Although several of these structural elements fall outside the purview of municipal government, City of Kenmore remains dedicated to actively promoting equity. The City adopted the Diversity, Equity, Inclusion, and Accessibility (DEIA) Strategic Plan in 2023, which focuses on strategies to cultivate an inclusive community through city services and amenities. Housing and Human Services is a key focus of the DEIA Plan, which is aimed at meeting the basic needs of all residents. This Housing Element includes policies that focus on the importance of DEIA, the Strategic Plan, and aim to root out systemic inequality. Additionally, Housing Element policies address displacement and potential mitigations, particularly for lower-income residents People of Color (BIPOC).

⁷ <https://depts.washington.edu/civilr/seggregated.htm>

FIGURE H-13
RACIALLY RESTRICTED PARCELS IN KENMORE



Source: Washington State Racial Restrictive Covenants Project

City of Kenmore Equity Analysis & Eastside for All Report

As part of this Comprehensive Plan update, City of Kenmore conducted a racial equity analysis to help the City establish anti-displacement policies for the Plan's Housing and Land Use elements. The goal of the analysis was to provide information, context, and evaluation of the potential disparate impacts or displacement risk that might result from growth plans and provide recommendations that support the City's ability to avoid and mitigate policies that preserve past harms and work to eliminate practices that increase future displacement risks. In summary, the results of the racial equity analysis found that the City should:

1. Develop a wider historical context (e.g., increased recognition of Native Americans)
2. Understand the combinations of risks associated with displacement (e.g., housing, land use, and demographic displacement risks)
3. Develop an investment strategy that prioritizes investing in people and places that need stabilizing first, rather than centering distribution by population (e.g., focus on population and people and affordable housing)
4. Establish an equitable approach to population growth (e.g., improving lives of marginalized populations, racial equity and social justice lens, applying targeted universalism, health equity, multimodal transportation)
5. Take a regional approach to population growth and housing
6. Consider public health equity with displacement risks
7. Deepen equity considerations within community engagement

The full report is adopted by reference as part of the Housing Element as Appendix E.

In addition to the equity analysis, the City collaborated with ARCH and Eastside for All (EFA), a nonprofit organization founded in 2019 to advance racial equity and social justice in East King County. EFA organizes and mobilizes communities of color and immigrant communities who are most impacted by racial disparities and inequities. The report of the process is adopted by reference as part of the Housing Element as Appendix F.

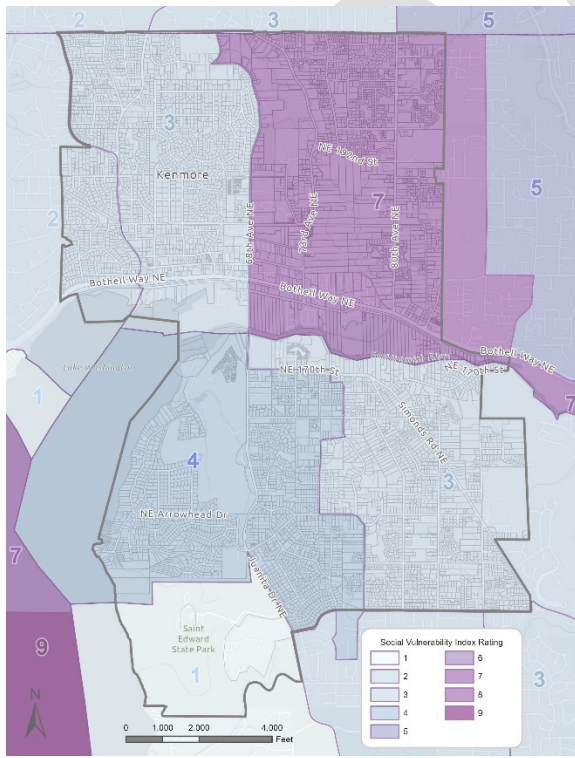
Displacement Risk

The impact of racially exclusive and discriminatory land use and housing practices can be seen when analyzing changing demographic population patterns. Puget Sound Regional Council (PSRC) has developed a “displacement risk mapping tool” to identify areas in the region where current residents and businesses are at risk of displacement as growth occurs. The mapping tool uses a variety of indicators across five major categories, including socio-demographics, transportation qualities, neighborhood characteristics, housing, and civic engagement. No census tract in Kenmore was identified as a “high” displacement risk. Two tracts, both of which overlap with the City of Bothell to the east, identify as “moderate” displacement risk. This area is located east of 68th Avenue NE and north of Bothell Way/SR-522.⁸

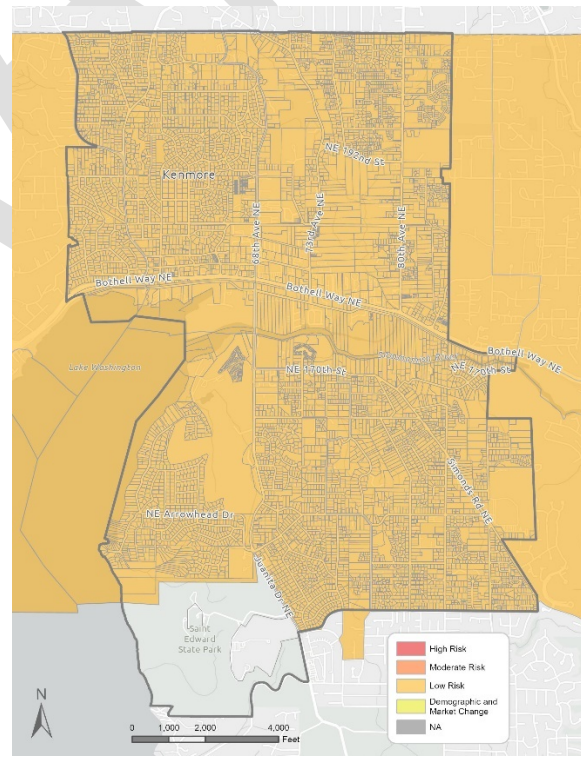
Figures H-14 and H-15 identify the socioeconomic vulnerability index and displacement risk within the City of Kenmore.

FIGURES H-14 and H-15

SOCIAL VULNERABILITY INDEX AND DISPLACEMENT RISK



Source: City of Kenmore GIS, WA State Dept. of Health



Source: WA Department of Commerce, US Census

⁸ While there are no Census tracts (which is a broadly defined area) that have a high displacement risk, there is possibility that some Census blocks may have a higher or lower displacement risk. For example, the Census blocks which include the city's mobile home communities have a higher displacement risk than other Census blocks due to a number of possible factors, including the land being privately-owned and the potential of the land being sold.

Rental Housing for People Needing Supportive Services Housing for Vulnerable Populations⁹

Currently, Kenmore has a very limited range of housing for people who need emergency shelters, transitional housing, emergency housing, and permanent supportive housing ("STEP"¹⁰) supportive services, particularly for the elderly, persons with disabilities, persons with medical conditions, and those individuals with physical disabilities. The housing includes adult family homes, assisted living facilities, boarding homes, group living, and nearby nursing homes.

Emergency housing and shelters both provide temporary services, whereas emergency housing provides overnight accommodation and shelters may not. Permanent supportive housing is a long-term housing option for those who need comprehensive support services to retain tenancy. As of 2024, Kenmore Place, a transitional shelter operated by Hopelink, is located in Kenmore.

An estimated four (4)2.6 percent of the people in Kenmore are over the age of 80 years. Supplemental Security Income supports people with disabilities in about two percent of Kenmore households.

Kenmore has one licensed assisted living facility (boarding home) with 100 beds and 26 licensed adult family homes with 150 beds. Adult family home residents include elderly people, individuals with limited mobility (use of wheelchair), developmental disabilities, mental illness, diabetes, terminal illnesses, brain injury, and those recovering from strokes. The number of persons living in supported living situations (i.e., group quarters) has increased 35% since 2010, a somewhat lower rate than the growth across east King County (44 percent). The closest nursing home to Kenmore is in Bothell. Bothell Health Care (707 228th St. SW) nursing home has 99 beds.

Income- and Price-Restricted Housing

Land Use and Tax Incentives

The City of Kenmore has a number of voluntary incentive programs to support housing developers who commit to setting aside some of the homes in their properties to be affordable for income-eligible households. At this writing, one property (Spencer 68) does so, as a result of the city's purchase and resale of a disused Metro park-and-ride lot.

	Apartments
50% AMI	5
85% AMI	51
Market Rate	166

Spencer 68 Apartments benefits from an exemption from property taxation on their buildings (not the land) for 12 years—through 2029—and, in exchange, reserves 56 affordable units for the life of the property.

⁹ Vulnerable populations, as defined by RCW 70A.02.010, means (a) population groups that are more likely to be at higher risk for poor health outcomes in response to environmental harms due to : (i) Adverse socioeconomic factors, such as unemployment, high housing and transportation costs relative to income, limited access to nutritious food and adequate health care, linguistic isolation, and other factors that negatively affect health outcomes and increase vulnerability to the effects of environmental harms; and (ii) sensitivity factors, such as low birth weight and higher hospitalization. (b) "Vulnerable populations" includes but is not limited to: (i) Racial or ethnic minorities; (ii) Low-income populations; (iii) Populations disproportionately impacted by environmental harms; and (iv) Populations of workers experiencing environmental harms.

¹⁰ STEP housing, as defined by Department of Commerce is a combination of emergency shelters, transitional housing, emergency housing, and permanent supportive housing.

Affordable housing requirements and tax incentives are offered in the transit-oriented district around the current park-and-ride facility on SR-522, and density requirements are in place for the Downtown Commercial zoning district. Density incentives are provided in the Neighborhood Business (NB) zone and in most other zones through the Residential Density Incentives program.

Public and other Funding Programs

A variety of publicly assisted rental housing is available in Kenmore, including:

Name	Owner	Population Served	Units or Beds
Brookside Apartments	Sound Mental Health	Transitional	16
Copper Lantern	Low Income Housing Institute	Families	21
Green Leaf Apartments	King County Housing Authority	Families	27
Harbour Villa Apartments	King County Housing Authority	Seniors & Disabilities	5
Heron Landing	Downtown Action to Save Housing	Seniors	50
Heron Run	Kenmore Family Associates	Families	40
Northwood Apartments	King County Housing Authority	Seniors & Disabilities	34
Shadrach Apartments Kenmore Place	Hopelink	Families	9

All of these income- and price-restricted housing units are located within a half mile of transit service (see Figure H-16):

INCOME RESTRICTED HOUSING WITHIN HALF MILE OF WALKSHED OF TRANSIT

6
7

8
9
0
1
2
3

4
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21
22
23
24
25
26

provided emergency family shelter for several years but the facility closed June 2024.

Lake City Partners plan to open a new senior women's shelter in Kenmore in late 2024/early 2025. This facility will provide temporary shelter as well as a comprehensive pathway to stability and sustainable housing.

An application from the Episcopal Church of the Redeemer (6210 NE 181st Street) was received in December 2021 to host Camp Unity Eastside between June and October 2022.

The establishment of the King County Regional Homelessness Authority in 2021 should help refine information on the homeless population in Kenmore and begin to address homelessness county-wide.

Faith organizations in Kenmore have provided temporary shelter in the past, but also present opportunities for the provision of affordable housing units. As these organizations are considering how to utilize their properties, including excess land or parking areas, there may be future opportunities to accommodate affordable housing, especially for those households earning 50 percent AMI or below.

ADEQUATE PROVISIONS FOR HOUSING

RCW 36.70A.070 and RCW 36.70A.070(2)(d) requires that cities document in their housing element adequate provisions for existing and projected housing needs for all economic segments of the community, including:

- i. Incorporating consideration for low, very low, extremely low, and moderate-income households;
- ii. Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations;
- iii. Consideration of housing locations in relation to employment location; and
- iv. Consideration of the role of accessory dwelling units (ADUs) in meeting housing needs.

As part of the Comprehensive Plan update, an analysis to identify adequate provisions must be conducted. However, actions to "make adequate provisions" may be implemented after the plan's adoption. The City must submit a report to the Washington State Department of Commerce five years after the adoption of the Comprehensive Plan (2029), detailing progress in implementing the Comprehensive Plan. This report, as outlined in RCW 36.70A.130, will include updates on housing element implementation and permitting timelines. This section summarizes the analysis of adequate provisions conducted by the City, as well as actions to be completed by the Comprehensive Plan deadline according to the land capacity analysis.

Consideration of Housing for All Income Levels

The GMA mandates that the City must plan for an accommodate housing needs across all income levels. These needs are specified in housing growth targets by income level, provided by King County, and documented in the Countywide Planning Policies (CPPs). These targets are outlined in the previous section. The Comprehensive Plan must demonstrate adequate land capacity to meet housing needs at each affordability level. Additionally, the City must identify barriers to housing production at each affordability level and outline adequate provisions to address these barriers within the Comprehensive Plan.

Actions to Achieve Housing Availability and Affordability

As identified in the Land Capacity Analysis summary above, the City is able to meet its assigned growth targets. However, there are a number of actions, listed below in Table H-J, that outline recommended actions for the City to address barriers to housing production and increase the likelihood of meeting the housing needs of all income levels over the next 20 years. Implementing these actions will likely take several years. While there are no specific actions needed to be taken before the adoption of this Plan, the following section highlights actions that should be prioritized for implementation after the plan's adoption.

TABLE H-J
HOUSING PRODUCTION BARRIERS & PROPOSED ACTIONS

Barrier	Housing Types	Proposed Action
Regulations and permit process for Shelters, Transitional Housing, Emergency Housing and Permanent Supportive Housing (STEP)	STEP Housing	Review and amend zoning regulations and permit process for STEP housing using the Department of Commerce guidance
Building/Energy Codes	All housing types. Affordable (income restricted) housing	Review recent building code updates & energy code requirements make building more costly. Review codes to explore options for cost reductions in particular for affordable (income restricted) housing.
Permit Fees/Impact Fees	Accessory Dwelling Units and affordable housing	Review and amend permit fees/impact fees for ADU's and affordable (income restricted) housing projects to provide exemptions and/or reduced fees. Coordinate with the school district on regulations that exempt affordable (income restricted) housing from school impact fees.
Utility Connection Fees	Accessory Dwelling Units and affordable housing	Coordination with utility providers on options for reducing connection fees particularly for ADU's and also affordable (income restricted) housing project.
Affordable Housing Funding Gap	Affordable housing	Review Multi-Family Tax Exemption (MFTE) regulations and consider expanding to other areas of the City. Review inclusionary zoning requirements and consider expanding to other areas of the City.
High minimum lot sizes	Duplexes, triplexes, townhomes	Consider decreasing minimum lot sizes from 7,200 to 5,000 ft ² in R-4 zones
Low maximum density	Duplexes, triplexes, townhomes	Consider increasing maximum density in R-1 zone to 4 units per lot and 8 units per lot in R-6
Building heights	Low- to mid-rise	Consider increasing maximum heights in Downtown Residential & Commercial, and Urban Corridor and Residential zones
Parking requirements	All middle housing and multi-family types	Consider reducing parking requirements citywide

Source: City of Kenmore

AFFORDABLE HOUSING NEEDS

Countywide Planning Policy (CPP) H-1 requires that, "All comprehensive plans ... combine to address the countywide need for affordable housing ... at a level that calibrates with the jurisdiction's identified affordability gap" for extremely low-, very low-, and low-income households." Table H-1 shows the difference between the housing supply in 2019 and the expected need in 2044 at each income level. (See the Endnotes to this chapter for definitions of each column heading.)

**TABLE H- CITY OF KENMORE PERMANENT HOUSING
NEEDS BY INCOME LEVEL (% OF AREA MEDIUM
INCOME¹¹)**

2020-2044	Total	0-30% Non- PSH¹²	0-30% PSH	>30- ≤50%	>50- ≤80%	>80- ≤100%	>100- ≤120%	>120%	Emergency Housing Need¹³
Estimated Housing Supply (2020)	9,589	359	0	835	1,183	1,277	1,517	4,418	587
Kenmore Housing Targets (2020- 2044)	3,070	559	1,063	483	393	75	85	412	

Source: 2021 King County Countywide Planning Policies (amended 2023).

AFFORDABLE HOUSING NEEDS

	2019 Estimated Supply	2044 Apportioned	2019 – 2044 Need
Kenmore	9,485	12,555	
0 – 30% AMI	278 3%	1,883 15%	1,605
31 – 50% AMI	1,074 11%	1,883 15%	810
51 – 80% AMI	1,324 14%	2,385 19%	1,061
Over 80% AMI	6,809 72%	6,403 51%	-406
East King County cities	222,378	314,032	
0 – 30% AMI	6,036 3%	47,105 15%	41,068
31 – 50% AMI	12,260 5%	47,105 15%	34,845
51 – 80% AMI	24,465 11%	59,666 19%	35,201
Over 80% AMI	179,617 81%	160,156 51%	-19,460

Sources: CHAS, OFM, ARCH.

Note that the CPPs encourage local governments and their comprehensive plans to work in collaboration with other jurisdictions and non-governmental agencies.

"When taken together, all the comprehensive plans of King County jurisdictions must "plan

¹¹ AMI = area median income.

¹² PSH = permanent supportive housing.

¹³ Emergency housing includes emergency housing and shelter and is in addition to permanent housing needs.

for and accommodate” the existing and projected housing needs of the county (RCW 36.70A.020 and 36.70A.070)” (introduction to CPP Housing chapter). “All comprehensive plans in King County combine to address the countywide need for housing at a level that results in the combined comprehensive plans in King County meeting countywide need” (H-1). “This section promotes cross-sectoral and interjurisdictional coordination to meet the housing needs of households with extremely low, very low, and low incomes. Collective efforts to fund or provide technical assistance for affordable housing development and preservation, and for the creation of strategies and programs, can help to meet the housing needs identified in comprehensive plans. Therefore, there are opportunities for efficiencies and greater impact through interjurisdictional cooperation” (introduction to CPPs H-6 and H-7). The CPPs encourage Kenmore and other cities not to think of affordable housing goals or issues as theirs to solve alone. For example, Kenmore may be able to plan for more than 1,061 homes affordable to low-income households or support some extremely low-income housing created in other communities. The city of Kenmore belongs to ARCH to make these opportunities happen.

The following section includes a summary of housing strategies to address local housing needs in Kenmore.

SUMMARY OF LOCAL HOUSING STRATEGIES

The city has ~~taken action~~^{acted} in several areas to address local housing needs. These include:

- In 2003, the city rezoned a former Park and Ride site on 68th Avenue NE to enable a multifamily development, with a requirement that 25 percent of the units address local affordable housing needs. ~~Spencer68 apartments opened in 2015, providing 56 affordable units, five for low-income households. To help enhance affordability on the property, the city approved a twelve-year property tax exemption on residential improvements.~~
- ~~The city waived a portion of impact fees for a project that incorporated housing affordable to low-income households.~~
- The city has been an ongoing member of ARCH. Through the ARCH Trust Fund process, the city has regularly committed local funds for affordable housing projects in Kenmore and throughout the region, assisting with nearly ~~200-100~~ units affordable to lower-income households.
- Through participation in the countywide CDBG Consortium, local homeowners receive Housing Repair loans (9 applications in 2021).
- In 2015, the city adopted increased density allowances in the Transit Oriented Development District ~~Overlay Area~~ with requirements for including affordable housing in new development. ~~Regulations were amended in 2022 with a requirement that twenty-five percent of units must be affordable to those at the 50% AMI level or below for rental units or 80% AMI for ownership units.~~
- In 2017, the city approved a Housing Strategy Plan identifying potential strategies to address affordable housing needs and prioritizing them for future consideration.
- In 2019, the city:
 - o rezoned ~~some of~~ the City’s manufactured housing communities in order to preserve existing affordable housing in those communities. ~~The adopting ordinance was appealed and as of July 2024, the appeal has not been resolved.~~
 - o amended zoning for portions of the Community Business zoning district, including incentives for development of affordable housing.
 - o expanded the area eligible for a Multifamily Tax Exemption to the Transit-Oriented Development District.

In 2020 the City adopted regulations to allow flexible re-use of tax-exempt or publicly owned

sites through a special process to increase housing supply and enable more diverse forms of housing if linked to providing some affordable housing.

- The City has adopted several residential renter protection regulations. In 2019, the city adopted an enhanced notice of rent increase. From March 20, 2021, through January 15, 2022, the city adopted a temporary moratorium on residential tenant evictions related to the Covid-19 pandemic. In June 2021, the City adopted four renter protections that remained in place through the Washington State and City of Kenmore declared emergency related to the Covid-19 pandemic:
 - o Creates a defense to eviction for rental debt accrued due to pandemic-related hardship.
 - o Creates a defense to eviction if a tenant has a rental assistance application in process.
 - o Bans late fees for rent that became due during the pandemic.
 - o Requires landlords to certify that they have attempted to obtain rental assistance before filing for eviction due to unpaid rent accrued during the pandemic.
- In 2022 the City ~~also is considering~~ adopted additional residential ~~tenant~~ protections. ~~In 2023 the tenant protection ordinances were appealed and as of July 2024, the appeal has not been resolved. Tenant protections adopted~~ included:
 - o Notice of rent increase required
 - o Cap on late fees
 - o Cap on move in fee
 - o Right to Payment Plan
 - o ~~Rental unit registration program~~
 - o Just cause eviction program
 - o ~~Right to relocation assistance~~
 - o Criminal background checks prohibited
 - o Bars discrimination due to immigration status
 - o Bars requirement of social security number
 - o Bans abusive, deceptive, and unfair practices in rental housing
 - o Rent due date may be altered due to tenant's fixed income
 - o ~~Landlord may not demand child or person with disability to be signatory to lease if tenant of record is already a signatory~~
- In 2023 the tenant protection ordinances were appealed. In September 2024, the City Council adopted Ordinance 24-0604 Amending Chapter 8.55 KMC, Tenant Protections.¹⁴
- In 2021, the city:
 - o created a reduced permit review process for projects containing affordable housing.
 - o ~~updated regulations to allow Accessory Dwelling Units, with over 60 ADUs permitted to date.~~
- ~~In 2022, the City Council authorized spending approximately 3 million dollars in federal American Rescue Plan Act (ARPA) funding for a project containing a minimum of 10% of dedicated affordable housing for those earning less than 30% AMI. The Council also authorized use of City surplus property for this development. It is anticipated that the development proposal will be submitted to the annual State and County funding pipeline in 2022.~~
- The Approach at Kenmore, a proposed multifamily rental and ownership building, will provide an affordable housing option for families in the downtown Kenmore area. Habitat for Humanity SKKC will create 20 affordable for-sale units, while Imagine Housing will

¹⁴ Ordinance 24-0604, Amending Chapter 8.55 KMC, Tenant Protections. This ordinance repealed Section 8.55.075 KMC, Just cause for landlord's eviction, and Section 8.55.078, Unfair or abusive acts by landlords prohibited.

operate the rental units and will partner with a complementary community service partner to provide access to essential services for on-site residents and the broader community.

DRAFT

GOALS, OBJECTIVES, AND POLICIES

RESIDENTIAL NEIGHBORHOODS

GOAL H-1. PROMOTE AND MAINTAIN STRONG, DIVERSE, EQUITABLE, AND INCLUSIVE RESIDENTIAL NEIGHBORHOODS.

OBJECTIVE H-1.1 Encourage repair and maintenance of existing housing.

Policy H-1.1.1 Encourage private reinvestment in residential neighborhoods and private rehabilitation of housing by providing information, technical assistance, and referrals to appropriate agencies and organizations.

Policy H-1.1.2 Provide regular and appropriate levels of investment in transportation, pedestrian safety, surface water, and parks maintenance and improvements within residential neighborhoods, consistent with the City's capital improvement priorities. Encourage special districts to provide services and maintain infrastructure within residential neighborhoods consistent with adopted service and capital improvement plans.

Policy H-1.1.3 ~~In cooperation~~ Cooperate with King County, ~~Puget Sound Energy~~ utility providers, or other agencies, promote the use of weatherization programs in existing housing.

Policy H-1.1.4 Consider modifications to existing development standards or development incentives which make the development of middle housing types and ADUs more feasible when maintaining existing housing on single-family lots.

Policy H-1.1.5 Allow for and encourage the development of small houses on small lots to provide diverse housing options, promote neighborhood housing diversity, promote housing affordability, and minimize environmental impacts by through more sustainable development (e.g., reduction of land consumption, energy use, and materials).

Policy H-1.1.6 Encourage homeowners to take advantage of existing programs and resources to maintain and preserve their homes.

Policy H-1.1.7 Encourage the preservation and repurposing of existing housing, including demolition when practical.

Policy H-1.1.8 Implement minimum property maintenance requirements to ensure the safety and livability of existing housing stock.

OBJECTIVE H-1.2 Support housing stability through tenant protections for renters.

Policy H-1.2.1 Implement tenant protections that increase housing stability such as notice of rent increase and just cause eviction for tenants on termed leases.

OBJECTIVE H-1.3 Prioritize and plan for the retention of existing residents and pursue social justice and equity in housing policies, regulations, and programs when considering zoning changes or capital projects. In particular consider impacts on marginalized people, with a particular focus on

Black, Indigenous, and People of Color (BIPOC) communities.

Policy H-1.3.1 Support policies, practices, and programming that promote and retain diversity, and ensure equity and inclusion in Kenmore.

Policy H-1.3.2 Actively mitigate displacement risks and enhance opportunities for affordable housing through preservation and displacement prevention strategies.

- Provide relocation assistance to low- and moderate-income households facing displacement due to condemnation or redevelopment.
- Develop strategies to preserve manufactured housing communities at risk of redevelopment.
- Strengthen protections and support for low-income renters and renters with disabilities.
- Implement anti-displacement measures before or alongside development capacity increases or capital investments.
- Identify and secure funding for anti-displacement tools and programs. (Futurewise recommendation)

Policy H-1.3.3 Foster equitable outcomes by collaborating with communities most affected by past and present racially exclusive land use and housing practices.

- Address Historical and Current Harms: Identify and implement targeted actions to address the negative impacts of past and present racially exclusive land use and housing practices on Black, Indigenous, and People of Color (BIPOC) households.
- Partner with Disproportionately Impacted Communities: Collaborate with community-based organizations and BIPOC individuals, especially those with extremely low incomes, to ensure their meaningful participation in housing policy development and implementation.
- Promote Anti-Displacement and Opportunity: Support anti-displacement efforts, increase access to opportunities, and promote wealth building within BIPOC communities.
- Center BIPOC Needs and Solutions: Develop, implement, and monitor strategies that prioritize the needs and solutions articulated by disproportionately impacted populations.
- Ensure Fair Housing Practices: Establish processes to guarantee that fair housing laws and best practices are upheld.

Policy H-1.3.4 Partner with historically marginalized communities disproportionately

affected by past and present racial housing and land use disparities to create equitable opportunities. Work closely with communities that have experienced the negative impacts of racially exclusive land use and housing policies to promote fairness and equity.

Policy H-1.3.5 Identify and eliminate barriers that prevent equal access to housing and neighborhood opportunities for people of all races and backgrounds.

Policy H-1.3.6 Track progress in reducing racial and other inequalities in housing and neighborhood options. Identify controllable factors within Kenmore that contribute to disparities and take corrective actions.

Policy H-1.3.7 Ensure that land use, zoning, and regulatory frameworks facilitate the effective operation of human services, shelters, permanent supportive housing, and emergency housing.

Policy H-1.3.8 Support affordable housing development on city-owned and faith-based properties through regulations allowing for affordable housing as an accessory use and density bonuses.

OBJECTIVE H-1.4 Promote safe, physically accessible, well maintained, and well-designed residential environments with associated open spaces.

Policy H-1.4.1 Encourage housing design and development that promotes public safety including "Crime Prevention through Environmental Design" components as described in the Community Design Sub-Element.

Policy H-1.4.2 Ensure development regulations address accessible housing and transportation services. Residential structures as well as physical improvements, such as parking, streets, and sidewalks, should allow for mobility and accessibility by all residents, including the elderly and persons with disabilities, consistent with the Transportation Element. Promote awareness of Universal Design improvements that increase housing accessibility.

Policy H-1.4.3 Support well-maintained neighborhoods through an active code enforcement program.

Policy H-1.4.4 Prepare and implement development and design standards that further the community vision consistent with Land Use and Community Design Element goals and policies.

Policy H-1.4.5 Encourage energy and water efficiency in existing and new housing developments, as addressed in the Utilities Element.

Policy H-1.4.6 Ensure adequate setbacks, landscaping, and buffering are required between housing developments of significantly differing densities and between housing and commercial areas.

Policy H-1.4.7 Ensure critical area regulations protect environmentally sensitive areas and that the regulations are fully implemented. Restrict intrusion into sensitive areas by nearby residents and visitors.

Policy H-1.4.8 Encourage cluster residential development along with open space, to protect and preserve environmentally sensitive areas.

Policy H-1.4.9 Plan for residential neighborhoods that promote the health and well-being of all residents by supporting active living and by reducing exposure to harmful conditions.

Policy H-1.4.10 Implement energy-efficient housing standards that incorporates renewable energy sources like solar and wind power to maximize sustainability.

Policy H-1.4.11 Encourage home renovations that prioritize resilience, energy efficiency, and indoor air quality, helping to mitigate the impacts of natural disasters and climate change.

Policy H-1.4.12 Promote the use of durable, low-maintenance building materials, high-efficiency energy systems, and low-impact development techniques to reduce housing lifecycle costs and align with the City's Climate Action Plan.

Policy H-1.4.13 Encourage the remediation of older homes to eliminate potential health hazards, including lead-based paint, asbestos, and other harmful materials.

Policy H-1.4.14 Encourage the repurposing of non-residential buildings for residential use.

Policy H-1.4.15 Develop design guidelines, standards, or other measures to achieve the following benefits:

- a. Promote compatibility between new and existing housing.
- b. Connect multifamily developments with surrounding neighborhoods to enhance community cohesion.
- c. Facilitate the integration of attached and detached accessory dwelling units into residential areas.

GOAL H-2. PROVIDE HOUSING OPPORTUNITIES AND ZONE SUFFICIENT LAND IN KENMORE TO ACCOMMODATE PROJECTED HOUSING NEEDS FOR PEOPLE WITH SPECIAL NEEDS VULNERABLE POPULATIONS.

OBJECTIVE H-2.1 Provide opportunities for the development of short-term and permanent housing for people with special needs vulnerable populations.

Policy H-2.1.1 Allow opportunities for assisted housing, for people with special needs vulnerable populations, by:

- a. Permitting group living situations, including those where residents receive such supportive services as counseling, foster care or medical supervision in accordance with state and federal laws; and,
- b. Encouraging developers and owners of assisted housing units to

undertake activities to establish and maintain positive relationships with neighbors. Encourage neighbors to similarly maintain those relationships.

Policy H-2.1.2 Ensure that group home providers have received appropriate licenses from federal or state agencies where appropriate.

Policy H-2.1.3 Support housing options and services that enable seniors to stay in their homes or neighborhoods.

Policy H-2.1.4 Allow housing for vulnerable populations throughout the city.

Policy H-2.1.5 Partner with public and private agencies to provide housing for seniors, people with disabilities, domestic violence victims, and homeless individuals and families.

Policy H-2.1.6 Develop or modify codes and ordinances to allow for a continuum of care and housing opportunities for vulnerable populations.

Policy H-2.1.7 Encourage the creation, renovation, and modification of housing that is accessible to vulnerable populations, using building and site plan codes.

Policy H-2.1.8 Provide incentives to encourage developers to dedicate a portion of new housing projects to vulnerable populations.

Policy H-2.1.9 Facilitate the acquisition of grants and loans for housing for vulnerable populations by agencies, developers, and nonprofits.

OBJECTIVE H-2.2 Support and promote community facilities and programs that are important to the safety, health, and social needs of residents.

Policy H-2.2.1 Increase coordination among providers of social, health, counseling, and other services to individuals, families, children, and persons with special needs including senior citizens, persons with physical or mental disabilities, persons with terminal illness, or other special needs.

Policy H-2.2.2 Work with transit and transportation providers to increase access between special needs housing and community facilities and programs in Kenmore or the Northshore area.

Policy H-2.2.3 Support the location of social, recreational, health, safety, and other services in Kenmore to serve people with special needs.

Policy H-2.2.4 Support efforts by providers of social, health, counseling, and other services to assist newly arrived immigrant populations.

Policy H-2.2.5 Support a range of housing options and services to help homeless persons and families stay sheltered.

Policy H-2.2.6 Work with other jurisdictions, the Regional Homelessness Authority, and health and social service organizations to develop a coordinated, regional approach to homelessness.

- 1 Policy H-2.2.7 Continue to support the creation of emergency, transitional, and permanent
2 supportive housing with appropriate services for people with special needs
3 and the homeless. Place a strong emphasis on transitioning individuals into
4 permanent housing as soon as possible.
- 5
- 6 Policy H-2.2.8 Promote, assist, and support social and health service organizations that
7 provide housing programs for vulnerable populations.
- 8
- 9 Policy H-2.2.9 Foster and maintain partnerships that have proven effective in reducing
10 homelessness, preventing homelessness, and assisting chronically
11 homeless individuals with necessary care.
- 12
- 13 Policy H-2.2.10 Support the creation of public and private housing and services for the
14 homeless population in North King County, offering both short-term and
15 long-term solutions.
- 16
- 17 Policy H-2.2.11 Support the development of a comprehensive network of emergency
18 shelters for homeless and at-risk populations, including families with
19 children, childless adults, unaccompanied youth, and victims of sexual and
20 domestic violence.
- 21
- 22 Policy H-2.2.12 Support a variety of housing options for older adults, including aging in
23 place, assisted living, and age-restricted senior communities. Strategies
24 include:
- 25
- 26 a. Encourage the construction of new housing that is accessible and
27 adaptable for older adults by following Universal Design and visitability
28 standards.
- 29
- 30 b. Evaluate and update regulations to support a variety of housing options
31 and permit accessibility modifications.
- 32
- 33 c. Encourage developers to create new senior-oriented residential options
34 by offering incentives.
- 35
- 36 Policy H-2.2.13 Support initiatives that enable older adults and people with disabilities to
37 remain in their communities as their housing needs evolve, such as
38 promoting universal design or retrofitting homes for long-term use.
- 39
- 40 Policy H-2.2.14 Support the construction of age-friendly housing, prioritizing locations near
41 essential services and amenities for seniors.
- 42
- 43 Policy H-2.2.15 Advocate for a diverse range of senior housing options to accommodate
44 varying income levels, including independent living, assisted living, and
45 skilled nursing care. Prioritize expanding opportunities for seniors to
46 reside in specialized housing.
- 47

RESIDENTIAL GROWTH

51 **GOAL H-3. PLAN APPROPRIATE LAND USE DESIGNATIONS AND ZONING**
52 **CATEGORIES TO ACCOMMODATE PROJECTED HOUSEHOLD GROWTH.**

- OBJECTIVE H-3.1 Plan for an adequate supply of land to accommodate projected household growth.**
- Policy H-3.1.1** Ensure zoning regulations accommodate a range of housing styles and types in appropriate locations, such as single-family detached dwellings, size-limited houses on smaller lots, duplexes, triplexes, cottage housing, townhouses, apartments, accessory dwellings, manufactured homes, and other types. Consider neighborhood compatibility as well as housing needs and surrounding environmental conditions when applying zones, land use, and development standards.
- Policy H-3.1.2** Ensure access to diverse housing options that cater to various household sizes, types, tenures, and income levels by implementing inclusive planning tools, regulations, and policies to boost housing supply and diversity citywide.
- Encourage the development of units suitable for large households or those with multiple bedrooms.
 - Eliminate regulatory obstacles that hinder housing diversity.
 - Promote a wide range of housing types through incentives and programs.
- Policy H-3.1.3** Expand allowed residential housing types in traditionally single family zoned areas to include six of nine approved housing types.
- Policy H-3.1.4** Consider developing a Permit Ready program for ADUs and middle housing types to decrease the barrier to middle housing development.
- Policy H-3.1.5** Coordinate with internal City departments and outside service providers/agencies to adequately plan for community services and facilities associated with the development of middle housing.
- Policy H-3.1.6** Permit indoor emergency shelters and housing in all zoning districts that allow hotels, which include Downtown Commercial (DC), Urban Corridor (UC), Waterfront Commercial (WC), and Regional Business (RB). Allow permanent supportive and transitional housing in all zones permitting residential dwellings or hotels.
- Policy H-3.1.7** Zone sufficient buildable land to accommodate Kenmore's projected housing need, meet allocated housing growth targets, and accommodate its allocated share of countywide future housing needs for moderate-, low-, very low-, and extremely low-income households as well as emergency housing and permanent supportive housing.
- Policy H-3.1.8** Ensure regulations, incentives, programs, and other city tools foster the creation of accessible, healthy, and safe housing.
- Policy H-3.1.9** Explore the feasibility of developing tiny houses in specific neighborhoods within the city.
- Policy H-3.1.10** Support the development of residential housing on infill sites, promoting

increased density in designated areas.

Policy H-3.1.11 Promote the development of neighborhoods throughout the city which support affordable housing options and abundant public spaces in a walkable urban setting.

Policy H-3.1.12 Pursue strategies and regulations that increase housing options for 0 to 80 percent of AMI households throughout Kenmore, particularly in historically single-family zones.

Policy H-3.1.13 Pursue strategies and regulations that increase the long-term supply of both market-rate affordable housing and cost-controlled income-restricted affordable housing.

OBJECTIVE H-3.2 Identify and support Kenmore's Downtown as a center for commercial, civic, cultural, park, and higher density housing uses and activities consistent with its designation as a Countywide Growth Center.

Policy H-3.2.1 Develop mixed-use, higher density districts in Downtown Kenmore, meeting community goals to develop community identity, provide vital business and service opportunities, concentrate higher density housing close to high-capacity transit, and provide multi-modal transportation services and connections to those services.

Policy H-3.2.2 When higher densities are applied to residential and mixed use development in the Downtown, include requirements for the provision of affordable housing.

Policy H-3.2.3 Offer density bonuses and density transfers, where appropriate, to achieve a compact, vital Downtown, as well as meet environmental and affordable housing goals.

Policy H-3.2.4 Encourage property consolidation in the Downtown, through density bonuses or other incentives, to create mixed-use and multi-family developments that offer a range of site and community benefits such as private and public open spaces and plazas, structured parking, and other amenities.

Policy H-3.2.5 Address issues of diversity, equity and inclusion for historically marginalized groups when developing Kenmore's Countywide Growth Center approaches.

Policy H-3.2.6 East of Downtown, in the area of transit-supportive development near the Park and Ride, require long-term low-cost housing as a condition of development.

Policy H-3.2.7 Support the development of affordable and accessible housing in neighborhoods with convenient access to services and the rest of the community.

Policy H-3.2.8 Ensure that plans promote greater physical accessibility between housing, employment, transportation, recreation, daily-needs services, and

educational uses.

Policy H-3.2.9 Encourage and provide for mixed-use developments that include residential units above businesses.

Policy H-3.2.10 Promote the development of residential housing in commercial and mixed-use areas, particularly those near public transportation.

HOUSING AFFORDABILITY

GOAL H-4. MAKE ADEQUATE PROVISIONS FOR A PROPORTIONATE AMOUNT OF THE EXISTING AND PROJECTED COUNTYWIDE NEED FOR HOUSING AT ALL INCOME LEVELS.

OBJECTIVE H-4.1 Encourage retention of the existing housing stock in Kenmore as a source of affordable housing.

Policy H-4.1.1 Promote the use of housing rehabilitation assistance (from King County, for example) to lower-income homeowners and to landlords who rent to lower-income people.

Policy H-4.1.2 Support the acquisition, rehabilitation, and preservation of existing affordable housing by agencies and organizations as an alternative to new construction.

Policy H-4.1.3 Allow existing legally created duplexes, triplexes, and other medium-density housing types in the low and medium density residential classifications to continue without "nonconformance" limitations related to density, setbacks, height, or lot size.

Policy H-4.1.4 ~~Aspire-Support to preserve~~ preservation of and maintain existing manufactured housing communities.

Policy H-4.1.5 When displacement is unavoidable, determine who is most likely to be harmed and ensure that the brunt of the impact is not carried by the same communities in Kenmore. Support relocation assistance and development of replacement housing where feasible, to help very low- and low-income households. For ~~mobile home~~ manufactured home parks in particular, consider a funding pool to assist low- and moderate-income residents in deteriorating and obsolete ~~mobile-manufactured~~ homes to find alternative housing in the community, or help to establish preferences in nearby housing for persons giving up their homes.

Policy H-4.1.6 Consider affordable housing measures and incentives beyond those in RCW 36.70A.635(2)(a)¹⁵ to promote additional affordable housing units in the

¹⁵ RCW 36.70A.635(2)(a): To qualify for the additional units allowed under subsection (1) of this section, the applicant must commit to renting or selling the required number of units as affordable housing. The units must be maintained as affordable for a term of at least 50 years, and the property must satisfy that commitment, and all required affordability and income eligibility conditions adopted by the local government under this chapter. A city must require the applicant to record a covenant or deed restriction that ensures the continuing rental of units subject to these affordability

City.

Policy H-4.1.7 Develop strategies to increase the sustained supply of affordable housing, including market-rate and income-restricted units.

Policy H-4.1.8 To prevent the loss of affordable housing, the City should collaborate with housing providers to identify and preserve subsidized units at risk of being converted to market-rate rents.

Policy H-4.1.9 Prioritize the preservation and creation of lower-cost housing in neighborhoods where redevelopment is most likely to occur, supporting initiatives that maintain affordability in these areas.

OBJECTIVE H-4.2 Adopt programs and regulations that support housing affordable to extremely low-, very low-, low-, and moderate-income households, comparable to the countywide need.¹⁶

Policy H-4.2.1 Support efforts of private developers, both for-profit and not-for-profit, to preserve or develop affordable housing, including housing with on-site services, for extremely low-, very low-, low- and moderate-income families. Consider the following roles for the City's active participation:

- a. Whenever possible, integrate affordable housing plans into proposals for development of publicly owned properties.
- b. Play a partnership role with nonprofit housing project sponsors by supporting applications for CDBG, HOME, and other Federal, State, or local funding sources for the projects.
- c. Enter into a long-term partnership with one or more nonprofit housing developers to identify sites and identify opportunities for public funding.
- d. Actively support affordable housing projects by expediting the permitting process, reducing development fees, or similar measures.
- e. Consider regulatory changes, including eliminating parking requirements within ¼ mile of major transit stops, such as reducing parking requirements, updating building codes to promote innovative, low-cost development, and expanding the Multifamily Tax Exemption (MFTE) program to support more affordable housing development.

Policy H-4.2.2 Participate in A Regional Coalition for Housing (ARCH) to help develop and preserve affordable housing in the community and region. Maintain data demonstrating the impact in the City of Kenmore and communicate the results to the community for continued understanding and support.

requirements consistent with the conditions in chapter 84.14 RCW for a period of no less than 50 years. The covenant or deed restriction must also address criteria and policies to maintain public benefit if the property is converted to a use other than which continues to provide for permanently affordable housing.

¹⁶ See Countywide Planning Policies

- 1
2 Policy H-4.2.3 Identify and catalogue real property owned by the City that is no longer
3 required for its purposes and is suitable for the development of
4 affordable housing for extremely low- to moderate income households.
5 Engage with community partners on how best to use these resources.
6
7 Policy H-4.2.4 Use local resources, as available, to leverage other public and private
8 funding for the creation or preservation of affordable housing.
9
10 Policy H-4.2.5 Use density bonuses, inclusionary programs, and other methods with
11 mixed-use and multi-family developments to provide housing affordable to
12 extremely low- to moderate-income households.
13
14 Policy H-4.2.6 As part of any rezone that increases residential capacity, consider requiring
15 that a portion of the new units be affordable to extremely low-, very low- or
16 low-income households.
17
18 Policy H-4.2.7 Before implementing a new policy or regulation, consider how it will impact
19 the cost to build a home.
20
21 Policy H-4.2.8 Focus on projects that promote access to opportunity, anti-
22 displacement, and wealth building for Black, Indigenous, and People of
23 Color (BIPOC) communities.
24
25 Policy H-4.2.9 Support alternative homeownership models that lower barriers to
26 ownership and provide long-term affordability, such as community land
27 trusts, and limited or shared equity co-ops
28
29 Policy H-4.2.10 Collaborate with other organizations or entities to evaluate ways to
30 address transitional homeless housing or provide an additional housing
31 type.
32
33 Policy H-4.2.11 Ensure that affordable housing achieved through public incentives or
34 assistance remains affordable for the longest possible term.
35
36 Policy H-4.2.12 Collaborate with other local governments directly and through
37 membership associations (e.g., Puget Sound Regional Council) on regional
38 housing strategies, especially related to providing extremely low- and very
39 low-income housing.
40

41 **Policy H-4.2.13 Partner to Address Deeply Affordable Housing¹⁷:**

- 43 • **Identify and Leverage Existing Assets: Collaborate with public**
44 **agencies, faith-based organizations, and nonprofits to identify**
45 **suitable properties for affordable housing development.**
- 46 • **Remove Barriers to Shelter: Eliminate obstacles that prevent faith**
47 **institutions, community-based organizations, and nonprofits from**
48 **hosting shelters.**

49
¹⁷ Deeply Affordable Housing, as defined by Department of Commerce, is housing that is <50% AMI, and includes housing such as emergency shelters, emergency housing, transitional housing, and permanent supportive housing.

- Combine Public and Private Resources: Leverage both public and private funding to provide subsidies for deeply affordable housing.
- Prioritize Local and Regional Resources: Utilize local and regional funding sources and surplus property to support income-restricted housing.
- Invest in Land Acquisition: Allocate funds for acquiring land for affordable housing development.
- Support Alternative Homeownership Models: Encourage the use of innovative homeownership models, such as community land trusts and limited or shared equity co-ops, to increase affordability and accessibility.

Policy H-4.2.14 Support legislation and funding at the local, county, state, and federal levels that would promote the city's housing goals and policies.

Policy H-4.2.15 Develop meaningful, measurable targets and strategies to encourage the creation of affordable housing that meets local demands and monitor progress towards fulfilling these goals.

Policy H-4.2.16 Promote both rental and ownership options for affordable housing, encompassing a variety of types and sizes.

Policy H-4.2.17 Consider implementing a policy that requires a percentage of affordable housing units in new residential developments.

Policy H-4.2.18 Preserve and explore expanding regulatory incentives to promote the development and preservation of affordable ownership and rental housing, including density bonuses, reduced impact fees, expedited permits, or other methods.

Policy H-4.2.19 Consider offering incentives such as density bonuses, reduced parking requirements, and flexible design standards to developments that include a certain percentage of affordable units.

Policy H-4.2.20 Advocate for greater funding for affordable housing at the regional and state levels.

Policy H-4.2.21 Simplify the regulatory review and building permit process and evaluate the cost of infrastructure improvements and their impact on housing affordability.

OBJECTIVE H-4.3 Provide zoning and development standards that integrate affordable housing compatibly into the community.

Policy H-4.3.1 Allow designated manufactured homes built to state standards on single-family lots.

Policy H-4.3.2 Allow and accommodate accessory dwelling units in low and medium

density residential districts.

Policy H-4.3.3 Pursue land use policies and regulations that:

- a. Result in lower development costs without loss of adequate public review, environmental quality, or public safety; and,
- b. Do not reduce design quality, inhibit infrastructure financing strategies, or increase maintenance costs for public facilities.

Policy H-4.3.4 Promote the creation of diverse ownership housing opportunities in Kenmore, encompassing different styles, sizes, and affordability levels.

Policy H-4.3.5 Provide residents, especially those in underserved populations, with information about affordable housing opportunities and first-time homeownership programs.

Policy H-4.3.6 Consider the influence of transportation costs on housing affordability and accessibility of services and other opportunities when planning for housing development.

Policy H-4.3.7 Develop affordable housing in various parts of the city, with a focus on areas with good access to transit, employment, education, and shopping.

HOUSING EQUITY

GOAL H-5. ACKNOWLEDGE THE HISTORICAL INEQUITIES THAT LIMITED THE ABILITY OF ALL RESIDENTS TO LIVE IN THE NEIGHBORHOOD OF THEIR CHOICE AND WORK TO REDUCE DISPARITIES IN ACCESS TO NEIGHBORHOODS WITH GOOD SCHOOLS, PARKS, AND OTHER AMENITIES.

OBJECTIVE H-5.1 Promote fair housing for all persons regardless of race, gender identity, sexual identity, ability, use of a service animal, age, immigration status, national origin, familial status, religion, source of income, military status, or membership in any other relevant category of protected people.

Policy H-5.1.1 Utilize the City's Diversity, Equity and Inclusion (DEI) program to ensure that city housing policies, programs, regulations, or decisions do not result in housing discrimination.

Policy H-5.1.2 Work with the legislature, King County, or other agencies to authorize homeowners to easily remove discriminatory restrictive covenants from deeds and other property documents.

Policy H-5.1.3 Support use of housing choice vouchers in Kenmore.

Policy H-5.1.4 Consider environmental health in neighborhoods where affordable housing exists or is anticipated, and plan for environmentally healthy neighborhoods for all residents.

Policy H-5.1.5 Encourage existing housing providers and private lenders to conduct

homebuyer education seminars for potential first-time homebuyers, including outreach to current renters to inform them about homeownership opportunities.

IMPLEMENTATION STRATEGIES

To organize and carry out these goals, objectives and policies, as well as to prepare the City for the next Comprehensive Plan update, the City will undertake the following:

- Work with neighborhoods and historically underrepresented groups when new policies, plans or programs are proposed to ensure that their unique issues are considered.
- Adopt development standards for medium density residential housing types, such as duplexes, triplexes, and cottage housing.
- Adopt development standards for reduced minimum lot sizes with maximum house size restrictions in some low (R-6) and medium density classifications. When considering maximum house sizes for smaller houses on smaller lots, remain mindful of the needs of multigenerational and large families. Also take into account consider open space needs and environmental protection, as well as accessory dwelling unit standards.
- ~~Revise the Strategy Plan as needed to achieve the Housing Element's goals, objectives, and policies.~~
- Implement the Housing Strategy Plan and DEIA Strategic Plan.
- Maintain communications with, or participation in, regional agencies and projects.
- Monitor housing needs and supply over time, especially data that evaluates progress toward meeting a proportionate share of the countywide needs for affordable housing and improved access to opportunity for Black, Indigenous, and People of Color (BIPOC) communities. Reassess and adjust policies and regulations as necessary to achieve City goals.
- Cooperate on a regional basis towards economic diversification and land capacity monitoring.
- Evaluate and report results of the Strategy Plan and how the goals, objectives, and policies of this Housing Element have been achieved.

REFERENCES

A Regional Coalition for Housing (2022). East King County Housing Analysis, Redmond, WA.

City of Kenmore (2023). City of Kenmore Comprehensive Plan Update – Equity Analysis and Recommendations.

Eastside for All (2023). Missing Middle Housing: Tell Your City – Engagement Report for A Regional Coalitions for Housing and East King County Partner Cities.

EMC Research (2024). City of Downtown Resident Survey.

ENDNOTES

“2019 Estimated Supply” is the number of housing units in 2019, according to the Washington Office of Financial Management (OFM), distributed to each affordability category by the percentages in each jurisdiction’s housing supply, according to the Comprehensive Housing Affordability Strategy (CHAS) estimates of 2014 – 2018 5-Year Estimates. (CHAS 2015 – 2019 estimates are not yet available.) For example, from 2014 – 2018, Kenmore averaged 3 percent of its housing units affordable to households with incomes at or below 30% of the Area Median Income (AMI). That percentage was applied to the city’s 2019 total for an estimated 278 housing units affordable at that level.

“2044 Apportioned Demand” is the number of housing units the jurisdiction must plan for in 2044 distributed to each affordability category by the percentage goals set in Countywide Planning Policies. Kenmore’s 2019 – 2044 housing target of 3,070, added to the supply existing in 2019 (9,485) equals 12,555 housing units. Countywide Planning Policy (CPP) percentages are based on household incomes and cost-burdened households across King County, according to the CHAS 2013 – 2017 5-Year Estimates available when the CPPs were drafted.

“2019 – 2044 Need” is the difference between the 2044 Apportioned Demand and the 2019 Estimated Supply at each affordability level. A positive number represents housing units that the jurisdiction must plan for, and a negative number represents a surplus of housing units at that affordability level.

This element contains several charts, graphs, and tables. Because of the variety of sources and release dates of the data, there may be underlying trends that are not available to us at publication of this element. Staff will continue to monitor data and trends and will update the element, as necessary.

PROPOSED AMENDMENT TO HOUSING ELEMENT

Pg. H-39

IMPLEMENTATION STRATEGIES

To organize and carry out these goals, objectives and policies, as well as to prepare the City for the next Comprehensive Plan update, the City will undertake the following:

- Work with neighborhoods and historically underrepresented groups when new policies, plans or programs are proposed to ensure that their unique issues are considered.
- Adopt development standards for medium density residential housing types, such as duplexes, triplexes, and cottage housing.
- Adopt development standards for reduced minimum lot sizes with maximum house size restrictions in some low (R-6) and medium density classifications. When considering maximum house sizes for smaller houses on smaller lots, remain mindful of the needs of multigenerational and large families. Also consider open space needs and environmental protection, as well as accessory dwelling unit standards.
- Implement the Housing Strategy Plan and DEIA Strategic Plan.
- Maintain communications with, or participation in, regional agencies and projects.
- Monitor housing needs and supply over time, especially data that evaluates progress toward meeting a proportionate share of the countywide needs for affordable housing and improved access to opportunity for Black, Indigenous, and People of Color (BIPOC) communities. Reassess and adjust policies and regulations as necessary to achieve City goals.
- Cooperate on a regional basis towards economic diversification and land capacity monitoring.
- Evaluate and report results of the Strategy Plan and how the goals, objectives, and policies of this Housing Element have been achieved.
- Adopt development standards that incentivize limiting new construction to the previous building footprint, encourage reduction of new impervious surfaces, and evaluate opportunities for in kind or financial contributions for neighborhood sidewalks and/or stream protection plans.



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Adopting the 2025-2026 Biennial Budget, Ordinance No. 24-0618 Proposed Council Action/Motion: Adopt Ordinance No. 24-0618 Approving a Biennial Budget for the period January 1, 2025 through December 31, 2026, and Establishing Appropriations of Funds for the 2025-2026 Biennium	For Council Meeting Agenda of: 11/25/2024 Department: Finance & Administration Prepared by: Melinda Merrell, Finance & Administration Director <table border="0" style="width: 100%;"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;">MM 11/15/24</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">NA</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">MM 11/15/24</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">RK 11/15/2024</td></tr> </table> Attachments/Exhibits: 1. Ordinance No. 24-0618		<u>Initial & Date</u>	Approved by Department Head:	MM 11/15/24	Approved by City Attorney:	NA	Approved by Finance Director:	MM 11/15/24	Approved by City Manager:	RK 11/15/2024
	<u>Initial & Date</u>										
Approved by Department Head:	MM 11/15/24										
Approved by City Attorney:	NA										
Approved by Finance Director:	MM 11/15/24										
Approved by City Manager:	RK 11/15/2024										
Summary: Passage of a biennial budget by year-end is required by State law. The preliminary budget document was presented to the City Council at the Council meeting on October 7, 2024, and is available to the public at City Hall and at kenmorewa.gov.											
Information/Background: On October 7, 2024, the proposed preliminary 2025-2026 biennial budget was presented to the City Council. Public budget review sessions were conducted throughout October and into November. Public hearings were held to receive public comment and testimony on the tax levy and the proposed budget on November 12, November 18 and November 25 (to be held). The Ordinance No. 24-0618, as presented for adoption, reflects the 2025-2026 biennial budgets for all funds as directed, adjusted, and approved by the City Council as of the November 12, 2024, public hearing.											
Fiscal Consideration: The 2025-2026 Proposed Preliminary Biennial Budget presented to the City Council includes total revenues for the biennium of \$89,658,368 and total expenditures for the biennium of \$111,024,995. The General Fund is using \$2.68 million of reserves to fund Special Projects and Lakepointe activities. Other special revenue funds, debt service funds, capital and enterprise funds utilize current revenues and fund reserves to support restricted purposes, capital improvement programs, and interfund											

transfers. Of note is the use of \$16.0M of financing proceeds for the construction of the Public Works Operations Center.

The proposed budget also includes a 3.6% wage adjustment for 2025 and estimated 5% for 2026 for all city employees, with the 2024 recommendation of 3.6% based on the CPI-W Seattle-Tacoma-Bellevue Index. As part of the biennium budget preparation process, the City conducts an employee salary study to align employee salaries and wages with the market. This work is being finalized and the 2025 Employee Salary Plan will be presented to City Council at the December 9 council meeting.

City Council Priority or Budget Objective Being Addressed:

All City Council priorities. 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.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 24-0618**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, ADOPTING A BIENNIAL BUDGET FOR THE PERIOD OF JANUARY 1, 2025, THROUGH DECEMBER 31, 2026; AND ESTABLISHING APPROPRIATIONS OF FUNDS FOR THE 2025-2026 BIENNIUM; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a Preliminary Proposed 2025-2026 Biennial Budget was submitted to the City Council and City Clerk on October 7, 2024; and

WHEREAS, the City Council scheduled and held Public Hearings on the 2025 Property Tax Levy on November 18, 2024, and the Proposed 2025-2026 Biennial Budget on November 18, 2024, and November 25, 2024.

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

Section 1. Funds Appropriated. The Budget for January 1, 2025 through December 31, 2026 is appropriated by funds as follows:

<u>REVENUES BY FUND</u>	2025-2026 Revenue Budget
General Fund	\$ 35,075,363
Strategic Reserve Fund	85,000
Strategic Opportunities Fund	4,000
Street Fund	2,673,233
KAPE (Kenmore Automated Photo Enf. Fund)	5,490,000
Public Art Fund	4,250
Transportation Benefit District	1,454,336
2016 & 2021 UTGO Debt Service Fund	2,109,900
Transportation Capital Fund	16,248,229
Real Estate Excise Tax Fund	3,878,000
Walkways & Waterways Bonds	250,000
Park Capital Fund	560,000
Park Impact Fee Fund	605,000
Transportation Impact Fee Fund	855,000
Sammamish River Bridge Fund	150,000
Public Works Operations Center Fund	3,600,000
Affordable Housing Fund	0
Lakepointe Fund	1,685,000
Surface Water Management Fund	9,918,427
Surface Water Capital Fund	4,527,890
Swamp Creek Basin Fund	18,000
Equipment Replacement Fund	466,740
TOTAL REVENUES	\$ 89,658,368

<u>EXPENDITURES BY FUND</u>	2025-2026 Expenditure Budget
General Fund	\$ 38,164,176
Strategic Reserve Fund	0
Strategic Opportunities Fund	0
Street Fund	3,078,724
KAPE (Kenmore Automated Photo Enf. Fund)	5,357,651
Public Art Fund	81,990
Transportation Benefit District	1,450,000
2016 & 2021 UTGO Debt Service Fund	2,109,900
Transportation Capital Fund	16,248,229
Real Estate Excise Tax Fund	3,455,973
Walkways & Waterways Bonds	4,075
Park Capital Fund	536,400
Park Impact Fee Fund	550,000
Transportation Impact Fee Fund	875,000
Sammamish River Bridge Fund	649,828
Public Works Operations Center Fund	19,675,000
Affordable Housing Fund	0
Lakepointe Fund	1,745,500
Surface Water Management Fund	9,235,369
Surface Water Capital Fund	7,202,180
Swamp Creek Basin Fund	80,000
Equipment Replacement Fund	525,000
TOTAL EXPENDITURES	\$ 111,024,995

Section 2. Wage Adjustment. The 2025-2026 Biennial Budget includes a 3.6% CPI based wage adjustment for City employees, effective January 1, 2025 for 2025.

Section 3. Transmittal. A complete copy of the budget as adopted, together with a copy of this adopting Ordinance, shall be transmitted by the City Clerk to the Division of Municipal corporations of the Office of the State Auditor and to the Association of Washington Cities.

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 MEETING THEREOF ON THE ____ DAY OF _____ 2024.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 11/15/2024

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 24-0618

DATE OF PUBLICATION:

EFFECTIVE DATE:



2025-2026 PROPOSED Biennial Budget

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November 25, 2024

TONIGHT'S AGENDA

2025-2026 Proposed Biennial Budget presentation

Receive public testimony

Adopt Ordinance No. 24-0618, 2025-2026 Biennial Budget

BUDGET POLICY DIRECTION

- Supports and implements **City Council Goals**
 - Considers the results of Service Level Budgeting
- A balanced operating budget that utilizes:
 - Conservative approach to both revenues and expenditures
- Maintains a positive financial forecast that meets the City's reserve policies
- Includes Financial Sustainability Plan measures

Total proposed city budget – all Funds

REVENUES BY FUND	2025 Proposed	2026 Proposed	2025-2026 Proposed Revenue Budget
General Fund	\$ 17,215,097	\$ 17,860,266	\$ 35,075,363
Strategic Reserve Fund	45,000	40,000	85,000
Strategic Opportunities Fund	2,000	2,000	4,000
Street Fund	1,340,091	1,333,142	2,673,233
KAPE (Kenmore Automated Photo Enf. Fund)	2,320,000	3,170,000	5,490,000
Public Art Fund	2,250	2,000	4,250
Transportation Benefit District	723,600	730,736	1,454,336
2016 & 2021 UTGO Debt Service Fund	1,054,550	1,055,350	2,109,900
Transportation Capital Fund	6,758,247	9,489,982	16,248,229
Real Estate Excise Tax Fund	1,940,000	1,938,000	3,878,000
Walkways & Waterways Bonds	150,000	100,000	250,000
Park Capital Fund	280,000	280,000	560,000
Park Impact Fee Fund	302,500	302,500	605,000
Transportation Impact Fee Fund	430,000	425,000	855,000
Sammamish River Bridge Fund	150,000	0	150,000
Public Works Operations Center Fund	1,800,000	1,800,000	3,600,000
Lakepointe Fund	1,685,000	0	1,685,000
Surface Water Management Fund	4,755,364	5,163,063	9,918,427
Surface Water Capital Fund	1,664,250	2,863,640	4,527,890
Swamp Creek Basin Fund	10,000	8,000	18,000
Equipment Replacement Fund	235,870	230,870	466,740
TOTAL REVENUES	\$ 42,863,819	\$ 46,794,549	\$ 89,658,368

Total proposed city budget – all Funds

EXPENDITURES BY FUND	2025 Proposed	2026 Proposed	2025-2026 Proposed Expenditure Budget
General Fund	\$ 19,238,122	\$ 18,926,054	\$ 38,164,176
Strategic Reserve Fund	0	0	0
Strategic Opportunities Fund	0	0	0
Street Fund	1,523,918	1,554,806	3,078,724
KAPE (Kenmore Automated Photo Enf. Fund)	2,335,000	3,022,651	5,357,651
Public Art Fund	62,095	19,895	81,990
Transportation Benefit District	725,000	725,000	1,450,000
2016 & 2021 UTGO Debt Service Fund	1,054,550	1,055,350	2,109,900
Transportation Capital Fund	6,758,247	9,489,982	16,248,229
Real Estate Excise Tax Fund	1,726,133	1,729,840	3,455,973
Walkways & Waterways Bonds	2,025	2,050	4,075
Park Capital Fund	268,200	268,200	536,400
Park Impact Fee Fund	500,000	50,000	550,000
Transportation Impact Fee Fund	525,000	350,000	875,000
Sammamish River Bridge Fund	574,913	74,915	649,828
Public Works Operations Center Fund	9,800,000	9,875,000	19,675,000
Affordable Housing Fund	0	0	0
Lakepointe Fund	1,745,500	0	1,745,500
Surface Water Management Fund	4,160,346	5,075,023	9,235,369
Surface Water Capital Fund	4,338,540	2,863,640	7,202,180
Swamp Creek Basin Fund	40,000	40,000	80,000
Equipment Replacement Fund	300,000	225,000	525,000
TOTAL EXPENDITURES	\$ 55,677,589	\$ 55,347,406	\$ 111,024,995

2025-2026 BIENNIAL BUDGET

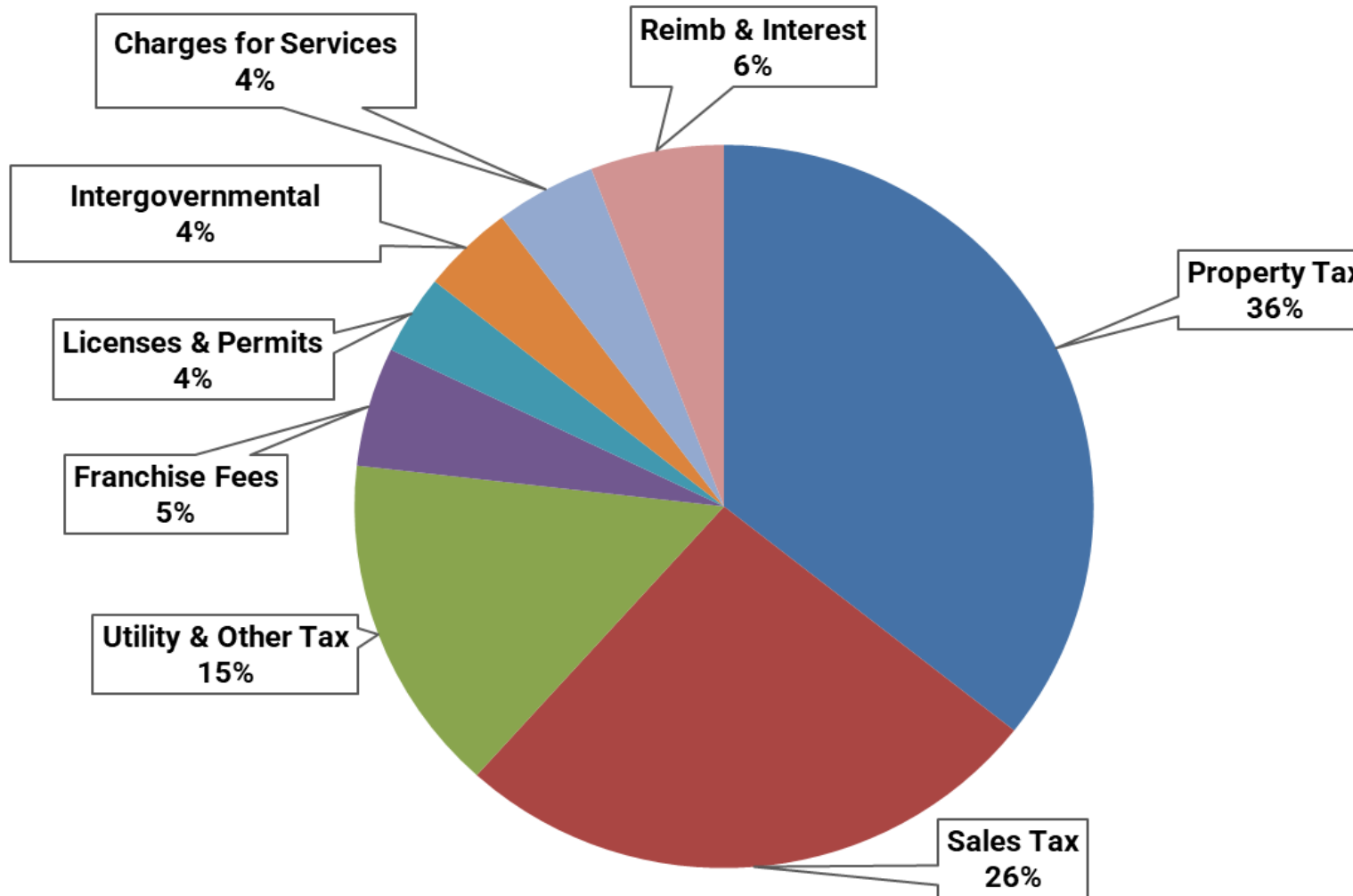
Three Components to City Operations

- Operating Revenues and Expenditures
 - General Fund
 - Street Fund*
 - Enterprise* (Surface Water Management Fund)
- Other Funds
 - Other Special Revenue Funds
 - Debt Service Funds (for Bonds)
 - Internal Service Funds (Equipment Replacement)
- Major Capital Expenditures and Resources
 - Capital Improvement Program (CIP) adopted in October
 - Transportation, Parks, Surface Water, Public Works Operations Center
 - Capital Resource Funds (Impact Fees, REET, Bonds)

**Street and Enterprise Funds function as operating funds*

GENERAL FUND REVENUES 2025-2026

General Fund Revenues 2025-2026



SIGNIFICANT REVENUES

General Fund

- Property Taxes – Biennium, \$12,498,431
 - Largest ongoing revenue source
 - 36% of total budgeted GF revenues
- Tax Levy increase for 2025
 - \$202,842
 - 3.45% (using \$144K of banked capacity)
 - + new construction
 - Tax rate = \$0.77 / \$1000 AV
 - 2024 was \$0.85 due to lower AV

SIGNIFICANT REVENUES

General Fund, continued

- Sales Taxes – Biennium, \$9,131,114
 - Second largest ongoing revenue source
 - 26% of total budgeted GF revenues
- Utility and Other Taxes – Biennium, \$5,306,993
 - Third largest ongoing revenue source
 - 15% of total budgeted GF revenues
 - Electric, Solid Waste, Gas, Surface Water, Cable, Cellphone, and Telephone

OTHER OPERATING REVENUES

➤ General Fund

- Capital/Overhead Reimbursement - \$720,000
- Plan Review & Land Use Fees - \$1,383,362
- Franchise Fees (cable and water/sewer) - \$1,870,590
- Permit revenue - \$1,218,000

➤ Street Fund

- Fuel Taxes - \$756,000
- TBD (Transportation Benefit District) Fees - \$1,450,000
- ROW Permit Fees & Inspections - \$248,508

➤ Surface Water Management Fund

- Surface Water Charges - \$9,739,852

MAJOR OPERATING COSTS:

On-Going/Non-Discretionary 2-Year Totals

✓ 15,085,771	Salaries & Benefits (General, Street Funds)
✓ 9,539,310	Police Contract
✓ 1,405,271	Jail/Court Services/prosecuting attorney public defender/Regional Crisis Response
✓ 900,000	Legal Services
✓ 1,617,766	Insurance (WCIA)
✓ 1,033,000	Utilities
✓ 778,340	Human Services Contributions (\$450K) and ARCH (\$180K dues + \$148K contribution)
\$30,359,458	

- ✓ These costs comprise 74% of the total operating (general fund and street fund) budget (\$41,242,900)

NEW/MODIFIED POSITIONS

Funded by General Fund:

- ▶ 1 FTE Business & Community Engagement Coordinator
- ▶ 1 FTE Budget Manager
- ▶ 1 FTE Public Works Manager
- ▶ 0.25 increase Building Official to 1.0 FTE
- ▶ 0.375 increase Permit Coordinator to 1.0 FTE
- ▶ 0.25 FTE Engineering Inspector (0.50 Transportation Cap, 0.25 KAPE)
- ▶ 0.25 FTE Civil Engineer (0.25 Transportation Cap, 0.50 KAPE)

Salary ranges budgeted to increase 3.6% in 2025 and 5% in 2026 / benefits average increase of 5%

NEW/MODIFIED POSITIONS, continued

GENERAL FUND Cost Center	New/Increased Position	2025 Salary + Benefits	2026 Salary + Benefits	2025-2026 Biennium Total
Development Services	Increase Building Official from 30 to 40 hours per week:	\$67,003	\$70,353	\$137,356
Development Services	Increase Permit Coordinator from 25 to 40 hours per week:	\$46,819	\$49,160	\$95,979
Finance	Budget Manager	\$165,000	\$170,000	\$335,000
PW Operations	PW Manager	\$165,000	\$170,000	\$335,000
	LESS: Duplicate Staff	(\$150,000)	(\$157,500)	(\$307,500)
City Manager	New - Business & Community Engagement Coordinator:	\$121,835	\$127,927	\$249,762
	Less: 50% of Exec Assistant monies	(\$74,000)	(\$77,700)	(\$151,700)
Engineering	New - Right-of-Way Inspector, 25%	\$37,154	\$39,012	\$76,166
Engineering	New - Civil Engineer, 25%	\$41,250	\$43,313	\$84,563
	Total General Fund Impact	\$420,061	\$434,564	\$854,625

NEW/MODIFIED POSITIONS, continued

Funded by Transportation Capital Fund:

- ▶ 0.50 FTE Engineering Inspector (0.25 General, 0.25 KAPE)
- ▶ 0.25 FTE Civil Engineer (0.25 General, 0.50 KAPE)

Funded by KAPE

- ▶ 0.25 FTE Engineering Inspector (0.25 General, 0.25 Transportation)
- ▶ 0.50 FTE Civil Engineer (0.25 General, 0.25 Transportation)

Funded by Lakepointe

- ▶ 1.0 FTE Capital Project Manager
- ▶ 1.0 FTE Senior Planner, 2 yr limited term

Salary ranges budgeted to increase 3.6% in 2025 and 5% in 2026 / benefits average increase of 5%

NEW/MODIFIED POSITIONS, continued

Fund/Cost Center	New/Increased Position	2025 Salary + Benefits	2026 Salary + Benefits	2025-2026 Biennium Total
GF: Development Services	Increase Building Official from 30 to 40 hours per week:	\$67,003	\$70,353	\$137,356
GF: Development Services	Increase Permit Coordinator from 25 to 40 hours per week:	\$46,819	\$49,160	\$95,979
GF: Finance	New - Budget Manager	\$165,000	\$170,000	\$335,000
GF: PW Operations	New - PW Manager	\$165,000	\$170,000	\$335,000
	Less: Duplicate position	(\$150,000)	(\$157,500)	(\$307,500)
GF: City Manager	New - Business & Community Engagement Coordinator:	\$121,835	\$127,927	\$249,762
	Less: 50% of Exec Assistant monies	(\$74,000)	(\$77,700)	(\$151,700)
GF: Engineering	New - Right-of-Way Inspector, 25%	\$37,154	\$39,012	\$76,166
GF: Engineering	New - Civil Engineer, 25%	\$41,250	\$43,313	\$84,563
	Total General Fund Impact	\$420,061	\$434,564	\$854,625
Transportation Capital Fund	New - Right-of-Way Inspector, 50%	\$74,308	\$78,023	\$152,331
Transportation Capital Fund	New - Civil Engineer, 25%	\$41,250	\$43,313	\$84,563
	Total Transportation Capital Fund Impact	\$115,558	\$121,336	\$236,894
KAPE Fund	New - Right-of-Way Inspector, 25%	\$37,154	\$39,012	\$76,166
KAPE Fund	New - Civil Engineer, 50%	\$82,500	\$86,625	\$169,125
	Total Kenmore Automated Photo Enforcement (KAPE) Fund Impact	\$119,654	\$125,637	\$245,291
Lakepointe Fund	New - Capital Project Manager	\$183,000	\$192,150	\$375,150
Lakepointe Fund	New - Senior Planner, 2 yr limited term	\$157,000	\$164,850	\$321,850
	Total Lakepointe Fund Impact	\$340,000	\$357,000	\$697,000
	Total Impact of all position changes	\$995,273	\$1,038,537	\$2,033,810

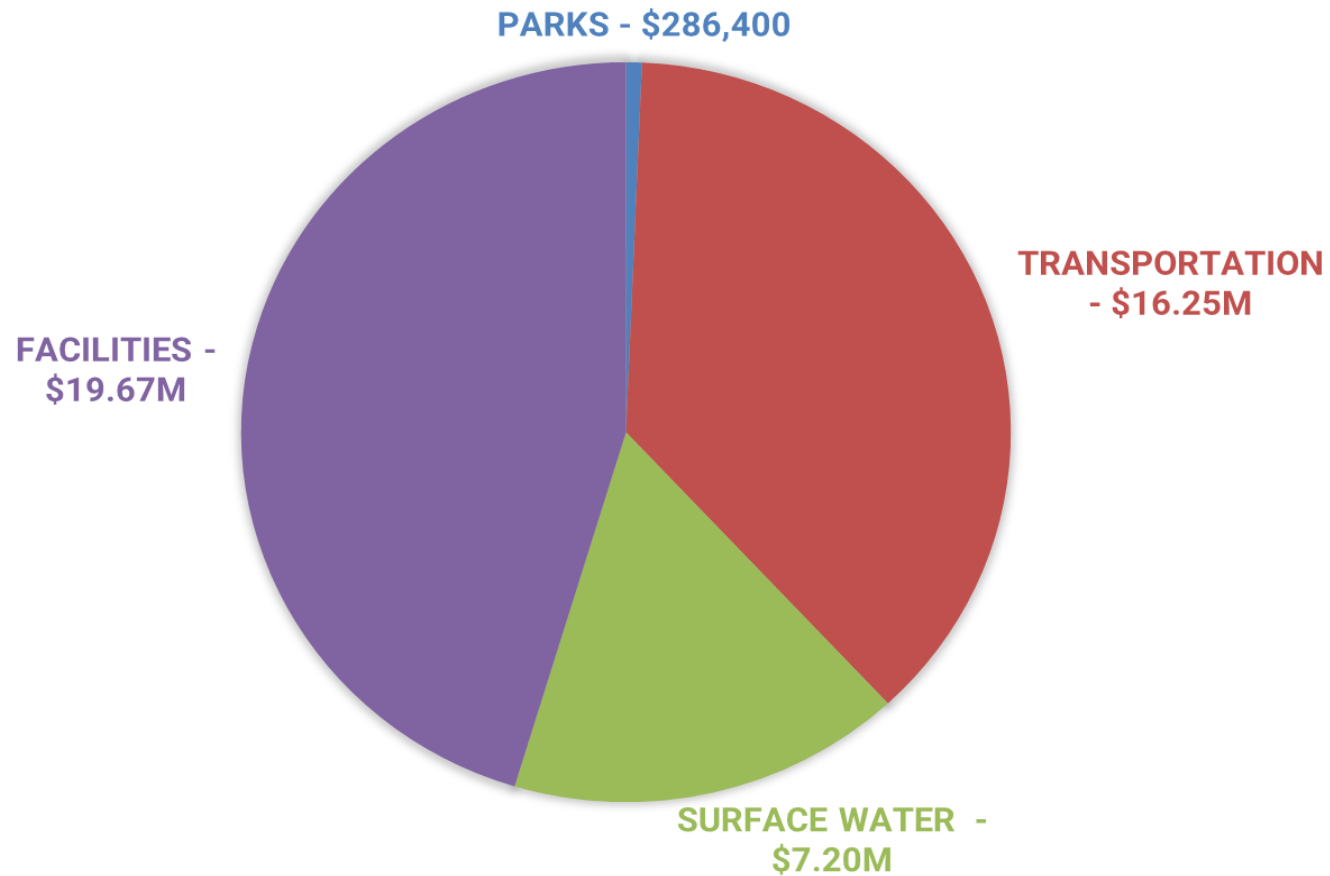
XI. B. Proposed Ordinance No. 240618, Final 2025-2026 Biennial Budget

2025-2030 CAPITAL COSTS

EXPENDITURES	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2030 Proposed
PARKS						
P 18 Rhododendron Park - Signs Replacement	-	-	28,000	-	-	-
P 27 'a d i s Park Waterfront	60,000	60,000	60,000	60,000	60,000	60,000
P 28 Log Boom Park Waterfront Access & Mitigation	50,000	50,000	50,000	50,000	50,000	50,000
P 30 Rhododendron Park Boathouse Pavilion	3,200	3,200	-	-	-	-
P 32 Moorlands Athletic Field Turf Replacement	-	-	-	30,000	15,000	730,000
P 34 Accessible Playground Feasibility Study	30,000	30,000	-	-	-	-
Total Parks	\$143,200	\$143,200	\$138,000	\$140,000	\$125,000	\$840,000
TRANSPORTATION						
T 8 Burke Gilman Trail/SR522 Accessibility Project	240,500	1,424,075	75,925	-	-	-
T 27 Pedestrian Facilities Program	-	-	425,000	425,000	425,000	425,000
T 35 Pavement Preservation	625,000	1,100,000	225,000	1,100,000	225,000	1,100,000
T 38 Lower Swamp Creek Bridge Replacement	646,864	634,801	3,028,257	288,200	-	-
T 41 Juanita DR Pedestrian & Bicycle Safety Improvements	25,000	-	-	-	-	-
T 44 61st Ave Sidewalk Replacement Project (Phase 1)	2,864,489	893,329	-	-	-	-
T 276 61st Ave Sidewalk Replacement Project (Phase 2)	230,372	561,866	3,063,090	1,409,410	50,000	50,000
T xxx Juanita Dr Tree Removal/Replacement	200,000	-	-	-	-	-
T 252 ADA Transition Program	400,000	150,000	650,000	650,000	650,000	650,000
T 253 NE 181st St Sidewalk Project	278,500	149,403	1,219,416	115,000	-	-
T 260 80th Ave NE Sidewalk Project	389,542	2,080,373	-	-	-	-
T 261 NE 192nd St Sidewalk Project	217,752	171,582	628,936	112,150	-	-
T 262 Arrowhead Project	345,228	1,759,553	163,499	-	-	-
T 266 84th Ave NE Sidewalks	50,000	315,000	425,000	2,612,000	30,000	-
T-xxx 66th/196th Slope Stability Project	-	-	-	350,000	700,000	-
Legal Expenses for Claims	100,000	100,000	100,000	100,000	100,000	100,000
Project Management	145,000	150,000	156,000	163,000	170,000	170,000
Total Transportation	\$6,758,247	\$9,489,982	\$10,160,123	\$7,324,760	\$2,350,000	\$2,495,000
SURFACE WATER MANAGEMENT						
SW 8 190th St. Fish Passable Culvert Debt Payments	95,000	95,000	95,000	95,000	95,000	95,000
SW 0274 Little Swamp Creek Relocation	-	-	1,000,000	471,660	471,660	3,773,280
SW 0280 2025 Small Works Project	79,500	-	-	-	-	-
SW 0281 2026 Small Works Project	-	83,500	-	-	-	-
2027 Small Works Project	-	-	86,800	-	-	-
2028 Small Works Project	-	-	-	89,000	-	-
2029 Small Works Project	-	-	-	-	91,200	-
2030 Small Works Project	-	-	-	-	-	93,500
SW 0275 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	530,000	-	-	-	-	-
Future Stormwater Facility Retrofits	-	-	578,800	-	608,100	-
SW 0283 Blueberry Creek Culvert Removal	125,000	125,000	-	-	-	-
SW 0254 Muck Creek Restoration Project	1,250,000	-	-	-	-	-
Future Restoration Projects (Land Acquisition, Demo, Restoration)	-	46,100	810,300	830,500	851,300	872,600
SW 0261 192ND SC Trib Fish Passage Culvert Replacement	350,000	350,000	1,800,000	-	-	-
SW 0273 163RD Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	25,000	358,080	1,732,320	-
SW 0272 76TH Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	25,000	316,420	1,565,680	-
SW 0270 74TH Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	451,800	2,007,200	-	-
SW 0271 74TH Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	449,660	1,998,640	-	-
SW 0267 169TH Samm Trib Fish Passage Culvert Replacement	226,410	226,410	1,811,280	-	-	-
SW 0268 175TH Trib 0056 Fish Passage Culvert Replacement	957,630	957,630	6,050,740	-	-	-
SW 0278 Thomas Property Acquisition	625,000	-	-	-	-	-
SW 0282 Property Acquisition (Conservation/Restoration)	-	850,000	-	-	-	-
Fish Passage Culvert Projects Debt Payments	-	30,000	150,000	500,000	650,000	800,000
Total Surface Water Management	\$4,338,540	\$2,863,640	\$13,334,380	\$6,666,500	\$6,065,260	\$5,634,380
CITY FACILITIES						
Public Works Operations Center Design & Construction	\$8,000,000	\$8,075,000	\$0	\$0	\$0	\$0
Debt Repayment	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
Total City Facilities	\$9,800,000	\$9,875,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
TOTAL EXPENDITURES	\$21,039,987	\$22,371,822	\$25,432,503	\$15,931,260	\$10,340,260	\$10,769,380

2025-2026 CAPITAL PROJECT COSTS

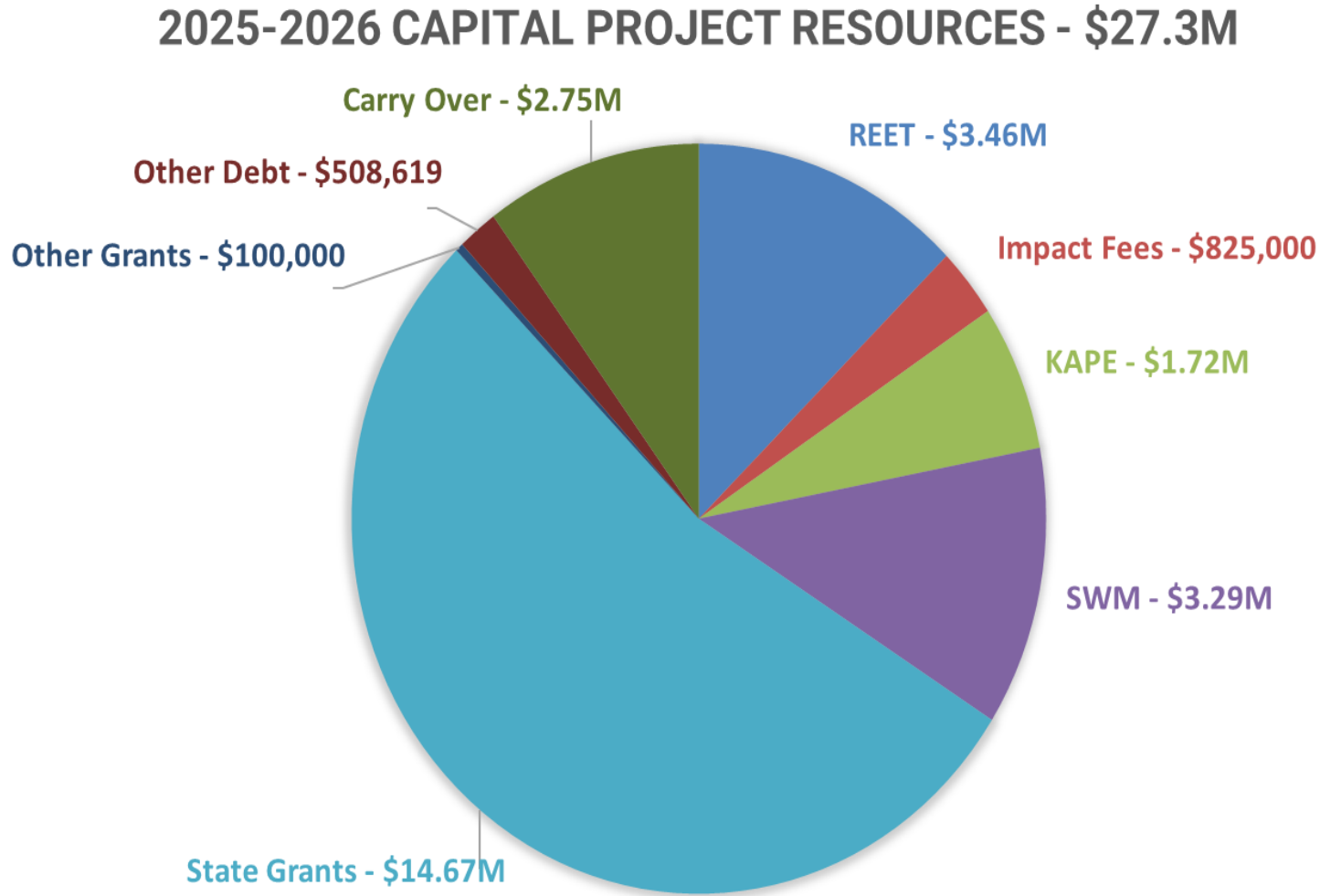
2025-2026 CAPITAL PROJECT COSTS - \$43.4M



2025-2030 CAPITAL REVENUES

REVENUES	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2030 Proposed
PARKS						
Park Impact Fees	\$50,000	\$50,000	\$20,000	\$50,000	\$35,000	\$180,000
City Swamp Creek Basin Funds	40,000	40,000	40,000	40,000	40,000	40,000
King County Park Levy	53,200	53,200	50,000	50,000	50,000	50,000
Carryover Funds	-	-	28,000	-	-	-
Sports Leagues	-	-	-	-	-	220,000
Other Grants (Applied or Awarded)	-	-	-	-	-	350,000
Total Parks	\$143,200	\$143,200	\$138,000	\$140,000	\$125,000	\$840,000
TRANSPORTATION						
Transportation Impact Fees	\$375,000	\$350,000	\$356,000	\$713,000	\$970,000	\$270,000
Real Estate Excise Taxes	826,133	829,840	1,257,396	1,732,036	1,155,000	1,125,000
KAPE	625,000	1,100,000	225,000	1,100,000	225,000	1,100,000
Connecting WA	240,500	1,424,075	73,820	-	-	-
Move Ahead WA	273,372	845,366	1,945,590	3,535,672	-	-
Sound Transit	220,000	87,903	1,177,097	-	-	-
BRAC Grant	646,864	634,801	3,028,257	244,052	-	-
WSDOT Safe Routes to Schools	327,347	1,674,864	596,963	-	-	-
WSDOT Ped/Bike Funds	1,224,031	2,043,133	-	-	-	-
FEMA (Applied or Awarded)	-	-	1,500,000	-	-	-
TIB (Applied or Awarded)	2,000,000	500,000	-	-	-	-
Total Transportation	\$6,758,247	\$9,489,982	\$10,160,123	\$7,324,760	\$2,350,000	\$2,495,000
SURFACE WATER MANAGEMENT						
Bond Proceeds for Fish Passage Culvert Projects	\$ -	\$ 508,619	\$ 3,781,655	\$ 1,960,125	\$ 1,564,285	\$ 1,002,330
Grant KCFCD (SW 0254)	620,500	-	-	-	-	-
Grant KCFCD (SW 0261)	350,000	350,000	-	-	-	-
Grant Delbene Community Project (SW 0261)	-	-	1,300,000	-	-	-
Grant FHA AOP (SW 0268)	-	-	5,000,000	-	-	-
Grant Funds (Applied or Awarded)	-	100,000	1,680,000	2,500,000	2,500,000	2,500,000
General Facility Charge	225,000	250,000	248,400	261,800	270,200	275,000
Transfer from Surface Water Management Fund	-	1,017,521	716,600	1,321,700	1,092,300	1,202,600
Conservation Futures Grant (Property Acquisition)	468,750	637,500	607,725	622,875	638,475	654,450
2024 Carryover Funds	2,674,290	-	-	-	-	-
Total Surface Water Management	\$ 4,338,540	\$ 2,863,640	\$ 13,334,380	\$ 6,666,500	\$ 6,065,260	\$ 5,634,380
FACILITIES						
Transfer from SWM	900,000	900,000	900,000	900,000	900,000	900,000
Transfer from REET	900,000	900,000	900,000	900,000	900,000	900,000
Total City Facilities	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
TOTAL REVENUES	\$13,039,987	\$14,296,822	\$25,432,503	\$15,931,260	\$10,340,260	\$10,769,380

2025-2026 CAPITAL PROJECT RESOURCES



NEXT STEPS

- Tonight, Final Public Hearing and Adoption of 2025-2026 Biennial Budget
- December 9, 2024 Council Meeting: Adoption of proposed 2025 Salary Plan with 3.6% increase

This concludes the Presentation prior to the Public Hearing
on the 2025-2026 Proposed Biennial Budget

QUESTIONS AND DISCUSSION

Copies of the complete preliminary budget book are available online at
www.kenmorewa.gov



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Adopting the 2025-2026 Biennial Budget, Ordinance No. 24-0618 Proposed Council Action/Motion: Adopt Ordinance No. 24-0618 Approving a Biennial Budget for the period January 1, 2025 through December 31, 2026, and Establishing Appropriations of Funds for the 2025-2026 Biennium	For Council Meeting Agenda of: 11/25/2024 Department: Finance & Administration Prepared by: Melinda Merrell, Finance & Administration Director <table border="0" style="width: 100%;"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;">MM 11/15/24</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">NA</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">MM 11/15/24</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">RK 11/15/2024</td></tr> </table> Attachments/Exhibits: 1. Ordinance No. 24-0618		<u>Initial & Date</u>	Approved by Department Head:	MM 11/15/24	Approved by City Attorney:	NA	Approved by Finance Director:	MM 11/15/24	Approved by City Manager:	RK 11/15/2024
	<u>Initial & Date</u>										
Approved by Department Head:	MM 11/15/24										
Approved by City Attorney:	NA										
Approved by Finance Director:	MM 11/15/24										
Approved by City Manager:	RK 11/15/2024										
Summary: Passage of a biennial budget by year-end is required by State law. The preliminary budget document was presented to the City Council at the Council meeting on October 7, 2024, and is available to the public at City Hall and at kenmorewa.gov.											
Information/Background: On October 7, 2024, the proposed preliminary 2025-2026 biennial budget was presented to the City Council. Public budget review sessions were conducted throughout October and into November. Public hearings were held to receive public comment and testimony on the tax levy and the proposed budget on November 12, November 18 and November 25 (to be held). The Ordinance No. 24-0618, as presented for adoption, reflects the 2025-2026 biennial budgets for all funds as directed, adjusted, and approved by the City Council as of the November 12, 2024, public hearing.											
Fiscal Consideration: The 2025-2026 Proposed Preliminary Biennial Budget presented to the City Council includes total revenues for the biennium of \$89,658,368 and total expenditures for the biennium of \$111,024,995. The General Fund is using \$2.68 million of reserves to fund Special Projects and Lakepointe activities. Other special revenue funds, debt service funds, capital and enterprise funds utilize current revenues and fund reserves to support restricted purposes, capital improvement programs, and interfund											

transfers. Of note is the use of \$16.0M of financing proceeds for the construction of the Public Works Operations Center.

The proposed budget also includes a 3.6% wage adjustment for 2025 and estimated 5% for 2026 for all city employees, with the 2024 recommendation of 3.6% based on the CPI-W Seattle-Tacoma-Bellevue Index. As part of the biennium budget preparation process, the City conducts an employee salary study to align employee salaries and wages with the market. This work is being finalized and the 2025 Employee Salary Plan will be presented to City Council at the December 9 council meeting.

City Council Priority or Budget Objective Being Addressed:

All City Council priorities. 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.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 24-0618**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, ADOPTING A BIENNIAL BUDGET FOR THE PERIOD OF JANUARY 1, 2025, THROUGH DECEMBER 31, 2026; AND ESTABLISHING APPROPRIATIONS OF FUNDS FOR THE 2025-2026 BIENNIUM; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a Preliminary Proposed 2025-2026 Biennial Budget was submitted to the City Council and City Clerk on October 7, 2024; and

WHEREAS, the City Council scheduled and held Public Hearings on the 2025 Property Tax Levy on November 18, 2024, and the Proposed 2025-2026 Biennial Budget on November 18, 2024, and November 25, 2024.

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

Section 1. Funds Appropriated. The Budget for January 1, 2025 through December 31, 2026 is appropriated by funds as follows:

<u>REVENUES BY FUND</u>	2025-2026 Revenue Budget
General Fund	\$ 35,075,363
Strategic Reserve Fund	85,000
Strategic Opportunities Fund	4,000
Street Fund	2,673,233
KAPE (Kenmore Automated Photo Enf. Fund)	5,490,000
Public Art Fund	4,250
Transportation Benefit District	1,454,336
2016 & 2021 UTGO Debt Service Fund	2,109,900
Transportation Capital Fund	16,248,229
Real Estate Excise Tax Fund	3,878,000
Walkways & Waterways Bonds	250,000
Park Capital Fund	560,000
Park Impact Fee Fund	605,000
Transportation Impact Fee Fund	855,000
Sammamish River Bridge Fund	150,000
Public Works Operations Center Fund	3,600,000
Affordable Housing Fund	0
Lakepointe Fund	1,685,000
Surface Water Management Fund	9,918,427
Surface Water Capital Fund	4,527,890
Swamp Creek Basin Fund	18,000
Equipment Replacement Fund	466,740
TOTAL REVENUES	\$ 89,658,368

<u>EXPENDITURES BY FUND</u>	2025-2026 Expenditure Budget
General Fund	\$ 38,164,176
Strategic Reserve Fund	0
Strategic Opportunities Fund	0
Street Fund	3,078,724
KAPE (Kenmore Automated Photo Enf. Fund)	5,357,651
Public Art Fund	81,990
Transportation Benefit District	1,450,000
2016 & 2021 UTGO Debt Service Fund	2,109,900
Transportation Capital Fund	16,248,229
Real Estate Excise Tax Fund	3,455,973
Walkways & Waterways Bonds	4,075
Park Capital Fund	536,400
Park Impact Fee Fund	550,000
Transportation Impact Fee Fund	875,000
Sammamish River Bridge Fund	649,828
Public Works Operations Center Fund	19,675,000
Affordable Housing Fund	0
Lakepointe Fund	1,745,500
Surface Water Management Fund	9,235,369
Surface Water Capital Fund	7,202,180
Swamp Creek Basin Fund	80,000
Equipment Replacement Fund	525,000
TOTAL EXPENDITURES	\$ 111,024,995

Section 2. Wage Adjustment. The 2025-2026 Biennial Budget includes a 3.6% CPI based wage adjustment for City employees, effective January 1, 2025 for 2025.

Section 3. Transmittal. A complete copy of the budget as adopted, together with a copy of this adopting Ordinance, shall be transmitted by the City Clerk to the Division of Municipal corporations of the Office of the State Auditor and to the Association of Washington Cities.

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 MEETING THEREOF ON THE ____ DAY OF _____ 2024.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 11/15/2024

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 24-0618

DATE OF PUBLICATION:

EFFECTIVE DATE:



2025-2026 PROPOSED Biennial Budget

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November 25, 2024

TONIGHT'S AGENDA

2025-2026 Proposed Biennial Budget presentation

Receive public testimony

Adopt Ordinance No. 24-0618, 2025-2026 Biennial Budget

BUDGET POLICY DIRECTION

- Supports and implements **City Council Goals**
 - Considers the results of Service Level Budgeting
- A balanced operating budget that utilizes:
 - Conservative approach to both revenues and expenditures
- Maintains a positive financial forecast that meets the City's reserve policies
- Includes Financial Sustainability Plan measures

Total proposed city budget – all Funds

REVENUES BY FUND	2025 Proposed	2026 Proposed	2025-2026 Proposed Revenue Budget
General Fund	\$ 17,215,097	\$ 17,860,266	\$ 35,075,363
Strategic Reserve Fund	45,000	40,000	85,000
Strategic Opportunities Fund	2,000	2,000	4,000
Street Fund	1,340,091	1,333,142	2,673,233
KAPE (Kenmore Automated Photo Enf. Fund)	2,320,000	3,170,000	5,490,000
Public Art Fund	2,250	2,000	4,250
Transportation Benefit District	723,600	730,736	1,454,336
2016 & 2021 UTGO Debt Service Fund	1,054,550	1,055,350	2,109,900
Transportation Capital Fund	6,758,247	9,489,982	16,248,229
Real Estate Excise Tax Fund	1,940,000	1,938,000	3,878,000
Walkways & Waterways Bonds	150,000	100,000	250,000
Park Capital Fund	280,000	280,000	560,000
Park Impact Fee Fund	302,500	302,500	605,000
Transportation Impact Fee Fund	430,000	425,000	855,000
Sammamish River Bridge Fund	150,000	0	150,000
Public Works Operations Center Fund	1,800,000	1,800,000	3,600,000
Lakepointe Fund	1,685,000	0	1,685,000
Surface Water Management Fund	4,755,364	5,163,063	9,918,427
Surface Water Capital Fund	1,664,250	2,863,640	4,527,890
Swamp Creek Basin Fund	10,000	8,000	18,000
Equipment Replacement Fund	235,870	230,870	466,740
TOTAL REVENUES	\$ 42,863,819	\$ 46,794,549	\$ 89,658,368

Total proposed city budget – all Funds

EXPENDITURES BY FUND	2025 Proposed	2026 Proposed	2025-2026 Proposed Expenditure Budget
General Fund	\$ 19,238,122	\$ 18,926,054	\$ 38,164,176
Strategic Reserve Fund	0	0	0
Strategic Opportunities Fund	0	0	0
Street Fund	1,523,918	1,554,806	3,078,724
KAPE (Kenmore Automated Photo Enf. Fund)	2,335,000	3,022,651	5,357,651
Public Art Fund	62,095	19,895	81,990
Transportation Benefit District	725,000	725,000	1,450,000
2016 & 2021 UTGO Debt Service Fund	1,054,550	1,055,350	2,109,900
Transportation Capital Fund	6,758,247	9,489,982	16,248,229
Real Estate Excise Tax Fund	1,726,133	1,729,840	3,455,973
Walkways & Waterways Bonds	2,025	2,050	4,075
Park Capital Fund	268,200	268,200	536,400
Park Impact Fee Fund	500,000	50,000	550,000
Transportation Impact Fee Fund	525,000	350,000	875,000
Sammamish River Bridge Fund	574,913	74,915	649,828
Public Works Operations Center Fund	9,800,000	9,875,000	19,675,000
Affordable Housing Fund	0	0	0
Lakepointe Fund	1,745,500	0	1,745,500
Surface Water Management Fund	4,160,346	5,075,023	9,235,369
Surface Water Capital Fund	4,338,540	2,863,640	7,202,180
Swamp Creek Basin Fund	40,000	40,000	80,000
Equipment Replacement Fund	300,000	225,000	525,000
TOTAL EXPENDITURES	\$ 55,677,589	\$ 55,347,406	\$ 111,024,995

2025-2026 BIENNIAL BUDGET

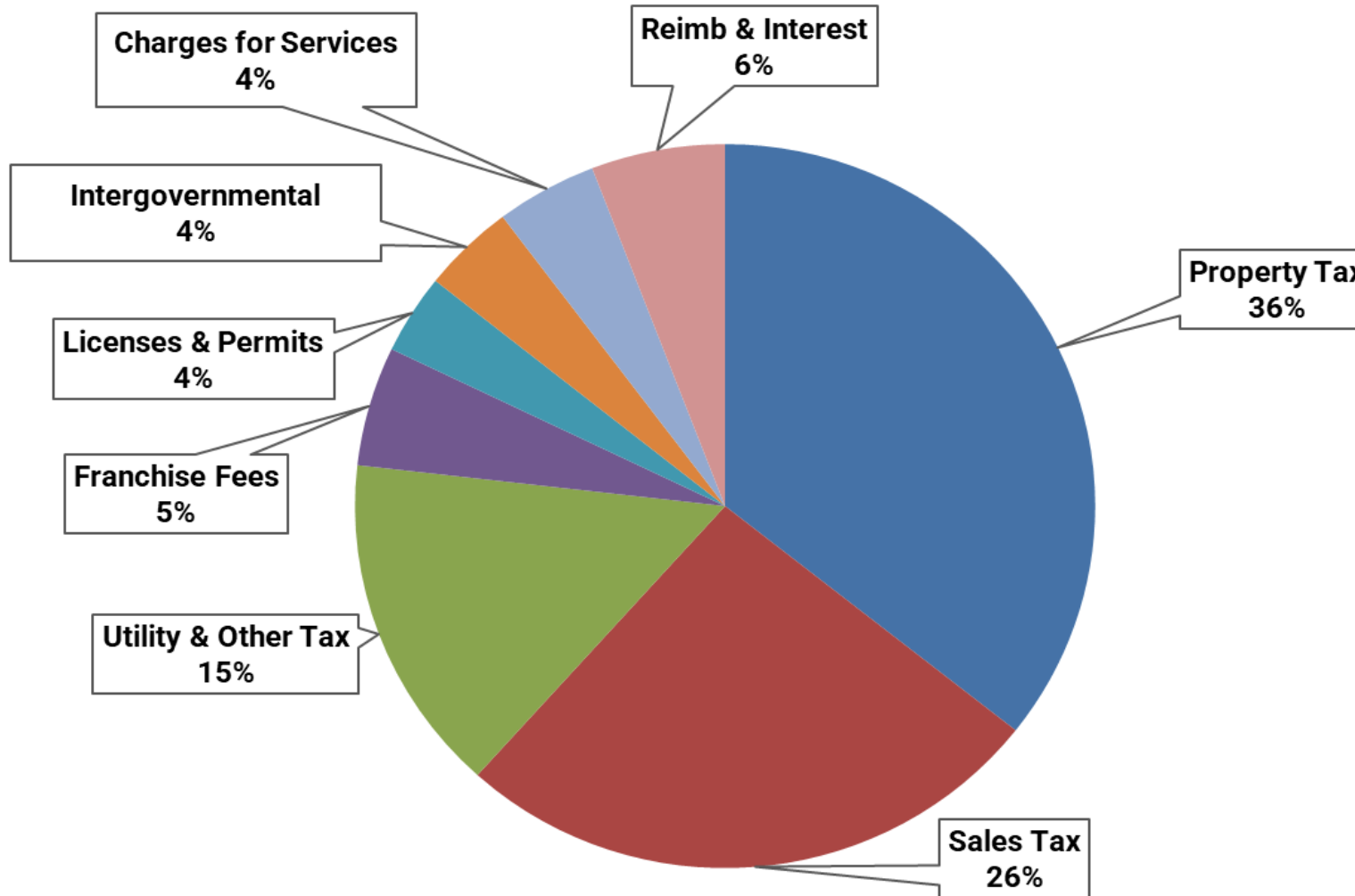
Three Components to City Operations

- Operating Revenues and Expenditures
 - General Fund
 - Street Fund*
 - Enterprise* (Surface Water Management Fund)
- Other Funds
 - Other Special Revenue Funds
 - Debt Service Funds (for Bonds)
 - Internal Service Funds (Equipment Replacement)
- Major Capital Expenditures and Resources
 - Capital Improvement Program (CIP) adopted in October
 - Transportation, Parks, Surface Water, Public Works Operations Center
 - Capital Resource Funds (Impact Fees, REET, Bonds)

**Street and Enterprise Funds function as operating funds*

GENERAL FUND REVENUES 2025-2026

General Fund Revenues 2025-2026



SIGNIFICANT REVENUES

General Fund

- Property Taxes – Biennium, \$12,498,431
 - Largest ongoing revenue source
 - 36% of total budgeted GF revenues
- Tax Levy increase for 2025
 - \$202,842
 - 3.45% (using \$144K of banked capacity)
 - + new construction
 - Tax rate = \$0.77 / \$1000 AV
 - 2024 was \$0.85 due to lower AV

SIGNIFICANT REVENUES

General Fund, continued

- Sales Taxes – Biennium, \$9,131,114
 - Second largest ongoing revenue source
 - 26% of total budgeted GF revenues
- Utility and Other Taxes – Biennium, \$5,306,993
 - Third largest ongoing revenue source
 - 15% of total budgeted GF revenues
 - Electric, Solid Waste, Gas, Surface Water, Cable, Cellphone, and Telephone

OTHER OPERATING REVENUES

➤ General Fund

- Capital/Overhead Reimbursement - \$720,000
- Plan Review & Land Use Fees - \$1,383,362
- Franchise Fees (cable and water/sewer) - \$1,870,590
- Permit revenue - \$1,218,000

➤ Street Fund

- Fuel Taxes - \$756,000
- TBD (Transportation Benefit District) Fees - \$1,450,000
- ROW Permit Fees & Inspections - \$248,508

➤ Surface Water Management Fund

- Surface Water Charges - \$9,739,852

MAJOR OPERATING COSTS:

On-Going/Non-Discretionary 2-Year Totals

✓ 15,085,771	Salaries & Benefits (General, Street Funds)
✓ 9,539,310	Police Contract
✓ 1,405,271	Jail/Court Services/prosecuting attorney public defender/Regional Crisis Response
✓ 900,000	Legal Services
✓ 1,617,766	Insurance (WCIA)
✓ 1,033,000	Utilities
✓ 778,340	Human Services Contributions (\$450K) and ARCH (\$180K dues + \$148K contribution)

\$30,359,458

- ✓ These costs comprise 74% of the total operating (general fund and street fund) budget (\$41,242,900)

NEW/MODIFIED POSITIONS

Funded by General Fund:

- ▶ 1 FTE Business & Community Engagement Coordinator
- ▶ 1 FTE Budget Manager
- ▶ 1 FTE Public Works Manager
- ▶ 0.25 increase Building Official to 1.0 FTE
- ▶ 0.375 increase Permit Coordinator to 1.0 FTE
- ▶ 0.25 FTE Engineering Inspector (0.50 Transportation Cap, 0.25 KAPE)
- ▶ 0.25 FTE Civil Engineer (0.25 Transportation Cap, 0.50 KAPE)

Salary ranges budgeted to increase 3.6% in 2025 and 5% in 2026 / benefits average increase of 5%

NEW/MODIFIED POSITIONS, continued

GENERAL FUND Cost Center	New/Increased Position	2025 Salary + Benefits	2026 Salary + Benefits	2025-2026 Biennium Total
Development Services	Increase Building Official from 30 to 40 hours per week:	\$67,003	\$70,353	\$137,356
Development Services	Increase Permit Coordinator from 25 to 40 hours per week:	\$46,819	\$49,160	\$95,979
Finance	Budget Manager	\$165,000	\$170,000	\$335,000
PW Operations	PW Manager	\$165,000	\$170,000	\$335,000
	LESS: Duplicate Staff	(\$150,000)	(\$157,500)	(\$307,500)
City Manager	New - Business & Community Engagement Coordinator:	\$121,835	\$127,927	\$249,762
	Less: 50% of Exec Assistant monies	(\$74,000)	(\$77,700)	(\$151,700)
Engineering	New - Right-of-Way Inspector, 25%	\$37,154	\$39,012	\$76,166
Engineering	New - Civil Engineer, 25%	\$41,250	\$43,313	\$84,563
	Total General Fund Impact	\$420,061	\$434,564	\$854,625

NEW/MODIFIED POSITIONS, continued

Funded by Transportation Capital Fund:

- ▶ 0.50 FTE Engineering Inspector (0.25 General, 0.25 KAPE)
- ▶ 0.25 FTE Civil Engineer (0.25 General, 0.50 KAPE)

Funded by KAPE

- ▶ 0.25 FTE Engineering Inspector (0.25 General, 0.25 Transportation)
- ▶ 0.50 FTE Civil Engineer (0.25 General, 0.25 Transportation)

Funded by Lakepointe

- ▶ 1.0 FTE Capital Project Manager
- ▶ 1.0 FTE Senior Planner, 2 yr limited term

Salary ranges budgeted to increase 3.6% in 2025 and 5% in 2026 / benefits average increase of 5%

NEW/MODIFIED POSITIONS, continued

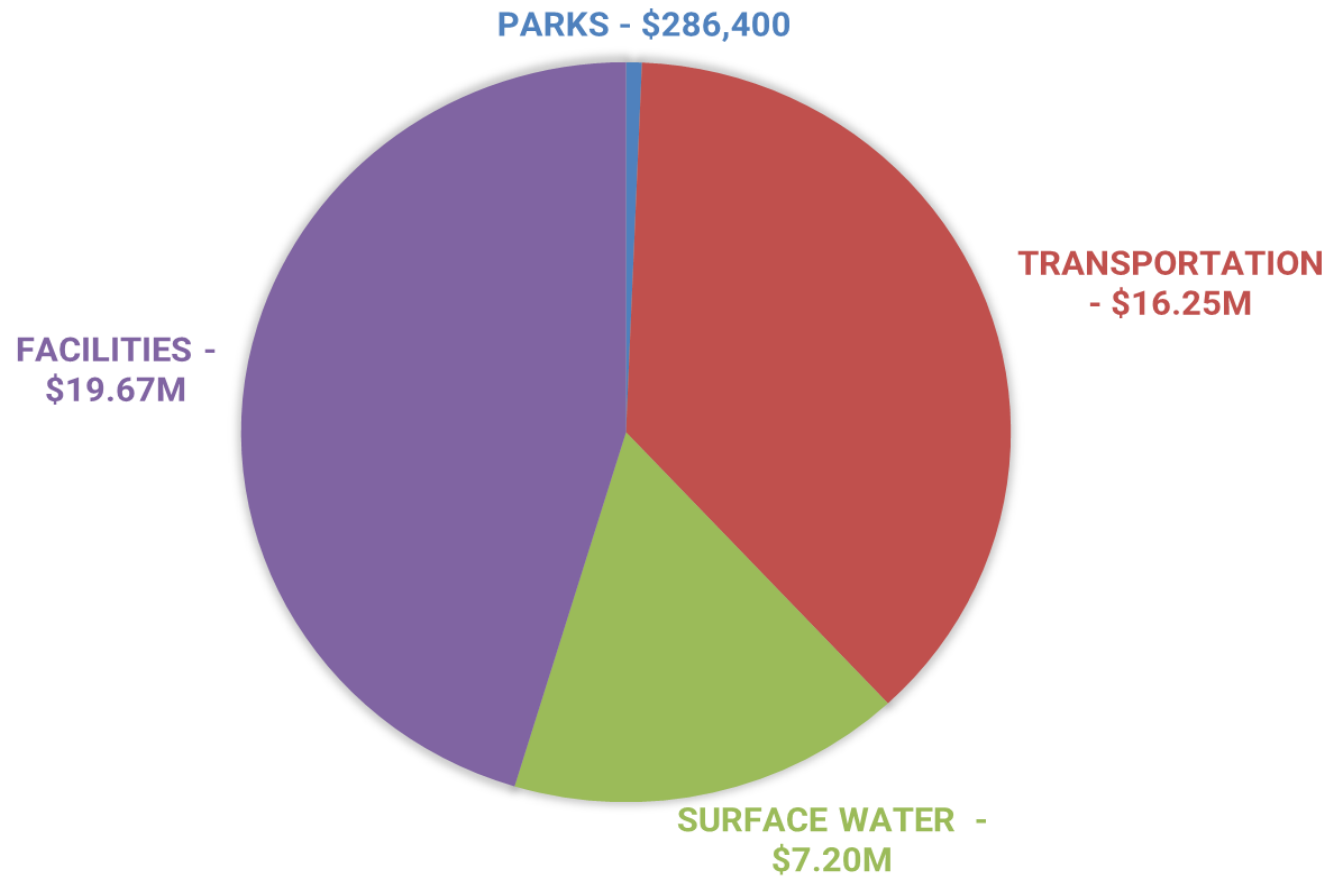
Fund/Cost Center	New/Increased Position	2025 Salary + Benefits	2026 Salary + Benefits	2025-2026 Biennium Total
GF: Development Services	Increase Building Official from 30 to 40 hours per week:	\$67,003	\$70,353	\$137,356
GF: Development Services	Increase Permit Coordinator from 25 to 40 hours per week:	\$46,819	\$49,160	\$95,979
GF: Finance	New - Budget Manager	\$165,000	\$170,000	\$335,000
GF: PW Operations	New - PW Manager	\$165,000	\$170,000	\$335,000
	Less: Duplicate position	(\$150,000)	(\$157,500)	(\$307,500)
GF: City Manager	New - Business & Community Engagement Coordinator:	\$121,835	\$127,927	\$249,762
	Less: 50% of Exec Assistant monies	(\$74,000)	(\$77,700)	(\$151,700)
GF: Engineering	New - Right-of-Way Inspector, 25%	\$37,154	\$39,012	\$76,166
GF: Engineering	New - Civil Engineer, 25%	\$41,250	\$43,313	\$84,563
	Total General Fund Impact	\$420,061	\$434,564	\$854,625
Transportation Capital Fund	New - Right-of-Way Inspector, 50%	\$74,308	\$78,023	\$152,331
Transportation Capital Fund	New - Civil Engineer, 25%	\$41,250	\$43,313	\$84,563
	Total Transportation Capital Fund Impact	\$115,558	\$121,336	\$236,894
KAPE Fund	New - Right-of-Way Inspector, 25%	\$37,154	\$39,012	\$76,166
KAPE Fund	New - Civil Engineer, 50%	\$82,500	\$86,625	\$169,125
	Total Kenmore Automated Photo Enforcement (KAPE) Fund Impact	\$119,654	\$125,637	\$245,291
Lakepointe Fund	New - Capital Project Manager	\$183,000	\$192,150	\$375,150
Lakepointe Fund	New - Senior Planner, 2 yr limited term	\$157,000	\$164,850	\$321,850
	Total Lakepointe Fund Impact	\$340,000	\$357,000	\$697,000
	Total Impact of all position changes	\$995,273	\$1,038,537	\$2,033,810

2025-2030 CAPITAL COSTS

EXPENDITURES	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2030 Proposed
PARKS						
P 18 Rhododendron Park - Signs Replacement	-	-	28,000	-	-	-
P 27 A' a i s Park Waterfront	60,000	60,000	60,000	60,000	60,000	60,000
P 28 Log Boom Park Waterfront Access & Mitigation	50,000	50,000	50,000	50,000	50,000	50,000
P 30 Rhododendron Park Boathouse Pavilion	3,200	3,200	-	-	-	-
P 32 Moorlands Athletic Field Turf Replacement	-	-	-	30,000	15,000	730,000
P 34 Accessible Playground Feasibility Study	30,000	30,000	-	-	-	-
Total Parks	\$143,200	\$143,200	\$138,000	\$140,000	\$125,000	\$840,000
TRANSPORTATION						
T 8 Burke Gilman Trail/SR522 Accessibility Project	240,500	1,424,075	75,925	-	-	-
T 27 Pedestrian Facilities Program	-	-	425,000	425,000	425,000	425,000
T 35 Pavement Preservation	625,000	1,100,000	225,000	1,100,000	225,000	1,100,000
T 38 Lower Swamp Creek Bridge Replacement	646,864	634,801	3,028,257	288,200	-	-
T 41 Juanita DR Pedestrian & Bicycle Safety Improvements	25,000	-	-	-	-	-
T 44 61st Ave Sidewalk Replacement Project (Phase 1)	2,864,489	893,329	-	-	-	-
T 276 61st Ave Sidewalk Replacement Project (Phase 2)	230,372	561,866	3,063,090	1,409,410	50,000	50,000
T xxx Juanita Dr Tree Removal/Replacement	200,000	-	-	-	-	-
T 252 ADA Transition Program	400,000	150,000	650,000	650,000	650,000	650,000
T 253 NE 181st St Sidewalk Project	278,500	149,403	1,219,416	115,000	-	-
T 260 80th Ave NE Sidewalk Project	389,542	2,080,373	-	-	-	-
T 261 NE 192nd St Sidewalk Project	217,752	171,582	628,936	112,150	-	-
T 262 Arrowhead Project	345,228	1,759,553	163,499	-	-	-
T 266 84th Ave NE Sidewalks	50,000	315,000	425,000	2,612,000	30,000	-
T-xxx 66th/196th Slope Stability Project	-	-	-	350,000	700,000	-
Legal Expenses for Claims	100,000	100,000	100,000	100,000	100,000	100,000
Project Management	145,000	150,000	156,000	163,000	170,000	170,000
Total Transportation	\$6,758,247	\$9,489,982	\$10,160,123	\$7,324,760	\$2,350,000	\$2,495,000
SURFACE WATER MANAGEMENT						
SW 8 190th St. Fish Passable Culvert Debt Payments	95,000	95,000	95,000	95,000	95,000	95,000
SW 0274 Little Swamp Creek Relocation	-	-	1,000,000	471,660	471,660	3,773,280
SW 0280 2025 Small Works Project	79,500	-	-	-	-	-
SW 0281 2026 Small Works Project	-	83,500	-	-	-	-
2027 Small Works Project	-	-	86,800	-	-	-
2028 Small Works Project	-	-	-	89,000	-	-
2029 Small Works Project	-	-	-	-	91,200	-
2030 Small Works Project	-	-	-	-	-	93,500
SW 0275 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	530,000	-	-	-	-	-
Future Stormwater Facility Retrofits	-	-	578,800	-	608,100	-
SW 0283 Blueberry Creek Culvert Removal	125,000	125,000	-	-	-	-
SW 0254 Muck Creek Restoration Project	1,250,000	-	-	-	-	-
Future Restoration Projects (Land Acquisition, Demo, Restoration)	-	46,100	810,300	830,500	851,300	872,600
SW 0261 192ND SC Trib Fish Passage Culvert Replacement	350,000	350,000	1,800,000	-	-	-
SW 0273 163RD Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	25,000	358,080	1,732,320	-
SW 0272 76TH Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	25,000	316,420	1,565,680	-
SW 0270 74TH Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	451,800	2,007,200	-	-
SW 0271 74TH Trib 0057 Fish Passage Culvert Replacement	25,000	25,000	449,660	1,998,640	-	-
SW 0267 169TH Samm Trib Fish Passage Culvert Replacement	226,410	226,410	1,811,280	-	-	-
SW 0268 175TH Trib 0056 Fish Passage Culvert Replacement	957,630	957,630	6,050,740	-	-	-
SW 0278 Thomas Property Acquisition	625,000	-	-	-	-	-
SW 0282 Property Acquisition (Conservation/Restoration)	-	850,000	-	-	-	-
Fish Passage Culvert Projects Debt Payments	-	30,000	150,000	500,000	650,000	800,000
Total Surface Water Management	\$4,338,540	\$2,863,640	\$13,334,380	\$6,666,500	\$6,065,260	\$5,634,380
CITY FACILITIES						
Public Works Operations Center Design & Construction	\$8,000,000	\$8,075,000	\$0	\$0	\$0	\$0
Debt Repayment	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
Total City Facilities	\$9,800,000	\$9,875,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
TOTAL EXPENDITURES	\$21,039,987	\$22,371,822	\$25,432,503	\$15,931,260	\$10,340,260	\$10,769,380

2025-2026 CAPITAL PROJECT COSTS

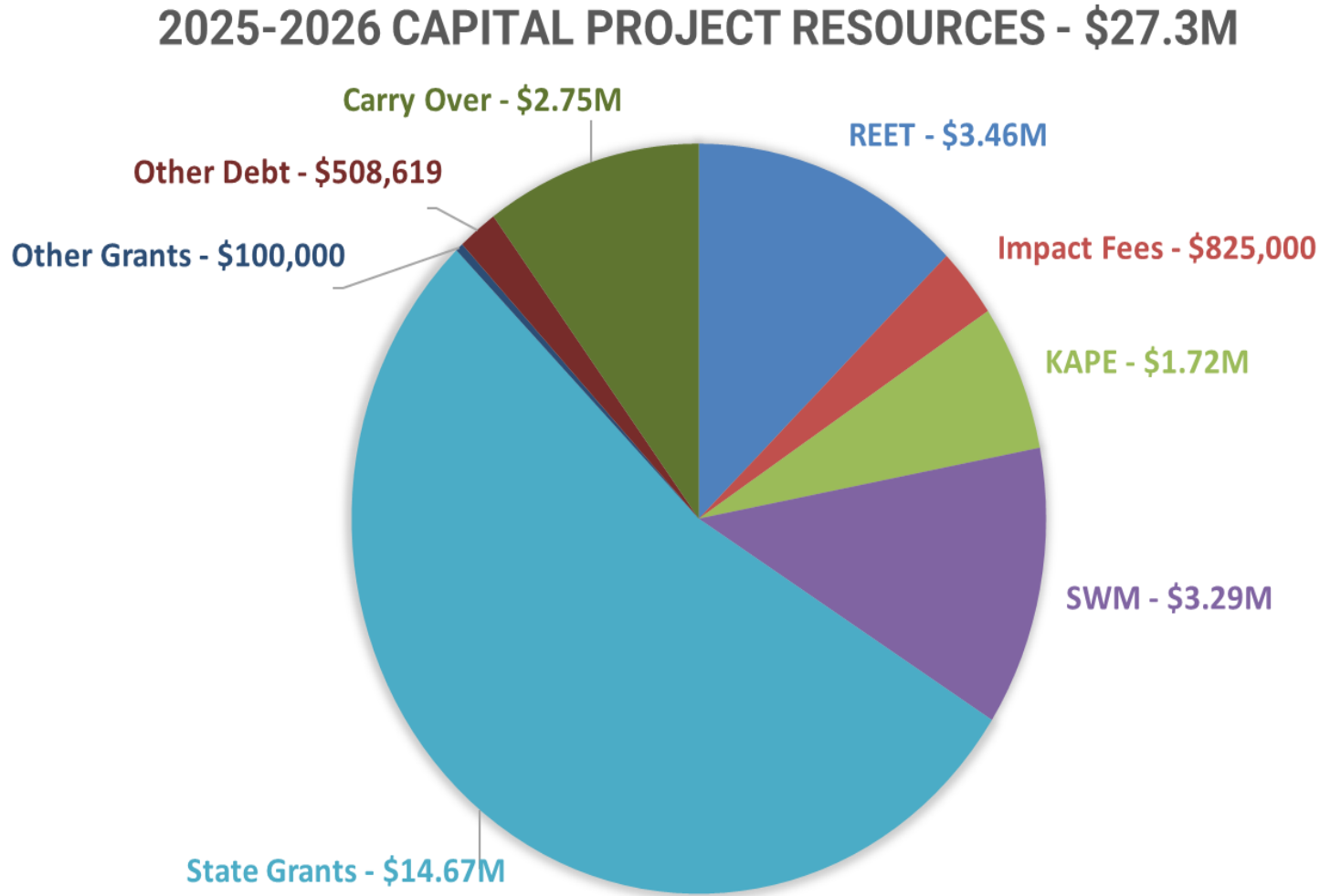
2025-2026 CAPITAL PROJECT COSTS - \$43.4M



2025-2030 CAPITAL REVENUES

REVENUES	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2030 Proposed
PARKS						
Park Impact Fees	\$50,000	\$50,000	\$20,000	\$50,000	\$35,000	\$180,000
City Swamp Creek Basin Funds	40,000	40,000	40,000	40,000	40,000	40,000
King County Park Levy	53,200	53,200	50,000	50,000	50,000	50,000
Carryover Funds	-	-	28,000	-	-	-
Sports Leagues	-	-	-	-	-	220,000
Other Grants (Applied or Awarded)	-	-	-	-	-	350,000
Total Parks	\$143,200	\$143,200	\$138,000	\$140,000	\$125,000	\$840,000
TRANSPORTATION						
Transportation Impact Fees	\$375,000	\$350,000	\$356,000	\$713,000	\$970,000	\$270,000
Real Estate Excise Taxes	826,133	829,840	1,257,396	1,732,036	1,155,000	1,125,000
KAPE	625,000	1,100,000	225,000	1,100,000	225,000	1,100,000
Connecting WA	240,500	1,424,075	73,820	-	-	-
Move Ahead WA	273,372	845,366	1,945,590	3,535,672	-	-
Sound Transit	220,000	87,903	1,177,097	-	-	-
BRAC Grant	646,864	634,801	3,028,257	244,052	-	-
WSDOT Safe Routes to Schools	327,347	1,674,864	596,963	-	-	-
WSDOT Ped/Bike Funds	1,224,031	2,043,133	-	-	-	-
FEMA (Applied or Awarded)	-	-	1,500,000	-	-	-
TIB (Applied or Awarded)	2,000,000	500,000	-	-	-	-
Total Transportation	\$6,758,247	\$9,489,982	\$10,160,123	\$7,324,760	\$2,350,000	\$2,495,000
SURFACE WATER MANAGEMENT						
Bond Proceeds for Fish Passage Culvert Projects	\$ -	\$ 508,619	\$ 3,781,655	\$ 1,960,125	\$ 1,564,285	\$ 1,002,330
Grant KCFCD (SW 0254)	620,500	-	-	-	-	-
Grant KCFCD (SW 0261)	350,000	350,000	-	-	-	-
Grant Delbene Community Project (SW 0261)	-	-	1,300,000	-	-	-
Grant FHA AOP (SW 0268)	-	-	5,000,000	-	-	-
Grant Funds (Applied or Awarded)	-	100,000	1,680,000	2,500,000	2,500,000	2,500,000
General Facility Charge	225,000	250,000	248,400	261,800	270,200	275,000
Transfer from Surface Water Management Fund	-	1,017,521	716,600	1,321,700	1,092,300	1,202,600
Conservation Futures Grant (Property Acquisition)	468,750	637,500	607,725	622,875	638,475	654,450
2024 Carryover Funds	2,674,290	-	-	-	-	-
Total Surface Water Management	\$ 4,338,540	\$ 2,863,640	\$ 13,334,380	\$ 6,666,500	\$ 6,065,260	\$ 5,634,380
FACILITIES						
Transfer from SWM	900,000	900,000	900,000	900,000	900,000	900,000
Transfer from REET	900,000	900,000	900,000	900,000	900,000	900,000
Total City Facilities	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
TOTAL REVENUES	\$13,039,987	\$14,296,822	\$25,432,503	\$15,931,260	\$10,340,260	\$10,769,380

2025-2026 CAPITAL PROJECT RESOURCES



NEXT STEPS

- Tonight, Final Public Hearing and Adoption of 2025-2026 Biennial Budget
- December 9, 2024 Council Meeting: Adoption of proposed 2025 Salary Plan with 3.6% increase

This concludes the Presentation prior to the Public Hearing
on the 2025-2026 Proposed Biennial Budget

QUESTIONS AND DISCUSSION

Copies of the complete preliminary budget book are available online at
www.kenmorewa.gov

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

Climate Change and Environmental Stewardship

- **Climate Action.** The City supports statewide policies and programs that respond to climate change and protect and promote clean air, clean water, and clean energy. The City's Climate Action Plan establishes a goal of a 50% reduction in greenhouse gas emissions by 2030. A key component to meeting that goal is the enforcement of new state building and energy code requirements.
- **Climate Commitment Act.** The City also supports state sharing of Climate Commitment Act revenues, including grant funding for energy retrofits of public buildings and incentives for property owners transitioning to clean energy.
- **Culvert & Stormwater Funding for Salmon Habitat Restoration.** Kenmore encourages the State to invest in state and local culvert, floodplain, and fish habitat projects to restore habitat for salmon on a watershed basis. The city owns approximately dozens of fish blocking culverts and is committed to removing these barriers to improve fish passage but has limited resources to accomplish this task.
- **Other Environmental Efforts.** The City supports product stewardship programs to reduce waste at the source and promote a circular economy; eliminating salmon-killing rubber tire dust (i.e. 6PPD-quinone); the removal of PFAS from the environment, including food and water supplies; and increased environmental remediation funding through MTCA and other programs.

Economic Development

- **The Lodge at St. Edward State Park.** The City supports policy changes and funding solutions to promote the long-term success of The Lodge at St. Edward State Park.

Housing

- **Affordable Housing Near Fixed Route Transit.** Kenmore supports setting affordability goals for transit-oriented development and providing local flexibility and planning resources to help communities achieve those goals.
- **Housing Policies and Funding.** The City of Kenmore feels the urgency in addressing the housing crisis and is committed to doing what it can to increase the supply of housing, especially affordable units. The City welcomes the State's partnership via grant programs, like the Housing Trust Fund, and other funding tools to increase the number of housing units. The City supports policies and incentives that increase housing construction, including but not limited to reducing legal liability for condominium developers.
- **Mobile Home Communities.** The City supports legislation that recognizes that mobile homes represent an important affordable housing option throughout the state. Topics such as: ensuring individuals considering purchasing a mobile home are informed about laws and regulations limiting the transport of mobile homes; lease increase notice and other guidelines; tenant protections; and requiring that sellers notify purchasers if a home cannot be moved, are

examples of potential legislation that could help protect mobile home owners' investments and provide greater predictability.

- Real Estate Excise Tax (REET) as a Funding Tool for Affordable Housing. The City of Kenmore supports new and flexible funding options for local jurisdictions to address the need for affordable housing, such as a local option Real Estate Excise Tax (REET). Such options should be progressively structured to best meet the needs of low- and moderate-income households.

Human Services and Behavioral Health

- Co-Responder Support. Kenmore is a member of the Regional Crisis Response (RCR) agency, which provides person-centered and immediate crisis response, de-escalation, resource referral, and follow-up tailored to the specific needs of those experiencing behavioral health challenges. This approach has proven to be effective and is increasingly important to combat the behavioral health epidemic. Kenmore supports ongoing, stable funding for co-responder programs as well as standardized training and certification.
- Mental Health Crisis Care Facilities. The City supports state funding and legislative changes to increase the availability of 24/7 mental health crisis care facilities throughout the state.

Public Safety and Justice Services

- Criminal Justice Reforms. The City supports reforms that address the disparate impacts of systems and institutions on communities of color. The City calls on the Legislature to advance criminal justice transformation policies to provide greater safety for communities that historically have not been well-served by existing systems. The City also supports state funding for increased costs resulting from police, court, and other criminal justice reforms.
- Body-Worn Police Cameras. The city supports state funding for body camera programs and resources to offset the rising cost of police services, including but not limited to liability insurance.
- Firearms. The City supports proposals that regulate firearms to curb gun violence.

Racial and Social Issues

- Racial Equity. In accordance with the City's Diversity, Equity, Inclusion and Accessibility (DEIA) policy, it will continue to look for ways to break the racial caste system that still exists in our society, including but not limited to striking from the record any racial based restrictive covenants. As the city makes changes at the local level, we support and expect the state to make systemic changes to improve equity for all members of society.
- Reproductive Healthcare. The City supports amendments to the Washington State Constitution to codify an individual's right to comprehensive, safe, and accessible reproductive healthcare.

Tax Policies and Fiscal Sustainability

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

- Tax Structure Reform. Kenmore encourages the state to identify reforms to the tax system that provide progressive, equitable, stable, and reliable revenue sources for both state and local government.

Transportation Choices

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

Zoning and Land Use

- The City supports the state establishing housing goals and allowing local jurisdictions discretion in accomplishing those goals through zoning and land use decisions.