City of Kenmore

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

City Council Special & Regular Meeting Agenda

7:00 p.m., October 5, 2020, via Zoom

Link: https://us02web.zoom.us/j/85764501821

Or iPhone one-tap : US: +13017158592,,85764501821# or +13126266799,,85764501821#

Or Telephone: Dial US: +1 253 215 8782 Webinar ID: 857 6450 1821

I. CALL SPECIAL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PROCLAMATION

A. Domestic Violence Awareness Month
Proclamation

VI. PRESENTATION

A. Puget Sound Regional Council Passenger Only Ferry Study Report presented by Gil Cerise, PSRC Program Manager
Presentation

VII. PUBLIC COMMENTS

This is an opportunity to express your views on issues that are important to you and to the community. Please state your name, city of residence, and limit your comments to three (3) minutes.

VIII. CONSENT AGENDA

A. Move to Ratify the Execution of Interagency Agreement (Contract No. 20-C2183) and Amendment No. 1 thereto between the Washington Department of Commerce and City of Kenmore for CARES Act Funding
Agenda Bill
Interagency Agreement (20-C2183) with Washington State Dept. of Commerce - Coronavirus Relief Fund

Amendment 1 to Contract 20-C2183

B. Approve Resolution No. 20-355, declaring a public purpose and authorizing the City's partnership with local organizations for public services related to COVID-19 relief
Agenda Bill
Resolution 20-355, Declaring a public purpose and authorizing partnerships with public service organizations for COVID-10 relief

IX. BUSINESS AGENDA

A. 2021-2026 Capital Improvement Program for Parks, Transportation, Surface Water, and Facilities, presented by Finance & Administration Director Joanne Gregory, *for Review and Discussion*
Agenda Bill & Capital Improvement Program

B. Estimates of Revenues and Expenditures for 2021-2022, presented by Finance & Administration Director Joanne Gregory, *for Review and Discussion*
Agenda Bill and Budget Calendar
2019-2021 Budget Projection Report for Council (presented to Council at the meeting)

X. STAFF REPORT

XI. COUNCILMEMBER REPORTS & COMMENTS

XII. ADJOURNMENT

UPCOMING MEETINGS:

A.
- Monday, October 12, 2020 - 6 PM Special Council Meeting [Closed Executive Session pursuant to RCW 42.30.11(1)(i) for pending and potential litigation 6-7 PM]
- Monday, October 19, 2020- 6:30 PM Special Council Meeting
- Monday, October 26, 2020 - 7 PM Regular Meeting
- Monday, October 27, 2020 - 7 PM Special Meeting [Closed Executive Session pursuant to RCW 42.30.11(1)(g) for evaluation of a public employee]
- November 2, 2020 - 7 PM Special Meeting

City of Kenmore, Washington

Domestic Violence Awareness Month

October 2020

PROCLAMATION

WHEREAS, domestic violence is widespread and has a devastating impact on survivors, children, families and our community; and

WHEREAS, domestic violence crosses all economic, racial, gender, educational, religious and societal barriers, and is sustained by indifference; and

WHEREAS, ending the cycle of this vicious crime requires the courage of survivors and the support of the larger community; and

WHEREAS, our efforts must extend beyond the criminal justice system to include housing and economic advocacy for survivors, working with young people to stop violence before it starts, and reaching out to friends and loved ones who have suffered from domestic violence; and

WHEREAS, I, David Baker, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim October 2020 as Domestic Violence Awareness Month in the City of Kenmore.

NOW, THEREFORE, let us honor survivors by promoting peace in our own families, homes and communities. Let us renew our commitment to end domestic violence and its brutal and destructive effects so that domestic violence has no future in Kenmore or beyond.

IN WITNESS WHEREOF, signed this 5th day of October 2020

Attested: Signed:

_____ _____

Anastasiya Warhol, City Clerk David Baker, Mayor

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Ratifying the Execution of Interagency Agreement (Contract No. 20-C2183) and Amendment No. 1 thereto between the Washington Department of Commerce and City of Kenmore for CARES Act Funding	**For Council Meeting Agenda of October 5, 2020** **Department:** Community Development **Prepared by:** Debbie Bent, Community Development Director, **Initial & Date** **Approved by Department Head:** DB 9/26/20 **Approved by City Attorney:** N/A **Approved by Finance Director:** _____ **Approved by City Manager:** RK
Proposed Council Action/Motion: Motion to ratify the Execution of Interagency Agreement (Contract No. 20-C2183) and Amendment No. 1 thereto between the Washington Department of Commerce and City of Kenmore for CARES Act Funding	**Exhibits/Attachments:** 1. Contract No. 20-C2183. Interagency Agreement with the Washington State Department of Commerce 2. Amendment No. 1 to Contract 20-C2183

INFORMATION/BACKGROUND: Staff is recommending that Council pass a motion ratifying the execution of the Interagency Agreement with the Department of Commerce and Amendment No.1 to the agreement. The agreement relates to $1,049,400 of funds available to reimburse costs incurred during the Covid-19 public health crisis between March 1 and November 30, 2020.

On April 27, 2020 Governor Inslee announced the award of nearly $300m to local governments in Coronavirus Relief Funds (CRF) from the State's allocation of the Coronavirus Aid Relief and Economic Security (CARES) Act. The allocation of $699,600 per the original agreement was based on Kenmore's 2019 population estimate. The City entered into a contract with the Department of Commerce (see Attachment #1) who are administering eligible reimbursement requests. The funds were available to reimburse costs incurred between March 1 and October 30, 2020.

On September 2, 2020 Governor Inslee announced the award of an additional award of just over $124m to local governments in CRF funds. The City is eligible to receive an additional $349,800 of CRF funds, again based on Kenmore's 2019 population estimate. The contract with the Department of Commerce is amended (see Attachmetn #2) to reflect a new total contract amount of $1,049,400 and an extension of the reimbursement date to November 30, 2020.

At the 9/28/20 Council meeting, staff is providing a status update on eligible reimbursement costs related to the use of the City's $1,049,400.00 allocation of Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act.

In summary a total of $1,089,803 estimated expenditures March through November

- $528,372 are estimated for City eligible expenditures (payroll, expenses to facilitate teleworking, PPE and other safety measures)
- $110,000 for rental assistance for Kenmore residents (Council authorized a not to exceed amount of $300,000 for a contract with Hopelink)
- $133,130 for Kenmore business assistance (grants to small businesses, business opening kits, Bastyr University)
- $95,301 for assistance to human service agencies serving Kenmore residents
- $203,000 for assistance to schools (Northshore School District including: internet hot spots, PPE and daycare for emergency responders. Northshore School Foundation including: internet access and also emergency aid)

- $20,000 for assistance to Kenmore arts and cultural organizations

Please note that above amounts for each category are general estimates, and the final amounts given to each category will vary from the above list. For example, there may be more demand for rental assistance than the $110,000 listed above and less need or less urgency in other categories; as a result, funding would shift accordingly.

Department of Commerce Cost Eligibility and Eligibility Test: Commerce developed an eligibility cost test for reimbursable expenditures. It is the City's responsibility to define "necessary" or "substantially different" and to make their own determination. No receipts or proof of payment for costs incurred are required to be submitted to Commerce. However, the City is still required to maintain sufficient accounting records in accordance with state and federal laws and monitoring visits may be scheduled.

If all responses for the incurred cost are "true" for all five statements below, then the City can feel confident the cost is eligible:

1. The expense is connected to the COVID-19 emergency.
2. The expense is "necessary".
3. The expense is not filling a short fall in government revenues.
4. The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020.
5. The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.

An additional consideration is whether the funds are used to address immediate impacts.

Eligibility Cost Categories: There are six (6) primary eligible cost categories.

1. Medical Expenses

- Public hospitals, clinics, and similar facilities
- Temporary public medical facilities & increased capacity
- COVID-19 testing, including serological testing
- Emergency medical response expenses
- Telemedicine capabilities
- Other

2. Public Health Expenses

- Communication and enforcement of public health measures
- Medical and protective supplies, including sanitation and PPE
- Disinfecting public areas and other facilities
- Technical assistance on COVID-19 threat mitigation
- Public safety measures undertaken
- Quarantining individuals
- Other

3. Payroll Expenses for Public Employees Dedicated to COVID-19

- Public Safety
- Public Health
- Health Care
- Human Services
- Economic Development
- Other

4. Expenses to Facilitate Compliance with COVID-19 Measures

- Food access and delivery to residents
- Distance learning tied to school closings
- Telework capabilities of public employees

- Paid sick and paid family and medical leave to public employees
- COVID-19-related expenses in county jails
- Care and mitigation services for homeless populations
- Other

5. Economic Supports

- Small Business Grants for business interruptions
- Payroll Support Programs
- Other

6. Other COVID-19 Expenses

FISCAL CONSIDERATION: The City is eligible to receive $1,049,400 of Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act for reimbursement of eligible expenses related to the Covid-19 health emergency for the period between March 1, 2020 and November 30, 2020.

Eligible expenses are first accounted for in the City's General Fund. The City submits reimbursement requests for eligible expenditures to the Department of Commerce and the General Fund is replenished upon receipt of reimbursement.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED: At the 9/10/20 Council budget retreat the Council noted that the Covid-19 pandemic came after the Council had established priorities for 2020. Response to the pandemic was not added as a new priority. However, Council recognized the City's response to the pandemic should be noted in the priority list

Washington State Department of Commerce

Interagency Agreement with

City of Kenmore

through

the Coronavirus Relief Fund for Local Governments

For

Costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) during the period of March 1, 2020 thru October 31, 2020.

Start date: March 1, 2020

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FACE SHEET

Contract Number: 20-6541C-209

Washington State Department of Commerce
Local Government Division
Community Capital Facilities Unit
Coronavirus Relief Fund for Local Governments

1. Contractor	**2. Contractor Doing Business As (optional)**
City of Kenmore 18120 68th Ave NE Kenmore, Washington 98028-0607	
3. Contractor Representative	**4. COMMERCE Representative**
Lauri Anderson Principal Planner (425) 398-8900 landerson@kenmorewa.gov	Emily Hafford Project Manager (360) 725-5001 Fax 360-586-5880 emily.hafford@commerce.wa.gov P.O. Box 42525 1011 Plum Street SE Olympia, WA 98504-2525

5. Contract Amount	**6. Funding Source**	**7. Start Date**	**8. End Date**
$699,600.00	Federal: **X** State: Other: N/A:	March 1, 2020	October 31, 2020

9. Federal Funds (as applicable)	**Federal Agency:**	**CFDA Number:**	**Indirect Rate (if applicable):**
$699,600.00	US Dept. of the Treasury	21.999	10.00%

10. Tax ID #	**11. SWV #**	**12. UBI #**	**13. DUNS #**
XXXXXXXXXXXXXX	SWV0007160-00	601883200	N/A

14. Contract Purpose

To provide funds for costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) during the period of March 1, 2020 thru October 31, 2020. Final invoices must be received by November 15, 2020.

15. Signing Statement

COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents hereby incorporated by reference: Attachment "A" – Scope of Work, Attachment "B" – Budget & Invoicing, Attachment "C" – A-19 Certification, Attachment "D" – A-19 Activity Report

FOR CONTRACTOR	**FOR COMMERCE**
Rob Karlinsey, City Manager	Mark K. Barkley, Assistant Director, Local Government Division
7-15-20 Date	7/23/2020 Date
	APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL 05-01-2020. APPROVAL ON FILE.

SPECIAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
FEDERAL FUNDS

1. AUTHORITY

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by the Interlocal Cooperation Act, Chapter 39.34 RCW.

2. ACKNOWLEDGMENT OF FEDERAL FUNDS

Funds under the Contract are made available and are subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), and Title V and VI of the CARES Act.

The Contractor agrees that any publications (written, visual, or sound) but excluding press releases, newsletters, and issue analyses, issued by the Contractor describing programs or projects funded in whole or in part with federal funds under this Contract, shall contain the following statements:

"This project was supported by a grant awarded by US Department of the Treasury. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the US Department of the Treasury. Grant funds are administered by the Local Government Coronavirus Relief Fund thru the Washington State Department of Commerce."

3. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

4. COMPENSATION

COMMERCE shall pay an amount not to exceed the contract amount listed on the Face Sheet for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work (Attachment A).

5. EXPENSES

Contractor shall receive reimbursement for allowable expenses as identified in the Scope of Work (Attachment A) or as authorized in advance by COMMERCE as reimbursable.

Travel expenses may include airfare (economy or coach class only), other transportation expenses, and lodging and subsistence necessary during periods of required travel. Contractor shall receive compensation for travel expenses at current state travel reimbursement rates.

6. INDIRECT COSTS

Contractor shall provide their indirect cost rate that has been negotiated between their entity and the federal government. If no such rate exists a *de minimis* indirect cost rate of 10% of modified total direct costs (MTDC) will be used.

7. BILLING PROCEDURES AND PAYMENT

COMMERCE shall reimburse the Contractor for eligible Project expenditures, up to the maximum payable under this Contract. When requesting reimbursement for expenditures made, Contractor shall submit all Invoice Vouchers and any required documentation electronically through COMMERCE's Contracts Management System (CMS), which is available through the Secure Access Washington (SAW) portal. If the Contractor has constraints preventing access to COMMERCE's online A-19 portal, a hard copy A-19 form may be provided by the COMMERCE Project Manager upon request.

SPECIAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
FEDERAL FUNDS

The voucher must be certified by an official of the Contractor with authority to bind the Contractor. The final voucher shall be submitted to COMMERCE no later than November 15, 2020.

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly.

The invoices shall describe and document, to COMMERCE's satisfaction, reimbursable expenditures as set forth under the Scope of Work (Attachment A) and Budget & Invoicing (Attachment B). The invoice shall include the Contract Number as stated on the Face Sheet.

Each voucher must be accompanied by an A-19 Certification (Attachment C) and A-19 Activity Report (Attachment D). The A-19 Certification must be certified by an authorized party of the Contractor to certify and attest all expenditures submitted on the voucher are in compliance with the United States Treasury Coronavirus Relief Fund ("Fund") Guidance for State, Territorial, Local, and Tribal Governments:

https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf

The A-19 Activity Report must be submitted which describes, in Excel spreadsheet and narrative form, a detailed breakdown of the expenditures within each applicable budget sub-category identified in the voucher, as well as a report of expenditures to date. COMMERCE will not release payment for any reimbursement request received unless and until the A-19 Certification and A-19 Activity Report is received. After approving the Invoice Voucher, A-19 Certification and Activity Report, COMMERCE shall promptly remit a warrant to the Contractor.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

Should the Contractor be found to spent funds inconsistent with federal laws, rules, guidelines, or otherwise inappropriately, it is the responsibility of the Contractor to reimburse Commerce for any amount spent on disallowed costs.

8. AUDIT

Contractor shall maintain internal controls providing reasonable assurance it is managing federal awards in compliance with laws, regulations, and provisions of contracts or grant agreements that could have a material effect on each of its federal programs; and prepare appropriate financial statements, including a schedule of expenditures of federal awards.

If the Contractor is a subrecipient and expends $750,000 or more in federal awards from any and/or all sources in any fiscal year, the Contractor shall procure and pay for a single audit or a program-specific audit for that fiscal year. Upon completion of each audit, the Contractor shall:

SPECIAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
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A. Submit to COMMERCE the reporting package specified in OMB Super Circular 2 CFR 200.501, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor.
B. Submit to COMMERCE follow-up and developed corrective action plans for all audit findings.

If the Contractor is a subrecipient and expends less than $750,000 in federal awards from any and/or all sources in any fiscal year, the Contractor shall notify COMMERCE they did not meet the single audit requirement.

The Contractor shall send all single audit documentation to auditreview@commerce.wa.gov.

9. DEBARMENT

A. Contractor, defined as the primary participant and it principals, certifies by signing these General Terms and Conditions that to the best of its knowledge and belief that they:

i. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

ii. Have not within a three-year period preceding this Contract, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;

iii. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of federal Executive Order 12549; and

iv. Have not within a three-year period preceding the signing of this Contract had one or more public transactions (Federal, State, or local) terminated for cause of default.

B. Where the Contractor is unable to certify to any of the statements in this Contract, the Contractor shall attach an explanation to this Contract.

C. The Contractor agrees by signing this Contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by COMMERCE.

D. The Contractor further agrees by signing this Contract that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

LOWER TIER COVERED TRANSACTIONS

i. The lower tier Contractor certifies, by signing this Contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
ii. Where the lower tier Contractor is unable to certify to any of the statements in this Contract, such contractor shall attach an explanation to this Contract.

E. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded**, as used in this section, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact COMMERCE for assistance in obtaining a copy of these regulations.

10. LAWS

The Contractor shall comply with all applicable laws, ordinances, codes, regulations, and policies of local, state, and federal governments, as now or hereafter amended, including, but not limited to:

SPECIAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
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United States Laws, Regulations and Circulars (Federal)

Contractor shall comply with Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Award, 2 CFR 200, Subpart F – Audit Requirements.

Contractor shall comply with the applicable requirements of 2 CFR Part 200, including any future amendments to 2 CFR Part 200, and any successor or replacement Office of Management and Budget (OMB) Circular or regulation.

Contractor shall comply with Omnibus Crime Control and Safe streets Act of 1968, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1972, The Age Discrimination Act of 1975, and The Department of Justice Non-Discrimination Regulations, 28 C.F.R. Part 42, Subparts C.D.E. and G, and 28 C.F.R. Part 35 and 39.

11. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget & Invoicing
- Attachment C – A-19 Certification
- Attachment D – A-19 Activity Report

GENERAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
FEDERAL FUNDS

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.

B. "COMMERCE" shall mean the Department of Commerce.

C. "Contract" or "Agreement" means the entire written agreement between COMMERCE and the Contractor, including any attachments, documents, or materials incorporated by reference. E-mail or facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.

D. "Contractor" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.

E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.

F. "State" shall mean the state of Washington.

G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

A. "Confidential Information" as used in this section includes:

i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;

ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and

iii. All personal information in the possession of the Contractor that may not be disclosed under state or federal law.

B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality.

COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and any applicable federal laws, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

GENERAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
FEDERAL FUNDS

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall maintain records that identify, in its accounts, all federal awards received and expended and the federal programs under which they were received, by Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, name of the federal agency, and name of the pass-through entity.

The Contractor shall retain such records for a period of six (6) years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they

GENERAL TERMS AND CONDITIONS
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FEDERAL FUNDS

relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. Contractor shall incorporate 2 CFR Part 200, Subpart F audit requirements into all subcontracts. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are in addition to any other rights and remedies provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree

with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

A. Stop work under the contract on the date, and to the extent specified, in the notice;

B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;

C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;

D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;

E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;

F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and

G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which the Authorized Representative has or may acquire an interest.

20. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Attachment A

Scope of Work

This funding is made available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") and Section V and VI of the CARES Act, for costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). Under the CARES Act, the Coronavirus Relief Fund may be used to cover costs that:

1. **Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19); AND**

2. **Are not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government.**

These funds may be used to reimburse for expenditures incurred during the period of March 1, 2020 thru Oct. 31, 2020. Please note: In order to ensure all funds have been fully utilized prior to the US Treasury's December 30, 2020 end date, the State of Washington must closeout contracts by October 31, 2020. All final requests for reimbursement must be received no later than November 15, 2020.

Expenditures must be used for necessary actions taken to respond to the public health emergency. These may include expenditures incurred to allow the local government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

Payments may be used only to cover costs not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either:

1. The cost cannot lawfully be funded using a line item, allotment, or allocation within that budget; OR

2. The cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The "most recently approved" budget is the enacted budget for the relevant fiscal period for the particular government. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Allowable expenditures include, but are not limited to:

1. Medical expenses such as:
   a. COVID-19-related expenses of public hospitals, clinics, and similar facilities.
   b. Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
   c. Costs of providing COVID-19 testing, including serological testing.
   d. Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
   e. Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.

2. Public health expenses such as:

a. Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
b. Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
c. Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.
d. Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
e. Expenses for public safety measures undertaken in response to COVID-19.
f. Expenses for quarantining individuals.

3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
   a. Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
   b. Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
   c. Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
   d. Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
   e. COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
   f. Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.

5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
   a. Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
   b. Expenditures related to a State, territorial, local, or Tribal government payroll support program.
   c. Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Attachment B

Budget & Invoicing

The Contractor shall determine the appropriate budget and use of funds within the following 6 budget categories and their sub-categories:

1. Medical
2. Public Health
3. Payroll
4. Actions to Comply with Public Health Measures
5. Economic Support
6. Other Covid-19 Expenses

The Contractor shall submit invoice reimbursement requests to the Commerce Representative using the Commerce Contract Management System's (CMS) Online A-19 Portal. Each reimbursement request must include:

1. A-19 Certification form – An authorized party of the local government will certify each invoice (A19) submitted for reimbursement and attest that all incurred expenditures meet the US Treasury Department's guidance: https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf
2. A-19 Activity Report
3. A detailed breakdown of the expenditures incurred within each applicable budget sub-category on the A-19 Activity Report.

The A-19 Certification and Activity Report templates will be provided with the executed contract. The documents are included in Attachment C and Attachment D for reference.

Receipts and proof of payment for costs incurred do not need to be submitted with A-19s. All contractors are required to maintain accounting records in accordance with state and federal laws. Records must be sufficient to demonstrate the funds have been used in accordance with section 601(d) of the Social Security Act. Commerce reserves the right to audit any costs submitted for reimbursement. The Contractor shall comply with Commerce A-19 audits and provide the appropriate records upon request.

Attachment C

Washington State Department of Commerce

LOCAL GOVERNMENT CORONAVIRUS RELIEF FUNDS CERTIFICATION

I, **<FIRST, LAST NAME>**, am the **<TITLE>** of **<LOCAL GOVERNMENT>**, and I certify that:

1. I have the authority and approval from the governing body on behalf of the Local Government to request reimbursement from the Department of Commerce (Commerce) per contract number **<COMMERCE CONTRACT NUMBER>** from the allocation of the Coronavirus Relief Fund as created in section 5001 of H.R.748, the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") for eligible expenditures included on the corresponding A-19 invoice voucher for report period **<REPORT PERIOD FROM A-19>**.

2. I understand that as additional federal guidance becomes available, a contract amendment to the agreement between Commerce and the Local Government may become necessary.

3. I understand Commerce will rely on this certification as a material representation in processing this reimbursement.

4. I certify the use of funds submitted for reimbursement from the Coronavirus Relief Funds under this contract were used only to cover those costs that:
   a. Are *necessary expenditures* incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
   b. Were not accounted for in the budget most recently approved as of March 27, 2020; and
   c. Were incurred during the period that begins on March 1, 2020, and ends on October 31, 2020.

5. I understand the use of funds pursuant to this certification must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. We have reviewed the guidance established by U.S. Department of the Treasury[1] and certify costs meet the required guidance. Any funds expended by the Local Government or its subcontractor(s) in any manner that does not adhere to official federal guidance shall be returned to the State of Washington.

Footnote:
1 – Guidance available at https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf (4/30/2020)

Attachment C

LOCAL GOVERNMENT CORONAVIRUS RELIEF FUNDS CERTIFICATION
Page 2 of 2

6. I understand the Local Government receiving funds pursuant to this certification shall retain documentation of all uses of the funds, including but not limited to invoices and/or sales receipts in a manner consistent with §200.333 *Retention requirements for records* of 2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Such documentation shall be produced to Commerce upon request and may be subject to audit by the State Auditor.

7. I understand any funds provided pursuant to this certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.

8. I understand funds received pursuant to this certification cannot be used for expenditures for which the Local Government has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.

I certify that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

_____
Printed Name

_____
Title

_____
Signature

_____
Date:

Attachment D

CRF A-19 Activity Report
INSTRUCTIONS

INSTRUCTIONS:

A completed CRF A-19 Certification and Activity Report must be submitted with each A-19 reimbursement request. The A-19 Activity Report must be submitted as an Excel spreadsheet, not a PDF. You must also include a detailed breakdown of the individual expenditures reported in **Column F** for each applicable sub-category included on the A-19 Activity Report.

There are 6 primary budget categories;

1. Medical Expenses
2. Public Health Expenses
3. Payroll expenses for public employees dedicated to COVID-19
4. Expenses to facilitate compliance with COVID-19-measures
5. Economic Supports
6. Other COVID-19 Expenses

Each primary budget category includes sub-categories and provides an option to add "other" sub-categories not listed.

Follow the below instructions when completing the A-19 Activity Report:

1 **REPORT PERIOD** - *Enter* the report period into **Cell D1** of the A-19 Activity Report.
- **a** This should match the report period entered on the corresponding A-19.
- **b** Report period should include MM/YY to MM/YYYY, i.e. 03/20, March 2020, 03/2020, etc.

2 **COLUMN E** - *Enter* the total amount of all previous reimbursement requests submitted to Commerce for each applicable sub-category.

3 **COLUMN F** - *Enter* the total amount being requested in the current reimbursement request for each applicable sub-category.

4 **COLUMN H: USE OF FUNDS** - You must include a general description of the use of the funds being requested for each applicable sub-category. Keep descriptions as concise as possible, but include adequate context to demonstrate how these funds helped address the COVID-19 emergency. If applicable, please consider:

- **a** Providing a brief description of the specific activities performed.
- **b** Identifying specific populations served.
- **c** Identifying specific programs created or utilized.
- **d** Including any known or intended outcomes, results, or community impacts.

5 **OTHER SUB-CATEGORIES** - Budget categories 1-5 include a placeholder to add an additional sub-category if necessary.
- **a** *Enter* a **Title** for other expenses added within the appropriate budget category.
- **b** *Enter* titles into **Cells**: **D10**, **D19**, **D27**, **D36**, and **D41**.
- **c** There is only one "other" placeholder in each budget category section. Please combine multiple "other" sub-categories added to the same budget category.

6 **OTHER BUDGET CATEGORIES** - Budget category 6 is where you should include any eligible expenditures that don't fall under budget categories 1-5.
- **a** *Enter* a **Title** for these "other" expenses within budget category 6.
- **b** *Enter* titles into **Cells D44 - D48**.
- **c** There are only 5 entry fields available within Budget Category 6.

Attachment D

Coronavirus Relief Fund
A-19 Activity Report

Report Period:

Eligible Expenditures	Previously Reported Expenditures	Current Expenditures this Invoice	Total Cumulative Expenditures	Brief Description of Use of Funds
1 Medical Expenses				
A. Public hospitals, clinics, and similar facilities	$ -	$ -	$ -	
B. Temporary public medical facilities & increased capacity	$ -	$ -	$ -	
C. COVID-19 testing, including serological testing	$ -	$ -	$ -	
D. Emergency medical response expenses	$ -	$ -	$ -	
E. Telemedicine capabilities	$ -	$ -	$ -	
F. Other:	$ -	$ -	$ -	
Sub-Total:	$ -	$ -	$ -	
2 Public Health Expenses				
A. Communication and enforcement of public health measures	$ -	$ -	$ -	
B. Medical and protective supplies, including sanitation and PPE	$ -	$ -	$ -	
C. Disinfecting public areas and other facilities	$ -	$ -	$ -	
D. Technical assistance on COVID-19 threat mitigation	$ -	$ -	$ -	
E. Public safety measures undertaken	$ -	$ -	$ -	
F. Quarantining individuals	$ -	$ -	$ -	
G. Other:	$ -	$ -	$ -	
Sub-Total:	$ -	$ -	$ -	
3 Payroll expenses for public employees dedicated to COVID-19				
A. Public Safety	$ -	$ -	$ -	
B. Public Health	$ -	$ -	$ -	
C. Health Care	$ -	$ -	$ -	
D. Human Services	$ -	$ -	$ -	
E. Economic Development	$ -	$ -	$ -	
F. Other:	$ -	$ -	$ -	
Sub-Total:	$ -	$ -	$ -	
4 Expenses to facilitate compliance with COVID-19-measures				
A. Food access and delivery to residents	$ -	$ -	$ -	
B. Distance learning tied to school closings	$ -	$ -	$ -	
C. Telework capabilities of public employees	$ -	$ -	$ -	
D. Paid sick and paid family and medical leave to public employee	$ -	$ -	$ -	
E. COVID-19-related expenses in county jails	$ -	$ -	$ -	
F. Care and mitigation services for homeless populations	$ -	$ -	$ -	
G. Other:	$ -	$ -	$ -	
Sub-Total:	$ -	$ -	$ -	
5 Economic Supports				
A. Small Business Grants for business interruptions	$ -	$ -	$ -	
B. Payroll Support Programs	$ -	$ -	$ -	
C. Other:	$ -	$ -	$ -	
Sub-Total:	$ -	$ -	$ -	
6 Other COVID-19 Expenses				
A. Other:	$ -	$ -	$ -	
B. Other:	$ -	$ -	$ -	
C. Other:	$ -	$ -	$ -	
D. Other:	$ -	$ -	$ -	
E. Other:	$ -	$ -	$ -	
Sub-Total:	$ -	$ -	$ -	
TOTAL:	**$ -**	**$ -**	**$ -**	

Amendment

Contract Number: 20-6541C-209
Amendment Number: A

Washington State Department of Commerce
Local Government Division
Community Capital Facilities Unit
Coronavirus Relief Fund for Local Governments

1. Contractor City of Kenmore 18120 68th Ave NE KENMORE, Washington 98028-0607		**2. Contractor Doing Business As (optional)**
3. Contractor Representative (only if updated) Lauri Anderson Principal Planner (425) 398-8900 landerson@kenmorewa.gov		**4. COMMERCE Representative (only if updated)** Matthew Ojennus Project Manager (360) 725-4047 Fax 360-586-5880 matthew.ojennus@commerce.wa.gov PO Box 42525 1011 Plum St SE Olympia, WA 98504-2525
5. Original Contract Amount (and any previous amendments) $699,600.00	**6. Amendment Amount** $349,800.00	**7. New Contract Amount** $1,049,400.00
8. Amendment Funding Source **Federal:** X **State:** **Other:** **N/A:**	**9. Amendment Start Date** Date of Execution	**10. Amendment End Date** November 30, 2020
11. Federal Funds (as applicable): $1,049,400.00	**Federal Agency:** US Dept. of the Treasury	**CFDA Number:** 21.019
12. Amendment Purpose: To provide additional funding for costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) during the period of March 1, 2020 thru November 30, 2020. Final invoices must be received by December 15, 2020.		

COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract As Amended and attachments and have executed this Contract Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract As Amended are governed by this Contract Amendment and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget & Invoicing, Attachment "C" – A-19 Certification, Attachment "D" – A-19 Activity Report. A copy of this Contract Amendment shall be attached to and made a part of the original Contract between COMMERCE and the Contractor. Any reference in the original Contract to the "Contract" shall mean the "Contract as Amended".

FOR CONTRACTOR	**FOR COMMERCE**
Rob Karlinsey, City Manager	Mark K. Barkley, Assistant Director, Local Government Div
9/23/20 Date	Date
	APPROVED AS TO FORM ONLY Sandra Adix Assistant Attorney General 3/20/2014 Date

Amendment

This Contract is **amended** as follows:

Contract amount has been increased by $349,800.00.

Contract end date has been extended from October 31, 2020 to November 30, 2020.

Final reimbursement request must be received by December 15, 2020.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Resolution No. 20-355, declaring a public purpose and authorizing the City's partnership with local organizations for public services related to COVID-19 relief	**For Council Meeting Agenda of October 5, 2020** **Department:** Community Development **Prepared by:** Debbie Bent, Community Development Director, Lauri Anderson Principal Planner **Initial & Date** **Approved by Department Head:** 9/28/20 DB **Approved by City Attorney:** e-mail 9/30/20 **Approved by Finance Director:** _____ **Approved by City Manager:** RK
Proposed Council Action/Motion: Motion approving Resolution 20-355	**Exhibits/Attachments:** 1. Resolution 20-355

INFORMATION/BACKGROUND: Resolution 20-355 (Attachment #1) implements Council direction 9/28/20 to provide Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act to human service agencies or other local organizations who provide public services.
On 9/28/20 Council passed a motion approving Resolution 20-353 declaring a public purpose and authorizing city grant funding to Hopelink for Covid-19 relief in a not to exceed amount of $300,000 for rental assistance for housing for Kenmore residents. The resolution gives the City Manager the authority to enter into a contract with Hopelink.

At the 9/28/20 Council meeting, Council passed a motion approving the following categories for eligible reimbursement costs related to the use of the City's $1,049,400.00 allocation of Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act. Resolution 20-355 gives the City Manager the authority to enter into contracts and award funds as grants to human service agencies, schools and other non-profit organizations as outlined in Exhibit A of the resolution.

In summary, the Council has authorized a total of $1,089,803 estimated expenditures from the City's CRF Allocation for March through November:

- $528,372 are estimated for City eligible expenditures (payroll, expenses to facilitate teleworking, PPE and other safety measures)
- $110,000 for rental assistance for Kenmore residents (Council authorized a not to exceed amount of $300,000 for a contract with Hopelink)
- $133,130 for Kenmore business assistance (grants to small businesses, business opening kits, Bastyr University)
- $95,301 for assistance to human service agencies serving Kenmore residents
- $203,000 for assistance to schools (Northshore School District including: internet hot spots, PPE and daycare for emergency responders. Northshore Schools Foundation including: internet access and also emergency aid)
- $20,000 for assistance to Kenmore arts and cultural organizations

Please not that above amounts for each category are general estimates, and the final amounts given to each category will vary from the above list. For example, there may be more demand for rental assistance than the $110,000 listed above and less need or less urgency in other categories; as a result, and with advance approval by the City Manager and/or Council, funding would shift accordingly.

FISCAL CONSIDERATION: The City is eligible to receive $1,049,400 of Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act for reimbursement of eligible expenses related to the Covid-

19 health emergency for the period between March 1, 2020 and November 30, 2020. On 10/5/20 Council is expected to ratify the Execution of Interagency Agreement (Contract No. 20-C2183) and Amendment No. 1 thereto between the Washington Department of Commerce and City of Kenmore for CARES Act Funding.

Resolution 20-355 authorizes expenditures from the general fund as grants to human service agencies or other local organizations who provide public services for Kenmore residents, for necessary expenditures resulting from the COVID-19 public health emergency and economic crisis. The resolution authorizes the City Manager to enter into contracts with human service agencies or other local organizations and further authorizes the City Manager to seek reimbursement of this amount from the CARES Act funding allocated to the City.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:
Council direction 6/22/20 to provide Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act to human service agencies or other local organizations who provide public services for Kenmore residents.

CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 20-355

A RESOLUTION OF THE CITY OF KENMORE, WASHINGTON, DECLARING A PUBLIC PURPOSE AND AUTHORIZING PARTNERSHIPS WITH PUBLIC SERVICE ORGANIZATIONS FOR COVID-19 RELIEF

WHEREAS on March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") which, among other things, amended Section 601(a) of the Social Security Act and established the Coronavirus Relief Fund into which Congress appropriated $150 billion to make payments for specified uses to States and certain local governments; and

WHEREAS, the Coronavirus Relief Fund is available to reimburse government recipients for necessary expenditures incurred due to the COVID-19 public health emergency that were not accounted for in the government recipient's most-recently appropriated budget and that were incurred during the period between March 1, 2020 and December 30, 2020; and

WHEREAS, the guidance issued by the U.S. Treasury Department indicates that necessary expenditures incurred due to the COVID-19 public health emergency include costs incurred to support individuals and families directly impacted by the physical, emotional, and financial costs associated with this emergency, including but not limited to the mental and physical impacts of the shelter in place restrictions and associated loss of income due to the COVID-19 public health emergency; and

WHEREAS, the guidance also confirmed that the CARES Act funds could be used for essential public services to care for and educate the youth of the City, and to facilitate distance learning, including additional necessary supplies and technological improvements to implement online learning models in connection with school closings to enable compliance with COVID-19 precautions; and

WHEREAS, the guidance further confirms that personal protective equipment or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure for local non-profit organizations that serve a public purpose are necessary expenditures incurred due to the COVID-19 public health emergency; and

WHEREAS, on June 22, 2020, the City Council expressed a desire to provide a portion of its CARES Act grant funding allocation to organizations which have need due to the pandemic and those that the City Council determines bring a significant value to the residents of Kenmore, thereby serving a valid municipal purpose; and

WHEREAS, the City Council also desires to partner with qualified organizations who are financially impacted by the COVID-19 pandemic and related economic crisis, and are providing student support including remote learning technology and school supplies, support for mental and physical health services, food services, financial assistance, and housing services to individuals and households in crisis and that have been negatively impacted by COVID-19; and

WHEREAS, the City Council also desires to partner with functioning local public service organizations who are critical to protect the health and wellbeing of Kenmore residents, as the failure of these organizations due to the pandemic will create a serious hardship on individuals employed by those agencies and the individuals and families they serve; and

WHEREAS, the City Council finds that funding these organizations serves the valid municipal purposes identified herein for the promotion of the health, safety and welfare of the City's residents who are struggling due to the COVID-19 pandemic and the economic impact thereof;

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

Section 1. The City Council finds the organizations and expenditures identified on Exhibit A hereto are necessary expenditures incurred due to the COVID-19 public health emergency, made to qualified organizations so that those organizations may:

(1) utilize the funds to make necessary expenditures in response to COVID-19, including those for personal protective equipment, labor and/or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure; and/or

(2) utilize the funds to support Kenmore residents with human services including mental health services, food services, financial assistance, and housing services to individuals and households in crisis due to the COVID-19 pandemic and related economic crisis; and/or

(3) utilize the funds to support students and their families to educate the youth of the City and facilitate distance learning, including additional necessary supplies and technological improvements to implement online learning models in connection with school closings to enable compliance with COVID-19 precautions.

The City Council authorizes the expenditures identified on Exhibit A from the general fund as a grant to these organizations, provided the organizations perform the services to effectuate the valid municipal purposes described herein. The City Council directs the City Manager to seek reimbursement of these amounts from the CARES Act funding allocated to the City.

Section 2. The City Manager is authorized to execute agreements with the organizations for the services described herein, in a form acceptable to the City Attorney.

Section 3. The Council hereby ratifies and affirms any act consistent with the authority set herein and prior to the effective date of this Resolution. This Resolution shall take effect and be in full force immediately upon its passage.

Section 4. The City Clerk is authorized to make necessary corrections to this Resolution, including but not limited to correction of clerical errors.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT A REGULAR MEETING THIS 5th DAY OF OCTOBER 2020.

CITY OF KENMORE

_____
David Baker, Mayor

ATTEST/AUTHENTICATED:

_____
Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

_____
Dawn Reitan, City Attorney

EXHIBIT A

1. Human Services Organizations for Partnerships

Organization	General Description of Public Services to be Provided in Response to COVID-19 Crisis	Funding Award
Center for Human Services https://www.chs-nw.org/ 17018 15th Ave NE Shoreline, WA 98155	Providing mental health, substance abuse, and youth programming and emergency assistance for individuals and families in Kenmore impacted by the COVID-19 public health pandemic and economic crisis.	$16,801
Mary's Place https://www.marysplaceseattle.org/ 18118 73rd Ave NE Kenmore WA 98028	Providing housing and food services for individuals and families in Kenmore impacted by job loss and homelessness due to the COVID-19 public health pandemic and economic crisis.	$10,000
Northshore Senior Center http://northshoreseniorcenter.org/ 10201 E Riverside Drive Bothell WA 98011-3708	Providing programs and services to promote the emotional, social, and physical well-being of older adults impacted by the COVID-19 public health pandemic and economic crisis.	$66,000
Hopelink (Northshore Food Bank and Emergency Services) 11011 120th Ave. NE Kirkland, Washington 98033	Providing housing and food services for individuals and families in Kenmore impacted by job loss and homelessness due to the COVID-19 public health pandemic and economic crisis.	$2,500

2. Student Services Organizations for Partnerships

Organization	General Description of Public Services to be Provided in Response to COVID-19 Crisis	Funding Award
Northshore School District https://www.nsd.org/ 3330 Monte Villa Parkway Bothell, WA 98021	For the purchase of PPE, school supplies and technological improvements to facilitate distance learning in connection with school closings by State and local agencies for the COVID-19 pandemic, as well as daycare services provided to emergency responders.	$100,000
Northshore Schools Foundation https://www.northshoreschoolsfoundation.org/ 13110 NE 177th Place B101-103	For the purchase of PPE, school supplies and technological improvements to facilitate distance learning in connection with school closings by State and	$103,000

Woodinville, WA 98072	local agencies for the COVID-19 pandemic, as well as emergency aid to students and families for childcare and food aid.	

3. Non-Profit Organizations for Grant Funding

Organization	General Description of Organization in Need of Funding for Necessary Expenditures in Response to COVID-19 Crisis	Funding Award
Bastyr University	For the purchase of PPE and remote work technology to continue school operations during the COVID-19 public health pandemic.	$25,000
Arts of Kenmore	For the purchase of PPE and other necessary expenditures incurred as a result of the COVID-19 public health pandemic	$5,000
Kenmore Heritage Society	For the purchase of PPE and other necessary expenditures incurred as a result of the COVID-19 public health pandemic	$5,000
Kenmore Community Club	For the purchase of PPE and other necessary expenditures incurred as a result of the COVID-19 public health pandemic	$5,000
Bothell Kenmore Chamber of Commerce	For the purchase of PPE and other necessary expenditures incurred as a result of the COVID-19 public health pandemic	$5,000

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Proposed 2021-2026 Capital Improvement Program for Parks, Transportation, Surface Water, and City Facilities	For Council Meeting Agenda of: October 5, 2020 Departments: City Manager, Finance and Administration, Community Development, Public Works Departments Prepared by: Rob Karlinsey, City Manager Joanne Gregory, Finance and Administration Director Debbie Bent, Community Development Director John Vicente, interim Public Works Director Richard Sawyer, Surface Water Manager Initial & Date Approved by Department Head: JMG 10/1/20 Approved by City Attorney: _____ Approved by Finance Director: JMG 10/1/20 Approved by City Manager: RJK
Proposed Council Action/Motion: Presentation of the Proposed 2021-2026 Capital Improvement Program for Parks, Transportation, Surface Water, and City Facilities	Attachments/Exhibits: Exhibit A: Proposed Capital Improvement Program Exhibit B: Proposed Transportation CIP Exhibit C: Proposed Park CIP Exhibit D: Proposed Surface Water CIP Exhibit E: Proposed City Facility CIP Exhibit F: Transportation Impact Fees Projection Exhibit G: REET Projection Exhibit H: Park Impact Fees Projection Exhibit I: Strategic Opportunities Fund Exhibit J: King County Trail and Park Levy Projection CIP Project Description Sheets for Parks, Transportation, and Surface Water

INFORMATION/BACKGROUND:

The proposed 2021-2026 Capital Improvement Plan will be presented for the City Council's review and discussion on October 5, 2020. A public hearing will be held October 12 followed by possible approval of an ordinance to adopt the 2021-2026 Capital Improvement Plan.

The most significant projects included in the plan remain the Walkways and Waterways Park and Transportation Projects as well as the West Sammamish River Bridge. Provision for a Public Works Shop continues in the updated proposed plan.

The complete proposed Park, Transportation, Surface Water, and Facilities Capital Improvement Program is illustrated with cash flow projections for Park Impact Fees, Transportation Impact Fees, Real Estate Excise Tax, Strategic Opportunities Fund, and the King County Trail and Park Levy. The following projects are included.

TRANSPORTATION

- T8 SR 522 West B
- T27 Sidewalk Gap-Replacement Program/ADA Replacement Program
- T27x NE 192nd Ave Sidewalks (73rd Ave- 75th Ave)
- T47 Arrowhead Sidewalk
- T 35 Pavement Preservation Program.
- T37 West Sammamish River Bridge
- T38 175th St/Swamp Creek Crossing
- T41 Juanita Drive Pedestrian & Bicycle Safety
- T42 68th Ave Pedestrian & Bicycle Safety
- T 44 61st Ave Sidewalk Replacement Project
- T 48 2018 Local Road Safety -Signing
- T 49 2018 Local Road Safety – Lighting
- T 50 SR522 Gateway Sign East

PARKS

- P 1 Twin Spring Interim Use
- P18 Rhododendron Park Waterfront & Open Space
- P18a Rhododendron Park Float Mitigation
- P26 Squires Landing Float Mitigation
- P27 Squires Landing Park Waterfront and Mitigation
- P28 Log Boom Park Waterfront Access and Mitigation
- P30 Rhododendron Park Boathouse Pavilion
- P31 Squires Landing Park Land Acquisition

- P32 Moorlands Field Lighting

SURFACE WATER

- SW8 190th Street Fish Passable Culvert
- SW 17 Little Swamp Creek Relocation
- SW 20 Small Works Projects
- SW29 Infiltration Tank Retrofit at 61st Ave NE/NE 190th St
- SW31 Drainage Improvements and Street Repair at 66th Ave NE/195th Pl.
- SW32 61st Ave Stabilization
- SW 34 Blueberry Creek Culverts

CITY FACILITIES

- F1 Public Works Shop Land Acquisition & Development with Debt Repayment

FISCAL CONSIDERATION:

The City's goal is to adopt and maintain a fiscally balanced Capital Improvement Program that can be used by staff to prioritize and pursue projects. The CIP balances City resources including Park and Transportation Impact Fees, Real Estate Excise Tax, General Fund revenues, Surface Water Utility fees, Strategic Opportunity Fund balances, grant funds, and other sources of funding. While a project may show need in future years for grant funds to complete, the project and budget is considered "balanced" and provides a tool to pursue outside funding. The CIP should be considered a programming document with the City of Kenmore adopted budget being the document that actually appropriates funds for project expenditures.

The updated and proposed 2021-2026 Capital Improvement Program includes 30 individual projects which total $87,960,425 over the six- year planning horizon. $67,374,445 would be programmed for the upcoming 2021-2022 biennium and, if later adopted, would be incorporated into the biennial budget. The project costs and funding sources are displayed in Exhibits A through E. Also attached are projections of Impact Fees and Real Estate Excise Tax, Strategic Opportunities Fund, and the King County Trail and Park Levy.

On October 12, 2020, at the conclusion of the Public Hearing, and ordinance to adopt the Proposed 2021-2026 Capital Improvement Program for Parks, Transportation, Surface Water, and City Facilities will be presented to the City Council for adoption.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

The proposed Capital Improvement Program is consistent with Council Goals, specifically:
To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.

Implement the Sidewalk Plan Target Zero To implement the Walkways and Waterways projects. To implement the Economic Development Plan, with an emphasis on the following key points: Advance public access to water Create a vibrant, walkable downtown To continue to implement a Parks Improvement Plan.

EXHIBIT A

CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026

EXPENDITURES	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
PARKS							
P 1 Twin Springs Interim Use	$227,900	$0	$0	$0	$0	$0	$227,900
P 18 Rhododendron Park Waterfront & Open Space Mitigation	18,000	8,000	0	0	0	0	26,000
P 18a Rhododendron Park Float Mitigation	2,000	2,000	0	0	0	0	4,000
P 26 Squires Landing Float Mitigation	4,000	4,000	0	0	0	0	8,000
P 27 Squires Landing Park Waterfront & Mitigation	3,158,831	2,337,250	782,214	43,000	43,000	43,000	6,407,295
P 28 Log Boom Park Waterfront Access & Mitigation	1,250,708	1,180,708	60,000	42,500	42,500	42,500	2,618,916
P 30 Rhododendron Park Boathouse Pavilion	3,200	3,200	3,200	3,200	3,200	0	16,000
P 31 Squires Landing Park Land Acquisition-Opening	150,151	0	0	0	0	0	150,151
P 32 Moorlands Field Lighting	0	0	0	10,000	60,000	580,000	650,000
Total Parks	**$4,814,790**	**$3,535,158**	**$845,414**	**$98,700**	**$148,700**	**$665,500**	**$10,108,262**
TRANSPORTATION							
T 8 SR 522 West B 57th to 61st	$5,000	$250,000	$250,000	$900,000	$585,000	$10,000	$2,000,000
T 27 Sidewalk Program:							
Sidewalk Gaps/ADA Replacement Program	25,000	25,000	25,000	25,000	25,000	25,000	150,000
T27x NE 192nd Ave Sidewalks (73rd Ave -75th Ave)	500	86,306	344,194	0	0	0	431,000
T 47 Arrowhead Dr	1,000	60,000	85,900	980,348	0	0	1,127,248
T 35 Pavement Preservation	150,000	990,000	150,000	990,000	150,000	990,000	3,420,000
T 37 West Samm Bridge	18,024,711	8,643,947	893,176	9,757	9,759	78,632	27,659,982
T 38 175th St/ Swamp Creek Crossing	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000
T 41 Juanita Dr Pedestrian & Bicycle Safety All Segments	9,897,233	358,699	0	0	0	0	10,255,932
T 42 68th Ave Pedestrian & Bicycle Safety All Segments	9,167,718	2,733,503	0	0	0	0	11,901,221
T 44 61 Ave Sidewalk Replacement Project	75,000	90,000	90,000	90,000	90,000	90,000	525,000
T 48 2018 Local Road Safety - Signing	292,000	0	0	0	0	0	292,000
T 49 2018 Local Road Safety - Lighting	35,000	0	0	0	0	0	35,000
T 50 SR522 Gateway Sign East	20,000	0	0	0	0	0	20,000
Total Transportation	**$37,693,162**	**$13,262,455**	**$1,863,270**	**$3,170,105**	**$1,059,759**	**$3,393,632**	**$60,442,383**
SURFACE WATER							
SW 8 190th St. Fish Passable Culvert	$316,000	$2,074,580	$0	$0	$0	$0	$2,390,580
SW 8 Trust Fund Loan Repayment	81,650	81,650	81,650	81,650	81,650	81,650	489,900
SW 17 Little Swamp Creek Relocation	0	0	0	0	800,000	814,300	1,614,300
SW 20 Small Works Projects	75,000	75,000	75,000	75,000	75,000	75,000	450,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	0	0	0	0	500,000	0	500,000
SW 31 Drainage Impr & Street Repair at 66th Ave NE /196th P	200,000	0	0	0	0	0	200,000
SW 32 61st Ave Stabilization	150,000	0	0	0	0	0	150,000
SW 34 Blueberry Creek Culverts	0	200,000	300,000	1,000,000	0	0	1,500,000
SW 34 Blueberry Creek Culverts Bank Note Repayment	0	0	0	0	120,000	120,000	240,000
T 44 61 Ave Sidewalk Replacement Project	0	15,000	15,000	15,000	15,000	15,000	75,000
T 37 West Samm Bridge (SWM Component)	550,413	649,587	0	0	0	0	1,200,000
Total Surface Water	**$1,373,063**	**$3,095,817**	**$471,650**	**$1,171,650**	**$1,591,650**	**$1,105,950**	**$8,809,780**
CITY FACILITIES							
F 1 Public Works Shop Land Acquisition & Development	$0	$3,500,000	$3,000,000	$0	$0	$0	$6,500,000
Consultant and Acquisition Costs.	100,000	0	0	0	0	0	100,000
F 2 Debt Repayment	0	0	500,000	500,000	500,000	500,000	2,000,000
Total City Facilities	**$100,000**	**$3,500,000**	**$3,500,000**	**$500,000**	**$500,000**	**$500,000**	**$8,600,000**
TOTAL EXPENDITURES	**$43,981,015**	**$23,393,430**	**$6,680,334**	**$4,940,455**	**$3,300,109**	**$5,665,082**	**$87,960,425**

EXHIBIT A

CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026

REVENUES	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Real Estate Excise Tax (Transportation)	$3,015,050	$3,131,913	$750,000	$1,090,000	$250,000	$1,090,000	$9,326,963
Real Estate Excise Tax (Parks)	285,751	49,200	3,200	3,200	45,700	82,500	469,551
Transportation Impact Fee Revenue	3,458,848	358,699	352,770	9,757	9,759	78,632	4,268,465
Park Impact Fee Revenue	172,944	379,917	30,000	13,000	63,000	293,000	951,861
Street Fund	0	0	130,000	130,000	130,000	130,000	520,000
General Fund	50,000	0	125,000	125,000	125,000	125,000	550,000
Surface Water Utility Funds	1,656,650	2,098,817	631,650	331,650	671,650	715,950	6,106,367
Surface Water General Utility Charges	100,000	100,000	100,000	100,000	100,000	100,000	600,000
WSDOT Safe Routes to School - Sidewalks	1,500	146,306	430,094	980,348	0	0	1,558,248
Federal Highway Safety Impr Program - Sidewalks	326,000	0	0	0	0	0	326,000
BRAC Grant West Samm Bridge Replacement	3,692,856	0	0	0	0	0	3,692,856
TIB Grant: West Samm Bridge Replacement	3,650,023	1,295,403	0	0	0	0	4,945,426
Connecting WA Funds West Samm Bridge Replacement	9,624,546	6,556,631	290,406	900,000	585,000	10,000	17,966,583
Walkways & Waterways Bonds: Juanita and 68th Ave	5,908,160	400,000	0	0	0	0	6,308,160
WSDOT Grants: Juanita Drive	1,704,000	0	0	0	0	0	1,704,000
Sound Transit Grant Juanita Drive	1,278,000	0	0	0	0	0	1,278,000
State Department of Commerce Award: Twin Springs	151,900	0	0	0	0	0	151,900
Dept of Commerce: Juanita Drive	194,000	0	0	0	0	0	194,000
State Appropriation Unsecured	0	250,000	0	0	0	0	250,000
Utility Reimbursement: West Samm Bridge Replacement	412,699	0	0	0	0	0	412,699
Reimbursements from Other Agencies	2,765,330	0	0	0	0	0	2,765,330
DOE Grant: Juanita and 68th Ave	1,012,563	0	0	0	0	0	1,012,563
RCO Park Grants	485,288	485,288	0	0	0	290,000	1,260,576
King County Park Levy	0	0	60,000	42,500	0	0	102,500
King County Conservation District, Unsecured	92,500	92,500	0	0	0	0	185,000
King County Waterworks Grants	50,000	50,000	0	0	0	0	100,000
King County Flood Control District Resources	0	0	0	0	380,000	50,000	430,000
Public Works Trust Fund Loan: 190th Culvert	316,000	912,000	0	0	0	0	1,228,000
Walkways & Waterways Bonds: Log Boom, Squires	3,067,493	1,860,340	752,214	0	0	0	5,680,047
City Swamp Creek Basin Funds	476,135	319,562	0	40,000	40,000	0	875,697
Public Art Fund	32,779	48,351	0	0	0	0	81,130
Strategic Opportunity Fund	0	1,333,503	0	0	0	0	1,333,503
Other Grants or Funding	0	25,000	25,000	1,175,000	900,000	2,700,000	4,825,000
20 year Note Public Works Shop	0	6,500,000	0	0	0	0	6,500,000
TOTAL REVENUES	**$43,981,015**	**$26,393,430**	**$3,680,334**	**$4,940,455**	**$3,300,109**	**$5,665,082**	**$87,960,425**

EXHIBIT B

CITY OF KENMORE, WASHINGTON
TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026

Project Description	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals	Project Total
T 8 SR 522 West B 57th to 61st	$5,000	$250,000	$250,000	$900,000	$585,000	$10,000	$2,000,000	$2,000,000
T 27 Sidewalk Program								
Sidewalk Gaps/ADA Replacement Program	25,000	25,000	25,000	25,000	25,000	25,000	150,000	586,587
T27x NE 192nd Ave Sidewalks (73rd Ave -75th Ave)	500	86,306	344,194	0	0	0	431,000	431,000
T47 Arrowhead Dr Sidewalks	1,000	60,000	85,900	980,348	0	0	1,127,248	2,254,496
T 35 Pavement Preservation	150,000	990,000	150,000	990,000	150,000	990,000	3,420,000	3,420,000
T 37 West Samm Bridge	18,024,711	8,643,947	893,176	9,757	9,759	78,632	27,659,982	43,095,881
T 38 175th St/ Swamp Creek Crossing	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000	2,648,218
T 41 Juanita Dr Pedestrian & Bicycle Safety	9,897,233	358,699	0	0	0	0	10,255,932	16,844,108
T 42 68th Ave Pedestrian & Bicycle Safety	9,167,718	2,733,503	0	0	0	0	11,901,221	13,021,875
T 44 61 Ave Sidewalk Replacement Project	75,000	90,000	90,000	90,000	90,000	90,000	525,000	616,988
T 48 2018 Local Road Safety - Signing	292,000	0	0	0	0	0	292,000	359,800
T 49 2018 Local Road Safety - Lighting	35,000	0	0	0	0	0	35,000	37,500
T 50 SR522 Gateway Sign East	20,000	0	0	0	0	0	20,000	20,000
Total Project Costs	**$37,693,162**	**$13,262,455**	**$1,863,270**	**$3,170,105**	**$1,059,759**	**$3,393,632**	**$60,442,383**	**$85,336,453**

	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Funding as Proposed:							
Real Estate Excise Taxes	$3,015,050	$3,131,913	$750,000	$1,090,000	$250,000	$1,090,000	$9,326,963
Transportation Impact Fees	3,458,848	358,699	352,770	9,757	9,759	78,632	4,268,465
Surface Water Fund	649,587	15,000	15,000	15,000	15,000	15,000	724,587
Strategic Opportunities Fund	0	1,333,503	0	0	0	0	1,333,503
WSDOT Safe Routes to School Grant: Sidewalks	1,500	146,306	430,094	980,348	0	0	1,558,248
Federal Highway Safety Impr Program - Sidewalks	326,000	0	0	0	0	0	326,000
Reimbursements from Other Agencies	2,765,330	0	0	0	0	0	2,765,330
BRAC Grant: West Samm Bridge Replacement	3,692,856	0	0	0	0	0	3,692,856
Connecting WA Funds: West Samm Bridge, West B	9,624,546	6,556,631	290,406	900,000	585,000	10,000	17,966,583
TIB Grant: West Samm Bridge Replacement	3,650,023	1,295,403	0	0	0	0	4,945,426
Walkways & Waterways Bonds: Juanita and 68th Ave	5,908,160	400,000	0	0	0	0	6,308,160
Sound Transit Grant: Juanita Drive	1,278,000	0	0	0	0	0	1,278,000
WSDOT: Juanita Drive	1,704,000	0	0	0	0	0	1,704,000
Dept of Commerce: Juanita Drive	194,000	0	0	0	0	0	194,000
DOE Grant: Juanita and 68th Ave	1,012,563	0	0	0	0	0	1,012,563
Utility Reimbursement: West Samm Bridge Replacement	412,699	0	0	0	0	0	412,699
Other Grants or Funding	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000
Total Project Funding	**$37,693,162**	**$13,262,455**	**$1,863,270**	**$3,170,105**	**$1,059,759**	**$3,393,632**	**$60,442,383**

EXHIBIT C

CITY OF KENMORE, WASHINGTON
PARK CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026

Project Description	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals	Project Total
P 1 Twin Springs Interim Use	$227,900	$0	$0	$0	$0	$0	$227,900	$307,169
P 18 Rhododendron Park Waterfront & Open Space Mitigation	18,000	8,000	0	0	0	0	26,000	1,225,419
P 18a Rhododendron Park Float Mitigation	2,000	2,000	0	0	0	0	4,000	444,209
P 26 Squires Landing Float Mitigation	4,000	4,000	0	0	0	0	8,000	177,054
P 27 Squires Landing Park Waterfront & Mitigation	3,158,831	2,337,250	782,214	43,000	43,000	43,000	6,407,295	8,208,734
P 28 Log Boom Park Waterfront Access & Mitigation	1,250,708	1,180,708	60,000	42,500	42,500	42,500	2,618,916	3,913,345
P 30 Rhododendron Park Boathouse Pavilion	3,200	3,200	3,200	3,200	3,200	0	16,000	1,198,019
P 31 Squires Landing Park Land Acquisition-Opening	150,151	0	0	0	0	0	150,151	1,250,000
P 32 Moorlands Field Lighting	0	0	0	10,000	60,000	580,000	650,000	650,000
Total Project Costs	**$4,814,790**	**$3,535,158**	**$845,414**	**$98,700**	**$148,700**	**$665,500**	**$10,108,262**	**$17,373,949**

	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Funding As Proposed:							
Park Impact Fees	$172,944	$379,917	$30,000	$13,000	$63,000	$293,000	$951,861
Real Estate Excise Taxes	285,751	49,200	3,200	3,200	45,700	82,500	469,551
City Swamp Creek Basin Funds	476,135	319,562	0	40,000	40,000	0	875,697
City Public Art Fund	32,779	48,351	0	0	0	0	81,130
RCO Grants	485,288	485,288	0	0	0	290,000	1,260,576
King County Waterworks Grant	50,000	50,000	0	0	0	0	100,000
King County Park Levy	0	0	60,000	42,500	0	0	102,500
King County Conservation District, unsecured	92,500	92,500	0	0	0	0	185,000
State Department of Commerce Award: Twin Springs	151,900	0	0	0	0	0	151,900
State Appropriation Unsecured	0	250,000	0	0	0	0	250,000
Walkways & Waterways Bonds: Log Boom, Squires	3,067,493	1,860,340	752,214	0	0	0	5,680,047
Total Project Funding	**$4,814,790**	**$3,535,158**	**$845,414**	**$98,700**	**$148,700**	**$665,500**	**$10,108,262**

EXHIBIT D

CITY OF KENMORE, WASHINGTON
SURFACE WATER CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026

Project Description	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals	Project Total
SW 8 190th St. Fish Passable Culvert	$316,000	$2,074,580	$0	$0	$0	$0	$2,390,580	$2,390,580
SW 8 Public Works Trust Fund Loan 20 year Repayment	81,650	81,650	81,650	81,650	81,650	81,650	489,900	0
SW 17 Little Swamp Creek Relocation	0	0	0	0	800,000	814,300	1,614,300	1,614,300
SW 20 Small Works Projects	75,000	75,000	75,000	75,000	75,000	75,000	450,000	929,359
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	0	0	0	0	500,000	0	500,000	500,000
SW 31 Drainage Impr & Street Repair at 66th Ave NE /196th Pl	200,000	0	0	0	0	0	200,000	315,000
SW 32 61st Ave Stabilization	150,000	0	0	0	0	0	150,000	150,000
SW 34 Blueberry Creek Culverts	0	200,000	300,000	1,000,000	0	0	1,500,000	1,500,000
SW 34 Blueberry Creek Culverts Bank Note Repayment	0	0	0	0	120,000	120,000	240,000	0
T 44 61 Ave Sidewalk Replacement Project	0	15,000	15,000	15,000	15,000	15,000	75,000	75,000
T 37 West Samm Bridge (SWM Component)	550,413	649,587	0	0	0	0	1,200,000	1,200,000
Total Project Costs	**$1,373,063**	**$3,095,817**	**$471,650**	**$1,171,650**	**$1,591,650**	**$1,105,950**	**$8,809,780**	**$9,607,739**

	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Funding As Proposed:							
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	$316,000	$912,000	$0	$0	$0	$0	$1,228,000
Bank Note for Blueberry Creek Culverts (10 Yr 2.5%)	0	0	0	1,000,000	0	0	1,000,000
General Facility Charge	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Surface Water Utility Funds	957,063	2,083,817	371,650	71,650	411,650	455,950	4,351,780
Flood Control District Resources	0	0	0	0	380,000	50,000	430,000
Grants	0	0	0	0	700,000	500,000	1,200,000
Total Project Funding	**$1,373,063**	**$3,095,817**	**$471,650**	**$1,171,650**	**$1,591,650**	**$1,105,950**	**$8,809,780**

EXHIBIT E

CITY OF KENMORE, WASHINGTON
CITY FACILITY CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026

Project Description	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals	Project Total
F 1 Public Works Shop Land Acquisition & Development	$0	$3,500,000	$3,000,000	$0	$0	$0	$6,500,000	$6,500,000
Consultant and Acquisition Costs.	$100,000	$0	$0	$0	$0	$0	$100,000	$100,000
F 2 Debt Repayment	0	0	500,000	500,000	500,000	500,000	$2,000,000	0
Total Project Costs	**$100,000**	**$3,500,000**	**$3,500,000**	**$500,000**	**$500,000**	**$500,000**	**$8,600,000**	**$6,500,000**

	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Bank Note, 20 Years, 4.5% Interest	0	6,500,000	0	0	0	0	6,500,000
Transfer from SWM Fund	50,000	0	245,000	245,000	245,000	245,000	1,030,000
Transfer from Street Fund	0	0	130,000	130,000	130,000	130,000	520,000
Transfer from General Fund	50,000	0	125,000	125,000	125,000	125,000	550,000
							0
Total Project Funding	**$100,000**	**$6,500,000**	**$500,000**	**$500,000**	**$500,000**	**$500,000**	**8,600,000**

Exhibit F

CITY OF KENMORE, WASHINGTON

Transportation Impact Fee Fund Projection Worksheet
For The Years 2021-2026

DESCRIPTION	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Beginning Cash	$3,223,576	$125,715	$93,737	$70,623	$193,578	$221,081
Revenues:						
Interest Earnings	32,236	1,257	937	706	1,936	2,211
Transp. Impact Fees	328,751	325,464	328,719	332,006	335,326	338,679
Total Revenues	$360,987	$326,721	$329,656	$332,712	$337,262	$340,890
Transfers Out for Roads:						
T 37 West Samm Bridge	0	0	352,770	9,757	9,759	78,632
T 41 Juanita Ped & Bicycle Safety	3,457,848	358,699	0	0	0	0
T48 Local Road Safety-Signing	0	0	0	0	0	0
T49 Local Road Safety - Lighting	1,000	0	0	0	0	0
Subtotal - Transfers for Roads	$3,458,848	$358,699	$352,770	$9,757	$9,759	$78,632
Pay back to Strategic Opportunities Fund	$0	$0	$0	$200,000	$300,000	$400,000
Net Income/(Loss)	($3,097,861)	($31,978)	($23,114)	$122,955	$27,503	($137,742)
Total Ending Cash	$125,715	$93,737	$70,623	$193,578	$221,081	$83,339

Exhibit G

CITY OF KENMORE, WASHINGTON

REET Fund Projection Worksheet
For The Years 2021-2026

DESCRIPTION	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Beginning Cash	$4,715,924	$2,367,282	$114,842	$267,790	$82,268	$82,268
Revenues:						
REET 1	500,000	500,000	500,000	500,000	500,000	500,000
REET 2	500,000	500,000	500,000	500,000	500,000	500,000
Interest Earnings	52,159	28,673	6,148	7,678	5,823	5,823
Total Revenues	$1,052,159	$1,028,673	$1,006,148	$1,007,678	$1,005,823	$1,005,823
Transfers Out for Parks :						
P 30 Rhododendron Boathouse Pavilion	3,200	3,200	3,200	3,200	3,200	0
P 18a Rhody Park Float Mitigation	2,000	2,000	0	0	0	0
P 26 Squires Landing Float Mitigation	4,000	4,000	0	0	0	0
P 27 Squires Landing and Mitigation	276,551	0	0	0	0	40,000
P 28 Log Boom Mitigation	0	40,000	0	0	42,500	42,500
Subtotal - Transfers for Parks	285,751	49,200	3,200	3,200	45,700	82,500
Transfers Out for Roads:						
T27 Sidewalks						
Sidewalk Gaps/ADA replacement	25,000	25,000	25,000	25,000	25,000	25,000
T 35 Overlay	150,000	990,000	150,000	990,000	150,000	781,000
T 42 68th Ave Ped & Bicycle Safety	1,845,050	1,000,000	0	0	0	0
T 37 West Samm Bridge	0	1,041,913	500,000	0	0	0
T 41 Juanita Dr Pedestrian & Bicycle Safety	900,000	0	0	0	0	0
T44 61st Ave Sidewalk Replacement	75,000	75,000	75,000	75,000	75,000	75,000
T 50 SR522 Gateway Sign East	20,000	0	0	0	0	0
REET to be used for Road Maintenance	100,000	100,000	100,000	100,000	100,000	100,000
Subtotal - Transfers for Roads	3,115,050	3,231,913	850,000	1,190,000	350,000	981,000
Net Income/(Loss)	(2,348,642)	(2,252,440)	152,948	(185,522)	610,123	(57,677)
Ending Cash	$2,367,282	$114,842	$267,790	$82,268	$692,391	$24,591

Exhibit H

CITY OF KENMORE, WASHINGTON

Park Impact Fee Fund Projection Worksheet

For the Years 2021-2026

DESCRIPTION	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Beginning Cash	$543,497	$464,334	$176,522	$236,624	$315,210	$345,475
Revenues:						
Interest Earnings	5,435	4,643	1,765	2,366	3,152	3,455
Park Impact Fees	88,346	87,462	88,337	89,220	90,112	91,013
Total Revenues	93,781	92,105	90,102	91,586	93,264	94,468
To be Transferred Out for Parks :						
P 1 Twin Springs Interim Use	76,000	0	0	0	0	0
P 27 Squires Landing	0	282,973	30,000	3,000	3,000	3,000
P 28 Log Boom Park	96,944	96,944	0	0	0	0
P 32 Moorlands Park Lighting	0	0	0	10,000	60,000	290,000
Subtotal - Transfers to Park Capital	172,944	379,917	30,000	13,000	63,000	293,000
Net Income/(Loss)	($79,163)	($287,812)	$60,102	$78,586	$30,264	($198,532)
Ending Cash Balance	$464,334	$176,522	$236,624	$315,210	$345,475	$146,943

Exhibit I

CITY OF KENMORE, WASHINGTON
Strategic Opportunities Fund Projection Worksheet
For The Years 2021 - 2026

REVENUES

DESCRIPTION	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Beginning Fund Balance	$3,102,630	$2,627,840	$2,487,258	$1,041,064	$1,206,680	$1,534,780	$1,857,802
Beginning Fund Balance	3,102,630	2,627,840	2,487,258	1,041,064	1,206,680	1,534,780	1,857,802
Investment Interest	25,210	39,418	37,309	15,616	18,100	23,022	27,867
Transfer from Trans Impact Fees for T42	0	0	0	0	200,000	300,000	400,000
Repayment of Private Contributions for P-32	0	250,000	150,000	150,000	110,000	0	0
Revenues	185,210	289,418	187,309	165,616	328,100	323,022	427,867
Total Strategic Opportunities Fund	$3,287,840	$2,917,258	$2,674,567	$1,206,680	$1,534,780	$1,857,802	$2,285,669

EXPENDITURES

	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Ending Fund Balance	$2,627,840	$2,487,258	$1,041,064	$1,206,680	$1,534,780	$1,857,802	$2,285,669
Total Ending Fund Balance	2,627,840	2,487,258	1,041,064	1,206,680	1,534,780	1,857,802	2,285,669
Advance of Private Funds for P-32	660,000	0	0	0	0	0	0
Air Quality/Emissions Consulting	0	60,000	60,000	0	0	0	0
Lakepointe Planned Action/Subarea Plan	0	150,000	150,000	0	0	0	0
Climate Action Initative	0	70,463	29,200	0	0	0	0
DEI Plan and Implementation	0	120,000	30,000	0	0	0	0
Transfer to SWM Fund CAP Staffing	0	29,537	30,800	0	0	0	0
Transfer to Trans Capital Project T42	0	0	1,333,503	0	0	0	0
Expenditures	660,000	430,000	1,633,503	0	0	0	0
Total Strategic Opportunities Fund	$3,287,840	$2,917,258	$2,674,567	$1,206,680	$1,534,780	$1,857,802	$2,285,669

Exhibit J

CITY OF KENMORE, WASHINGTON

King County Trail and Park Levy Projection Worksheet
For the Years 2021-2026

DESCRIPTION	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Beginning Cash	$152,481	$258,506	$415,186	$572,649	$570,500	$585,884	$643,951
Revenues:							
Investment Earnings	1,027	1,684	2,470	2,858	2,891	3,075	3,366
Levy Revenues- Park	155,000	155,000	155,000	155,000	155,000	155,000	155,000
Total Revenues	156,025	156,680	157,463	157,851	157,884	158,067	158,357
To be Transferred Out for Parks :							
P 28 Log Boom Park	0	0	0	60,000	42,500	0	0
Transfer to General Fund for Operations	50,000	0	200,000	100,000	100,000	100,000	100,000
Subtotal - Expenditures	50,000	0	0	160,000	142,500	100,000	100,000
Net Income/(Loss)	$106,025	$156,680	$157,463	($2,149)	$15,384	$58,067	$58,357
Ending Cash Balance	$258,506	$415,186	$572,649	$570,500	$585,884	$643,951	$702,308

City of Kenmore Capital Improvement Program
Twin Springs Park – Phase 1
Project P-1

Project Location: Brightwater Portal site east of 80th Ave NE just north of NE 192nd Street. 19228 80th Ave NE, Kenmore, WA.

Project Manager: Parks Project Manager

Project Description: Phase 1, very minor improvements to do the bare minimum to open the park to the public, including construction of a maintenance path, refurbishing the existing parking lot and access at the entrance of 80th Ave/192nd and constructing a small parking pad off the entrance of 80th Ave/195th. Conduct survey and critical areas report for future master plan phases.

Background: King County completed the Brightwater Portal 44 project year end 2015. On 5/23/16 the Twin Springs property (approx. 25 acres) was transferred to the City from King County. On 6/27/16 Council direction was to keep the park closed to the public pending development and implementation of an interim use plan. On 5/14/18 Council adopted the Twin Springs Park Master Plan which included a phasing plan and cost estimate for a Phase 1 trail project. The 2020 adopted Park Recreation and Open Space Plan, describes phased development to provide parking and trailhead elements that would allow the city to open the park to the public (Phase 1) for neighborhood level use. Additional improvements (Phase 2) would provide recreational elements suitable for the natural context of the park, such as opportunities for natural play, picnicking, educational opportunities, and trails as shown in the adopted Master Plan. The Capital Facilities Plan estimates $100,000 for Phase 1 in the near-term six-year CIP and $3.5m for Phases 2 and 3 in the mid-term 7-12 years.

	Exempt	DNS	EIS
Environmental Review Status:	☐	☑	☐

If impacts to wetlands or buffers can be avoided than the project could be exempt under SEPA depending on the quantity of grading work and/or drainage improvements.

Potential Project Issues: Site constrained by critical areas including wetlands and slopes. Potential expiration of WA State appropriation of $251,900 but the State has indicated they will have no problem extending the appropriation given the COVID-19 situation.

Operations: Ongoing maintenance and operations required following construction of park improvements. Maintenance costs could include: maintenance of a parking area, park access, trash collection, fencing, mowing and other landscape costs. Annual maintenance cost estimate of $15,000 starting in 2022 depending on park opening.

City of Kenmore Capital Improvement Program

Twin Springs Park – Phase 1

Project P-1

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	2021-2026
Expenses								
Design/permit/ construction	$79,269	$20,000						**$30,000**
Construction		$ 205,900						**$ 205,900**
Total	**$ 79,269**	**$ 227,900**						**$227,900**
Revenue								
Park Impact Fees		$76,000						**$ 76,000**
WA State Appropriation		$ 151,900						**$ 151,900**
Total		**$227,900**						**$227,900**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Feasibility																								
Permitting																								
Final Design																								
Construction																								
Closeout																								

City of Kenmore Capital Improvement Program
Rhododendron Park Waterfront
(On-going mitigation/ monitoring plus public art)
Project P-18

Project Location: Rhododendron Park, located at the northeast intersection of NE 170th St (Simonds Rd) and 68th Ave NE (Juanita Drive). 6910 NE 170th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Five years of monitoring and maintaining are required for mitigation plantings (2018-2022) related to the boardwalk/trail project completed in 2017. The City has contracted with EarthCorps for monitoring/maintenance. In 2019 Council gave direction on public art funds related to the boardwalk/trail project with $18,743 allocated for art design/installation. A budget amendment of $10,000 will be needed in 2020 to allow the Public Artist to begin the fabrication of the artworks. The remaining $10,000 will be needed in 2021 for final payment of the artwork installation.

Background: The boardwalk/trail project was one of the projects approved on the November 2016 Walkways & Waterways ballot measure. The new boardwalk/trail completed in 2017 connects the existing park improvements through the wetland to the Sammamish River. The access driveway was also improved to provide additional parking.

KMC Chapter 3.50 sets out the procedures for using the One Percent for the Arts funds on public projects. These funds may be used for selection, acquisition, and installation or display of visual art. City Council reviewed and approved the art selection criteria and process, and the draft Ad-Hoc Public Art Committee charter on November 18, 2019. A design/fabrication contract was approved with Jennifer Dixon. The design process was completed in 2019 and in June 2020 Council approved the final design and fabrication contract. Public art will be installed in 2021.

A park master plan was adopted 3/27/06 and other improvements at the park completed to date include: 2008 Phase 1 improvements of parking lot and access improvements, new picnic shelter, great lawn renovation, relocation and new playground equipment, and landscaping; 2009 new restroom; 2010 new basketball court; 2017 new dock.

Environmental Review Status: Exempt ☐ DNS ☐ EIS ☐
SEPA not required for public art installation.

Potential Project Issues: Non anticipated.

Operations: Addition of public art in 2021 will slightly increase the park operations budget for long-term maintenance. Once the mitigation/monitoring is complete in 2022, then maintenance will become part of on-going park maintenance and operations.

City of Kenmore Capital Improvement Program

Rhododendron Park Boardwalk (On-going mitigation/monitoring, plus Public Art)

Project P-18

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Design								
Permit								
art fabrication & installation	$10,000	$10,000						**$10,000**
monitoring	$32,000	$8,000	$8,000					**$16,000**
Total	**$42,000**	**$18,000**	**$8,000**					**$26,000**
Revenue								
REET								
Bond	$10,947	$8,000	$8,000					**$16,000**
in-lieu fees	$21,053							
Federal								
1% For Arts	$10,000	$10,000						**$20,000**
Park Impact Fees								
Total	**$42,000**	**$18,000**	**$8,000**					**$26,000**

SCHEDULE

	2021				2022				2023				2024				2025				2026		
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
Pre-Design																							
Permitting																							
Final Design																							
Public Art Installation																							
Monitoring																							

City of Kenmore Capital Improvement Program
Rhododendron Park Dock/Float
Project P-18a

Project Location: Rhododendron Park, located at the northeast intersection of NE 170th St (Simonds Rd) and 68th Ave NE (Juanita Drive). 6910 NE 170th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Monitoring and maintenance (2019-2022) of required mitigation plantings installed related to the Rhododendron dock project completed in 2017.

Background: Construction of a new dock was competed in 2017 to serve hand-carry watercraft access to the Sammamish River.

A park master plan was adopted 3/27/06 and other improvements at the park completed to date include: 2008 Phase 1 improvements of parking lot and access improvements, new picnic shelter, great lawn renovation, relocation and new playground equipment, and landscaping; 2009 new restroom; 2010 new basketball court; 2017 new boardwalk and parking improvements; 2020, boathouse; and 2021 public art.

Environmental Review Status:	Exempt	DNS	EIS
	☐	☐	☐

SEPA and shoreline permit obtained 2015.

Potential Project Issues: non anticipated.

Operations: Long-term maintenance will become part of ongoing park operations and maintenance after 2022.

City of Kenmore Capital Improvement Program
Rhododendron Park Dock/Float
Project P-18a

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Pre-Design								
Design								
ROW/ Acquisition								
monitoring	$4,000	$2,000	$2,000					**$4,000**
Total		**$2,000**	**$2,000**					**$ 4,000**
Revenue								
REET								
Strategic								
Federal								
Grant								
Park Impact Fees	$4,000	$2,000	$2,000					**$4,000**
Total		**$2,000**	**$2,000**					**$4,000**

SCHEDULE

	2021				2022				2023				2024				2025				2026		
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
Pre-Design																							
Permitting																							
Final Design																							
Construction																							
Closeout																							
Monitoring																							

City of Kenmore Capital Improvement Program
Squires Landing Dock/Float
Project P-26

Project Location: Squires Landing Park, located south of NE 175th Street. 7353 NE 175th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Monitoring and maintenance (2019-2022) of required mitigation plantings installed related to the Squires Landing dock replacement project completed in 2017.

Background: The City acquired the 0.65 acre Twedt property in June 2014 as an expansion to the adjoining Squires Landing park property (40 acres). The City obtained a 2014 RCO grant $340,485 to assist with acquisition costs. A master plan for Squires Landing was prepared in 2009 but was not adopted by Council in 2010 due to concern about total park construction costs. A three acre restoration project of wetland habitat was completed 2010/2011 partly funded by a $100,000 King County Conservation grant. In 2015 SnoKing Watershed Council received $70,000 in grant funds from the Salmon Recovery Funding Board to restore two acres of shoreline including City funding of approximately $12,000, with project completion anticipated December 2018. A conceptual plan was developed for approximately 11 acres of Squires Landing in 2015 to enhance water access and this project was included on the November 2016 ballot measure for Walkways & Waterways. The conceptual plan design was updated in 2018. Construction of the Walkways & Waterways water access project is estimated in 2023. The City applied for an $82,000 2016 RCO grant for the dock replacement (not awarded). In September 2016 the City applied for SEPA and a Shoreline Substantial Development Permit. Construction of the dock replacement project was completed in 2017.

Environmental Review Status: Exempt ☐ DNS ☐ EIS ☐
Environmental review due to critical area and shoreline issues. SEPA issued 2017.

Potential Project Issues: non anticipated.

Operations: Long-term maintenance of mitigation plantings will become part of ongoing park operations and maintenance after 2022.

City of Kenmore Capital Improvement Program
Squires Landing Dock/Float
Project P-26

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
design								
Permitting								
Monitoring		$4,000	$4,000					**$8,000**
Total		**$4,000**	**$ 4,000**					**$ 8,000**
Revenue								
REET								
TIB								
Federal								
Private								
Park Impact Fees		$4,000	$4,000					**$8,000**
Total		**$ 4,000**	**$ 4,000**					**$ 8,000**

SCHEDULE

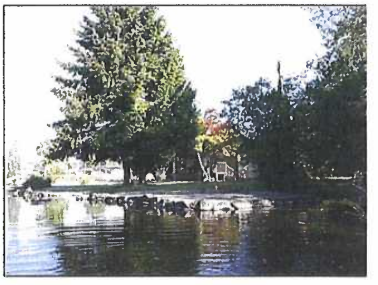
	2021				2022				2023				2024				2025				2026		
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
Design																							
Permitting																							
Final Design																							
Construction																							
Monitoring																							

City of Kenmore Capital Improvement Program
Squires Landing Waterfront
Project P-27

Project Location: Squires Landing Park, located south of NE 175th Street. 7353 NE 175th Street, Kenmore WA.

Project Manager: Community Development/Parks Project Manager

Project Description: Enhance water access to the Sammamish River. Improvements will include new elevated walkways, trails, viewpoints as well as natural open space and other environmental enhancements. The project will also add new boating facilities including docks, ramps, and staging areas for hand-powered watercraft; parking; a restroom and public art.



Background: In 2015 a conceptual plan was developed for approximately 7 acres of Squires Landing Park to enhance public access to the Sammamish River. This project was included on the November 2016 ballot measure for Walkways & Waterways. Estimate receiving all permits in 2021. Construction phased over two years to accommodate in-water work with completion in 2023.

MDNS	EIS
☑	☐

Environmental review due to critical area and shoreline issues. SEPA issued.

Potential Project Issues: Obtaining all required agency permits.

Operations: Maintenance costs related to upkeep of new facilities begin 2023.

City of Kenmore Capital Improvement Program
Squires Landing Waterfront
Project P-27

CURRENT DOLLARS

Year	Prior Yr	2021	2022	2023	2024	2025	2026	Total 2021-2026
Admin	$ 142,686	$50,000	$ 50,000	$ 30,000	$ 3,000	$3,000	$ 19,060	**$ 297,746**
Permitting	$ 14,246	$5,754						**$5,754**
Design & Bid	$ 1,348,446	$63,613						**$63,613**
Construction		$3,039,464	$2,287,251	$752,214				**$6,078,929**
Monitor-Maintain					$40,000	$40,000	$320,000	**$400,000**
Total	**$ 1,505,378**	**$3,158,831**	**$ 2,337,251**	**$ 782,214**	**$ 43,000**	**$ 43,000**	**$ 339,060**	**$6,703,356**
Revenue								
REET							$40,000	**$40,000**
Bond	$ 1,451,627	$2,163,796	$1,066,643	$752,214				**$3,982,653**
SC Basin Funds		$ 325,984	$ 319,562		$ 40,000	$ 40,000	$ 280,000	**$ 1,005,546**
Grants		$392,500	$ 642,500					**$1,035,000**
Public Art Fund			$ 25,573					**$25,573**
Park Impact Fees	$ 53,751	$ 276,551	$ 282,973	$ 30,000	$ 3,000	$ 3,000	$ 19,060	**$ 614,584**
Total	**$ 1,505,378**	**$ 3,158,831**	**$ 2,337,251**	**$ 782,214**	**$ 43,000**	**$ 43,000**	**$ 339,060**	**$ 6,703,356**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Final Design																								
Construction																								
Closeout																								
Monitoring																								

Log Boom Park Waterfront
Project P-28

Project Location: Log Boom Park (NE 175th St west of 61st Ave NE) 17415 61st Ave NE, Kenmore.

Project Manager: Parks Project Manager

Project Description: This project will improve public access to Lake Washington including beach expansion, new trails and viewpoints, picnic areas, waterfront pavilion, environmental and ecological enhancements, kayak concession building, and access for hand-powered watercraft.

Background: In 2015 a conceptual plan was developed for improvements at Log Boom park to enhance public access to Lake Washington. This project was included on the November 2016 ballot measure for Walkways & Waterways. Estimate receiving all permits by January 2021 leading to possible construction Summer 2021, assuming all permits received and a successful bid process.

Environmental Review Status:	Exempt	DNS	EIS
	☐	☑	☐

SEPA issued.

Potential Project Issues: Obtaining the engineering and building permits in early 2021 to allow bid process and construction in 2021.

Operations: Maintenance costs related to upkeep of a new facilities begin 2022.

City of Kenmore Capital Improvement Program
Log Boom Park Waterfront
Project P-28

CURRENT DOLLARS

Year	Prior Yrs	2021	2022	2023	2024	2025	2026	Total
Expenses								
Admin	$ 121,106	$50,000	$40,000	$ 20,000	$ 2,500	$ 2,500	$ 17,500	**$ 132,500**
Permitting	$ 12,495							
Design & Bid	$ 905,828	$42,500	$42,500					**$ 85,000**
Construction		$1,158,208	$1,098,208					**$ 2,256,416**
Monitor-				$40,000	$ 40,000	$ 40,000	$ 280,000	**$ 400,000**
Total	**$ 1,039,429**	**$ 1,250,708**	**$ 1,180,708**	**$ 60,000**	**$ 42,500**	**$ 42,500**	**$ 297,500**	$ 2,873,916
Revenue								
REET			$40,000			$ 42,500	$ 297,500	**$ 380,000**
Bond	$ 983,521	$895,697	$785,697					**$ 1,681,394**
Grant		$ 235,288	$ 235,288					**$ 470,575**
KC Trail Levy				$60,000	$ 42,500			**$ 102,500**
Public Art Fund		$ 22,780	$ 22,780					**$ 45,559**
Park Impact Fees	$ 55,908	$ 96,944	$ 96,944					**$ 193,888**
Total	**$ 1,039,429**	**$ 1,250,708**	**$ 1,180,708**	**$ 60,000**	**$ 42,500**	**$ 42,500**	**$ 297,500**	$ 2,873,916

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Final Design																								
Construction																								
Closeout																								
Monitoring																								

City of Kenmore Capital Improvement Program
Rhododendron Park Boatshed
Project P-30

Project Location: Rhododendron Park, located at the northeast intersection of NE 170th St (Simonds Rd) and 68th Ave NE (Juanita Drive). 6910 NE 170th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Monitoring and maintenance (2021-2025) of required mitigation plantings installed related to the Rhododendron Boathouse project. The City will likely contract with EarthCorps or another agency for the five-year mitigation monitoring period. Until the City receives the $250,000 from NSD and the $410,000 from the fundraising committee, the City will need to advance the combined total of $660,000 to complete boathouse project construction in 2020 from the Strategic Opportunity Fund. The Strategic Opportunity Fund will be reimbursed upon receipt of funds. Complete receipt of funds is estimated by year end 2023.

January 27th, 2020 Council authorized the City Manager to execute Contract 20-C2133, a lease agreement between the City and the Northshore School District (NSD) for use of the Rhododendron Park boatshed. NSD will contribute $250,000 upon lease execution. The lease has not yet been executed so funds have not been paid to the City. Concurrently with execution of the Lease, NSD will enter into a separate Management Agreement with the George Pocock Rowing Foundation (GPRF) for the management and operation of the boathouse facility. The uncertainty of programming, given Covid-19, is causing delay in lease execution but NSD is still committed to provide the $250,000.
In addition, a $390,000 budget shortfall is anticipated for the boathouse project. In 2019 Council direction was that any budget shortfall would be filled by a private/non-profit fundraising committee. Covid-19 has significantly slowed down fundraising efforts.

Background: A 40' x 70' steel boathouse was constructed in 2020. The boathouse serves the school district rowing program and community rowing. The boathouse provides enclosed storage for 24-36 rowing shells. Small second story area for exercise machines, meeting and coaching space.

A park master plan was adopted 3/27/06 and other improvements at the park completed to date include: 2008 Phase 1 improvements of parking lot and access improvements, new picnic shelter, great lawn renovation, relocation and new playground equipment, and landscaping; 2009 new restroom; 2010 new basketball court; 2017 new boardwalk and parking improvements; 2020, boathouse; and 2021 public art.

Environmental Review Status:	Exempt	DNS	EIS
	☐	☑	☐

City of Kenmore Capital Improvement Program
Rhododendron Park Boatshed
Project P-30

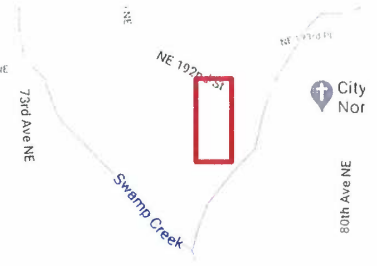
CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Design								
Permit								
Construction								
monitoring		$3,000	$3,000	$3,000	$3,000	$3,000		**$15,000**
Funding **Total**	**$**	**$3,000**	**$3,000**	**$3,000**	**$3,000**	**$3,000**		**$15,000**
Revenue								
REET		$3,000	$3,000	$3,000	$3,000	$3,000		**$ 15,000**
fundraising								
School								
Federal								
Grant								
Park Impact Fees								
Total		**$3,000**	**$3,000**	**$3,000**	**$3,000**	**$3,000**		**$15,000**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Pre-Design																								
Permitting																								
Final Design																								
Construction																								
Monitoring																								

City of Kenmore Capital Improvement Program
Squires Landing Park Land Acquisition (park opening)
Project P-31



Project Location: 7637 NE 192nd Street

Project Manager: Parks Project Manager

Project Description: Create passive recreation infrastructure improvements to open the recently acquired property to the public in order to satisfy the State Recreation and Conservation Office requirements. Future improvements may include: park entry signage, striping parking spaces on existing asphalt, fencing and signage to identify critical areas, and habitat restoration to meet the State of Washington Recreation & Conservation Office (RCO) requirement to allow public access to the property.

Background: The City's Waterfront & Natural Open Space Access Project at Squires Landing Park will improve public access to the Sammamish River. 1.5 acres of the total 7.25-acre project includes the proposed plaza, walkway, restroom and parking lot. For the State Recreation and Conservation Office (RCO) to allow "conversion" (development) of this 1.5-acre area and remove the restrictive covenant, purchase of equivalent replacement land for wildlife habitat and passive recreation was required. The City purchased 4.8 acres of replacement land located at 7637 NE 192nd Street adjacent to the City owned 14.6-acre Swamp Creek Wetland within the Swamp Creek watershed basin to meet the conversion process requirements. A restrictive covenant was placed on this property to meet the RCO requirements to retain the property for wildlife habitat and passive recreation.

Environmental Review Status:	Exempt	DNS	EIS
	☑	☐	☐

Anticipated minimal upland improvements are SEPA exempt.

Potential Project Issues: None anticipated.

Operations: Maintenance costs related to upkeep of new facilities begin 2021.

City of Kenmore Capital Improvement Program
Squires Landing Park Land Acquisition (park opening)
Project P-31

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Acquisition	$1,044,849							
Permitting	$ 10,000							
Construction	$ 45,000	$150,151						**$150,151**
Total	**$1,099,849**	**$ 150,151**						**$150,151**
Revenue								
REET								
Bond								
SC Basin Funds	$244,303	$150,151						**$150,151**
Grant	$804,587							
Park Impact Fees	$ 50,959							
Total	**$1,099,849**	**$150,151**						**$150,151**

SCHEDULE

	2021				2022				2023				2024				2025				2026		
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
Acquisition																							
Permitting																							
Final Design																							
Construction																							
Closeout																							
Monitoring																							

City of Kenmore Capital Improvement Program
Moorlands Park Improvements -Lighting
Project P-32

Project Location: Moorlands Park located to the south of the intersection of NE 155th St and 84th Ave NE. 15221 84th Ave NE, Kenmore, WA.

Project Manager: Parks Project Manager

Project Description: Addition of field lighting.

Background: In July of 2018 park improvements (project P 6) were completed including renovated athletic field, new picnic shelter, restrooms, playground, landscaping and pathways. A new interlocal agreement with the Northshore School District regarding park use was authorized in December 2017. The 2020 adopted PROS Plan identifies develop and expand recreational opportunities at existing parks to add capacity, increase diversity in the types of amenities offered in the system, improve accessibility, and/or enhance the overall park experience. Adding field lighting would potentially increase capacity for field scheduling for youth sports. Existing park capacity improvements (expansion or new features) is included in the Capital Facilities plan as mid-term (7-12 years) and long-term goals (13+ years) with $9.75 million estimated.

Environmental Review Status:	Exempt	DNS	EIS
	☐	☑	☐

Environmental review likely required.

Potential Project Issues: Addressing neighborhood concerns about adding field lighting. Potential environmental concerns related to overhead lighting.

Operations: The City took over all park maintenance following execution of the 2017 interlocal agreement with the Northshore School District. The proposed lighting improvements may result in an additional increase in the park operations budget.

City of Kenmore Capital Improvement Program

Moorlands Park Improvements - Lighting

Project P-32

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Grant prep					$10,000			**$ 10,000**
Design						$50,000		**$ 50,000**
Permitting						$ 10,000	$10,000	**$ 20,000**
Construction							$570,000	**$ 570,000**
Total					**$ 10,000**	**$ 60,000**	**$ 580,000**	**$ 650,000**
Revenue								
REET								
Strategic								
KC Levy								
RCO Grant							$290,000	**$290,000**
Park Impact Fees					$10,000	$60,000	$290,000	**$360,000**
Total					**$ 10,000**	**$ 60,000**	**$ 580,000**	**$ 650,000**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Grant materials/application																								
Permitting																								
Final Design																								
Construction																								
Closeout																								

City of Kenmore Capital Improvement Program

Project Name: SR 522 West B (57 Avenue NE to 61 Avenue NE)

Project No. T-8

Project Location: SR 522 from 57 Avenue NE to 61 Avenue NE

Project Description: This project will widen Highway 522 west of 61 Avenue NE to provide eastbound-to-westbound U-turn capability at the 61st Ave NE intersection, widening along the south side of SR 522 for new sidewalk and amenity strip, and provide access management to SR522.

Background: Since its incorporation, the City of Kenmore has completed improvements to SR 522 (Bothell Way) between 61st Avenue NE and the east city limits to increase safety, improve transit reliability, and ease congestion. Improvements included adding new traffic signals, street lighting and sidewalks, widening SR 522 for Business Access and Transit lanes, enhancing the corridor with new landscaping and medians to improve access management, replacing the Swamp Creek Bridge, undergrounding utilities, and more. The final segment, SR 522 West B (57 Avenue NE to 61 Avenue NE) will complete corridor improvements to the west City limits.

Funding Sources: This project is funded with $2M from the State's Connecting WA program. Additional City funds may be needed to supplement the grant funds. Staff will apply for additional grant funds as they become available.

City of Kenmore Capital Improvement Program

Project Name: SR 522 West B (57 Avenue NE to 61 Avenue NE)

Project No. T-8

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design		$ 5,000	$ 250,000	$ 250,000				**$ 505,000**
ROW/ Acquisition								
Construction					$ 900,000	$ 585,000	$ 10,000	**$ 1,495,000**
Total		**$ 5,000**	**$ 250,000**	**$ 250,000**	**$ 900,000**	**$ 585,000**	**$ 10,000**	**$ 2,000,000**
Revenue								
Connecting WA		$ 5,000	$ 250,000	$ 250,000	$ 900,000	$ 585,000	$ 10,000	**$ 2,000,000**
Total		**$ 5,000**	**$ 250,000**	**$ 250,000**	**$ 900,000**	**$ 585,000**	**$ 10,000**	**$ 2,000,000**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Grant Applications																								
Design																								
Right-of-way																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

Project Name: Sidewalk Gap/ADA Replacement Program
Project No.: T-27

Project Location(s): Citywide

Project Description: These projects are intended to complete gaps in existing sidewalk, replace non-compliant curb ramps and sidewalks at the identified locations throughout the city. Typical projects include new 5-6 foot wide sidewalk and ADA ramp improvements, curb ramp replacement, and sidewalk panel replacement.

Background: The City completed an inventory and assessment of its pedestrian facilities within the right of way. Several locations were identified as not being compliant with the American with Disabilities Act (ADA) standards. Also, filling sidewalk gaps is a cost effective way to improve mobility within the City. In 2013, the City completed its first Sidewalk Priority Plan. This plan will be updated in 2021 and will included a priority list for completing short sidewalk gaps within the City. Staff will utilize the pedestrian facility inventory completed in 2015 to identify priorities for replacing noncompliant accessible routes.

Funding Sources: $100K per year of local City funds are allocated to this project. $75K each year will be diverted to sidewalk replacement on 61st Ave NE (Project No. T-44).

Figure A

City of Kenmore Transportation Improvement Program

Project Name: Sidewalk Gaps/ADA Replacement Program
Project No.: T-27

CURRENT DOLLARS

Year	Prior	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	$ 83,571	$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000	**$ 113,571**
ROW/ Acquisition		$ -	$ -	$ -	$ -	$ -	$ -	
Construction	$ 303,013	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	**$ 423,013**
Total	**$ 386,584**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 536,584**
Revenue								
REET	$ 386,587	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 536,587**
Total	**$ 386,587**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 536,587**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

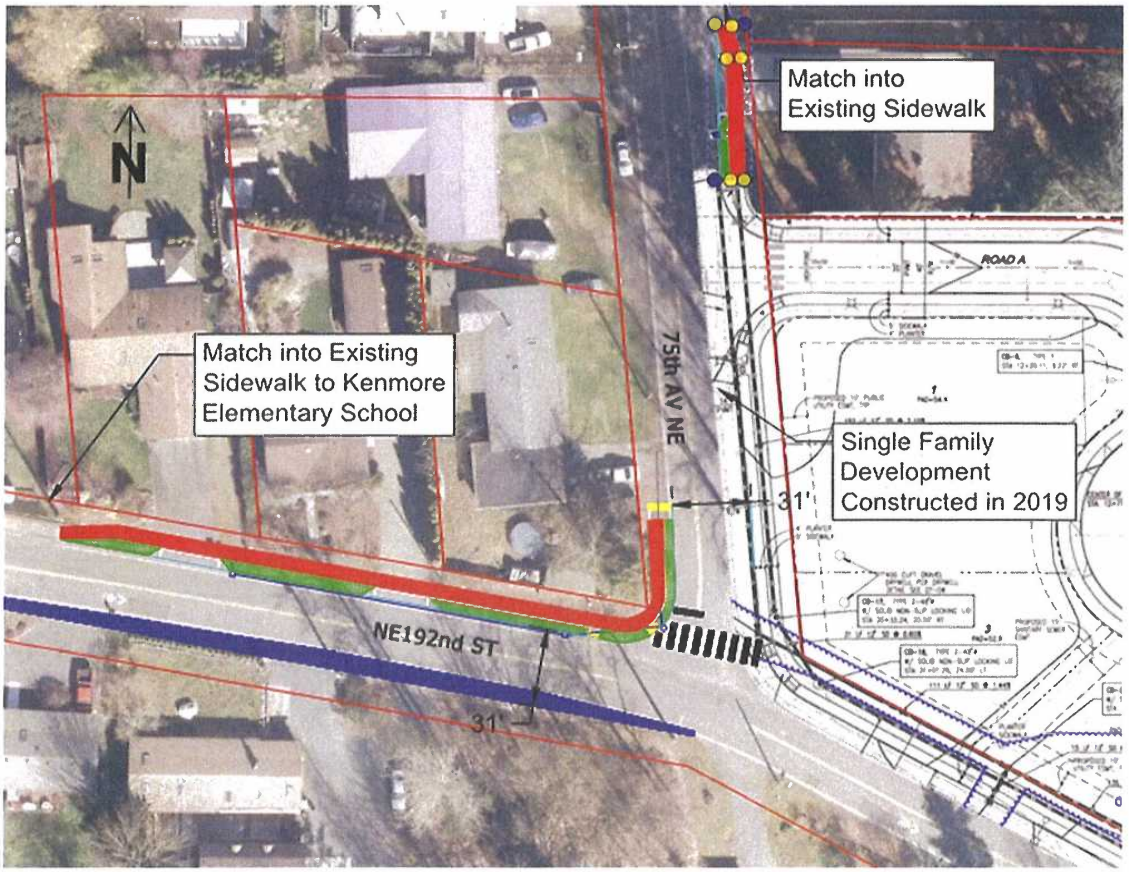
Project Name: NE 192nd St Sidewalks (73rd Ave – 75th Ave)
Project No.: T-27x

Project Location: NE 192nd Street between 73rd Ave NE and 75th Avenue NE.

Project Description: This project builds approximately 275 LF of new sidewalks on north side of NE192nd Street from 73rd Ave – 75th Ave and approximately 75 LF of sidewalk on the east side of 75th Ave NE to close the sidewalk gap.

Background: Sidewalk exists on NE 192nd Street at 73rd Avenue NE and terminates approximately 240 feet from 75th Ave NE. Approximately 500 LF of sidewalks were installed east of 75th Ave NE as part of private developments. Sidewalk also exists up 75th Ave NE. This project will close gaps and create a continuous sidewalk to Kenmore Elementary in this area. NE 192nd St is a designated walking route for Kenmore Elementary School students. Sidewalks at this location were identified as a high priority sidewalk in the Sidewalk Program.

Funding Sources: This project is currently unfunded. In May 2020, staff applied for a WSDOT Safe Route to Schools grant to fund this project. Grant results will be announced in the fall of 2020.



City of Kenmore Transportation Improvement Program

Project Name: NE 192nd Ave Sidewalks (73rd Ave – 75th Ave)
Project No.: T-27x

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design		$ 500	$ 82,706					**$ 83,206**
ROW/ Acquisition			$ 3,600					**$ 3,600**
Construction				$ 344,194				**$ 344,194**
Total		**$ 500**	**$ 86,306**	**$ 344,194**				**$ 431,000**
Revenue								
State		$ 500	$ 86,306	$ 344,194				**$ 431,000**
Total		**$ 500**	**$ 86,306**	**$ 344,194**				**$ 431,000**

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right of Way																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

Project Name: NE Arrowhead Drive Sidewalks
Project No.: T-47

Project Location: NE Arrowhead Drive between NE 151st Street and 64th Avenue NE.

Project Description: This project builds approximately 2,050 LF of new sidewalks on west side/south side of NE Arrowhead drive from NE 151st St to 64th Ave NE.

Background: NE Arrowhead Drive varies from 3-foot wide to 5-foot wide shoulder with two way traffic. NE Arrowhead Drive is a designated walking route for Arrowhead Elementary School students. Sidewalks along this road were identified as a high priority during the neighborhood meetings held for this area as part of the Neighborhood Transportation Program Plan and is listed as a high priority sidewalk in the Sidewalk Program.

Funding Sources: This project is currently unfunded. In May 2020, staff applied for a WSDOT Safe Route to Schools grant to fund this project. Grant results will be announced in the fall of 2020.

Proposed Improvements

City of Kenmore Transportation Improvement Program

Project Name: NE Arrowhead Drive Sidewalks
Project No.: T-47

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design		$ 1,000	$ 60,000	$ 80,000				**$ 141,000**
ROW/ Acquisition				$ 5,900				**$ 5,900**
Construction					$ 980,348			**$ 980,348**
Total		**$ 1,000**	**$ 60,000**	**$ 85,900**	**$ 980,348**			**$1,127,248**
Revenue								
State		$ 1,000	$ 60,000	$ 85,900	$ 980,348			**$1,127,248**
Total		**$ 1,000**	**$ 60,000**	**$ 85,900**	**$ 980,348**			**$1,127,248**

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right of Way																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

Project Name: Pavement Overlay Program
Project No.: T-35

Project Location: Citywide.

Project Description: This program includes grind and overlay of selected streets within the City. Typically grind and overlay projects are completed on roadways with pavement ratings between 60 and 70 while pavement seal operations are completed on roadways with ratings above 70. As part of any pavement overlay, curb ramps within the project limits are upgraded to comply with the American's with Disabilities Act (ADA). In addition, pavement overlay may also include major pavement repairs, utility adjustments and pavement markings.

Background: The City of Kenmore Comprehensive Plan promotes a fiscally constrained Transportation Element that prioritizes operation and maintenance of existing facilities within the City. Focus is typically on arterials within the City. In addition, there are 3 goals listed in the Comprehensive Plan that support this program:

1. Provide a complete transportation network serving local and regional circulation needs, safely accommodating all users;
2. Promote a transportation system that contributes to fiscal and environmental sustainability;
3. Facilitate freight mobility and economic prosperity.

CURRENT DOLLARS

Year	2021	2022	2023	2024	2025	2026	Total
Expenses							
Design	$ 150,000		$ 150,000		$ 150,000		**$ 450,000**
ROW							
Construction		$ 990,000		$ 990,000		$ 990,000	**$2,970,000**
Total	**$ 150,000**	**$ 990,000**	**$ 150,000**	**$ 990,000**	**$ 150,000**	**$ 990,000**	**$3,420,000**
Revenue							
REET	$ 150,000	$ 990,000	$ 150,000	$ 990,000	$ 150,000	$ 990,000	**$3,420,000**
Total	**$ 150,000**	**$ 990,000**	**$ 150,000**	**$ 990,000**	**$ 150,000**	**$ 990,000**	**$3,420,000**

City of Kenmore Transportation Improvement Program

Project Name: West Sammamish River Bridge Replacement Project
Project No: T-37

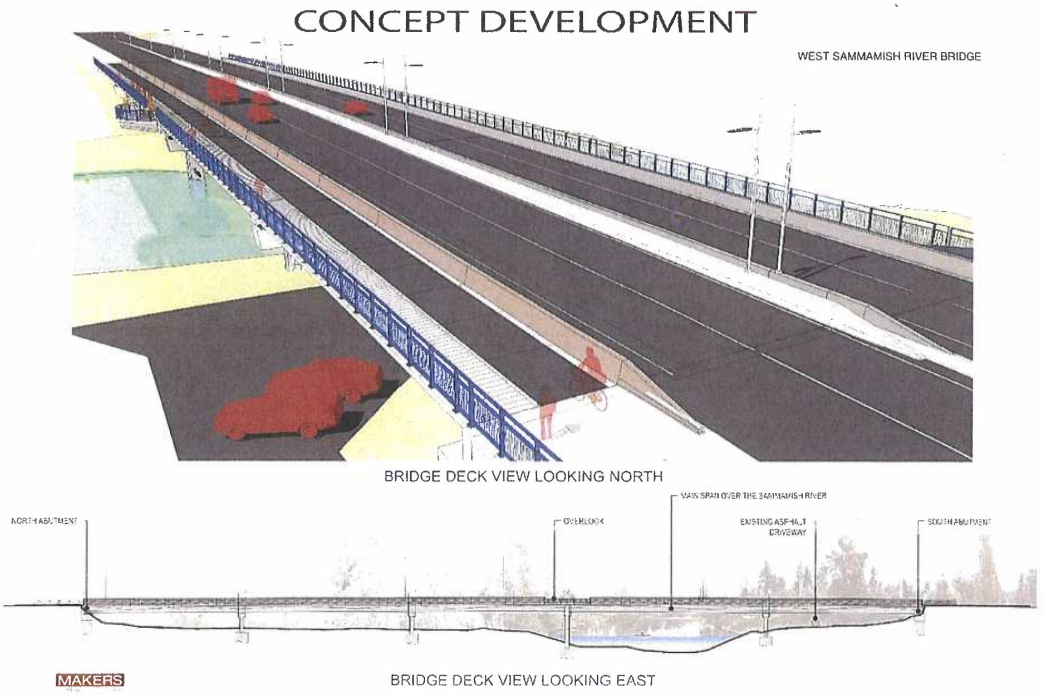
Project Location: 68th Avenue NE between NE 170th Street and NE 175th Street

Project Description: Replace the West Sammamish River Bridge (southbound traffic) that crosses the Sammamish River on 68th Avenue NE. The project will also include new sidewalk and bike path, landscaping, lighting, and utility undergrounding on 68th Avenue NE between NE 170th Street and NE 175th Street.

Background: The West Sammamish River Bridge was constructed in the 1930's and is at the end of its life. It is considered to be structurally obsolete. To date, the City has completed an alternatives analysis, a scour analysis, a load rating analysis, and has applied load restrictions on the bridge (weight limits went into effect in 2014). The bridge continues to be monitored during the design of the new bridge.

Funding Sources: The City has been awarded several grants for the project. The City was awarded $12M in Bridge Program funds, $1.06M in Surface Transportation funds, $18M in Connecting Washington funds, and $7M in TIB funds.

Project Location



City of Kenmore Capital Improvement Program
Project Name: West Sammamish River Bridge Replacement
Project No. T- 37

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Pre-Design	$ 18,828							$ 18,828
Design	$ 3,229,584		$ -					$ 3,229,584
ROW/ Acquisition	$ 1,293,473		$ -					$ 1,293,473
Construction	$ 10,894,012	$17,145,094	$ 7,764,330	$ 893,176	$ 9,759	$ 9,759	$ 78,632	$36,794,762
Contingency		$ 879,617	$ 879,617					$ 1,759,234
Total	**$ 15,435,897**	**$18,024,711**	**$ 8,643,947**	**$ 893,176**	**$ 9,759**	**$ 9,759**	**$ 78,632**	**$43,095,881**
Revenue								
REET								$ -
City	$ 296,167		$ 1,041,913	$ 852,770	$ 9,759	$ 9,759	$ 78,632	$ 2,289,000
BRAC*	$ 8,307,144	$ 3,692,856						$12,000,000
STP	$ 1,063,994							$ 1,063,994
SW Fund	$ 550,413	$ 649,587						$ 1,200,000
Connect. WA	$ 2,033,417	$ 9,619,546	$ 6,306,631	$ 40,406				$18,000,000
TIB	$ 2,054,574	$ 3,650,023	$ 1,295,403					$ 7,000,000
Utilities	$ 1,130,188	$ 412,699						$ 1,542,887
Total	**$ 15,435,897**	**$18,024,711**	**$ 8,643,947**	**$ 893,176**	**$ 9,759**	**$ 9,759**	**$ 78,632**	**$43,095,881**

* $837 dollars charged by WSDOT for services and deducted from invoices.

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Right of Way																								
Construction																								
Closeout/Plant Establishment/Mitigation																								

City of Kenmore Capital Improvement Program

Project Name: Lower Swamp Creek Bridge Replacement
Project No.: T-38

Project Location: NE 175th Street/Swamp Creek Crossing

Project Description: The bridge over Swamp Creek at NE 175th Street has reaching its expected lifespan and is in need of replacement. An update of the alternatives analysis, cost estimates, funding alternatives will be conducted prior to design/construction.

Figure A: Existing Bridge

Background: This structure is on NE 175th Street, adjacent to the Burke Gilman Trail and crosses Swamp Creek. This structure currently is wide enough for two way vehicle traffic. The existing structure is routinely evaluated by the King County Bridge Engineering group. Maintenance is provided to the structure as needed. King County recommended evaluation of the structure for rehabilitation vs. replacement. A study and alternatives analysis was performed in 2016 that recommended replacement of the bridge within the next 10 years.

Funding Status:
There is no funding set aside for design or construction for a new bridge. Local dollars are included to research and evaluate funding alternatives for the bridge.

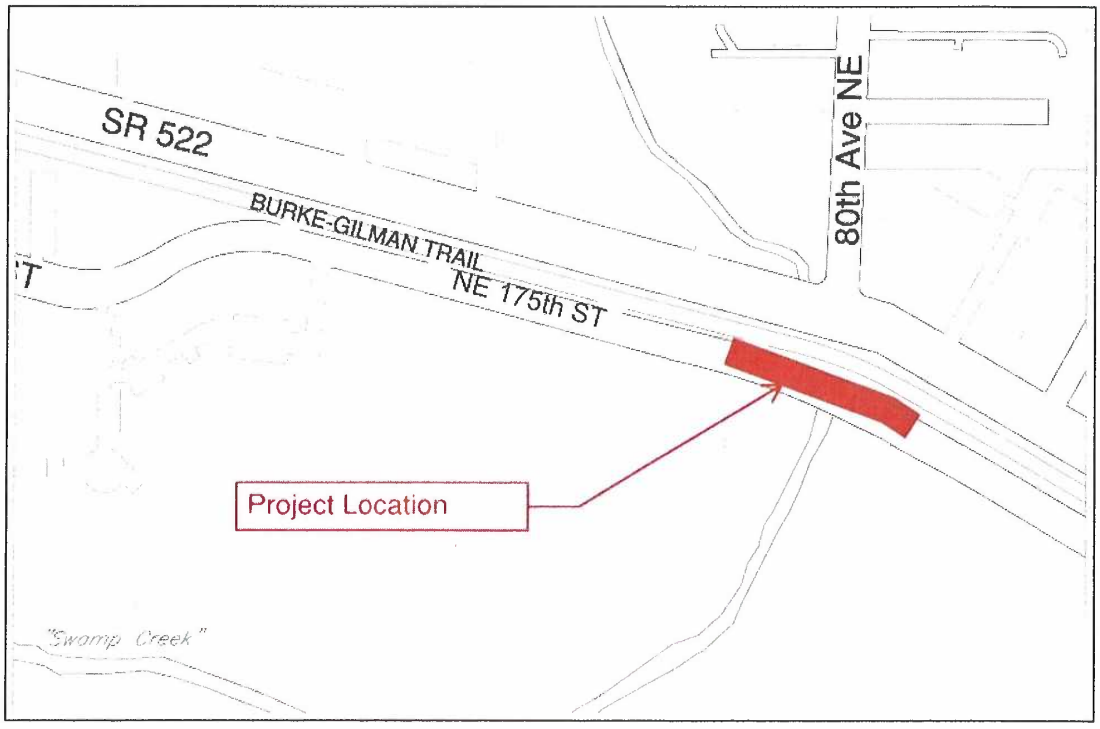


Figure B: Project Location

City of Kenmore Capital Improvement Program

Project Name: Lower Swamp Creek Bridge Replacement
Project No.: T-38

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Pre-Design	$ 23,218		$ 25,000	$ 25,000				**$ 73,218**
Design					$ 175,000	$ 175,000		**$ 350,000**
ROW/ Acquisition						$ 25,000		**$ 25,000**
Construction							$2,000,000	**$ 2,000,000**
Contingency							$ 200,000	**$ 200,000**
Total	**$ 23,218**	**$ -**	**$ 25,000**	**$ 25,000**	**$ 175,000**	**$ 200,000**	**$2,200,000**	**$ 2,648,218**
Revenue								
Impact Fees								**$ -**
REET	$ 23,218							**$ 23,218**
Unfunded					$ 175,000	$ 200,000	$1,800,997	**$ 2,175,997**
Total	**$ 23,218**	**$ -**	**$ -**	**$ -**	**$ 175,000**	**$ 200,000**	**$1,800,997**	**$ 2,199,215**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Pre-Design																								
Design/Permitting																								
Right of Way																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

Project Name: Juanita Drive NE Pedestrian and Bicycle Improvements
Project No. T-41

Project Location: Juanita Drive NE (NE 143 Street to NE 170 Street)

Project Description: This project provides continuous ADA accessible sidewalk and buffered bike lanes on Juanita Drive NE between NE 143 Street and NE 170 Street. Specific project components include:

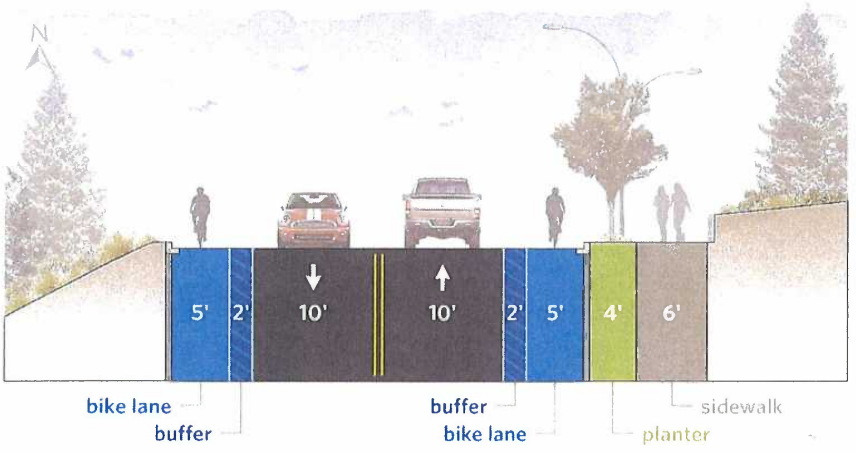
- Sidewalk along the east side of Juanita Drive NE where residential neighborhoods are located. Sidewalk improvements and pedestrian crossings on west side of street will be limited to bus stops only.
- Bike lanes with buffer on the east and west side of Juanita Drive NE;
- Additional or extensions of left turn lanes where warranted;
- Pedestrian crossing treatments to improve nonmotorized safety, connectivity, and comfort;
- Improved storm drainage, LED street lighting, landscaping and aesthetics and;
- Utility relocation and/or retaining structures, where necessary.

Background: Juanita Drive NE serves as a north-south critical link to the City's Downtown, SR 522 Corridor, Burke-Gilman Trail, Bastyr University, Kenmore Senior Center, Parks, and Arrowhead Elementary School for thousands of local residents and is part of the Lake Washington Loop, one of the region's most popular recreational cycling routes. Juanita Drive NE is an existing minor arterial roadway with mostly one travel lane in each direction and asphalt shoulders. The posted speed is 35 mph. This roadway experiences a high number of accidents per year and contains several geometric deficiencies including lack of continuous sidewalks and bicycle lanes. Up to 250 bicycles and 15,000 vehicles use this corridor daily.

Funding Status: This project is funded through the Walkways and Waterways bond measure, WSDOT Pedestrian and Bicycle Safety Program, Sound Transit System Access Fund, WA State Department of Ecology, WA State Department of Commerce, Northshore Utility District, and local City dollars.

Project Delivery Status: Construction began on July 6, 2020 and is expected to continue through 2021.

Typical Section – two lanes *(Looking North)*



City of Kenmore Transportation Improvement Program

Project Name: Juanita Drive NE Pedestrian and Bicycle Improvements
Project No. T-41

CURRENT DOLLARS

Year	Previous Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	$ 1,871,364							$ 1,871,364
ROW/ Acquisition	$ 666,808							$ 666,808
Construction	$ 4,050,004	$ 9,897,233	$ 358,699					$ 14,305,936
Total	**$ 6,588,176**	**$ 9,897,233**	**$ 358,699**					$ 16,844,108
Revenue								
REET		$ 1,200,000						$ 1,200,000
Traffic Impact Fees	$ 275,000	$ 3,157,848	$ 358,699					$ 3,791,547
Walkways & Waterways Bond Measure	$ 2,713,573	$ 2,286,427						$ 5,000,000
Northshore Utility Dist	$ 1,099,253	$ 76,958						$ 1,176,211
WSDOT Ped/Bike Grant	$ 821,100	$ 1,704,000						$ 2,525,100
Dept of Ecology (SFAP)	$ 1,457,250	$ -						$ 1,457,250
Sound Transit	$ 222,000	$ 1,278,000						$ 1,500,000
WA St Dept. Commerce	$ -	$ 194,000						$ 194,000
Total	**$ 6,588,176**	**$ 9,897,233**	**$ 358,699**					$ 16,844,108

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right-of-way																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

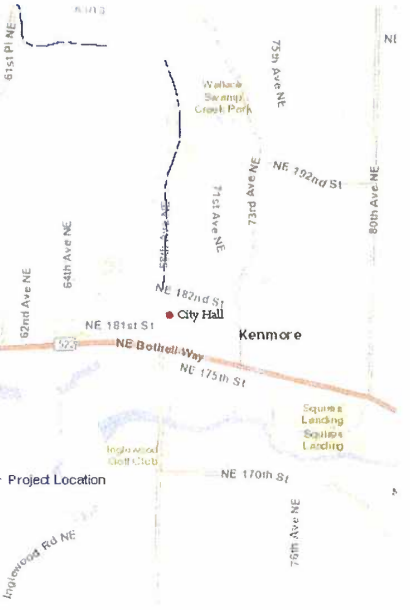
Project Name: 68 Avenue NE Pedestrian and Bicycle Improvements
Project No. T 42

Project Location: 68 Avenue NE / NE 202 Street
Segment a: West side of 68 Avenue NE from NE 182 Street to NE 185 Street
Segment b: East side of 68 Avenue NE from NE 185 Street to existing sidewalk
Segment c: West side of 68 Avenue NE from NE 185 Street to NE 201 Street
Segment d: North side of NE 202 Street from 66 Avenue NE to 61 Avenue NE

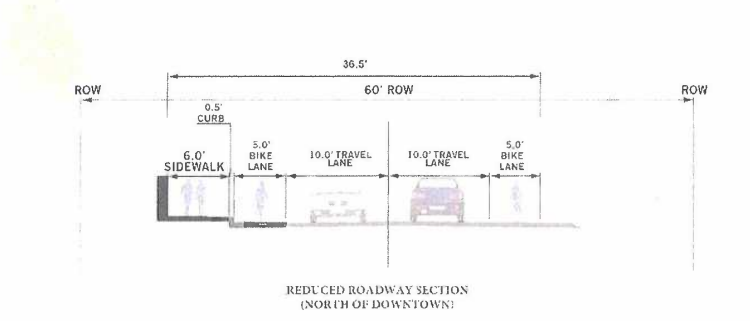
Project Description: This project provides continuous ADA accessible sidewalk and bike lanes on 68 Avenue NE and NE 202 Streets respectively between NE 182 Street and 61 Avenue NE. Other project components include new storm drainage, LED street lighting, landscaping in downtown area, RRFB ped crossing at NE185th Street, retaining walls and utility relocation where necessary.

Background: 68 Avenue NE / NE 202 Street is a collector arterial roadway that runs north/south through the City of Kenmore. This roadway serves as a primary connector to Downtown Kenmore and City Hall for residences and Kenmore Middle School. The current street configuration allows for only one travel lane in each direction and intermittent asphalt shoulders. The posted speed is 35 mph.

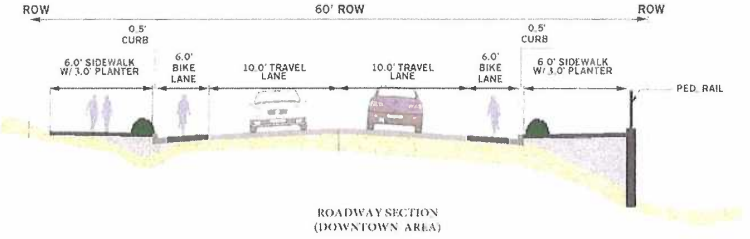
Funding Sources: This project is funded through the Walkways and Waterways bond measure, Department of Ecology grant, Northshore Utility District, and local dollars.



Proposed Improvements:



REDUCED ROADWAY SECTION
(NORTH OF DOWNTOWN)



ROADWAY SECTION
(DOWNTOWN AREA)

City of Kenmore Transportation Improvement Program

Project Name: 68 Avenue NE Pedestrian and Bicycle Improvements
Project No. T 42

CURRENT DOLLARS

Year	Previous Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	1,092,236							**1,092,236**
ROW/ Acquisition	28,418							**28,418**
Construction		9,167,718	2,733,503					**11,901,221**
Total	**1,120,654**	**9,167,718**	**2,733,503**					**13,021,875**
Revenue*								
REET		1,845,050	1,000,000					**2,845,050**
Strategic Op. Fund		-	1,333,503					**1,333,503**
Northshore Utility District		2,688,372						**2,688,372**
Walkways & Waterways Bond Measure	1,078,267	3,621,733	400,000					**5,100,000**
Dept of Ecology (SFAP)	42,387	1,012,563						**1,054,950**
Total	**1,120,654**	**9,167,718**	**2,733,503**					**13,021,875**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right-of-way																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

Project Name: 61st Avenue Sidewalk Replacement Project
Project No. T-44

Project Location: 61st Avenue NE (NE 190th Street north to 62nd Ave NE)

Project Description:
This project will update the alternatives analysis and include other possible scenarios. Sidewalk panels will be replaced as funding allows.

Background: 61st Avenue NE is an arterial that runs north to south (north of SR 522). The intersection with NE 193rd Street is a major intersection that could utilize additional control. The sidewalks north of NE 190th Street do not meet American with Disability Act (ADA) compliance and have suffered from street tree damage. In 2017, an alternatives analysis was completed evaluating options for replacement of the sidewalk in this area.

Funding Sources:
This project would be funded with City resources.

Existing Conditions: Traffic volumes on 61st Avenue NE will continue to increase as regional traffic grows. Over 70 locations along this corridor are experiencing sidewalk uplift due to nearby trees and several other panels have shifted and pedestrians with accessibility issues are sometimes forced into the existing shoulder/travel lane.

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	$ 91,988	$ 75,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	**$ 216,988**
ROW/ Acquisition								
Construction			$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	**$ 400,000**
Total	**$ 91,988**	**$ 75,000**	**$ 90,000**	**$ 90,000**	**$ 90,000**	**$ 90,000**	**$ 90,000**	**$ 616,988**
Revenue								
REET	$ 91,988	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 541,988**
SWM Fund			$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000	**$ 75,000**
Total	**$ 91,988**	**$ 75,000**	**$ 90,000**	**$ 90,000**	**$ 90,000**	**$ 90,000**	**$ 90,000**	**$ 616,988**

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right-of-way																								
Construction																								
Closeout																								

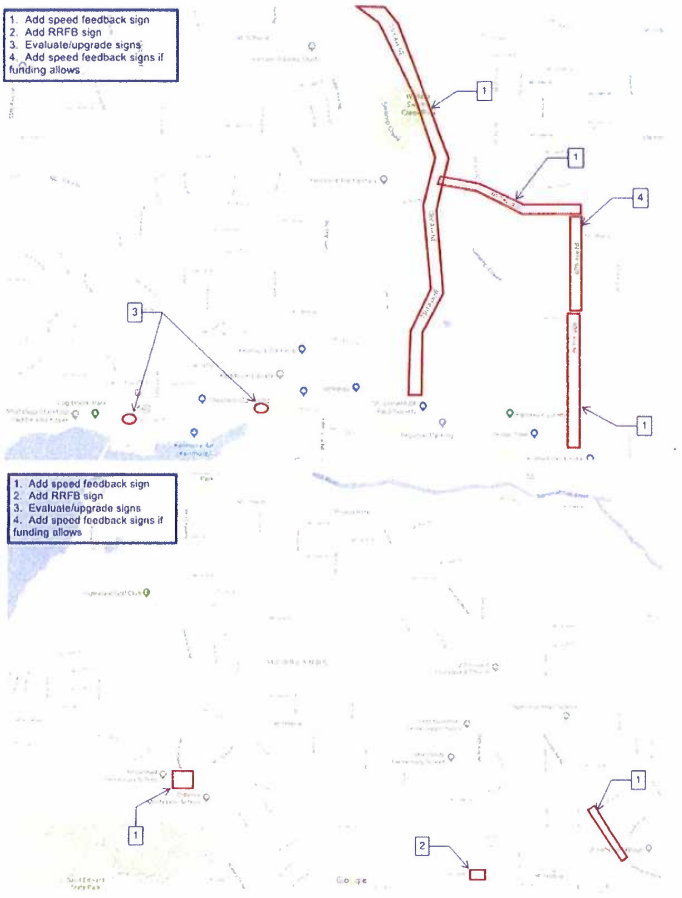
City of Kenmore Transportation Improvement Program

Project Name: 2018 Local Road Safety – Signing
Project No.: T-48

Project Location: Citywide

Project Description:

1. Install 10 radar speed feedback signs at the following locations:
   a) 80th Av. NE northbound between NE 179th Pl. and NE 185th St.
   b) 80th Av. NE southbound between NE 179th Pl. and NE 185th St.
   c) Simonds Rd. NE northbound between 92nd Av. and NE 151st St.
   d) Simonds Rd. NE southbound between 92nd Av. and NE 151st St.
   e) 73rd Av. NE northbound between NE 181st St. and NE 204th St.
   f) 73rd Av. NE southbound between NE 181st St. and NE 204th St.
   g) Juanita Dr. NE northbound south of the intersection with NE Arrowhead Dr./NE 153rd Pl.
   h) Juanita Dr. NE southbound south of the intersection with NE Arrowhead Dr./NE 153rd Pl.
   i) NE 192nd St. eastbound between 80th Av. NE and 73rd Av. NE
   j) NE 192nd St. westbound between 80th Av. NE and 73rd Av. NE
2. Add 2 pedestrian actuated rectangular rapid flashing beacon signs for the crosswalk on the south leg of the intersection at 84th Av. NE and NE 145th St.
3. Evaluate the intersection of NE 175th St. at the 61st Ave NE and 65th Ave NE:
   a) Evaluate traffic flow patterns
   b) Upgrade/modify signage as needed
   c) Evaluate/modify striping and access
   d) Evaluate sight distance
4. If funds allow, install 2 additional speed feedback signs at the following locations:
   a) 80th Av. NE northbound between NE 192nd St and NE 185th St.
   b) 801h Av. NE southbound between NE 192nd St and NE 185th St.



Background: In 2015, the Local Road Safety Plan was created to identify improvements to enhance safety for pedestrians and bicyclists. One of the most effective and visible traffic calming measures for arterials are speed feedback signs and flashing beacons. These signs and beacons can be mounted at the roadside with solar panel power. There are currently several of these signs and beacons throughout the City. The signs allow for tracking of the effectiveness of the speed limit signs, identify locations where speed may be a continuing problem and allow for coordination with the police for targeted enforcement to supplement the feedback sign's traffic calming effect.

Funding Sources: This project is primarily funded by the WSDOT Highway Safety Improvement Program grant with minimal city funds.

City of Kenmore Transportation Improvement Program

Project Name: 2018 Local Road Safety - Signing
Project No.: T-48

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	$ 67,800							$ 67,800
ROW/ Acquisition								
Construction		$ 292,000						$ 292,000
Total	**$ 67,800**	**$ 292,000**						**$ 359,800**
Revenue								
Impact Fees	$ 13,800							$ 13,800
HSIP	$ 54,000	$ 292,000						$ 346,000
Other								
Total	**$ 67,800**	**$ 292,000**						**$ 359,800**

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

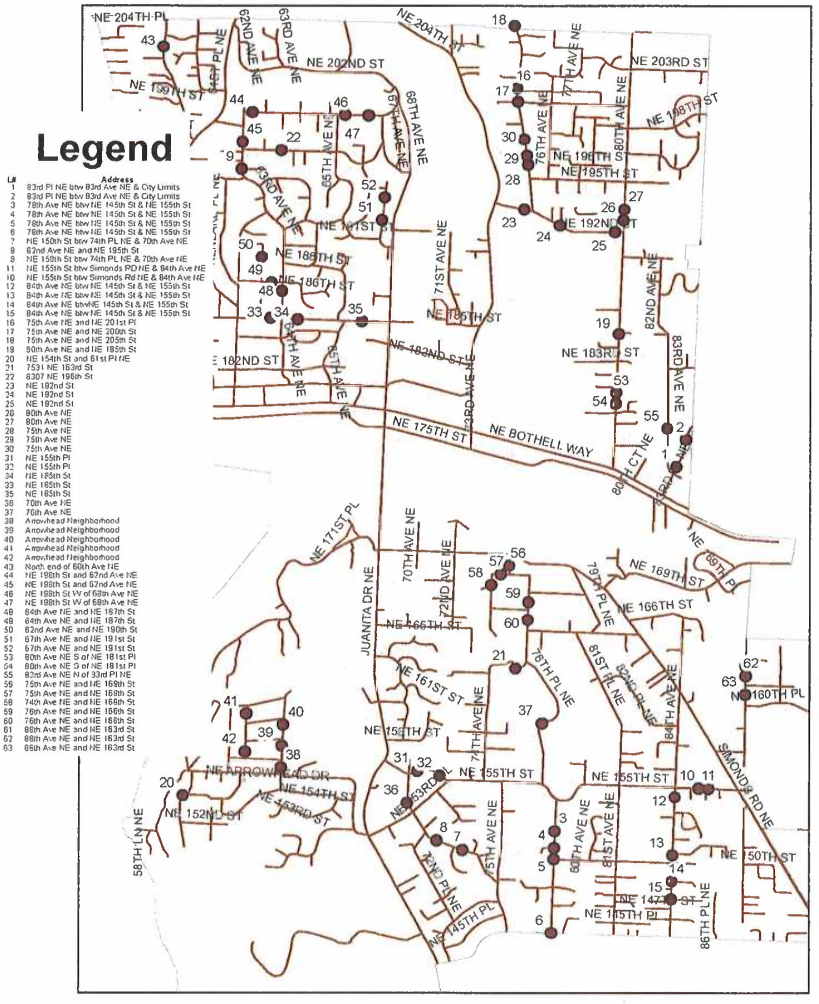
Project Name: 2018 Local Road Safety – Lighting
Project No.: T-49

Project Location: Citywide

Project Description:
Add light emitting diode (LED) lighting to existing power poles (where lighting does not exist now) at approximately 60 locations throughout the city.

Background: A street lighting program involves a systematic review of street lighting on residential collector roadways. Roads lacking sidewalks, have frequent unlit intersections, horizontal or vertical curves or are heavily vegetated were considered higher priority candidates for street lighting.

Funding Sources: This project is primarily funded by the WSDOT Highway Safety Improvement Program grant with minimal city funds.



City of Kenmore Transportation Improvement Program

Project Name: 2018 Local Road Safety - Lighting
Project No.: T-49

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	$ 2,500							$ 2,500
ROW/ Acquisition								
Construction		$ 35,000						$ 35,000
Total	**$ 2,500**	**$ 35,000**						**$ 37,500**
Revenue								
Impact Fees	$ 2,500	$ 1,000						$ 3,500
HSIP		$ 34,000						$ 34,000
Other								
Total	**$ 2,500**	**$ 35,000**						**$ 37,500**

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Construction																								
Closeout																								

City of Kenmore Transportation Improvement Program

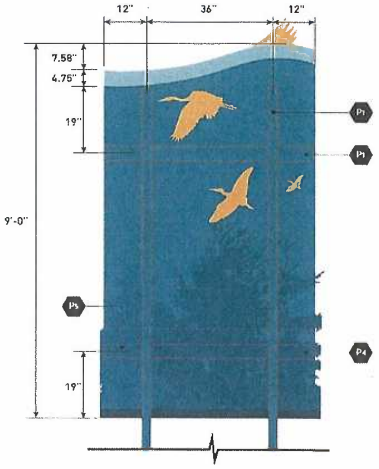
Project Name: SR522 Gateway Sign East
Project No.: T-50

Project Location: SR522, East City Limits

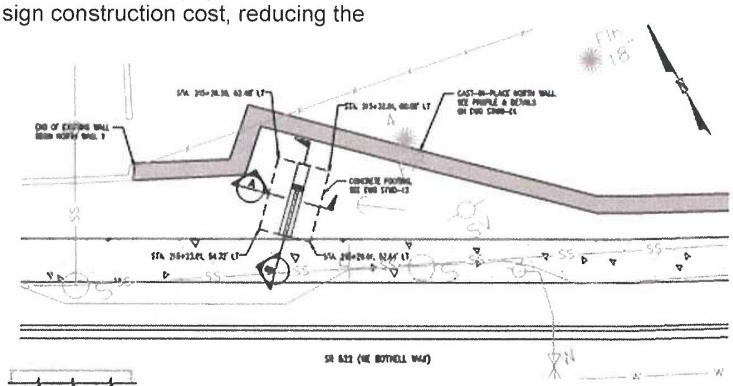
Project Description:
New monument gateway sign at entrance to City

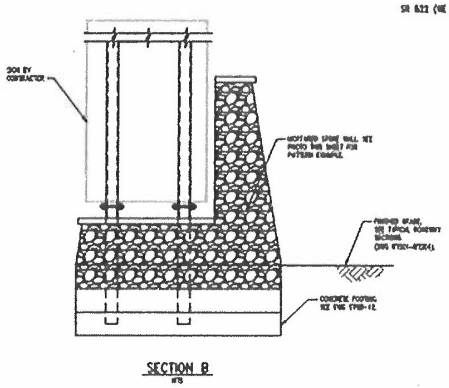
Background: In 2011, standard templates for wayfinding signs, park signs, gateway and secondary entrance signs were developed.

The City of Bothell is constructing improvements to SR 522 (NE Bothell Way) as part of their SR 522 Stage 3 project. The SR 522 Stage 3 improvements extend approximately 375 feet into City of Kenmore limits. During PSRC's competitive grant funding process, the City sponsored Bothell and agreed to contribute $50,000 towards the design of the SR 522 Stage 3 project improvements in Kenmore. In the later stages of design, city staff negotiated an interlocal agreement with Bothell to include a City of Kenmore's eastern gateway sign into the project.



Funding Sources: This project is funded by local dollars. Bothell's funding partner, Sound Transit, concluded that Kenmore's gateway sign is an eligible grant expenditure and committed to pay half of the Kenmore gateway sign construction cost, reducing the City's cost burden.





SECTION B

PHOTO EXAMPLE OF STONE PATTERN

City of Kenmore Transportation Improvement Program

Project Name: SR522 Gateway Sign East
Project No.: T-50

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	$ 11,610							**$ 11,610**
ROW/ Acquisition								
Construction		$ 20,000						**$ 20,000**
Total	**$ 11,610**	**$ 20,000**						**$ 31,610**
Revenue								
Local	$ 11,610	$ 20,000						**$ 31,610**
Total	**$ 11,610**	**$ 20,000**						**$ 31,610**

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Construction																								
Closeout																								

Project:	TRIBUTARY 0056 BOX CULVERT AT NE 190TH ST		ID: SW-008
Location:	61ST AVE NE and NE 190TH ST	Basin	Tributary 0056
Project Type:	☐Water Quality ☒Fish Passage ☐Flow Control ☒Erosion ☐Drainage ☐Flooding	Project Cost:	$2,662,580
Problem:	**Failing culvert, headwall and rockery causing erosion and safety concerns**		
Narrative	Tributary 0056 flows from north to south along the east side 61st Ave NE. There are three primary problems beginning where Tributary 0056 crosses NE 190th St continuing approximately 155 feet south, including: • Rock wall headwalls are at the inlet and outlet of the culvert and protect 61st Ave NE from stream flow. Stream flows have eroded the existing slope and rock headwall north of NE 190th St. resulting in an unstable headwall. Stream flows have been observed bypassing the culvert. It is unknown where the bypassing water goes. • Sidewalk on the northeast side of NE 190th St. is being undermined by runoff from NE 190th St. Runoff concentrates where the sidewalk transitions to gravel, causing the sidewalk to be undermined. • Stream channel bank erosion along a 50 foot section on the west side of Tributary 0056 adjacent to 61st AVE NE. Erosion has caused some of the rockery to collapse into the stream and ground penetrating radar (GPR) indicates that the stream is penetrating the rockery and eroding material under the sidewalk and street. The City confirmed some of the void locations during emergency repairs along 61st in 2015.	 	
Conceptual Design	• Removal of existing 60" diameter asphalt-lined pipe culvert (approximately 70 feet) and installation of new box culvert • Construction of new headwall at box culvert inlet • Re-grading of stream bed to match new culvert • Removal, repair and stabilization of adjacent rockeries along west side of Tributary 0056 south of the culvert for approximately 50 feet • Roadway and sidewalk repair/restoration		
Considerations for Implementation	• SEPA required • HPA (Fish and Wildlife) required • Army Corp of Engineer permit likely required • Stream bypass and fish exclusion required • Significant traffic control required • Significant erosion and sediment control required • Stream mitigation likely required		

Project Location

Project Cost Estimate

Item	Unit	Unit Cost	Quantity	Cost
Designs/Permits/Acquisition				
Engineering Design and Permit Coordination				$474,380
Permitting Fees				$20,000
City Staff Time and Overhead Costs				$80,000
Easement Acquisition				$5,000
Property Acquisition				$160,000
Construction				
Construction Management and Engineering Support				$154,000
Site preparation, Stream Bypass, TESC and Misc. Costs				$466,500
Precast Culvert (includes culvert, wingwall, headwall, footer)				$200,000
Culvert Install				$264,000
Retaining Walls				$82,500
Stream Improvements				$233,000
ROW Improvements				$169,300
Construction Contingency				$353,900
		Total Cost		**$2,662,580**

Schedule

	2021												2022											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Preliminary Design																								
Permitting																								
Final Design and PS&E																								
Advertise and Contractor Procurement																								
Construction																								

2021-2026 Surface Water Capital Improvement Program
SW-008

Project:	Little Swamp Creek Relocation Phase 1		ID: SW-17
Location:	80th Ave NE, between NE 196TH ST and NE 193RD PL	Basin:	Little Swamp Creek
Project Type:	☒Water Quality ☒Fish Passage ☐Flow Control ☒Erosion ☐Drainage ☒Flooding ☒Habitat	Preliminary Project Cost:	$1,614,300
Problem:	Stream flooding roadway, Degraded stream habitat		

Narrative

Little Swamp Creek (LSC) flows from north to south along 80th Ave NE before turning west on NE 192ND ST and connecting with Swamp Creek. LSC crosses from the east side of 80TH AVE NE to the west side just south of NE 198TH ST. LSC is confined to a roadside ditch from this location until just north of NE 193RD PL.

In addition to the obvious lack of proper stream function and habitat, during rainy months, LSC reaches full capacity in the roadside ditch and overflows the culvert at NE 195TH ST and floods the roadway. Culvert inlet capacity issues and debris clogging structures have been observed contributing to the flooding problems.

This project was identified by City Council in 2002 and Resolution 02-061 required developers to leave one hundred feet along the west side of 80TH AVE NE open and make it available to the City so that a project could eventually separate the stream from the roadside ditch and relocate it in a proper stream corridor.

Issues as far north as NE 200TH ST have been identified as part of this project overall, but this phase focuses on the segment of LSC contained within the roadside ditch on the west side of 80TH AVE NE just south of NE 196TH ST and just north of NE 193RD PL. The City would have liked to include all of LSC to the upstream culvert where it flows under 80TH AVE NE, but the privately owned property at this location has indicated no interest in selling at this time.

Conceptual Design

- Restore 800 feet of stream corridor along the west side of 80TH AVE NE (additional floodplain, woody debris, meandering channel centered along dedicated 100-foot stream buffer)
- Eliminate sharp stream bend at NE 193RD PL
- Install fish passable culvert for the LSC at NE 195TH ST
- Upgrade the existing stormwater system along 80TH AVE NE to meet current conveyance capacity requirements (potentially requiring new stormwater culvert under NE 195TH ST)

Considerations for Implementation

- Project will require environmental permitting including SEPA checklist, WDFW HPA, and Army Corps permits.
- Kenmore Resolution 02-061 includes frontage improvement requirements funded through property owner reimbursement or Local Improvement District.
- Easement or ROW acquisition.
- Downstream analyses will need to be conducted to ensure nothing is adversely affected. Adverse affects to that project are not anticipated.
- Temporary stream bypass and fish exclusion shall be used during construction.
- Traffic control will be needed.
- Potential water quality treatment along the west side of 80TH AVE NE depending on scope of frontage improvements.

Project Location

Project Cost Estimate

Project Cost Estimate				
Item	**Unit**	**Unit Cost**	**Quantity**	**Cost**
Project Design/Permits				$300,000
ROW/Easement Acquisition				$14,300
Construction Management/Engineering				$100,000
Construction				$1,200,000
Total Cost				$1,614,300

Schedule

	2025												2026											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Preliminary Design																								
Permitting/Acquisition																								
Final Design and PS&E																								
Advertise and Contractor Procurement																								
Construction																								

Project:	Small Works Projects		ID: SW-020
Location:	VARIOUS	Basin:	VARIOUS
Project Type:	☒Water Quality ☐Fish Passage ☒Flow Control ☒Erosion ☒Drainage ☒Flooding	Preliminary Project Cost:	$75,000 per year
Problem:	Erosion and drainage problems at various locations		

Narrative

The annual small works projects will consist of an evolving list of projects. New problem areas will be identified each year and evaluated accordingly. Typical small works projects exceed the scope of basic maintenance, but don't meet the scope of a capital improvement project.

City crews may be able to perform components of the work, but a contractor is required to complete these projects due. Small Works projects may also require design or technical evaluation by the City's on-call engineering consultant.

The annual budget for these types of projects is $75,000 per year.

Small Works Project Examples

Project:	Drainage Facility Retrofit – Kenmore Lane		ID: SW-029
Location:	61st Ave NE and NE 196th St.	Basin	Tributary 0056
Project Type:	☒Water Quality ☐Fish Passage ☒Flow Control ☒Erosion ☒Drainage ☐Flooding	Preliminary Project Cost:	$500,000
Problem:	Failing infiltration tank, failed control structure, difficult location, erosion issues with adjacent conveyance system		
Narrative	Kenmore Lane was developed in the late 1970s and this is the City's oldest public drainage facility. The infiltration tank is in poor condition and needs a complete reconstruction. Adjacent conveyance systems carry runoff from NE 197TH ST and NE 196TH ST and erosion has been observed in the open portions of those systems. The existing drainage facility is located within an easement on private property and access from 61ST AVE NE is through a private road. Access for inspection and maintenance is difficult. The City has designed an option to replace the system at its current location, which would make access for inspection and maintenance easier as well as enhance the performance of the existing facility to near current standards. The design includes moving this facility into the right-of-way and altering adjacent conveyance systems to minimize private property impacts and reduce erosion. Currently, the project design is at 90% and will be finalized when budget allows construction in 2025.	 Existing control structure Facility located in private backyard	
Conceptual Design	• Remove existing infiltration drainage facility located within easement on private property • Install new facility in adjacent right-of-way location • Modify adjacent conveyance systems to reduce private property impacts and erosion issues • Utilize low impact development to retrofit this facility		
Considerations for Implementation	• Temporary construction easements • Utilities • Traffic control • Erosion and sediment control		

Project Location

Project Cost Estimate

Item	Unit	Unit Cost	Quantity	Cost
Design				$10,000
City Staff Time				$0
Permitting				$0
ROW/Easement Acquisition				$0
Construction				$490,000
Total Cost				**$500,000**

Schedule

	2025												2026											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Preliminary Design																								
Permitting																								
Final Design and PS&E																								
Advertise and Contractor Procurement																								
Construction																								

2021-2026 Surface Water Capital Improvement Program
SW-029

Project:	66TH AVE NE DRAINAGE IMPROVEMENT		ID: SW-031
Location:	66TH AVE NE & NE 196TH PL	Basin	Swamp Creek
Project Type:	☐Water Quality ☐Fish Passage ☐Flow Control ☒Erosion ☒Drainage ☐Flooding	Preliminary Project Cost:	$200,000
Problem:	Road settlement and groundwater seeps		
Narrative	Settlement of 66TH AVE NE has been observed at this location and several groundwater seeps coupled with poor subgrade material have been identified as the likely sources of the issue. A new drainage system will be installed to collect and manage groundwater upstream of the curve and reconstruction of the curve will be required. Monitoring of subsurface conditions and movement will occur before construction and continue after construction.	 Roadway cracking	
Conceptual Design	• Monitor ground movement under direction of geotech through winter. • Install two new 12" perforated pipe west of curve under NE 196TH PL to capture groundwater. • Install new conveyance system to carry water from new perforated system to existing outfall. • Replace existing pipes at curve with new solid 12" pipes and connect to new Type 2 catch basins. • Remove existing asphalt, subgrade, soils and debris at curve and provide compacted subgrade and base course as needed to match existing grade with new asphalt.		
Considerations for Implementation	• Subsurface monitoring by licensed geotechnical engineer will be needed • Excavation and haul of material will be needed • Traffic control will be needed • Erosion and sediment control will be needed • Continued monitoring will be needed		

Project Location

Project Cost Estimate

Item	Unit	Unit Cost	Quantity	Cost
Design				$25,000
Erosion Sediment Control				$10,000
Traffic Control				$5,000
Construction				$160,000
		Total Cost		**$200,000**

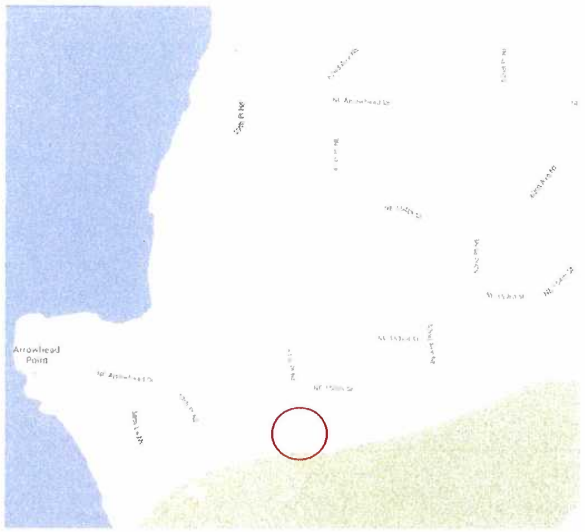
Schedule

	2021												2022											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Preliminary Design																								
Permitting																								
Final Design and PS&E																								
Advertise and Contractor Procurement																								
Construction																								

2021-2026 Surface Water Capital Improvement Program
SW-031

Project:	61ST PL NE Slope Stabilization		ID: SW-032
Location:	61ST PL NE & 66TH AVE NE	Basin	Arrowhead Creek
Project Type:	☐Water Quality ☐Fish Passage ☐Flow Control ☒Erosion ☒Drainage ☐Flooding	Preliminary Project Cost:	$150,000
Problem:	Road cracking with settlement		
Narrative	The cul-de-sac at the south end of 61ST PL NE near the 15000 block has experienced cracking and settlement, which consulting geotechnical engineers determined was the result of past subsurface land movement. The land movement is likely a result of poorly placed and compacted fill soil bearing on low-strength landslide deposits, which is negatively affected by groundwater within and on top of the low-permeability landslide and glaciolacustrine deposits. To remedy the issue, the roadway and slope will be stabilized with spiralnails. Spiralnails are relatively easy to install and are driven deep into the ground, securing the roadway and shallow soils to the more stable soils underground.	 61ST PL NE cul-de-sac at the 15000 block	
Conceptual Design	A geotechnical engineering analysis was conducted by Shannon & Wilson, Inc., and their recommendations include: • Spiralnails be considered for improving stability of this landslide. Based on previous experience with similar landslides, Spiralnails require comparatively little site preparation and can be installed quickly with minimal disturbance to traffic, residents, and utilities. Based on our analyses, landslide stability can be improved to an acceptable degree using 35-foot-long nails spaced 5 feet vertically and horizontally. In our opinion, the slope face could be treated using either spider hubs or other measures that would be relatively simple to construct. In our opinion, the Spiralnail alternative would provide a cost-effective means to provide landslide stability improvement. • Repairing the affected road shoulder by removing the distressed pavement, recompacting and regrading the subgrade and subbase, and repaving with appropriate seam seal treatment at the new pavement joint. We recommend that repair and repaving be completed after stability improvement measures have been constructed.		
Considerations for Implementation	• Excavation and haul of material will be needed • Traffic control will be needed • Erosion and sediment control will be needed		

Project Location



Project Cost Estimate

Item	Unit	Unit Cost	Quantity	Cost
Design	CY	$10.00	2,555	$15,000
Erosion Sediment Control	%	5%		$5,000
Traffic Control	%	7%		$5,000
Hydroseed	SY	$6.00	3,407	$125,000
				$150,000

Schedule

	2021												2022											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Preliminary Design																								
Permitting																								
Final Design and PS&E																								
Advertise and Contractor Procurement																								
Construction																								

2021-2026 Surface Water Capital Improvement Program
SW-032

Project:	Blueberry Creek Culvert Replacements		ID: SW-034
Location:	NE 202ND ST & 62ND AVE NE	Basin	Swamp Creek
Project Type:	☐Water Quality ☒Fish Passage ☐Flow Control ☐Erosion ☐Drainage ☐Flooding ☒Habitat	Preliminary Project Cost:	$1,500,000
Problem:	Flooding at low point in road		
Narrative	To mitigate stream impacts identified in the City's 68Th AVE NE Pedestrian and Bicycle Improvement Project (68Th Project), the City is replacing four existing driveway culverts on Blueberry Creek (identified as fish passage barriers) with fish passable culverts. This mitigation will improve fish habitat and fish access. Blueberry Creek is a tributary to Swamp Creek and flows into the City from Snohomish County along 61ST PL NE. The creek heads south on 62ND AVE NE and east along NE 202ND ST before meeting with Swamp Creek just north of Wallace Swamp Creek Park. Blueberry Creek is identified as a Type F stream and represents accessible habitat for coho salmon and cutthroat trout, but not for Endangered Species Act (ESA) listed species. The project is required to be completed before the expiration of the 68Th Project's Hydraulic Project Approval (HPA) in March 2025. The City plans to begin design no later than 2022 and complete construction no later than 2024.		
Conceptual Design	The project expects to utilize typical precast fish passable driveway culverts designed to convey the 100-year event without flooding or overtopping.		
Considerations for Implementation	• Environmental permitting including SEPA checklist, WDFW HPA, and Army Corps permits may be required. • Fish window limitations for construction will apply. • Temporary stream bypass and fish exclusion will be required during construction. • Traffic control will be needed. • These cost estimates have been derived during the conceptual phase of this project and are highly speculative. More precise estimates will be updated as design progresses in 2022 prior to the 2023-2024 biennium budget.		

Project Location

Project Cost Estimate

Item	Unit	Unit Cost	Quantity	Cost
Project Design/Permits				$90,000
ROW/Easement Acquisition				$20,000
Construction Management/Engineering Support				$90,000
Construction				$1,300,000
Total Cost				**$1,500,000**

Schedule

	2021						2022						2023						2024					
	JAN	MAR	MAY	JUL	SEP	NOV	JAN	MAR	MAY	JUL	SEP	NOV	JAN	MAR	MAY	JUL	SEP	NOV	JAN	MAR	MAY	JUL	SEP	NOV
Preliminary Design																								
Permitting/Acquisition																								
Final Design and PS&E																								
Advertise and Contractor Procurement																								
Construction																								

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Estimates of Revenue and Expenditures for Current 2019-2020 Budget and Proposed 2021-2022 Biennium Budget	For Council Meeting Agenda: October 5, 2020 Department: Executive Department Finance and Administration Prepared by: Rob Karlinsey, City Manager Joanne Gregory, Finance Director Initial & Date Approved by Department Head: JMG 9/30/20 Approved by City Attorney: _____ Approved by Finance Director: JMG 9/30/20 Approved by City Manager: RJK 10/2/20
Proposed Council Action/Motion: Receive and File Estimates of Revenue and Expenditures for Current 2019-2020 Budget and Proposed 2021-2022 Biennial Budget for the City of Kenmore, Washington	Exhibits/Attachments: 2021-2022 Budget Calendar

INFORMATION/BACKGROUND:

RCW 35A.34 provides statutory deadlines for budget development, review, and approval.

On or before the first business day in October, a proposed preliminary budget must be submitted to the City Manager. The budget should set forth the complete financial program, showing expenditures requested by each department and the proposed sources of revenue by which those programs will be financed. The RCW additionally requires that the revenue and expenditure sections be presented for each fund in a comparative form that will display the actual for the last fiscal year, the estimates for the current fiscal year, and the budget projections for the ensuing fiscal years.

No later than the first Monday in October, the City Manager must present it to the City Council. Subsequently, the Council must hold public hearings on the proposed preliminary budget and on revenue sources for the coming year including consideration of possible increases in property tax revenues.

The estimates of revenue and expenditures for the current 2019-2020 Budget and the proposed 2021-2022 Biennial Budget for the City of Kenmore will be provided to the City Council at the meeting on October 5, 2020.

A calendar is attached which indicates the dates for budget presentations and discussions as well as public hearings. The 2021-2022 Biennial Budget is expected to be adopted on November 23, 2020.

FISCAL CONSIDERATION:

Proposed budgets for 2021-2022 were submitted to the City Manager in September.

At the October 5, 2020 Council meeting a summary of the City funds will be presented which illustrate the adjusted 2019-2020 Biennium Budget, the 2019 Total Activity, the 2020 Projection, 2021 Proposed Budget, 2022 Proposed Budget, and 2021-2022 Total Proposed Budget.

Some of the more significant assumptions and new requests included in the 2021-2022 Proposed Preliminary Budgets for the operational funds such as General Fund, Street Fund and Surface Water Management include:

- A 0.6% increase in the tax levy in 2021 and 1% increase in 2022 as authorized by statute.
- An increase in salaries and wages of 1% effective January 1, 2021 based on the June CPI-W for the Seattle area; also a 1% increase for 2022.
- An increase in medical insurance premiums of 5.0%.
- An increase in dental insurance premiums of 3.0%.
- $56,000 to support the ongoing need for GIS services; through a contractual arrangement with the AWC GIS Consortium.
- A 3.9% annual increase in the Police Services contract.
- Funding for a climate action plan and a diversity, equity, and inclusion program.
- Several staff position adjustments.

These and other budget highlights will be reviewed in more detail during the budget review meetings with the City Council during the months of October and November 2020. The Proposed Preliminary Budget is scheduled to be distributed on October 12.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Per RCW 35A.34, the City Manager must provide the legislative body with current information on estimates of revenues from all sources as adopted in the budget for the current year, no later than the first Monday in October. The City Manager must also provide the legislative body with the preliminary budget setting forth the complete financial program, showing expenditures requested and sources of revenue.

City of Kenmore, Washington
2021-2022 Budget Calendar

Major Task	2020 Target Date and/or Deadline
Financial Sustainability Task Force Meets	**August 11, 24, 25**
Departments Prepare 2021-2022 Budget Estimates for Revenue and Expenditures and Submit to Finance	**August 28** ***Statutory Deadline for Budget Estimates September 28***
Review and Update to 2021-2026 Capital Improvement Program	**September 1-30**
Finance Submits Complete Revenue Projections and Expenditure Requests For 2021-2022 to City Manager	**September 4** **Statutory Deadline to Submit Preliminary Budget Estimates October 1**
City Council Budget Retreat	**September 10**
Department Complete Update Accomplishments, Goals, Workload and Performance Measures, Budget Highlights **Final Department YE 2020 Projections of Expenditures Due to Finance**	**September 11**
City Clerk Publishes Notice of Filing of Proposed Preliminary Budget and Notice of Public Hearing on Revenues and Proposed Preliminary Budget (scheduled for Nov 2, Nov 16)	**September 24** **Statutory Deadline: Publish once a week for two consecutive weeks for Hearings in October & November**
Adopt 2021-2026 Capital Improvement Program	**October 5**
City Manager Provides Council with Estimates of Revenues and Expenditures	**October 5** ***Statutory Deadline: October 5***
2021-2022 Preliminary Budget Document and Budget Message Filed with City Council	**October 12** ***Statutory Deadline for Presenting Preliminary Budget to City Council is November 2***
Presentation of 2021-2022 Proposed Biennial Budget: City Council, City Manager, Finance & Admin, City Clerk, Legal, Police, Development Services, Proposed 2022 Salary Plan	**October 19**

City of Kenmore, Washington
2021-2022 Budget Calendar

Major Task	2020 Target Date and/or Deadline
Public Hearing on the 2021 Property Tax Levy	October 19 *Statutory Deadline for Revenue Hearing is Mid October to Mid November*
Presentation of 2021-2022 Proposed Biennial Budget: Community Development, Public Works Engineering, Maintenance, Street Fund, Parks Capital Fund, Transportation Capital Fund	October 26
City Council Adopts Six Year Financial Sustainability Plan	October 26
Presentation of 2021-2022 Proposed Biennial Budget: SWM, SWM Capital Fund, Facility Capital Fund, Impact Fee Funds, TBD Fund, Other Funds	November 2
Copies of Preliminary Budget Document are made Available to the Public	November 2 Statutory Deadline is November 20
Review 2019-2020 Budget Amendments Public Hearing on the 2021-2022 Preliminary Budget	November 9 *Statutory Deadline for Preliminary Budget Hearing is Prior to Final Budget Hearing*
Public Hearing On 2021-2022 Final Biennial Budget	November 16 *Statutory Deadline for Final Budget Hearing December 7*
Adopt 2019-2020 Budget Amendment Ordinance Adopt 2021 Property Tax Levy Ordinance Adopt 2021-2022 Biennial Budget Ordinance	November 23 *Official Levy Deadline November 30* *Budget Deadline December 31*

CITY OF KENMORE ESTIMATES OF REVENUES AND EXPENDITURES FOR CURRENT 2019-2020 BUDGET AND PROPOSED 2021-2022 BIENNIUM BUDGET

	2019-2020 Adjusted Biennium Budget	2019 Total Activity	2020 Projection	2021 Proposed Budget.	2022 Proposed Budget	2021-2022 Total Proposed Budget
Fund: 001 - General Fund						
Revenue	$26,477,872	$13,326,439	$15,181,369	$13,237,826	$13,829,944	$27,067,770
Expenditures	$27,857,244	$14,725,951	$13,311,338	$13,237,826	$13,829,944	$27,067,770
Fund: 045 - Strategic Reserve Fund						
Revenue	$0	$25,900	$9,911	$12,000	$10,000	$22,000
Expenditures	$0	$0	$0	$0	$0	$0
Fund: 046 - Strategic Opportunities Fund						
Revenue	$1,031,000	$866,707	$40,000	$289,418	$187,309	$476,727
Expenditures	$0	$0	$660,000	$430,000	$1,633,503	$2,063,503
Fund: 101 - Street Fund						
Revenue	$4,634,779	$3,036,463	$1,553,320	$1,470,927	$1,594,598	$3,065,525
Expenditures	$4,204,749	$2,067,053	$2,137,695	$1,641,631	$1,686,536	$3,328,167
				($170,704) #	($91,938)	
Fund: 110 - Public Art Fund						
Revenue	$136,535	$1,284	$135,073	$200	$200	$400
Expenditures	$21,000	$0	$11,950	$143,973	$500	$144,473
Fund: 115 - Transportation Benefit District						

	2019-2020 Adjusted Biennium Budget	2019 Total Activity	2020 Projection	2021 Proposed Budget.	2022 Proposed Budget	2021-2022 Total Proposed Budget
Revenue	$718,000	$358,483	$355,623	$0	$0	$0
Expenditures	$716,000	$358,000	$358,000	$0	$0	$0
Fund: 200 - 2016 UTGO Debt Service Fund						
Revenue	$1,752,800	$1,219,667	$533,133	$530,000	$1,050,000	$1,580,000
Expenditures	$1,752,800	$1,223,150	$529,650	$531,100	$1,050,000	$1,581,100
Fund: 300 - Transportation Capital Fund						
Revenue	$23,467,481	$1,377,042	$8,095,408	$20,318,038	$4,618,508	$24,936,546
Expenditures	$23,880,759	$2,629,511	$2,403,835	$19,668,451	$4,618,508	$24,286,959
Fund: 301 - Real Estate Excise Tax Fund						
Revenue	$2,665,916	$1,561,905	$1,547,089	$1,052,159	$1,028,673	$2,080,832
Expenditures	$5,205,050	$900,000	$160,000	$3,400,801	$3,281,113	$6,681,914
Fund: 302 - W&W Bond Project Fund						
Revenue	$10,045,000	$188,407	$63,816	$10,037,000	$10,000	$10,047,000
Expenditures	$8,685,794	$600,000	$4,345,440	$8,975,653	$2,260,340	$11,235,993
Fund: 303 - Park Capital Fund						
Revenue	$5,839,847	$1,998,469	$2,453,610	$4,969,790	$3,690,158	$8,659,948
Expenditures	$4,221,119	$2,061,296	$1,808,214	$4,814,790	$3,535,158	$8,349,948
Fund: 304 - Park Impact Fee Fund						
Revenue	$491,864	$104,684	$98,593	$93,781	$92,105	$185,886

	2019-2020 Adjusted Biennium Budget	2019 Total Activity	2020 Projection	2021 Proposed Budget.	2022 Proposed Budget	2021-2022 Total Proposed Budget
Expenditures	$467,000	$400,000	$0	$172,944	$379,917	$552,861
Fund: 305 - Transportation Impact Fee Fund						
Revenue	$1,981,991	$485,780	$352,245	$360,987	$326,721	$687,708
Expenditures	$1,216,663	$0	$1,212,663	$3,458,848	$358,699	$3,817,547
Fund: 306 - Sammamish Bridge Replacement						
Revenue	$22,088,296	$1,002,016	$8,168,547	$18,024,711	$8,643,947	$26,668,658
Expenditures	$22,088,296	$494,131	$9,661,100	$18,024,711	$8,643,947	$26,668,658
Fund 307 - Public Works Shop Fund						
Revenue	$6,500,000	$0	$0	$0	$6,500,000	$6,500,000
Expenditures	$2,000,000	$0	$0	$0	$3,500,000	$3,500,000
Fund: 401 - Surface Water Management Fund						
Revenue	$4,127,000	$2,361,662	$2,614,919	$2,493,189	$2,592,758	$5,085,947
Expenditures	$4,414,469	$1,444,166	$2,614,292	$3,302,945	$4,518,454	$7,821,399
Fund: 402 - SWM Capital Fund						
Revenue	$2,702,450	$133,644	$1,003,626	$1,373,063	$3,095,817	$4,468,880
Expenditures	$3,169,340	$304,000	$690,960	$1,373,063	$3,095,817	$4,468,880