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

City Council Special & Regular Meeting
ON-SITE
MONDAY, NOVEMBER 13, 2023 - 5:30 PM

In addition, we try to provide access to the meeting virtually:
ZOOM LINK: https://kenmorewa-gov.zoom.us/j/84430407269
ZOOM PASSWORD: 231113
Or One tap Mobile: US: +12532158782,,84430407269#
Or Telephone Dial US: +1 253 215 8782
Callers please dial *9 to raise and lower hand
Webinar ID: 844 3040 7269
ZOOM PASSWORD: 231113
SIGN UP FOR VIRTUAL PUBLIC COMMENT HERE: www.kenmorewa.gov/virtualpubliccomment

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

Land Acknowledgement to Honor First Peoples

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

I. CALL SPECIAL MEETING TO ORDER - 5:30 PM

II. BUSINESS AGENDA

A. Planning Commission Interviews
Agenda Bill - Planning Commission Interviews
Attachment 1 - Applications of Interviewees

B. Planning Commission Selection, *for appointment*
Agenda Bill - Planning Commission Selection
Attachment 1 - Applications of Interviewees

III. ADJOURN SPECIAL MEETING

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

V. ROLL CALL

VI. LAND ACKNOWLEDGEMENT

VII. FLAG SALUTE

VIII. AGENDA APPROVAL

IX. PROCLAMATION

A. Honoring Veterans, to be accepted by Daniel Saunders, U.S. Army, Sergeant-E5
[Veterans Day - November 11, 2023]

X. PRESENTATIONS

A. Honoring Veterans continued, presented by Kenmore Heritage Society President Suzanne Greathouse

B. New Staff Introductions
- Daniel Saunders - Development Services Permit Coordinator, introduced by Development Services Director Samantha Loyuk
- Seth Thompson - Public Works Maintenance Worker, introduced by Parks and Streetscape Supervisor Quinn Proffitt
- Case Rogers - Public Works Maintenance Worker, introduced by Parks and Streetscape Supervisor Quinn Proffitt
- Darrin Neil - Public Works Maintenance Worker, introduced by Parks and Streetscape Supervisor Quinn Proffitt
- Michelle Kang - Deputy City Clerk, introduced by City Clerk Anastasiya Warhol

C. Farmers Market Volunteer Recognition

D. Virtual Public Participation Update, presented by City Clerk Anastasiya Warhol

XI. WHERE'S THE FUN?

XII. PUBLIC COMMENTS

We welcome our community members to the Council's meeting. In this forum, the Council does not engage or dialogue with the public; the primary role of the Council is to listen. We will hear from our on-site guests first, followed by our pre-registered virtual guests. All guests must address comments to the Mayor and City Council. The Clerk will acknowledge your request and call your name when it is your turn. Your time will start when we confirm that we can hear you. Please state your name and city of residence for the record and keep your comments to the allotted time. We will not split your time with others or reset your time except by express approval of the Presiding Officer. You can submit materials to the Council or Clerk in advance. This meeting is being recorded. Thank you for taking the time to express your comments.

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

XIII. PRESENTATIONS (continued)

E. King County Regional Homelessness Authority (KCRHA) Update, presented by Abby Anderson, Sub-Regional Planning Specialist, and Mallory Van Abbema, Sub-Regional Planning Specialist
Presentation - KCRHA
KCRHA Unsheltered Point-in-Time Count

XIV. CONSENT AGENDA

A. Adopt Resolution No. 23-404 and adopt the updated Right of Way Acquisition procedures.
Agenda Bill - Proposed Resolution No. 23-404 Right of Way Acquisition Procedures
Attachment A - Proposed Resolution 23-404

B. Authorize the City Manager to execute Contract No. 23-C2982 with Sentinel Offender Services, LLC to provide electronic home monitoring services for indigent defendants beginning November 15, 2023.
Agenda Bill - Contract No. 23-C2982 Electronic Home Monitoring
Attachment 1 - Contract No. 23-C2982 Electronic Home Monitoring with Sentinel Offender Services, LLC

C. Ratify the Amendments to the 2021 King County Countywide Planning Policies (CPPs) by taking no action.
Agenda Bill - 2021 King County Countywide Planning Policies
Attachment 1 - 9/1/2023 Transmittal Letter from King County to Mayor Herbig
Attachment 2 - King County Ordinance 19660
Attachment 3 - 6/21/2023 Transmittal Letter from the King County Executive to the King County Council
Attachment 4 - 7/25/2023 King County Staff Report

D. Approve the City Council Special Meeting Minutes from October 9, 2023.
City Council Special Meeting Minutes from October 9, 2023

E. Approve the City Council Special and Regular Meeting Minutes from October 16, 2023.
City Council Special and Regular Meeting Minutes from October 16, 2023

F. Approve the City Council Special and Regular Meeting Minutes from October 23, 2023.
City Council Special and Regular Meeting Minutes from October 23, 2023

G. Approve the City Council Special Meeting Minutes from October 30, 2023.
City Council Special Meeting Minutes from October 30, 2023

H. Approve Total Check #s 53142 through 53246 totaling $950,349.15 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 10/20/2023 in the amount totaling $231,981.89 and ACH Payment to Center for Human Services in the amount of $4,440.00, and ACH Payment to KBA, Inc. in the amount of $1,745.22, and ACH Payment to Mott MacDonald in the amount of $26,558.02. and ACH Payment to Thomco Construction, Inc. in the amount of $127,303.52, and ACH Payment to U.S. Bank Card Purchase Cards in the amount of $34,354.20, and Payroll Checks #10247 and 10248 dated 10/20/2023 in the amount of $2,355.35.
Voucher Certification and Approval 10/14/2023 - 10/27/2023

XV. BUSINESS AGENDA (continued)

C. Financial Forecast Update, presented by Finance and Administration Director Melinda Merrell, *for information*
Agenda Bill - Financial Forecast Update
Attachment 1 - 2025-2030 Revenue Forecast
Attachment 2 - 2025-2030 Expense Forecast
Attachment 3 - 2025-2030 Combined Financial Forecast
Attachment 4 - Consolidated General and Street Funds Reserves, Graph
Attachment 5 - 2020 Adopted Financial Sustainability Plan
Presentation - Six-Year General Fund and Street Fund Financial Forecast, 2025-2030

XVI. PUBLIC HEARINGS

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

A. Proposed Ordinance No. 23-0588 Property Tax Levy and Proposed Ordinance No. 23-0590 Excess Property Tax Levy, presented by Finance and Administration Director, *for public hearing*
Agenda Bill - Proposed Ordinances No. 23-0588 Property Tax Levy and 23-0590 Excess Property Tax Levy
Attachment 1 - Proposed Ordinance No. 23-0588 Property Tax Levy

Attachment 2 - Proposed Ordinance No. 23-0590 Excess Property Tax Levy
Presentation - 2024 Regular Property Tax Levy and Excess Property Tax Levy

B. Proposed Ordinance No. 23-0598 Surface Water Management (SWM) Capital Improvement Program (CIP), presented by Finance and Administration Director Melinda Merrell and Environmental Services Director Richard Sawyer, *for public hearing*
Agenda Bill - Proposed Ordinance No. 23-0598 SWM CIP
Attachment 1 - Proposed Ordinance No. 23-0598 with Exhibit A, SWM Capital Improvement Program
Attachment 2 - SWM Project Narratives
Attachment 3 - Adopted CIP, 2023-2024 Budget book, pages 214-215
Presentation - SWM CIP Public Hearing

XVII. BUSINESS AGENDA (continued)

D. Proposed Ordinance No. 23-0598 Surface Water Management (SWM) Capital Improvement Program (CIP), presented by Finance and Administration Director Melinda Merrell and Environmental Services Director Richard Sawyer, *for adoption*
Agenda Bill - Proposed Ordinance No. 23-0598 SWM CIP
Attachment 1 - Proposed Ordinance No. 23-0598 with Exhibit A, SWM Capital Improvement Program
Attachment 2 - SWM Project Narratives
Attachment 3 - Adopted CIP, 2023-2024 Budget book, pages 214-215
Presentation - SWM CIP

E. Transportation Impact Fee Update, presented by Engineering Director John Vicente and DKS Associates Consultant Reah Flisakowski, *for discussion (Added 11/7/2023)*
Agenda Bill - Transportation Impact Fee Update
Attachment 1 - Revised Impact Fee Study
Attachment 2 - Impact Fee Rate Schedule
Presentation - Transportation Impact Fee Update

F. 2024 State Legislative Agenda and Policy Statements, presented by City Manager Rob Karlinsey, *for approval (Added 11/8/2023)*
Agenda Bill - 2024 State Legislative Agenda and Policy Statements
Attachment 1 - 2024 State Legislative Agenda
Attachment 2 - 2024 Policy Statements

XVIII. STAFF REPORTS

XIX. COUNCILMEMBER REPORTS & COMMENTS

A. North Urban Human Services Alliance (NUHSA) Board of Directors

Letter from NUHSA, October 13, 2023

XX. ADJOURNMENT

UPCOMING MEETINGS

A. Monday, November 20, 2023 6:20 PM - City Council Special and Regular Meeting
Monday, November 27, 2023 7:00 PM - City Council Regular Meeting
Monday, December 11, 2023 7:00 PM - City Council Regular Meeting

NOTICE OF POTENTIAL QUORUMS

Click here for information about Potential Quorums of the City Council. Now found on the City website under City Council Meetings.

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic: Planning Commission Interviews and Selection	**For Council Meeting Agenda of:** 11/13/23 **Department:** Community Development **Prepared by:** Debbie Bent, Community Development Director
Proposed Council Action/Motion: Motion to appoint four applicants to serve a three-year Planning Commission term commencing 1/1/24. Motion to appoint some/all of remaining applicants to serve in a "pool" who could be appointed if an unexpected vacancy occurs.	**Initial & Date** **Approved by Department Head:** DB 11/13/23 **Approved by City Attorney:** n/a **Approved by Finance Director:** n/a **Approved by City Manager:** RK 11/3/23 **Exhibits/Attachments:** 1. Application materials

Summary:
At the 11/13/23 Special Meeting, the City Council will interview seven applicants (See Attachment #1). Following interviews, Council will then discuss and appoint (by motion) four commissioners to serve a three-year term commencing 1/1/24. Council will also make a motion identifying which applicants will serve in a "pool" who could be appointed if an unexpected vacancy occurs.

Background:
Fourteen applications were submitted and at the 10/23/23 Council meeting, Council selected seven of the fourteen applicants to interview 11/13/23.

Kenmore Municipal Code 2.30 Planning Commission, Chapter 2.30 PLANNING COMMISSION (codepublishing.com) outlines the membership, duties and responsibilities of the Commission. The Council appoints seven members to serve three-year terms. Per KMC 2.30.020.B, the Council shall attempt, but shall not be obligated to appoint planning commission members so that all geographic areas of the City are represented, and the commission has broad demographic representation.

There is one existing vacancy on the commission plus three other planning commission terms are expiring 12/31/23 (Chair Dwight Thompson, Commissioner Tracy Banaszynski, and Commissioner Nathan Loutsis). The remaining three commission terms (Michael Vanderlinde, Derek Wykoff and Saad Quadri) expire 12/31/24.

Application information was provided on the City's website in early August and was also included in the city newsletter, Top 4 and posted on social media over the next few months. The application deadline was 5pm 9/29/23. 14 applications were received.

Fiscal Consideration:
None

City Council Priority or Budget Objective Being Addressed:
Goal #9 Foster community engagement and participation.

Submission #: 2734030
IP Address: 67.183.14.186
Submission Date: 09/30/2023 10:50
Survey Time: 7 minutes, 43 seconds

You have a new online form submission.
Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

City of Kenmore Planning Commission Application 2023

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 30, 2023. Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

1. Name

Tracy Banaszynski

2. Email Address

[redacted]

3. Phone

[redacted]

4. Residential Address

[redacted]

5. How long have you been a Kenmore resident?

Seven years

6. What about your personal or professional experience draws you to the Planning Commission?

I believe we need to plan not just for our own future, but for the future of all species; the health of our ecosystems tells us something important about the health and prospects of survival for our own species. Giving salmon, in particular, a seat at the table is critical at a time when Puget Sound salmon returns are at historical lows and we are losing more and more species to what is likely a sixth mass extinction. Community planning has not historically fully integrated environmental and DEIA considerations. I feel called to center both.

7. What experience or education do you have that will provide you the background to serve in this capacity?

I hold a BA in Psychology and Sociology from the University of Wisconsin-Madison and a PhD in Psychology from Yale University. My undergraduate and graduate research focused on stereotyping, prejudice, discrimination, and privilege and involved synthesizing large bodies of work, thinking critically, drawing conclusions, and being open to revision -- all skills necessary for effective planning commission service. In my role as Co-Executive Director at Mid Sound Fisheries Enhancement Group, I work with a large number of diverse watershed partners on salmon recovery in three central Puget Sound watersheds. Bringing together and listening to diverse stakeholders, collaboration, multi-benefit thinking and projects, and holding on to a vision of the future we can't yet fully see realized in the world is critical to salmon recovery -- and to planning for the future of our community.

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

My volunteer service to the community includes: Sno-King Watershed Council, board member, 2020-present; Northshore Social Justice Action Group, founding member, 2020-present; Swamp Creek Habitat Restoration Project, co-founder and organizer, 2019-present; City of Kenmore Planning Commission, commissioner, 2020-present; People for an Environmentally Responsible Kenmore, board member, 2023-present; Carkeek Park Salmon Imprint Steward, 2015-present. An integral part of my environmental work involves reconnecting people to the land and to each other in order to create inclusive healing and belonging. My work with the Northshore Social Justice Action Group is all about DEIA, including providing a community forum in which to discuss and organize around DEIA initiatives.

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

Serving on the planning commission over the past three years has taught me an incredible amount about planning and use, especially in the areas of housing and transportation. Making recommendations that are fully aligned with my own integrity has meant delving into background material on many issues beyond what is provided in planning commission packets, seeking the input of others, and thinking deeply about the interconnectedness of each Comprehensive Plan element. I am familiar with the Growth Management Act and the WRIA 8 Salmon Recovery Plan, both important planning guidelines that affect our community, and have a solid grounding in environment and climate issues. On topics where I have less knowledge, I am ready and willing to learn.

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Some of the critical land use and planning matters I feel our city should focus on in the near future include: continuing to promote and facilitate non-vehicular modes of transportation (e.g., walking, biking); thoughtfully integrating a greater variety of housing types into appropriate residential zones; reducing impervious surfaces; reducing carbon emissions and increasing our ability to store carbon; restoring habitat connectivity for all species; promoting native habitat (plants) across all land use zones; expanding community input opportunities with special consideration to reaching those whose voices have not always been included; moving from no net loss of ecological function to net gain requirements; recovering local salmon populations; and ensuring planning and land use policies promote accessibility and belonging. I believe that both environment and climate and DEIA lenses should be applied to all land use and planning decisions.

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I am fully committed to being a prepared, informed, effective commissioner. There is nothing that precludes me from committing the time necessary to serve well.

12. Is there anything else you would like to add?

Thank you for the opportunity to serve over the past three years and for your consideration during this appointment period!

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

14. I understand that all City emails may be subject to disclosure under the Public Records Act.

Yes

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Submission #	2733744
IP Address	50.35.85.188
Submission Recorded On	09/30/2023 6:16 AM
Time to Take Survey	12 minutes, 29 seconds

Page 1

City of Kenmore Planning Commission Application 2023

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 30, 2023.

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* **1. Name**

David Dorrian

* **2. Email Address**

[redacted]

* **3. Phone**

[redacted]

* **4. Residential Address**

[redacted]

* **5. How long have you been a Kenmore resident?**

7 years

* **6. What about your personal or professional experience draws you to the Planning Commission?**

I am interested in equity and the overlap with planning.

* **7. What experience or education do you have that will provide you the background to serve in this capacity?**

Most of my career has been in strategy consulting. That has involved broad research into a number of topics - and I had a long term client that was a developer of student housing. I developed a framework for them to help identify and score sites to purchase for development.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I am involved with a local social justice group and also in performing arts locally. I have volunteered at my children's school in the past. I am connected to NUHSA locally - but just informally.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

I have done a lot of personal research into middle housing and affordable housing as part of local conversations. I know less about the other areas, but have been learning a lot through this election cycle and from the DEIA plan the city produced.

*

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Puget Sound has produced a fantastic guide on equitable planning and my thoughts are influenced by that. I think housing is key - but also balanced with transit access and environmental protections. My neighbors are in the midst of building a DADU next to a significant tree in a neighborhood far from transit - and that is a great example of the various competing dynamics at play. I support the increased housing stock, but wish the tree were better protected, and worry about the increased emissions from new cars owned by the DADU resident (with no capacity for an electric vehicle charging station).

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I do have a job that sometimes requires travel and I may also sometimes need to remain in my home to be present if no other adult is home. Hopefully those should not be regular conflicts - and could be solved by remote access to meetings via Zoom

12. Is there anything else you would like to add?

I hope the city has received a diverse range of applicants!

*

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

* **14. I understand that all City emails may be subject to disclosure under the Public Records Act.**

Yes

*
15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*
16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Applications must be received no later than 5 pm on September 30, 2023.

Questions:
stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates on November 6th before making appointments. Candidates will be notified regarding interview times. Interviews and voting will be during a public meeting and recorded.

Submission #	2733684
IP Address	50.47.231.209
Submission Recorded On	09/29/2023 10:23 PM
Time to Take Survey	37 minutes, 17 seconds

Page 1

City of Kenmore Planning Commission Application 2023

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* **1. Name**

Marcia Fischer

* **2. Email Address**

[redacted]

* **3. Phone**

[redacted]

* **4. Residential Address**

[redacted]

* **5. How long have you been a Kenmore resident?**

I was raised in Kenmore and graduated from Inglemoor High School. After attended college and graduate school outside Washington, I returned and have lived in Kenmore since 1994.

* **6. What about your personal or professional experience draws you to the Planning Commission?**

I enjoy the challenge of synthesizing information and contemplating "what if." Professionally, I analyze standards, evaluate facts and recommend a course of action to my clients. I would like to share my perspective on the various issues the Commission examines and work with the other members to continue advancing the short and long term interest of the City of Kenmore and its residents.

* **7. What experience or education do you have that will provide you the background to serve in this capacity?**

I have a law degree. I am not a real estate attorney, but land use issues have arisen in some of my cases. Also, I worked for a commercial real estate company for a brief period of time approximately 10 years ago. While at the company, I had to review and analyze land records and zoning codes for existing commercia space and land for development.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I prepared and served meals at Teen Feed, a program that provided meals for homeless youths, for 5-6 years prior to the pandemic. I served as a past President of Aqua Club, chaired a long term planning committee for a school, and served as the secretary of a school board. Professionally, I was a member of the Washington State Bar Association's Ethics Committee for three years. Currently I am a voluntary attorney for Eastside Legal Assistance Program providing advice to victims of domestic violence as well as low income members of our community who need assistance navigating issues and court procedures in family law.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

When the law regarding marijuana changed, municipal authorities implemented zoning laws regarding the location of marijuana businesses. On behalf of a client, I demonstrated the City's ordinance enabled a marijuana business to be established in overlay containing both businesses and residential communities. Unfortunately the business became her next door neighbor because it was permitted by zoning code. In another matter, a client purchase a parcel with the intent to builds a stable for horses. The original owner permitted members of the community to build individual shacks to house their horses but at the time of purchase there were no horses on the property. I was able to establish the last time neighbors had paid rent to the original owner to stable a horse and then used a grandfather clause for use to permit the new client to use their new property for horses. The property was in a residential community. Issues regarding an egress for a road, wetlands, manure, the size of an enclosed riding ring and fencing were also addressed with the city. .

*

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Growth of Kenmore's business and residential communities without creating grid lock. What is the appropriate pace for change? Is the development of Lake Pointe still in the best interest of the City? Should the focus shift to encouraging development of the existing primary business corridor? Preserving the prospect of Lake Washington in any future development of the waterfront

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

In my practice my clients must attend mediation. Mediations can extend into the evening but I can also control scheduling to avoid Tuesdays when the Commission meets.

12. Is there anything else you would like to add?

No.

*
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Yes

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Questions:
stippleleen@kenmorewa.gov

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Loutsis, Nathan

Submission #: 2734411
IP Address: 137.184.94.233
Submission Date: 09/30/2023 4:56
Survey Time: 2 minutes, 39 seconds

You have a new online form submission.
Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

City of Kenmore Planning Commission Application 2023

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1. Name

Nathan Loutsis

2. Email Address

[redacted]

3. Phone

[redacted]

4. Residential Address

[redacted]

5. How long have you been a Kenmore resident?

I have been a Kenmore resident for 21 years – all of my life.

6. What about your personal or professional experience draws you to the Planning Commission?

Having served as one of our Planning Commissioner since 2019, I have enjoyed and grown in this role. I am passionate about public service in Kenmore and giving back to our community, actively staying involved and engaged as a volunteer in numerous non-profit and public capacities growing up in our city to the present day. My passion is for local public service, and I hope to continue this by remaining engaged on Kenmore's Planning Commission.

7. What experience or education do you have that will provide you the background to serve in this capacity?

I have both the practical, professional experience that qualifies me to serve on the Planning Commission, as well as the formal education to effectively do so. I am currently the second most senior member of the Planning

Commission and have seen numerous elements through – including our work on Critical Areas, Parks and Open Spaces, the Shoreline Master Plan, Accessory Dwelling Units, Missing Middle Housing, a Transit-Oriented District, Affordable Housing, Public Services, Public Utilities, Climate Action, Transportation, zoning, and much more. In this role, I have gained invaluable experience in community development. I have worked for the City of Kenmore in the Public Works Department and Environmental Services Department where I have maintained our city's surface water infrastructure. Additionally, I am an active volunteer with the King County Sheriff's Office where I am trained in public safety and emergency management. As for education, my degree is in Political Science with minors in Public Policy and Leadership, where I have received formal instruction in community planning and policy analysis. I have been a Research Fellow for the University of Washington's Center for American Politics and Public Policy, a Jackson-Munro Public Service Fellow, a NextGen Civic Leaders Corps Member and Scholar, and have conducted independent academic research on policy issues and development practices in Kenmore under faculty at the Evans School of Public Policy and Governance.

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

One community-engaged volunteer role I hold is as a Kenmore Planning Commissioner. This group diversely represents Kenmore's community and consists of those with backgrounds in business, law, environmentalism, politics, data analysis, and a range of ethnic and cultural identities. I have been fortunate enough to contribute my perspective as a young person when it comes to our city planning for the future. I believe that young people in our community deserve a voice and a seat at the table when it comes to developing a city that they will live in, work in, and ultimately inherit. Through my time on the Commission, I feel that I have been able to give them a voice and help them feel better represented in our local government, but I always believe more can be done. Another volunteer role that has been focused on work in the community has been as a youth volunteer with the King County Sheriff's Office, which provides police services to Kenmore. In this role, I have been able to serve our community in numerous ways, especially at community events in our city. Within the organization itself, I have had the chance to improve recruitment to diversify our membership. Through my time and under my leadership at the local level, we have greatly increased the number of young women, BIPOC, LGBTQIA+, and volunteers coming from diverse backgrounds and upbringings. I believe it is important that public institutions, especially public safety authorities, reflect the communities they serve.

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

The greatest experience I can contribute to this role comes from being a current Planning Commissioner. In this capacity, I am familiar with and have worked on Kenmore's housing, parks, economic development, transportation, utilities, services, environmental stewardship, and more. I know the current state of our city and already have my foot in the door when it comes to addressing each of these needs. Outside of this experience, my father is a real estate agent, who has educated me through the years on housing stock, status, markets, and issues. I have indirect knowledge of housing in our city and region. I have also worked for the city's Environmental Services Department. I know our surface water facilities and flood mitigation infrastructure like the back of my hand, all throughout the city. That is where I developed my professional skills of stewardship, in maintaining these features as well as combating invasive plant life throughout the city. As mentioned before, my experience with the Sheriff's Office has provided me with a background in public safety and emergency management, something necessary when it comes to planning a community and addressing the public services it requires. I also have a professional relationship with a number of business owners in Kenmore and the Kenmore Business Alliance, which offers me some background and connection with our local business community.

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Some critical land use and planning matters that should be addressed in Kenmore include the development of our downtown into a community- and business-oriented center where residents can acquire their daily needs, housing can be built to address population growth, business space and services can be provided to stimulate our local economy, transportation opportunities can connect more residents to Seattle and the Eastside, sustainable building practices can be implemented to address climate change, and recreation/activity opportunities made accessible to all residents. Additionally, I believe Lakepointe is still a necessary project on the horizon. It is a critical opportunity to attract new businesses, greater city revenue, more housing options, access to our waterfront, and a community space for all of our residents to enjoy. Each of these issues either directly or indirectly addresses greater community needs such as affordable housing, climate change, smart development, supporting local businesses, and providing all of our residents access to daily needs and community amenities that make Kenmore so desirable.

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I am able to commit to this meeting time and will be an effective member, as I have previously proven.

12. Is there anything else you would like to add?

I love our city and I love serving its residents. It has been an honor and a pleasure representing our community on the Commission for the last four years, especially the younger members of our city who are so eager for representation. I wish to thank the Council for all of their support over the years and dedication to our community.

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

14. I understand that all City emails may be subject to disclosure under the Public Records Act.

Yes

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Submission #	2734019
IP Address	50.47.196.223
Submission Recorded On	09/30/2023 10:20 AM
Time to Take Survey	20 minutes, 41 seconds

Page 1

City of Kenmore Planning Commission Application 2023

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 30, 2023.

Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

* **1. Name**

Christopher Olson

* **2. Email Address**

[redacted]

* **3. Phone**

[redacted]

* **4. Residential Address**

[redacted]

* **5. How long have you been a Kenmore resident?**

I Around two years, I have lived in the region my entire life.

* **6. What about your personal or professional experience draws you to the Planning Commission?**

The Planning Commission appeals to me for several reasons: I enjoy working to solve 'wicked problems,' and I have a passion for the community and the built environment. Lastly, I am a father concerned about the problems facing Kenmore and the region and want to say I helped make things better someday. As a result of my passion for the built environment and wicked problems (technical and social problems), I went to the University of Washington for Civil and Environmental Engineering with a focus on transportation. My occupation as a transportation designer gives me the background to understand the technical side of the built environment. My technical understanding can help determine planning approaches and constraints from locations and varying land uses. Another draw to the planning commission is my concern for the future of the region I grew up in as we navigate several challenges like the climate crisis, the high cost of housing, the dependence on cars, and the conflict inherent with increasing regional utility/transportation demand. These issues are I want to help address and the planning commission is one of the better ways to help address these issues.

* **7. What experience or education do you have that will provide you the background to serve in this capacity?**

My education from the University of Washington for Civil and Environmental Engineering, focusing on transportation, provides a technical knowledge base to help serve the Commission. My experience growing up in the region as a part of the next generation is also a valuable perspective. Although given the young members already on the Commission, my age is less important than my education or professional background.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I have engaged in the regional community in various ways. While I could be more involved in the Kenmore community, that is primarily due to my current stage of life and recently moving to Kenmore. Before college, I volunteered as a sports camp counselor for the summer camp program at Kokanee Elementary; in ninth grade, I worked as a page for Derek Stanford in Olympia, and in high school, I acted as the treasurer of the robotics club. More recently, I helped organize the Kenmore Quad, a quadrathlon event where I led the bike portion. The other engagement I have done recently has primarily been attending city council and commission meetings and working to connect with others who attend, usually just working to get a deeper understanding of the issues they present during comments at these events. Frankly, I am a straight white man and have not had significant involvement with diverse groups and organizations. I plan to remedy this and support various groups as I continue engaging with the community. Growing up in an area still recovering from the historical impacts of practices like redlining, I have found that being upfront and acknowledging this as a weak point is essential rather than looking for what is unique about my experience. I have things that make me unique and, in some ways, expose me to diversity, like growing up as an older brother to someone with a social disability. That said, my perspective is not something that should undercut the experiences of people of historically marginalized groups and I think that is critical to understand in roles like the planning commission.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

The primary knowledge and skills I could bring to the planning commission are my background in transportation design and my civil and environmental engineering education. Besides my professional and educational experience, I could also get my perspective as someone who grew up in a community designed differently than the typical modern North American development style. My background in transportation is relevant to many of these topics, as most infrastructure projects must grapple with planning, land use, stewardship, and the economics of development. While I believe we can do better, especially regarding transportation, stewardship, economic development, and housing, I also understand the challenge balancing these areas poses and the more significant challenge still of effecting meaningful positive change for the community. I have developed a skill set that allows me to understand the tradeoffs, constraints, and practical limitations when looking into land use and planning given context. With this knowledge, I can ask agencies, consultants, and experts meaningful questions and how their answer fits in with the goals of the people of Kenmore. Shifting gears, something I could bring to the planning commission is a philosophy about how the plan and design of a place can promote community, stewardship, and resilience. growing up in a development different from the modern development patterns/approach of North America. I grew up in a car-dependent place that chose not to build around the car. With vehicle access deprioritized, there is space for other uses. The site was essentially a cottage court development mainly consisting of duplexes and triplexes. The fundamental design philosophy is grounded in sustainability and abundance, shared responsibility and contribution, diversity, lifelong learning, outreach, and valuing the individual, family, and community. This philosophy results in a change to the planning approaches I would take.

*

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Many critical land use decisions need attention; the top near-term items, however, are TOD (Transit Oriented Development), targeted missing middle housing density, zoning changes in areas with access to amenities, a transition of the industrial park to green industry and gathering place, and lastly working to change zoning in a manner that addresses changes land use mono-cultures. While zoning and planning alone cannot do all the above on its own, it can be a factor that promotes or obstructs these uses. The most important is the planning matters to address the urban growth area standards requiring utility capacity before constructing new developments, approaching these standards in a manner that accounts for more than just the traditional utilities but also leverages transit, neighborhood vehicles, and walking/rolling, to keep from locking us into automotive dependency. These policies will be crucial to ensuring Kenmore can meet the continuing influx of people to the region we expect to continue in the long run while protecting greenspace and riparian areas. Lastly, my honorable mention is reviewing parking minimums and revising parking standards. I want the minimum removed and replaced by preferred parking standards.

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

While the following does not preclude me, it does pose a challenge. I work full time and have a young child at home; both are time intensive, but both provide me with perspectives that could bring value to the Commission.

12. Is there anything else you would like to add?

I am interested in the Commission as it is one of the ways I could best serve the community of Kenmore at this time in my life. While it is demanding, it is less demanding than other city positions, and some research overlaps with my areas of interest. I hope to learn from the public and experts as a part of this commission so that I can help the city plan how to protect/restore riparian zones, implement safer streets, create third places, promote more diverse housing options, and increase community resilience.

*

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Yes

* **14. I understand that all City emails may be subject to disclosure under the Public Records Act.**

Yes

*

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Applications must be received no later than 5 pm on September 30, 2023.

Questions:
stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates on November 6th before making appointments. Candidates will be notified regarding interview times. Interviews and voting will be during a public meeting and recorded.

APPLICATION FOR
CITY OF KENMORE
PLANNING COMMISSION

Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

Name Dwight Thompson Telephone # [redacted]

Email address [redacted]@[redacted]

Address [redacted]

How long have you been a Kenmore resident? 11 years

What about your personal or professional experience draws you to the Planning Commission?

The City's Planning Commission plays a central part in designing Kenmore as a livable and viable city. It's work is particularly depended upon by the City Council during final deliberation on the Comprehensive Plan. My prior experience on a city council and member of several regional committees and boards provides me a unique perspective to be a productive commissioner. I have served 3 years on the Commission giving me specific experience on the issues to be wrestled with to be successful. Conserving our environment will continue as a key focus of my service.

What experience or education do you have that will provide you the background to serve in this capacity?

Master of Social Work, School of Social Work, University of Washington-1980; Certificate in Administration, University of Washington Graduate School of Business-1979; B.A. in Social Welfare, School of Social Work, University of Washington-1978.
My experience includes my time as a Planning Commissioner, LFP City Council member and time on the PSRC, KC Policy Committee and MIDD.
My diverse volunteer activities, State legislative staffing, Social Work Profession and 40 years in worker's compensation as a service provider has allowed me to contribute many hours in public services development for diverse and under served communities. 30 years service in the military as an officer gives me a unique perspective on inclusion and equity in opportunities and policies for persons of diverse backgrounds.

Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

1996 - 2011 City Councilmember, City of LFP, Four 4-year terms,
Deputy Mayor,12 yrs
2008 – 2011 Executive Committee Member, Puget Sound Regional Council
2009 – 2011 Member, King County MIDD Oversight Committee.
2010 – 2011 Member, King County Regional Policy Committee
2019 - 2022 Member, Short-term Rental Task Force, City of Cannon Beach, Oregon
1995 - Present Scoutmaster (2013-2022) (Assistant 1995-2013, 2022-), Troop 309
2019,2003,1999 - Scoutmaster, World Scout Jamboree, Western Region BSA
2019-2021 Treasurer (also 2014-2016), LFP Rotary Charitable Foundation
2011- 2021 Member, Lake Forest Park Rotary Club
2020- Present Member, Public Health Reserve Corps, K.C. Public Health Department

We are interested in learning more about your specific skills, knowledge, or experience that relate to planning or land use matters. This could include areas like housing, parks, environmental stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a member of the Planning Commission?

I have served three years on the Commission, two of those as chair. During my tenure we have worked several Comp Plan Elements for transmission to the Council. I have served on the K.C. Regional Policy Committee and the PSRC. They deal with policies and procedures related to development, services, density and land use. I worked on and voted for the 2040 Plan of the PSRC. I am a member of PERK. My local experience included many legislative matters listed in this question. These experiences have provided me with detailed skills and experience in most aspects of planning and land use which allow me to be a quick learner of new items and analyze facts and options better. Fundamental to excellence is my willingness and ability to listen and connect with our diverse Kenmore residents.

In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

The city is facing requirements to increase density of housing stipulated by King County and PSRC. This increase will impact the environment, missing middle housing, affordable housing, keeping Kenmore livable, pubic services and utilities infrastructure, plus the development of the 522 corridor. Developing plans to implement higher density will require coordination among all these and more elements. Unfortunately, it is a give and take situation that requires due diligence for those on the Commission and ultimately Council members. One example of many DEI issues is what will be the future use of the downtown mobile home park and where are we as a city going to provide similar truly affordable housing for those families (mostly under-served). Climate Action will continue to be of critical importance to our city and region. Kenmore is a regional leader in planning and implementation of climate action. We need to continue to be a leader.

The Planning Commission meets regularly between 7-9:30pm on the 1st and 3rd Tuesday of each month. In addition, the expectation is that you are preparing for the meeting by reading the agenda packet in advance. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

No

Is there anything else you would like to add?

I would be very honored to continue to serve my community representing them on the Commission. I enjoy listening to our entire community, vocalizing their concerns, ideas and vocalizing their concerns. I enjoy working with the all Commissioners!

APPLICATION AGREEMENT

☑ I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

☑ I understand that all City emails may be subject to disclosure under the Public Records Act.

☑ I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

☑ I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment:
City Orientation with the Community Development Director
Public Records Act Training
Open Public Meetings Act Training
Short Course on Local Planning

Applications must be received no later than 5 pm on September 30, 2023 to:

Shannon Tipple-Leen - Planning Commission Clerk

Hand Deliver or Mail:
Kenmore City Hall
18120 68th Ave NE
Kenmore, WA 98028

Or E-Mail:
stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates before making appointments. Candidates will be notified regarding interview dates/times. Interviews and voting will be during a public meeting and recorded.

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic: Planning Commission Interviews and Selection **Proposed Council Action/Motion:** Motion to appoint four applicants to serve a three-year Planning Commission term commencing 1/1/24. Motion to appoint some/all of remaining applicants to serve in a "pool" who could be appointed if an unexpected vacancy occurs.	**For Council Meeting Agenda of:** 11/13/23 **Department:** Community Development **Prepared by:** Debbie Bent, Community Development Director **Initial & Date** **Approved by Department Head:** DB 11/13/23 **Approved by City Attorney:** n/a **Approved by Finance Director:** n/a **Approved by City Manager:** RK 11/3/23 **Exhibits/Attachments:** 1. Application materials

Summary:
At the 11/13/23 Special Meeting, the City Council will interview seven applicants (See Attachment #1). Following interviews, Council will then discuss and appoint (by motion) four commissioners to serve a three-year term commencing 1/1/24. Council will also make a motion identifying which applicants will serve in a "pool" who could be appointed if an unexpected vacancy occurs.

Background:
Fourteen applications were submitted and at the 10/23/23 Council meeting, Council selected seven of the fourteen applicants to interview 11/13/23.

Kenmore Municipal Code 2.30 Planning Commission, [Chapter 2.30 PLANNING COMMISSION (codepublishing.com)] outlines the membership, duties and responsibilities of the Commission. The Council appoints seven members to serve three-year terms. Per KMC 2.30.020.B, the Council shall attempt, but shall not be obligated to appoint planning commission members so that all geographic areas of the City are represented, and the commission has broad demographic representation.

There is one existing vacancy on the commission plus three other planning commission terms are expiring 12/31/23 (Chair Dwight Thompson, Commissioner Tracy Banaszynski, and Commissioner Nathan Loutsis). The remaining three commission terms (Michael Vanderlinde, Derek Wykoff and Saad Quadri) expire 12/31/24.

Application information was provided on the City's website in early August and was also included in the city newsletter, Top 4 and posted on social media over the next few months. The application deadline was 5pm 9/29/23. 14 applications were received.

Fiscal Consideration:
None

City Council Priority or Budget Objective Being Addressed:
Goal #9 Foster community engagement and participation.

Submission #: 2734030
IP Address: 67.183.14.186
Submission Date: 09/30/2023 10:50
Survey Time: 7 minutes, 43 seconds

You have a new online form submission.
Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

City of Kenmore Planning Commission Application 2023

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 30, 2023. Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

1. Name

Tracy Banaszynski

2. Email Address

[redacted]

3. Phone

[redacted]

4. Residential Address

[redacted]

5. How long have you been a Kenmore resident?

Seven years

6. What about your personal or professional experience draws you to the Planning Commission?

I believe we need to plan not just for our own future, but for the future of all species; the health of our ecosystems tells us something important about the health and prospects of survival for our own species. Giving salmon, in particular, a seat at the table is critical at a time when Puget Sound salmon returns are at historical lows and we are losing more and more species to what is likely a sixth mass extinction. Community planning has not historically fully integrated environmental and DEIA considerations. I feel called to center both.

7. What experience or education do you have that will provide you the background to serve in this capacity?

I hold a BA in Psychology and Sociology from the University of Wisconsin-Madison and a PhD in Psychology from Yale University. My undergraduate and graduate research focused on stereotyping, prejudice, discrimination, and privilege and involved synthesizing large bodies of work, thinking critically, drawing conclusions, and being open to revision -- all skills necessary for effective planning commission service. In my role as Co-Executive Director at Mid Sound Fisheries Enhancement Group, I work with a large number of diverse watershed partners on salmon recovery in three central Puget Sound watersheds. Bringing together and listening to diverse stakeholders, collaboration, multi-benefit thinking and projects, and holding on to a vision of the future we can't yet fully see realized in the world is critical to salmon recovery -- and to planning for the future of our community.

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

My volunteer service to the community includes: Sno-King Watershed Council, board member, 2020-present; Northshore Social Justice Action Group, founding member, 2020-present; Swamp Creek Habitat Restoration Project, co-founder and organizer, 2019-present; City of Kenmore Planning Commission, commissioner, 2020-present; People for an Environmentally Responsible Kenmore, board member, 2023-present; Carkeek Park Salmon Imprint Steward, 2015-present. An integral part of my environmental work involves reconnecting people to the land and to each other in order to create inclusive healing and belonging. My work with the Northshore Social Justice Action Group is all about DEIA, including providing a community forum in which to discuss and organize around DEIA initiatives.

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

Serving on the planning commission over the past three years has taught me an incredible amount about planning and use, especially in the areas of housing and transportation. Making recommendations that are fully aligned with my own integrity has meant delving into background material on many issues beyond what is provided in planning commission packets, seeking the input of others, and thinking deeply about the interconnectedness of each Comprehensive Plan element. I am familiar with the Growth Management Act and the WRIA 8 Salmon Recovery Plan, both important planning guidelines that affect our community, and have a solid grounding in environment and climate issues. On topics where I have less knowledge, I am ready and willing to learn.

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Some of the critical land use and planning matters I feel our city should focus on in the near future include: continuing to promote and facilitate non-vehicular modes of transportation (e.g., walking, biking); thoughtfully integrating a greater variety of housing types into appropriate residential zones; reducing impervious surfaces; reducing carbon emissions and increasing our ability to store carbon; restoring habitat connectivity for all species; promoting native habitat (plants) across all land use zones; expanding community input opportunities with special consideration to reaching those whose voices have not always been included; moving from no net loss of ecological function to net gain requirements; recovering local salmon populations; and ensuring planning and land use policies promote accessibility and belonging. I believe that both environment and climate and DEIA lenses should be applied to all land use and planning decisions.

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I am fully committed to being a prepared, informed, effective commissioner. There is nothing that precludes me from committing the time necessary to serve well.

12. Is there anything else you would like to add?

Thank you for the opportunity to serve over the past three years and for your consideration during this appointment period!

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

14. I understand that all City emails may be subject to disclosure under the Public Records Act.

Yes

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Submission #	2733744
IP Address	50.35.85.188
Submission Recorded On	09/30/2023 6:16 AM
Time to Take Survey	12 minutes, 29 seconds

Page 1

City of Kenmore Planning Commission Application 2023

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* **1. Name**

David Dorrian

* **2. Email Address**

[redacted]

* **3. Phone**

[redacted]

* **4. Residential Address**

[redacted]

* **5. How long have you been a Kenmore resident?**

7 years

* **6. What about your personal or professional experience draws you to the Planning Commission?**

I am interested in equity and the overlap with planning.

* **7. What experience or education do you have that will provide you the background to serve in this capacity?**

Most of my career has been in strategy consulting. That has involved broad research into a number of topics - and I had a long term client that was a developer of student housing. I developed a framework for them to help identify and score sites to purchase for development.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I am involved with a local social justice group and also in performing arts locally. I have volunteered at my children's school in the past. I am connected to NUHSA locally - but just informally.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

I have done a lot of personal research into middle housing and affordable housing as part of local conversations. I know less about the other areas, but have been learning a lot through this election cycle and from the DEIA plan the city produced.

*

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Puget Sound has produced a fantastic guide on equitable planning and my thoughts are influenced by that. I think housing is key - but also balanced with transit access and environmental protections. My neighbors are in the midst of building a DADU next to a significant tree in a neighborhood far from transit - and that is a great example of the various competing dynamics at play. I support the increased housing stock, but wish the tree were better protected, and worry about the increased emissions from new cars owned by the DADU resident (with no capacity for an electric vehicle charging station).

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I do have a job that sometimes requires travel and I may also sometimes need to remain in my home to be present if no other adult is home. Hopefully those should not be regular conflicts - and could be solved by remote access to meetings via Zoom

12. Is there anything else you would like to add?

I hope the city has received a diverse range of applicants!

*

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

* **14. I understand that all City emails may be subject to disclosure under the Public Records Act.**

Yes

*
15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*
16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Applications must be received no later than 5 pm on September 30, 2023.

Questions:
stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates on November 6th before making appointments. Candidates will be notified regarding interview times. Interviews and voting will be during a public meeting and recorded.

Submission # 2733684
IP Address 50.47.231.209
Submission Recorded On 09/29/2023 10:23 PM
Time to Take Survey 37 minutes, 17 seconds

Page 1

City of Kenmore Planning Commission Application 2023

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 30, 2023.

Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

* **1. Name**

Marcia Fischer

* **2. Email Address**

[redacted]

* **3. Phone**

[redacted]

* **4. Residential Address**

[redacted]

* **5. How long have you been a Kenmore resident?**

I was raised in Kenmore and graduated from Inglemoor High School. After attended college and graduate school outside Washington, I returned and have lived in Kenmore since 1994.

* **6. What about your personal or professional experience draws you to the Planning Commission?**

I enjoy the challenge of synthesizing information and contemplating "what if." Professionally, I analyze standards, evaluate facts and recommend a course of action to my clients. I would like to share my perspective on the various issues the Commission examines and work with the other members to continue advancing the short and long term interest of the City of Kenmore and its residents.

* **7. What experience or education do you have that will provide you the background to serve in this capacity?**

I have a law degree. I am not a real estate attorney, but land use issues have arisen in some of my cases. Also, I worked for a commercial real estate company for a brief period of time approximately 10 years ago. While at the company, I had to review and analyze land records and zoning codes for existing commercia space and land for development.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I prepared and served meals at Teen Feed, a program that provided meals for homeless youths, for 5-6 years prior to the pandemic. I served as a past President of Aqua Club, chaired a long term planning committee for a school, and served as the secretary of a school board. Professionally, I was a member of the Washington State Bar Association's Ethics Committee for three years. Currently I am a voluntary attorney for Eastside Legal Assistance Program providing advice to victims of domestic violence as well as low income members of our community who need assistance navigating issues and court procedures in family law.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

When the law regarding marijuana changed, municipal authorities implemented zoning laws regarding the location of marijuana businesses. On behalf of a client, I demonstrated the City's ordinance enabled a marijuana business to be established in overlay containing both businesses and residential communities. Unfortunately the business became her next door neighbor because it was permitted by zoning code. In another matter, a client purchase a parcel with the intent to builds a stable for horses. The original owner permitted members of the community to build individual shacks to house their horses but at the time of purchase there were no horses on the property. I was able to establish the last time neighbors had paid rent to the original owner to stable a horse and then used a grandfather clause for use to permit the new client to use their new property for horses. The property was in a residential community. Issues regarding an egress for a road, wetlands, manure, the size of an enclosed riding ring and fencing were also addressed with the city. .

*

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Growth of Kenmore's business and residential communities without creating grid lock. What is the appropriate pace for change? Is the development of Lake Pointe still in the best interest of the City? Should the focus shift to encouraging development of the existing primary business corridor? Preserving the prospect of Lake Washington in any future development of the waterfront

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

In my practice, my clients must attend mediation. Mediation can extend into the evening but I can also control scheduling to avoid Tuesdays when the Commission meets.

12. Is there anything else you would like to add?

No.

*
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Yes

Applications must be received no later than 5 pm on September 30, 2023.

Questions:
stippleleen@kenmorewa.gov

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Loutsis, Nathan

Submission #: 2734411
IP Address: 137.184.94.233
Submission Date: 09/30/2023 4:56
Survey Time: 2 minutes, 39 seconds

You have a new online form submission.
Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

City of Kenmore Planning Commission Application 2023

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 30, 2023. Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

1. Name

Nathan Loutsis

2. Email Address

[redacted]

3. Phone

[redacted]

4. Residential Address

[redacted]

5. How long have you been a Kenmore resident?

I have been a Kenmore resident for 21 years – all of my life.

6. What about your personal or professional experience draws you to the Planning Commission?

Having served as one of our Planning Commissioner since 2019, I have enjoyed and grown in this role. I am passionate about public service in Kenmore and giving back to our community, actively staying involved and engaged as a volunteer in numerous non-profit and public capacities growing up in our city to the present day. My passion is for local public service, and I hope to continue this by remaining engaged on Kenmore's Planning Commission.

7. What experience or education do you have that will provide you the background to serve in this capacity?

I have both the practical, professional experience that qualifies me to serve on the Planning Commission, as well as the formal education to effectively do so. I am currently the second most senior member of the Planning

Commission and have seen numerous elements through – including our work on Critical Areas, Parks and Open Spaces, the Shoreline Master Plan, Accessory Dwelling Units, Missing Middle Housing, a Transit-Oriented District, Affordable Housing, Public Services, Public Utilities, Climate Action, Transportation, zoning, and much more. In this role, I have gained invaluable experience in community development. I have worked for the City of Kenmore in the Public Works Department and Environmental Services Department where I have maintained our city's surface water infrastructure. Additionally, I am an active volunteer with the King County Sheriff's Office where I am trained in public safety and emergency management. As for education, my degree is in Political Science with minors in Public Policy and Leadership, where I have received formal instruction in community planning and policy analysis. I have been a Research Fellow for the University of Washington's Center for American Politics and Public Policy, a Jackson-Munro Public Service Fellow, a NextGen Civic Leaders Corps Member and Scholar, and have conducted independent academic research on policy issues and development practices in Kenmore under faculty at the Evans School of Public Policy and Governance.

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

One community-engaged volunteer role I hold is as a Kenmore Planning Commissioner. This group diversely represents Kenmore's community and consists of those with backgrounds in business, law, environmentalism, politics, data analysis, and a range of ethnic and cultural identities. I have been fortunate enough to contribute my perspective as a young person when it comes to our city planning for the future. I believe that young people in our community deserve a voice and a seat at the table when it comes to developing a city that they will live in, work in, and ultimately inherit. Through my time on the Commission, I feel that I have been able to give them a voice and help them feel better represented in our local government, but I always believe more can be done. Another volunteer role that has been focused on work in the community has been as a youth volunteer with the King County Sheriff's Office, which provides police services to Kenmore. In this role, I have been able to serve our community in numerous ways, especially at community events in our city. Within the organization itself, I have had the chance to improve recruitment to diversify our membership. Through my time and under my leadership at the local level, we have greatly increased the number of young women, BIPOC, LGBTQIA+, and volunteers coming from diverse backgrounds and upbringings. I believe it is important that public institutions, especially public safety authorities, reflect the communities they serve.

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

The greatest experience I can contribute to this role comes from being a current Planning Commissioner. In this capacity, I am familiar with and have worked on Kenmore's housing, parks, economic development, transportation, utilities, services, environmental stewardship, and more. I know the current state of our city and already have my foot in the door when it comes to addressing each of these needs. Outside of this experience, my father is a real estate agent, who has educated me through the years on housing stock, status, markets, and issues. I have indirect knowledge of housing in our city and region. I have also worked for the city's Environmental Services Department. I know our surface water facilities and flood mitigation infrastructure like the back of my hand, all throughout the city. That is where I developed my professional skills of stewardship, in maintaining these features as well as combating invasive plant life throughout the city. As mentioned before, my experience with the Sheriff's Office has provided me with a background in public safety and emergency management, something necessary when it comes to planning a community and addressing the public services it requires. I also have a professional relationship with a number of business owners in Kenmore and the Kenmore Business Alliance, which offers me some background and connection with our local business community.

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Some critical land use and planning matters that should be addressed in Kenmore include the development of our downtown into a community- and business-oriented center where residents can acquire their daily needs, housing can be built to address population growth, business space and services can be provided to stimulate our local economy, transportation opportunities can connect more residents to Seattle and the Eastside, sustainable building practices can be implemented to address climate change, and recreation/activity opportunities made accessible to all residents. Additionally, I believe Lakepointe is still a necessary project on the horizon. It is a critical opportunity to attract new businesses, greater city revenue, more housing options, access to our waterfront, and a community space for all of our residents to enjoy. Each of these issues either directly or indirectly addresses greater community needs such as affordable housing, climate change, smart development, supporting local businesses, and providing all of our residents access to daily needs and community amenities that make Kenmore so desirable.

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I am able to commit to this meeting time and will be an effective member, as I have previously proven.

12. Is there anything else you would like to add?

I love our city and I love serving its residents. It has been an honor and a pleasure representing our community on the Commission for the last four years, especially the younger members of our city who are so eager for representation. I wish to thank the Council for all of their support over the years and dedication to our community.

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

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Yes

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Yes

Submission # 2734019
IP Address 50.47.196.223
Submission Recorded On 09/30/2023 10:20 AM
Time to Take Survey 20 minutes, 41 seconds

Page 1

City of Kenmore Planning Commission Application 2023

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* **1. Name**

Christopher Olson

* **2. Email Address**

[redacted]

* **3. Phone**

[redacted]

* **4. Residential Address**

[redacted]

* **5. How long have you been a Kenmore resident?**

I Around two years, I have lived in the region my entire life.

* **6. What about your personal or professional experience draws you to the Planning Commission?**

The Planning Commission appeals to me for several reasons: I enjoy working to solve 'wicked problems,' and I have a passion for the community and the built environment. Lastly, I am a father concerned about the problems facing Kenmore and the region and want to say I helped make things better someday. As a result of my passion for the built environment and wicked problems (technical and social problems), I went to the University of Washington for Civil and Environmental Engineering with a focus on transportation. My occupation as a transportation designer gives me the background to understand the technical side of the built environment. My technical understanding can help determine planning approaches and constraints from locations and varying land uses. Another draw to the planning commission is my concern for the future of the region I grew up in as we navigate several challenges like the climate crisis, the high cost of housing, the dependence on cars, and the conflict inherent with increasing regional utility/transportation demand. These issues are I want to help address and the planning commission is one of the better ways to help address these issues.

* **7. What experience or education do you have that will provide you the background to serve in this capacity?**

My education from the University of Washington for Civil and Environmental Engineering, focusing on transportation, provides a technical knowledge base to help serve the Commission. My experience growing up in the region as a part of the next generation is also a valuable perspective. Although given the young members already on the Commission, my age is less important than my education or professional background.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I have engaged in the regional community in various ways. While I could be more involved in the Kenmore community, that is primarily due to my current stage of life and recently moving to Kenmore. Before college, I volunteered as a sports camp counselor for the summer camp program at Kokanee Elementary; in ninth grade, I worked as a page for Derek Stanford in Olympia, and in high school, I acted as the treasurer of the robotics club. More recently, I helped organize the Kenmore Quad, a quadrathlon event where I led the bike portion. The other engagement I have done recently has primarily been attending city council and commission meetings and working to connect with others who attend, usually just working to get a deeper understanding of the issues they present during comments at these events. Frankly, I am a straight white man and have not had significant involvement with diverse groups and organizations. I plan to remedy this and support various groups as I continue engaging with the community. Growing up in an area still recovering from the historical impacts of practices like redlining, I have found that being upfront and acknowledging this as a weak point is essential rather than looking for what is unique about my experience. I have things that make me unique and, in some ways, expose me to diversity, like growing up as an older brother to someone with a social disability. That said, my perspective is not something that should undercut the experiences of people of historically marginalized groups and I think that is critical to understand in roles like the planning commission.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

The primary knowledge and skills I could bring to the planning commission are my background in transportation design and my civil and environmental engineering education. Besides my professional and educational experience, I could also get my perspective as someone who grew up in a community designed differently than the typical modern North American development style. My background in transportation is relevant to many of these topics, as most infrastructure projects must grapple with planning, land use, stewardship, and the economics of development. While I believe we can do better, especially regarding transportation, stewardship, economic development, and housing, I also understand the challenge balancing these areas poses and the more significant challenge still of effecting meaningful positive change for the community. I have developed a skill set that allows me to understand the tradeoffs, constraints, and practical limitations when looking into land use and planning given context. With this knowledge, I can ask agencies, consultants, and experts meaningful questions and how their answer fits in with the goals of the people of Kenmore. Shifting gears, something I could bring to the planning commission is a philosophy about how the plan and design of a place can promote community, stewardship, and resilience—growing up in a development different from the modern development patterns/approach of North America. I grew up in a car-dependent place that chose not to build around the car. With vehicle access deprioritized, there is space for other uses. The site was essentially a cottage court development mainly consisting of duplexes and triplexes. The fundamental design philosophy is grounded in sustainability and abundance, shared responsibility and contribution, diversity, lifelong learning, outreach, and valuing the individual, family, and community. This philosophy results in a change to the planning approaches I would take.

*

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Many critical land use decisions need attention; the top near-term items, however, are TOD (Transit Oriented Development), targeted missing middle housing density, zoning changes in areas with access to amenities, a transition of the industrial park to green industry and gathering place, and lastly working to change zoning in a manner that addresses changes land use mono-cultures. While zoning and planning alone cannot do all the above on its own, it can be a factor that promotes or obstructs these uses. The most important is the planning matters to address the urban growth area standards requiring utility capacity before constructing new developments, approaching these standards in a manner that accounts for more than just the traditional utilities but also leverages transit, neighborhood vehicles, and walking/rolling, to keep from locking us into automotive dependency. These policies will be crucial to ensuring Kenmore can meet the continuing influx of people to the region we expect to continue in the long run while protecting greenspace and riparian areas. Lastly, my honorable mention is reviewing parking minimums and revising parking standards. I want the minimum removed and replaced by preferred parking standards.

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

While the following does not preclude me, it does pose a challenge. I work full time and have a young child at home; both are time intensive, but both provide me with perspectives that could bring value to the Commission.

12. Is there anything else you would like to add?

I am interested in the Commission as it is one of the ways I could best serve the community of Kenmore at this time in my life. While it is demanding, it is less demanding than other city positions, and some research overlaps with my areas of interest. I hope to learn from the public and experts as a part of this commission so that I can help the city plan how to protect/restore riparian zones, implement safer streets, create third places, promote more diverse housing options, and increase community resilience.

*

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Yes

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Yes

*

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Yes

*

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Yes

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Questions:
stippleleen@kenmorewa.gov

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APPLICATION FOR
CITY OF KENMORE
PLANNING COMMISSION

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Name Dwight Thompson Telephone # [redacted]

Email address [redacted]@[redacted]

Address [redacted]

How long have you been a Kenmore resident? 11 years

What about your personal or professional experience draws you to the Planning Commission?

The City's Planning Commission plays a central part in designing Kenmore as a livable and viable city. It's work is particularly depended upon by the City Council during final deliberation on the Comprehensive Plan. My prior experience on a city council and member of several regional committees and boards provides me a unique perspective to be a productive commissioner. I have served 3 years on the Commission giving me specific experience on the issues to be wrestled with to be successful. Conserving our environment will continue as a key focus of my service.

What experience or education do you have that will provide you the background to serve in this capacity?

Master of Social Work, School of Social Work, University of Washington-1980; Certificate in Administration, University of Washington Graduate School of Business-1979; B.A. in Social Welfare, School of Social Work, University of Washington-1978.
My experience includes my time as a Planning Commissioner, LFP City Council member and time on the PSRC, KC Policy Committee and MIDD.
My diverse volunteer activities, State legislative staffing, Social Work Profession and 40 years in worker's compensation as a service provider has allowed me to contribute many hours in public services development for diverse and under served communities. 30 years service in the military as an officer gives me a unique perspective on inclusion and equity in opportunities and policies for persons of diverse backgrounds.

Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

1996 - 2011 City Councilmember, City of LFP, Four 4-year terms,
Deputy Mayor,12 yrs
2008 – 2011 Executive Committee Member, Puget Sound Regional Council
2009 – 2011 Member, King County MIDD Oversight Committee.
2010 – 2011 Member, King County Regional Policy Committee
2019 - 2022 Member, Short-term Rental Task Force, City of Cannon Beach, Oregon
1995 - Present Scoutmaster (2013-2022) (Assistant 1995-2013, 2022-), Troop 309
2019,2003,1999 - Scoutmaster, World Scout Jamboree, Western Region BSA
2019-2021 Treasurer (also 2014-2016), LFP Rotary Charitable Foundation
2011- 2021 Member, Lake Forest Park Rotary Club
2020- Present Member, Public Health Reserve Corps, K.C. Public Health Department

We are interested in learning more about your specific skills, knowledge, or experience that relate to planning or land use matters. This could include areas like housing, parks, environmental stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a member of the Planning Commission?

I have served three years on the Commission, two of those as chair. During my tenure we have worked several Comp Plan Elements for transmission to the Council. I have served on the K.C. Regional Policy Committee and the PSRC. They deal with policies and procedures related to development, services, density and land use. I worked on and voted for the 2040 Plan of the PSRC. I am a member of PERK. My local experience included many legislative matters listed in this question. These experiences have provided me with detailed skills and experience in most aspects of planning and land use which allow me to be a quick learner of new items and analyze facts and options better. Fundamental to excellence is my willingness and ability to listen and connect with our diverse Kenmore residents.

In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

The city is facing requirements to increase density of housing stipulated by King County and PSRC. This increase will impact the environment, missing middle housing, affordable housing, keeping Kenmore livable, pubic services and utilities infrastructure, plus the development of the 522 corridor. Developing plans to implement higher density will require coordination among all these and more elements. Unfortunately, it is a give and take situation that requires due diligence for those on the Commission and ultimately Council members. One example of many DEI issues is what will be the future use of the downtown mobile home park and where are we as a city going to provide similar truly affordable housing for those families (mostly under-served). Climate Action will continue to be of critical importance to our city and region. Kenmore is a regional leader in planning and implementation of climate action. We need to continue to be a leader.

The Planning Commission meets regularly between 7-9:30pm on the 1st and 3rd Tuesday of each month. In addition, the expectation is that you are preparing for the meeting by reading the agenda packet in advance. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

No

Is there anything else you would like to add?

I would be very honored to continue to serve my community representing them on the Commission. I enjoy listening to our entire community, vocalizing their concerns, ideas and vocalizing their concerns. I enjoy working with the all Commissioners!

APPLICATION AGREEMENT

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Public Records Act Training
Open Public Meetings Act Training
Short Course on Local Planning

Applications must be received no later than 5 pm on September 30, 2023 to:

Shannon Tipple-Leen - Planning Commission Clerk

Hand Deliver or Mail:
Kenmore City Hall
18120 68th Ave NE
Kenmore, WA 98028

Or E-Mail:
stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates before making appointments. Candidates will be notified regarding interview dates/times. Interviews and voting will be during a public meeting and recorded.

City of Kenmore, Washington
Proclamation

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

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

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

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

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

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

NOW THEREFORE, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby call upon the community of Kenmore to join in giving honor and recognition to all those who have served, by observing November 11, 2023, as **Veterans Day** throughout the City of Kenmore. We are grateful to veterans and families of veterans. We solemnly remember the sacrifices of all those who have fought so bravely to preserve our nation's heritage and freedom.

IN WITNESS WHEREOF, signed this 13th day of November 2023.

Signed: ______________________________ Attested: _________________________________
Nigel Herbig, Mayor Anastasiya Warhol, City Clerk

King County Regional Homelessness Authority

Kenmore City Council
November 13th, 2023

KCRHA

Presentation Overview

Abby Anderson
Subregional Planning Specialist
Abigale.Anderson@kcrha.org

Mallory Van Abbema
Subregional Planning Specialist
mallory.vanabbema@kcrha.org

- North King County Sub-Regional Plan
- North King County ILA
- 2023 Data Reporting
- NKC Severe Weather RFP
- 2024 Point In Time Count

KCRHA

Five Year Plan

2023-2028

- Extensive Community Engagement
- 77 Activities
- Three-Pronged Approach
- One Overall Goal

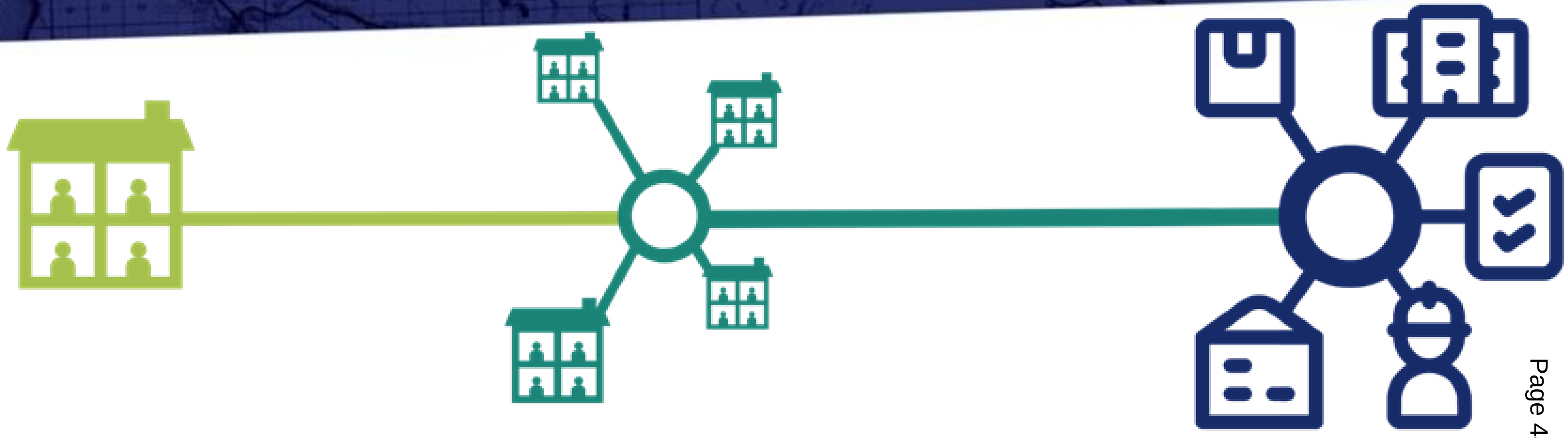
Adopted June 2023

KCRHA

One Overall Goal:

Bring unsheltered people inside in a way that meets their needs for safety, stability, and healing, as quickly as possible to prevent death and further harm.

What Success Looks Like: a three pronged approach



Every service provider has what they need to do the work well.

All service providers are connected and coordinated to be efficient and effective.

Multiple systems work together to prevent homelessness.

Less unsheltered homelessness.

North King County Sub-Regional Plan

November 2023 Status Update

KCRHA

- **30+ Activities** from Five-Year Plan tailored into NKC Implementation Plan.
- Partnering with NUHSA to convene an **in-person workshop** in late 2023
- **Draft Plan** anticipated Q4 2023

Components North King Sub-Regional Plan

1. Landscape of Homeless Services
2. Overview of Investments & Funding
3. Lived Experience Input
4. Identified Gaps and Needs
5. Activities & Associated Action Steps
6. Time-bound Metrics

KCRHA

North King County Interlocal Agreement (ILA)

Progress Update

KCRHA

- Tax documentation
- Invoicing
- FLUXX grants management
- 6 Service Providers Funded
- NKC Severe Weather Shelter RFP

North King County **Funded Programs**

Agency	Total 2023-2024 Award	Type of Program
Porchlight	$72,000	Shelter
Friends of Youth	$76,000	Transitional Housing
Hopelink	$97,500	Housing Program
Lake City Partners	$162,134	Shelter and Housing
Mary's Place	$70,000	Shelter
The Sophia Way	$20,000	Shelter

KCRHA

Demographics within North King County Cities drawn from HMIS Data

City Last Stably Housed **Countywide**

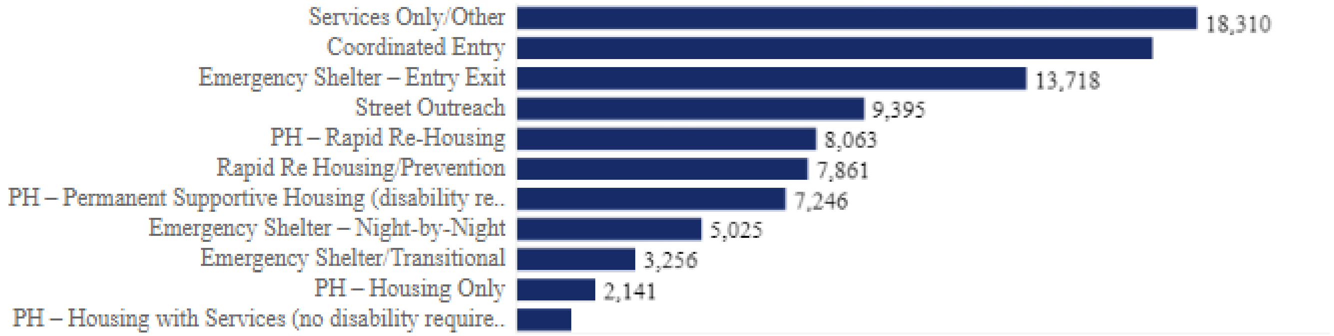
KCRHA

Total Count of Clients

61,263

Unique clients with an enrollment active for at least one day in the reporting period.

Count of Clients by Project Type



City Last Stably Housed **North King County**

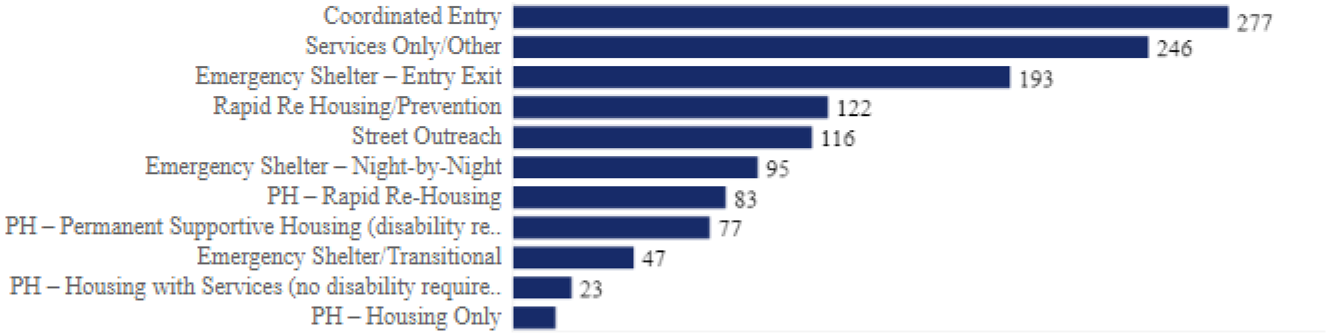
KCRHA

Total Count of Clients

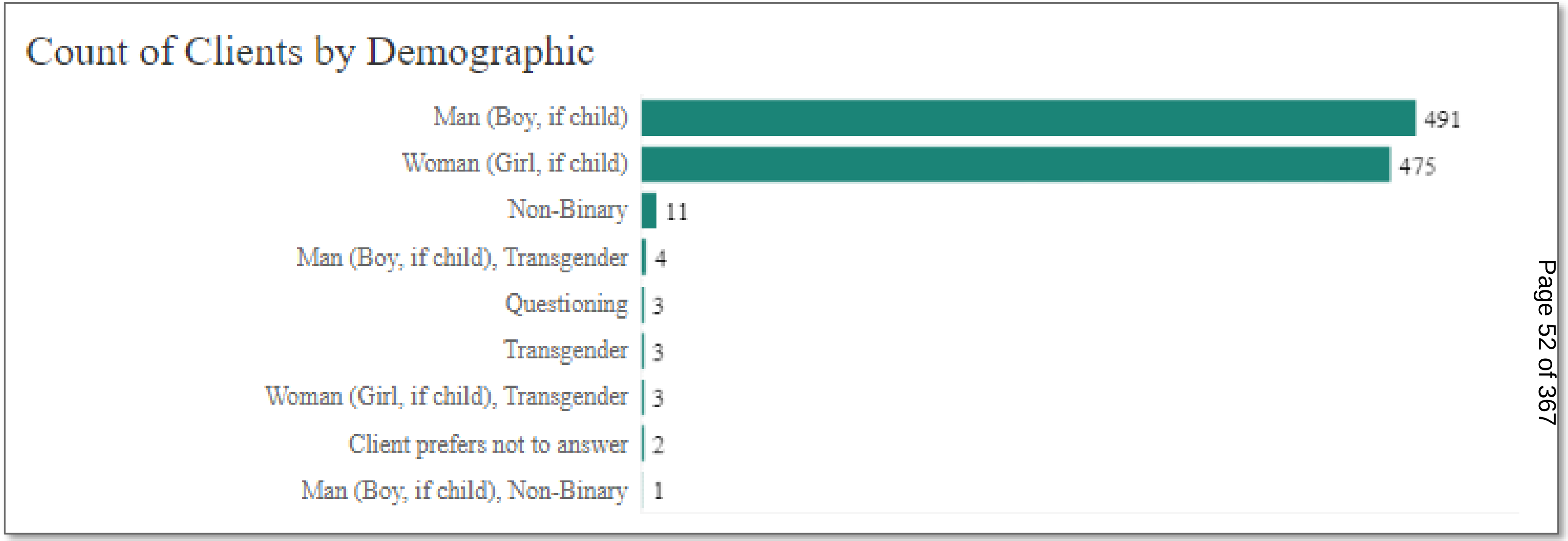
993

Unique clients with an enrollment active for at least one day in the reporting period.

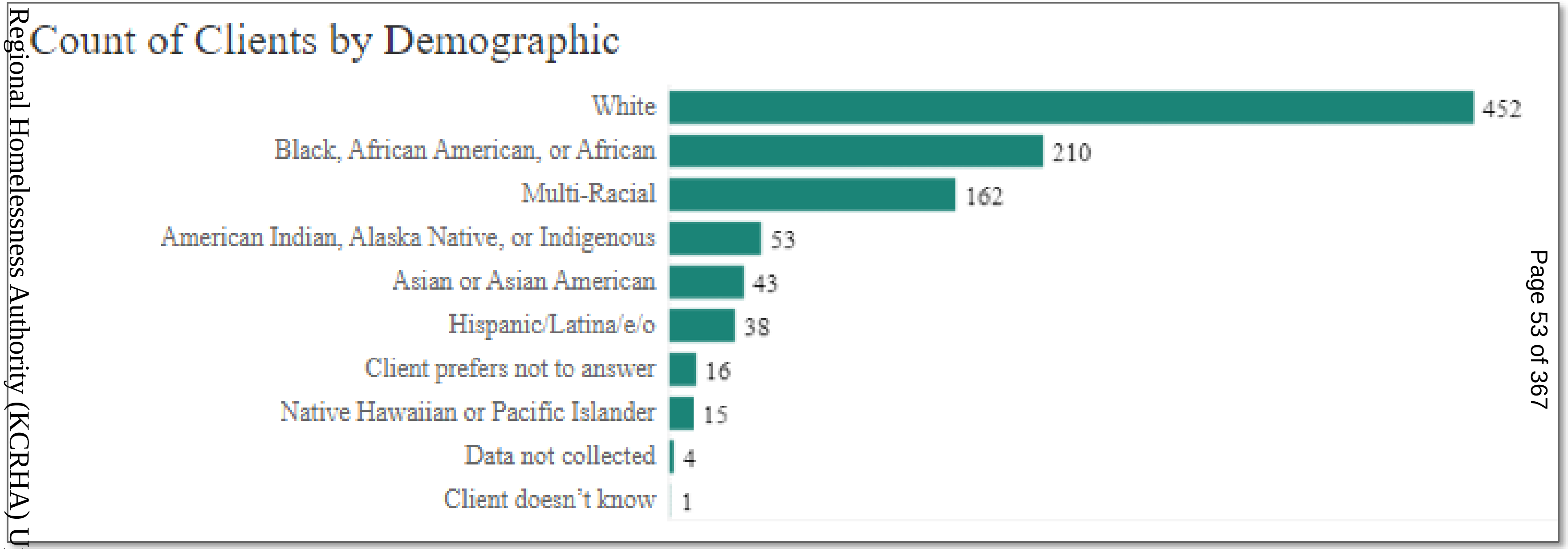
Count of Clients by Project Type



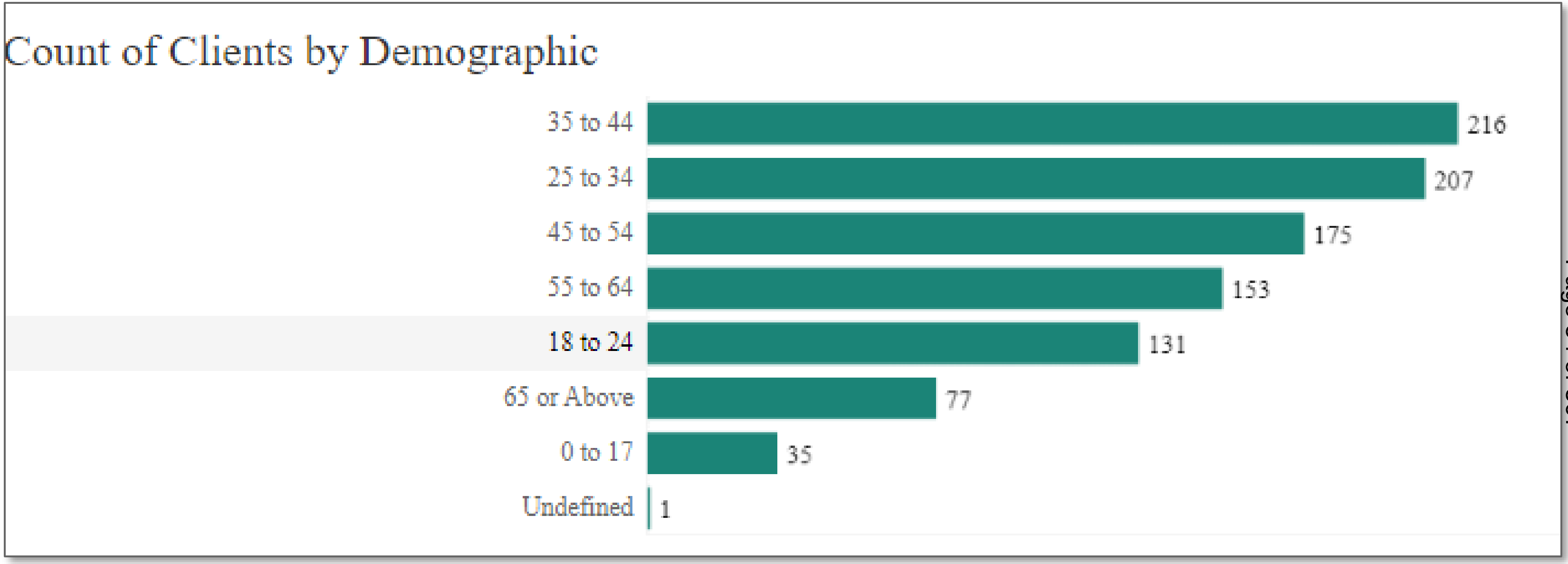
Demographics **Gender Identity**



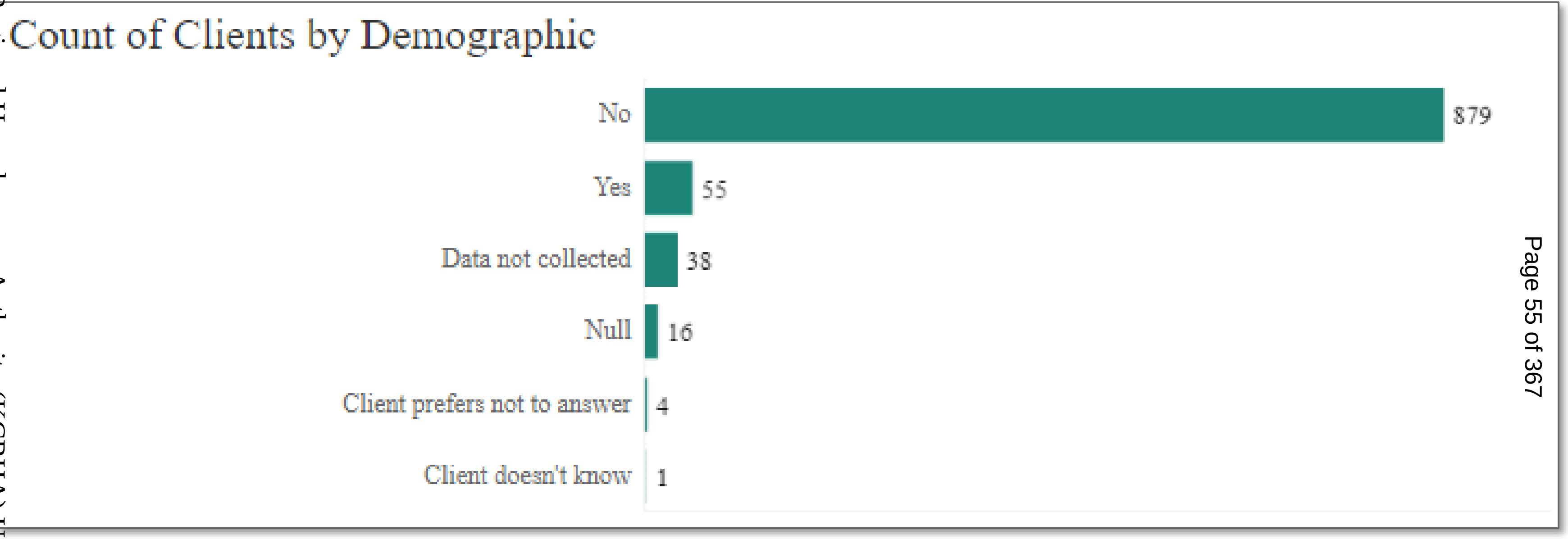
Demographics **Race and Ethnicity**



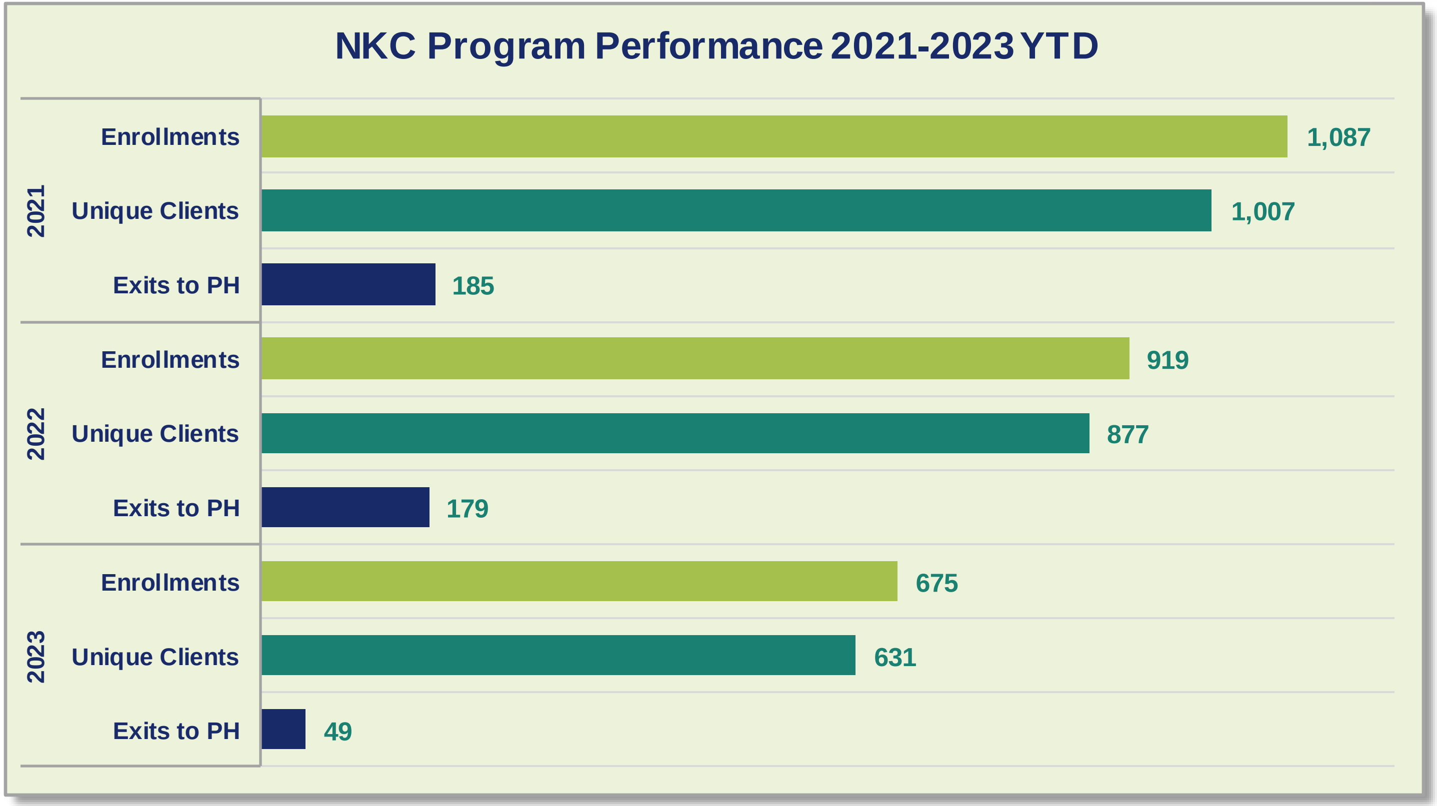
Demographics **Age**



Demographics **Veterans Status**



Program Performance Year over Year



North King County Severe Weather RFP

KCRHA

King County Regional Homelessness Authority

Notice of Funding Availability (NOFA)
2023 North King County Severe Cold Weather Response
Request for Proposal (RFP)
September 7, 2023

Overview

The King County Regional Homelessness Authority (KCRHA) is pleased to announce a Notice of Funding Availability (NOFA) to support the region's emergency response to severe weather conditions and individuals experiencing unsheltered homelessness in North King County. This funding opportunity is made possible through shared funding between the cities of Bothell, Kenmore, Lake Forest Park, Shoreline, Woodinville, and King County. This funding opportunity is for extreme cold weather services only.

Up to $109,844 in new funding will be allocated through this upcoming RFP. The KCRHA expects to award up to two (2) local contract awards to be implemented no later than November 1, 2023, to ensure the continuity of services. If you have questions, please email RFP@kcrha.org.

Guided by KCRHA's Theory of Change, the KCRHA severe weather policy, and the priorities identified in the Five Year Plan the 2023 North King County Severe Cold Weather Response RFP is intended to extend the Seattle-King County continuum of comprehensive, person-centered housing solutions. The KCRHA expects to award funds for organizations that will:

North King County Severe Weather Shelter

- Application Period
- NKC Rater Panel Review Complete
- Funding Recommendation & Applicant Notification
- Contract Development; Site Selection & Preparation
- Shelter Program Online & Ready to Activate

KCRHA

2024 Unsheltered Point in Time Count


KCRHA
King County Regional Homelessness Authority

Unsheltered Point-in-Time Count
January 22 to February 2, 2024

KCRHA is conducting an unsheltered Point-in-Time (PIT) Count in January 2024, as required by the U.S. Department of Housing and Urban Development (HUD).

The count will take place over two weeks, using a Respondent Driven Sampling (RDS) methodology consistent with what was used in 2022. RDS has been shown to be effective in reaching people who are not already connected to services, providing a data point that supplements client data in the Homeless Management Information System (HMIS) and other systems.

KCRHA is working with researchers at the University of Washington to ensure validity in design, data collection, and analysis. We will work with these researchers to have the final methodology approved by an Institutional Review Board (IRB). Data will be collected using a digital survey and will not include qualitative interviews like the 2022 count.

The PIT Count is an important tool to help illuminate year-over-year trends for the region as a whole. While the RDS methodology provides a more accurate snapshot than the traditional one-night census, it is still likely an undercount. For planning and accountability purposes, KCRHA will continue to work towards a system that is responsive to the 53,000 people who experience homelessness, both sheltered and unsheltered, over the course of a year in King County.

Respondent Driven Sampling

RDS, sometimes called "snowball" sampling, uses a physical "hub" location, and "seeds" a series of referrals that rely on pre-existing relationships among people living unsheltered. RDS is designed to provide complete coverage of King County through this network sampling approach.

Trained interviewers at hub locations reach out to individuals living unsheltered to "seed" the sample by asking those people to refer three people for an interview. Those individuals refer people they know, and then those individuals in turn refer people they know, creating a "snowball" effect. Each interviewee is provided with metro bus tickets for transportation and is compensated for their time with a gift card.

This methodology is intended to reach people who are not already connected to services and who would not be represented in administrative databases like HMIS. While interviewers do not make referrals to services, hub locations will have a list of local resources available.

We can solve homelessness together. Learn More at KCRHA.org

- January 22nd – February 2nd
- Partnership with UW Research Team
- HUB Locations Across the Region
- Subpopulation Focus

KCRHA

King County Regional Homelessness Authority

Thank you.

Stay up to date by following us on social media and subscribing to our emails.

Scan this QR code to sign up for KCRHA emails →

@KingCoRHA @KCRHA

KCRHA
King County Regional Homelessness Authority

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This methodology is intended to reach people who are not already connected to services and who would not be represented in administrative databases like HMIS. While interviewers do not make referrals to services, hub locations will have a list of local resources available.

Hubs, where the interviews will take place, will be located across King County in accessible urban, suburban, and rural areas. Locations have not been determined yet.

In addition to the physical locations, we will pilot a call-in option for families with children. KCRHA is also working to ensure better data collection with specific communities, including American Indian/Alaska Native/Indigenous, youth, veterans, families with children, and rural areas.

Data Collection

Using a custom, secure app on tablet computers, trained interviewers will collect the data required by HUD, including:

- Household Type, such as with or without minor children, youth, parenting youth, child only, veteran and veteran families and size of family
- Age
- Gender, including woman, man, culturally specific identity, transgender, non-binary, questioning, or a different Identity
- Race/Ethnicity, including American Indian/Alaska Native/Indigenous, Asian or Asian American, Black/African American/African, Hispanic/Latina/e/o, Middle Eastern or North African, Native Hawaiian or Pacific Islander, White, or Multiple Races
- Veteran status
- Chronic Homelessness status
- Adult Survivors of Domestic Violence
- Adults with Serious Mental Illness
- Adults with Substance Use Disorder

All interviewers are required to attend PIT Survey Training which includes survey and conversation best practices, trauma informed care, use of the software, survey questions and using the "Language line" for translation. They will also receive safety training on de-escalation and first response.

How You Can Help

Volunteer interviewers will be recruited from local homelessness service providers, the UW School of Social Work, government partners, and community members.

You can also support people experiencing homelessness by donating directly to shelters, food banks, and other service providers. Visit the resources page on our website for ideas on how to help.

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Right of Way Acquisition Procedures **Proposed Council Action/Motion:** Adopt Resolution 23-404 and adopt the updated Right of Way Acquisition Procedures.	**For Council Meeting Agenda of: 11/13/2023** **Departments:** Public Works Engineering **Prepared by:** John Vicente, Engineering Director **Initial & Date** **Approved by Department Head:** **JV 11/1/2023** **Approved by City Attorney:** **DR 11/2/2023** **Approved by Finance Director:** **NA** **Approved by City Manager:** **RK 11/2/2023** **Exhibits/Attachments:** Attachment A: Resolution 23-404

Summary:

City staff are requesting the City Council to adopt Resolution 23-404 and adopt the updated Right of Way Acquisition Procedures.

Information/Background:

Under Resolution 12-211, the City approved the current Right of Way Acquisition Procedures. These procedures outline the approving authority (including purchasing thresholds) for purchasing private property for right of way uses. The procedures also identify the individuals responsible for all phases of acquisition and maintenance/documentation of such acquisitions. The Washington State Department of Transportation requires cities to have approved right of way procedures on file for all acquisitions that involve grant funds.

The current procedures require an update to reflect changes in staffing and titles: City Engineer was changed to Engineering Director, the Finance Director staff person was updated, and City Clerk was added to Property Management. These procedures are included in the City's purchasing policies and approval of this resolution would replace the existing procedures in the purchasing policy with the revised procedure (Attachment A). There were no changes made to the purchasing thresholds.

The resolution also includes an approval for the City Manager to make administrative changes to the procedures as needed.

Fiscal Consideration:
There are no fiscal impacts to the resolution.

Council Goal/Budget Being Addressed:

Council Goal 3: To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel.

CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 23-404

A RESOLUTION OF THE CITY COUNCIL OF KENMORE, WASHINGTON, ADOPTING RIGHT OF WAY ACQUISITION PROCEDURES; AND REPEALING RESOLUTION 12-211

WHEREAS, the City Council adopted Resolution 12-211, which approved and adopted the City's Right of Way Acquisition Procedures; and

WHEREAS, City staff has updated the Right of Way Acquisition Procedures to reflect changes in staffing; and

WHEREAS, the City Council desires to adopt the updated Right of Way Acquisition Procedures, and repeal Resolution 12-211;

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

Section 1. Adoption of Right of Way Acquisition Procedures. The City Council approves and adopts the Right of Way Acquisition Procedures set forth on Exhibit 1 attached hereto and incorporated by reference.

Section 2. Repealer. The City Council repeals Resolution 12-211 in its entirety.

Section 3. Administrative Authority. The City Council authorizes the City Manager to make administrative changes to the Right of Way Acquisition Procedures adopted herein.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON AT A REGULAR MEETING THEREOF THIS ____ DAY OF ___________, 2023.

CITY OF KENMORE

____

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

____

Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

____

Dawn Reitan, City Attorney

The City of Kenmore (Agency), needing to acquire real property (obtain an interest in and/or possession of) in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act and applicable federal regulations (49 CFR Part 24) and state law (Ch. 8.26 RCW), and state regulations (Ch. 468-100 WAC) hereby adopts the following procedures to adhere to all applicable laws, statutes, and regulations. The Agency is responsible for the real property acquisition and relocation activities on projects administered by the Agency and must acquire right of way (ROW) in accordance with the policies set forth in the Washington State Department of Transportation Right of Way Manual M 26-01 and Local Agency Guidelines (LAG).

Below is a list of Agency staff, by names and position titles, which are qualified to perform specific ROW functions. Attached to these procedures are resumes for everyone listed within these procedures, which provides a summary of their qualifications. The procedures shall be updated whenever staffing changes occur.

1. The Agency has the staff with the knowledge and experience to accomplish the following ROW Disciplines:

   i. PROGRAM ADMINISTRATION:
   Oversee delivery of the ROW Program on federal aid projects for the Agency. Ensures ROW functions are conducted in compliance with federal and state laws, regulations, policies, and procedures.

   Responsibilities/Expectations:
   - Ensures Agency's approved ROW Procedures are current, including staff qualifications, and provides copies to consultants and Agency staff;
   - Oversight of ROW consultants;
     - use of consultant contract approved by WSDOT
     - management of ROW contracts
     - management of ROW files
     - reviews and approves actions and decisions recommended by staff & consultants
     - Overall responsibility for decisions that are outside the purview of consultant functions
   - Sets Just Compensation prior to offers being made;
   - Oversight and approval of Administrative Offer Summaries (AOS) per policy;
   - Oversight and approval of Administrative Settlements per policy;
   - Ensure Agency has a relocation appeal process prior to starting relocation activities;
   - Obligation authority for their Agency;
   - Obtain permits (Non-Uniform Relocation Act (URA));
   - Ensures there is a separation of functions to avoid conflicts of interest.
   - Verifies whether ROW is needed, and that the property rights and/or interests needed are sufficient to construct, operate and maintain the proposed projects (see LAG Appendix 25.174, 25.175, & 25.176).

   John Vicente, Engineering Director

Note: Staff included under Program Administration must have completed the eLearning Administrative Settlement and No ROW Verification training available at https://wsdot.wa.gov/business-wsdot/support-local-programs/local-programs-training/right-way-training-education

ii. APPRAISAL
Prepare and deliver appraisals on federal aid projects for the Agency. Ensures that appraisals are consistent and in compliance with state and federal laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Use only qualified agency staff approved by WSDOT to perform appraisal work;
- Use Appraiser from WSDOT's Approved Consultant List if Agency does not have qualified staff;
- Prepare ROW Funding Estimate (not required to be completed by an appraiser & only when there are federal funds in the ROW Phase);
- Prepare AOS;
- Obtain specialist reports;
- Coordinate with engineering, program administration, acquisition, relocation, and/or property management, as necessary.

WSDOT Approved Consultant

iii. APPRAISAL REVIEW:
Review appraisals on federal aid projects for the Agency to make sure they are adequate, reliable, have reasonable supporting data, and approve appraisal reports. Ensures appraisals are adequately supported and represent fair market value and applicable costs to cure and are completed in compliance with state and federal laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Use only qualified agency staff approved by WSDOT to perform appraisal review work;
- Use review appraiser from WSDOT's Approved Consultant List if agency does not have qualified staff;
- Ensures project wide consistency in approaches to value, use of market data, and costs to cure;
- Coordinate with engineering, program administration, acquisition, relocation, and/or property management, as necessary.

WSDOT Approved Consultant

iv. ACQUISITION:
Acquire, through negotiation with property owners, real property, or real property interests (rights) on federal aid projects for the Agency. Ensures acquisitions are completed in compliance with federal and state laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Use only qualified staff to perform acquisition activities for real property or real property interests, including donations;
- To avoid a conflict of interest, when the acquisition function prepares an AOS, only acquires property valued at $10,000 or less;
- Provide and maintain a comprehensive written account of acquisition activities for each parcel;
- Prepare AOS justification and obtain approval;
- Prepare Administrative Settlement and obtain approval;
- Prepare Right of Way Funding Estimate (when there are federal funds in the ROW Phase);
- Review title, and recommend and obtain approval for acceptance of encumbrances;
- Ensure acquisition documents are consistent with ROW plans, valuation, and title reports;
- Provide a negotiator disclaimer;
- Maintain a complete, well organized parcel file for each acquisition;
- Coordinate with engineering, program administration, appraisal, relocation, and/or property management, as necessary.

WSDOT Approved Consultant

Note: Staff included under Acquisition must have completed the eLearning Administrative Settlement training available at https://wsdot.wa.gov/business-wsdot/support-local-programs/local-programs-training/right-way-training-education

v. RELOCATION:
Provide relocation assistance to occupants of property considered displaced by a federally funded projects for the Agency. Ensures relocations are completed in compliance with federal and state laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Prepare and obtain approval of relocation plan prior to starting relocation activities;
- Confirm relocation appeal procedure is in place;
- Provide required notices and advisory services;
- Make calculations and provide recommendations for Agency approving authority prior to making payment;

- Provide and maintain a comprehensive written account of relocation activities for each parcel;
- Maintain a complete, well organized parcel file for each displacement;
- Ensure occupants and personal property is removed from the ROW;
- Coordinate with engineering, program administration, appraisal, acquisition, and/or property management, as necessary.

WSDOT Approved Consultant

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vi. PROPERTY MANAGEMENT:
Establish property management policies and procedures that will assure control and administration of ROW, excess lands, and improvements acquired on federal aid projects for the Agency. Ensures property management activities are completed in compliance with federal and state laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Account for use of proceeds from the sale/lease of property acquired with federal funds on other title 23 eligible activities;
- Keep ROW free of encroachments;
- Obtain WSDOT/FHWA approval for change in access control along interstate;
- Maintain property records;
- Ensure occupants and personal property is removed from the ROW;
- Maintain a complete, well organized property management file;
- Coordinate with engineering, program administration, appraisal, acquisition, and/or property management, as necessary.

Melinda Merrill (Director of Finance and Administration), John Vicente (Engineering Director), Anastasiya Warhol (City Clerk)

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b. Any functions for which the Agency does not have qualified staff, the Agency will contract with another local agency with approved procedures, a qualified consultant, or the WSDOT. An Agency that proposes to use qualified consultants for any of the above functions will need to work closely with their ROW Local Agency Coordinator (LAC) and Local Programs to ensure all requirements are met. The LAC will perform spot check reviews on selected federal aid or federal aid eligible projects. **The LAC must be given an opportunity to review all offers and supporting data prior to offers being made to the property owners.** The number of spot check reviews is dependent upon the scope of the project, complexity of acquisitions, the local agency's level of experience, and past performance. Spot check reviews may not be required on all projects but will lessen the risk of delays during ROW Certification. Additional information or parcel files may be requested by the LAC to ensure local agency compliance.

c. The Agency's Administrative Settlement Procedures indicating the approval authorities and the procedures involved in making administrative settlement needs to be included with these procedures (see Exhibit A).

d. An Agency wishing to take advantage of the AOS process, properties valued up to $25,000 or less, need to complete Exhibit B of these procedures.

2. All projects shall be available for review by the FHWA and WSDOT at any time and all project documents shall be retained and available for inspection during the plan development, ROW, construction stages, and for a three-year period following acceptance of the projects by WSDOT.

3. Approval of the Agency's procedures by WSDOT Local Programs may be rescinded at any time the Agency is found to no longer have qualified staff or is found to be in non-compliance with the regulations. The rescission may be applied to all, or part of the functions approved.

Rob Karlinsey, City Manager | Date

Washington State Department of Transportation

Approved By:

Local Programs Right of Way Manager | Date

EXHIBIT A

Agency's Administrative Settlement Policy

The City of Kenmore (CITY) shall, to the greatest extent possible, expeditiously negotiate all fair market value offers (FMV) for the acquisition of right-of-way and other real property rights. However, the CITY recognizes the fact that differences of opinion as to FMV or other compensation components may occur with property owners. These differences typically exceed the FMV offered by the CITY. In such cases, an Administrative Settlement may be necessary where the CITY will continue to negotiate considering all the information supporting just compensation in excess of the CITY'S calculation of FMV's.

The CITY's negotiator will work with CITY staff and property owners towards a mutual and reasonable agreement on just compensation. All reasonable counter offers by the property owner will be submitted to the City Engineer or his/her designee for review. If in agreement, the City Engineer or his/her designee will coordinate with the assigned negotiator and other CITY staff and prepare a letter of support and justification towards an Administrative Settlement. The extent of the letter of support is a matter of judgment and will be consistent for all property owners, subject to the circumstances and the amount of money involved. Considerations in the letter of support may include, but are not limited to, all available pertinent appraisals, range of testimony in a condemnation trial, construction schedules, prior court awards, trial costs (legal counsel) and the public interest. Authority for approval of administrative settlement proposals during project negotiations shall be in writing and delegated as follows:

The CITY SENIOR CIVIL ENGINEER and CAPITAL PROJECTS MANAGER are authorized to approve administrative settlements up to $2,500 or 10%, whichever is the lesser, above the appraised FMV.

The ENGINEERING DIRECTOR is authorized to sign all determination of values (DVs), approve acquisitions up to $25,000, and approve administrative settlements of up to $20,000 above the CITY'S FMV ($45,000 total authority).

The CITY MANAGER is authorized to approve acquisitions and relocation payments up to $350,000 including any administrative settlements above the CITY'S FMV.

The CITY COUNCIL will approve all right of way costs that exceed $350,000.

Rob Karlinsey, City Manager — Date

Washington State Department of Transportation

Approved By:

Local Programs Right of Way Manager — Date

EXHIBIT B

Waiver of Appraisal

Agency's Administrative Offer Summary (AOS)

The City of Kenmore , hereinafter (Agency), desiring to acquire Real Property according to 23 CFR, Part 635, Subpart C and State directives, and desiring to take advantage of the $25,000.00 appraisal waiver process approved by the Federal Highway Administration (FHWA) for Washington State, hereby agrees to follow the procedure approved for the Washington State Department of Transportation (WSDOT) as follows:

Rules

A. The Agency may elect to waive the requirement for an appraisal if the acquisition is simple and the compensation estimate indicated on the ROW Funding Estimate is $25,000.00 or less including cost-to cure items.

B. The Agency must make the property owner(s) aware that an appraisal has not been completed on the property for offers $10,000 or less.

C. The Agency must make the property owner(s) aware that an appraisal has not been completed on the property for offers over $10,000 and up to $25,000, and that an appraisal will be prepared if requested by the property owner(s).

D. Special care should be taken in the preparation of the AOS as no review is mandated, the preparer needs to ensure that the compensation is fair and that all the calculations are correct.

Procedures

A. An AOS is prepared using comparable sales found at the time of preparation.

B. The AOS is approved by the Agency staff listed under Program Administration within these Right of Way Procedures. Upon signature a first offer to the property owner(s) is authorized.

____________________________ ____________________________

Rob Karlinsey, City Manager   Date

Washington State Department of Transportation

Approved By:

____________________________ ____________________________

Local Programs Right of Way Manager   Date

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic: Electronic Home Monitoring (EHM) for Indigent Defendants Service Provider Contract **Proposed Council Action/Motion:** Authorize City Manage to Execute Contract 23-C2982 with Sentinel to provide EHM Services for Indigent Defendants Beginning November 15, 2023	**For Council Meeting Agenda of:** Nov. 13, 2023 **Department:** City Manager's Office **Prepared by:** Garrett Oppenheim, Assistant to the City Manager (ARPA)/Diversity, Equity, Inclusion, and Accessibility (DEIA) Coordinator **Initial & Date** **Approved by Department Head:** SL 11/2/23 **Approved by City Attorney:** DR 11/3/23 **Approved by Finance Director:** MM 11/3/23 **Approved by City Manager:** RK 11/3/23 **Exhibits/Attachments:** Contract 23-C2982

Summary:

In order to resolve the equitability issues incumbent in allowing wealthier defendants to utilize Electronic Home Monitoring (EHM) and poorer ones to spend time in jail, the City of Kenmore will contract with provider Sentinel to pay the full cost of EHM for those defendants whom the Court both deems indigent and sentences to monitoring.

Information/Background:

Home detention is a jail alternative authorized by RCW 9.94A.734 as a sentence for certain offenders and by RCW 10.21.017 for certain criminal defendants. It involves the subject wearing an ankle bracelet that uses GPS to detect their location. The subject is not permitted to leave their home except to go out for school, work, court, or other pre-approved activities such as a doctor appointment or grocery shopping. For cases involving alcohol-related offenses, EHM can include Secure Continuous Remote Alcohol Monitoring (SCRAM) to track the subject's alcohol consumption.

Washington law allows, but does not require, courts to force defendants and convicted offenders to pay costs for pretrial supervision (RCW 10.01.160(1)) and electronic home monitoring (RCW 9.94A.704(9)). Thus, whereas a stay in jail is typically free to defendants and offenders but costly to the City, EHM places a financial burden more easily borne by the City upon defendants and offenders. This raises serious equity issues as it forces people with lower incomes who already struggle to meet their needs to pay for a service to avoid spending time in jail, whereas wealthier defendants can avail themselves of the monitoring service and go about their lives without significant interruption.

Most sentences range from 10 to 30 days and monitoring prices, set by the contract the State negotiated with the provider through the RFP process, range from as low as $6 per day for just blood alcohol testing to $13 per day for GPS tracking and blood alcohol testing together.

Fiscal Consideration:

The fees for services are listed in Exhibit D of the contract and are as follows:

- GPS Tracking Device and Blood Alcohol Testing Device (used simultaneously): $13 per day
- Blood Alcohol Testing Device: $6 per day
- GPS Tracking Device: $10 per day
- Transdermal Alcohol Monitoring: $9.50 per day
- RF Electronic Monitoring: $7 per day

The contract stipulates that the City's payments to Sentinel shall not to exceed $10,000 in a single calendar year and if the $10,000 limit is reached within a calendar year, service provision shall cease until January 1 of the following year.

This item is not budgeted and will have to come out of the General Fund Reserve; ongoing funding of the program will need to be evaluated during the 2025-2026 biennium budget process.

City Council Priority or Budget Objective Being Addressed:

4. Diversity, Equity, and Inclusion
6. Enhance Public Safety

SENTINEL OFFENDER SERVICES, LLC
MONITORING SERVICES AGREEMENT

This Monitoring Services Agreement ("**Agreement**") dated as of _______, is entered into by and between Sentinel Offender Services, LLC, a Delaware limited liability company ("**Sentinel**"), having its principal place of business at 1290 North Hancock Street, Suite 103, Anaheim, California 92807, and City of Kenmore ("**Customer**" or **"City"**) having its principal place of business at 18120 68th Ave NE, Kenmore, WA 98028.

RECITALS

A. Sentinel is engaged in the business of providing the Services (as defined at Section 1.1) to customers, probation departments and community correctional entities.

B. The Customer desires to supervise a certain portion of its offenders in a supervision and tracking program that is designed to monitor the offender through one (1) or more of the levels of monitoring services provided by Sentinel.

C. Sentinel and the Customer desire to enter into a relationship whereby Sentinel shall provide the Services to Customer on the terms and subject to the conditions set forth herein.

D. The Customer is responsible for determining the level and type of monitoring on an individual basis. The Customer may wish to order the use of monitoring services that include Radio Frequency Home Monitoring, Global Positioning System Satellite Tracking, Alcohol Testing, or cell phone reporting and tracking applications.

NOW THEREFORE, in consideration of the above recitals and in consideration of the mutual agreements and undertakings set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1 Services; Equipment; and Customer's Responsibilities

1.1 **Services to be Performed.** During the Term (as defined at Section 3.1), Sentinel shall provide to the Customer services described at **Exhibit "A"** attached hereto ("**Services**"). Sentinel shall provide the Services by qualified personnel in a professional manner.

1.2 **Equipment.** During the Term, Sentinel shall provide and maintain certain equipment ("**Sentinel Equipment**") in connection with its provision of its electronic monitoring services. All Sentinel Equipment provided under this Agreement shall remain the sole and exclusive property of Sentinel. Sentinel Equipment in Customer's possession, custody or control is set forth at **Exhibit "B"** attached hereto ("**Customer-Controlled Equipment**").

1.3 **Customer's Responsibilities.** In addition to any other obligations of the Customer herein, Customer shall be responsible for the obligations set forth at **Exhibit "C"** attached hereto ("**Customer Responsibilities**").

2 Service Fees and Payments

2.1 Service Fees. Sentinel shall collect from the Program Self-Pay Participants ("Participants") the agreed upon amount for Services rendered or invoice the City specifically designated City-funded participants. The fee schedule is defined in **Exhibit "D"** attached hereto ("**Fee Table**"). Self-Pay Participants will be required to pay the agreed upon Enrollment Fee and daily monitoring rate outlined in Exhibit "D". Participants will be required to maintain a positive financial balance and comply with payment plans established at the time of program enrollment. Failure to pay for services will result in a notification to the Customer and request for program removal.

2.2 Payments and Acceptance. The Customer acknowledges and understands that acceptance by Sentinel of any payments under this Agreement shall not prevent Sentinel at any later date from disputing the amount owed or from demanding more information from the Customer regarding payments finally due.

2.3 Maximum Annual Expense. The City's payments to Sentinel under this Agreement shall not to exceed the amount of $10,000 for any calendar year. If the $10,000 limit is reached within a calendar year, service provision shall cease until January 1 of the following year.

3 Term; Termination; and Suspension

3.1 Term. This Agreement is effective as of November 1, 2023, and shall continue in full force and effect until December 31, 2026, ("**Initial Term**"). This Agreement will be deemed to be renewed annually ("**Renewal Term**") upon the expiration of the Initial Term. After the completion of the initial term either party may terminate the agreement with or without cause by giving the other party a sixty (60) day written notice. This agreement will be considered extended unless a party hereto notifies the other party sixty (60) days prior to renewal that this Agreement will be terminated or unless this Agreement is subject to early termination pursuant to Sections 3.2 or 9.12 ("**Term**").

3.2 Termination. Upon a party's material breach of the terms and conditions of this Agreement, the non-breaching party shall notify the breaching party in writing indicating the nature of such breach. If the breaching party fails to cure the breach within sixty (60) days of its receipt of written notice from the non-breaching party, the non-breaching party may immediately terminate this Agreement.

3.3 Termination for Convenience Should either Party determine this agreement, and the program is not meeting their expectations, either party may terminate this agreement, without cause, by giving the other Party 30 days Written Notification on their decision to exercise their Right to Terminate.

3.4 Rights upon Termination. Upon termination or expiration of this Agreement:

3.4.1 Sentinel shall immediately cease to provide the Services; *provided, however*, that Sentinel shall continue to provide the services described at **Exhibit "E"** attached hereto ("**Post-Termination Services**");

3.4.2 Each party shall return to the other party all copies of any Confidential Information (as defined at Section 5.1) or other materials received from the other party;

3.4.3 Sentinel shall give to the Customer all copies of Private Information (as defined at Section 5.3);

3.4.4 Sentinel will continue to collect all fees due and owing under this Agreement as of the date of termination or expiration of this Agreement; and

3.4.5 If requested by either party, the parties will issue a mutually acceptable communication regarding the termination or expiration of the Agreement.

3.5 Suspension. Sentinel reserves the right, but assumes no obligation, to suspend performance immediately if, in Sentinel's reasonable judgment, the Customer has materially breached any obligation set forth herein.

3.6 Lost and damaged. Sentinel reserves the right to charge the Participant for lost, damaged or stolen Sentinel Equipment.

4 Marketing

The Customer agrees that Sentinel may include the Customer's name in listings of Sentinel's customers.

5 Confidentiality and Privacy

5.1 Nondisclosure and Limited Use. Each party acknowledges that by reason of its relationship to the other party under this Agreement it will have access to certain information and materials concerning the other party's business, plans, customers (including criminal records), technology and products that are confidential and of substantial value to such party ("**Confidential Information**"), which value would be impaired if such Confidential Information were disclosed to third parties. Each party agrees to maintain all Confidential Information received from the other party, both orally and in writing, in confidence and agrees not to disclose or otherwise make available such Confidential Information to any third party without the prior written consent of the disclosing party. Each party further agrees to use the Confidential Information only for the purpose of performing this Agreement.

5.2 Exclusions. The parties' obligations of non-disclosure and limited use set forth at Section 5.1 shall not apply to Confidential Information which: (a) is or becomes a matter of public knowledge through no fault of or action by the receiving party; (b) was rightfully in the receiving party's possession prior to disclosure by the disclosing party; (c) subsequent to disclosure, is rightfully obtained by the receiving party from a third party who is lawfully in possession of such Confidential Information without restriction; (d) is independently developed by the receiving party without resort to Confidential Information which is confidential under this Agreement; or (e) is required by law or judicial order, *provided* that prior written notice of such required disclosure is furnished to the disclosing party as soon as practicable in order to afford the disclosing party an opportunity to seek a protective order and that if such order cannot be obtained disclosure may be made without liability. Whenever requested by a disclosing party, a receiving party shall immediately return to the disclosing party all manifestations of the Confidential Information, or, at the disclosing party's option, shall destroy all such Confidential Information as the disclosing party may designate. The parties agree that all records in Customer's possession are subject to the Washington State Public Records Act, Ch. 42.56 RCW, and that at all times the provisions of this Agreement are to be construed to all for compliance with Ch. 42.56 RCW. Any provision in this contract that purports to prohibit Customer from complying with Ch. 42.56 RCW is amended to allow for compliance.

5.3 Private Information. Sentinel acknowledges and understands that it may produce certain private information, records and other materials concerning inmates, probationers, juveniles and other private persons that are confidential ("**Private Information**"), the disclosure of which may violate applicable privacy laws. Sentinel shall maintain all Private Information in confidence and agrees not to disclose or otherwise make available such Private Information to any third party without the prior written consent of the Customer, *provided, however*, that Sentinel shall be entitled to disclose any Private Information to the extent required by law or judicial order. Sentinel further agrees to use the Private Information only for the purpose of performing this Agreement.

6 Representations and Warranties

Each party to this Agreement represents and warrants to the other that (a) it has full power and authority to execute and deliver this Agreement and to perform its obligations hereunder; (b) this Agreement has been duly authorized by all necessary action on the part of such party and constitutes a valid and legally binding obligation of such party, enforceable in accordance with its terms and conditions; (c) such party need not give any notice to, make any filing with, or obtain any authorization, consent, or approval of any government or governmental agency in order to consummate the transactions contemplated by this Agreement; and (d) such party is not a party to any written or oral agreement, understanding, arrangement or contract that prohibits the performance of its obligations hereunder.

7 Acknowledgments

The Customer acknowledges that Sentinel is providing the Sentinel Equipment and the Services specifically referenced in Exhibit A hereto. Sentinel is not involved in establishing criteria or otherwise providing advice or guidance on the selection of Participant offenders, it being understood that all risk associated with selection and course of monitoring is expressly borne by the Customer. In addition, the Customer acknowledges that Sentinel has not made any representation or warranty that the Services will be available without interruption or that they will be provided error free. The Customer assumes full responsibility for ordering remand, re-arrest, or similar actions in response to violations by Participant. Sentinel will provide notification reports to the Customer for program violations committed by the Participant within one business day.

8 Limitation of Liability

8.1 Disclaimer. The Customer acknowledges that it is solely responsible for the decision to use the Services and all decisions regarding the selection of third parties that will have access to or contact with the Services, including, without limitation, probationers, juveniles and the Customer's employees. SENTINEL DISCLAIMS ANY AND ALL RESPONSIBILITY OR LIABILITY FOR THE CUSTOMER'S DECISIONS DESCRIBED IN THIS SECTION 8.1.

8.2 Service Availability. The Customer acknowledges Sentinel's ability to provide electronic monitoring services effectively is dependent on factors outside of its control, including without limitation, observed defects or deficiencies in any Sentinel Equipment assigned to or retrieved from Participant offenders, extended power outages, disconnection or other loss/interruption of telephone lines or telecommunication networks, operation of wire line and wireless networks, internet connectivity, and scrambling, interruption, suspension, or other interference in the transmission of radio signals or signals to or from GPS satellites. Accordingly, the Customer acknowledges that Sentinel does not warrant that the Services will function on an error-free basis. At any given time, the Sentinel Equipment or software used in connection with this Agreement may malfunction and failures in the Services may occur from time to time. The Customer agrees that Sentinel will not be liable for any damages or harms, including, without limitation, property damage, personal injury, bodily injury, illness or death, that the Customer or the Customer's employees, agents or other affiliates may incur arising out of Sentinel's operations or its provision of or failure to provide the Services. SENTINEL DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

The Customer affirms that if it requests that Sentinel provide electronic monitoring by GPS to certain Participants, all Participants identified for GPS monitoring have been selected independently by the Customer without input, advice or other involvement of Sentinel and Sentinel has agreed to comply with instructions of the Customer on the scope of monitoring for each selected Participant.

The Customer recognizes the risks inherent with GPS monitoring and acknowledges that it has considered and assumed all such risks in selecting Participants, prescribing the scope and course/level of monitoring, and establishing the response protocols for any electronic monitoring program to be conducted by Sentinel. The Customer agrees that Sentinel shall be entitled to indemnification for any and all damages, losses, liabilities, and expenses (including reasonable attorney's fees) which hereafter may be incurred by Sentinel arising in connection with its provision of GPS monitoring services (a) to the extent such risks have been expressly assumed by the Customer or otherwise are outside of Sentinel's direct and immediate control.

8.3 Limitation of damages. Except as set forth in Section 9.3 of this Agreement and for breach of any confidentiality or privacy obligations, neither party, nor any of its officers, directors, shareholders, employees, agents independent contractors, representatives, or affiliates shall be liable to the other party or any of its officers, directors, shareholders, employees, agents, independent contractors, representatives, or affiliates for punitive, special, consequential, incidental, or indirect damages including, without limitation, lost profits, arising in connections with the services, even if such party has been advised of the possibility of such damages.

8.3.1 Except as provided in Section 9.3 of this Agreement, Sentinel's aggregate liability to the Customer relating to or arising out of this Agreement, whether in contract, tort, or otherwise, shall not exceed (i) the total amounts paid by Customer to Sentinel during the 12-month period immediately preceding the event which gave rise to the Customer's claims or (ii) $10,000, whichever is less.

8.4 Independent contractor. The parties agree that Sentinel is an independent contractor as that term is commonly used and is not an employee of the Customer. As such, Sentinel is solely responsible for all taxes, and none shall be withheld from the sums paid to Sentinel. Sentinel acknowledges that it is not insured in any manner by the Customer for any loss of any kind whatsoever. Sentinel has no authority, express or implied, to bind or obligate the Customer in any way.

8.5 Subcontracting. The parties agree that Sentinel shall not subcontract, assign or delegate any portion of this Agreement or the Services to be performed hereunder without prior written approval of the Customer. In the event that the Customer approves of any such subcontracting, assignment or delegation, Sentinel shall remain solely responsible for managing, directing and paying the person or persons to whom such responsibilities or obligations are sublet, assigned or delegated. Sentinel shall take sole responsibility for the quality and quantity of any services rendered by such persons. Any consent given in accordance with this provision shall not be construed to relieve Sentinel of any responsibility for performing under this Agreement.

8.5 Authority to Bind Contractor. Notwithstanding anything in this Agreement to the contrary, the signatory for Sentinel represents that he has been duly authorized to execute agreements on behalf of the company designated above and has obtained all necessary or applicable approval from the corporate office of the company to make this

Agreement fully binding upon the company when said signature is affixed and accepted by the Customer.

9 General Provisions

9.1 Assignment. This Agreement and all rights and duties hereunder may not be assigned, mortgaged, sublicensed, delegated, or otherwise encumbered by any party or by operation of law without the prior written consent of the other party, which consent shall not be unreasonably withheld, except that a party's rights hereunder may be transferred to a successor of all or substantially all of the business and assets of the party regardless of how the transaction or series of related transactions is structured.

9.2 Insurance. Sentinel shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Sentinel, its agents, representatives, or employees.

A. Minimum Scope of Insurance. Sentinel shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.

2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap, independent contractors, personal injury, and advertising injury. The District shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the District using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Contractor's profession.

B. Minimum Amounts of Insurance. Sentinel shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than $2,000,000 each occurrence, $2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than $2,000,000

per claim and $2,000,000 policy aggregate limit.

C. Other Insurance Provision. Sentinel's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect to Customer. Any insurance, self-insurance, or self-insured pool coverage maintained by Customer shall be excess of the Sentinel's insurance and shall not contribute with it.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Verification of Coverage. Sentinel shall furnish Customer with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of Sentinel at the time this Agreement is executed.

F. Notice of Cancellation. Sentinel shall provide Customer with written notice of any policy cancellation, within two business days of their receipt of such notice.

G. Failure to Maintain Insurance. Failure on the part of Sentinel to maintain the insurance as required shall constitute a material breach of contract, upon which Customer may, after giving five business days' notice to Sentinel to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to Customer on demand, or at the sole discretion of Customer, offset against funds due Sentinel from Customer.

H. No Limitation. Sentinel's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of Sentinel to the coverage provided by such insurance, or otherwise limit Customer's recourse to any remedy available at law or in equity.

I. Public Entity Full Availability of Sentinel's Limits. If Sentinel maintains higher insurance limits than the minimum shown above, Customer shall be insured for the full available limits of the Commercial General or Excess or Umbrella liability maintained by Sentinel, irrespective of whether such limits maintained by Sentinel are greater than those required by this Agreement or whether any certificate of insurance furnished to Customer evidences limits of liability lower than those maintained by Sentinel.

9.3 Indemnification and Hold Harmless.

A. Sentinel shall defend, indemnify and hold Customer, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses or suits, including, but not limited to, attorney fees, arising out of or resulting from the negligent acts, errors, or omissions and/or misconduct of Sentinel in performance of this

Agreement, except for injuries and damages caused by the sole negligence of Customer.

B. The City shall defend, indemnify and hold Sentinel, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses or suits, including, but not limited to, attorney fees, arising out of or resulting from the negligent acts, errors, or omissions and/or misconduct of the City in performance of this Agreement, except for injuries and damages caused by the sole negligence of Sentinel.

C. Sentinel hereby waives its immunity under Industrial Insurance, Title 51 RCW, for claims of any type brought by any Sentinel agent or employee against Customer, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties and a portion of Customer’s payment hereunder is expressly made the consideration for this waiver.

D. The provision of this section shall survive the expiration or early termination of this Agreement.

9.4. Employment of State Retirees. Customer is a “DRS-covered employer” which is an organization that employs one or more members of any retirement system administered by the Washington State Department of Retirement Systems (DRS). Pursuant to RCW 41.50.139(1) and WAC 415-02-325(1), Customer is required to elicit on a written form if any of Sentinel's employees providing services to Customer retired using the 2008 Early Retirement Factors (ERFs), or if Sentinel is owned by an individual who retired using the 2008 ERFs, and whether the nature of the service and compensation would result in a retirement benefit being suspended. Failure to make this determination exposes Customer to significant liability for pension overpayments. As a result, before commencing work under this Agreement, Sentinel shall determine whether any of its employees providing services to Customer or any of Sentinel’s owners retired using the 2008 ERFs, and shall immediately notify Customer and shall promptly complete the form provided by Customer after this notification is made. This notification to DRS could impact the payment of retirement benefits to employees and/or owners of Sentinel. Sentinel shall indemnify, defend, and hold harmless Customer from any and all claims, damages, or other liability, including attorney fees and costs, relating to a claim by DRS of a pension overpayment caused by or resulting from Sentinel’s failure to comply with the terms of this section. This section shall survive expiration or early termination of this Agreement.

9.2 Notices. All notices, requests, or other communications required or permitted to be given hereunder or which are given with respect to this Agreement shall be in writing (including telecopy) and, unless otherwise expressly provided herein, shall be delivered (a) by hand during normal business hours, (b) by Federal Express, United Parcel Service or other reputable overnight commercial delivery service (collectively, “**Overnight Courier**”), (c) by registered or certified mail (return receipt requested) or (d) by telecopy, addressed as follows:

If to Sentinel:

Sentinel Offender Services, LLC
1290 North Hancock Street, #103
Anaheim, CA 92807
Telephone No.: (949) 453-1550
Facsimile No.: (949) 453-1554
Attention: Mr. Dennis Fuller, Chief Financial Officer

With a copy to:
Stradling, Tocca, Carlson and Rauth
660 Newport Center Drive, Suite 1600
Newport Beach, CA 92660
Telephone No.: (949) 725-4123
Attention: Mr. Bruce Feuchter

If to Customer:
City of Kenmore
18120 68th Ave NE
Kenmore, WA 98028
Telephone No.: (425) 398-8900
Attention: Anastasiya Warhol, City Clerk

Any such notice shall be effective for purposes of determining compliance with the time requirements herein (a) at the time of personal delivery, if delivered by hand, (b) at the time accepted for overnight delivery by the Overnight Courier, if delivered by Overnight Courier, (c) at the time of deposit in the United States mail, postage fully prepaid, if delivered by registered or certified mail, or (d) at the time of confirmation of receipt, if delivered by telecopy.

If either party changes its address for purposes of notices hereunder, such party shall give written notice of such change to the other party in accordance with this Section 9.2.

9.3 Entire Agreement. This Agreement (together with the other written agreements specifically referred to herein) shall constitute the entire agreement between the parties hereto and shall supersede any other agreements, whether oral or written, express or implied, as they pertain to the transactions contemplated herein. No revision, change, amendment, addendum or modification of this Agreement shall be effective unless made in writing and signed by both of the parties hereto.

9.4 Applicable Law; Venue; Attorney's Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorney's fees and costs of suit..

9.5 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.

9.6 Severability. If any provision of this Agreement is found by any court of competent jurisdiction to be invalid or unenforceable, such provision shall be deemed to be modified to the minimum extent necessary to cause it to be valid and enforceable and the invalidity or unenforceability of such provision prior to such modification shall not affect the other provisions of this Agreement and all provisions not affected by the invalidity or unenforceability shall remain in full force and effect.

9.7 Remedies Not Exclusive. No remedy conferred by any of the specific provisions of this Agreement is intended to be exclusive of any other remedy, except as expressly provided in this Agreement or any exhibit thereto, and each and every remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing in law or in equity or by statute or otherwise. The election of any one or more remedies shall not constitute a waiver of the right to pursue other available remedies.

9.8 Waiver. Failure of either party at any time to require the performance of any provision under this Agreement shall not affect the right of such party to require full performance thereafter and a waiver by either party of a breach of any provision of this Agreement shall not be taken or held to be a waiver of any further or similar breach or as nullifying the effectiveness of such provision.

9.9 Force Majeure. If performance hereunder is interfered with by any condition beyond a party's reasonable control ("**Force Majeure Event**"), the affected party shall be excused from such performance to the extent of such condition, *provided, however* that if a Force Majeure Event detrimentally affects a party's performance of a material covenant hereunder for thirty (30) days or more, the other party can terminate this Agreement. The party whose performance is prevented by a Force Majeure Event shall immediately inform the other party of the state of affairs.

9.10 Independent Contractors. Sentinel and the Customer are independent entities, and no agency, partnership, franchise, joint venture or employment relationship is intended or created by this Agreement. No party shall make any warranties or representations on behalf of any other party.

[signatures follow]

IN WITNESS WHEREOF, the Customer and Sentinel have executed this Service Agreement on the dates shown below.

City of Kenmore **("Customer")**

By: ____________________________ Date: ___________________________

Its: City Manager

SENTINEL OFFENDER SERVICES, LLC ("SENTINEL")

By: _________________________________ Date: ________________________
Mr. Dennis Fuller
Its: Chief Financial Officer

EXHIBIT "A"

THE SERVICES

Basic Services

- Equipment. Sentinel will provide Radio Frequency (RF) monitoring equipment, GPS tracking equipment, and multiple Alcohol monitoring equipment options. The Customer will select individuals that the Customer deems appropriate to participate in a Radio Frequency, GPS tracking, or Alcohol monitoring program.
- Equipment Duties. Sentinel will install and issue equipment to offenders that have been deemed appropriate by the Court to serve their custodial sentence on such an electronic monitoring program.
- Violation Notification. A mutually agreed upon reporting schedule for the notification of violations shall be developed and implemented. Sentinel personnel will provide reports regarding program Participant non-compliance with program rules and guidelines as required by the Customer the next business day.
- Participant Supervision. The supervision of all offenders shall remain exclusively within the purview of the Customer.
- Participant Compliance Meetings. Sentinel will monitor conditions of compliance with Customer court orders via scheduled meetings with each Participant and report all issues of non-compliance to the Customer for resolution.
- Financial Non-Compliance: Once a rate for services has been assessed, self-pay Participants will be required to pay for services. In the event a program Participant becomes 5 days late in payment, Sentinel will notify the Customer and request removal from the program.
- Case Files. Sentinel will maintain individual case files on all Participants for review by the Customer and in order to provide documentation for the use in enforcement or revocation matters.
- Equipment. All equipment used by Participants on this program, will be the sole responsibility of said Participant. All program Participants will be required to sign a "Participant Agreement" that shall be used in a Court of Law in the event that the equipment is damaged, lost, stolen, or not returned by the Participant either during or upon completion of their participation in the monitoring program.
- Equipment Maintenance. Sentinel will be responsible for the safe keeping of the equipment in the interim between its use on program Participants. Sentinel agrees to maintain equipment in a safe and secured location as to prevent any theft or damage due to negligence. In addition, Sentinel will be responsible for the installation, instructions to Participants, and subsequent removal of the monitoring equipment from the program Participant.
- Equipment Recovery. Customer agrees to provide assistance with the recovery of all monitoring equipment in the event a situation arises where Sentinel is unable to recover outstanding equipment through the normal course of business.

- **Training Services**

  Sentinel can provide basic equipment overview to Customer personnel for Customer knowledge.

- **Hours of Operation**

  The SentinelDNA™ ("**DNA**") offender tracking software operates 24 hours a day, 7 days a week, 365 days a year. The Sentinel National Monitoring Center supports this operation at all times. The National Monitoring Center operates 24 hours a day, 7 days a week, 365 days a year. The National Monitoring Center can be contacted at 800.551.4911.

  The Sentinel Seattle office operates Monday through Friday, from 8:30am to noon and from 1:00pm to 5:00pm, except for major holidays**.** Equipment enrollments and related appointments at the Sentinel office will be scheduled for optimal service.

- **Reports**

  For report and activity information, the Customer will be able to access Sentinel's DNA software through either a standard computer, laptop connection, smart phone browser or application. Sentinel staff will also provide a daily report to the Customer as requested for Participant information and transactions. Local Sentinel staff will provide reports to the court during standard business days and hours.

- **Record Retention**

  All monitoring activity reports remain accessible for a period of five (5) years. Retrieval of current client activity records is accessible immediately, while retrieval of records that may have been archived due to extensive completion dates may require a minimum of 72 hours to retrieve and deliver to Customer personnel. Sentinel will make the data available at the request of the Customer and all data will be backed up on a regular basis.

EXHIBIT "B"

CUSTOMER-CONTROLLED EQUIPMENT

Sentinel will be responsible for maintaining all monitoring equipment required for this program. Sentinel staff will install devices on Participants enrolling in the program at our Seattle office as required by the Court.

It will be the Customer's responsibility to notify Sentinel of all equipment installations and removal orders in order to ensure program compliance and for city-funded participants, maintain a correct billing record. Sentinel will work closely with Customer personnel to arrange all enrollments and completions for all Participants. Sentinel staff will collect all program fees from the self-pay participants and store all monitoring equipment at the Sentinel office.

The Participants will be responsible for Sentinel Equipment issued to them. Sentinel Equipment lost, damaged or stolen will require reimbursement to Sentinel at the rates as outlined under **Exhibit F**, ("**Lost or Damaged Equipment Schedule**").

EXHIBIT "C"

CUSTOMER RESPONSIBILITIES

The Customer agrees that its representatives will use the proper paperwork and transmittals that are required in order to properly refer a participant for monitoring. This includes, but is not limited to, providing complete offender information forms to Sentinel and maintaining compliance with relevant privacy and data protection laws. The Customer will provide payment of monitoring fees for Participants that are paid for by the City and the City will be billed in arrears, for the previous month's services for said participants.

EXHIBIT "D"

FEE TABLE

The fees that will be applicable for this program for City of Kenmore payment of monitoring fees are:

SERVICES	RATE
OM500 GPS Tracking and BAT Device (when used simultaneously)	**$13.00/day**
Portable Breath Alcohol Testing Device	**$6.00/day**
OM500 GPS Tracking Device	**$10.00/day**
SCRAM Transdermal Alcohol Monitoring	**$9.50/day**
Radio Frequency (RF) Electronic Monitoring	**$7.00/day**

Self-Pay Participants

Self-pay participants will be required to pay one hundred and fifty dollars ($150.00) at the time of enrollment. These funds will be applied to the total balance due for the daily monitoring fees. In the event a Participant is on the program for less than ten days, the total cost for services will be $150.00**.** For case sentences greater than ten days, daily fees will be assessed on a sliding scale.

Cost for Consumables/Replacements

SERVICES	RATE
OM500 Charging Cord	**$45 per cord**
OM500 GPS Tracking – Strap	**$25 per strap**
OM500 GPS Tracking – Backplate	**$15 per backplate**
Portable Breath Alcohol – Power Cord	**$25 per cord**
Portable Breath Alcohol-Carrying Case	**$20 per case**
SCRAM Transdermal Bracelet Strap	**$65 per strap**

Maximum Annual Expense. The City's payments to Sentinel under this agreement shall not exceed the amount of $10,000 for any calendar year. If the $10,000 limit is reached within a calendar year, service provision shall cease until January 1 of the following year.

EXHIBIT "E"

POST-TERMINATION SERVICES

In the event that either party terminates this Agreement, all procedures and requirements will be finalized according to the agreed upon manner. Sentinel will provide all Services up until the expiration date of this Agreement.

Sentinel will not be responsible for the monitoring of any offender once the Agreement expiration date has passed. Any monitoring services after said date will have to be described in writing and consented to by both parties. Any fees associated with this hold over of services period will be due and payable in the same manner as all other fees collected.

EXHIBIT F

LOST/DAMAGED EQUIPMENT SCHEDULE

Sentinel shall maintain adequate inventory records of equipment utilized for this program. Participants will agree to reimburse Sentinel for all lost, damaged, and stolen equipment during the term of this agreement at the rates listed below:

EQUIPMENT TYPE	REPLACEMENT COST
OM500 GPS Tracking Device	**$695.00**
Portable Breath Alcohol	**$600.00**
SCRAM Bracelet	**$1,080.00**
SCRAM Home-Based Unit – Ethernet	**$600.00**
SCRAM Home-Based Unit – Cellular	**$675.00**
RF Electronic Monitoring Bracelet	**$250.00**
RF Electronic Monitoring Home Unit	**$650.00**

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic: Ratification of Amendments to the 2021 King County Countywide Planning Policies (CPP)

For Council Meeting Agenda of: 11/13/23

Department: Community Development

Prepared by: Debbie Bent, Community Development Director

	Initial & Date
Approved by Department Head:	DB 10/30/23
Approved by City Attorney:	n/a
Approved by Finance Director:	n/a
Approved by City Manager:	RK 11/2/23

Proposed Council Action/Motion:

No action means ratification of the Amendment to the 2021 Countywide Planning Policies

Exhibits/Attachments:

1. 9/1/23 transmittal letter from King County to Mayor Herbig
2. King County Ordinance 19660
3. 6/21/23 transmittal letter from the King County Executive to the King County Council
4. 7/25/23 King County staff report

Summary:

On 11/13/23 the Kenmore City Council has an opportunity to take legislative action to disapprove amendments to the King County Countywide Planning Policies (CPPs). The City of Kenmore is deemed to have ratified the following amendments to the 2021 King County Countywide Planning Policies (CPPs) unless by 11/30/23 the City takes legislative action to disapprove the amendments. Staff recommends that the Council ratifies the amendment by taking no legislative action.

Amendments to the CPPs are adopted in King County Ordinance 19660 (Attachment #2) and are also outlined in the King County staff report (Attachment #4) and King County transmittal letter from the King County Executive to the King County Council (Attachment #3). Amendments are related to countywide and jurisdictional housing needs and include amendments to several chapters of the CPPs including Development Patterns, Housing, Economy, and Housing Technical Appendix.

Background:

On 9/1/23 the City received a letter (Attachment #1) from King County requesting ratification of amendments to the 2021 King County Countywide Planning Policies (CPP). On August 8/15/23, the Metropolitan King County Council approved Ordinance 19660 (Attachment #2) which became effective 9/1/23. A copy of the 6/21/23 transmittal letter from the King County Executive to the King County Council (Attachment #3) and the 7/25/23 King County Staff Report (attachment #4) provides additional background information.

In accordance with the CPP, FW-1, amendments become effective when ratified by ordinance or resolution by at least 30 percent of the city and county governments representing 70 percent of the population of King County according to the interlocal agreement. A city will be deemed to have ratified the CPP and amendments unless, within 90 days of adoption by King County, the city takes legislative action to disapprove the amendments. The 90-day deadline for these amendments is 11/30/23.

Fiscal Consideration: None
City Council Priority or Budget Objective Being Addressed: 2023-2024 Council Priorities: Priority #9 foster community engagement and participation.

King County

September 1, 2023

The Honorable Nigel Herbig
City of Kenmore
18120 68th Ave NE
P.O. Box 82607
Kenmore, WA 98028-2701

Dear Mayor Herbig:

We are pleased to forward for your consideration and ratification an amendment to the 2021 King County Countywide Planning Policies (CPP).

On August 15, 2023, the Metropolitan King County Council approved and ratified Growth Management Planning Council (GMPC) Motion 23-1, which contains the Affordable Housing Committee recommended responses to GMPC Motion 21-1. The ordinance will become effective Friday, September 1, 2023. Copies of the transmittal letter, Metropolitan King County Council staff report and ordinance 19660 are attached to assist you in your review.

In accordance with the CPP, FW-1, amendments become effective when ratified by ordinance or resolution by at least 30 percent of the city and county governments representing 70 percent of the population of King County according to the interlocal agreement. A city will be deemed to have ratified the CPP and amendments unless, within 90 days of adoption by King County, the city takes legislative action to disapprove the amendments. **Please note that the 90-day deadline for these amendments is Thursday, November 30, 2023.**

If you adopt any legislation concerning this action, and since we are working remotely, please **email** a copy of the legislation by the close of business, Thursday, November 30, 2023, to Council.clerk@kingcounty.gov.

If you have any questions about the amendments or ratification process, please contact Andy Micklow, Metropolitan King County Council Staff, at 206 263-3226 or Ivan Miller, Countywide Planning Manager, King County Office Performance, Strategy and Budget, at 206 263-8297.

Thank you for your prompt attention to this matter.

Sincerely,

Dave Upthegrove, Chair	Dow Constantine
Metropolitan King County Council	King County Executive

Enclosures

cc: King County City Planning Directors
Sound Cities Association
Lauren Smith, Director, Regional Planning
Ivan Miller, Countywide Planning Manager
Andy Micklow, Council Staff, Committee of the Whole

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

KING COUNTY

Signature Report

Ordinance 19660

Proposed No. 2023-0224.1 **Sponsors** Balducci

AN ORDINANCE adopting and ratifying amendments to the 2021 King County Countywide Planning Policies.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. **Findings:**

A. The 2021 King County Countywide Planning Policies ("the CPPs") were adopted and ratified by King County on December 14, 2021, by Ordinance 19384. Ordinance 19384 established a workplan for the Affordable Housing Committee of the King County Growth Management Planning Council ("the GMPC") to address GMPC Motion 21-1 regarding affordable housing.

B. The CPPs were ratified by the cities and towns in King County on April 6, 2022.

C. On March 22, 2023, the GMPC approved Motion 23-1, which recommended amendments to the CPPs, which includes the recommendations to meet the requirements in Ordinance 19384 and GMPC Motion 21-1.

SECTION 2. The amendments to the CPPs, as shown in Attachment A to this ordinance, are hereby adopted by King County and ratified on behalf of the population of unincorporated King County.

SECTION 3. **Severability.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to persons or circumstances is not affected.

Ordinance 19660 was introduced on 6/27/2023 and passed by the Metropolitan King County Council on 8/15/2023, by the following vote:

Yes: 9 - Balducci, Dembowski, Dunn, Kohl-Welles, Perry, McDermott, Upthegrove, von Reichbauer and Zahilay

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

DocuSigned by:
E76CE01F07B14EF...
Dave Upthegrove, Chair

ATTEST:

DocuSigned by:
8DE1BB375AD3422...
Melani Pedroza, Clerk of the Council

APPROVED this _____ day of 8/22/2023, ______.

DocuSigned by:
4FBCAB8196AE4C6...
Dow Constantine, County Executive

Attachments: A. King County GMPC Motion 23-1, a motion recommending amendments to the King County Countywide Planning Policies to the King County Council

03/22/2023

Sponsored By: Executive Committee

GMPC MOTION 23-1

A MOTION recommending amendments to the King County Countywide Planning Policies to the King County Council

WHEREAS, the King County Council initially adopted Countywide Planning Policies in 1992 in conformance with Growth Management Act requirements; and

WHEREAS, the King County Council comprehensively amended the Countywide Planning Policies in 2012 to be consistent with the Multicounty Planning Policies and Regional Growth Strategy in VISION 2040; and

WHEREAS, the Puget Sound Regional Council General Assembly adopted VISION 2050 and the Multicounty Planning Policies in 2020; and

WHEREAS, the Washington State Legislature adopted House Bill 1220 in 2021, which substantively amended the Growth Management Act to require jurisdictions to plan for and accommodate housing needs and resulted in other substantive changes to how jurisdictions plan for housing in the housing element of their comprehensive plan; and

WHEREAS, the King County Council adopted updated Countywide Planning Policies in 2021 and these implemented the Regional Growth Strategy with growth targets that will form the land use basis for periodic comprehensive plan updates; and

WHEREAS, the Growth Management Planning Council directed their Affordable Housing Committee with Motion 21-1 to complete by the end of 2022 a collaborative process to:

1. monitor and report jurisdictional housing supply, housing affordability, housing needs, and income-restricted housing levels, including disparities

between subregions and comparisons to established housing goals and targets, through the Regional Affordable Housing Dashboard and reporting;

2. establish subregional or jurisdictional affordable housing needs, informed by local data and the data and methodology provided by Commerce;

3. recommend to the Growth Management Planning Council an accountability and implementation framework for equitably meeting affordable housing needs across the region. The Affordable Housing Committee will consider, at a minimum, the range of Development Patterns and Housing Chapter amendments proposed by Growth Management Planning Council members in June 2021 regarding understanding and accommodating housing need, holding jurisdictions accountable, and allocating resources; and

4. recommend to the Growth Management Planning Council any Countywide Planning Policy amendments necessary to implement their recommendations; and

WHEREAS, the Washington State Legislature adopted House Bill 1241 in 2022 which increased the review and revision cycle for comprehensive plans from eight to ten years, extended the next comprehensive plan update deadline for jurisdictions in King County to December 31, 2024 and required King County and certain cities to submit an implementation progress report with certain required information to Commerce five years after reviewing and revising a comprehensive plan, and, if any action needed to implement changes in the most recent comprehensive plan update has not occurred at the time of the report, to create a work plan to take any needed actions within two years.

WHEREAS, the Affordable Housing Committee conducted a thorough and collaborative process to respond to Growth Management Planning Council Motion 21-1, which included engagement with the members of the Growth Management Planning Council, jurisdictional stakeholders, Commerce staff, and the Community Partners Table of the Affordable Housing Committee, which was composed of representatives from communities disproportionately impacted by housing cost burden; and

WHEREAS, the Affordable Housing Committee reported back on progress to respond to Growth Management Planning Council Motion 21-1 to the Growth Management Planning Council at all of their meetings in 2022; and

WHEREAS, the Affordable Housing Committee approved on December 9, 2022 a recommended response to Growth Management Planning Council Motion 21-1, that included recommended:

1. improvements to how King County, in partnership with cities, will monitor and report progress to plan for and accommodate housing need through ongoing Countywide Planning Policies Housing Chapter monitoring and reporting;
2. methods for establishing countywide and jurisdictional housing needs, informed by local data and consistent with the data and methodology provided by Commerce;
3. accountability framework details for equitability meeting these housing needs, informed by amendments proposed by Growth Management Planning Council members in June 2021 regarding understanding and accommodating housing need, holding jurisdictions accountable, and allocating resources. This included a housing-focused review of draft comprehensive plans, annual monitoring and reporting, and a mid-planning cycle check-in and adjustment period five years after comprehensive plan adoption; and
4. amendments to the King County Countywide Planning Policies necessary to implement their recommendations and further align the Countywide Planning Policies with recent changes to the Growth Management Act enacted through the passage of House Bill 1220 in 2021; and

WHEREAS, the Affordable Housing Committee Chair transmitted the Committee recommendations to the Growth Management Planning Council on December 29, 2022; and

WHEREAS, the Department of Commerce published final countywide housing need projections on March 1, 2023 and anticipates publishing final guidance required by House Bill 1220 by April 2023; and

THEREFORE, the King County Growth Management Planning Council recommends amendments to the 2021 King County Countywide Planning Policies, included with this motion as Attachment A, to the King County Council.

Dow Constantine

Dow Constantine, Chair, Growth Management Planning Council

Attachment A: Amendments to 2021 Countywide Planning Policies

Attachment A: Amendments to 2021 Countywide Planning Policies

All King County Countywide Planning Policy amendments are shown in ((~~strikethrough~~)) and underlined text.

Amendments:

In the Countywide Planning Policies Introduction, on page 6, amend as follows:

The King County Countywide Planning Policies

The Countywide Planning Policies (CPPs) create a shared and consistent framework for growth management planning for all jurisdictions in King County in accordance with RCW 36.70A.210, which requires the legislative authority of a county to adopt a countywide planning policy in cooperation with cities located in the county. The comprehensive plan for King County and the comprehensive plans for cities and towns in King County are developed from the framework that the CPPs establish. The 2021 Countywide Planning Policies, as amended, were designed to provide guidance in advance of the 2024 statutory update of comprehensive plans to incorporate changes to the regional policy framework and to reflect new priorities addressing equity and social justice within our communities.

In the Development Patterns Chapter, starting on page 21, amend as follows:

DP-12 GMPC shall allocate ((~~residential~~)) housing and employment growth to each city and urban unincorporated area in the county. This allocation is predicated on:

a) Accommodating the most recent 20-year population projection from the state Office of Financial Management and the most recent 20-year regional employment forecast from the Puget Sound Regional Council, informed by the 20-year projection of housing units from the state Department of Commerce;
b) Planning for a pattern of growth that is consistent with the Regional Growth Strategy including focused growth within cities and Potential Annexation Areas with designated centers and within high-capacity transit station areas, limited development in the Rural Area, and protection of designated Natural Resource Lands;
c) Efficiently using existing zoned and future planned development capacity as well as the capacity of existing and planned infrastructure, including sewer, water, and stormwater systems;
d) Promoting a land use pattern that can be served by a connected network of public transportation services and facilities and pedestrian and bicycle infrastructure and amenities;
e) Improving jobs/housing balance consistent with the Regional Growth Strategy, both between counties in the region and within subareas in the county;
f) Promoting opportunities for housing and employment throughout the Urban Growth Area and within all jurisdictions in a manner that ensures racial and social equity;

g) Allocating growth to Potential Annexation Areas within the urban unincorporated area proportionate to their share of unincorporated capacity for housing and employment growth; and

h) Allocating growth based on the amount of net new housing needed to plan for and accommodate an equitable distribution of housing choices across all jurisdictions that is affordable to all economic segments of the population of the county, as provided by the Department of Commerce.

DP-13 The Growth Management Planning Council shall:

a) Update housing and employment growth targets and housing needs periodically to provide jurisdictions with up-to-date growth allocations to be used as the land use assumption in state-mandated comprehensive plan updates;

b) Adopt housing and employment growth targets and housing needs in the Countywide Planning Policies pursuant to the procedure described in policy FW-1;

c) Create a coordinated countywide process to reconcile and set growth targets that implements the Regional Growth Strategy through countywide shares of regional housing and ((~~jobs~~)) job growth, countywide shares of statewide housing needs, allocations to Regional Geographies, and individual jurisdictional growth targets;

d) Ensure that each jurisdiction's growth targets and housing need are commensurate with their role in the Regional Growth Strategy by establishing a set of objective criteria and principles to guide how jurisdictional targets and housing needs are determined;

e) Ensure that each jurisdiction's growth targets allow it to meet the need for housing affordable ((~~housing for~~)) to households with ((~~low-, very low-, and extremely low-incomes~~)) moderate-, low-, very low-, and extremely low-incomes; and

f) Adjust targets and housing needs administratively upon annexation of unincorporated Potential Annexation Areas by cities. Growth targets for the planning period are shown in Table DP-1. Net new housing needs for the planning period are shown in Table H-1 and total projected housing needs are shown in Table H-2.

DP- 14 All jurisdictions shall accommodate housing and employment by:

a) Using the adopted growth targets as the land use assumption for their comprehensive plan;

b) Establishing local growth targets for regional growth centers and regional manufacturing/industrial centers, where applicable;

c) Ensuring adopted comprehensive plans and zoning regulations provide sufficient capacity at appropriate densities for residential, commercial, and industrial uses that is sufficient to meet 20-year growth targets, allocated housing needs, and is consistent with the desired growth pattern described in VISION 2050;

d) Ensuring adopted local water, sewer, transportation, utility, and other infrastructure plans and investments, including special purpose district plans, are consistent in location and timing with adopted targets as well as regional and countywide plans; and

e) Transferring ((~~an~~)) and accommodating unincorporated area housing and employment targets and housing need as annexations occur.

In the Development Patterns Chapter, on page 33, amend as follows:
DP-47 Limit growth in the Rural Area to prevent sprawl and the overburdening of rural services, minimize the need for new rural infrastructure, maintain rural character, and protect open spaces and the natural environment. To limit growth pressure in the Rural Area, locate services in Cities in the Rural Area and cities that border the rural area.

In the Housing Chapter, starting on page 36, amend as follows:

Housing

The Countywide Planning Policies in the Housing Chapter support a range of affordable, accessible, and healthy housing choices for current and future residents across King County. Further, they respond to the legacy of discriminatory housing and land use policies and practices (e.g., redlining, racially restrictive covenants, exclusionary zoning, etc.) that have led to significant racial and economic disparities in access to housing and neighborhoods of choice. These disparities affect equitable access to well-funded schools, healthy environments, open space, and employment.

The policies reflect the region's commitment to addressing the 2018 findings of the Regional Affordable Housing Task Force (Task Force). Key findings include:

- Dramatic housing price increases between 2012 and 2017 resulted in an estimated 156,000 extremely low-, very low-, and low-income households spending more than 30 percent of their income on housing (housing cost burdened); and
- Black, Hispanic, Indigenous, and extremely low-income households are among those most disproportionately impacted by housing cost burden.

((~~While significant housing market activity is needed to reach overall King County housing growth targets, the ability of the region's housing market to address the housing needs of low-income households is limited. A large majority of the need will need to be addressed with units restricted to income-eligible households – both rent-restricted units and resale restricted homes ("income-restricted units").~~))

Building on the Task Force's work, this chapter establishes ((~~a countywide need for affordable housing defined as the additional housing units needed in King County by 2044 so that no household at or below 80 percent of Area Median Income (AMI) is housing cost burdened. While the need is expressed in countywide terms, housing affordability varies significantly across jurisdictions. In addressing housing needs, less affordable jurisdictions will need to take significant action to increase affordability across all income levels while more affordable~~

~~jurisdictions will need to take significant action to preserve affordability. To succeed, all communities must address housing need where it is greatest - housing affordable to extremely low-income households.~~)) goals and policies to ensure all jurisdictions in King County plan for and accommodate their allocated share of ((~~When taken together, all the comprehensive plans of King County jurisdictions must "plan for and accommodate" the~~)) existing and projected housing needs of the county and comply with the Growth Management Act requirements for housing elements in ((~~(RCW~~)) Revised Code of Washington 36.70A.020 and 36.70A.070((~~)~~)) and the Countywide Planning Policies in this chapter.

While significant new housing growth is necessary to reach overall King County housing growth targets, new housing growth will not sufficiently address the housing needs for lower-income households without additional government support for the creation of units restricted to income-eligible households—both rent-restricted units and resale restricted homes ("income-restricted units"); and the preservation of homes currently affordable at or below 80 percent of area median income. Local jurisdictions can create enabling environments and generate local revenue to support new housing development and housing preservation, but successful implementation requires resources and involvement from other levels of government, nonprofits, and the private sector.

Housing unit production is one, but not the only means to measure whether a jurisdiction has planned for and accommodated housing needs. Success will primarily be defined by whether a jurisdiction has adopted and implemented policies and plans that, taken together and in light of available resources, can be reasonably expected to support and enable the production or preservation of units needed at each affordability level. Policies in this chapter do not require that jurisdictions act outside of current powers or assume full responsibility for the construction of units required to meet housing needs articulated in policy H-1.

These Countywide Planning Policies also recognize that housing affordability varies significantly across jurisdictions. In addressing housing needs, less affordable jurisdictions will need to focus actions on increasing affordability for low-income households while more affordable jurisdictions will need to focus actions on preserving affordable homes at risk of price increases. All communities must address housing need where it is greatest—housing affordable to extremely low-income households.

The policies below set a framework for individual and collective action and accountability to meet ((~~the~~)) countywide needs and eliminate disparities in access to housing and neighborhoods of choice. They first establish the amount of countywide housing needs a jurisdiction must plan for and accommodate in a manner that seeks to increase housing choice and begin to address disparities in housing choice throughout King County. ((~~These~~)) The policies then guide jurisdictions through a ((~~four~~))-five step process:

1. ((~~Conduct~~)) conduct a housing inventory and analysis;

2. ((~~Implement~~)) implement policies and strategies to meet housing needs equitably;
3. review comprehensive plans;
4. ((~~Measure results and provide accountability~~)) monitor and report; and

((~~4~~)) 5. ((~~Adjust~~)) adjust strategies to meet housing needs.

Overarching Goal: *Provide a full range of affordable, accessible, healthy, and safe housing choices to every resident in King County. All jurisdictions work to:*

- *preserve, improve, and expand their housing stock;*
- *promote fair and equitable access to housing for all people; and*
- *take actions that eliminate race-, place-, ability-, and income-based housing disparities.*

H-1 ((~~All comprehensive plans in King County combine to address the countywide need for housing affordable to households with low-, very low-, and extremely low-incomes, including those with special needs, at a level that calibrates with the jurisdiction's identified affordability gap for those households and results in the combined comprehensive plans in King County meeting countywide need. The countywide need for housing in 2044 by percentage of AMI is:~~

~~30 percent and below AMI (extremely low) 15 percent of total housing supply~~
~~31-50 percent of AMI (very low) 15 percent of total housing supply~~
~~51-80 percent of AMI (low) 19 percent of total housing supply~~

~~Table H-1 provides additional context on the countywide need for housing.~~[1]

~~**Table H-1: King County Affordable Housing Need**~~	~~**30% AMI**~~	~~**31% - 50% AMI**~~	~~**51% - 80% AMI**~~	~~**80% AMI**~~
~~**Housing Units by Affordability (2019)**~~				
~~Number of Units~~	~~44,000~~	~~122,000~~	~~180,000~~	~~346,000~~
~~As Share of Total Units~~	~~5%~~	~~13%~~	~~19%~~	~~36%~~
~~**Additional Affordable Housing Units Needed (2019-2044)**~~				
~~Additional Housing Units Needed to Address Existing Conditions~~[2]	~~105,000~~	~~31,000~~	~~23,000~~	~~159,000~~
~~Housing Units Needed to Address Growth Through 2044~~[3]	~~39,000~~	~~32,000~~	~~33,000~~	~~104,000~~
~~**Total Additional Affordable Housing Units Needed**~~	~~**144,000**~~	~~**63,000**~~	~~**56,000**~~	~~**263,000**~~
~~**Total Affordable Housing Units Needed by 2044 (Includes Current Housing Units)**~~				
~~Number of Units~~	~~188,000~~	~~185,000~~	~~236,000~~	~~609,000~~
~~As Share of Total Units~~	~~15%~~	~~15%~~	~~19%~~	~~49%~~

~~Refer to Appendix 4 for the methodology used to calculate countywide need and 2019 jurisdictional affordability levels as compared to countywide need.~~))

Plan for and accommodate the jurisdiction's allocated share of countywide future housing needs for moderate-, low-, very low- and extremely low-income households as well as emergency housing, emergency shelters, and permanent supportive housing. Sufficient planning and accommodations are those that comply with the Growth Management Act requirements for housing elements in Revised Code of Washington 36.70A.020 and 36.70A.070, that outline regulatory and nonregulatory measures to implement the comprehensive plan (Washington Administrative Code 365-196-650), and that comply with policies articulated in this chapter. Projected countywide and jurisdictional net new housing needed to reach projected future need for the planning period is shown in Table H-1.[1]

Table H-1: King County Countywide and Jurisdictional Housing Needs 2019-2044

	Countywide Net New Permanent Housing Units Needed, 2019-2044[2]								Countywide Net New Emergency Housing Needs[3]
		0 to ≤30%							
	Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Countywide Total Future Housing Needed: 2044	1,269,628	113,790	49,064	139,718	177,590	195,934	136,061	457,471	65,054
Countywide Baseline Housing Supply: 2019[4]	960,951	32,213	6,168	91,505	155,214	181,009	119,133	375,709	6,071
Countywide Net New Housing Needed: 2019-2044	308,677	81,577	42,896	48,213	22,376	14,925	16,928	81,762	58,983

		Jurisdictional Net New Permanent Housing Units Needed, 2019-2044								Jurisdictional Net New Emergency Housing Needs
			0 to ≤30%							
		Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Metropolitan Cities	Bellevue	35,000	11,925	6,270	8,780	2,671	703	798	3,853	6,688
	Seattle	112,000	28,572	15,024	19,144	7,986	5,422	6,150	29,702	21,401
Core Cities	Auburn	12,000	1,543	812	309	616	1,146	1,299	6,275	2,293
	Bothell	5,800	2,100	1,105	819	654	147	167	808	1,108
	Burien	7,500	1,444	759	524	407	574	650	3,142	1,433
	Federal Way	11,260	1,799	946	842	208	981	1,112	5,372	2,152
	Issaquah	3,500	1,093	575	868	460	66	75	363	669
	Kent	10,200	1,872	984	788	318	820	929	4,489	1,949
	Kirkland	13,200	4,842	2,546	3,052	1,022	228	259	1,251	2,522
	Redmond	20,000	7,025	3,694	3,870	2,765	348	394	1,904	3,822
	Renton	17,000	4,110	2,161	1,624	1,019	1,062	1,205	5,819	3,248
	SeaTac	5,900	646	340	183	143	603	683	3,302	1,127
	Tukwila	6,500	896	471	274	214	610	692	3,343	1,242

High Capacity Transit Communities	Des Moines	3,800	790	415	231	227	281	318	1,538	726
	Kenmore	3,070	1,063	559	483	393	75	85	412	587
	Lake Forest Park	870	313	164	143	140	14	16	80	166
	Mercer Island	1,239	339	178	202	488	4	5	23	237
	Newcastle	1,480	627	329	433	22	9	10	50	283
	Shoreline	13,330	3,617	1,902	2,710	740	573	650	3,138	2,547
	Woodinville	2,033	854	449	354	156	29	33	158	388

		Jurisdictional Net New Permanent Housing Units Needed, 2019-2044								Jurisdictional Net New Emergency Housing Needs
			0 to ≤30%							
		Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Cities and Towns	Algona	170	32	17	8	7	14	16	76	32
	Beaux Arts[5]	1	1	-	-	-	-	-	-	-
	Black Diamond	2,900	745	392	203	410	151	171	828	554
	Carnation	799	239	126	23	85	43	48	235	153
	Clyde Hill	10	3	2	2	3	-	-	-	2
	Covington	4,310	1,016	535	603	-	283	321	1,552	824
	Duvall	890	268	141	-	266	28	32	155	170
	Enumclaw	1,057	162	85	39	61	93	106	511	202
	Hunts Point[5]	1	1	-	-	-	-	-	-	-
	Maple Valley	1,720	542	285	320	26	72	81	394	329
	Medina	19	5	3	3	8	-	-	-	4
	Milton	50	13	7	-	8	3	3	16	10
	Normandy Park	153	41	21	32	17	6	6	30	29
	North Bend	1,748	433	228	121	221	98	111	536	334
	Pacific	135	23	12	4	6	12	13	65	26
	Sammamish	2,100	950	499	419	232	-	-	-	401
	Skykomish	10	2	1	-	1	1	1	4	2
	Snoqualmie	1,500	472	248	233	82	61	69	335	287
	Yarrow Point	10	4	2	3	1	-	-	-	2

Unincorporated	Urban	Urban Unincorporated[6]	5,412	1,157	608	571	292	366	415	2,003	1,034

((~~[1] Table H-1 includes both homeownership and rental units.~~

~~[2] Estimates of additional affordable units needed to address existing cost burden and provide housing for persons experiencing homelessness. The estimates are based on a model in which adding units for households within a given low-income category (e.g., < 30% AMI) allows those households to vacate units affordable within the next income category (e.g., greater than 30% AMI and less than or equal to 50% of AMI), in turn addressing needs of cost-burdened households in that income level. (Estimates shown assume that housing units equal to 1/25th of cost burdened households in each category are added annually in each income category until cost burden is eliminated; a range of estimates is possible depending on inputs to this model.)~~

~~[3] Estimates of housing units needed to address growth assume income distribution of households added through growth is the same as existing income distribution.~~))

[1] Refer to Table H-2 in Appendix 4 for countywide and jurisdictional future housing needed in 2044 and baseline housing supply in 2019.

[2]The countywide need projections are derived from the Washington State Department of Commerce and were adjusted to align with the adopted housing growth targets for the planning period to ensure jurisdictions are planning for growth that is consistent with the goals of the Development Patterns Chapter.

[3] "Emergency Housing" includes emergency housing and emergency shelter and is in addition to permanent housing needs.

[4] Data on baseline housing supply is estimated using 2020 Office of Financial Management data on total housing units, and 2014-2018 Comprehensive Housing Affordability Strategy and 2020 Public Use Microdata Sample data on the distribution of units at different income levels. These data sources are used to align with Department of Commerce countywide need baseline data, even though the King County growth target setting process began in 2019.

[5] Beaux Arts Village and Hunts Point both have growth targets of one unit, meaning their total need allocated is also one unit. The allocation process divides that unit up into multiple area median income bands, but to get need allocations that are whole numbers, we round all allocations in each area median income band and the emergency housing/shelter category.

[6] This includes all Potential Annexation Areas within the High Capacity Transit Communities and Urban Unincorporated King County regional geographies.

In the Housing Chapter, on page 38, amend as follows:

H-2 Prioritize the need for housing affordable to households ((~~at or below~~)) less than or equal to 30 percent ((~~AMI~~)) area median income (extremely low-income) by implementing tools such as:

a) Increasing capital, operations, and maintenance funding;
b) Adopting complementary land use regulations;
c) Fostering welcoming communities, including people with behavioral health needs;
d) Adopting supportive policies; and
e) Supporting collaborative actions by all jurisdictions.

((~~**H-3** Update existing and projected countywide and jurisdictional housing needs using data and methodology provided by the Washington State Department of Commerce, in compliance with state law.~~))

In the Housing Chapter, starting on page 39, amend as follows. Renumber policies H-6-H-9 as H-5-H-8, respectively:

H-((**4**))**3** Conduct an inventory and analysis in each jurisdiction of existing and projected housing needs of all segments of the population and summarize the findings in the housing element. The inventory and analysis shall include:

- a) ((~~Affordability gap of the jurisdiction's housing supply as compared to countywide need percentages from Policy H-1 (see table H-3 in Appendix 4) and needs for housing affordable to moderate income households~~)) The number of existing and projected housing units necessary to plan for and accommodate projected growth and meet the projected housing needs articulated in Tables H-1 and H-2, including:
    - 1) permanent housing needs, which includes units for moderate-, low-, very low-, and extremely low-income households and permanent supportive housing,
    - 2) emergency housing needs, which includes emergency housing and emergency shelters;
- b) Number of existing housing units by housing type, age, number of bedrooms, condition, tenure, and ((~~AMI~~)) area median income limit (for income-restricted units);
- c) Number of existing emergency housing, emergency shelters, and permanent supportive housing facilities and units or beds, as applicable;
- d) Percentage and geographic distribution of residential land zoned for ((~~and geographic distribution of~~)) moderate- and high-density housing and accessory dwelling units in the jurisdiction;
- e) Number of income-restricted units and, where feasible, total number of units, within a half-mile walkshed of high-capacity or frequent transit service where applicable and regional and countywide centers;
- f) Household characteristics, by race/ethnicity:
    - 1) ((~~Income~~)) income (median and by ((~~AMI~~)) area median income bracket),
    - 2) ((~~Tenure~~)) tenure (renter or homeowner),
    - 3) ((~~Size~~
    - ~~4) Housing~~)) housing cost burden and severe housing cost burden;
- g) Current population characteristics:
    - 1) ((~~Age~~)) age by race/ethnicity,
    - 2) ((~~Disability~~)) disability;
- h) Projected population growth;
- i) Housing development capacity within a half-mile walkshed of high-capacity or frequent transit service, if applicable;
- j) Ratio of housing to jobs in the jurisdiction;

k) Summary of existing and proposed partnerships and strategies, including dedicated resources, for meeting ((~~countywide~~)) housing needs, particularly for populations disparately impacted;

l) The housing needs of people who need supportive services or accessible units, including but not limited to people experiencing homelessness, persons with disabilities, people with medical conditions, and older adults;

m) The housing needs of communities experiencing disproportionate harm of housing inequities including Black, Indigenous, and People of Color ((~~(BIPOC)~~)); and

n) Areas in the jurisdiction that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and public capital investments.

H-((~~**5**~~))**4** Evaluate the effectiveness of existing housing policies and strategies to meet ((~~a significant share of countywide need~~)) the jurisdiction's housing needs. Identify gaps in existing partnerships, policies, and dedicated resources for meeting ((~~the countywide~~)) housing needs and eliminating racial and other disparities in access to housing and neighborhoods of choice.

In the Housing Chapter, on page 42, amend as follows:

H-((~~**10**~~))**9** Adopt intentional, targeted actions that repair harms to Black, Indigenous, and other People of Color households from past and current racially exclusive and discriminatory land use and housing practices (generally identified through Policy H-((~~6~~))5). Promote equitable outcomes in partnership with communities most impacted.

In the Housing Chapter, on page 42, amend as follows. Renumber policies H-11 and H-12 as H-10 and H-11, respectively:

Increased Housing Supply, Particularly for Households with the Greatest Needs

VISION 2050 encourages local cities to adopt best practices and innovative techniques to meet housing needs. Meeting ((~~the countywide affordable~~)) housing needs will require actions, including commitment of substantial financial resources, by a wide range of private for profit, non-profit, and government entities. Multiple tools will be needed to meet the full range of needs in any given jurisdiction.

H-12 Adopt and implement policies that improve the effectiveness of existing housing policies and strategies and address gaps in partnerships, policies, and dedicated resources to meet the jurisdiction's housing needs.

In the Housing Chapter, on page 42, amend as follows:

H-14 Prioritize the use of local and regional resources (e.g., funding, surplus property) for income-restricted housing, particularly for extremely low-income households, populations with special needs, and others with disproportionately greater housing needs. Consider projects that promote access to opportunity, anti-displacement, and wealth building for Black, Indigenous, and People of Color communities to support implementation of policy H-((~~10~~))9.

In the Housing Chapter, on page 44, amend as follows. Renumber policies H-20 and H-21 as H-21 and H-22, respectively:

H-19 Lower barriers to and promote access to affordable homeownership for extremely low-, very low-, and low--income, households. Emphasize:

a) Supporting long-term affordable homeownership opportunities for households ((~~at or below~~)) less than or equal to 80 percent ((~~AMI~~)) area median income (which may require up-front initial public subsidy and policies that support diverse housing types); and
b) Remedying historical inequities in and expanding access to homeownership opportunities for Black, Indigenous and People of Color communities.

H-20 Adopt and implement policies that address gaps in partnerships, policies, and dedicated resources to eliminate racial and other disparities in access to housing and neighborhoods of choice.

In the Housing Chapter, starting on page 45, amend as follows. Renumber policies H-23 and H-24 as H-24 and H-25, respectively:

H-((~~22~~))23 Adopt and implement policies that protect housing stability for renter households; expand protections and supports for moderate-, low-, very low- and extremely low-income renters and renters with disabilities.

((~~Measure Results and Provide Accountability~~)) Review, Monitor, Report, and Adjust

The following policies guide a housing comprehensive planning review, monitoring, reporting and adjustment process conducted by the Affordable Housing Committee, Growth Management Planning Council, and King County. This process ensures plans are coordinated and consistent with countywide housing goals and policies, increases the likelihood of housing-related plan implementation to ensure needs are met, and provides jurisdictions with a periodic opportunity for adjustments and continual improvement in between comprehensive plan periodic updates.

Review Comprehensive Plans

H-26 The Growth Management Planning Council or its designee will conduct a housing-focused review of all King County jurisdiction's draft periodic comprehensive plan updates for alignment with the Housing Chapter goals and policies prior to plan adoption and provide comments. The purpose of plan review is to:

a) offer early guidance and assistance to jurisdictions on comprehensive plan alignment with the CPP Housing Chapter;
b) ensure plans address all Housing Chapter goals and policies and include required analyses;
c) evaluate the meaningfulness of plan responses to policies in this chapter, where meaningful responses can be reasonably expected to achieve a material, positive change in the jurisdiction's ability to meet housing needs; and
d) collect data on jurisdictional implementation details to inform future monitoring and evaluation during the remainder of the planning period.

Monitor and Report

Each jurisdiction has a responsibility to ((~~address~~)) plan for and accommodate its share of the countywide housing need. The ((~~county~~)) County and cities will collect and report housing data at least annually to help evaluate progress in ((~~planning for meeting this shared responsibility~~)) achieving the goals and advancing the policies of this chapter. The ((~~county~~)) County will help coordinate a ((~~transparent~~)) necessary data collection and ((~~sharing~~)) reporting process with cities. Further detail on monitoring and reporting procedures is contained in Appendix 4.

H-((~~**25**~~))**27** Monitor progress toward meeting countywide and jurisdictional housing ((~~growth targets, countywide~~)) needs and eliminating disparities in access to housing and neighborhood choices. Where feasible, use existing regional and jurisdictional reports and monitoring tools and collaborate to reduce duplicative reporting.

a) Jurisdictions, including the ((~~county~~)) County for unincorporated areas, will report annually to the ((~~county~~)) County ((~~using guidance developed by the County on housing AMI levels~~)):
   1) In the first reporting year, total income-restricted units, total units, by tenure, ((~~AMI~~)) area median income limit, address, and term of rent and income restrictions, for which the ((~~city~~)) jurisdiction is a party to affordable housing covenants on the property title created during the reporting period. In future years, report new units created and units with affordability terms that expired during the reporting period((~~.~~));
   2) Description and magnitude of land use or regulatory changes to increase zoned residential capacity including, but not limited to, single-family, moderate-density, and high-density((~~.~~));
   3) New strategies (e.g., land use code changes, dedicated fund sources, conveyance of surplus property) implemented during the reporting period to advance the policies of this chapter. This includes strategies to increase housing diversity, ((~~or~~)) strategies to increase the supply of income-restricted units in the jurisdiction and implementation details identified in the jurisdiction's comprehensive plan; and

4) The value of jurisdictional contributions to subregional collaborations to support preservation or creation of income-restricted housing within the subregion made during the reporting period. Contributions may include, but are not limited to, cash loans and grants, land, and fee waivers.

b) The ((~~county~~)) County will, where feasible, consolidate housing data across jurisdictions ((~~to provide clarity and assist jurisdictions with housing data inventory~~)) and ((~~will~~)) report annually on:

1) Countywide housing inventory of:
   i. Total housing units, by affordability to ((~~AMI~~)) area median income bands;
   ii. Total income-restricted units, by ((~~AMI~~)) area median income limit;
   iii. Number of units lost to demolition, redevelopment, or conversion to non-residential use during the reporting period;
   iv. Of total housing units, net new housing units created during the reporting period and what type of housing was constructed, broken down by at least single-family, moderate-density housing types, and high-density housing types;((~~and~~))
   v. Total income-restricted units by tenure, ((~~AMI~~)) area median income limit, location, created during the reporting period, starting in 2021((~~.~~));
   vi. Total net new income-restricted units and the term of rent and income restrictions created during the reporting period, starting in December 2022;
   vii. Share of households by housing tenure by jurisdiction; and
   viii. Zoned residential capacity percentages broken down by housing type/number of units allowed per lot;
2) The ((~~county's~~)) County's new strategies (e.g., dedicated fund sources, conveyance of surplus property) implemented during the reporting period to increase the supply of restricted units in the county, including geographic allocation of resources;
3) The ((~~county's~~)) County's new strategies implemented during the reporting period to reduce disparate housing outcomes and expand housing and neighborhood choice for Black, Indigenous, and other People of Color households and other population groups identified through policy H-((~~6~~))5((~~.~~));
4) Number of income-restricted units within a half mile walkshed of a high-capacity or frequent transit stations in the county;
5) Share of households with housing cost burden, by income band, race, and ethnicity;
6) Tenant protection policies adopted by jurisdictions in King County; and
7) Number of individuals and households experiencing homelessness, by race and ethnicity.

c) Where feasible ((~~, jurisdictions will also collaborate to report~~)):

1) Jurisdictions will collaborate to report ((~~Net~~)) net new units accessible to persons with disabilities; and
2) King County will collaborate with the King County Regional Homelessness Authority and public funders to report total net new permanent supportive housing, emergency housing, and emergency shelters units/beds.

H-((~~**26**~~))**28** The ((~~county~~)) County will ((~~provide guidance to jurisdictions on goals for housing AMI levels annually~~)) provide necessary, ((~~transparent~~)) ongoing information ((~~measuring~~)) on jurisdictions' progress toward ((~~meeting countywide affordable housing need, according to H-25,~~)) planning for and accommodating their housing needs using public-facing tools such as the King County's Affordable Housing Dashboard. The Affordable Housing Committee will establish standardized benchmarks, housing data trends, and comparative standards to aid in assessing local progress relative to countywide trends and other jurisdictions. Measurement will include at a minimum, the meaningful actions taken by a jurisdiction to implement their comprehensive plan housing element, housing unit production within jurisdictions, as well as credit jurisdictions for direct funding and other contributions to support the preservation or creation of income-restricted units through subregional collaborations.

H-((~~**27**~~))**29** ((~~Review and amend countywide and local housing strategies and actions when monitoring in Policy H-25 and H-26 indicates that adopted strategies are not resulting in adequate affordable housing to meet the countywide need. Consider amendments to land use policies and the land use map where they present a significant barrier to the equitable distribution of affordable housing.~~)) Five years after adoption of a periodic update to a comprehensive plan, the Growth Management Planning Council or its designee will review monitoring and reporting data collected through annual reporting and other local data and analysis. The Growth Management Planning Council will identify significant shortfalls in planning for and accommodating housing needs, provide findings that describe the nature of the shortfalls, and make recommendations that jurisdictions take action to address shortfalls. Jurisdictions with significant shortfalls shall identify and implement actions to address the shortfalls, such as amending the comprehensive plan, land use regulations, or other legislative or administrative actions. Implementation of this policy shall be coordinated with the requirement in Revised Code of Washington 36.70A.130(9)(c) to produce and take actions pursuant to a five-year implementation progress report.

In the Economy Chapter, on page 50, amend as follows:

The Rural Area and Natural Resource Lands are important for their contribution to the regional food network, mining, timber, and craft industries, while ((~~Cities in the Rural Area~~)) cities are important for providing access to services ((~~to~~)) and being the economic centers for the surrounding Rural Area.

In Appendix 4: Housing Technical Appendix, starting on page 69, amend as follows:

Appendix 4: Housing Technical Appendix

Policy H-1: ((~~**Countywide**~~)) **Housing Needs**

Each jurisdiction, as part of its ((~~Comprehensive~~)) comprehensive ((~~Plan~~)) plan housing analysis, will need to ((~~address affordability and the condition of existing housing supply as well as its responsibility to~~)) plan for and accommodate its share of countywide housing needs ((~~for affordable housing~~)) as defined in policy H-1 and articulated in Tables H-1 and H-2. In order for each jurisdiction to address its share of the countywide housing needs for ((~~extremely low-,very low-, and low-~~)) moderate-, low-, very- low-, and extremely- low-income housing, as well as permanent supportive housing and emergency housing, a ((~~four-step~~)) five-step approach should be followed:

1. ((~~Conduct~~)) conduct a housing inventory and analysis;
2. ((~~Implement~~)) implement policies and strategies to ((~~equitably~~)) meet housing needs equitably;
3. review comprehensive plans;
4. ((~~Measure results and provide accountability~~)) monitor and report; and

((4)) 5. ((~~Adjust~~)) adjust strategies to meet housing needs.

((~~Countywide need, also called the countywide affordable housing need, is the number of additional, affordable homes needed by 2044 so that no household at or below 80 percent AMI spends more than 30 percent of their income on housing. The countywide need for housing is estimated at 263,000 affordable homes affordable at or below 80 percent AMI that need to be built or preserved by 2044 as shown in Table H-1. The countywide need estimate includes both homeownership and rental units and accounts for people experiencing homelessness. The estimates are based on a model in which adding units for households within a given low-income category (e.g., < 30 percent AMI) allows those households to vacate units affordable within the next highest income category (e.g., greater than 30 percent AMI and less than or equal to 50 percent of AMI) each year, in turn addressing needs of cost-burdened households in that income level. The estimates in Table H-1 assume that housing units equal to 1/25th of the cost burdened households in each category in 2019 are added annually in each income category until cost burden is eliminated, which occurs in different years for different income categories due to the vacating unit process described earlier. The estimates of housing units needed to address growth also assume income distribution of households added through growth is the same as existing income distribution.~~

~~*Estimating Local Housing Need*~~

~~While the CPPs do not prescribe a jurisdictional share of countywide affordable housing need, per RCW 36.70A.070 jurisdictions must include in the housing element of their comprehensive plan:~~

~~an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth, as provided by the department of commerce, including:~~
~~(i) Units for moderate, low, very low, and extremely low-income households;~~

~~Countywide housing need, housing affordability, and income-restricted housing unit data provided in Tables H-1 and H-2 and through the King County Regional Affordable Housing Dashboard can assist jurisdictions in estimating their local affordable housing needs. Sample calculations using a simplified methodology and potential policy responses for three jurisdictions of varying size and affordability are provided below. As a reminder, Policy H-1 and Table H-1 provides that the countywide need for housing in 2044 by percentage of AMI is:~~

~~30 percent and below AMI (extremely low) — 15 percent of total housing supply~~
~~31-50 percent of AMI (very low) — 15 percent of total housing supply~~
~~51-80 percent of AMI (low) — 19 percent of total housing supply~~

~~The sample jurisdictional calculations use fictional data from Table H-3.~~

~~Table H-2: Fictional Jurisdictional Data~~

Jurisdiction	Current Housing Units (HU) (2013-2017)								
	0-30% AMI		31-50% AMI		51-80% AMI		Over 80% AMI		All Incomes
	# of HU	% of Total HU	# of HU	% of Total HU	# of HU	% of Total HU	# of HU	% of Total HU	Total HU
Jurisdiction A	2,000	3%	3,000	4%	7,000	10%	58,000	83%	70,000
Jurisdiction B	2,500	4%	20,000	33%	18,000	30%	20,000	33%	60,500
Jurisdiction C	300	3%	600	6%	1,600	17%	7,000	74%	9,500
Source: 2013 - 2017 CHAS									

Jurisdiction	Income-Restricted Housing Units (HU) (2019)					
	0-30% AMI		31-50% AMI		51-80% AMI	
	# of HU	% of Total HU	# of HU	% of Total HU	# of HU	% of Total HU
Jurisdiction A	300	0.4%	500	0.7%	2,100	3.0%
Jurisdiction B	300	0.5%	1,200	2.0%	1,800	3.0%
Jurisdiction C	0	0.0%	70	0.7%	80	0.8%
Source: King County Income-restricted Housing Database						

Jurisdiction	**Future Affordable Housing Need** (2044 total units * Countywide Housing Need)								
	0-30% AMI		31-50% AMI		51-80% AMI		Current Housing Units	2044 Housing Growth Target	Total Housing Units in 2044
	# of HU	% of Total HU	# of HU	% of Total HU	# of HU	% of Total HU			
Jurisdiction A	15,750	15%	15,750	15%	19,95	19%	70,000	35,000	105,000
Jurisdiction B	10,875	15%	10,875	15%	13,77	19%	60,500	12,000	72,500

~~Jurisdiction C~~	~~1,710~~	~~15%~~	~~1,710~~	~~15%~~	~~2,166~~	~~19%~~	~~9,500~~	~~1900~~	~~11,400~~
~~Note: This applies the countywide need for affordable housing to each jurisdiction's projected total housing units in 2044~~									

~~Jurisdiction~~	~~Difference from Current Housing Units to 2044 Need~~		
	~~0-30% AMI~~	~~31-50% AMI~~	~~51-80% AMI~~
	~~# of HU~~	~~# of HU~~	~~# of HU~~
~~Jurisdiction A~~	~~13,750~~	~~12,750~~	~~12,950~~
~~Jurisdiction B~~	~~8,375~~	~~-9,125~~	~~-4,225~~
~~Jurisdiction C~~	~~1,410~~	~~1,110~~	~~566~~
~~Note: This table shows the gap or overage between the 2044 Housing Unit Need and Current Housing Units~~			

~~Jurisdiction~~	~~Difference from Current Income-Restricted Housing Units to 2044 Need~~		
	~~0-30% AMI~~	~~31-50% AMI~~	~~51-80% AMI~~
	~~# of HU~~	~~# of HU~~	~~# of HU~~
~~Jurisdiction A~~	~~15,450~~	~~15,250~~	~~17,850~~
~~Jurisdiction B~~	~~10,575~~	~~9,675~~	~~11,975~~
~~Jurisdiction C~~	~~1,710~~	~~1,640~~	~~2,086~~
~~Note: This shows the gap or overage between the 2044 Housing Unit Need and Current Income-Restricted Housing Units~~			

~~Jurisdiction A: Large, generally unaffordable~~

~~*Analysis:* Jurisdiction A is a larger jurisdiction with a relatively limited supply of housing affordable to households at or below 80 percent AMI (3 percent, 4 percent, and 10 percent of housing units for 0-30 percent, 31-50 percent, and 51-80 percent AMI respectively). Based on its housing growth target, to meet a proportional share of countywide housing need by 2044, the jurisdiction will need 15,750 units affordable to 0-30 percent AMI, 15,750 units affordable to 31-50 percent AMI and 19,950 units affordable to 51-80 percent AMI. This is a sizeable need compared to current levels of affordability.~~

~~*Potential Policy Response:* Given the low levels of currently affordable and income-restricted housing in the community, the jurisdiction will need to employ a diversity of tools – from public subsidy to policy tools like increasing the amount of land zoned for multifamily housing to meet affordability needs. For example, currently, only 3 percent, or 2,000 units, in the jurisdiction are affordable to households at or below 30 percent AMI. Of these units, only 300 are income-restricted. This means the jurisdiction will need to focus significant attention on creating new deeply affordable units as well as preserving any currently affordable units that are not income-restricted. Given the scale of the affordability gap, however, the jurisdiction's primary focus should be on income-restricted housing production strategies. This could also include~~

~~purchasing currently unaffordable housing units and holding rents relatively steady until they are affordable, a strategy recently employed by the King County Housing Authority. As the impact of overall housing supply increases on prices are uncertain, the jurisdiction should monitor affordability levels as overall supply of unrestricted housing units increases.~~

~~***Jurisdiction B: Medium, currently affordable to all but the lowest incomes***~~

~~*Analysis:* Jurisdiction B is a medium-sized jurisdiction with a large supply of housing affordable to households at 31-80 percent of AMI. If that housing was preserved at current affordability levels, it would more than provide a proportional share of housing to meet countywide affordable housing need. However, the jurisdiction lacks housing affordable to households at the lowest income level (0-30 percent AMI) and only a small portion of its housing is income-restricted, leaving prices vulnerable to market forces and residents vulnerable to displacement.~~

~~*Potential Policy Response:* Given the current levels of affordability in the community, Jurisdiction B should focus on rehabilitation and preservation of both income-restricted housing at or below 80 percent AMI and unrestricted housing affordable at all income levels, and production of housing affordable to households at or below 30 percent AMI. Preservation may entail supporting affordable housing providers in the purchase of housing units that are currently affordable to households at or below 80 percent AMI, as well as investing in programs that improve the quality and safety of existing housing stock.~~

~~***Jurisdiction C: Small, moderately affordable, low growth target, limited transit, large lot sizes***~~

~~*Analysis:* Jurisdiction C is a smaller jurisdiction with some existing housing affordable to households at or below 80 percent AMI, but very little income-restricted housing. Compared to jurisdictions A and B, it has a low growth target, meaning that its future need for affordable housing is much larger than its projected growth. In addition, the jurisdiction lacks significant plans for transit investment and most of the current housing is on very large-sized lots, as prescribed by current zoning.~~

~~*Potential Policy Response:* Jurisdiction C will need to explore preservation and production tools appropriate to its context to increase its supply of affordable housing, particularly income-restricted housing. Likely, it will need to use land use policies to increase the diversity of housing types in the jurisdiction, as well as use public resources to support affordable housing production. The jurisdiction may also wish to engage with neighboring jurisdictions with better transit and employment access to determine if it makes sense to contribute to affordable housing production elsewhere in its sub-region in order to support job and service access for residents of affordable housing. However, this approach should be balanced with attention to providing equitable access to high opportunity areas, such as areas with quality schools and open space, to low-income residents and residents of color.~~))

Calculating Total Countywide Permanent and Emergency Housing Needs

Consistent with the Revised Code of Washington 36.70A.100 and 36.70A.115, King County identifies a 20-year population growth target that is within the range of projections prepared by the Washington State Office of Financial Management. In the past, the County has taken this projection and used its own framework to calculate growth targets for housing units and jobs over the planning period. A decision-making process between King County and King County cities then distributed housing units and jobs between different jurisdictions, to be used in developing local comprehensive plans.

Updates to the Growth Management Act in 2021 changed this process, such that the Washington State Department of Commerce ("Commerce") now supplies counties with the number of permanent housing units and emergency housing beds necessary to manage the projected growth and meet both current unmet and future housing needs over the planning period. Permanent housing projections are expressed as a total countywide housing need figure that is then divided into units for moderate-, low-, very low-, and extremely low-income households. Permanent supportive housing is included as a subset of the 0 to less than or equal to 30 percent area median income projection. Countywide needs for emergency housing beds, which include both emergency shelters and emergency housing, are supplied separately by the state. Refer to the Growth Management Act and Department of Commerce guidance for permanent supportive housing and emergency housing definitions.

After receiving housing need numbers from the State, counties are responsible for selecting a growth projection within the Commerce-provided range to determine their net new countywide housing needs. Counties then select a method for allocating permanent net new countywide housing needs between jurisdictions.

To arrive at countywide net new permanent housing needs for by income level and permanent supportive housing, King County selected the net new units needed from Commerce's medium projections and scaled the net new units needed proportionately to equal King County's housing growth target to build on and maintain consistency with the population projection and assumptions about regional growth.

To arrive at a countywide net new emergency housing need, King County selected the net new emergency housing needs from the same medium population projection series provided by Commerce and scaled it at the same proportional rate as permanent housing needs.
For more information about how Commerce calculated total countywide housing needs, including baseline housing supply, net new units needed, and future housing need expressed by income level, permanent supportive housing, and emergency housing needs, please refer to methodological documentation on the Department's website.

County Method for Allocating Permanent Housing and Emergency Housing Needs
This section describes how countywide housing need was allocated to jurisdictions.

Permanent net new countywide housing needs were allocated to jurisdictions using a multistep method, which allocated larger percentages of housing need to the 0 to less than or equal to 80 percent area median income levels based on local factors.

Each jurisdiction was initially allocated the same proportion of their housing growth to the 0 to less than or equal to 80 percent area median income bands. Then, local factor weights were applied, which accounted for current affordability of the jurisdiction's housing stock, the amount of the jurisdiction's housing stock at or below 80 percent area median income that is income-restricted, and the ratio of low-wage workers that work in the subregion compared to low wage workers that live there. These factors either increased or decreased the proportion of a jurisdiction's housing need that was allocated at 0 to less than or equal to 80 percent area median income, with jurisdictions that scored poorly on these factors having more housing need allocated at 0 to less than or equal to 80 percent area median income. Units were then allocated within each area median income band based on current units already in each area median income band as compared to countywide averages. Net new permanent supportive housing need is part of the 0 to less than or equal to 30 percent area median income level and was allocated consistent with the income level method described.

Net new countywide emergency housing need was allocated to jurisdictions based on their percent share of planned countywide housing growth.

For additional information about the allocation methods, refer to the King County Affordable Housing Committee website. Both final countywide housing need and allocated jurisdictional housing needs can be found in Tables H-1 and H-2. Table H-1 focuses on net new permanent and emergency housing units/beds needed. Table H-2 provides a complete picture of housing needs by jurisdictions, with information on current baseline housing supply and future housing need at the end of this planning period.

Table H-2: King County Countywide and Jurisdictional Housing Needs 2019-2044

	Countywide Permanent Housing Needs[7]								Countywide Emergency Housing Needs[8]
		0 to ≤30%							
	Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Countywide Total Future Housing Needed: 2044	1,269,628	113,790	49,064	139,718	177,590	195,934	136,061	457,471	65,054
Countywide Baseline Housing Supply: 2019[9]	960,951	32,213	6,168	91,505	155,214	181,009	119,133	375,709	6,071
Countywide Net New Housing Needed: 2019-2044	308,677	81,577	42,896	48,213	22,376	14,925	16,928	81,762	58,983

			Jurisdictional Permanent Housing Needs								Jurisdictional Emergency Housing Needs
				0 to ≤30%							
			Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Metropolitan Cities	Bellevue	Total Future Need: 2044	99,687	13,680	6,392	11,121	8,213	13,622	9,186	37,473	6,888
		Baseline Supply: 2019	64,687	1,755	122	2,341	5,542	12,919	8,388	33,620	200
		Net New Need: 2019-2044	35,000	11,925	6,270	8,780	2,671	703	798	3,853	6,688
	Seattle	Total Future Need: 2044	480,307	42,041	20,255	45,691	62,050	76,752	50,327	183,191	25,734
		Baseline Supply: 2019	368,307	13,469	5231	26,547	54,064	71,330	44,177	153,489	4333
		Net New Need: 2019-2044	112,000	28,572	15,024	19,144	7,986	5,422	6,150	29,702	21,401
Core Cities	Auburn	Total Future Need: 2044	40,049	2,619	1,049	8,338	8,691	5,573	4,601	9,178	2,351
		Baseline Supply: 2019	28,049	1,076	237	8,029	8,075	4,427	3,302	2,903	58
		Net New Need: 2019-2044	12,000	1,543	812	309	616	1,146	1,299	6,275	2,293
	Bothell	Total Future Need: 2044	18,482	2,487	1,105	2,077	2,401	2,679	2,026	5,707	1,119
		Baseline Supply: 2019	12,682	387	-	1,258	1,747	2,532	1,859	4,899	11
		Net New Need: 2019-2044	5,800	2,100	1,105	819	654	147	167	808	1,108
	Burien	Total Future Need: 2044	28,285	2,434	759	4,457	5,849	4,346	3,354	7,086	1,683
		Baseline Supply: 2019	20,785	990	-	3,933	5,442	3,772	2,704	3,944	250
		Net New Need: 2019-2044	7,500	1,444	759	524	407	574	650	3,142	1,433
	Federal Way	Total Future Need: 2044	48,937	3,424	1,024	7,754	13,283	8,190	4,528	10,734	2,259
		Baseline Supply: 2019	37,677	1,625	78	6,912	13,075	7,209	3,416	5,362	107
		Net New Need: 2019-2044	11,260	1,799	946	842	208	981	1,112	5,372	2,152

			Jurisdictional Permanent Housing Needs								Jurisdictional Emergency Housing Needs
				0 to ≤30%							
			Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Core Cities	Issaquah	Total Future Need: 2044	20,803	1,829	575	1,604	1,955	3,534	2,120	>120%	673
		Baseline Supply: 2019	17,303	736	-	736	1,495	3,468	2,045	8,823	4
		Net New Need: 2019-2044	3,500	1,093	575	868	460	66	75	363	669
	Kent	Total Future Need: 2044	59,357	3,953	984	9,770	15,367	11,275	8,142	9,866	2,118
		Baseline Supply: 2019	49,157	2,081	-	8,982	15,049	10,455	7,213	5,377	169
		Net New Need: 2019-2044	10,200	1,872	984	788	318	820	929	4,489	1,949
	Kirkland	Total Future Need: 2044	53,218	5,882	2,558	4,836	4,756	8,369	5,472	21,345	2,671
		Baseline Supply: 2019	40,018	1,040	12	1,784	3,734	8,141	5,213	20,094	149
		Net New Need: 2019-2044	13,200	4,842	2,546	3,052	1,022	228	259	1,251	2,522
	Redmond	Total Future Need: 2044	51,739	7,778	3,752	5,274	4,949	9,618	5,233	15,135	4,023
		Baseline Supply: 2019	31,739	753	58	1,404	2,184	9,270	4,839	13,231	201
		Net New Need: 2019-2044	20,000	7,025	3,694	3,870	2,765	348	394	1,904	3,822
	Renton	Total Future Need: 2044	60,362	5,520	2,393	7,830	10,278	11,925	8,193	14,223	3,362
		Baseline Supply: 2019	43,362	1,410	232	6,206	9,259	10,863	6,988	8,404	114
		Net New Need: 2019-2044	17,000	4,110	2,161	1,624	1,019	1,062	1,205	5,819	3,248
	SeaTac	Total Future Need: 2044	17,674	960	352	3,217	4,184	2,886	1,558	4,517	1,127
		Baseline Supply: 2019	11,774	314	12	3,034	4,041	2,283	875	1,215	-
		Net New Need: 2019-2044	5,900	646	340	183	143	603	683	3,302	1,127
	Tukwila	Total Future Need: 2044	15,243	1,148	559	2,548	3,275	2,210	1,317	4,186	1,242
		Baseline Supply: 2019	8,743	252	88	2,274	3,061	1,600	625	843	-
		Net New Need: 2019-2044	6,500	896	471	274	214	610	692	3,343	1,242
High Capacity Transit	Des Moines	Total Future Need: 2044	17,022	1,246	415	2,857	3,537	2,933	1,948	4,086	726
		Baseline Supply: 2019	13,222	456	-	2,626	3,310	2,652	1,630	2,548	-
		Net New Need: 2019-2044	3,800	790	415	231	227	281	318	1,538	726
	Kenmore	Total Future Need: 2044	12,659	1,422	559	1,318	1,576	1,352	1,602	4,830	620
		Baseline Supply: 2019	9,589	359	-	835	1,183	1,277	1,517	4,418	33
		Net New Need: 2019-2044	3,070	1,063	559	483	393	75	85	412	587

			Jurisdictional Permanent Housing Needs								Jurisdictional Emergency Housing Needs
				0 to ≤30%							
			Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
High Capacity Transit	Lake Forest Park	Total Future Need: 2044	6,434	441	173	428	515	712	1,056	3,109	166
		Baseline Supply: 2019	5,564	128	9	285	375	698	1,040	3,029	-
		Net New Need: 2019-2044	870	313	164	143	140	14	16	80	166
	Mercer Island	Total Future Need: 2044	11,808	613	178	487	674	1,510	1,239	7,107	237
		Baseline Supply: 2019	10,569	274	-	285	186	1,506	1,234	7,084	-
		Net New Need: 2019-2044	1,239	339	178	202	488	4	5	23	237
	Newcastle	Total Future Need: 2044	6,952	703	329	566	399	614	514	3,827	283
		Baseline Supply: 2019	5,472	76	-	133	377	605	504	3,777	-
		Net New Need: 2019-2044	1,480	627	329	433	22	9	10	50	283
	Shoreline	Total Future Need: 2044	37,372	4,776	1,991	4,234	4,499	5,059	4,109	12,704	2,620
		Baseline Supply: 2019	24,042	1,159	89	1,524	3,759	4,486	3,459	9,566	73
		Net New Need: 2019-2044	13,330	3,617	1,902	2,710	740	573	650	3,138	2,547
	Woodinville	Total Future Need: 2044	7,928	921	449	640	625	1,360	902	3,031	388
		Baseline Supply: 2019	5,895	67	-	286	469	1,331	869	2,873	-
		Net New Need: 2019-2044	2,033	854	449	354	156	29	33	158	388
Cities & Towns	Algona	Total Future Need: 2044	1,219	55	17	318	407	196	88	138	32
		Baseline Supply: 2019	1,049	23	-	310	400	182	72	62	-
		Net New Need: 2019-2044	170	32	17	8	7	14	16	76	32
	Beaux Arts[10]	Total Future Need: 2044	120	1	-	4	9	2	10	94	-
		Baseline Supply: 2019	119	-	-	4	9	2	10	94	-
		Net New Need: 2019-2044	1	1	-	-	-	-	-	-	-
	Black Diamond	Total Future Need: 2044	4,742	826	392	445	641	512	498	1,428	554
		Baseline Supply: 2019	1,842	81	-	242	231	361	327	600	-
		Net New Need: 2019-2044	2,900	745	392	203	410	151	171	828	554
	Carnation	Total Future Need: 2044	1,614	244	126	164	215	130	111	624	153
		Baseline Supply: 2019	815	5	-	141	130	87	63	389	-
		Net New Need: 2019-2044	799	239	126	23	85	43	48	235	153

Cities & Towns

		Jurisdictional Permanent Housing Needs								Jurisdictional Emergency Housing Needs
			0 to ≤30%							
		Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Clyde Hill	Total Future Need: 2044	1,106	27	2	30	26	52	104	865	2
	Baseline Supply: 2019	1,096	24	-	28	23	52	104	865	-
	Net New Need: 2019-2044	10	3	2	2	3	-	-	-	2
Covington	Total Future Need: 2044	11,460	1,087	535	1,165	1,821	1,875	1,457	3,520	824
	Baseline Supply: 2019	7,150	71	-	562	1,821	1,592	1,136	1,968	-
	Net New Need: 2019-2044	4,310	1,016	535	603	-	283	321	1,552	824
Duvall	Total Future Need: 2044	3,668	316	141	221	341	323	321	2,005	195
	Baseline Supply: 2019	2,778	48	-	221	75	295	289	1,850	25
	Net New Need: 2019-2044	890	268	141	-	266	28	32	155	170
Enumclaw	Total Future Need: 2044	6,422	436	85	1,520	1,665	1,141	461	1,114	202
	Baseline Supply: 2019	5,365	274	-	1,481	1,604	1,048	355	603	-
	Net New Need: 2019-2044	1,057	162	85	39	61	93	106	511	202
Hunts Point[10]	Total Future Need: 2044	186	1	-	15	5	3	15	147	-
	Baseline Supply: 2019	185	-	-	15	5	3	15	147	-
	Net New Need: 2019-2044	1	1	-	-	-	-	-	-	-
Maple Valley	Total Future Need: 2044	11,155	706	285	752	1,070	2,372	2,065	3,905	329
	Baseline Supply: 2019	9,435	164	-	432	1,044	2,300	1,984	3,511	-
	Net New Need: 2019-2044	1,720	542	285	320	26	72	81	394	329
Medina	Total Future Need: 2044	1,151	34	3	32	26	45	107	904	4
	Baseline Supply: 2019	1,132	29	-	29	18	45	107	904	-
	Net New Need: 2019-2044	19	5	3	3	8	-	-	-	4
Milton	Total Future Need: 2044	737	20	7	211	119	224	74	82	10
	Baseline Supply: 2019	687	7	-	211	111	221	71	66	-
	Net New Need: 2019-2044	50	13	7	-	8	3	3	16	10
Normandy Park	Total Future Need: 2044	2,960	170	21	166	285	230	826	1,262	29
	Baseline Supply: 2019	2,807	129	-	134	268	224	820	1,232	-
	Net New Need: 2019-2044	153	41	21	32	17	6	6	30	29

			Jurisdictional Permanent Housing Needs								Jurisdictional Emergency Housing Needs
				0 to ≤30%							
			Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Cities & Towns	North Bend	Total Future Need: 2044	4,699	562	228	526	626	462	383	1,912	334
		Baseline Supply: 2019	2,951	129	-	405	405	364	272	1,376	-
		Net New Need: 2019-2044	1,748	433	228	121	221	98	111	536	334
	Pacific	Total Future Need: 2044	2,601	60	12	814	889	474	157	195	26
		Baseline Supply: 2019	2,466	37	-	810	883	462	144	130	-
		Net New Need: 2019-2044	135	23	12	4	6	12	13	65	26
	Sammamish	Total Future Need: 2044	24,643	1,060	499	760	773	1,899	2,024	17,628	401
		Baseline Supply: 2019	22,543	110	-	341	541	1,899	2,024	17,628	-
		Net New Need: 2019-2044	2,100	950	499	419	232	-	-	-	401
	Skykomish	Total Future Need: 2044	163	11	1	67	19	25	7	33	2
		Baseline Supply: 2019	153	9	-	67	18	24	6	29	-
		Net New Need: 2019-2044	10	2	1	-	1	1	1	4	2
	Snoqualmie	Total Future Need: 2044	6,174	521	248	379	349	413	630	3,634	318
		Baseline Supply: 2019	4,674	49	-	146	267	352	561	3,299	31
		Net New Need: 2019-2044	1,500	472	248	233	82	61	69	335	287
	Yarrow Point	Total Future Need: 2044	423	8	2	7	9	20	39	338	2
		Baseline Supply: 2019	413	4	-	4	8	20	39	338	-
		Net New Need: 2019-2044	10	4	2	3	1	-	-	-	2
Urban Unincorporated[11]	Urban Unincorporated	Total Future Need: 2044	90,067	3,770	608	7,079	11,218	11,018	9,252	47,122	1,109
		Baseline Supply: 2019	84,655	2,613	-	6,508	10,926	10,652	8,837	45,119	75
		Net New Need: 2019-2044	5,412	1,157	608	571	292	366	415	2,003	1,034

[7] The countywide need projections are derived from the Washington State Department of Commerce and were adjusted to align with the adopted housing growth targets for the planning period to ensure jurisdictions are planning for growth that is consistent with the goals of the Development Patterns Chapter.

[8] "Emergency Housing" includes emergency housing and emergency shelter and is in addition to permanent housing needs.

[9] Data on baseline housing supply is estimated using 2020 Office of Financial Management data on total housing units, and 2014-2018 Comprehensive Housing Affordability Strategy and 2020 Public Use Microdata Sample data on the distribution of units at different income levels. These data sources are used to align with Department of Commerce countywide need baseline data, even though the King County growth target setting process began in 2019.

[10] Beaux Arts Village and Hunts Point both have growth targets of one unit, meaning their total need allocated is also one unit. The allocation process divides that unit up into multiple area median income bands, but to get need allocations that are whole numbers, we round all allocations in each area median income band and the Emergency Housing/Shelter category.

[11] This includes all Potential Annexation Areas within the High Capacity Transit Communities and Urban Unincorporated King County regional geographies.

NOTE: Renumber all subsequent footnotes in Appendix 4 accordingly, and in subsequent Appendices in the CPPs.

In Appendix 4: Housing Technical Appendix, starting on page 74, amend as follows:

Policy H-3: Housing Supply and Needs Analysis

As set forth in policy H-((4))3, each jurisdiction must include in its comprehensive plan an inventory of the existing housing stock and an analysis of both existing housing needs and housing needed to accommodate projected population growth over the planning period. This policy reinforces requirements of the Growth Management Act for local ((~~Housing~~)) housing ((~~Elements~~)) elements. The housing supply and needs analysis is referred to in this appendix as the housing analysis.((~~As is noted in policy H-1, H-2, and H-4, the~~)) The housing analysis must ((~~consider local as well as countywide housing needs~~)) include the jurisdiction's established housing needs expressed in Table H-1 and Table H-2 because each jurisdiction has a responsibility to ((~~address~~)) plan for and accommodate its allocated share of the countywide ((~~affordable~~)) housing needs.

The purpose of this section is to provide further guidance to local jurisdictions on the subjects to be addressed in their housing analysis. Additional guidance on carrying out the housing analysis is found in the Puget Sound Regional Council's report, "Housing Element Guide ((~~: A PSRC Guidance Paper (July 2014)~~)) (February 2023)," Washington State Department of Commerce's report, "Guidance for Developing a Housing Needs Assessment" (March 2020); and the Washington Administrative Code, particularly 365-196-410 (2)(b) and (c).((~~The Washington State Department of~~)) Commerce also provides useful information about housing requirements under the Growth Management Act in the "Growth Management Planning for Housing - Washington State Department of Commerce" portion of their website.

((~~*Housing Supply*~~

~~Understanding the mix and affordability of existing housing is the first step toward identifying gaps in meeting future housing needs.~~

~~Table H-3 shows the current housing supply by jurisdiction and affordability levels, using data from 2013-2017 CHAS broken out by different income segments and 2019 housing unit data estimated by the Washington State Office Financial Management (OFM) which OFM does not break out by income segments. The 2019 OFM data serves as the base year for each jurisdiction's 2044 housing growth targets and appears in Table H-1. The OFM housing units were allocated to different AMI bands by applying the percent share of total housing supply in each income segment as reported in the 2013-2017 CHAS data to the total housing units reported by OFM for 2019. These 2019 current housing units in each income segment are added to the countywide need (the total additional affordable housing units needed between 2019-2044) by AMI reported in Table H-1 to determine the Total Affordable Housing Units Needed by 2044.~~

~~Figures in Table H-3 include both rental and ownership units. Note that while some jurisdictions have an adequate supply of housing affordable to low-income households (51 to 80 percent of AMI) and very low-income households (31-50 percent of AMI), no jurisdiction in the county has sufficient housing affordable to extremely low-income households (0 to 30 percent of AMI) to meet a proportional share of existing needs as shown in Table H-1. This is where the greatest need exists and should be a focus for all jurisdictions.~~

~~Table H-3 will be updated annually and will be made publicly available on the Regional Affordable Housing Dashboard. While Table H-3 provides a starting point for understanding current housing supply by jurisdiction, other metrics are required to fully measure housing need. Jurisdictions may choose to supplement the data in Table H-3 with other data sources, such as PUMS, ACS, or their own housing inventories that may be more current or use different underlying assumptions. Because data sources vary in the time period they measure, the assumptions required to analyze the data, and the sampling techniques they use, they may produce results that do not perfectly align with Table H-3. Jurisdictions should use the methodology documented here to explain the causes and implications of differences between alternative methodologies and the information presented in Table H-3.~~

~~The methodology used to calculate current housing units in Table H-3 is summarized as follows:~~

1. ~~CHAS data is downloaded from the HUD website. Select the most recent vintage of data (in this instance it was 2013-2017 ACS 5-year average data") for the data year, select the "Counties split by Place" Geographic Summary Level, which provides data at a jurisdictional level, select "csv" for the file type, and then download the data. This will download all the CHAS tables, as well as a data dictionary.~~

2. ~~Tables 17A, 17B, 18A, 18B, and 18C have data on housing units and what AMI brackets they are affordable at. Tables 17A and 17B include data on vacant units for ownership and rental units respectively. These vacant units are included in the totals, because while vacant units are not currently being rented, they are still a part of a jurisdiction's housing supply, and many vacant units are available to rent or buy. Tables 18A, 18B, and 18C include data on occupied ownership units with a mortgage, occupied ownership units without a mortgage, and occupied rental units respectively. All these units are also included in the totals in Table H-3.~~
3. ~~To calculate how many units are in each jurisdiction at each AMI band, calculate those totals for tables 17A, 17B, 18A, 18B, and 18C and then sum them all together. To calculate total numbers of units by AMI, use the subtotal columns of the CHAS data. The data dictionary that comes with the CHAS tables shows which columns are subtotal columns. Multiple subtotal columns must be added together to get the total number of units affordable at a certain AMI. For example, in Table 18A, to get the total number of units affordable at 0-50 percent AMI, the columns T18B_est3, T18B_est28, T18B_est53, T18B_est78 must be summed, as each column represents a different number of units in the structure. The columns that must be summed together differ slightly based on the table. Refer to the data dictionary to ensure that the correct columns are chosen, as these may change slightly year to year.~~
4. ~~CHAS uses RHUD for rental units and VHUD for ownership units as measures of affordability that correspond to AMI. For example, units that have a value of "less than or equal to RHUD30" are marked as being affordable at 0-30 percent AMI. Unlike with rental units, for the home ownership units found in tables 17A, 18A, and 18B, CHAS does not differentiate between VHUD0 to VHUD30 units and VHUD 30 to VHUD50 units. It instead combines them all into a "Value less than or equal to VHUD50" category. Since affordability is measured at 0-30 percent AMI and 30-50 percent AMI separately in Table H-3, assume that all units in the "Value less than or equal to VHUD50" are actually only affordable at 30-50 percent AMI, and are included in that column. Thus, all 0-30 percent AMI units in Table H-3 are rental units. This assumption is made because of the distribution of home prices in King County, where almost no homes are affordable to households making 0-30 percent AMI.~~
5. ~~Once each of Tables 17A, 17B, 18A, 18B, and 18C have been totaled to get the number of units available at each AMI band, and the home ownership units in the "Value less than or equal to VHUD50" category have been recoded to be equal to 30-50 percent AMI, combine the totals of each table to get countywide totals. RHUD and VHUD categories should now line up for all categories up to 80 percent AMI and can thus be combined and re-labeled with the AMI categories seen in Table H-3. While categories above 80 percent don't align between renter and ownership tables, they can all be combined into one over 80 percent AMI category.~~
6. ~~Then take the sum of each AMI band to get the value in the "All Incomes" column. These values may differ slightly from the total units calculated using the CHAS "Total"~~

~~columns, as individual "Subtotal" columns round units in the "Subtotal" columns (see here for more information on CHAS's rounding methodology). This has only a minimal impact on overall totals. Then, calculate what percentage of each jurisdiction's housing supply is in each AMI band by dividing the number of units in each AMI band by the total number of units. Note that the totals included in the "% of Total HU" columns in table H-3 are rounded. The actual, unrounded percentages are used in the following steps. To calculate the unrounded percentages, in the "Housing Units (HU) 2017" section of the table divide the "# of HU" column amounts by the "Total HU" column amount for each jurisdiction.~~

7. ~~To find the "All Housing" units data in the "2019 HU" column refer to the King County rows in the "2019 Postcensal Estimate of Total Housing Units" column in the Washington State Office of Financial Management's (OFM) April 1 postcensal estimates of housing: 1980, 1990-present. Sum these values to get the total estimated housing units for 2019 countywide.~~
8. ~~To break out OFM's reported total countywide housing unit number, apply the percent share of housing units by AMI found in the "% of Total HU" columns to the total housing units reported by OFM for each jurisdiction in the "Total HU" column in the "HU 2019" section of the table for each jurisdiction and each AMI band. Then sum all jurisdictions totals together for each AMI band, then round the total to the nearest thousandth. This will give you the total units reported in "Countywide Total HU, 2019" row.~~
9. ~~Add the current "Countywide Total HU, 2019" totals by AMI with the "Total Additional Affordable Housing Units Needed" (2019-2044) by AMI reported in Table H-1 to determine the Total Affordable Housing Units Needed by 2044 in Table H-1, which includes current housing units.~~

~~Table H-3: Housing Affordability for King County Jurisdictions by Regional Geographies~~

~~Regional Geography and Jurisdiction~~	~~Housing Units (HU) 2017~~[4]									~~HU 2019~~[5]
	~~0-30% AMI~~		~~31-50% AMI~~		~~51-80% AMI~~		~~Over 80% AMI~~		~~0-30% AMI~~	~~31-50% AMI~~
	~~# of HU~~	~~% of Total HU~~	~~# of HU~~	~~% of Total HU~~	~~# of HU~~	~~% of Total HU~~	~~# of HU~~	~~% of Total HU~~	~~Total HU~~	~~Total HU~~
~~Metropolitan Cities~~										
~~Bellevue~~	~~1,750~~	~~3%~~	~~2,814~~	~~5%~~	~~6,363~~	~~11%~~	~~46,400~~	~~81%~~	~~57,327~~	~~62,372~~
~~Seattle~~	~~19,330~~	~~6%~~	~~32,655~~	~~10%~~	~~55,910~~	~~17%~~	~~212,875~~	~~66%~~	~~320,770~~	~~367,806~~
~~Core Cities~~										
~~Auburn~~	~~1,335~~	~~5%~~	~~9,400~~	~~38%~~	~~6,590~~	~~26%~~	~~7,660~~	~~31%~~	~~24,985~~	~~27,391~~
~~Bothell~~	~~390~~	~~4%~~	~~1,200~~	~~11%~~	~~2,075~~	~~19%~~	~~7,215~~	~~66%~~	~~10,880~~	~~12,208~~
~~Burien~~	~~985~~	~~5%~~	~~4,879~~	~~26%~~	~~5,155~~	~~27%~~	~~8,003~~	~~42%~~	~~19,022~~	~~20,793~~
~~Federal Way~~	~~1,430~~	~~4%~~	~~9,170~~	~~26%~~	~~12,450~~	~~35%~~	~~12,695~~	~~36%~~	~~35,745~~	~~37,257~~
~~Issaquah~~	~~715~~	~~5%~~	~~845~~	~~6%~~	~~1,770~~	~~12%~~	~~11,750~~	~~78%~~	~~15,080~~	~~16,801~~
~~Kent~~	~~1,970~~	~~4%~~	~~11,195~~	~~25%~~	~~14,769~~	~~33%~~	~~16,720~~	~~37%~~	~~44,654~~	~~48,228~~
~~Kirkland~~	~~1,125~~	~~3%~~	~~2,325~~	~~6%~~	~~4,775~~	~~13%~~	~~28,405~~	~~78%~~	~~36,630~~	~~39,312~~
~~Redmond~~	~~640~~	~~3%~~	~~1,325~~	~~5%~~	~~2,705~~	~~11%~~	~~20,365~~	~~81%~~	~~25,035~~	~~28,619~~
~~Renton~~	~~1,720~~	~~4%~~	~~7,285~~	~~19%~~	~~10,160~~	~~26%~~	~~20,133~~	~~51%~~	~~39,298~~	~~42,855~~
~~SeaTac~~	~~350~~	~~3%~~	~~3,400~~	~~34%~~	~~3,460~~	~~35%~~	~~2,799~~	~~28%~~	~~10,009~~	~~10,855~~
~~Tukwila~~	~~385~~	~~5%~~	~~2,150~~	~~30%~~	~~2,680~~	~~38%~~	~~1,909~~	~~27%~~	~~7,124~~	~~8,445~~
~~High Capacity Transit Communities~~										
~~Des Moines~~	~~585~~	~~5%~~	~~3,015~~	~~25%~~	~~2,999~~	~~25%~~	~~5,244~~	~~44%~~	~~11,843~~	~~12,898~~
~~Kenmore~~	~~255~~	~~3%~~	~~1,070~~	~~12%~~	~~1,190~~	~~14%~~	~~6,135~~	~~71%~~	~~8,650~~	~~9,485~~
~~Lake Forest Park~~	~~105~~	~~2%~~	~~344~~	~~7%~~	~~419~~	~~8%~~	~~4,325~~	~~83%~~	~~5,193~~	~~5,494~~
~~Mercer Island~~	~~270~~	~~3%~~	~~380~~	~~4%~~	~~400~~	~~4%~~	~~9,015~~	~~90%~~	~~10,065~~	~~10,506~~
~~Newcastle~~	~~60~~	~~1%~~	~~115~~	~~3%~~	~~480~~	~~11%~~	~~3,699~~	~~85%~~	~~4,354~~	~~5,214~~
~~Shoreline~~	~~1,180~~	~~5%~~	~~2,090~~	~~9%~~	~~4,440~~	~~20%~~	~~14,425~~	~~65%~~	~~22,135~~	~~24,127~~
~~Woodinville~~	~~150~~	~~3%~~	~~280~~	~~6%~~	~~495~~	~~10%~~	~~3,825~~	~~81%~~	~~4,750~~	~~5,450~~

~~**Cities & Towns**~~										
~~Algona~~	~~8~~	~~1%~~	~~404~~	~~43%~~	~~350~~	~~38%~~	~~169~~	~~18%~~	~~931~~	~~1,053~~
~~Beaux Arts~~	–	~~0%~~	~~8~~	~~6%~~	~~4~~	~~3%~~	~~114~~	~~90%~~	~~126~~	~~119~~
~~Black Diamond~~	~~40~~	~~2%~~	~~350~~	~~21%~~	~~230~~	~~14%~~	~~1,070~~	~~63%~~	~~1,690~~	~~1,808~~
~~Carnation~~	~~34~~	~~5%~~	~~119~~	~~19%~~	~~134~~	~~21%~~	~~354~~	~~55%~~	~~641~~	~~817~~
~~Clyde Hill~~	~~10~~	~~1%~~	~~39~~	~~3%~~	~~15~~	~~1%~~	~~1,055~~	~~94%~~	~~1,119~~	~~1,100~~
~~Covington~~	~~160~~	~~2%~~	~~790~~	~~11%~~	~~2,280~~	~~33%~~	~~3,770~~	~~54%~~	~~7,000~~	~~7,102~~
~~Duvall~~	~~50~~	~~2%~~	~~200~~	~~8%~~	~~250~~	~~10%~~	~~2,085~~	~~81%~~	~~2,585~~	~~2,684~~
~~Enumclaw~~	~~265~~	~~6%~~	~~1,469~~	~~31%~~	~~1,495~~	~~32%~~	~~1,515~~	~~32%~~	~~4,744~~	~~5,228~~
~~Hunts Point~~	~~4~~	~~3%~~	~~12~~	~~8%~~	~~4~~	~~3%~~	~~139~~	~~87%~~	~~159~~	~~186~~
~~Maple Valley~~	~~220~~	~~2%~~	~~530~~	~~6%~~	~~1,450~~	~~16%~~	~~6,650~~	~~75%~~	~~8,850~~	~~9,280~~
~~Medina~~	~~15~~	~~1%~~	~~19~~	~~2%~~	~~10~~	~~1%~~	~~1,125~~	~~96%~~	~~1,169~~	~~1,233~~
~~Milton~~	~~20~~	~~6%~~	~~99~~	~~28%~~	~~59~~	~~17%~~	~~175~~	~~50%~~	~~353~~	~~608~~
~~Normandy Park~~	~~150~~	~~5%~~	~~235~~	~~8%~~	~~220~~	~~8%~~	~~2,200~~	~~78%~~	~~2,805~~	~~2,876~~
~~North Bend~~	~~95~~	~~4%~~	~~340~~	~~14%~~	~~390~~	~~16%~~	~~1,565~~	~~65%~~	~~2,390~~	~~2,783~~
~~Pacific~~	~~40~~	~~2%~~	~~934~~	~~39%~~	~~840~~	~~35%~~	~~600~~	~~25%~~	~~2,414~~	~~2,460~~
~~Sammamish~~	~~180~~	~~1%~~	~~365~~	~~2%~~	~~853~~	~~4%~~	~~19,615~~	~~93%~~	~~21,013~~	~~22,159~~
~~Skykomish~~	~~4~~	~~6%~~	~~23~~	~~34%~~	~~8~~	~~12%~~	~~33~~	~~49%~~	~~68~~	~~173~~
~~Snoqualmie~~	~~45~~	~~1%~~	~~169~~	~~4%~~	~~293~~	~~7%~~	~~3,664~~	~~88%~~	~~4,171~~	~~4,748~~
~~Yarrow Point~~	~~4~~	~~1%~~	~~4~~	~~1%~~	~~8~~	~~2%~~	~~419~~	~~96%~~	~~435~~	~~416~~
~~**Urban Unincorporated & Rural**~~										
~~Unincorporated King County~~	~~2,465~~	~~3%~~	~~7,287~~	~~10%~~	~~12,223~~	~~17%~~	~~48,920~~	~~69%~~	~~70,895~~	~~93,179~~
~~**Countywide Total HU, 2017**~~[5]	~~**38,539**~~	~~**5%**~~	~~**109,333**~~	~~**13%**~~	~~**160,401**~~	~~**19%**~~	~~**538,834**~~	~~**64%**~~	~~**847,107**~~	~~**956,128**~~
~~**Countywide Total HU, 2019**~~[6]	~~**44,000**~~	~~**5%**~~	~~**122,000**~~	~~**13%**~~	~~**180,000**~~	~~**19%**~~	~~**610,000**~~	~~**64%**~~	~~**956,000**~~	
~~**Countywide Total HU Needed by 2044**~~	~~**188,000**~~	~~**15%**~~	~~**185,000**~~	~~**15%**~~	~~**236,000**~~	~~**19%**~~	~~**644,000**~~	~~**51%**~~	~~**1,253,000**~~	

[4] ~~Source: CHAS 2013-2017 (released August 25, 2020)~~

[5] ~~Source: 2019 data from Office of Financial Management's April 1 postcensal estimates of housing: 1980, 1990-present. Percentages are rounded.~~

[6] ~~Extrapolated using the percent share of total housing units from CHAS 2013-2017 and 2019 total housing unit data from Washington State Office of Financial Management's April 1 postcensal estimates of housing: 1980, 1990-present. Figures are rounded, see methodology above for how to recreate unrounded totals.~~))

Housing Needs

The housing needs part of the housing analysis should include demographic data related to existing population, household and community trends that could impact future housing demand (e.g., aging of population). This data will be derived from a mixture of jurisdictional records, ((~~county~~)) County datasets, ((~~state~~)) State datasets, and ((~~federal~~)) Federal datasets. The identified need for future housing should be consistent with the jurisdiction's ((~~population~~)) housing growth and ((~~housing targets~~)) the jurisdiction's share of countywide housing needs, found in Tables H-1 and H-2. Combined with the results of the needs analysis, these data can provide direction on appropriate goals and policies for both the housing and land use elements of a jurisdiction's comprehensive plan.

The following guidance is offered to ensure the housing inventory and analysis data is consistently utilized and reported by all jurisdictions in King County:

- ((~~*Affordability gap* means the comparison of a jurisdiction's housing supply as compared to the countywide need percentages expressed in policy H-1. 2013-2017 housing supply is included in table H-3~~
- ~~in this appendix. The County will update this table annually and make it available online.~~)) *Housing Needs* means the needs articulated in Tables H-1 and H-2.

- *Moderate-, low-, very low- and extremely low-income households* means greater than 80 to less than or equal to 120 percent, greater than 50 to less than or equal to 80 percent, greater than 30 to less than or equal to 50 percent, and 0 to less than or equal to 30 percent of area median income respectively.
- Permanent supportive housing, emergency housing, and emergency shelters are defined in the Growth Management Act and relevant Commerce guidance.
- *Age* means built in 2014 or later, built 2010 to 2013, built 2000 to 2009, built 1990-1999, built 1980 to 1989, built 1970 to 1979, built 1960 to 1969, built 1950 to 1959, built 1940 to 1949, built 1939 or earlier.
- *Number of bedrooms* means no bedroom, 1 bedroom, 2 or 3 bedrooms, and 4 or more bedrooms.
- *Condition* means lacking complete plumbing facilities, lacking complete kitchen facilities, and/or no telephone service available.
- *Tenure* means renter-occupied and owner-occupied.
- *Income-restricted units* should be reported by ((~~AMI~~)) area median income limit (i.e., ≤30 percent ((~~AMI~~)) area median income, ≤50 percent ((~~AMI~~)) area median income, and ≤80 percent ((~~AMI~~)) area median income.
- *Moderate-density* housing means the following housing types: 1-unit attached; 2 units; 3 or 4 units; 5 to 9 units; 10 to 19 units. High-density housing means the following housing types: 20 or more units.
- *Accessory dwelling unit* means a small, self-contained residential unit built on the same lot as an existing single-family home. Accessory dwelling units may be built within a primary residence or detached from the primary residence.
- ((~~Household income by AMI means equal to or less than 30 percent AMI, above 30 percent to 50 percent AMI; above 50 percent to 80 percent AMI, above 80 percent to 100 percent AMI, above 100 percent to 120 percent AMI, and above 120 percent AMI.~~))
- *Housing cost burden* means a household spends more than 30 percent of its household income on housing costs.
- *Severe housing cost burden* means a household spends more than 50 percent of its household income on housing costs.
- *Displacement risk* means where residents and businesses are at greater risk of displacement based on ((~~PSRC's~~)) Puget Sound Regional Council's index or equivalent composite set of risk indicators such as: socio-demographics, transportation qualities, neighborhood characteristics, housing, and civic engagement.

Policy H-((~~5~~))4: Evaluate Effectiveness

Prior to updating their comprehensive plan, a jurisdiction must evaluate the effectiveness of existing housing policies and strategies to ((~~meet~~)) plan for and accommodate ((~~a significant~~)) their allocated share of countywide need. This will help a jurisdiction identify the need to adjust current policies and strategies or implement new ones. Where possible, jurisdictions are encouraged to identify actual housing units created, by affordability level, since their last comprehensive plan update.

This evaluation must also identify gaps in existing partnerships, policies, and dedicated resources for meeting the countywide need and eliminating racial and other disparities in access to housing and neighborhoods of choice. This exercise helps a jurisdiction understand what other strategies it should pursue beyond updating the comprehensive plan to meet the goals of this chapter. Some strategies, like inclusionary housing or new dedicated resources, will be easier to evaluate a quantitative impact and for others, it may be more qualitative. Jurisdictions without the ability to identify the impact of each policy may wish to describe the policies and programs that contributed to creating or preserving a given number of income-restricted units, special needs housing units, etc.

Policy H-((~~6~~))5: Racial Exclusion and Discrimination

To inform a comprehensive plan strategy, a jurisdiction must also document the local history of racially exclusive and discriminatory land use and housing practices, consistent with local and regional fair housing reports and other resources.
A jurisdiction must also explain the extent to which that history is still reflected in current development patterns, housing conditions, tenure, and access to opportunity. Examples of suitable data include, but are not limited to:

- homeownership rates by race/ethnicity and age;
- concentration or dispersion of affordable housing or housing choice voucher usage within the jurisdiction;
- affordability of housing in the jurisdiction to the median income household of different races and ethnicities;
- racial demographics by neighborhood, e.g., degrees of integration and segregation;
- access to areas of opportunity by race and ethnicity;
- demographics of residents in areas of high displacement risk; and
- results of fair housing testing performed or fair housing complaint data within a jurisdiction.

Jurisdictions must also identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including but not limited to:

- zoning that may have a discriminatory effect;
- disinvestment; and
- infrastructure availability.

Racially restrictive housing covenants, unrecognized treaties with Tribes, current exclusionary zoning, and lack of investment in affordable housing are examples of discriminatory practices or policies a jurisdiction could include in an assessment. Jurisdictions should not limit their review to local policies and regulations. The region should share resources and work together to develop a shared understanding of how racist or discriminatory housing practices and disparities were perpetuated by all levels of government as well as the private sector. While each jurisdiction's assessment will be unique, King County jurisdictions are encouraged to identify federal, state, and regional practices as well as local.

Finally, a jurisdiction must demonstrate how current strategies are addressing impacts of those racially exclusive and discriminatory policies and practices. Using this information jurisdictions should identify and implement policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing caused by local policies, plans, and actions consistent with the policies in the "Implement Policies and Strategies to Equitably Meet Housing Needs" section.

Jurisdictions are encouraged to refer to the 2019 King County Analysis of Impediments to Fair Housing Choice (Analysis of Impediments) to understand current barriers to fair housing choice. In addition to the guidance offered in this technical appendix, the County will support jurisdictions in identifying and compiling resources, such as University of Washington reports and databases, to support this analysis.

For further guidance on this analysis, refer to guidance on conducting a racially disparate impact analysis from the Department of Commerce.

Policy H-((~~7~~))6: Collaborate Regionally

The lack of homes affordable to low-income households is a regional problem that requires regional solutions. Jurisdictional collaboration with diverse partners is key to an effective regional response. Jurisdictions in their collaboration are encouraged to:

- address ((~~the~~)) countywide housing needs;
- engage and collaborate with other entities in efforts to fund, site, and build affordable housing;
- join resources;
- raise public and private resources together to provide the additional subsidies required to develop housing at deeper levels of affordability;
- support affordable housing development or preservation in each other's jurisdictions; and
- take other collaborative action to address the countywide housing needs.

Refer to the Washington State Department of Commerce's guidance for additional recommendations for the potential and appropriate roles for interjurisdictional partnerships in meeting housing needs as well as how these roles should be reflected in countywide planning policies and comprehensive plans.

Partners collaborating with jurisdictions are encouraged to support the following needs:

- technical assistance;
- organizational capacity building;
- land donations;
- financial contributions for operating and capital needs to support affordable housing development, maintenance and operations needs;
- funding for other needs such as data and monitoring infrastructure; and
- advocate for efforts to fund, site, and build affordable housing.

Policies H-((~~9~~))8 through H-((~~24~~))25: Implement Policies and Strategies to Meet Housing Needs Equitably

Jurisdictions need to employ a range of policies, incentives, strategies, actions, and regulations tailored to equitably meet their housing need. The Puget Sound Regional Council's Housing Innovations Program [((~~7~~))12] presents a range of strategies. The strategies can be filtered by objective, project type, and affordability level. Strategies marked with an asterisk include more detail and are proven to be particularly effective at meeting regional housing goals. The Municipal Research and Services Center (MSRC) ((~~and Washington State Department of Commerce also~~)) offers affordable housing-related resources on their websites, including information about techniques and incentives for encouraging and planning for housing affordability. The Washington State Department of Commerce also provides access to ample resources, including guidance on how to complete the land capacity analysis required in H-11 and on other adequate provisions jurisdictions can take to plan for and accommodate housing needs.

Local jurisdictions may also refer to this table for suitable strategies, largely derived from recommendations from the December 2018 Regional Affordable Housing Task Force Final Report and Recommendations. King County's Department of Community and Human Services will work to periodically update these suggestions on the King County website if new strategies and best practices emerge.

[((~~7~~))12] ((~~PSRC's~~)) Puget Sound Regional Council's Housing Innovations Program [https://www.psrc.org/hip] website provides a searchable database of dozens of suggested strategies. Please refer to their database for a more comprehensive list of strategies.

In Appendix 4: Housing Technical Appendix, starting on page 82, amend as follows. Unamended sections of Table H-((4))3 and sections with only renumbered policies are excluded. Renumber policies H-9, H-20, and H-21 to H-8, H-21, and H-22, respectively:

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
H-((~~10~~))9 Adopt intentional, targeted actions that repair harms to Black, Indigenous, and People of Color ((~~(BIPOC)~~)) households from past and current racially exclusive and discriminatory land use and housing practices (generally identified through Policy H-((~~6~~))5). Promote equitable outcomes in partnership with communities most impacted.	A suggested approach to identifying reparative strategies includes: • Looking at how current policies are working to undo past racially exclusive and discriminatory land use and housing practices or where they might be perpetuating that history • When current policies are perpetuating the harm, implementing equitable countermeasures to remove those policies and their impacts and mitigate disparate impacts on housing choice, access, and affordability • Using ((~~PSRC's~~)) Puget Sound Regional Council's Regional Equity Strategy and associated tools and resources to center equity in comprehensive planning processes and intended outcomes Specific policies and strategies include: • Reduce or eliminate exclusionary zoning • Implement anti-displacement strategies, which include addressing housing stability for low-income renters and owners as well as preserving cultural diversity of the community • Implement policies that increase affordable homeownership opportunities for Black, Indigenous, and People of Color communities • Distribute affordable housing throughout a jurisdiction, with a focus on areas of opportunity • Consider environmental health of neighborhoods where affordable housing

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	exists or is planned and plan for environmentally healthy neighborhoods • Support and prioritize projects that promote access to opportunity, anti-displacement, and wealth-building opportunities for Black, Indigenous, and People of Color communities Strategies for promoting equitable outcomes in partnership with communities most impacted include: • Utilize an equity impact review tool when developing or implementing policies or strategies • Create and utilize a community engagement toolkit • Intentionally include and solicit engagement from members of communities of color or low-income households in policy decision-making and committees
H-((~~11~~))10 Adopt policies, incentives, strategies, actions, and regulations that increase the supply of long-term income-restricted housing for extremely low-, very low-, and low-income households and households with special needs.	Suggested strategies to help ((~~meet~~)) plan for and accommodate the need at these affordability levels include: • Increase financial contributions to build, preserve, and operate long-term income-restricted housing • Increase the overall supply and diversity of housing throughout a jurisdiction, including both rental and ownership • Provide housing suitable for a range of household types and sizes, including housing suitable and affordable for households with special needs, low-, very low-, and extremely low-incomes Implement policies that incentivize the creation of affordable units, such as Multifamily Tax Exemption, inclusionary

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	zoning, and incentive zoning, and density bonus • Coordinate with local housing authorities to use project-based rental subsidies with incentive/ inclusionary housing units to achieve deeper affordability • Implement policies that reduce the cost to develop affordable housing • Implement universal design principles to ensure that buildings and public spaces are accessible to people with or without disabilities • Support sustainable housing development • Promote units that accommodate large households and/or multiple bedrooms • Prioritize strategies for implementation that will result in the highest impact towards addressing the affordable housing gap at the lowest income levels
H-((~~**12**~~))**11** Identify sufficient capacity of land for housing including, but not limited to: income-restricted housing; housing for moderate-, low-, very low-, and extremely low-income households; manufactured housing; multifamily housing; group homes; foster care facilities; emergency housing; emergency shelters; permanent supportive housing; and within an urban growth area boundary, duplexes, triplexes, and townhomes.	((~~An approach to identifying sufficient capacity for housing types is:~~) ~~• Consider the local and regional housing needs and available land capacity identified in H-4. For example, a jurisdiction that doesn't have any unhoused people may still need to provide sufficient capacity for this population if unmet need exists within the county or subregion~~ ~~• Determine if current capacity is sufficient to meet future needs. For example, most permanent supportive housing will require multifamily zoning~~ ~~• Collaborate with other jurisdictions to identify the subregional or countywide capacity needed for these housing types if current need within a jurisdiction is~~

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	~~substantially less than the countywide need for that housing type~~)) Refer to the Washington State Department of Commerce's guidance on land capacity analysis for guidance on identifying sufficient capacity of land.
H-12 Adopt and implement policies that improve the effectiveness of existing housing policies and strategies and address gaps in partnerships, policies, and dedicated resources to meet the jurisdiction's housing needs.	A jurisdiction's policies and strategies adopted and implemented in response to policy H-12 should be informed by the ineffective policies and gaps in partnerships, policies and dedicated resources identified through the analysis required by H-4. A jurisdiction may find that several comprehensive plan policies and implementation of these policies end up supporting the intent of policy H-12. Example approaches to improving policy effectiveness and addressing gaps in partnerships, policies, and dedicated resources to meet countywide housing needs include: • Reducing permitting timelines for affordable projects receiving public funding • Shifting incentive program requirements to accommodate development at different Area Median Income levels • Working with subregional collaborations to increase availability and flexibility of gap financing for local projects • Partner with local housing providers and developers to identify needed shifts in development regulations and public resources to support affordable housing development and preservation • Facilitate partnerships between community-based organizations and affordable housing developers to develop community-led affordable developments

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	• Establishing or enhancing a housing levy • Retooling a Multifamily Tax Exemption program to improve its effectiveness and/or increase utilization • Increase regulatory flexibility and incentives for affordable housing (e.g., reduced parking requirements)
H-13 Implement strategies to overcome cost barriers to housing affordability. Strategies to do this vary but can include updating development standards and regulations, shortening permit timelines, implementing online permitting, optimizing residential densities, reducing parking requirements, and developing programs, policies, partnerships, and incentives to decrease costs to build and preserve affordable housing.	Suggested strategies to overcome cost barriers to housing affordability to consider addressing include: • Reduce vehicular parking requirements • Reduce permitting timelines • Increase the predictability of the permitting process • Reduce sewer fees for affordable housing • Reduce utility, impact and other fees for affordable housing and ((~~Accessory Dwelling Units (ADUs)~~)) accessory dwelling units • Streamline permitting process for affordable housing development and ((~~ADUs~~)) accessory dwelling units • Update building codes to promote more housing growth and innovative, low-cost development • Explore incentives similar to the Multifamily Tax Exemption for the development of ((~~ADUs~~)) accessory dwelling units for low-income households • Maximize and expand use of the Multifamily Tax Exemption • Offer suitable public land at reduced or no cost for affordable housing development • Before implementing a policy, consider how it will impact the cost to build affordable homes
H-14 Prioritize the use of local and/ regional resources (e.g., funding, surplus property)	Suggested strategies to effectively prioritize the use of resources include:

Table H-((~~4~~))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
for income-restricted housing, particularly for extremely low-income households, populations with special needs, and others with disproportionately greater housing needs. Consider projects that promote access to opportunity, anti-displacement, and wealth-building for Black, Indigenous, and People of Color communities to support implementation of policy H-((~~10~~))9.	• Partner with communities most disproportionately impacted by the housing crisis, including extremely low-income households and Black, Indigenous, and People of Color ((~~(BIPOC)~~)) communities to inform resource design and allocation decisions. These decisions should prioritize strategies that reduce and undo disproportionate harm to these communities consistent, recognizing that specific needs of these communities may vary based on location • Identify and prioritize underutilized publicly owned land and nonprofit/ faith communities for the creation of income-restricted housing, both rental and homeownership • Prioritize sites near transit, quality schools, parks and other neighborhood amenities • Fund acquisition and development of prioritized sites • Prioritize public funding resources in a manner consistent with policy H-((~~9~~))8 • Consider the countywide median income levels of ((~~BIPOC~~)) Black, Indigenous, and People of Color households when designing affordable homeownership programs and set the affordability levels such that they are accessible to the median ((~~BIPOC~~)) Black, Indigenous, and People of Color households considered
H-15 Increase housing choices for everyone—particularly those earning lower wages—that is co-located with, accessible to, or within a reasonable commute to major employment centers and affordable to all income levels. Ensure there are zoning	Strategies to increase housing choice near employment and affordable to all include but are not limited to[((~~8~~))13]: • Update zoning and land use regulations (including in single-family low-rise zones)

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
ordinances and building policies in place that allow and encourage housing production at levels that improve jobs-housing balance throughout the county across all income levels.	to increase density and diversify housing choices, including but not limited to: o Accessory Dwelling Units (ADU) and Detached Accessory Dwelling Units (DADUs) o Duplex, Triplex, Four-plex o Zero lot line townhomes, row houses, and stacked flats o Micro/efficiency units o Manufactured housing preservation o Group homes o Foster care facilities o Emergency housing o Emergency shelters o Permanent supportive housing o Low-rise and high-density multifamily development o Housing development that accommodates large households and/or multiple bedrooms • Implement strategies that provide for affordable housing near employment centers, such as: o Project-level tools like affordability covenants when funding income-restricted units or development agreements o Incentives such as density bonuses, incentive zoning, or Multifamily Tax Exemption o Other regulatory tools such as commercial linkage fees, inclusionary zoning, or TOD overlays

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	o Other financial tools such as public land for affordable housing
H-17 Support the development and preservation of income-restricted affordable housing that is within walking distance to planned or existing high-capacity and frequent transit.	Preservation strategies to consider include: • Identify areas that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and public capital investments and establish anti-displacement policies, with consideration given to the preservation of historical and cultural communities as well as: o investments in low-, very low-, and extremely low-income housing equitable development initiatives o inclusionary zoning o community planning requirements; tenant protections o public land disposition policies o consideration of land that may be used for affordable housing • Collect data to better understand the impacts of growth, and the risks of residential, economic, and cultural displacement. Verify this data with residents at the greatest risk of displacement, particularly those most disproportionately impacted by housing cost burden and neighborhood-based small business owners. Supplement this information with regional data about displacement risk and ongoing displacement trends that can inform and drive policy and programs. • Prioritize affordable housing investments, incentives, and preservation tools in areas where increases in development capacity and new public capital

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	investments are anticipated to allow current low-income residents to stay • Support the acquisition, rehabilitation, and preservation of income-restricted and naturally occurring affordable housing in areas with a high displacement risk, for long-term affordability serving households ((~~at or below~~)) less than or equal to 80 percent ((~~AMI~~)) area median income • Leverage new development to fund affordable housing in the same geography using zoning tools such as incentive/ inclusionary zoning • Implement anti-displacement policies (e.g., community preference, tenant opportunity to purchase, no net loss of affordable units, right-to-return, community benefits agreements) • Prioritize publicly owned land for affordable housing in areas at high risk of displacement • Support community land trust and other permanent affordability models • Identify, preserve, and improve cultural assets • Increase education to maximize use of property tax relief programs to help sustain homeownership for low-income individuals • Expand targeted foreclosure prevention • Preserve manufactured housing communities and improve the quality of the housing and associated infrastructure to improve housing stability and health for the residents while also expanding housing choices affordable to these

Table H-((4))<u>3</u> Suggested Strategies for Achieving Policy Goals

Policy	**Suggested Strategies**
	residents, including opportunities to cooperatively own their communities • Encourage programs to help homeowners access support needed to participate in and benefit from infill development
H-19 Lower barriers to and promote access to affordable homeownership for extremely low-, very low-, and low-income, households. Emphasize: a. supporting long-term affordable homeownership opportunities for households ((~~at or below~~)) <u>less than or equal to</u> 80 percent ((~~AMI~~)) <u>area median income</u> (which may require up-front initial public subsidy and policies that support diverse housing types); and b. remedying historical inequities in and expanding access to homeownership opportunities for Black, Indigenous and People of Color communities.	Suggested strategies to increase access to affordable homeownership for lower-income households include: • Support alternative homeownership models that lower barriers to ownership and provide long-term affordability, such as community land trusts, and limited or shared equity co-ops • Encourage programs to help homeowners, particularly low-income homeowners, access financing, technical support or other tools needed to participate in and benefit from infill development opportunities • Increase educational efforts to ensure maximum use of property tax relief programs to help sustain homeownership for low-income individuals • Expand targeted foreclosure prevention • Preserve existing manufactured housing communities through use-specific zoning or transfer of development rights
<u>**H-20** Adopt and implement policies that address gaps in partnerships, policies, and dedicated resources to eliminate racial and other disparities in access to housing and neighborhoods of choice.</u>	<u>What partnerships, policies, and dedicated resources are needed to eliminate racial and other disparities in access to housing and neighborhoods of choice will depend on the results of analysis conducted under H-4. A few examples of strategies that could fill or assist in filling identified gaps include:</u> • <u>Establishing partnerships with local community-based organizations headed by and/or serving populations most</u>

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	affected by housing cost burden, with a focus on Black, Indigenous, and People of Color-led or -serving organizations • Convening community advisory committees to oversee housing policy implementation and to evaluate policies annually for discriminatory or disparate impacts • Promoting models to promote community ownership or land and housing, including Community Land Trusts, co-ops, or Tenant Opportunity to Purchase Acts • Requiring community preference policies for recipients of jurisdictional housing funding or building incentives • Prioritizing surplus public property for community-serving uses and housing projects, in partnership with disparately impacted communities • Encouraging the use of affirmative and race-forward marketing plans in affordable housing projects utilizing public funding • Establishing down-payment assistance programs for first-time homebuyers, with a focus on first-time homebuyers of color • Expand the allowed housing types (e.g., missing middle, multifamily) in areas with limited affordability and remove barriers (e.g., conditional use permits) to constructing those types • Partner with housing authorities to expand the use of housing choice vouchers in areas that data demonstrate are racially or economically exclusive • Support fair housing education and enforcement programs

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
H-((~~22~~))23 Adopt and implement policies that protect housing stability for renter households; expand protections and supports for moderate-, low-, very low-, and extremely low-income renters and renters with disabilities.	Tenant protection policies to consider include: • Just cause eviction for tenants with termed leases • Increase time periods for notice of rent increases • Prohibit discrimination in housing against tenants and potential tenants with arrest records, conviction records, and criminal history • Tenant relocation assistance • Increase access to legal services • Rental inspection programs Supports for landlords that promote tenant stability include: • Establish a fund that landlords can access to make repairs so costs are not passed on to low-income renters • Increase education for tenants and property owners regarding their respective rights and responsibilities Supports for low-income renters and people with disabilities to consider include: • Shallow and deep rent subsidies • Emergency rental assistance • Services to address barriers to housing, including tenant screening reports and civic legal aid • Increased funding for services that help people with disabilities stay in their homes and/or age in place
H-((~~23~~))24 Adopt and implement programs and policies that ensure healthy and safe homes.	Strategies to improve the quality and safety of housing include: • Establish and promote healthy housing standards • Provide home repair assistance for households earning ((~~at or below~~)) less

Table H-((4))3 Suggested Strategies for Achieving Policy Goals	
Policy	**Suggested Strategies**
	than or equal to 80 percent ((~~AMI~~)) area median income • Implement proactive rental inspection programs • Implement just cause eviction to protect tenants from landlords retaliating if they request basic maintenance and repairs to maintain a healthy and safe living environment • Partner with Aging ((~~&~~))and Disability organizations to integrate accessibility services See the King County Board of Health Guideline and Recommendation on Healthy Housing for additional guidance.[((~~9~~))14]
H-((~~24~~))25 Plan for residential neighborhoods that protect and promote the health and well-being of residents by supporting equitable access to parks and open space, safe pedestrian and bicycle routes, clean air, soil and water, fresh and healthy foods, high-quality education from early learning through ((~~K-12~~)) kindergarten through twelfth grade, affordable and high-quality transit options and living wage jobs and by avoiding or mitigating exposure to environmental hazards and pollutants.	When planning for residential neighborhoods that protect and promote health and well-being of residents, suggested strategies include: • Plan for housing in conjunction with other infrastructure investments to support equitable access to opportunity for households with a range of incomes and ensure the siting of homes is not in close to environmental hazards and pollutants • Analyze disparities in access to amenities and invest in affordable housing in areas with high access to these amenities while providing services and investment in areas where low-income people live

[((~~8~~))13] ((~~PSRC's~~)) Puget Sound Regional Council's Housing Innovations Program ((~~(HIP) website provides a searchable database of dozens of suggested strategies. Please refer to their database for a more comprehensive list of strategies~~)).

[((~~9~~))14] See link: https://kingcounty.gov/depts/health/board-of-health/~/media/depts/health/board-of-health/documents/guidelines/guideline-recommendation-18-01-attachment-A.ashx

((~~Policies H-25 and H-26: Measure Results and Provide Accountability~~))Review, Monitor, Report, and Adjust

The Affordable Housing Committee, Growth Management Planning Council, and King County will conduct a comprehensive planning review, monitoring, reporting, and adjustment process to ensure that jurisdictions are successful in their efforts to plan for and accommodate their share of allocated countywide housing needs and meet the goals of this chapter. Information in this section provides guidance to jurisdictions on their participation in this process.

H-26: Comprehensive Plan Review

The Countywide Planning Policies Housing Chapter represent an agreement between cities in King County on strategies to equitably meet countywide housing needs. The comprehensive plan review process conducted by the Growth Management Planning Council or its designee is a method of confirming that the comprehensive plans prepared by jurisdictions respond to these countywide goals. Designated reviewers will use a set of plan review standards to evaluate the completeness of plans in responding to the Housing Chapter, implementation details for policies requiring adoption or implementation, and the meaningfulness of policies that jurisdictions propose to plan for and accommodate their housing needs. A complete set of standards, along with technical assistance for the comprehensive plan review process, can be found on the King County Affordable Housing Committee website.

H-27: Jurisdictional and County Reporting Requirements

Success at meeting a community's need for housing can only be determined by measuring results and evaluating changes to housing supply and need. Cities and the County will collaborate to monitor basic information annually, as they may already do for permits and development activity. Annual tracking of information such as new policies, new units, and zoning changes will make periodic assessments easier and more efficient. A limited amount of annual monitoring will also aid in providing timely information to decision makers.

The purpose of ((~~"measuring results and providing accountability"~~)) monitoring and reporting is to motivate and enhance learning, collaboration, and progress. While some ((~~CPPs~~)) Housing Chapter Countywide Planning Policies clearly lend themselves to quantitative measures and straightforward evaluation, some do not. This is often true when factors like the result of engagement with disproportionately impacted community members significantly shape implementation or where quantitative data is lacking. In these cases, jurisdictions have the liberty to make any reasonable interpretation of the policy and report as completely and honestly as possible how well the policy has been met.

((~~Policy H-25 requires cities and the County to collaborate in this monitoring to ensure continual review of the effectiveness of local strategies at meeting the countywide need.~~))

Policy H-27 establishes a commitment to monitor countywide and jurisdictional progress toward meeting housing needs and eliminating disparities in access to housing and neighborhood choices. Both King County and the cities are required to annually report data that will assist with this monitoring process.

H-28: Annual Monitoring

Policy H-28 requires cities and the County to collaborate in monitoring to ensure continual review of the effectiveness of local strategies at meeting the countywide need. The Affordable Housing Committee will establish standardized benchmarks, housing data trends, and comparative standards using data collected under H-27 to aid in assessing progress over the planning period, relative to countywide trends and other jurisdictions. The information will be collected by King County and reported annually in a public-facing, interactive regional affordable housing dashboard. Updates on implementation strategies reported by jurisdictions as part of the comprehensive plan review process will also be available on the Regional Affordable Housing dashboard. Information on how to prepare implementation strategies is included in the comprehensive plan review standards guidance document on the Affordable Housing Committee website.

H-((~~27~~))29: Adjust Strategies to Meet Housing Needs

((~~The data~~)) Data collected annually provides an opportunity for cities and the County to adapt to changing conditions and new information when monitoring finds that the adopted strategies are insufficient for meeting ((~~the countywide~~)) housing needs or result in the perpetuation of the inequitable distribution of affordable housing. ((~~Adaptation strategies can occur before the next comprehensive planning cycle during annual comprehensive plan updates, updates to the land use map, and/or a jurisdiction's urban growth strategy (buildable lands) reporting process. The King County Affordable Housing Committee can serve as a venue for discussing regional progress and challenges jurisdictions face. The results of these conversations and recommended actions to meet countywide need more effectively can be shared with the Growth Management Planning Council.~~))

To ensure the successful implementation of comprehensive plan goals related to housing needs, the Growth Management Planning Council, Affordable Housing Committee, and King County will organize an adjustment period for comprehensive plans at the midpoint of the ten-year planning cycle. The intent of the adjustment period is to provide a formal opportunity for the Growth Management Planning Council or its designee to assess jurisdictional efforts in planning for and accommodating needs, and to require jurisdictions to take reasonable measures, if necessary, to address any identified shortfalls. The Growth Management Planning Council or its designee will develop Housing Chapter amendments that articulate the procedure and adequacy standards used to assess jurisdictional efforts no earlier than 2024. This includes work to outline the reasonable measures that the Growth Management Planning Council will use to address shortfalls.

In developing these amendments, the Growth Management Planning Council or its designee will develop Countywide Planning Policy amendments, informed by guidance, if available, from the Washington State Department of Commerce, who, under directive from 2021 House Bill 1241, will organize a state-run implementation progress report process for local comprehensive plans. Per state law, the progress report process is also meant to occur at the five-year midpoint of the planning cycle.

In the Glossary, starting on page 105, amend as follows:

Glossary

((~~**Countywide Need:** Also called the countywide affordable housing need, this is the number of additional, affordable homes needed in King County by 2044 so that no household earning at or below 80 percent of area median income is housing cost burdened. The countywide need for housing is estimated at 263,000 affordable homes affordable at or below 80 percent area median income built or preserved by 2044 as shown in Table H-1.~~))

Extremely Low-Income Households: Households earning less than or equal to 30 percent of the area median income ((~~or less~~)) for their household size.

Housing Needs: The number of housing units needed in King County by the end of the planning period to ensure sufficient and attainable housing for all households. Jurisdictional housing needs are shown in Table H-2.

Low-Income Households: Households earning ((~~between 51~~)) greater than 50 percent ((~~and~~)) to less than or equal to 80 percent of the ((~~Area Median Income~~)) area median income for their household size.

Moderate-Income Households: Households earning ((~~between 81~~)) greater than 80 percent ((~~and~~)) to less than or equal to 120 percent of the ((~~Area Median Income~~)) area median income for their household size.

Net New Housing Needs: The total number of new units needed in addition current housing units to meet projected housing needs by the end of the planning period.

Very Low-Income Households: Households earning ((~~between~~)) greater than 30 percent to less than or equal to 50 percent of the ((~~Area Median Income~~)) area median income for their household size.

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King County

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June 21, 2023

The Honorable Dave Upthegrove
Chair, King County Council
Room 1200
C O U R T H O U S E

Dear Councilmember Upthegrove:

This letter transmits a proposed Ordinance that, if enacted, would adopt amendments to the 2021 King County Countywide Planning Policies (CPPs). The proposed amendments were unanimously recommended by the King County Growth Management Planning Council (GMPC) on March 22, 2023 and, if adopted, would:

- establish countywide and jurisdictional housing need, informed by local data and guidance provided by the Washington State Department of Commerce (Commerce);
- establish an accountability framework for equitably meeting countywide affordable housing needs;
- align monitoring requirements with the new accountability framework; and
- align the policies with the Growth Management Act (GMA) as amended by 2021 Washington State House Bill 1220.

In December 2021, the King County Council approved the 2021 CPPs via Ordinance 19384. This Ordinance established a shared framework for growth management planning for all jurisdictions in King County. Ordinance 19384 also directed the GMPC's Affordable Housing Committee to respond to the elements of GMPC Motion 21-1, which directed additional work on affordable housing. This additional work resulted in the attached recommended amendments to the CPPs.

Also in 2021, the Washington State Legislature passed House Bill 1220, which substantively amended the GMA to require jurisdictions to plan for and accommodate housing needs as part of their comprehensive plans. Consistent with these changes, as codified in Revised Code of Washington 36.70A.070(2), the Washington State Department of Commerce provided estimates of existing and future housing needs at the county level and guidance for local governments on how counties, cities, and towns should work together to allocate the need to jurisdictions. The proposed legislation establishes countywide and jurisdictional housing need consistent with data and guidance provided by the state and in alignment with the housing growth projections in the Puget Sound Regional Council's VISION 2050 strategy.

The proposed legislation uses a methodology designed to increase housing choices in places with fewer affordable housing options, fewer income-restricted housing options, and a greater imbalance of low-wage workers to low-wage households. It also establishes methods to support accountability in planning for and accommodating housing need.

The proposed legislation uses an equitable approach to allocate countywide housing need to jurisdictions by distributing more of King County's total affordable housing need to jurisdictions where affordable housing options are currently limited. It also uses an accountability framework that includes plan review, annual monitoring and reporting, and a mid-planning cycle check-in and adjustment process to address housing need and increase housing stability for all. This framework and its intended outcomes are aligned with King County's Equity and Social Justice Strategic Plan by supporting ongoing coordination and monitoring, as well as transparent communication with the community, as the new requirements are implemented.

The collaborative process used to develop this proposed legislation embodies the ethic of coordinated planning required by the GMA. King County staff, municipal planners, elected officials, Commerce staff, and community-based organizations from across King County, including those representing communities most disproportionately impacted by housing cost burden, worked together to respond to GMPC Motion 21-1 and to recommend the proposed legislation.

Thank you for your consideration of this proposed Ordinance. Passage of this important legislation is one of the many steps needed to provide a full range of affordable, accessible, healthy, and safe housing choices to every resident in King County.

If your staff have questions, please contact Lauren Smith, Director for Regional Planning, Office of Performance, Strategy and Budget, at 206-263-9606.

Sincerely,

April Putney for

Dow Constantine
King County Executive

Enclosure

cc: King County Councilmembers
ATTN: Stephanie Cirkovich, Chief of Staff
Melani Pedroza, Clerk of the Council
Shannon Braddock, Chief of Staff, Office of the Executive
Karan Gill, Deputy Chief of Staff, Office of the Executive
Mina Hashemi, Council Relations Director, Office of the Executive
Leo Flor, Director, Department of Community and Human Services
Lauren Smith, Director, Regional Planning, Office of Performance, Strategy, and Budget

King County

Metropolitan King County Council
Local Services and Land Use Committee

STAFF REPORT

Agenda Item:	6	**Name:**	Andy Micklow
Proposed No.:	2023-0224	**Date:**	July 25, 2023

SUBJECT

A proposed ordinance adopting and ratifying amendments to the 2021 King County Countywide Planning Policies.

SUMMARY

Proposed Ordinance 2023-0224 would approve amendments to the King County Countywide Planning Policies related to countywide and jurisdictional housing needs, as recommended by the Growth Management Planning Council, and ratify them on behalf of the population of unincorporated King County.

BACKGROUND

Growth Management Planning Council (GMPC). The GMPC is a formal body comprised of elected officials from King County, Seattle, Bellevue, other cities and towns in King County, and special purpose districts. The GMPC was created in 1992 by an interlocal agreement in response to a provision in the Washington State Growth Management Act (GMA) requiring cities and counties to work together to adopt Countywide Planning Policies (CPPs).

The CPPs are a series of policies that address growth management issues in King County. The CPPs present the shared vision of King County and the 39 cities within King County to guide jurisdictions as they develop and amend their comprehensive plans. For King County specifically, the CPPs relate to the King County Comprehensive Plan (KCCP) and its implementing development regulations.

As provided for in the GMPC interlocal agreement, the GMPC developed and recommended the original CPPs, which were adopted by the King County Council and ratified by the cities in 1992. Subsequent amendments to the CPPs follow the same adoption process, which is outlined in CPP FW-1 and includes: recommendation by the GMPC, adoption and ratification by the King County Council, and ratification by the cities. Amendments to the CPPs become effective when ratified by at least 30% of the city and county governments representing at least 70% of the population of King County. A city shall be deemed to have ratified an amendment to the CPPs unless the city disapproves it by legislative action within 90 days of adoption by King County.

2021 Countywide Planning Policy Update. The CPPs were comprehensively reviewed and updated in 2021[1] to center social equity and health outcomes, integrate regional policy and legislative changes, implement the VISION 2050,[2] and provide clear, actionable direction for comprehensive plan updates.

During the GMPC discussion in June 2021, several housing-related amendments to the CPPs were proposed and considered. Due to the complexity, overlapping nature, and GMPC members' desire for further discussion on some amendments, the GMPC developed a workplan item for the Affordable Housing Committee (AHC). The workplan item contained in GMPC Motion 21-1 directed the AHC to:

1. **Monitor and report** jurisdictional housing supply, housing affordability, housing needs, and income-restricted housing levels, including disparities between subregions and comparisons to established housing goals and targets, through the Regional Affordable Housing Dashboard and reporting;
2. Establish subregional or **jurisdictional affordable housing needs**, informed by local data and the data and methodology provided by the Department of Commerce;
3. Recommend to the GMPC an **accountability and implementation framework** for equitably meeting affordable housing needs across the region. The AHC will consider, at a minimum, the range of Development Patterns and Housing Chapter amendments proposed by GMPC members in June 2021 regarding understanding and accommodating housing needs, holding jurisdictions accountable, and allocating resources; and
4. Recommend to the GMPC any **CPP amendments** necessary to implement their recommendations.

GMPC Action. On December 29, 2022, the AHC transmitted recommended CPP amendments to the GMPC in response to GMPC Motion 21-1. The GMPC was briefed on the AHC's recommended amendments on January 25, 2023. On March 22, 2023, the GMPC approved Motion 23-1, which forwards the amendments to 2021 Countywide Planning Policies to the King County Council. GMPC action is a recommendation to the King County Council and is not binding.

ANALYSIS

Proposed Ordinance 2023-0224 would approve amendments to the King County Countywide Planning Policies related to countywide and jurisdictional housing needs. Amendments are proposed to the Development Patterns, Housing, and Economy Chapters; Appendix 4: Housing Technical Appendix; and Glossary.

Development Patterns Chapter Amendments. Amendments to the policies in the Development Patterns chapter would:

- Add housing needs references to growth target policies.
- Clarify the role that housing needs should play in setting growth targets in the future.

[1] Ordinance 19384. Ratified April 6, 2022
[2] https://www.psrc.org/planning-2050/vision-2050

- Align the CPPs with changes to the Growth Management Act (GMA) made by House Bill 1220 in 2021.

Housing Chapter Amendments. Amendments to the policies in the Housing chapter would:

- Update language for consistency with housing needs.
- In the introductory text, clarify that meeting housing needs requires resources and involvement from other levels of government, nonprofits, and the private sector.
- Amend policy H-1 to reflect the new housing needs definition consistent with the GMA, updated countywide need projections, and established jurisdictional housing needs.
- Update requirements for the Housing Inventory Analysis (CPP H-3) to reflect CPP H-1 and 2021 GMA updates.
- Add new policy H-12 to improve the effectiveness of existing housing policies and strategies and address gaps in partnerships, policies, and dedicated resources, to meet the jurisdiction's housing needs.
- Add new policy H-20 to address gaps in partnerships, policies, and dedicated resources to eliminate racial and other disparities in access to housing and neighborhoods of choice.
- Restructure, rename, and add a new policy to Review, Monitor, Report, and Adjust section. This includes establishing a comprehensive plan review process; clarifying annual data reporting; laying the foundation for a midpoint planning cycle check-in that would assess progress, identify significant shortfalls in planning for and accommodating housing needs, and require reasonable measures if shortfalls are identified.

Economy Chapter Amendment. The introductory text to the Economy chapter would be amended to emphasize that cities are important for providing access to services for the surrounding Rural Area.

Housing Technical Appendix Amendments. Appendix 4: Housing Technical Appendix provides guidance to jurisdictions on how to implement the CPPs, including methods for completing required analyses. Amendments to the Housing Technical Appendix include:

- Updated language for consistency with the Housing Chapter amendments.
- Document methods for establishing countywide and jurisdictional housing needs.
- Detailed breakdown of countywide and jurisdictional housing needs (CPP Table H-2).
- Suggested strategies for addressing the new policies about improving policy effectiveness and addressing gaps in meeting needs and eliminating disparities.
- New guidance on reviewing, monitoring, and reporting implementation, and adjusting plans.

Glossary. Amendments to the glossary would:

- Add a definition for Housing Needs, replacing the definition of Countywide Need.
- Add a definition for Net New Housing Needs.

- Make technical changes to the definitions of Extremely-low income households, Low-Income Households, Moderate Income Households, and Very Low-Income Households

Jurisdictional Housing Needs. Consistent with the changes to Chapter 36.70A RCW made by HB 1220 in 2021, the Washington State Department of Commerce is required to provide counties with the number of permanent housing units and emergency housing beds necessary to manage the projected growth and meet both current unmet and future housing needs over the planning period. Permanent housing projections are expressed as a total countywide housing need figure that is then divided into units for moderate-, low-, very low-, and extremely low-income households. Permanent supportive housing is included as a subset of the 0 to less than or equal to 30 percent area median income projection. Countywide needs for emergency housing beds, which include both emergency shelters and emergency housing, are supplied separately by the state.

The countywide and jurisdictional need projections in Table H-1 on page 6 of Attachment A were adjusted to align with the adopted housing growth targets to ensure jurisdictions are planning for growth that is consistent with the goals of the Development Patterns Chapter of the CPPs.

The need projections for Urban Unincorporated King County are below.

			Jurisdictional Net New Permanent Housing Units Needed, 2019-2044								Jurisdictional Net New Emergency Housing Needs
				0 to ≤30%							
			Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Unincorporated	Urban	Urban Unincorporated[6]	5,412	1,157	608	571	292	366	415	2,003	1,034

Accountability Framework. Amendments to the Housing Chapter and Housing Technical Appendix establish a three-part accountability framework for equitably meeting housing needs across King County.[3] The framework is summarized below.

1. *Review Plans.* Before the adoption of a periodic update to a comprehensive plan, the AHC would review draft plans for alignment with the CPP Housing Chapter and comments. This would occur with every 10-year update process, starting in 2023 with the 2024 cycle.
2. *Monitor and Report.* After comprehensive plan adoption, AHC would measure jurisdictional progress to plan for and accommodate affordable housing needs in the dashboard using standardized benchmarks, a comparative standard, and housing data trends. This would occur annually, starting in 2024.

[3] The GMPC adopted a summary of how the accountability framework process would work and standards to guide the AHC's housing-focused review of draft comprehensive plans with GMPC Motion 23-2 in March 2023. This does not require King County Council action or ratification by the cities.

3. *Mid-Cycle Check-in and Adjustment.* Five years after comprehensive plan adoption, the GMPC would review the information collected through annual monitoring and reporting. Based on this analysis, the GMPC would identify jurisdictions with significant shortfalls in planning for and accommodating housing needs, provides findings that describe the nature of shortfalls and may make recommendations that jurisdictions take action to address them. Jurisdictions with significant shortfalls in planning for and accommodating would need to then identify and implement actions to address the shortfalls. This would occur every 10 years, starting in 2029.

Consistent with CPP adoption requirements, Proposed Ordinance 2023-0224 forwards this GMPC recommendation to the King County Council for consideration for possible approval. The Proposed Ordinance would also ratify the change on behalf of the population of unincorporated King County and would begin the ratification process by the cities.

INVITED

- McCaela Daffern, Regional Affordable Housing Implementation Manager, Department of Community and Human Services
- Kelly Rider, Chief of Staff, Department of Community and Human Services
- Ivan Miller, Principal Analyst Countywide Planning, Office of Performance, Strategy, and Budget - Regional Planning

ATTACHMENTS

1. Proposed Ordinance 2023-0244 (and its attachments)
2. Transmittal Letter
3. Fiscal Note

City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, October 9, 2023

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

PRESENT:

Councilmembers:	Mayor Nigel Herbig Deputy Mayor Melanie O'Cain Councilmember David Baker – *excused* Councilmember Joe Marshall Councilmember Angela Kugler Councilmember Debra Srebnik Councilmember Corina Pfeil
Staff:	City Manager Rob Karlinsey Deputy City Manager Stephanie Lucash City Attorney Dawn Reitan City Clerk Anastasiya Warhol Deputy City Clerk Michelle Kang Development Services Director Samantha Loyuk Planner Riley Rosbotham Finance and Administration Director Melinda Merrell City Engineering Director John Vicente Parks Project Manager Maureen Colaizzi Senior Civil Engineer Kent Vaughan
Speaking Guests:	Heidi Hiatt, Christian Coalition for Safe Families Alicia McIntire, Parametrix Rhea Flisakowski, DKS Consulting

Public Comments Speaking Guests:

Patrick O'Brien, Kenmore Resident
Chaim Rifkin, Chabad of Kirkland
Nancy Hanson, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Carl Michelman, Brier Resident

Public Hearing Speaking Guests:

Patrick O'Brien, Kenmore Resident
Stacey Valenzuela, Kenmore Resident

Leo Frank, Unknown
Andy O'Brien, Unknown
Matthew North, Unknown
Nancy Hansen, Kenmore Resident
Jim Meyers, Kenmore Resident
Jim Adkisson, Unknown
Paul Crater, Unknown
Sadie En, Unknown
Raul Martinez, Unknown

SPECIAL MEETING (OFF SITE)

Mayor Herbig and the City Council participated in a Joint Special meeting with the Shoreline City Council and the Lake Forest Park City Council beginning at 5:45 p.m. at the following location: Shoreline City Hall – 17500 Midvale Ave N Shoreline, WA 98133.
Mayor Herbig, Deputy Mayor O'Cain, Councilmember Srebnik, Councilmember Marshall, Councilmember Pfeil, Councilmember Kugler were in attendance. In addition, City Manager Rob Karlinsey and Deputy City Manager Stephanie Lucash were in attendance. The following topics were discussed:

- City Updates - Each Mayor is given five minutes.
- Northend Aquatic Center - City Study Update
- Connections Health / Regional Crisis Response (RCR) Agency
- Legislative Priorities

CALL SPECIAL MEETING TO ORDER:

Deputy Mayor Melanie O'Cain called the special meeting to order at 7:30 p.m.

LAND ACKNOWLEDGEMENT

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

PROCLAMATION

Deputy Mayor O'Cain read a proclamation highlighting Domestic Violence Awareness Month; it was accepted by LifeWire and Christian Coalition for Safe Families. Heidi Hiatt of the Christian Coalition for Safe Families read a statement. City Clerk Warhol read a statement submitted by Janeira Bencosme-Gil, Co-Executive Director of Organizational Operations at LifeWire.
Domestic Violence Awareness Month

WHERE'S THE FUN?

City Manager Rob Karlinsey highlighted a recent "Love Note" event, the Children's Business Fair, organized and implemented by Maura Query. This year, the event had 50 vendors. The children producing goods were aged 4-17. The Council praised Ms. Query for her efforts and her incredible community love note.

PUBLIC COMMENTS

The City Council took comments from the public.
Timestamped link here: https://www.youtube.com/live/zCGFalUAUF0?si=OVcwEhimuJ_fZI-P&t=891

CONSENT AGENDA

A. Approve City Council Special and Regular Meeting Minutes from September 18, 2023.

City Council Special and Regular Meeting Minutes from September 18, 2023

B. Approve the City Council Special and Regular Meeting Minutes from September 25, 2023.

City Council Special and Regular Meeting Minutes from September 25, 2023

C. Approve Roundtable Town Hall City Council Special Meeting Minutes from September 28, 2023.

Roundtable Town Hall Special Meeting Minutes from September 28, 2023

D. Authorize the City Manager to execute Contract No. 23-C2971 with Health Management Associates, Inc. for a Human Services Needs Assessment not to exceed $49,795, in a form approved by the City Attorney.

Agenda Bill - Contract No. 23-C2971 Human Needs Assessment

E. Approve Total Check #s 52899 through 52981 totaling $590,413.71 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 09/08/2023 in the amount totaling $248,403.35 and ACH Payment to Electronic Business Machines in the amount of $255.33, and ACH Payment to KBA, Inc. in the amount of $611.80, and ACH Payment to Thomco Construction in the amount of $152,008.19.

Voucher Certification and Approval 09/02/2023-09/15/2023

MOTION: Councilmember Kugler moved to approve the consent agenda items A through E, outlined above. Councilmember Pfeil seconded the motion.
VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

PUBLIC HEARINGS

A. Proposed Ordinance No. 23-0593, Exceptional Trees, presented by Development Services Director Samantha Loyuk, *for public hearing*

Agenda Bill - Proposed Ordinance No. 23-0593 Exceptional Trees
Attachment 1 - Proposed Ordinance No. 23-0593 Exceptional Trees
Attachment 2 - Proposed Ordinance No. 23-0593 Exhibit A
Attachment 3 - Proposed Ordinance No. 23-0593 Exhibit B
Attachment 4 - Proposed Ordinance No. 23-0593 Exhibit C

Attachment 5 - King County Conservation District Tree Canopy Study
Attachment 6 - September 2021 Exceptional Trees Policy Report
Attachment 7 - KMC 18.55.180, Reasonable Use Exception
Presentation - Exceptional Trees

Samantha Loyuk, the Director of Development Services, emphasized in both her agenda bill and verbal communication the details regarding the outstanding tree ordinance:

- Background:
  - The ordinance was suggested in response to the City Council's request in January 2021 for tree regulation updates.
  - It stems from discussions in April 2021, with further insights presented in September 2021.
- Content of the Ordinance:
  - The ordinance aims to protect and preserve large trees, designating them as exceptional.
  - Criteria for exceptional trees include native species and those reaching a Diameter at Breast Height (d.b.h.) of 48 inches or more.
- Exemptions and Penalties:
  - The ordinance allows removal in specific situations, such as property rights, hazards, or development requirements.
  - Penalties for unauthorized removal are set at $2,500 per inch d.b.h., with a minimum fine of $10,000, plus replacement tree planting.
- Approval Process:
  - SEPA review and notice to the Washington State Department of Commerce have been completed.
- Public Engagement and Council Involvement:
  - The City Council has discussed tree regulations and the proposed ordinance in various public meetings since December 2021.
  - Concerns about housing obligations have been addressed, emphasizing that tree protection and housing goals can coexist.
- Council Priorities:
  - The proposed ordinance aligns with the City Council's priorities, emphasizing environmental stewardship and affordable housing options.
- Fiscal Consideration:
  - Anticipate increased staff workloads due to permit processing, plan review, and code enforcement.
  - There may be a need for a new position, City Arborist.

Councilmembers asked about permits required to remove hazardous trees. Staff confirmed that a permit would be required to remove the tree for a permit fee of $210. Councilmembers also asked about the penalty fee and how to incentivize City residents to preserve trees.

Mayor Herbig opened the public hearing at 8:30 p.m.
Persons gave testimony, link provided here:
https://www.youtube.com/live/zCGFalUAUF0?si=V3spR9Xg8XPHczGT&t=3606

Mayor Herbig closed the public hearing at approximately 8:55 p.m.

B. Proposed Ordinance No. 23-0584, amending Kenmore Municipal Code (KMC) Sections 18.42.030 and 18.42.135 relating to unattended temporary signs and displays on City-owned property within public/semi-public zone, presented by Development Services Director Samantha Loyuk and Planner Reilly Rosbotham, *for public hearing*

Agenda Bill - Proposed Ordinance No. 23-0584
Attachment 1 - Proposed Ordinance No. 23-0584
Attachment 2 - Proposed Ordinance No. 23-0584 Exhibit A

Planner Reilly Rosbotham explained that The City aims to regulate the posting of signs on City-owned property, addressing issues with clutter and hazards caused by unattended displays at City Hall. The proposed ordinance (Ex. 1) seeks to prohibit unattended temporary signs and displays on City-owned properties, ensuring the safety and functionality of City facilities for governance and business activities. The City has notified the Washington State Department of Commerce and received a Determination of Non-Significance under the State Environmental Policy Act for the proposed amendments.

Mayor Herbig opened the public hearing at 9:02 p.m.
Persons gave testimony, link provided here:
https://www.youtube.com/live/zCGFalUAUF0?si=JDbPLJOfm9kobrve&t=5569
Mayor Herbig closed the public hearing at approximately 8:55 p.m.

BUSINESS AGENDA

A. Proposed Ordinance No. 23-0593, Exceptional Trees, presented by Development Services Director Samantha Loyuk, *for adoption*

Agenda Bill - Proposed Ordinance No. 23-0593 Exceptional Trees
Attachment 1 - Proposed Ordinance No. 23-0593 Exceptional Trees
Attachment 2 - Proposed Ordinance No. 23-0593 Exhibit A
Attachment 3 - Proposed Ordinance No. 23-0593 Exhibit B
Attachment 4 - Proposed Ordinance No. 23-0593 Exhibit C
Attachment 5 - King County Conservation District Tree Canopy Study
Attachment 6 - September 2021 Exceptional Trees Policy Report
Attachment 7 - KMC 18.55.180, Reasonable Use Exception
Presentation - Exceptional Trees

MOTION: Mayor Herbig moved to place both public hearing items (A and B) on to the next consent agenda (10/16) and to continue the public hearings for written testimony to be received by the City Clerk (Anastasiya Warhol, awarhol@kenmorewa.gov) no later than 5 p.m. on Sunday, 10/15/23. Councilmember Marshall seconded the motion.
VOTE: 4 Yes; 2 No; 0 Abstain. MOTION PASSES.

B. Proposed Ordinance No. 23-0584, amending the Kenmore Municipal Code (KMC) Sections 18.42.030 and 18.42.135 relating to unattended temporary signs and displays on City-owned property within the public/semi-public zone, presented by Development Services Director Samantha Loyuk and Planner Reilly Rosbotham, for adoption

Agenda Bill - Proposed Ordinance No. 23-0584
Attachment 1 - Proposed Ordinance No. 23-0584
Attachment 2 - Proposed Ordinance No. 23-0584 Exhibit A

Due to the motion made above, the public hearing was extended for written testimony due to the City Clerk Anastasiya Warhol by 5 p.m. on Sunday, October 15. No further action on the agenda bill was taken.

C. Transportation Element of the Comprehensive Plan Update, presented by Engineering Director John Vicente

Agenda Bill - Transportation Element Update of the Comprehensive Plan
Attachment 1 - Transportation Element Update, clean version
Attachment 2 - Transportation Element Update, red-lined version
Attachment 3 - Capital Facilities Plan
Attachment 4 - Appendix D1 - Traffic Modeling and Assumption/LOS Reports
Attachment 5 - Land Use Maps
Attachment 6 - Roadway Facts Sheets
Attachment 7 - Conceptual Design and Cost Estimates
Attachment 8 - Potential Transportation Funding Sources
Attachment 9 - Proposed Changes to Roadway Classifications (Figure T-17)
Attachment 10 - Response to Public Comments
Attachment 11 - Proposed Changes to Bicycle and Pedestrian Priority Routes (Figures T-18 and T-19)
Presentation - Transportation Element

City Engineering Director John Vicente and Alicia McIntire of Parametrix presented the suggested edits to the transportation element of the Comprehensive Plan. The following Council discussion points from September 18, 2023 and responses were provided:

- Q1: King County Metro Park and Ride Lease Discontinuation
  - A1: Sound Transit confirms Metro Park and Ride, reference will be removed.
- Q2: Outdated King County Metro Routes in Table T-2
  - A2: Table will be updated to reflect currently active routes.
- Q3: Limiting Ferry Stop to University of Washington on Page 6.38
  - A3: Language will be broadened to include "other destinations along Lake Washington and Lake Union."
- Q4: Expanding Policy T-4.5.4 Beyond Carpools for Single Occupancy Vehicles
  - A4: Revised to include "and other non-motorized modes of travel" after "carpools."

- Q5: Inclusion of Policy on Clean Airplane Fuels
  - A5: Will incorporate language supporting environmentally friendly fuels and seaplane fuel containment.
- Q6: Policy T-4.3.3 and Sidewalks in Developments
  - A6: Current road standards clarify sidewalk requirements based on public or private roads.
- Q7: Priority for Pedestrian/Bicycle Access in Draft Plan
  - A7: Objectives and policies (T-4.3 and T-4.4.2) address sidewalk and bicycle facility prioritization.
- Q8: Inclusion of Bike Parking as a Policy
  - A8: Policy T-8.2.3 already includes amenities like bike lockers; "bike parking" term will be added.
- Q9: Freight Percentage on I-5 and NE 175th as a Freight Route
  - A9: NE 175th is not a freight route; freight percentage on I-5 to be provided during the council presentation.
- Q10: Sidewalks and Parking on Both Sides for Cul-de-sacs
  - A10: Policy T-4.3.3 addresses sidewalk placement; on-street parking on both sides allowed in cul-de-sacs but not required.
  - Additional Proposed Changes to Figures T-18 and T-19:
  - Removal of bicycle/pedestrian line through Swamp Creek, with a route adjustment along 73rd Ave NE, NE 192nd St, and 80th Ave NE.

D. Traffic Impact Fee Update, presented by Engineering Director John Vicente, for Discussion

Agenda Bill - Traffic Impact Fee Update
Attachment 1 - Traffic Impact Fee Study

City Engineering Director John Vicente introduced Rhea Flisakowski of DKS Consulting. Ms. Flisakowski is a Transportation Engineer and she highlighted the following points in her discussion:

- **Purpose of Impact Fees:**
  - Obtain revenue for new public facilities' cost.
  - Implement a policy where new development shares a portion of facility costs.
  - Ensure adequate facilities for new development.
- **Impact Fee Usage:**
  - Paid by new development for equitable share of capital improvement transportation project costs.
  - Rates vary based on land use type.
  - Revenue can only be used for capital facility costs, not for operating or maintenance expenses.
  - Procedures outlined in KMC Chapter 12.75, with Level of Service Standards in Chapter 12.80.

- **Proposed Changes and Study Recommendations:**
  - Traffic Impact Fee Study suggests a new per-unit rate of $3,947, a 55% reduction from the current rate of $7,233.57.
  - Reduction primarily attributed to completion of previous large projects.
- **Basis for Impact Fee Calculation:**
  - Calculation aligns with capital facility projects in the proposed transportation element.
  - Transportation Element presented to council on September 18th and October 9th, 2023.
- **Alignment with City Goals:**
  - Proposed Transportation Element accommodates various travel modes.
  - Aligns with City's goals, objectives, and policies through near-term and long-term transportation projects.
  - Reflects community values expressed in transportation goals and layered network.

Mr. Vicente explained that the next step is to seek Council approval of the 2024 fee schedule in November; approval includes updated impact fees based on the proposed Transportation Element.

E. Charter for Financial Sustainability Plan Task Force (FSPTF), presented by Finance and Administration Director Melinda Merrell, for approval

Agenda Bill - Charter for Financial Sustainability Plan Task Force (FSPTF)
Attachment 1 - Proposed Charter for Financial Sustainability Task Force (FSPTF)

Finance and Administration Director Melinda Merrell presented the charter to move forward on resurrecting a Financial Sustainability Plan. City Manager Karlinsey will determine who is ultimately appointed to the group.

MOTION: Deputy Mayor O'Cain moved to approve the Financial Sustainability Plan Task Force Charter. Councilmember Pfeil seconded the motion.
VOTE: 6 Yes; 0 No; 0 Abstain. MOTION PASSES.

F. Walkways & Waterways Bond Measure Final Report, presented by City Manager Rob Karlinsey, Parks Project Manager Maureen Colaizzi, and Senior Civil Engineer Kent Vaughan, no action

Agenda Bill - Walkways and Waterways Bond Measure Final Report
Attachment 1 - Walkways and Waterways Bond Measure Final Report
Presentation - Walkways and Waterways Bond Measure Final Report

City Manager Rob Karlinsey opened the report with the background of the Walkways and Waterways initiative. The initiative stemmed from the "Imagine Kenmore" community engagement process, prioritizing pedestrian and cyclist safety and connecting residents with

public open spaces and waterfront. In 2016, 64% of Kenmore voters approved the Walkways & Waterways Bond Measure, increasing property taxes.
He introduced the Parks Project Manager Maureen Colaizzi and Senior Civil Engineer Kent Vaughan, both of whom played a critical role in making the project successful. A special edition newsletter titled "Walkways and Waterways Bond Measure Final Report" was published and mailed to all Kenmore residents and businesses on October 2, 2023. The team highlighted the details and deliverables of the five "Walkways and Waterways" projects:

1. 68th Avenue Pedestrian and Bicycle Safety Improvements Project
2. Juanita Drive Pedestrian and Bicycle Safety Improvements Project
3. Log Boom Park Waterfront Access & Viewing Project
4. ƛ̓ax̌ʷadis Park Waterfront and Natural Open Space Access Project
5. Rhododendron Park Boardwalk Project

Each project had unique characteristics and challenges, but the team persevered and was able to complete the projects.

- **Project Completion:**
  - All five projects from the November 2016 Walkways and Waterways bond measure are now complete.
  - The City compiled a final report covering project costs, funding sources, bond measure details, new amenities, environmental impacts, and maintenance updates.
- **Deliverables:**
  - New sidewalks and bike lanes on 68th Avenue and Juanita Drive.
  - Amenities at Log Boom Park, including a sandy beach, habitat restoration, and a kayak concession building.
  - Wildlife habitat restoration, bridges, trails, boardwalks, and docks at ƛ̓ax̌ʷadis Park.
  - A new boardwalk connecting the playfield to the waterfront at Rhododendron Park.
- **Costs:**
  - Initial cost estimates in 2016 were $25 million; however, final total costs reached $45 million by the end of 2023.
  - Despite the increase, the City did not seek additional voter funding, reduce project scopes, or compromise project promises.
- **Funding Sources:**
  - Walkways and Waterways Bond: $19,750,000
  - Grants: $9,550,371
  - Utility Company Contributions: $4,813,070
  - Other City Funds: $13,926,180 (including 1% For Art, Real Estate Excise Tax, Impact Fees, and the Strategic Operations Fund)
- **Final Project Costs (to date, for all five projects):**
  - Administration/Project Management: $1,250,895
  - Design/Engineering: $4,745,395
  - Right of Way Acquisition: $682,318

- Construction: $38,866,006
- Total: $45,544,614

Mr. Karlinsey closed by discussing lessons learned from the Walkways and Waterways projects. Estimating project costs is challenging, especially with limited design information, necessitating either more comprehensive upfront design or reliance on recent examples for a more accurate cost assessment. The renderings for the 68th Avenue and Juanita Drive improvements were overly technical, posing difficulties for the public to comprehend, adopting a simpler approach, as seen in the three parks projects, would have been more effective. Additionally, it's advisable to err on the side of caution and overestimate the construction timeline, as construction tends to take longer than initially anticipated. The experience reiterated the value of our exceptional team, successfully managing projects amidst the challenges of the pandemic, supply chain disruptions, and labor shortages. Their resourcefulness led to securing millions more in grants than initially projected.

The Council expressed overwhelming gratitude to the Kenmore team for successfully bringing these projects to fruition, extending heartfelt appreciation for their dedication and hard work. Tahe team's efforts not only ensured the completion of the projects but also contributed to the creation of enduring assets that will bring enjoyment to generations of Kenmore residents. The Council commended the team for their exceptional work, acknowledging the lasting positive impact these projects will have on the community.

STAFF REPORTS

City Manager Rob Karlinsey gave a brief update on the Asphalt Plant operations in Kenmore. He reiterated that the regulator on the matter is the Puget Sound Clean Air Agency (PSRC). The City Manager has asked for a meeting with the new PSRC Administrator to continue to advocate for the residents of Kenmore.

COUNCILMEMBER REPORTS & COMMENTS

The Council debriefed the Kenmore City Council Roundtable Town Hall Meeting held on Thursday, September 28, 2023. Councilmembers got positive feedback from participants, and they requested more frequent Town Halls. Residents also noted that it loud to conduct the Town Hall in the Council Chambers; the City could consider a different venue. The Council was delighted to see the turnout of the community and the engagement.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 11:23 p.m.

____

Nigel Herbig, Mayor

Anastasiya Warhol, City Clerk

City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, October 16, 2023

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

PRESENT:

Councilmembers: Mayor Nigel Herbig
Deputy Mayor Melanie O'Cain
Councilmember David Baker
Councilmember Joe Marshall
Councilmember Angela Kugler
Councilmember Debra Srebnik
Councilmember Corina Pfeil

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Development Services Director Samantha Loyuk
Principal Planner Todd Hall
Building Official Bryan Hampson
Code Enforcement Officer Bridgit Baker
Finance and Administration Director Melinda Merrell
Environmental Services Director Richard Sawyer
Community Development Director Debbie Bent
Climate Action Plan Program Manager Nina Rasmussen

Speaking Guests:
Dwight Thompson, Planning Commission Chair
Mike Vanderlinde, Planning Commission Vice Chair
Derek Wykoff, Planning Commissioner
Saad Qadri, Planning Commissioner
Tracy Banaszynski, Planning Commissioner
Nathan Loutsis, Planning Commissioner
Ashley Emery, Pacific Financial Consulting Consultant

Public Comments Speaking Guests:

Dwight Thompson, Kenmore Resident
Carl Michelman, Brier Resident
Chris Olson, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Sal Mander (Jon Culver), Kenmore Resident
Matt Thomas, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Dakota Rash, Lake Forest Park Resident
Lauri Sperry, Kenmore Resident

Public Hearing Speaking Guests:

Patrick O'Brien, Kenmore Resident
Chris Olson, Kenmore Resident
Janet Hays, Kenmore Resident
Stacey Valenzuela, Kenmore Resident
Phyllis Finley, Kenmore Resident

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 5:30 PM.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(b) and (i), the City Council will now enter an executive session to 1) consider real estate acquisition, and 2) discuss potential litigation. This executive session was slated to last 90 minutes, until approximately 7:00 PM.

POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

MOTION: Deputy Mayor O'Cain moved to suspend virtual public comments and virtual public hearing testimony until Council adopts Rules of Procedures relating to virtual public comments and virtual public hearings, which suspension will take effect immediately after this meeting. Councilmember Marshall seconded the motion.
VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 7:05 PM.

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7:06 PM.

LAND ACKNOWLEDGEMENT

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE
Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL
The agenda was approved as presented.

WHERE'S THE FUN?
City Manager Rob Karlinsey highlighted a recent Salsa Dancing event offered by City resident Samuel Rodriguez. In addition, Mr. Karlinsey highlighted the current Art Gallery with pieces created by visually impaired artists.

PUBLIC COMMENTS
The City Council took comments from the public.
Timestamped link here: https://www.youtube.com/live/jQ7TwCLm5Yc?si=F4vX79lBny0XMSMi&t=6020

CONSENT AGENDA

A. Approve Total Check #s 52982 through 53060 totaling $1,207,622.21 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 09/22/2023 in the amount totaling $238,575.22 and ACH Payment to KBA Inc. in the amount of $2,683.92, and Wire Transfer to Chicago Title in the amount of $1,500.00.
   Voucher Certification and Approval 09/16/2023 - 09/29/2023

B. Adopt Proposed Ordinance No. 23-0593 exceptional trees. (Added 10/11/2023)
   Agenda Bill - Proposed Ordinance No. 23-0593
   Attachment 1 - Proposed Ordinance No. 23-0593 (updated 10/11/2023, see highlights)
   Attachment 2 - Proposed Ordinance No. 23-0593 Exhibit A
   Attachment 3 - Proposed Ordinance No. 23-0593 Exhibit B
   Attachment 4 - Proposed Ordinance No. 23-0593 Exhibit C
   Attachment 5 - King County Conservation District Tree Canopy Study
   Attachment 6 - September 2021 Exceptional Trees Policy Report
   Attachment 7 - KMC 18.55.180, Reasonable Use Exception
   Attachment 8 - 10/09/2023 Agenda Bill and Materials

C. Adopt Proposed Ordinance No. 23-0584, amending Kenmore Municipal Code (KMC) Sections 18.42.030 and 18.42.135 relating to unattended temporary signs and displays on City-owned property within the public/semi-public zone. (Added 10/11/2023)
   Agenda Bill - Proposed Ordinance No. 23-0584

Attachment 1 - Proposed Ordinance No. 23-0584 (updated 10/11/2023, see highlights)
Attachment 2 - Exhibit A of Proposed Ordinance No. 23-0584
Attachment 3 - 10/09/2023 Agenda Bill and Attachments

At the request of the Mayor, the City Clerk Warhol confirmed that two persons submitted written testimony related to the Exceptional Tree Ordinance 23-0593, and two other persons submitted comments outside of the continued hearing. All written testimonies and comments were routed to the Council for review prior to the meeting.

The Council agreed to remove item "B - Adopt Proposed Ordinance No. 0593..." off the consent calendar, to be discussed as a separate item.

MOTION: Deputy Mayor O'Cain moved to approve the consent agenda items A and C. Councilmember Pfeil seconded the motion.
VOTE: Consent Agenda minus item B was approved by UNANIMOUS CONSENT.

MOVED FROM CONSENT AGENDA TO BUSINESS AGENDA

B. Adopt Proposed Ordinance No. 23-0593 exceptional trees. (Added 10/11/2023)
Agenda Bill - Proposed Ordinance No. 23-0593
Attachment 1 - Proposed Ordinance No. 23-0593 (updated 10/11/2023, see highlights)
Attachment 2 - Proposed Ordinance No. 23-0593 Exhibit A
Attachment 3 - Proposed Ordinance No. 23-0593 Exhibit B
Attachment 4 - Proposed Ordinance No. 23-0593 Exhibit C
Attachment 5 - King County Conservation District Tree Canopy Study
Attachment 6 - September 2021 Exceptional Trees Policy Report
Attachment 7 - KMC 18.55.180, Reasonable Use Exception
Attachment 8 - 10/09/2023 Agenda Bill and Materials

It was confirmed to the Council that fees associated with the proposed ordinance will be reflected in the next iteration of the Development Services Fee Resolution. The fee resolution is scheduled to be presented to the Council in November.

MOTION: Councilmember Pfeil moved to adopt Ordinance No.23-0593, establishing Exceptional Tree regulations. Deputy Mayor O'Cain seconded the motion.

AMENDMENT: Deputy Mayor O'Cain moved to amend the ordinance as follows: Take language of "B.g. Mitigation Requirements (page 13 of Attachment 3) " i, ii, iii, and iv, and to add it under 4. Public Facilities as mitigation requirements. Deputy Mayor O'Cain seconded the motion.
VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

MOTION: Councilmember Pfeil moved to adopt Ordinance No.23-0593 *as amended,* establishing Exceptional Tree regulations. Deputy Mayor O'Cain seconded the motion.
VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

BUSINESS AGENDA

A. Planning Commission Recommendation on the Public Services Element and Utilities Element of the Comprehensive Plan Amendments, presented by Principal Planner Todd Hall and Planning Commissioners, *for discussion*
Agenda Bill - Public Services Element and Utilities Element
Attachment 1 - Summary of Comprehensive Plan Amendments
Attachment 2 - Public Comments and Staff Responses
Attachment 3 - Draft Public Services Element
Attachment 4 - Draft Utilities Element
Attachment 5 - SEPA Determination of Nonsignificance
Attachment 6 - Police Services Report 2022
Presentation - Public Services Element and Utilities Element

The Principal Planner and Planning Commissioners presented the proposed changes to the Public Service Element and Utilities Element of the Comprehensive Plan. The changes are included in Attachment 1 – Summary of Comprehensive Plan Amendments.

The Council suggested edits. Staff agreed to bring amended elements for continued discussion to the October 23, 2023 Council meeting.

PUBLIC HEARING

A. Proposed Ordinance No. 23-0577, repealing 1997 property maintenance codes and replacing them with a new Kenmore Property Maintenance Code (KPMC) based on the 2021 International Property Maintenance Code, presented by Development Services Director Samantha Loyuk, Building Official Bryan Hampson, and Code Compliance Officer Bridgit Baker, *for public hearing*
Agenda Bill - Proposed Ordinance No. 23-0577, New Kenmore Property Maintenance Code
Attachment 1 - Proposed Ordinance No. 23-0577
Attachment 2 - Proposed Ordinance No. 23-0577 Exhibit A

Compliance Officer Bridgit Baker made opening remarks and highlighted that the Property Maintenance Code needs to be updated. In response to Council questions, Ms. Baker responded that wrecked, dismantled vehicles were be prohibited on property with the adoption of the new ordinance.

Mayor Herbig opened the Public Hearing at approximately 8:29 p.m. The City Council received testimony from the public. Timestamped link here: https://www.youtube.com/live/jQ7TwCLm5Yc?si=jkO87Fb40zTSxXwY&t=10881
Mayor Herbig closed the Public Hearing at approximately 8:45 p.m.

BUSINESS AGENDA

B. Proposed Ordinance No. 23-0577, repealing 1997 property maintenance codes and replacing them with a new Kenmore Property Maintenance Code (KPMC) based on the 2021 International Property Maintenance Code, presented by Development Services Director Samantha Loyuk, Building Official Bryan Hampson, and Code Compliance Officer Bridgit Baker, *for adoption*
Agenda Bill - Proposed Ordinance No. 23-0577, New Kenmore Property Maintenance Code
Attachment 1 - Proposed Ordinance No. 23-0577
Attachment 2 - Proposed Ordinance No. 23-0577 Exhibit A

MOTION: Councilmember Srebnik moved to adopt Ordinance No. 23-0577, repealing the 1997 property maintenance codes and replacing them with a new Kenmore Property Maintenance Code (KPMC) based on the 2021 International Property Maintenance Code. Councilmember Marshall seconded the motion.
VOTE: 7Yes; 0 No; 0 Abstain. **MOTION PASSES**

C. Surface Water Management (SWM) Capital Improvement Program (CIP) for Rapid Progress, presented by City Manager Rob Karlinsey, Finance and Administration Director Melinda Merrell, and Environmental Services Director Richard Sawyer, *for discussion*
Agenda Bill - 2023-2029 Capital Improvement Program for Surface Water Management
Attachment 1 - SWM Capital Improvement Program
Attachment 2 - SWM Project Narratives
Attachment 3 - Adopted CIP, 2023-2024 Budget Book, pages 214-215
Presentation - 2023-2029 SWM CIP

Finance and Administration Director Melinda Merrell explained that the City aims to establish and uphold a financially sustainable Capital Improvement Program, which can serve as a guide for the staff to prioritize and undertake projects. The revised Surface Water Management CIP is a result of the SWM rate analysis study mentioned earlier. It aligns City resources, Surface Water Utility fees, and various grant funds. Even if a project may require grant funds in the future to be completed, the project and budget are considered "balanced," offering a means to seek external funding. It's important to view the CIP as a planning document, with the City of Kenmore's approved budget being the official document for allocating funds to project expenses.

The updated Surface Water Management Capital Improvement Program comprises 14 individual projects, in addition to debt service, with a combined budget of $34,512,450 for the planning period extending through 2029. Detailed information regarding project costs, funding sources, and descriptions can be found in Attachments 1 and 2.

City Manager Rob Karlinsey explained that construction costs of the Public Works Facility cost are not included in the Stormwater Capital Improvement Program.

D. 2023 Surface Water Management (SWM) Rate Analysis and Proposed Rates for 2024-2030, presented by City Manager Rob Karlinsey, Finance and Administration Director Melinda Merrell, Environmental Services Director Richard Sawyer, and Consultant Ashley Emery, *for discussion and direction*
Agenda Bill - 2023 SWM Rate Analysis and Proposed Rates for 2024-2030
Attachment 1 - 2023 SWM Rate Analysis Report
Attachment 2 - September 18, 2023 Agenda Materials and Slide Presentation

City Manager Rob Karlinsey briefly summarized the community engagement efforts related to the proposed rates. City staff collaborated with Peninsula Financial Consulting (PFC) to conduct a Surface Water Management rate analysis for rates from 2024 to 2030. The analysis presents four rate increase options to the City Council: Stay the Course, Moderate Pace, Rapid Progress, and Rapid Progress+. The Council reviewed these options on September 18, 2023, and public preferences were collected through an online survey. Now, staff are seeking the City Council's decision on which rate plan to adopt. Once selected, a multi-year surface water rate schedule resolution will be presented for Council approval in November 2023.

Property owners in King County can receive exemptions from SWM (Surface Water Management) service charges if they meet certain eligibility requirements. These requirements include owning and living in a primary residence with an annual income at or below "Income Threshold 3," which is determined by the county's median household income. In King County, Income Threshold 3 is $58,423 for the current year and will be $84,000 in 2024. Additionally, property owners must meet one of the following criteria: be at least 61 years old, disabled, or a veteran with an 80% total disability rating. To obtain this exemption, property owners must apply for it through King County.

The City Council discussed the need for the rate increase and expressed support for the Rapid Progress+ pace.

The Staff will bring back a Resolution to adopt the proposed rates, the rate schedule will be incorporated in the next adopted Fee Schedule.

E. Climate Action Element of the Comprehensive Plan Amendments, presented by Community Development Director Debbie Bent, Environmental Services Director Richard Sawyer, and Climate Action Plan Program Manager Nina Rasmussen, *for continued discussion*
Agenda Bill - Climate Action Element
Attachment 1 - Draft Climate Action Element, redlined
Attachment 2 - Draft Climate Action Element, clean version

The presenting team explained that this is the second draft of the Climate Action Element presented to the Council. City Staff and the Planning Commission first brought the CLE to the City Council on September 25, 2023. Since then, City Staff have incorporated edits, including the following:

- Grammatical errors were corrected and can be viewed in the attached draft CAE.
- Rain gardens were added in Policy 12.1.2.
- Section 1: Emissions Mitigation title was added for Goals 2-6 and a Section 2: Resiliency title was added for Goals 7- 15.
- Added text to clarify in the following: Goal 2, Policy CA3.3.2, Goal 7. Municipal vs community mitigation actions are delineated in more detail in the CAP.
- Added Policy 15.1.6 to Goal 15. See draft CAE for full text.
- Staff removed existing CAP text in introduction and put in a new Objective 1 to clarify CAP role to alleviate confusion on sequencing and alignment of CAE and CAP. Added CAP as first Policy in element (CA 1.1.1) to show that it takes direction from CAE. Specified 3–5-year interval updates with Council discretion to update more frequently, if desired. Specified annual reporting to Council regarding CAP implementation progress.

The Council discussed and made additional suggestions; staff agreed to prepare the next iteration of the CAE for November 2023.

STAFF REPORTS

COUNCILMEMBER REPORTS & COMMENTS
A few Councilmembers wished to discuss the Blake Fix at a future agenda. The Mayor recommended discussing this item at a future Council retreat.

ADJOURNMENT
Mayor Herbig adjourned the meeting at approximately 10:02 p.m.

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Nigel Herbig, Mayor

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Anastasiya Warhol, City Clerk

City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, October 23, 2023

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

PRESENT:

Councilmembers: Mayor Nigel Herbig
Deputy Mayor Melanie O'Cain
Councilmember David Baker
Councilmember Joe Marshall
Councilmember Angela Kugler
Councilmember Debra Srebnik
Councilmember Corina Pfeil – Virtual

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash – Virtual
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Environmental Services Director Richard Sawyer
Climate Action Plan Program Manager Nina Rasmussen
Community Development Director Debbie Bent
Principal Planner Todd Hall

Speaking Guests: Julien Loh, Puget Sound Energy Local Government Affairs and Public Policy Manager
Josh Jacobs, Puget Sound Energy Vice President of Clean Energy Strategy
Suzanne Greathouse, Kenmore Heritage Society President
Marella Alejandrino, Kenmore Heritage Society Vice President
Shelly Helder, Thomas Gordon Honeywell State Lobbyist

Public Comments Speaking Guests:
Sara Solum Hayashi, Arts of Kenmore Director
Elizabeth Mooney, Kenmore Resident
Chris Olson, Kenmore Resident

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 6:00 PM.

STUDY SESSION AGENDA
Climate Action Plan (CAP) Phase 2 Implementation, presented by Environmental Services Director Richard Sawyer and Climate Action Plan Program Manager Nina Rasmussen, *for study and discussion*
Agenda Bill - Climate Action Plan Study Session (updated 10/19/2023)
Attachment 1 - CAP 2023 Annual Report (updated 10/19/2023)
Presentation - CAP Annual Report (added 10/20/2023)

Environmental Services Director Richard Sawyer and Climate Action Plan Program Manager Nina Rasmussen presented to Council about the Climate Action Plan (CAP) 2023 report. Staff focused on the discussion and sought direction on high impact greenhouse gas (GHG) emission reduction and resiliency actions.

Some of the 2023 Climate Action Plan recap includes:
Completed/Ongoing
- Funded a CAP operating budget (CAOB)
- Hired a Climate Action Plan Program Manager
- Hired a part-time consultant (grants specialist)
- Grants research
- Education and outreach
- CAP next steps recommendations

November
- Develop and adopt a Climate Action Element for the Comprehensive Plan update
- Start a Climate Action Advisory Committee
- Adopt an expedited habitat conservation/restoration capital improvement plan (SWM)

December (End of Year)
- GHG emissions inventory update
- Grant agreements

Staff mentioned that the City of Kenmore faces an upcoming structural deficit in operating budget by 2026. Staff recommended that the new CAP funding be considered within the context of the Financial Sustainability Plan process.

There are additional CAP-related programs that would need additional funding. Currently, Staff is currently working on several grants to support those additional projects.

Staff went into depth on some of the additional programs, including:
- EV Infrastructure Plan & Charging
- Solarize Kenmore Program
- Green Power Program
- Green Jobs Hub

- Climate Advisory Committee
- Education & Outreach Program
- Urban Forest Management Plan
- Habitat Conservation & Restoration
- Expanding Solar at City Hall
- Electrify City Fleet
- LED Streetlight Replacement
- Public Works Operations Center Solar

Councilmembers provided questions and comments about cost, distribution of potential grant funds, and future staffing. Staff will return at a later date to continue the discussion.

ADJOURN SPECIAL MEETING
Mayor Herbig adjourned the special meeting at approximately 7:26 PM.

CALL REGULAR MEETING TO ORDER
Mayor Herbig called the regular meeting to order at 7:26 PM.

LAND ACKNOWLEDGEMENT
Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE
Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL
The agenda was approved as presented.

PROCLAMATION
Hunger and Homelessness Awareness Week, to be accepted by Lake City Partners Ending Homelessness Executive Director William Towey
Hunger and Homelessness Awareness Week

Mayor Herbig proclaimed November 11-18, 2023, as Hunger and Homelessness Awareness Week throughout the City of Kenmore. City Clerk Anastasiya Warhol read a statement provided by Executive Director William Towey from Lake City Partners Ending Homelessness.

PRESENTATIONS
A. Virtual Meeting Participation Update, presented by City Clerk Anastasiya Warhol

City Clerk Anastasiya Warhol updated the City Council virtual meeting participation, which was temporarily suspended following an executive session during the Monday, October 16, 2023 meeting. The City Council has reiterated its goal of maintaining virtual access to meeting. The past week was spent on creating a possible pre-registration for the public to resume virtual meeting participation for public comments and public hearings.

The Council observed a demonstration of the sign-up form, which will be available online with a link available on future agendas and in multiple locations throughout the City's website.

Staff anticipates the first pre-registration sign up form will be available the Tuesday before the next regular meeting, Monday, November 13, 2023.

B. Puget Sound Energy (PSE) Presentation on Clean Energy Work, presented by Josh Jacobs, Vice President of Clean Energy Strategy and Planning and Julien Loh, Local Government Affairs and Public Policy Manager
   Presentation - PSE The Clean Energy Transformation

Guests Julien Joh and Josh Jacobs presented to the Council Puget Sound Energy's (PSE) clean energy strategy, focusing on electricity, natural gas, and customers. In compliance with Washington's Clean Energy Act of 2019, PSE has set clean energy milestones such as eliminating coal-fired resources by 2025 and a target of 100% clean resource portfolio by 2045.

The Council provided questions and comments about philosophy, green program extra charges, clean hydrogen, and green jobs.

WHERE'S THE FUN?
City Manager Rob Karlinsey invited Kenmore Heritage Society President Suzanne Greathouse and Vice President Marella Alejandrino to show Council the winners of the 9th Annual Northshore Fun Photo Contest.

City Manager Rob Karlinsey also talked about Saturday's Jack Crawford Day where 39 individuals volunteer at Log Boom Park.

PUBLIC COMMENTS
The City Council took comments from the public.
Timestamped link here:
https://www.youtube.com/live/ChaP3E5Z-fE?si=QJ6MSohGKnuZY0cM&t=9174

CONSENT AGENDA
A. Adopt Proposed Resolution No. 23-403 designating Arts of Kenmore (AOK) as a Local Arts Agency.
   Agenda Bill - AOK as a Local Arts Agency (updated 10/19/2023)
   Attachment 1 - Proposed Resolution No. 23-403
   Attachment 2 - Contributions to Arts of Kenmore

B. Authorize the City Manager to execute Amendment No. 15 of Contract No. 17-C1657 with Mott Macdonald in an amount not to exceed $20,000.
Agenda Bill - Amendment No. 15 of Contract No. 17-C1657
Attachment 1 - Amendment No. 15 Fee Estimate and Contract Budget Summary

C. Approve threshold decision and further review of the development agreement for an affordable housing project on City owned property located at 6532 Bothell Way NE, Kenmore, WA 98028.
Agenda Bill - Threshold Determination for 6532 Way NE Development Agreement (added 10/19/2023)
Attachment 1 - *linked in agenda bill*
Attachment 2 - Conceptual Drawings (added 10/19/2023)

MOTION: Councilmember Kugler moved to approve the consent agenda outlined above. Deputy Mayor O'Cain seconded the motion.
VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

BUSINESS AGENDA

A. Public Services Element and Utilities Element of the Comprehensive Plan Updates, presented by Community Development Director Debbie Bent and Principal Planner Todd Hall, *for discussion*
Agenda Bill - Public Services Element and Utilities Element (updated 10/21/2023)
Attachment 1- Draft Public Services Element, clean version (updated 10/21/2023)
Attachment 2 - Draft Public Services Element, with track changes (updated 10/21/2023)
Attachment 3 - Draft Utilities Element, clean version (updated 10/21/2023)
Attachment 4 - Draft Utilities Element, with track changes (updated 10/21/2023)

Community Development Director Debbie Bent and Principal Planner Todd Hall reminded the Council that Planning Commissioners provided their recommendation for the public services element and utilities element at the Monday, October 16th council meeting.

The questions and comments from the Council are brought before the Council this evening and addressed in the Agenda Bill under "Information/Background."

Councilmembers provided further comments and questions about parcels not on sewer in the City, limiting the City with some of these policies,

B. Review of Planning Commission Applications, presented by Community Development Debbie Bent and Principal Planner Todd Hall, *for discussion and direction*
Agenda Bill - Planning Commission Applications (updated 10/23/2023)
Attachment 1 - Application Materials

Community Development Director Debbie Bent informed the City Council that there were 14 applicants for the 1 vacant position and 3 positions whose terms are expiring at the end of the year. The interviews will take place during the Monday, November 13, 2023 Council Meeting.

The following applicants received at least three votes by Councilmembers and will be interviewed:

- Nathan Loutsis
- Tracy Banaszynski
- Dwight Thompson
- Christopher Olson
- David Dorrian
- Marcia Fischer
- Nina Moss

C. 2024 State Legislative Agenda, presented by City Manager Rob Karlinsey and Gordon Thomas Honeywell State Lobbyist Shelly Helder, *for approval*
Agenda Bill - 2024 State Legislative Agenda (added 10/19/2023)
Attachment 1 - 2024 State Legislative Agenda Draft (added 10/19/2023)
Attachment 2 - 2024 Kenmore Policy Statements Draft (added 10/19/2023)
Presentation - Preparing for the 2024 State Legislative Agenda (added 10/19/2023)

Gordon Thomas Honeywell State Lobbyist Shelly Helder presented to the City Council the Legislative Session Expectations, draft 2024 Legislative Agenda and Policy Statements, and next steps. The legislative session is scheduled to begin on January 8, 2024, for 60 days. Since this is the second year of the biennium, it is recommended that the City focus on priorities that were not accomplished in the first year of the biennium.

The Draft 2024 Legislative Priorities include:

- Funding Tools for Affordable Housing
- 84th Avenue Sidewalk Funding
- Lift 1% Property Tax Cap
- Traffic Safety Cameras for Transit Lane Violations
- Holt Affordable Housing Development

The Draft 2024 Policy Statements include:

- Affordable Housing Near Fixed Route Transit
- Tire Dust Pollution
- Air Pollution Emergencies During Wildfire Smoke Events
- Climate Change & Environmental Stewardship
- Co-Responder Support

Councilmembers provided questions and comments about property tax cap, climate action, and affordable housing near fixed route transit, along with changes to be made to the draft documents.
The Council directed Staff to bring back the 2024 Legislative Priorities Agenda and 2024 Policy Statements back on consent at a future Council meeting with the changes discussed tonight.

STAFF REPORTS
City Manager Rob Karlinsey mentioned the Surface Water Management (SWM) rate changes mailers that listed all the rate change options, which were discussed a few weeks prior. The City received 21 emails in response to the mailer.

Deputy City Manager Stephanie Lucash updated the Council about King County Sheriff's Department's gun buyback program from Saturday, October 21, 2023. 322 guns were turned in and $40,000 worth of gift cards were handed out. Photos from the event were shared.

COUNCILMEMBER REPORTS & COMMENTS

MOTION: Councilmember Marshall moved to add the Blake Fix item to the December 11, 2023 meeting. Deputy Mayor O'Cain seconded the motion.
VOTE: 5 Yes; 2 No; 0 Abstain. Motion passes.

The North Urban Human Services Alliance (NUHSA) board member position will be added to the Councilmember Reports and Comments at the next meeting.

ADJOURNMENT
Mayor Herbig adjourned the meeting at approximately 10:16 PM.

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Nigel Herbig, Mayor

____

Anastasiya Warhol, City Clerk

City of Kenmore
City Council Meeting
Special Meeting Minutes
Monday, October 30, 2023

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

PRESENT:

Councilmembers:	Mayor Nigel Herbig Deputy Mayor Melanie O'Cain Councilmember David Baker Councilmember Joe Marshall Councilmember Angela Kugler Councilmember Debra Srebnik Councilmember Corina Pfeil
Staff:	City Manager Rob Karlinsey Consultant Michael Pendleton City Clerk Anastasiya Warhol

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 6:30 p.m.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(g), the City Council entered into an Executive Session to review the performance of a public employee. The executive session was slated to last approximately 90 minutes. At 8 p.m. Mayor Herbig announced that the Executive Session will be extended by ten minutes.

No action was taken at the conclusion of the executive session.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 8:10 p.m.

____
Nigel Herbig, Mayor

____
Anastasiya Warhol, City Clerk

Voucher Certification and Approval

City of Kenmore
DATE RANGE: 10/14/2023 - 10/27/2023

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

ACH Payment - Center for Human Services	**$**	**4,440.00**
ACH Payment - KBA INC	**$**	**1,745.22**
ACH Payment - Mott MacDonald	**$**	**26,558.02**
ACH Payment - Thomco Construction Inc	**$**	**127,303.52**
ACH Payment - U.S. Bank Purchase Cards	**$**	**34,354.20**
Total Checks #53142 through 53246:	**$**	**950,349.15**
Total Payroll Electronic Deposits: Payroll/Taxes/Flex Spending/Health Savings/Retirement, Dated: 10/20/2023	**$**	**231,981.89**
Payroll Checks #10247 & 10248 dated 10/20/2023	**$**	**2,355.35**

Rob Karlinsey
Rob Karlinsey (Oct 31, 2023 11:07 PDT)
Oct 31, 2023

City Manager / Date

Melinda Merrell
Melinda Merrell (Oct 31, 2023 10:47 PDT)
Oct 31, 2023

Finance & Administrative Services Director / Date

Vendor Name	Payment Number	Payment Date	Description (Payable)	Amount
CENTER FOR HUMAN SERVICES	1463	10/27/2023	Q3 Human Services Funding & Family Support Program	4,440.00
KBA INC.	1464	10/27/2023	8/27-9/30/23 Services Tl'awh'ah'dees project	1,745.22
MOTT MACDONALD	1465	10/27/2023	July & Sept 2023 Tl'-awh-ah-dees Park Consulting Svcs	26,558.02
THOMCO CONSTRUCTION, INC.	1466	10/27/2023	T41 Juanita Drive NE (20-C2144)	127,303.52
U.S. BANK PURCHASE CARDS	1467	10/27/2023	Ferries Conference & Zoom fees	577.74
U.S. BANK PURCHASE CARDS	1468	10/27/2023	Travel, snacks, supplies, BizDiversity Directory	879.00
U.S. BANK PURCHASE CARDS	1469	10/27/2023	Supplies, Material, Tools, Maintenance, Training	7,813.79
U.S. BANK PURCHASE CARDS	1470	10/27/2023	Void	0.00
U.S. BANK PURCHASE CARDS	1471	10/27/2023	Meals, travel, lodging, registrations, event supplies	3,759.86
U.S. BANK PURCHASE CARDS	1472	10/27/2023	office & computer supplies, travel, Payflow Pro	941.60
U.S. BANK PURCHASE CARDS	1473	10/27/2023	Zoom subscriptions	35.22
U.S. BANK PURCHASE CARDS	1474	10/27/2023	Volunteer software & tablecloth cleaning	149.45
U.S. BANK PURCHASE CARDS	1475	10/27/2023	Travel, meals, lodging	2,555.71
U.S. BANK PURCHASE CARDS	1476	10/27/2023	Zoom, conference reg, CH phone svc, supplies	6,681.58
U.S. BANK PURCHASE CARDS	1477	10/27/2023	Training & Digital Subscription	4,912.95
U.S. BANK PURCHASE CARDS	1478	10/27/2023	Software, supplies, Community Training	1,673.11
U.S. BANK PURCHASE CARDS	1479	10/27/2023	Supplies, parks signs, training	1,232.95
U.S. BANK PURCHASE CARDS	1480	10/27/2023	Software	3,005.74
U.S. BANK PURCHASE CARDS	1481	10/27/2023	Seattle Times Subc, tools & supplies	135.50
AFLAC	53142	10/20/2023	Employee Medical/Disability Plans	209.04
AWC EMPLOYEE BENEFIT TRUST	53143	10/20/2023	Employee Health Insurance	98,251.10

Vendor Name	Payment Number	Payment Date	Description (Payable)	Amount
AWC EMPLOYEE BENEFIT TRUST	53144	10/20/2023	Void	0.00
DEPARTMENT OF LABOR AND INDUSTRIES	53145	10/20/2023	City of Kenmore	6,190.07
DEPARTMENT OF LABOR AND INDUSTRIES	53146	10/20/2023	Void	0.00
DEPARTMENT OF LABOR AND INDUSTRIES	53147	10/20/2023	Void	0.00
ESD - LTC	53148	10/20/2023	Long Term Care Fund	1,899.24
ESD - PFML	53149	10/20/2023	Paid Family & Medical Leave	3,618.54
ESD - PFML	53150	10/20/2023	Void	0.00
LINCOLN NATIONAL LIFE INSURANCE	53151	10/20/2023	Life Ins/ADD & LTD	2,187.95
MISSION SQUARE / 109964	53152	10/20/2023	City of Kenmore 401a & 401a Loans	24,652.39
MISSION SQUARE 457 / 304745	53153	10/20/2023	ICMA 457 Deferred Comp	5,182.59
NATIONAL LIFE INSURANCE CO.	53154	10/20/2023	Life Insurance	123.17
UNITED WAY OF KING COUNTY	53155	10/20/2023	Employee Charitable Contribution	40.00
EBIX, INC.	53156	10/24/2023	2023/24 Online Health Publication "Top Health"	33.03
PACWEST MACHINERY	53157	10/27/2023	Street Sweeper Repairs	46,727.77
ACF WEST INC	53158	10/27/2023	Materials for SW projects	778.43
ALBIREO ENERGY/AUTOMATED CONTROLS	53159	10/27/2023	City Hall Sensor Replacement & Heat Temp Repair	1,447.25
ALPINE PRODUCTS INC.	53160	10/27/2023	Quick Joint for 61st Ave Berms	351.76
AMERICALL	53161	10/27/2023	Sept 2023 After Hours Call Out	166.60
ANNA ARNOTT	53162	10/27/2023	Pumpkins for Wellness Activity	83.90
APPLEONE EMPLOYMENT SERVICES	53163	10/27/2023	Temp Receptionist 10/2-10/6	948.00
ART SIMPSON	53164	10/27/2023	WDFW Fish Passage Class Travel	428.03
AURORA RENTS	53165	10/27/2023	Scissor Lift Rental-CH Electrical Work	656.20
BCN TELECOM, INC.	53166	10/27/2023	City Hall Phones 10/15-11/14	822.38
BRIGHT SPARK EARLY LEARNING SERVICES	53167	10/27/2023	Q3 2023 Human Services Funding	300.00
CALPORTLAND COMPANY	53168	10/27/2023	Material for SW WO#12347-Culvert/Ditch @15605 61st	100.81
CASCADIA LAW GROUP	53169	10/27/2023	Jul & Sept 2023 Cadman Legal Services	3,150.01
CHANIN KELLY-RAE CONSULTING LLC	53170	10/27/2023	July, Aug & Sept 2023 DEIA Consulting	15,600.00
CHARLIE PARKS	53171	10/27/2023	WDFW Fish Passage Class travel	335.33
CITY OF BELLEVUE	53172	10/27/2023	Q3 2023 Human Services Pool	12,152.50
CITY WIDE FENCE COMPANY, INC	53173	10/27/2023	Extension of Fence at Boathouse	2,709.56
COMCAST	53174	10/27/2023	City Hall & Hangar Internet	2,109.18
COMCAST BUSINESS	53175	10/27/2023	City Hall Internet & Cable	167.40
COMCAST BUSINESS	53176	10/27/2023	Tl'awh-ah-dees Park Internet	81.95
CONSOLIDATED PRESS	53177	10/27/2023	Special Newsletter Printing	5,712.57
CORINA PFEIL	53178	10/27/2023	Working lunch with Rob Karlinsey	25.80
DAVIDSON MACRI SWEEPING, INC.	53179	10/27/2023	Suppl. Street Sweeping 8/28 & 8/29 & 9/5-7	5,294.15
DTG RECYCLE	53180	10/27/2023	Mulch Purchase for 175th & parks	431.28
EVERETT OFFICE FURNITURE	53181	10/27/2023	Balance due on Todd Hall's Chair	569.21
GOOD TO GO	53182	10/27/2023	Toll for Fleet Vehicle 339	6.50
HEIDELBERG MATERIALS	53183	10/27/2023	Asphalt for Surface Water Projects	370.27
HONEY BUCKET	53184	10/27/2023	PW Yard Honey Bucket 10/16-11/12	167.75
JACOBS ENGINEERING GROUP	53185	10/27/2023	Jul-Sep 2023 Engineering Services	18,370.46

Vendor Name	Payment Number	Payment Date	Description (Payable)	Amount
KALE CARLSON	53186	10/27/2023	WDFW Fish Passage class travel	165.32
KENMORE ELEMENTARY PTA	53187	10/27/2023	Q3 2023 Human Services Funding	1,250.00
KENMORE HERITAGE SOCIETY	53188	10/27/2023	Q3 2023 Kenmore History Book Sales	50.00
KENMORE MIDDLE SCHOOL	53189	10/27/2023	Q3 2023 Kitchen Table Program Funding	2,500.00
KENMORE SENIOR CENTER	53190	10/27/2023	Q3 2023 Human Services Funding	7,812.50
KING COUNTY BAR ASSOCIATION	53191	10/27/2023	Q3 2023 Neighborhood Legal Clinics Funding	200.00
KING COUNTY FINANCE	53192	10/27/2023	Sep 2023 King County Roads Maintenance	7,518.01
KING COUNTY FINANCE	53193	10/27/2023	Sep 2023 King County Bridge Inspection Services	328.17
KING COUNTY FINANCE	53194	10/27/2023	Swamp Creek Source Tracing	658.00
KING COUNTY FINANCE	53195	10/27/2023	Aug 2023 King County Road Services	30,258.21
KING COUNTY FINANCE	53196	10/27/2023	Sep 2023 King County Road Services	5,751.31
KOMPAN, INC	53197	10/27/2023	Parts for Playground Equipment Repair	165.46
LUCIA KWONG	53198	10/27/2023	Refund of Hangar Deposit for 10/14/23 event	150.00
MACDONALD MILLER FACILITY SOLUTION	53199	10/27/2023	City Hall Water Heater Maintenance	1,191.28
MINUTEMAN PRESS	53200	10/27/2023	SWM Fee Outreach Survey	5,251.97
NAMI EASTSIDE	53201	10/27/2023	Q3 Youth Mental Health & Individual and Family Svcs	1,875.00
NORTHEND EXCAVATING INC	53202	10/27/2023	Demo @ PWOC Site - Final Payment	15,936.97
NORTHSHORE SCHOOLS FOUNDATION	53203	10/27/2023	Q3 2023 Removing Barriers HS Funding	750.00
NORTHSHORE SENIOR CENTER	53204	10/27/2023	Q3 2023 Adult Day Health & Transportation Program	4,062.50
NORTHSHORE UTILITY DIST	53205	10/27/2023	Rhododendron Park Restroom	438.73
NORTHSHORE UTILITY DIST	53206	10/27/2023	Rhododendron Park Irrigation	2,560.42
NORTHSHORE UTILITY DIST	53207	10/27/2023	Water @ Parks and Water for Irrigation at various sites	17,884.81
NORTHSHORE UTILITY DIST	53208	10/27/2023	Fleet Fuel & Maintenance	8,808.16
NORTHSHORE UTILITY DIST	53209	10/27/2023	Rhododendron Park off 68th - Irrigation	396.77
NORTHWEST ARBORICULTURE LLC	53210	10/27/2023	Tree Risk Assessment - Juanita	1,071.00
NW ENVIRONMENTAL TRAINING CENTER	53211	10/27/2023	CESCL Re-Certification Course- Justin Ell	195.00
ONTRA MARKETING GROUP	53212	10/27/2023	ARPA - Kenmore Cares Website	75.00
OSBORN CONSULTING INC.	53213	10/27/2023	Aug & Sept 2023 Services NE 190th Cuvert Ph 2	112,343.33
OSTROMS	53214	10/27/2023	Flu & Covid Vaccinations Wellness Event	188.00
PACE ENGINEERS, INC.	53215	10/27/2023	Sept On-call Engineering Svcs 21-C2667	25,560.00
PACIFIC AIR CONTROL, INC.	53216	10/27/2023	City Hall HVAC Maintenance	1,722.05
PANE'N THE GLASS WINDOW CLEANING LLC	53217	10/27/2023	Hangar Window and Gutter Cleaning	1,190.20
PARAMETRIX INC	53218	10/27/2023	Transportation Element Update 8/27-9/30/23	3,491.67
PERFORMANCE SYSTEMS INTEGRATION LL(	53219	10/27/2023	Fire Extinguisher Maintenance	427.03
PUGET SOUND ENERGY	53220	10/27/2023	Streetlights Collective	21,956.01
PUGET SOUND ENERGY	53221	10/27/2023	Hangar Electric	589.38
PUGET SOUND ENERGY	53222	10/27/2023	Hangar Gas	191.50
PUGET SOUND ENERGY	53223	10/27/2023	City Hall Gas	247.10
PUGET SOUND ENERGY	53224	10/27/2023	Electricity @ City Hall, PW Site, Parks, Irrigation, Signals	6,483.65
SARAH WHITE	53225	10/27/2023	Refund of Hangar Deposit for October 7, 2023 event	150.00
SEATOWN DEVELOPMENT GROUP	53226	10/27/2023	Cash Deposit - Agreement to Work in Right of Way	7,500.00
SISKUN POWER EQUIPMENT	53227	10/27/2023	Pole Saw Repairs - Parks; Replacement Blower	683.47

Vendor Name	Payment Number	Payment Date	Description (Payable)	Amount
SMS CLEANING, INC.	53228	10/27/2023	City Hall, Hangar, & PW Office Janitorial Services	6,495.00
STAPLES	53229	10/27/2023	City Hall & Hangar Supplies	496.69
STATE AUDITOR'S OFFICE	53230	10/27/2023	Sept 2023 ARPA Federal Audit Services	5,059.95
STEWART MACNICHOLS HARMELL, INC.	53231	10/27/2023	Sept 2023 Indigent Public Defense Services	5,000.00
STRATEGIES 360, INC.	53232	10/27/2023	July 2023 Federal Relations	6,500.00
T MOBILE USA, INC.	53233	10/27/2023	Employee Cell PHone & Data Plans	1,529.44
TASTAD CONTRUCTION INC	53234	10/27/2023	Services for NE 190th St Fish Culvert Replacement	346,129.24
TOTAL LANDSCAPE CORP	53235	10/27/2023	Landscape Maintenance Parks; City Hall & Parks Landscape	9,544.12
TRUGREEN	53236	10/27/2023	Moorlands Field Maintenance	338.01
VENTILATION POWER CLEANING, INC.	53237	10/27/2023	Vactor Truck Emergency Cleanup 6704 NE 181st Ave	1,215.40
VERIZON WIRELESS	53238	10/27/2023	Staff Cell Phones & Data Plans	80.06
WA FINANCE OFFICERS ASSOCIATION	53239	10/27/2023	BARS Cash Webinar	100.00
WA STATE DEPT OF TRANSPORTATION	53240	10/27/2023	Aug 2023 KAPE RLC Permit/Agreement; Traffic Signal Maintenance	1,498.83
WASHINGTON STATE OFF. CASH MGMT	53241	10/27/2023	Q3 2023 State Building Permit Fees	280.50
WESTLAKE HARDWARE WA-153	53242	10/27/2023	PW Supplies & Equipment	736.22
WM CORPORATE SERVICES INC.	53243	10/27/2023	Sweeper Debris Disposal & Profile Renewal Fee	628.29
WONDERLAND CHILD & FAMILY SVCS	53244	10/27/2023	Q3 2023 The Next Level Early Support HS Funds	500.00
XEROX CORPORATION	53245	10/27/2023	Sept 2023 Copier Rental & B&W & Color Overages	639.25
YOURMEMBERSHIP.COM, INC	53246	10/27/2023	30 day Community Development Job Posting	1,098.00
DRS 457	DFT0001726	10/20/2023	DRS 457 Deferred Comp	615.00
AVIDIA HEALTH	DFT0001727	10/20/2023	Employee Health Savings Contribution	266.30
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001728-1736	10/20/2023	Public Employees Retirement	35,936.72
NAVIA	DFT0001737	10/20/2023	Employee Flexible Spending Account	1,077.28
BANK OF AMERICA 941	DFT0001738	10/20/2023	Federal Taxes	29,430.87
NEIL, DARRIN M	10247	10/20/2023	Payroll	786.19
TUPOU, ALAMA	10248	10/20/2023	Payroll	1,569.16
PAYROLL	EFT	10/20/2023	Direct Deposit	164,655.72
			TOTAL	**1,379,087.35**

Vendor Purchasing Report January 1, 2023 - October 27, 2023

Name	Amount
1901 WLD KENMORE 68TH LLC	7,500.00
4IMPRINT	5,903.29
58 STARS TRAVEL	2,442.60
A & A LIMOUSINE & BUS SERVICE	2,072.00
AA ASPHALTING LLC	34,000.00
AABCO BARRICADE COMPANY INC.	793.22
ABRACADABRA PRINTING	2,025.29
ACF WEST INC	2,557.23
ADVANCE TESTING & SERVICE INC	1,815.00
AFLAC	2,090.40
AL VAN EQUIP NORTHWEST	4,914.39
ALBIREO ENERGY LLC/AUTOMATED CONTROLS	4,688.70
ALEXA'S CATERING INC.	1,531.00
ALPHA SUPPORTED LIVING SERVICES	250.00
ALPHAGRAPHICS	1,219.51
ALPINE PRODUCTS INC.	771.86
ALWAYS ACTIVE SERVICES LLC	156,293.89
AM TEST, INC	6,315.00
AMADOR FARMS	383.00
AMERICALL	1,520.84
AMERICAN GENERAL LIFE GPO/400S	2,293.87
AMERICAN SOCIETY OF COMPOSERS	438.75
AMERICAN TRAFFIC SOLUTIONS INC	34,000.00
ANASTASIYA WARHOL	1,125.38
ANITA WHITE	2,000.00
ANNA ARNOTT	83.90
APPLEONE EMPLOYMENT SERVICES	28,451.40
APPLIANCE REPAIR MM LLC	78.73
ART SIMPSON	428.03
ARTS OF KENMORE	9,150.00
ASPECT CONSULTING LLC	7,025.00
ASSOCIATION OF WA CITIES	29,164.16
AURORA RENTS	12,749.27
AVIDIA HEALTH	3,945.30
AWC EMPLOYEE BENEFIT TRUST	925,770.40
AZTECA SYSTEMS, LLC/CITYWORKS	42,751.83
BAKER, BRIDGIT	501.56
BALDWIN DESIGN WORKS, LTD.	1,469.00
BANK OF AMERICA 941	620,341.43
BCN TELECOM, INC.	7,260.20
BEAU AND STELLA	2,500.00
BENEFICIAL SOUND	6,000.00
BENNETT GOLD, TOBIN	5,380.14
BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	4,433.50
BFI 4 LLC	2,000.00
BIZDIVERSITY	750.00
BOAZ COFFEE	45.00
BOTHELL KENMORE CHAMBER OF COMMERCE	2,725.00
BRIGHT SPARK EARLY LEARNING SERVICES	1,275.00
BROOK ROCHELLE HOUSEKEEPING	2,500.00
BROTHER'S FARMS	153.00
BUILDERS EXCHANGE OF WASHINGTON INC	336.40
BULGER SAFE & LOCK, INC.	570.64
BUSINESS STREET, LLC	40,000.00
CABOT DOW ASSOCIATES	6,606.25
CALICO COOKIES - ERIN CALI	77.00
CALPORTLAND COMPANY	5,207.90
CAMP UNITED WE STAND	2,000.00
CANON FINANCIAL SERVICES, INC.	2,394.72

Name	Amount
CAPITAL ONE TRADE CREDIT/MCLENDON	198.11
CASCADE PEST CONTROL	1,596.88
CASCADE RECREATION, INC	7,195.04
CASCADIA CONSULTING GROUP, INC.	77,666.25
CASCADIA LAW GROUP	17,545.31
CECCANTI, INC.	435,403.54
CEDAR GROVE COMPOSTING, INC.	924.85
CENTER FOR HUMAN SERVICES	18,870.00
CENTRICITY GIS, LLC	2,875.00
CERTAPRO PAINTERS	2,290.08
CHANIN KELLY-RAE CONSULTING LLC	52,770.00
CHARLIE PARKS	335.33
CHICAGO TITLE	430.98
CHILLZ LLC	2,380.00
CHRISTINE CABATIT	298.49
CITY OF BELLEVUE	179,689.65
CITY OF KENT	500.00
CITY OF KIRKLAND	41,049.69
CITY OF LAKE FOREST PARK	54,026.00
CITY WIDE FENCE COMPANY, INC	21,920.92
CODE PUBLISHING COMPANY	7,019.31
COMCAST	16,669.32
COMCAST BUSINESS	6,579.63
CONFLUENCE ENVIRONMENTAL COMPANY	8,001.42
CONSOLIDATED PRESS	20,914.81
COOKIES WITH TIFFANY	4.00
CORINA PFEIL	25.80
CORNELL'S QUALITY CONSTRUCTION	8,302.75
COSTCO WHOLESALE MEMBERSHIP	60.00
CREATION ORGANICS, LLC	2,182.38
CUTE DUMPLINGS	335.00
D.P. NICOLI, INC.	1,366.59
DAILY JOURNAL OF COMMERCE	2,683.20
DAN MERIDIAN INC.	7,500.00
DANSOUND INC	5,990.00
DAVID BAKER	824.60
DAVIDSON MACRI SWEEPING, INC.	9,451.53
DAY WIRELESS SYSTEMS	913.85
DEBUG MOBILITY PRODUCTS	2,865.00
DELFINO'S	96.87
DEPARTMENT OF COMMERCE	47,219.75
DEPARTMENT OF ECOLOGY	30,829.00
DEPARTMENT OF LABOR AND INDUSTRIES	61,118.93
DEPARTMENT OF RETIREMENT SYSTEMS	726,272.77
DIGITAL REPROGRAPHICS SERVICES INC.	126.27
DILIGENT CORPORATION	36,005.82
DIVERSIFICATION INC	9,026.53
DIVYA GATTU	150.00
DRS 457	12,795.00
DTG RECYCLE	5,640.65
DYNAMIC CHIROPRACTIC CLINIC, PS	10,000.00
E SQUARED SYSTEMS, LLC	1,389.46
EARTHCRAFT SERVICES, INC.	6,606.00
EBIX, INC.	155.79
ECIVIS, INC.	4,000.00
ELECTRONIC BUSINESS MACHINES	1,917.55
ELIAS M. KAUHANE	700.00
ELISE JIANG	128.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	32,022.60
ENVIROTECH	7,973.66
ERGOLOGY LLC	4,118.75
ESD - LTC	5,922.45

Name	Amount
ESD - PFML	39,836.24
EVERETT OFFICE FURNITURE	1,138.43
EVERMARK, LLC	2,457.31
EXO CONTRACTING	111,494.75
FARM FRESH NW	94.00
FERGUSON WATERWORKS #3156	6,514.28
FIRE PROTECTION, INC	13,557.61
FIX AUTO	6,440.95
FLEMINGS HOLIDAY LIGHTING LLC	4,350.61
FLYWAY RETAIL + LIVING	6,000.00
FOOTPRINT PROMOTIONS	1,052.58
GAMES2U	1,260.65
GAMETIME	1,914.94
GARRETT OPPENHEIM	90.24
GAYLYNN BRIEN	500.00
GCP WW HOLDCO, LLC	3,921.57
GEOFFREY JOHNSON	100.00
GEORGE AND LIZ MCKINNON	1,495.00
GIRL SCOUTS OF WESTERN WA	150.00
GOLDEN NAILS	6,000.00
GOOD FOR CHOCOLATE	55.00
GOOD TO GO	6.50
GORDON THOMAS HONEYWELL	40,635.00
GOURAV MITRA	250.00
GOVERNMENT FINANCE RESEARCH GROUP	1,995.00
GRAINGER	3,067.65
GRAND EVENT RENTALS	11,595.95
GRANICUS LLC	9,306.21
GRENLAR HOLDINGS, INC.	10,000.00
GYPSY ROWS	104.00
H.D. FOWLER COMPANY	5,240.51
HAMPSON DEVELOPMENT SERVICES LLC	7,443.39
HAMPSON, BRYAN	299.55
HAYTON FARMS	97.00
HDR ENGINEERING, INC	311,602.74
HEIDELBERG MATERIALS	2,375.52
HERBIG, NIGEL	860.14
HESTON PHOTOGRAPHY	2,057.14
HIGHWIRE	2,059.70
HILLIS CLARK MARTIN & PETERSON P.S.	4,462.50
HOLMBERG COMPANY	7,055.76
HOME COMFORT ALLIANCE	228.48
HOME DEPOT CREDIT SERVICES	5,015.95
HONEY BUCKET	6,961.25
HORIZON DISTRIBUTORS INC	3,170.50
HP'S SMOKEHOUSE BBQ	169.50
HRA VEBA TRUST	45,085.59
HULA O LEHUALANI	400.00
HUNTINGTON TECHNOLOGY FINANCE	45,220.81
HYAS GROUP, LLC	3,750.00
ICLEI	1,200.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	252,114.70
INTERNATIONAL CITY/CNTY MGMT ASSOC	1,200.00
INTERNATIONAL CODE COUNCIL, INC	77.62
INTERNATIONAL INST OF MUNI CLERKS	350.00
INTERSECTION MEDIA, LLC	1,010.89
IRUM YASIR BUTT	250.00
iWORQ SYSTEMS	2,800.00
J. A. BRENNAN ASSOCIATES, PLLC	26,200.96
JACOBS ENGINEERING GROUP	66,916.96
JAEDEN LUKE GARMANIAN	1,400.00
JAMIE NICOLE MASCHLER	1,800.00

Name	Amount
JASON RICHARD SPERLING	2,630.00
JAY AND FAMILY INC	10,000.00
JAYMARC AV	1,612.97
JENNIFER DIXON	8,273.66
JENSEN TOFFEE	23.00
JESSICA'S UNIQUE BITE	267.00
JET CITY CLEANING	7,186.24
JET CITY PRINTING	7,632.65
JUDHA OF LION LANDSCAPING AND SERVICES LLC	8,794.40
JULIANA FISHER	150.00
KALE CARLSON	2,320.06
KANG, MICHELLE	292.40
KANOM SAI	385.00
KARA VAN LUCHENE	150.00
KARACHI KITCHEN	30.00
KARLINSEY, ROB	766.10
KAT ZUO	100.00
KBA INC.	222,757.38
KDJ'S THE BAKERIE	195.00
KELLER ROHRBACK LAW OFFICES LLP	975.00
KELLEY, MIGUEL	250.00
KENMORE COMMUNITY CLUB	6,000.00
KENMORE CROSSFIT	6,000.00
KENMORE ELEMENTARY PTA	5,100.00
KENMORE HERITAGE SOCIETY	4,395.02
KENMORE MIDDLE SCHOOL	7,500.00
KENMORE SENIOR CENTER	7,812.50
KENNETH RIDOUT	7,500.00
KERALA ASSOCIATION OF WASHINGTON	250.00
KING COUNTY BAR ASSOCIATION	850.00
KING COUNTY FINANCE	3,500.00
KING COUNTY FINANCE	5,357.25
KING COUNTY FINANCE	300,254.52
KING COUNTY FINANCE W.L.R.D.	15,381.21
KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
KING COUNTY RADIO COMM SERVICES	959.52
KING COUNTY RECORDER'S OFFICE	277.50
KING COUNTY REGIONAL HOMELESSNESS AUTHORI	38,000.00
KING COUNTY SHERIFF	2,414,184.51
KING COUNTY TREASURY	61,227.82
KISHORE SERALATHAN	17,731.35
KLB CONSTRUCTION, INC.	250,413.87
KOMPAN, INC	165.46
KPFF CONSULTING ENGINEERS	366,115.58
KVO INDUSTRIES, INC	2,833.00
LA CONNER INN	758.00
LAKE CITY PARTNERS ENDING HOMELESSNESS	26,125.00
LAKE DEFENSE FORCE CORP	43,078.92
LAKESIDE INDUSTRIES	1,185.78
LAKEVIEW YOGA LLC	10,000.00
LANGUAGE LINE SERVICES, INC.	25.77
LEE JOHNSON	7,500.00
LIGHTHOUSE CONSULTING INC	126,798.23
LINA'S BAKERY	5.00
LINCOLN NATIONAL LIFE INSURANCE	19,455.46
LITTLE JACK FLOWER FARM	235.00
LIUBOV UZIK	300.00
LOUDEDGE, INC.	2,962.50
LOYUK, SAMANTHA	513.50
LUCIA KWONG	150.00
LUKASZ LISOWSKI	322.64
M MEDINA REMODELING LLC	2,500.00

Name	Amount
MACDONALD MILLER FACILITY SOLUTIONS	1,191.28
MAIL ACCESS	10,000.00
MANIMOU CAMARA	600.00
MARIA SZABLYA RIVAS	300.00
MARIAH WATSON	100.00
MARTI GAMBLE	150.00
MASONS SUPPLY COMPANY	249.12
MCNAMARA SIGNS	2,235.03
MEADOWDALE MARINA LLC	7,500.00
MEEHAN, NANCY	46.04
MELINDA MERRELL	2,011.81
MERANDA DIRECTO	311.85
METROPOLITAN TRANS. COMMISSION	2,000.00
MICHAEL GOEDEL	1,377.54
MID SOUND FISHERIES	250.00
MILLER STEPHENS, MARY	10,000.00
MINUTEMAN PRESS	17,663.25
MISSION SQUARE / 109964	504,733.76
MISSION SQUARE 457 / 304745	112,622.14
MK FLOWERS	30.00
MORGAN SOUND INC	4,274.30
MORUP SIGNS, INC.	3,005.73
MOTT MACDONALD	104,075.08
MOXIE & OLIVER	10,000.00
MR. T'S TROPHIES & AWARDS LLC	10,358.70
MSR HIDDEN MEADOW 3 LLC	7,500.00
NAC INC	66,235.00
NAMI EASTSIDE	6,375.00
NARWHAL MET, LLC	800.00
NATIONAL BARRICADE CO., LLC	6,429.88
NATIONAL LEAGUE OF CITIES	2,126.00
NATIONAL LIFE INSURANCE CO.	1,231.70
NAVIA	39,663.79
NELSON ELECTRIC, INC.	15,685.80
NEW IDOL NAILS INC.	10,000.00
NICKOLAI MEDVEDITSKOV	10,786.60
NIYA CHACKO	250.00
NORTH AMERICAN SAFETY, INC.	3,098.50
NORTH LAKE LITTLE LEAGUE	121.00
NORTH SHORE PUB	10,000.00
NORTH URBAN HUMAN SVCS ALLIANCE	1,000.00
NORTHEND EXCAVATING INC	106,246.50
NORTHLAKE LUTHERAN CHURCH	10,000.00
NORTHSHORE SCHOOL DISTRICT	15,312.00
NORTHSHORE SCHOOLS FOUNDATION	2,250.00
NORTHSHORE SENIOR CENTER	41,562.50
NORTHSHORE UTILITY DIST	166,623.31
NORTHSHORE YMCA	10,000.00
NORTHSHORE YOUTH SOCCER ASSOC.	55.00
NORTHWEST ARBORICULTURE LLC	22,731.11
NORTHWEST ENVIRONMENTAL TRAINING CENTER	195.00
NORTHWEST PAVEMENT MANAGEMENT ASSOCIATIC	700.00
NW ENVIRONMENTAL TRAINING CENTER	195.00
O'CAIN, MELANIE	295.50
OFFICE DEPOT	4,666.13
OLBRECHTS & ASSOCIATES, PLLC	495.00
OLYMPIC ENVIRONMENTAL RESOURCES INC	61,453.56
ONE DIVERSIFIED	5,941.26
ONTRA MARKETING GROUP	450.00
O'REILLY/FIRST CALL	304.63
ORION ENVIRONMENTAL COMPLIANCE & CONSULTIN	3,551.75
OSBORN CONSULTING INC.	488,316.79

Name	Amount
OSTROMS	188.00
O'TIERNEY COMPANIES LLC	750.00
OUR FAMILY FARM	67.00
OUTCOMES BY LEVY, LLC	16,850.00
PACE ENGINEERS, INC.	30,475.50
PACIFIC AIR CONTROL, INC.	12,226.18
PACIFIC TOPSOILS	8,909.84
PACIFICA LAW GROUP LLP	3,160.00
PACWEST MACHINERY	77,578.04
PANE'N THE GLASS WINDOW CLEANING LLC	2,290.20
PANIC, ANXIETY, AND STRESS SUPPORT INC.	398.46
PAO DE QUEIJO	152.50
PARAMETRIX INC	55,058.75
PAT'S TREES AND LANDSCAPE INC.	1,541.40
PAUL LEE	43,255.10
PAWS	2,860.00
PENDLETON CONSULTING LLC	10,287.80
PENINSULA FINANCIAL CONSULTING	17,812.50
PERFORMANCE SYSTEMS INTEGRATION LLC	850.93
PETTY CASH CUSTODIAN	734.57
PH & N CORPORATION	10,000.00
PHOENIX UNITED INVESTMENT LLC	7,500.00
POLYGON WLH LLC	7,500.00
PRAIRIEFORM	165.00
PRECISION CONCRETE CUTTING	6,355.87
PREMIER MEDIA GROUP	1,000.00
PROMOTIONS NOW	236.05
PRR, INC	167,000.00
PSR MECHANICAL, LLC	644.09
PUBLIC AGENCY TRAINING COUNCIL	425.00
PUERTO ENSENADA	351.00
PUGET SOUND ENERGY	374,175.33
PUGET SOUND FINANCE OFFICERS ASSOC	75.00
PUGET SOUND PLANTS	1,678.11
PUGET SOUND REGIONAL COUNCIL	10,385.00
PULTEGROUP	1.00
PURE FUNGAL FRUITS	34.00
QUADIENT LEASING USA, INC.	2,130.42
QUALITY BUSINESS SYSTEMS / WELLS FARGO	2,768.32
QUALITY BUSINESS SYSTEMS INC.	1,914.38
QUALITY WATER FINANCIAL	1,689.54
RAENNETTE MARTINEZ NIRO	150.00
RANDALL, BRIAN	727.08
RAYMOND HANDLING CONCEPTS	28,773.00
RED BARN ENGINEERING, INC.	29,132.00
REGIONAL ANIMAL SERVICES OF KC	1,070.00
REGIONAL CRISIS RESPONSE AGENCY	123,148.89
REID, JAMES FALCONER	14,276.25
RELIABLE TRANSLATIONS, INC.	103.32
REPUBLIC SERVICES #172	16,777.24
RFI ENTERPRISES INC.	1,582.28
RHOMAR INDUSTRIES, INC.	42.96
RICH HARTMAN'S BELLINGHAM FORD LINCOLN	58,612.64
RICK BURNSTEAD CONSTRUCTION, LLC	10,432.00
ROAD CONSTRUCTION NW, INC.	9,856.46
ROBERT SAYRE-MCCORD	49.60
RRJ COMPANY, LLC	1,321,599.34
SAID HAMOOD	150.00
SALCIDO, LETICIA	80.32
SAMUEL RODRIGUEZ	150.00
SANTIAGO FLORES	260.85
SARAH ROBERTS	123,845.40

Name	Amount
SARAH WHITE	150.00
SAUVE, GAYLEN	600.00
SCHEMATA WORKSHOP INC.	25,789.92
SCHINDLER ELEVATOR CORPORATION	3,937.71
SCHNEE, CARLA	370.06
SCHWARZWALTER, MARK	218.00
SCORE	139,938.78
SCOTT BOTHEL	4,618.00
SEATOWN DEVELOPMENT GROUP	7,500.00
SEATTLE & KING COUNTY PUBLIC HEALTH	833.00
SEATTLE METROPOLITAN CHAMBER OF COMMERCE	1,100.00
SEATTLE POPS	71.00
SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTH\	577.37
SEATTLE TIMES	11,587.07
SECRETARY OF STATE	292.86
SEEKING FERMENTS	36.00
SELECT GOURMET FOODS INC	10,000.00
SETH THOMPSON	85.33
SHANNON & WILSON, INC.	15,817.50
SHARI BOTH JEWELRY DESIGN	2,500.00
SHAW, MICHELLE	150.00
SHERWIN WILLIAMS CO.	748.57
SHI INTERNATIONAL CORP.	182.93
SHIN'S TAEKWONDO ACADEMY	10,000.00
SHORELINE FIRE DEPT	2,300.00
SHRED IT, C/O STERICYCLE, INC>	2,699.25
SIGN CONNEXTION LLC	477.80
SISKUN POWER EQUIPMENT	3,850.11
SMS CLEANING, INC.	64,950.00
SNO KING WATERSHED COUNCIL	200.00
SNOHOMISH COUNTY	8,041.00
SOFTWAREONE, INC.	20,235.08
SOUND SAFETY PRODUCTS CO.	503.80
SREBNIK, DEBRA	1,670.99
SSI & MHA CORPORATION	2,500.00
STACEY VALENZUELA	100.00
STAPLES	14,440.22
STATE AUDITOR'S OFFICE	8,860.95
STATE OF WA DEPT. OF LICENSING	2.16
STEPHANIE BROWN	55.02
STEPHANIE LUCASH	1,205.91
STEPHENS & KLINGE LLP, IOLTA	728.00
STEWART MACNICHOLS HARMELL, INC.	40,000.00
STRATEGIES 360, INC.	36,616.67
STREET CHARACTERS INC	6,903.00
STRIDER CONSTRUCTION CO., INC.	834,697.62
STUDIO 3 SIGNS	3,401.23
SUBLIME CORN COMPANY	2,860.00
SUNRISE LOCAL BERRIES FARM, LLC	173.00
SUPERION, LLC	27,688.21
SYDNEY DANZIGER	150.00
T MOBILE USA, INC.	13,862.63
TAMI R ALLEN	700.00
TASTAD CONTRUCTION INC	1,471,319.92
THE EVP GROUP	7,500.00
THE NORTHWEST JUNIOR PIPE BAND	250.00
THE ORIGINAL POOP BAGS	2,919.74
THE SEATTLE TIMES NIE	1,033.75
THEARY'S FLOWERS & PRODUCE	9.00
THERESA TIMMES KING	150.00
THOMCO CONSTRUCTION, INC.	1,414,861.41
TML INTERNATIONAL LLC	267.32

Name	Amount
TOSHI'S TERIYAKI	6,000.00
TOTAL LANDSCAPE CORP	86,413.01
TRADE ROOT MUSIC GROUP LLC	3,800.00
TRC ENVIRONMENTAL CORPORATION	2,262.95
TRIBAL LINES	35,000.00
TRIPLE POINT LLC	35,360.40
TRUGREEN	2,994.73
TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNES	4,513.87
TSEN, JULIE	150.00
TYLER TECHNOLOGIES, INC.	21,983.22
U.S. BANK N.A. / CUSTODY	354.00
U.S. BANK PURCHASE CARDS	262,705.23
ULINE	5,056.34
UNCLE STINKY'S MAGIC & NOVELTIES	10,000.00
UNITED RENTALS NW, INC	1,360.31
UNITED WAY OF KING COUNTY	420.00
UPS STORE KENMORE	754.45
US POSTAL SERVICE	8,562.88
US POSTAL SERVICE (HASLER)	3,617.59
UTILITIES UNDERGROUND LOCATION CTR	1,840.83
VARI SALES CORPORATION	941.36
VENTILATION POWER CLEANING, INC.	29,309.50
VERIZON WIRELESS	720.64
WA ASSOC OF BUILDING OFFICIALS	1,289.31
WA ASSOC OF PUBLIC RECORDS OFFICERS	25.00
WA CITIES INSURANCE AUTHORITY	643,692.00
WA FINANCE OFFICERS ASSOCIATION	250.00
WA RECREATION & PARK ASSOC.	1,855.00
WA STATE DEPT OF LABOR & INDUSTRIES	243.10
WA STATE DEPT OF TRANSPORTATION	12,777.35
WA STATE DEPT OF TRANSPORTATION	328.68
WA STATE PUBLIC HEALTH LABORATORIES	250.00
WAGNER ARCHITECTS	93,705.00
WALTER E. NELSON CO.	1,492.47
WASHINGTON AUDIOLOGY SERVICES, INC.	1,080.50
WASHINGTON CITY/COUNTY MGMT ASSOC	3,000.00
WASHINGTON FEDERAL BANK	25,959.06
WASHINGTON MUNICIPAL CLERKS ASSOC	200.00
WASHINGTON STATE DEPT OF REVENUE	22,770.22
WASHINGTON STATE FARMERS MARKET ASSOCIATI	350.00
WASHINGTON STATE OFFICE CASH MGMT	1,706.00
WASHINGTON STATE TREASURER	4,451.00
WELWEST CONSTRUCTION INC.	11,325.00
WESTERN DISPLAY FIREWORKS, LTD.	27,500.00
WESTLAKE HARDWARE WA-153	6,006.02
WILLIAMS, KASTNER & GIBBS PLLC	1,739.50
WM CORPORATE SERVICES INC.	26,635.28
WONDERLAND CHILD & FAMILY SERVICES	1,500.00
XEROX CORPORATION	3,324.21
YOURMEMBERSHIP.COM, INC	1,647.00
ZESBAUGH, INC.	1,646.00
ZIPLY FIBER	7,429.23
ZONAR SYSTEMS	528.21
ZUMAR	5,006.61
TOTAL	19,428,917.94

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic:

Six-Year General Fund and Street Fund Financial Forecast, 2025 - 2030

For Council Meeting Agenda of: November 13, 2023

Departments: Finance and Administration

Prepared by:
Melinda Merrell, Finance & Admin Director

	Initial & Date
Approved by Department Head:	MM, 10/30/23
Approved by City Attorney:	NA
Approved by Finance Director:	MM, 10/30/23
Approved by City Manager:	RGK 11/2/2023

Proposed Council Action/Motion:

Six-Year General Fund and Street Fund Financial Forecast, 2025-2030, for discussion

No Council Action is Required

Exhibits/Attachments:
Attachment 1: 2025-30 Revenue Forecast
Attachment 2: 2025-30 Expense Forecast
Attachment 3: 2025-30 Combined Financial Forecast
Attachment 4: Consolidated General & Streets Funds Reserves, Graph
Attachment 5: 2020 Adopted Financial Sustainability Plan

Summary:

This updated six-year General Fund and Street Fund financial forecast will help guide the work of the Financial Sustainability Task Force which is scheduled to begin meeting before the end of 2023.

Information/Background:

This General Fund and Street Fund forecast is for the period that extends through the year 2030 which represents a look to the future three biennial budget periods (2025-2026, 2027-2028, 2029-2030). This forecast includes actual balances for calendar year 2022 and our current 2023-24 budget amounts. Note that some 2023 and 2024 balances have been modified to align with material changes in annualized September 30, 2023 amounts. This data does not include ARPA staff and programs which are considered one-time monies and are funded separately. The staffing costs related to the traffic safety engineer have been moved to the Kenmore Automated Photo Enforcement Fund beginning 2023 and are therefore not included in this forecast. Furthermore, this forecast does not include any recessionary pressures and assumes a moderate level of inflation.

The basic assumptions underlying the future forecast in the General Fund for the most significant categories of revenue and expenditure include the following:

Revenues (General Fund):

- Assumes we are continuing to follow the actions prescribed in the 2020 adopted Financial Sustainability Plan
- The property tax levy rises by 1.9% annually, and in keeping with the 2020 Adopted Financial Sustainability Plan (FSP), includes the use of banked capacity in 2024 ($129,000) and 2025 ($130,000) and 2026 ($130,000).
- Sales tax held flat in 2023 and 2024 and increases annually by 3% thereafter.
- Electric utility tax revenues increase annually 2%.
- Gas and cellphone utility taxes increase 1% annually.
- Telephone utility tax revenues decrease 5% annually while cable decreases 2% annually.
- Franchise fee revenues for water and sewer increase annually at 3%; cable franchise fees are held flat.
- Solid Waste Utility Tax grows 1% annually.
- Surface Water Utility Tax, which is 6% of Surface Water Fees, is forecasted in conjunction with the growth of the new Surface Water rates.
- The FSP recommends a new admissions tax starting in 2024. Assumes a half-year of admissions tax in 2024 and then grows annually by 3%; while the gambling tax revenues are set to increase 5% annually based on 2022 actuals and 2023 projections.
- Water/Sewer Franchise fees grow 3% annually.
- Development revenues (building permits, land use fees) are flat or slightly decline in 2024 and are estimated to increase 3% annually thereafter.
- Liquor and cannabis taxes increase 3% annually, however, liquor profits only grow by 1%.
- Rents and leases and reimbursements are held flat each year.
- Based on September 2023 actuals, investment earnings were increased to $125,000 in 2025 and 2026 and then drop to $120,000 thereafter.
- The new vehicle fee revenue increases just 1% annually.

Revenues (Street Fund):

- In keeping with the 2020 adopted Financial Sustainability Plan, a 0.15% Transportation Sales Tax to be implemented in 2027 and grows by 3% annually. Recent change in state law now allows this to be approved councilmanically (as opposed to going to a vote of the people). This new revenue source will result in a corresponding reduction in the annual transfer from the General Fund to the Street Fund.
- $20 increase in vehicle fees in 2023 to grow by 1% annually. This revenue increase will also result in a corresponding reduction in the annual transfer from the General Fund to the Street Fund.

Expenditures:

- Many of the expenditure reductions in the 2020 adopted Financial Sustainability Plan remain cut in this forecast.
- All expenditure line items anticipated to increase 5% annually.
- The new CAP and Housing and Human Services expenses beginning in 2023 are included in the forecast and also grow 5% annually.

- Certain costs budgeted in the Strategic Opportunities Fund in 2023-2024 are shifted to the General Fund beginning in 2025-2026. These costs include Farmer's Market, RCR Program and Asphalt Plant legal/consulting services.

Summary/Fund Balance:

- The pressure of our expenses growing faster than our revenues is putting the City on the trajectory of dropping below our Reserve goal.
- The Reserve goal states the City should, at a minimum, hold at least 20% of operating expenditures in reserves.
- The combined reserve (aka fund balance) of the General Fund and Street Fund, is projected to drop below 20% in 2029.

Fiscal Consideration:

The six-year financial forecast will play an integral role in assisting the Financial Sustainability Plan Task Force in developing recommendations to produce balanced Street and General Fund operating budgets for the next six (6) years which is outlined in their charter.

City Council Priority or Budget Objective Being Addressed:

Update the Financial Sustainability Plan

City of Kenmore
2025-30 Revenue Forecast

	2021 Actual	2022 Actuals	2021-2022 Biennium Total	2023 Budget	2024 Budget	2023-2024 Adopted Budget	2025 Forecast	2026 Forecast	2025-2026 Forecasted Budget	2027 Forecast	2028 Forecast	2027-2028 Forecasted Budget	2029 Forecast	2030 Forecast	2029-2030 Forecasted Budget
GENERAL FUND REVENUES															
Beginning Fund Balance	$2,286,068	$4,710,148	$2,286,068	$3,625,563	$3,707,703	$3,625,563	$3,733,100	$3,237,259	$3,733,100	$2,270,071	$1,535,884	$2,270,071	$243,771	($1,642,025)	$243,771
Real Property Tax	5,347,981	5,433,595	10,781,576	5,609,623	5,884,218	11,493,841	6,126,018	6,372,412	12,498,431	6,493,488	6,616,865	13,110,353	6,742,585	6,870,694	13,613,279
Sales Tax	3,577,105	3,868,146	7,445,251	3,615,897	3,615,897	7,231,794	3,724,374	3,836,105	7,560,479	3,951,188	4,069,724	8,020,912	4,191,816	4,317,570	8,509,386
Criminal Justice 1/10 Sales Tax	766,121	859,787	1,625,908	803,600	803,600	1,607,200	827,708	852,539	1,680,247	878,115	904,459	1,782,574	931,593	959,540	1,891,133
B&O & Affordable Housing Tax	52,405	51,680	104,085	53,459	53,993	107,452	55,613	57,281	112,894	59,000	60,770	119,769	62,593	64,470	127,063
Electric Utility Tax	525,457	654,007	1,179,464	746,633	782,099	1,528,732	797,741	813,696	1,611,437	829,970	846,569	1,676,539	863,500	880,771	1,744,271
Gas Utility Tax	224,053	298,512	522,565	370,650	371,925	742,575	375,644	379,401	755,045	383,195	387,027	770,221	390,897	394,806	785,703
Telephone Utility Tax	84,263	78,117	162,380	75,000	71,250	146,250	67,688	64,303	131,991	61,088	58,034	119,122	55,132	52,375	107,507
Cellphone Utility Tax	99,889	98,758	198,647	91,968	91,048	183,016	91,958	92,878	184,837	93,807	94,745	188,552	95,692	96,649	192,342
Cable Utility Tax	0	81,224	81,224	300,000	300,000	600,000	294,000	288,120	582,120	282,358	276,710	559,068	271,176	265,753	536,929
Solid Waste Utility Tax				291,000	490,000	781,000	494,900	499,849	994,749	504,847	509,896	1,014,743	514,995	520,145	1,035,140
Surface Water Utility Tax	0	0	0	190,116	229,056	419,172	275,964	310,314	586,278	348,942	371,358	720,300	395,214	412,668	807,882
Admissions Tax	0	0	0	0	65,000	65,000	130,000	133,900	263,900	137,917	142,055	279,972	146,316	150,706	297,022
Gambling Tax	59,909	84,546	144,455	90,397	91,695	182,092	96,280	101,094	197,373	106,148	111,456	217,604	117,029	122,880	239,909
Other Tax	1,423	2,856	4,279	1,452	1,466	2,918	3,020	3,111	6,131	3,204	3,300	6,504	3,399	3,501	6,900
Total Taxes	10,738,606	11,511,228	22,249,834	12,239,795	12,851,247	25,091,042	13,360,908	13,805,003	27,165,911	14,133,267	14,452,966	28,586,233	14,781,937	15,112,528	29,894,465
Business Licenses	8,033	7,918	15,951	5,903	5,957	11,860	6,136	6,320	12,455	6,509	6,705	13,214	6,906	7,113	14,019
Cable Franchise	297,181	287,369	584,550	294,209	294,209	588,418	288,325	282,558	570,883	276,907	271,369	548,276	265,942	526,564	792,506
Water/Sewer Franchise	550,937	579,899	1,130,836	606,510	612,075	1,218,585	630,437	649,350	1,279,788	668,831	688,896	1,357,727	709,563	730,850	1,440,412
Business Registration	8,080	8,064	16,144	8,080	8,080	16,160	8,322	8,572	16,894	8,829	9,094	17,923	9,367	9,648	19,015
Building Permits	584,579	655,437	1,240,016	524,631	529,878	1,054,509	545,774	562,148	1,107,922	579,012	596,382	1,175,394	614,274	632,702	1,246,976
Special Event Permits	796	1,120	1,916	955	965	1,920	994	1,024	2,018	1,054	1,086	2,141	1,119	1,152	2,271
Total Licenses & Permits	1,449,606	1,539,807	2,989,413	1,440,288	1,451,164	2,891,452	1,479,988	1,509,972	2,989,960	1,541,143	1,573,532	3,114,675	1,607,170	1,908,029	3,515,199
Local, State and Federal Grants	146,062	307,573	453,635	198,700	204,130	402,830	204,130	204,130	408,260	204,130	204,130	408,260	204,130	204,130	408,260
Marijuana Excise Tax	38,599	49,603	88,202	49,000	49,000	98,000	50,470	51,984	102,454	53,544	55,150	108,694	56,804	58,509	115,313
DUI/Other State Assistance	3,848	2,754	6,602	3,700	3,737	7,437	3,849	3,965	7,814	4,084	4,206	8,290	4,332	4,462	8,794
Liquor Board Excise Tax	164,553	170,039	334,592	164,537	166,182	330,719	171,167	176,302	347,470	181,592	187,039	368,631	192,650	198,430	391,080
Liquor Board Profits	185,274	186,525	371,799	185,255	187,108	372,363	188,979	190,869	379,848	192,778	194,705	387,483	196,652	198,619	395,271
Criminal Justice Distributions	82,425	86,937	169,362	84,081	84,922	169,003	87,470	90,094	177,563	92,797	95,580	188,377	98,448	101,401	199,849
Total Intergovernmental	620,761	803,431	1,424,192	685,273	695,079	1,380,352	706,065	717,344	1,423,409	728,923	740,811	1,469,734	753,017	765,551	1,518,568
Inspection & Investigation	82,778	35,393	118,171	15,107	15,258	30,365	15,716	16,187	31,903	16,673	17,173	33,846	17,688	18,219	35,907
Land Use	185,214	200,847	386,061	126,833	128,601	255,434	132,459	136,433	268,892	140,526	144,742	285,267	149,084	153,556	302,640
Plan Review and Other Fees	422,652	470,345	892,997	590,557	519,712	1,110,269	535,303	551,362	1,086,666	567,903	584,940	1,152,844	602,489	620,563	1,223,052
Event Fees	3,898	17,793	21,691	17,000	24,000	41,000	24,720	25,462	50,182	26,225	27,012	53,238	27,823	28,657	56,480
Credit Card Processing Fees	17,575	18,317	35,892	26,521	26,686	53,207	27,487	28,311	55,798	29,161	30,035	59,196	30,936	31,864	62,801
Total Charges for Services	712,117	742,695	1,454,812	776,018	714,257	1,490,275	735,685	757,755	1,493,440	780,488	803,903	1,584,390	828,020	852,860	1,680,880
Fines & Forfeitures	2,341		2,341	0	0	0	0	0	0	0	0	0	0	0	0
Code Enforcement	3,707	2,755	6,462	3,900	3,939	7,839	4,057	4,179	8,236	4,304	4,433	8,738	4,566	4,703	9,270
Total Fines and Penalties	6,048	2,755	8,803	3,900	3,939	7,839	4,057	4,179	8,236	4,304	4,433	8,738	4,566	4,703	9,270
Investment Earnings	29,779	43,844	73,623	150,000	150,000	300,000	125,000	125,000	250,000	120,000	120,000	240,000	120,000	120,000	240,000
Rent and Leases	44,373	23,265	67,638	73,185	73,317	146,502	73,317	73,317	146,634	73,317	73,317	146,634	73,317	73,317	146,634
Sponsorships	6,400	28,250	34,650	21,000	21,210	42,210	21,846	22,502	44,348	23,177	23,872	47,049	24,588	25,326	49,914
Overhead Reimbursements	768,957	804,227	1,573,184	755,000	735,000	1,490,000	735,000	735,000	1,470,000	735,000	735,000	1,470,000	735,000	735,000	1,470,000
Northshore School DistrictReimb	36,377	35,148	71,525	37,000	37,370	74,370	37,370	37,370	74,740	37,370	37,370	74,740	37,370	37,370	74,740
Interfund Transfers	0	0	0	25,000	25,000	50,000	25,750	26,523	52,273	27,318	28,138	55,456	28,982	29,851	58,833
Miscellaneous Revenue	14,461	4,190	18,651	1,600	1,616	3,216	1,664	1,714	3,379	1,766	1,819	3,585	1,873	1,930	3,803
Total Miscellaneous	900,347	938,924	1,839,271	1,062,785	1,043,513	2,106,298	1,019,948	1,021,426	2,041,373	1,017,948	1,019,516	2,037,463	1,021,130	1,022,794	2,043,924
Subtotal General Fund Revenues	14,427,485	15,538,840	29,966,325	16,208,059	16,759,199	32,967,258	17,306,651	17,815,678	35,122,330	18,206,073	18,595,161	36,801,234	18,995,840	19,666,466	38,662,306
Total General Revenues and Beginning Fund Balance	**$16,713,553**	**$20,248,988**	**$32,252,393**	**$19,833,622**	**$20,466,902**	**$36,592,821**	**$21,039,751**	**$21,052,938**	**$38,855,430**	**$20,476,144**	**$20,131,045**	**$39,071,305**	**$19,239,611**	**$18,024,441**	**$38,906,077**

City of Kenmore
2025-30 Expenditure Forecast

	2021-2022 Amended Budget	2021 Actual	2022 Actual	2021-2022 Biennium Total	2023 Budget	2024 Budget	2023-2024 Adopted Budget	2025 Forecast	2026 Forecast	2025-2026 Forecasted Budget	2027 Forecast	2028 Forecast	2027-2028 Forecasted Budget	2029 Forecast	2030 Forecast	2029-2030 Forecasted Budget
GENERAL FUND EXPENDITURES																
Cost Center																
City Council	$332,711	$141,201	$208,372	**$349,573**	$198,729	$206,284	**$405,013**	$216,598	$227,428	**$444,026**	$238,800	$250,739	**$489,539**	$263,276	$276,440	**$539,717**
City Clerk	937,052	456,645	567,606	**1,024,251**	486,650	492,100	**978,750**	516,705	542,540	**1,059,245**	569,667	598,151	**1,167,818**	628,058	659,461	**1,287,519**
City Manager	3,121,846	1,406,269	2,205,151	**3,611,420**	1,803,578	1,837,346	**3,640,924**	1,929,213	2,025,674	**3,954,887**	2,126,958	2,233,306	**4,360,263**	2,344,971	2,462,219	**4,807,190**
Finance and Administration	2,490,439	1,009,281	1,104,676	**2,113,957**	1,279,414	1,408,447	**2,687,861**	1,478,869	1,552,813	**3,031,682**	1,630,453	1,711,976	**3,342,430**	1,797,575	1,887,454	**3,685,029**
Legal	565,000	437,313	621,348	**1,058,661**	350,000	350,000	**700,000**	367,500	385,875	**753,375**	405,169	425,427	**830,596**	446,699	469,033	**915,732**
Human Resources	198,134	121,298	208,101	**329,399**	270,752	239,552	**510,304**	251,530	264,106	**515,636**	277,311	291,177	**568,488**	305,736	321,023	**626,758**
Non-Dept: Transfers to Other Funds	3,125,617	2,753,405	827,212	**3,580,617**	789,967	680,546	**1,470,513**	714,573	750,302	**1,464,875**	69,067	72,520	**141,587**	76,146	79,954	**156,100**
Public Safety	9,152,373	3,716,797	4,105,815	**7,822,612**	4,900,600	5,056,350	**9,956,950**	5,309,168	5,574,626	**10,883,793**	5,853,357	6,146,025	**11,999,382**	6,453,326	6,775,993	**13,229,319**
Public Works Engineering	1,689,575	701,751	947,539	**1,649,290**	872,335	872,700	**1,745,035**	916,335	962,152	**1,878,487**	1,010,259	1,060,772	**2,071,032**	1,113,811	1,169,501	**2,283,312**
Community Development	1,695,824	869,569	832,189	**1,701,758**	999,378	1,039,345	**2,038,723**	1,091,312	1,145,878	**2,237,190**	1,203,172	1,263,330	**2,466,502**	1,326,497	1,392,822	**2,719,319**
Development Services	2,845,428	1,297,448	1,419,136	**2,716,584**	1,655,748	1,715,328	**3,371,076**	1,801,094	1,891,149	**3,692,244**	1,985,707	2,084,992	**4,070,698**	2,189,242	2,298,704	**4,487,945**
Public Works Maintenance	2,676,905	1,392,428	1,420,595	**2,813,023**	1,873,638	1,843,638	**3,717,276**	1,935,820	2,082,611	**4,018,431**	2,186,741	2,296,079	**4,482,820**	2,410,882	2,531,427	**4,942,309**
Subtotal Expenditures	31,030,904	14,303,405	16,623,425	**30,926,830**	15,480,789	15,741,636	**31,222,425**	16,528,718	17,405,154	**33,933,871**	17,556,661	18,434,494	**35,991,156**	19,356,219	20,324,030	**39,680,249**
New CAP and HHS Expenditures																
Climate Action Plan					247,740	325,080	**572,820**	341,334	358,401	**699,735**	376,321	395,137	**771,458**	414,894	435,638	**850,532**
Housing and Human Services					214,120	336,580	**550,700**	353,409	371,079	**724,488**	389,633	409,115	**798,749**	429,571	451,049	**880,620**
Finance and Administration					183,270	270,506	**453,776**	284,031	298,233	**582,264**	313,145	328,802	**641,946**	345,242	362,504	**707,746**
Subtotal new expenditures					645,130	932,166	**1,577,296**	978,774	1,027,713	**2,006,487**	1,079,099	1,133,054	**2,212,152**	1,189,706	1,249,192	**2,438,898**
Strat Opps Fund Expenditures to be Moved to General Fund																
Asphalt Plant legal/consulting svcs						60,000	**60,000**	60,000	60,000	**120,000**	0	0	**0**	0	0	**0**
RACR Program						0	**0**	200,000	250,000	**450,000**	262,500	275,625	**538,125**	289,406	303,877	**593,283**
Farmer's Market						0	**0**	35,000	40,000	**75,000**	42,000	44,100	**86,100**	46,305	48,620	**94,925**
Subtotal Strat Ops Expenditures to be moved to GF						60,000	**60,000**	295,000	350,000	**645,000**	304,500	319,725	**624,225**	335,711	352,497	**688,208**
Ending Fund Balance	1,844,934	4,710,148	3,625,563	**3,625,563**	3,707,703	3,733,100	**3,733,100**	3,237,259	2,270,071	**2,270,071**	1,535,884	243,771	**243,771**	-1,642,025	-3,901,278	**-3,901,278**
Total General Expenditures and Ending Fund Balance	**$32,875,838**	**$19,013,553**	**$20,248,988**	**$34,552,393**	**$19,833,622**	**$20,466,902**	**$36,592,821**	**$21,039,751**	**$21,052,938**	**$38,855,430**	**$20,476,144**	**$20,131,045**	**$39,071,305**	**$19,239,611**	**$18,024,441**	**$38,906,077**
Fund Balance as percentage of operating expenditures (min is 20%)		**33%**	**22%**		**23%**	**22%**		**18%**	**12%**		**8%**	**1%**		**-8%**	**-18%**	

City of Kenmore
2025-30 Combined Financial Forecast

Summary General & Street Fund	2021 Actual	2022 Actual	2023 Budget	2024 Budget	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
General Fund										
Beginning Fund Balance	2,286,068	4,710,148	3,625,563	3,707,703	3,733,100	3,237,259	2,270,071	1,535,884	243,771	-1,642,025
Revenue	14,427,485	15,538,840	16,208,059	16,759,199	17,306,651	17,815,678	18,206,073	18,595,161	18,995,840	19,666,466
Expense	14,303,405	16,623,425	16,125,919	16,733,802	17,802,492	18,782,867	18,940,260	19,887,273	20,881,637	21,925,719
Ending Fund Balance	2,410,148	3,625,563	3,707,703	3,733,100	3,237,259	2,270,071	1,535,884	243,771	-1,642,025	-3,901,278
Street Fund										
Beginning Fund Balance	1,605,323	2,054,457	2,269,098	2,303,488	2,694,498	3,031,234	3,309,651	4,240,551	5,125,870	6,166,567
Revenue	1,818,349	1,959,101	1,869,572	1,980,808	2,020,424	2,060,833	2,102,049	2,144,090	2,186,972	2,230,712
0.15% Transportation Sales Tax Increase (revenue)	0	0	0	0	0	0	718,750	740,313	762,522	785,398
Increase in Vehicle Fee from $20 to $40 (revenue)	0	0	120,000	360,000	363,600	367,236	367,236	370,908	370,908	374,617
Expense	1,369,215	1,744,460	1,855,182	1,949,798	2,047,288	2,149,652	2,257,135	2,369,992	2,279,706	2,302,503
Staff salary not covered by KAPE revenues			100,000	0	0	0	0	0	0	0
Ending Fund Balance	2,054,457	2,269,098	2,303,488	2,694,498	3,031,234	3,309,651	4,240,551	5,125,870	6,166,567	7,254,790
Combined Ending Fund Balance	**$4,464,605**	**$5,894,661**	**$6,011,191**	**$6,427,598**	**$6,268,493**	**$5,579,721**	**$5,776,435**	**$5,369,642**	**$4,524,541**	**$3,353,512**
Fund Balance as % of operating expenditures (Threshold is 20%)	**28%**	**32%**	**33%**	**34%**	**32%**	**27%**	**27%**	**24%**	**19.5%**	**14%**

City of Kenmore
2025-30 Combined Financial Forecast

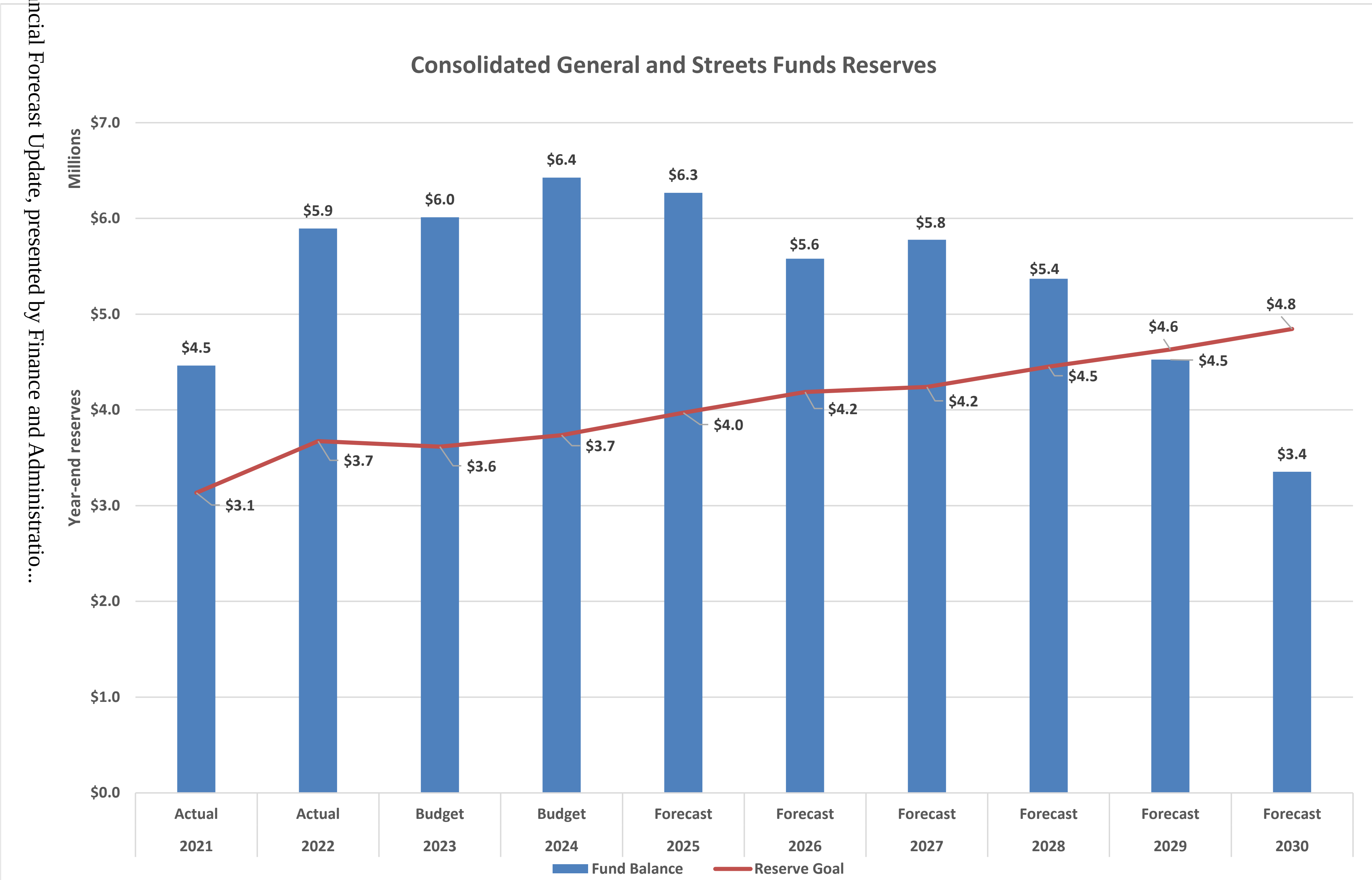


Exhibit A

City of Kenmore

Financial Sustainability Plan

2021 through 2028

Introduction and Background

Due to state-imposed limits on property tax growth, flat or slow growth in other revenues, unfunded state and federal mandates, and other factors, the City's operating revenues are not projected to keep pace with the cost of providing city services. As a result, the City of Kenmore faces an upcoming structural deficit in its operating budget (General Fund and Street Fund).

In 2019, the City Council directed staff to embark on the public process of creating a Financial Sustainability Plan (FSP) by examining the City's priorities, services, costs, and revenues. The City Council further directed that a Financial Sustainability Plan for Kenmore should produce balanced Street Fund and General Fund operating budgets for three biennia, or six years.

The process of creating a Financial Sustainability Plan began with the following activities in the 4th quarter of 2019 and early 2020:

- Formal establishment of the FSP process and timelines, as well as the creation of a charter for a Task Force of community members to recommend a financial sustainability plan to the City (October and November 2019)
- A community survey (December 2019)
- An independent assessment of the City's financial projections and long-range forecasts, provided by the firm Management Partners (November and December 2019)
- Updates to the City's Priority-Based Budgeting system (Fall 2019)
- Communications about the budget and City finances, including a financial forecast report to the City Council in January 2020 (ongoing through 2019 and into 2020)

Financial Sustainability Plan Task Force—January 2020 through August 2020

Starting in January 2020, the issue of financial sustainability and possible solutions were discussed through a public engagement process, including the use of a Task Force of community members to examine the issue and advise the City Manager on the City's options.

In addition to providing an independent review of the City's financial projections, Management Partners was retained to advise the City and the Task Force on evaluating budget balancing strategies. Management Partners also provided specific strategies for the Task Force to consider.

The Task Force held nine meetings between January 2020 and August 2020. During the first several meetings, Management Partners reported on its findings about the City's financial projections, and City staff provided the Task Force with information on city functions, funding sources, and how financial resources are allocated. The Task Force also learned about Priority Based Budgeting and how City programs were prioritized and scored against results established by the City Council.

The concept of "Price of Government" was also discussed, including Kenmore's tax revenue trends compared to household income in Kenmore. The Price of Government analysis showed that City revenues as a percentage of household income has been declining over the years.

The Task Force met several times up until April of 2020, then paused its work due to the pandemic. The Task Force resumed its meetings in an online virtual format in August 2020, including an online open house for additional public comment.

Public Outreach and Engagement

In August 2020, an online budget simulator tool, known as "Balancing Act," was provided as an interactive way for the public to consider Kenmore's budget challenges and offer input on how to balance the City budget. A post card was sent to all mailboxes in the city with the purpose of encouraging the public to engage the Balancing Act tool and provide comments on the City's finances. Preliminary results of public input from Balancing Act were provided to the Task Force at the August 24th, 2020 meeting.

Going back to 2019 up through the present, other methods of informing the public and seeking public participation included a statistically valid survey, public comment at all Task Force meetings, online public open house, FSP articles in several mailed newsletters, e-news articles, and social media posts.

Task Force Recommendations

At the ninth and Final Task force meeting on August 25, the Task Force deliberated and produced a set of recommendations for the City Manager and the City Council to consider. The recommendations included a combination of budget cuts, service level efficiencies, and new revenues.

At the September 10, 2020 City Council online budget retreat, the City Council heard additional public comment on the topic of financial sustainability, received an update on Priority Based Budgeting results and program rankings, reviewed a forecast update and potential strategies from the consultant, Management Partners, processed the results of the public feedback from the Balancing Act budget simulator, and listened to the Task Force recommendations for financial sustainability through 2027.

During deliberations, the Task Force established the following five principles in guiding their discussions and decisions:

1. Implement a balanced approach that recognizes and reflects: a) changes in state regulations; b) that Kenmore has changed since it became a City twenty-two years ago; and c) community conditions, needs, and interests.

2. Minimize the impacts on low-income residents.

3. Fund services of the highest value to Kenmore residents and businesses.

4. Where possible, shift the burden of paying for services to those who use them, including non-residents.

5. Maintain realistic levels of service, including when revenues increase.

The Task Force recommendations included the following:

Task Force's Proposed Expenditure Strategy	Year
Discontinue Contribution to School Resource Officer Program	2021
Continue most of the expenditure reductions made in 2020	2021
Add HR/Diversity, Equity, Inclusion Position & Program	2021
Increase Mental Health RADAR Program	2021
Increase Pavement Preservation Funding	2022
Seek Alternative Jail Providers	2024

Task Force's Proposed Revenue Strategy	Year	Phased In?
Property Tax Banked Capacity	2022	Yes; over three years
Cable TV Utility Tax (6%)	2022	Yes; begin in mid 2022
Traffic Photo Enforcement	2022	Yes; begin in mid 2022
User Fee Study	2022	No
Admissions Tax	2023	Yes; begin in mid 2023
Utility Tax on Solid Waste	2024	No

The Task Force's final report is attached as an addendum to this Financial Sustainability Plan.

After the Task Force report was presented to the City Council at the September 14, 2020 meeting, the City Council asked questions and provided feedback and direction. The City Council then directed the City Manager to finalize a Financial Sustainability Plan and bring it forward for City Council approval in October 2020.

Financial Sustainability Plan: 2021-2028

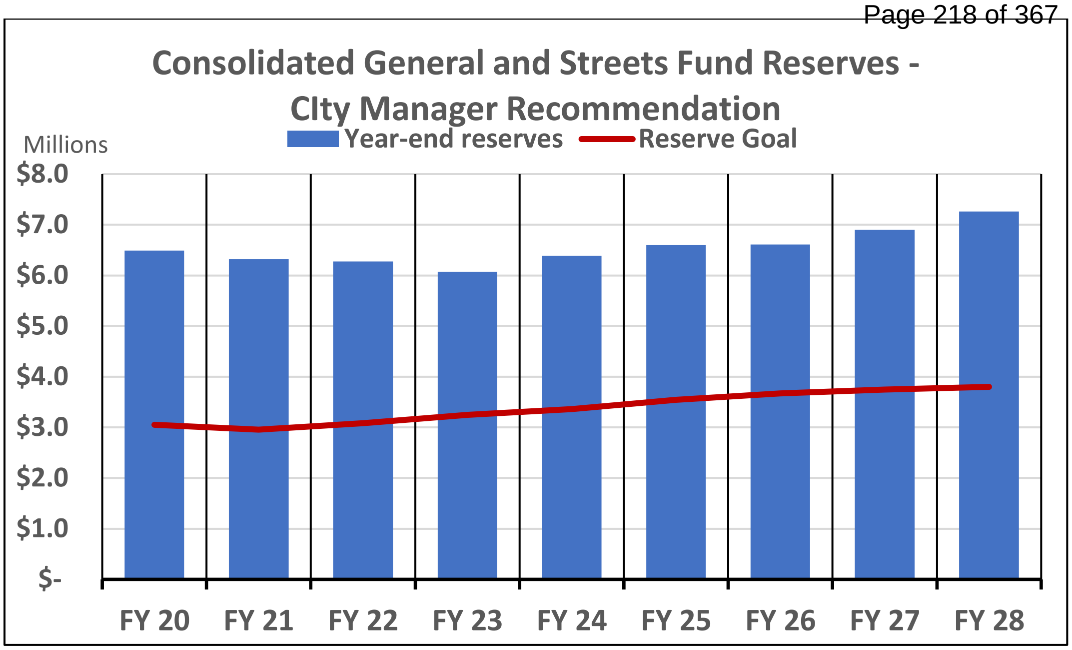
The following financial sustainability plan is based on the Task Force recommendations and subsequent direction from the City Council. Using conservative revenue and expenditure forecast assumptions, the following plan sustains funding of City services at current levels through 2028:

Expenditure Strategy

Discontinue Contribution to School Resource Officer Program	2021
Continue most of the expenditure reductions made in 2020	2021
Add HR/Diversity, Equity, Inclusion Position & Program	2021
Increase Mental Health RADAR Program	2021
Increase Pavement Preservation Funding	2022
Seek Alternative Jail Providers	2024

Revenue Strategy	**Year**	**Phased In?**
Cable TV Utility Tax (6%)	2022	Yes; begin in mid 2022
Traffic Photo Enforcement	2022	Yes; begin in mid 2022
User Fee Study	2022	No
Property Tax Banked Capacity	2023	Yes; over four years
Surface Water Utility Tax (6%)	2023	No
Admissions Tax	2024	No
Voter-Approved Transportation Sales Tax Increase (0.1%-0.2%)	2027	No

The above strategies for expenditures and revenues will strengthen the City's financial position and maintain fund balances above the City Council's target threshold (20% of annual budgeted operating expenditures) through 2028, assuming current service levels and the adjusted recessionary forecast assumptions used in Management Partners' report:



This financial sustainability plan accomplishes the goal set forth by the City Council in the fall of 2019, which was to create a sustainable financial plan for six years, or three biennia through 2026. This plan meets that goal with councilmanic authority. For continued financial sustainability beyond 2026, this plan recommends a voter-approved transportation sales tax increase to go into effect no later than 2027 and thereby extends the City's financial sustainability at least two years beyond the original six-year goal.

This plan should be reviewed regularly and adjusted as needed. Economic conditions that turn out to be worse than the recession-based assumptions in the plan may drive the need to accelerate some of the strategies in the plan; reductions in state-shared revenues or new unfunded mandates may also give cause to move up some of the strategies. On the other hand, better-than-anticipated financial conditions may delay the need to move forward with certain strategies.

The City appreciates the Task Force members for their many hours of service and their most helpful ideas and recommendations. We would also like to thank Steve Toler of Management Partners and his team for providing much needed analysis and expertise throughout this process.

CITY OF KENMORE

Finance & Administration

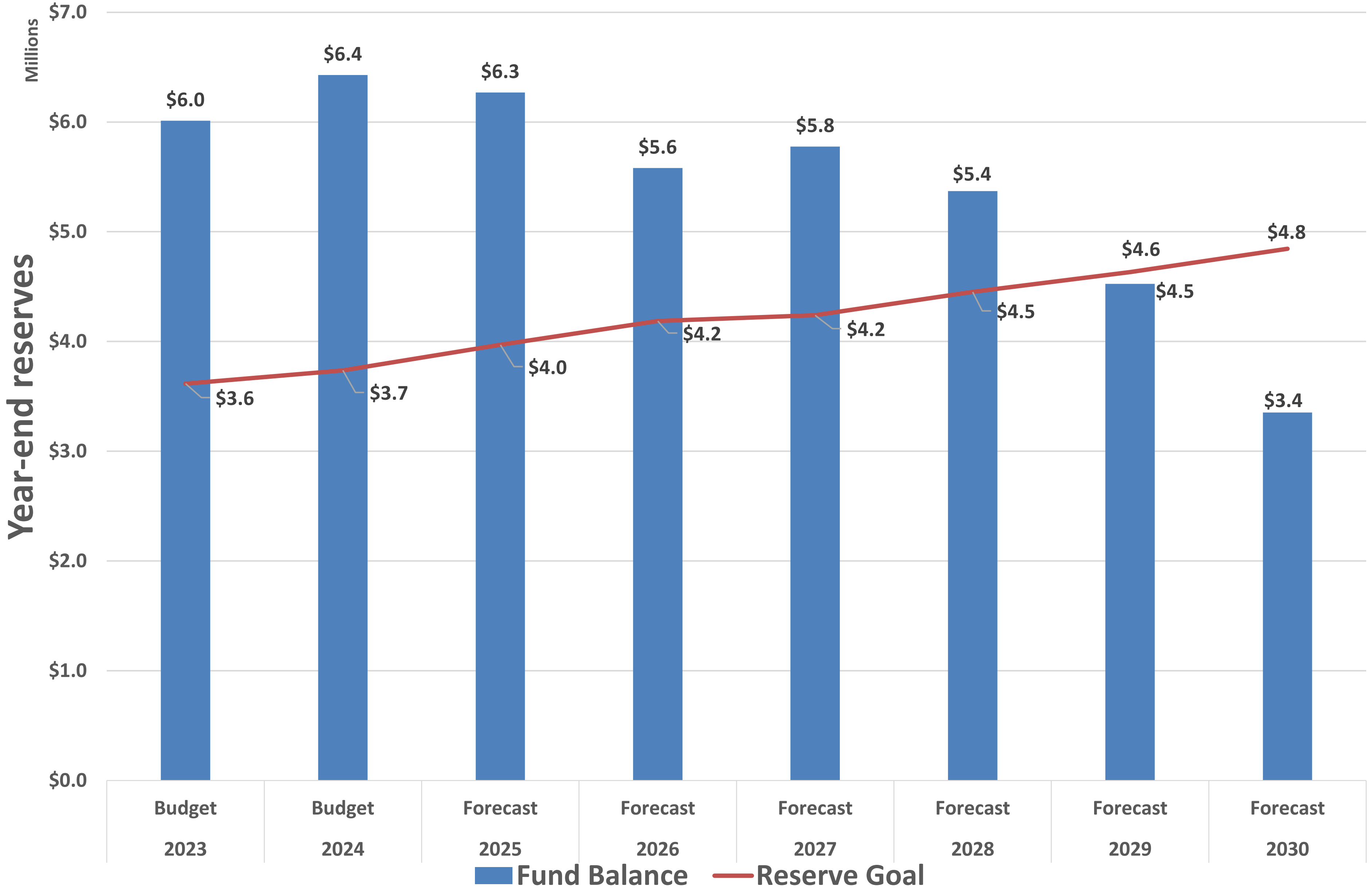
Six-Year General Fund and Street Fund Financial Forecast, 2025-2030

November 13, 2023

Six-Year Forecast
A look ahead

- Fund balances declining but stay above minimum reserve level through 2028
- Relies on implementing all 2020 FSP recommendations
  - Banked capacity
  - Transportation Sales Tax, 0.15%, beginning 2027
  - Admission Tax, beginning 2024
- Includes new CAP and HHS expenses and new revenues beginning in 2023
- Does not include any recessionary pressures
- Includes a moderate level of inflation (5%)
- Need to address ongoing structural deficit and low fund balances beginning in 2029

Consolidated General and Streets Funds Reserves
2025-2030 Forecast



General Fund Revenues Forecast 2025-2030

	2023-2024 Adopted Budget	2025 Forecast	2026 Forecast	2025-2026 Forecasted Budget	2027 Forecast	2028 Forecast	2027-2028 Forecasted Budget	2029 Forecast	2030 Forecast	2029-2030 Forecasted Budget
GENERAL FUND REVENUES										
Beginning Fund Balance	$3,625,563	$3,733,100	$3,237,259	$3,733,100	$2,270,071	$1,535,884	$2,270,071	$243,771	($1,642,025)	$243,771
Real Property Tax	11,493,841	6,126,018	6,372,412	12,498,431	6,493,488	6,616,865	13,110,353	6,742,585	6,870,694	13,613,279
Sales Tax	7,231,794	3,724,374	3,836,105	7,560,479	3,951,188	4,069,724	8,020,912	4,191,816	4,317,570	8,509,386
Criminal Justice 1/10 Sales Tax	1,607,200	827,708	852,539	1,680,247	878,115	904,459	1,782,574	931,593	959,540	1,891,133
B&O & Affordable Housing Tax	107,452	55,613	57,281	112,894	59,000	60,770	119,769	62,593	64,470	127,063
Electric Utility Tax	1,528,732	797,741	813,696	1,611,437	829,970	846,569	1,676,539	863,500	880,771	1,744,271
Gas Utility Tax	742,575	375,644	379,401	755,045	383,195	387,027	770,221	390,897	394,806	785,703
Telephone Utility Tax	146,250	67,688	64,303	131,991	61,088	58,034	119,122	55,132	52,375	107,507
Cellphone Utility Tax	183,016	91,958	92,878	184,837	93,807	94,745	188,552	95,692	96,649	192,342
Cable Utility Tax	600,000	294,000	288,120	582,120	282,358	276,710	559,068	271,176	265,753	536,929
Solid Waste Utility Tax	781,000	494,900	499,849	994,749	504,847	509,896	1,014,743	514,995	520,145	1,035,140
Surface Water Utility Tax	419,172	275,964	310,314	586,278	348,942	371,358	720,300	395,214	412,668	807,882
Admissions Tax	65,000	130,000	133,900	263,900	137,917	142,055	279,972	146,316	150,706	297,022
Gambling Tax	182,092	96,280	101,094	197,373	106,148	111,456	217,604	117,029	122,880	239,909
Other Tax	2,918	3,020	3,111	6,131	3,204	3,300	6,504	3,399	3,501	6,900
Total Taxes	25,091,042	13,360,908	13,805,003	27,165,911	14,133,267	14,452,966	28,586,233	14,781,937	15,112,528	29,894,465
Business Licenses	11,860	6,136	6,320	12,455	6,509	6,705	13,214	6,906	7,113	14,019
Cable Franchise	588,418	288,325	282,558	570,883	276,907	271,369	548,276	265,942	526,564	792,506
Water/Sewer Franchise	1,218,585	630,437	649,350	1,279,788	668,831	688,896	1,357,727	709,563	730,850	1,440,412
Business Registration	16,160	8,322	8,572	16,894	8,829	9,094	17,923	9,367	9,648	19,015
Building Permits	1,054,509	545,774	562,148	1,107,922	579,012	596,382	1,175,394	614,274	632,702	1,246,976
Special Event Permits	1,920	994	1,024	2,018	1,054	1,086	2,141	1,119	1,152	2,271
Total Licenses & Permits	2,891,452	1,479,988	1,509,972	2,989,960	1,541,143	1,573,532	3,114,675	1,607,170	1,908,029	3,515,199
Local, State and Federal Grants	402,830	204,130	204,130	408,260	204,130	204,130	408,260	204,130	204,130	408,260
Cannibas Excise Tax	98,000	50,470	51,984	102,454	53,544	55,150	108,694	56,804	58,509	115,313
DUI/Other State Assistance	7,437	3,849	3,965	7,814	4,084	4,206	8,290	4,332	4,462	8,794
Liquor Board Excise Tax	330,719	171,167	176,302	347,470	181,592	187,039	368,631	192,650	198,430	391,080
Liquor Board Profits	372,363	188,979	190,869	379,848	192,778	194,705	387,483	196,652	198,619	395,271
Criminal Justice Distributions	169,003	87,470	90,094	177,563	92,797	95,580	188,377	98,448	101,401	199,849
Total Intergovernmental	1,380,352	706,065	717,344	1,423,409	728,923	740,811	1,469,734	753,017	765,551	1,518,568
Inspection & Investigation	30,365	15,716	16,187	31,903	16,673	17,173	33,846	17,688	18,219	35,907
Land Use	255,434	132,459	136,433	268,892	140,526	144,742	285,267	149,084	153,556	302,640
Plan Review and Other Fees	1,110,269	535,303	551,362	1,086,666	567,903	584,940	1,152,844	602,489	620,563	1,223,052
Event Fees	41,000	24,720	25,462	50,182	26,225	27,012	53,238	27,823	28,657	56,480
Credit Card Processing Fees	53,207	27,487	28,311	55,798	29,161	30,035	59,196	30,936	31,864	62,801
Total Charges for Services	1,490,275	735,685	757,755	1,493,440	780,488	803,903	1,584,390	828,020	852,860	1,680,880
Fines & Forfeitures	0	0	0	0	0	0	0	0	0	0
Code Enforcement	7,839	4,057	4,179	8,236	4,304	4,433	8,738	4,566	4,703	9,270
Total Fines and Penalties	7,839	4,057	4,179	8,236	4,304	4,433	8,738	4,566	4,703	9,270
Investment Earnings	300,000	125,000	125,000	250,000	120,000	120,000	240,000	120,000	120,000	240,000
Rent and Leases	146,502	73,317	73,317	146,634	73,317	73,317	146,634	73,317	73,317	146,634
Sponsorships	42,210	21,846	22,502	44,348	23,177	23,872	47,049	24,588	25,326	49,914
Overhead Reimbursements	1,490,000	735,000	735,000	1,470,000	735,000	735,000	1,470,000	735,000	735,000	1,470,000
Northshore School DistrictReimb	74,370	37,370	37,370	74,740	37,370	37,370	74,740	37,370	37,370	74,740
Interfund Transfers	50,000	25,750	26,523	52,273	27,318	28,138	55,456	28,982	29,851	58,833
Miscellaneous Revenue	3,216	1,664	1,714	3,379	1,766	1,819	3,585	1,873	1,930	3,803
Total Miscellaneous	2,106,298	1,019,948	1,021,426	2,041,373	1,017,948	1,019,516	2,037,463	1,021,130	1,022,794	2,043,924
Subtotal General Fund Revenues	32,967,258	17,306,651	17,815,678	35,122,330	18,206,073	18,595,161	36,801,234	18,995,840	19,666,466	38,662,306
Total General Revenues and Beginning Fund Balance	**$36,592,821**	**$21,039,751**	**$21,052,938**	**$38,855,430**	**$20,476,144**	**$20,131,045**	**$39,071,305**	**$19,239,611**	**$18,024,441**	**$38,906,077**

General Fund Expenditures Forecast 2025-2030

	2023-2024 Adopted Budget	2025 Forecast	2026 Forecast	2025-2026 Forecasted Budget	2027 Forecast	2028 Forecast	2027-2028 Forecasted Budget	2029 Forecast	2030 Forecast	2029-2030 Forecasted Budget
GENERAL FUND EXPENDITURES										
Cost Center										
City Council	**$405,013**	$216,598	$227,428	**$444,026**	$238,800	$250,739	**$489,539**	$263,276	$276,440	**$539,717**
City Clerk	**978,750**	516,705	542,540	**1,059,245**	569,667	598,151	**1,167,818**	628,058	659,461	**1,287,519**
City Manager	**3,640,924**	1,929,213	2,025,674	**3,954,887**	2,126,958	2,233,306	**4,360,263**	2,344,971	2,462,219	**4,807,190**
Finance and Administration	**2,687,861**	1,478,869	1,552,813	**3,031,682**	1,630,453	1,711,976	**3,342,430**	1,797,575	1,887,454	**3,685,029**
Legal	**700,000**	367,500	385,875	**753,375**	405,169	425,427	**830,596**	446,699	469,033	**915,732**
Human Resources	**510,304**	251,530	264,106	**515,636**	277,311	291,177	**568,488**	305,736	321,023	**626,758**
Non Dept: Transfers to Other Funds	**1,470,513**	714,573	750,302	**1,464,875**	69,067	72,520	**141,587**	76,146	79,954	**156,100**
Public Safety	**9,956,950**	5,309,168	5,574,626	**10,883,793**	5,853,357	6,146,025	**11,999,382**	6,453,326	6,775,993	**13,229,319**
Public Works Engineering	**1,745,035**	916,335	962,152	**1,878,487**	1,010,259	1,060,772	**2,071,032**	1,113,811	1,169,501	**2,283,312**
Community Development	**2,038,723**	1,091,312	1,145,878	**2,237,190**	1,203,172	1,263,330	**2,466,502**	1,326,497	1,392,822	**2,719,319**
Development Services	**3,371,076**	1,801,094	1,891,149	**3,692,244**	1,985,707	2,084,992	**4,070,698**	2,189,242	2,298,704	**4,487,945**
Public Works Maintenance	**3,717,276**	1,935,820	2,082,611	**4,018,431**	2,186,741	2,296,079	**4,482,820**	2,410,882	2,531,427	**4,942,309**
Subtotal Expenditures	**31,222,425**	16,528,718	17,405,154	**33,933,871**	17,556,661	18,434,494	**35,991,156**	19,356,219	20,324,030	**39,680,249**
New CAP and HHS Expenditures										
Climate Action Plan	**572,820**	341,334	358,401	**699,735**	376,321	395,137	**771,458**	414,894	435,638	**850,532**
Housing and Human Services	**550,700**	353,409	371,079	**724,488**	389,633	409,115	**798,749**	429,571	451,049	**880,620**
Finance and Administration	**453,776**	284,031	298,233	**582,264**	313,145	328,802	**641,946**	345,242	362,504	**707,746**
Subtotal new expenditures	**1,577,296**	978,774	1,027,713	**2,006,487**	1,079,099	1,133,054	**2,212,152**	1,189,706	1,249,192	**2,438,898**
Strat Opps Fund Expenditures to be Moved to General Fund										
Asphalt Plant legal/consulting svcs		60,000	60,000	**120,000**	0	0	**0**	0	0	**0**
RACR Program		200,000	250,000	**450,000**	262,500	275,625	**538,125**	289,406	303,877	**593,283**
Farmer's Market		35,000	40,000	**75,000**	42,000	44,100	**86,100**	46,305	48,620	**94,925**
Subtotal SOF Exps to be moved to GF		295,000	350,000	**645,000**	304,500	319,725	**624,225**	335,711	352,497	**688,208**
Ending Fund Balance	**3,793,100**	3,297,259	2,330,071	**2,330,071**	1,595,884	303,771	**303,771**	-1,582,025	-3,841,278	**-3,841,278**
Total General Expenditures and Ending Fund Balance	**$36,592,821**	**$21,099,751**	**$21,112,938**	**$38,915,430**	**$20,536,144**	**$20,191,045**	**$39,131,305**	**$19,299,611**	**$18,084,441**	**$38,966,077**
Fund Balance as percentage of operating expenditures (min is 20%)		18.5%	12%		8%	2%		-8%	-18%	

General & Street Fund Combined Fund Balance 2023-2030

Summary General & Street Fund	2023 Budget	2024 Budget	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
General Fund								
Beginning Fund Balance	3,625,563	3,707,703	3,733,100	3,237,259	2,270,071	1,535,884	243,771	-1,642,025
Revenue	16,208,059	16,759,199	17,306,651	17,815,678	18,206,073	18,595,161	18,995,840	19,666,466
Expense	16,125,919	16,733,802	17,802,492	18,782,867	18,940,260	19,887,273	20,881,637	21,925,719
Ending Fund Balance	3,707,703	3,733,100	3,237,259	2,270,071	1,535,884	243,771	-1,642,025	-3,901,278
Street Fund								
Beginning Fund Balance	2,269,098	2,303,488	2,694,498	3,031,234	3,309,651	4,240,551	5,125,870	6,166,567
Revenue	1,869,572	1,980,808	2,020,424	2,060,833	2,102,049	2,144,090	2,186,972	2,230,712
0.15% Transportation Sales Tax Increase (revenue)	0	0	0	0	718,750	740,313	762,522	785,398
Increase in Vehicle Fee from $20 to $40 (revenue)	120,000	360,000	363,600	367,236	367,236	370,908	370,908	374,617
Expense	1,855,182	1,949,798	2,047,288	2,149,652	2,257,135	2,369,992	2,279,706	2,302,503
Staff salary not covered by KAPE revenues	100,000	0	0	0	0	0	0	0
Ending Fund Balance	2,303,488	2,694,498	3,031,234	3,309,651	4,240,551	5,125,870	6,166,567	7,254,790
Combined Ending Fund Balance	**$6,011,191**	**$6,427,598**	**$6,268,493**	**$5,579,721**	**$5,776,435**	**$5,369,642**	**$4,524,541**	**$3,353,512**
Fund Balance as % of operating expenditures (Threshold is 20%)	**33%**	**34%**	**32%**	**27%**	**27%**	**24%**	**19.5%**	**14%**

Summary and Next Steps

- Expenses are growing faster than revenues due to state-imposed 1% limit on property tax growth, flat or declining other revenues, and inflation exceeding revenue growth.
- We are on a trajectory of dropping below our reserve goal in 2029
  - Reserve goal is to hold at least 20% of operating expenditures in reserves
- This forecast will assist the work of the 2023-2024 Financial Sustainability Plan (FSP) Task Force
- The FSP Task Force Goal is to recommend actions to produce balanced Street General Fund operating budgets through 2030 and build back reserve levels (including the Strategic Opportunities Fund).

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance & Administration

mmerrell@kenmorewa.gov

425 398 8900

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic: Hold Public Hearing on Proposed Property Tax Levies for 2024 **Proposed Council Action/Motion:** Presentation and discussion of Proposed Ordinances followed by a Public Hearing on Proposed Property Tax Levies Necessary to Meet Authorized Tax-Supported Estimated Expenses for the Year 2024	**For Council Meeting Agenda of:** November 13, 2023 **Departments:** Finance and Administration **Prepared by:** Melinda Merrell, Finance & Admin Director **Initial & Date** **Approved by Department Head:** MM, 10/27/23 **Approved by City Attorney:** NA **Approved by Finance Director:** MM, 10/27/23 **Approved by City Manager:** RGK 11/3 **Exhibits/Attachments:** Attachment 1 - Proposed Property Tax Levy Ordinance 23-0588 Attachment 2 - Proposed Excess Property Tax Levy Ordinance 23-0590

Summary:

November 13, 2023 – A presentation and public hearing on proposed property tax levies for 2024
November 27, 2023 – Proposed adoption of Ordinance 23-0588 relating to the 2024 Regular Property Tax Levy and Ordinance 23-0590 relating to the 2024 Excess Property Tax Levy

Information/Background:

Each year the City must set the tax levy for the ensuing year and hold a public hearing prior to approval of the levy. The City is allowed to increase its levy by the lesser of one percent (1%) or the percentage increase in the July IPD (Implicit Price Deflator), plus any “banked capacity” the City may have (see fiscal consideration below). The IPD this year is 3.67% (which is more than 1%). The state Department of Revenue (DOR) calculates the IPD using the most recent quarterly numbers reported by the federal Bureau of Economic Analysis (BEA). The IPD is a measure of inflation. Every month BEA publishes an estimate of the quarterly IPD numbers. These quarterly numbers are seasonally adjusted each year in July, and these seasonal numbers form the basis for the prior year IPD personal consumption expenditure number that is used by DOR to calculate inflation.

Fiscal Consideration:

Regular Property Tax Levy
For 2024, the Proposed 2023-2024 Biennial Budget includes a 3.28% increase in the levy using banked tax capacity from years when the City Council did not raise the levy by the allowable 1%. The 2020 adopted Financial Sustainability Plan calls for the City to utilize banked capacity incrementally in phases over four years starting in 2023. The proposed 2024 levy utilizes $129,326 of the available banked capacity. The City's remaining banked tax capacity after this proposed 2024 levy will be $260,000.

In 2023, the property tax levy was $5,666,300. The County Assessor has only released preliminary assessed valuations and levy information at this time. Based on what has been received, the proposed property tax levy for 2024 is $5,884,218 which includes the 3.28% increase over 2023 ($185,989), plus new construction which adds about $31,929 to the tax rolls. Overall, the 3.28% levy compared to a 1% levy provides an additional $129,326 to the City in 2024 and provides a compounding benefit for future years.

The City's preliminary assessed value is $6,929,220,450, a decrease of about 14.72% from 2023. Because of the decrease in assessed valuation for the entire City, the levy rate will increase from $0.69 to about $0.85 for each $1,000 of assessed value. In 2023, the median residential value for Kenmore was $1.0M, however, with the 14.72% decrease in valuation, the median home value is now $850,000. On an $850,000 home in the city, the annual tax with a 3.28% levy increase and a rate of $0.85 would be $725.

The proposed property tax levy of 3.28% meets the City Council's goal for a financial sustainable plan and continued financial sustainability for the City.

If the City Council were to take a 1% increase, the city-wide levy would be $5,754,892 and the estimated levy rate would be $.831 per $1,000 of assessed value. On an $850,000 home in the City, the annual tax with a 1% levy increase and a rate of $.831 would be $709. The tax impact of a 3.28% levy and tax rate of $0.85 would be $725: an increase of $16.00.

Excess Property Tax Levy
The purpose of the excess property tax levy is for repayment of the voted Walkways and Waterways bonds approved by the voters in 2016. In 2023, the city levied $1,059,500 to cover the debt service payments that were due in that year. For 2024, it is recommended to levy $1,057,250 ($0.15/1,000 AV) for the debt service payments due in that year. An Ordinance to approve the excess tax levy for 2024 will be presented at the November 27, 2023, City Council meeting.

Tax Relief
State law provides two tax benefit programs for senior citizens and the disabled: Property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under $58,423; owning and occupying the property as principal residence for at least nine months per year; age 61 or older or disabled with at least an 80% total disability rating. More information can be found on the King County Assessor's website or by calling 206-263-2338 or 206-296-3920.

City Council Priority or Budget Objective Being Addressed:

1. RCW. 84.55.120 The legislative body must hold a public hearing for the coming year's budget including consideration of possible increases in property tax revenues, before taking action on the property tax levy.
2. The proposed property tax levy increase of 3.28% follows the Financial Sustainability Plan recommendation of utilizing banked capacity over four years. This meets the City Council's goal for continued financial sustainability for the City.

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 23-0588

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO THE 2024 REGULAR PROPERTY TAX LEVY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Kenmore, Washington, has met and considered its biennial budget for calendar years 2023-2024; and

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

WHEREAS, the City Council held a public hearing on November 13 to consider the City's general fund revenue sources including the 2024 regular property tax levy pursuant to RCW 84.55.120; and,

WHEREAS, the City intends to levy "banked capacity" of $129,326 to fund obligations of the City; and,

WHEREAS, after the public hearing, and after duly considering all relevant evidence and testimony presented, the City Council determined that the City of Kenmore requires an estimated regular tax levy in the amount of $5,884,218 which includes a 3.28% increase from the previous year and amounts resulting from the addition of new construction and improvements to property and any increase or decrease in the value of State-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest (the actual levy to be calculated by the King County Assessor's Office once the City's assessed value is certified by the Assessor);

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

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2024 levy in the amount of $185,989 which is a 3.28 percent (3.28%) increase from the previous year which includes 1% ($56,663) and 2.28% ($129,326) of banked capacity. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property, and any additional amounts resulting from any annexations that have occurred, and refunds made.

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

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

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

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 27th DAY OF NOVEMBER 2023.

CITY OF KENMORE

____
Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

____
Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

____
Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
ORDINANCE NO.:
DATE OF PUBLICATION:
EFFECTIVE DATE:

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 23-0590

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

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

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

WHEREAS, the City, pursuant to Bond Ordinance No. 16-0434, adopted by the City Council on November 21, 2016, issued and sold $9,220,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2016 (together with original issue premium resulted in a project fund deposit of $9,750,000), and pursuant to Bond Ordinance No. 21-0530 adopted by the City Council on July 26, 2021, issued and sold $8,920,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2021A and 2021B (together with original issue premium resulted in a project fund deposit of $10,000,000) (together, the "Bonds"), and has determined that to provide the money necessary to pay the debt service requirement on the Bonds in the year 2024 an excess property tax levy in the amount of $1,057,250 for the Bonds must be levied for collection in 2024;

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

<u>Section 1</u>. <u>Voter Approved Excess Tax Levy for Unlimited General Obligation Bonds.</u> A tax is hereby levied to raise revenue for the purpose of debt service payments on the voter-approved unlimited tax general obligation Bonds for the fiscal

year of 2024 in the amount of $1,057,250 on all taxable property in the City of Kenmore, Washington.

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

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

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

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 27th DAY OF NOVEMBER, 2023.

CITY OF KENMORE

____
Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

____
Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

____
Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
ORDINANCE NO.:
DATE OF PUBLICATION:
EFFECTIVE DATE:

CITY OF KENMORE

Finance & Administration

2024 Regular Property Tax Levy & Excess Tax Levy

November 13, 2023

Timeline

Nov 13, 2023

- Public Hearing Property Tax Levies

Nov 20, 2023

- Review 2023-2024 Budget Amendments

Nov 27, 2023

- Adopt 2024 Property Tax Levy Ordinance
- Adopt 2024 Excess Property Tax Levy Ordinance

DEC 2023

- Public Hearing on 2023-2024 Budget Amendments
- Adopt 2023-2024 Budget Amendments

Annually the City Council must set the Regular Tax Levy

Begin with prior year 2023 levy + Allowable increase is lower of 1% or IPD 3.67% + Plus Banked Capacity (if any) + New construction = 2024 Proposed Levy

IPD – Implicit Price Deflator

Property Taxes & Assessed Valuation

Levy with 3.85% Increase (As budgeted)

Proposed tax levy
2024
$5,884,218

3.85% ($217,918) increase over 2023 levy

$185,989 is from the 1% increase plus a portion of banked capacity = 3.277% increase

$31,929 from new construction = 0.563% increase

Property Taxes & Assessed Valuation

Levy with 3.85% Increase (As budgeted)

	Dollar Amount	% Increase
2023 Levy	$ 5,666,300	
1% Increase	56,663	1.00%
Banked Capacity	129,000	2.28%
New Constructior	31,929	0.56%
2024 Levy	$ 5,884,218	3.85%

Property Taxes & Assessed Valuation

Levy with 3.85% Increase (As budgeted)

2024 Prelim Assessed Valuation (AV):

14.72% **decrease in AV** from 2023

Total AV = $6,929,220,450
including new construction

Property Tax Rate projected at 0.8492 per $1,000 AV

Tax Rate = (Revenue/AV) x 1,000

0.8492 = (5,884,218 / 6,929,220,450) * 1000

Doesn't include voted bond levy

Increase from 0.6936 in 2023 (up 15.56 cents)

The 2022 rate was 0.8875

Property Taxes & Assessed Valuation

Levy with 1.0% Increase

2024 tax levy
=
$5,754,892

1.56% ($88,592) increase over 2023 levy

$56,663 from 1% increase

$31,929 from new construction

Property Taxes & Assessed Valuation

Levy with 1.0% Increase

Total 2024 Prelim Assessed Valuation (AV):

$6,929,220,450 including new construction

14.72% **decrease in AV** from 2023

Tax rate projected per $1,000 AV
0.8305

Rate = (5,754,892 / 6,929,220,450) * 1000

Doesn't include voted bond levy

Increase from 0.6936 in 2023 (up 13.69 cents)

The 2022 rate was 0.8875

Tax Effect on Homeowner
(City of Kenmore Taxes Only)

Assume 2023 home value of $1,005,000

$697 - Taxed at 2023 rate of 0.6936

Assume 2024 NO CHANGE in value of home at $1,005,000

$853 - Taxed at 2024 rate of .8492 (3.28% levy)

- **$156 More than 2023**

$835 - Taxed at 2024 rate of .8305 (1% levy)

- $138 More than 2023

Assume 15% decrease in value of home to $854,250

$725 - Taxed at 2024 rate of .8492 (3.28% levy) ($28 > 2023)

$709 - Taxed at 2024 rate of .8305 (1% levy) ($12 More)

Banked Capacity

Remaining Banked Capacity is $388,874

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

$68K of banked capacity used in 2023, leaving $388,874

With the 3.28% increase in 2024, approximately $129K of banked capacity will be used

Estimated of $260K will be remaining at end of 2024

Will draw $130K in both 2025 and 2026 to use the remaining $260K of banked capacity

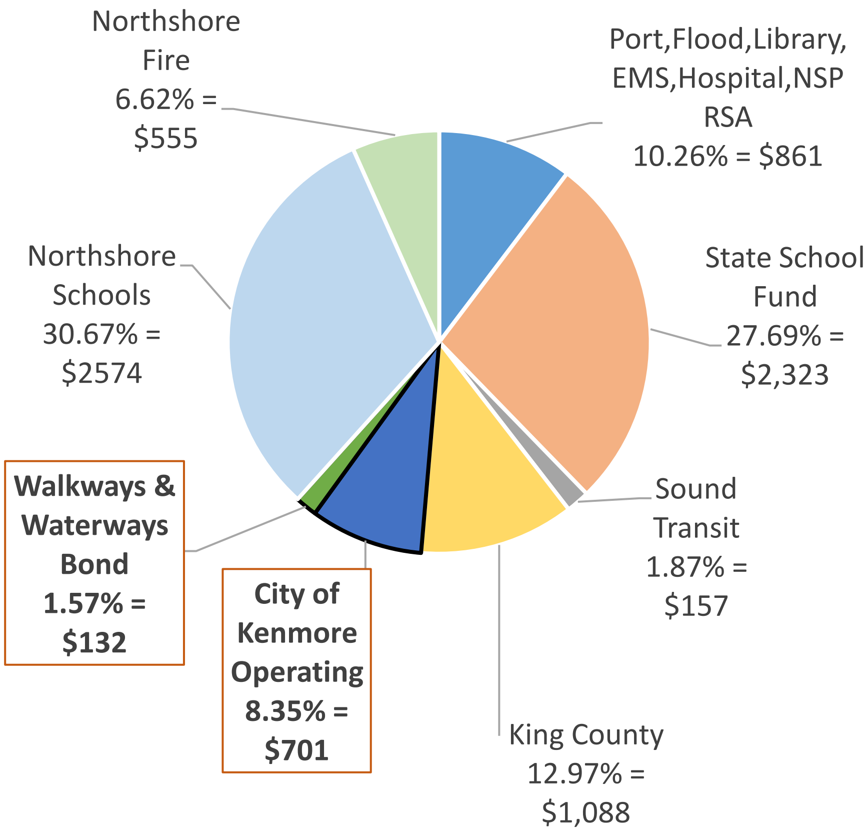
2023 Property Tax Distribution for a $1,005,000 Home

There are 12 taxing districts that impact Kenmore taxpayers

The total tax rate for most taxpayers in the City last year was **$8.35** per $1,000 AV

The tax bill on a $1.005K property would have been about **$8,392**

Only 8.35% of that tax bill belongs to the City of Kenmore for operating



Excess Property Tax Levy for Walkways & Waterways Bonds

$18.1 million – issued 2016 & 2021
$13,510,000 - outstanding as of 12/31/2023

Resources Needed for Principal & Interest in 2024
$1,057,250

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

$1,057,250/6,929,220,450 * 1000
=
$0.15

Affect on property owner home value - $854k

$854 X 0.15
=
$128.10

This concludes the presentation portion of the Public Hearing on the 2024 Property Tax Levies

Next actions will be

- **November 13:**
  - Public Hearing Property Tax Levies
  - Six-Year Financial Forecast
- **November 20:**
  - Review 2023-2024 Budget Amendments
- **November 27:**
  - Public Hearing on 2023-2024 Budget Amendment
  - Adopt 2023-2024 Budget Amendments
  - Adopt 2024 Property Tax Levy Ordinance
  - Adopt 2024 Excess Property Tax Levy Ordinance

THANK YOU!

Open for Questions and Public Comment

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic:	For Council Meeting Agenda of: November 13, 2023
Public Hearing on the amended 2023-2029 Capital Improvement Program for Surface Water Management (SWM) Adopt Ordinance No. 23-0598 amending the 2023-2029 Capital Improvement Program for Surface Water Management	**Departments:** City Manager, Finance and Admin, Environmental Services **Prepared by:** Rob Karlinsey, City Manager Melinda Merrell, Finance & Admin Director Richard Sawyer, Environmental Services Director
Proposed Council Action/Motion: Public Hearing on the amended 2023-2029 Capital Improvement Program for Surface Water Management Adopt Ordinance No. 23-0598 amending the 2023-2029 Capital Improvement Program for Surface Water Management	**Initial & Date** **Approved by Department Head:** MM, 10/25/23 **Approved by City Attorney:** NA **Approved by Finance Director:** MM, 10/25/23 **Approved by City Manager:** RK, 11/3/2023 **Exhibits/Attachments:** Attachment 1: Ordinance 23-0598 with Exhibit A, SWM Capital Improvement Program Attachment 2: SWM Project Narratives Attachment 3: Adopted CIP, 2023-2024 Biennial Budget Book, pages 214-215

Summary:

A Public Hearing will be held to receive public comment on the amended 2023 – 2029 Surface Water Management (SWM) Capital Improvement Program (CIP). The amended SWM CIP was presented for the City Council's review and discussion on October 16, 2023. Adoption of the Ordinance No. 23-0598 is to occur at the November 13, 2023 City Council meeting.

Information/Background:

The current 2023-2028 Six-Year Capital Improvement Program (CIP) was adopted by Ordinance 22-0559 on October 24, 2022 (Attachment 3). The first two years of the CIP (2023 and 2024) were incorporated into the Biennial Budget. The following recommended updates to the SW CIP are in keeping with the City Council's top priority of reducing greenhouse gas emissions and environmental stewardship as well as a future Kenmore with no fish-blocking culverts, restoration of riparian habitat, and fully-treated roadway runoff resulting in clean waterways.

Revisions to this CIP may result in Budget Amendments to the 2023-2024 Biennial Budget during the Mid-Biennium review this fall.

The eight (8) SWM Projects added to the 2023-2029 CIP include the following:

- **SW 33 Stormwater Facility Retrofit.** This $1.2M project will begin in 2027.
- **SW 36 Restoration Project (Land acquisition, demo, restoration).** This project is spread across the next 6 years (and beyond) and will exceed $4.1 million.
- **SW 37 192nd SC Trib Fish Passage Culvert Replacement.** This new $1.7M project would begin in 2024.
- **SW 38 through SW 41 Trib 0057 Fish Passage Culvert Replacement Projects.** These four (4) projects replace the culverts along stream 0057.
- **SW 42 169th Samm Trib Fish Passage Culvert Replacement.** Design to begin in 2024 on this $2.3M project.

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 updated Surface Water Management CIP is a product of the SWM rate analysis study referred to above. It balances City resources, Surface Water Utility fees, and various grant funds. 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 Surface Water Management Capital Improvement Program includes 14 individual projects plus debt service which total $34,512,450 over the six-year planning horizon through 2029. The project costs, funding sources and narratives are displayed in Attachments 1 and 2.

City Council Priority or Budget Objective Being Addressed:

City Council Priority 1: Implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 23-0598

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AMENDING ORDINANCE NO. 22-0559 AND THE SURFACE WATER MANANAGMENT PORTION OF THE 2023-2028 SIX-YEAR CAPITAL IMPROVEMENT PROGRAM AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on October 24, 2022, the City Council adopted Ordinance No. 22-0559, which adopted the 2023-2028 Six-Year Capital Improvement Program ("CIP"); and

WHEREAS, on September 11, 2023, the City Council adopted Ordinance No. 23-0594, which amended the 2023-2028 Six-Year Capital Improvement Program ("CIP") for Transportation, Parks and City Facilities; and

WHEREAS, on October 16, 2023, at a regularly scheduled meeting, the City Council was presented with information regarding the proposed amendments to the 2023-2029 Surface Water Management (SWM) Capital Improvement Program; and

WHEREAS, the City Council desires to amend the 2023-2028 CIP to reflect changes in project budgets and funding for existing SWM Projects SW-8, SW-17, SW-20, SW-29, SW-33, SW-34, SW-35, SW-36, SW-37, SW-38, SW-39, SW-40, SW-41, SW-42 and includes the debt service needed to complete the Fish Passage Culvert projects and cover half of Phase 1 of the Public Works Operations Center.

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

Section 1. Amendment. The City Council amends Ordinance No. 22-0559 and the 2023-2028 Capital Improvement Program, specifically the Expenditures and Revenues for Surface Water Management, as set forth on Exhibit "A," entitled "City of Kenmore, Washington Surface Water Capital Improvement Program for the Years 2023-2029," attached hereto and incorporated by reference. All other provisions of Ordinance No. 22-0559 not amended by this Ordinance shall remain in full force and effect.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of the publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 13th DAY OF NOVEMBER, 2023.

CITY OF KENMORE

____
Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

____
Anastasiya Warhol, City Clerk

Approved as to form:

____
Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
ORDINANCE NO.:
DATE OF PUBLICATION:
EFFECTIVE DATE:

CITY OF KENMORE, WASHINGTON
SURFACE WATER CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2023-2029

Project Description	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
SW 8 190th St. Fish Passable Culvert (Construction)	$2,866,300	$20,000	$0	$0	$0	$0	$0	$2,886,300
SW 8 190th St. Fish Passable Culvert Debt Payments	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$571,550
SW 17 Little Swamp Creek Relocation (Phase 1)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 17 Little Swamp Creek Relocation (Phase 2)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 20 Small Works Projects	$75,000	$75,000	$79,500	$83,500	$86,800	$89,000	$91,200	$580,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	$0	$0	$530,000	$0	$0	$0	$0	$530,000
SW 33 Stormwater Facility Retrofit	$0	$0	$0	$0	$578,800	$0	$608,100	$1,186,900
SW 34 Blueberry Creek Culverts	$50,000	$200,000	$0	$0	$0	$0	$0	$250,000
SW 35 Muck Creek Restoration Project	$100,000	$400,000	$0	$0	$0	$0	$0	$500,000
SW 36 Restoration Projects (Land Acquisition, Demo, Restoration)	$0	$49,000	$742,000	$779,100	$810,300	$830,500	$851,300	$4,062,200
SW 37 192ND SC Trib Fish Passage Culvert Replacement	$0	$1,735,000	$0	$0	$0	$0	$0	$1,735,000
SW 38 163RD Trib 0057 Fish Passage Culvert Replacement	$0	$197,500	$209,400	$1,758,500	$0	$0	$0	$2,165,400
SW 39 76TH Trib 0057 Fish Passage Culvert Replacement	$0	$178,500	$189,200	$1,589,400	$0	$0	$0	$1,957,100
SW 40 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$170,300	$180,500	$2,147,500	$0	$0	$0	$2,498,300
SW 41 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$105,800	$112,100	$2,291,100	$0	$0	$0	$2,509,000
SW 42 169TH Samm Trib Fish Passage Culvert Replacement	$0	$206,500	$218,900	$1,838,700	$0	$0	$0	$2,264,100
Fish Passage Culvert Projects Debt Payments	$0	$850,000	$850,000	$850,000	$850,000	$850,000	$850,000	$5,100,000
Total Project Costs	**$3,172,950**	**$4,269,250**	**$3,723,250**	**$11,976,050**	**$7,037,550**	**$1,851,150**	**$2,482,250**	**$34,512,450**

Funding As Proposed:	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	$863,638	$0	$0	$0	$0	$0	$0	$863,638
Bond proceeds for Fish Passage Culvert projects	$0	$858,600	$1,440,100	$5,369,400	$2,315,000		$0	$9,983,100
Grant Funds	$0	$1,043,100	$371,000	$5,202,400	$2,720,200	$415,300	$425,700	$10,177,700
Capital Facilities Charge & Interest (Fund 402)	$221,700	$210,300	$218,100	$234,700	$248,400	$261,800	$270,200	$1,665,200
Reimbursement from Utilities	$296,000	$0	$0	$0	$0	$0	$0	$296,000
SWM Service Charge Fund Transfer (401 to 402)	$96,500	$1,493,700	$1,880,800	$1,666,700	$1,566,600	$1,621,700	$1,692,300	$10,018,300
King County Flood Control District Resources	$0	$0	$380,000	$50,000	$0	$0	$0	$430,000
Conservation Futures Grants (Property Acquisition)	$546,750	$0	$0	$0	$0	$0	$0	$546,750
Total Project Funding	**$2,024,588**	**$3,605,700**	**$4,290,000**	**$12,523,200**	**$6,850,200**	**$2,298,800**	**$2,388,200**	**$33,980,688**

SWM CIP ID:	SW-017
Project:	Little Swamp Creek Relocation
Location:	80TH AVE NE & NE 195TH ST
Basin:	Swamp Creek
Cost Estimate:	$5,716,600
Summary:	Relocate Little Swamp Creek from roadside ditch to natural stream, remove/replace four culverts, install separate roadside drainage.
Updated:	October 2023

NARRATIVE

Little Swamp Creek (LSC) flows 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 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.

The project requires acquisition of property and/or easements on three properties identified as hatched areas in the location photo below. No agreements on property acquisition have been secured to date.

CONCEPTUAL DESIGN

- Restore 1,100 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.

CONSIDERATIONS FOR IMPLEMENTATION

- Project will require environmental review, including SEPA, WDFW HPA, and possibly USACOE permit.
- Kenmore Resolution 02-061 includes frontage improvement requirements funded through property owner reimbursement or Local Improvement District.
- Easement and/or ROW acquisition required. Currently, not all owners are willing sellers.
- Downstream analysis needed. Adverse impacts are not anticipated.
- Temporary stream bypass and fish exclusion shall be used during construction.
- Traffic control will be needed.
- Flow control and water quality facilities needed along the west side of 80TH AVE NE depending on scope of frontage improvements.

PROJECT LOCATION

West side of 80TH AVE between NE 198TH ST and NE 193RD PL.

PROJECT COST ESTIMATE

Estimates are at conceptual stage only. Including property acquisition, cost is estimated to be approximately $5,716,600.

SCHEDULE

2025, 2026 – Design, property/ROW negotiations, permits
2027 - Construction

SWM CIP ID:	SW-020
Project:	Surface Water Small Works Program
Location:	Citywide
Basin:	Citywide
Cost Estimate:	2023 – 2029 SWM CIP Cost $580,000
Summary:	Conduct minor stormwater improvement projects too large for City crews.
Updated:	October 2023

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 larger capital improvement project.

CONCEPTUAL DESIGN

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

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA typically not needed.
- Temporary construction easements may be needed.
- Erosion and sediment controls may be needed.
- Traffic control may be needed.

PROJECT LOCATION

Citywide.

PROJECT COST ESTIMATE

2023 – 2029 CIP cost is $580,000

SCHEDULE
Projects are identified annually and construction occurs during summer months.

SWM CIP ID:	SW-029
Project:	Kenmore Lane (Neighborhood) Drainage Facility Retrofit
Location:	61ST AVE NE and NE 196TH ST
Basin:	Tributary 0056
Cost Estimate:	$500,000
Summary:	Replace aged 1970's drainage facility with modern facility.
Updated:	October 2023

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 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.

CONCEPTUAL DESIGN

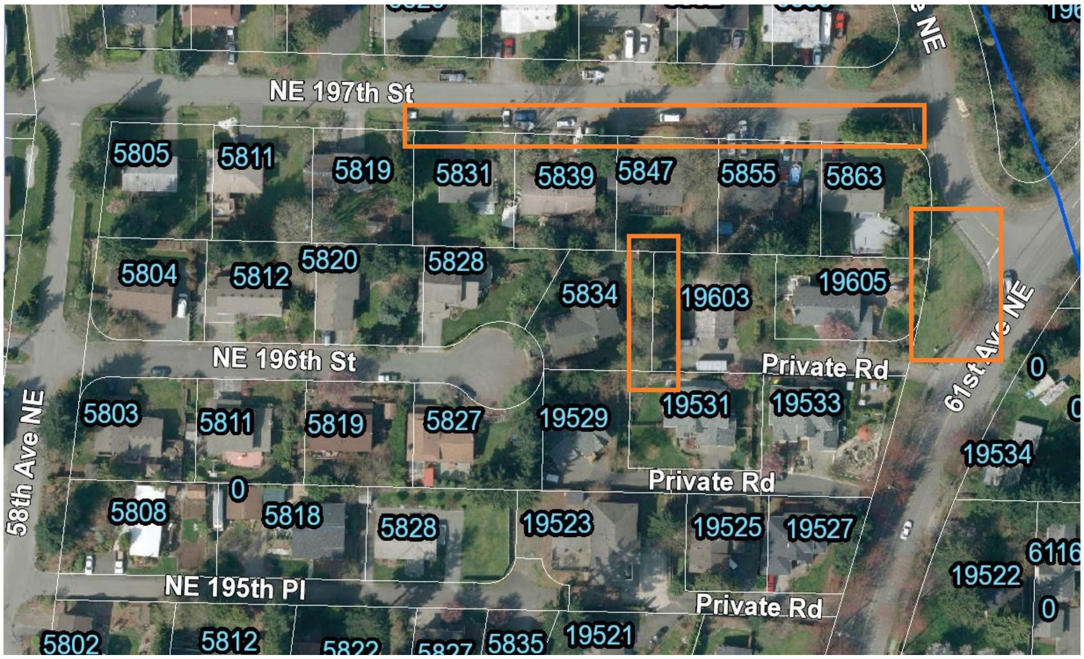
- Remove existing infiltration drainage facility located within easement on private property
- Install new facility in adjacent right-of-way location
- Modify adjacent conveyance systems to reduce private property impacts and erosion issues
- Utilize low impact development best management practices

CONSIDERATIONS FOR IMPLEMENTATION

- No critical area permits needed.
- Temporary construction easements needed.
- Utility location considerations.
- Traffic control will be needed.
- Erosion and sediment controls needed.

PROJECT LOCATION

61ST AVE NE and NE 196TH ST/NE 197TH ST.



PROJECT COST ESTIMATE

90% estimate is $500,000.

SCHEDULE

2024/2025 – Finalize design, advertise and construction.

SWM CIP ID:	SW-033
Project:	Stormwater Facility Retrofit Program
Location:	Citywide
Basin:	Citywide
Cost Estimate:	$1,186,900
Summary:	Retrofit existing drainage facilities or add facilities to untreated areas.
Updated:	October 2023

NARRATIVE

Existing City operated stormwater facilities require replacement when they reach the end of their serviceable lifespan. Additionally, areas of the City's right-of-way may have been developed prior to modern stormwater management regulations and do not have any facilities treating those areas. Staff annually inspect drainage facilities and identify existing facilities or new areas for retrofit or reconstruction.

At a minimum, retrofits will meet the existing performance of the facility, however, whenever possible staff will attempt to update the flow control and/or water quality treatment capabilities of the facility to current standards using the best available technology.

CONCEPTUAL DESIGN

Stormwater facilities will be designed and constructed to the City's current design standards.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements may be needed.
- Erosion and sediment controls may be needed.
- Stream bypass system may be needed.
- Traffic control may be needed.

PROJECT LOCATION

Citywide.

PROJECT COST ESTIMATE

2023 – 2029 CIP costs are estimated to be $1,186,900

SCHEDULE

2027 and 2029 – Construction

SWM CIP ID:	SW-034
Project:	Blueberry Creek Culvert Mitigation
Location:	68TH AVE NE and NE 202ND ST
Basin:	Blueberry Creek (Swamp Creek)
Cost Estimate:	$250,000
Summary:	Remove fish passage blocking culvert from Blueberry Creek.
Updated:	October 2023

NARRATIVE

Impacts resulting from a failed culvert conveying Blueberry Creek under NE 202ND ST during construction of the 68TH AVE NE Improvement Project resulted in mitigation requirements for Blueberry Creek. As mitigation, the City is removing a fish blocking culvert from the stream and restoring the creek in that area. This fish barrier is the downstream most barrier known to exist in the creek and will open access to fish to Swamp Creek.

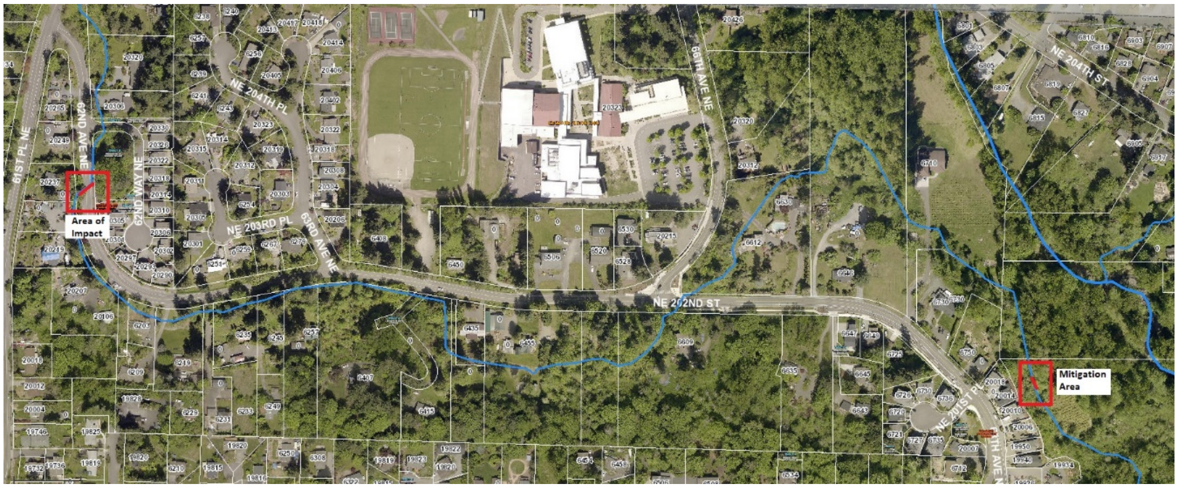
CONCEPTUAL DESIGN

- Remove existing 12-inch culvert from stream. Access restrictions will likely require hand removal of the culvert in pieces.
- Restoration work surrounding culvert will likely have to be done by hand due to access issues and to minimize adverse impacts to critical area.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Difficult access to project location. Manual work likely required.
- Erosion and sediment controls needed.
- Stream bypass system needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The conceptual level estimate is $250,000.

SCHEDULE

2024 – Finalize design, advertise and construction.

SWM CIP ID:	SW-035
Project:	Muck Creek Restoration
Location:	18727 73RD AVE NE
Basin:	Muck Creek (Swamp Creek)
Cost Estimate:	$500,000
Summary:	Remove structures from City owned property and restore habitat.
Updated:	October 2023

NARRATIVE

The city acquired, with assistance from a King County Conservation Futures grant, a property adjacent to Muck Creek on 73RD AVE NE. The property had a long history of flooding and the existing structures are located within the stream buffers and flood plain. The City plans to remove all structures and impervious areas from the property and restore the stream and adjacent habitat back to natural conditions.

CONCEPTUAL DESIGN

- Remove existing structures and impervious area (e.g. driveway, patios, etc…).
- Realign the stream to utilize available area and add complexity to stream
- Restore adjacent habitat

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.

PROJECT LOCATION

PROJECT COST ESTIMATE

The preliminary design level estimate for design and construction is $500,000. Land acquisition was $680,000. Conservation Futures provided $510,000.

SCHEDULE

2024/2025 – Finalize design, advertise and construction.

SWM CIP ID:	SW-036
Project:	SWM Restoration Program
Location:	Citywide
Basin:	Citywide
Cost Estimate:	2023-2029 Total Cost $5,594,300
Summary:	Acquire critical area property for restoration and conservation.
Updated:	October 2023

NARRATIVE

Restoration of critical area habitat has been identified as a priority of the community and City Council. This program is designed to provide funds for restoration and conservation projects and include expenses associated with land acquisition, demolition of existing structures and impervious areas, restoration of property to natural conditions, and grant matches.

Restoration sites will be selected through an analysis, conducted basin by basin (e.g. Swamp Creek), which evaluates factors such as property value, current use, potential habitat gain benefit, etc…

CONCEPTUAL DESIGN

This program will fund multiple restoration projects and will be updated each CIP cycle. Once sites are identified through a basin-wide analysis, conceptual designs and budgets will be prepared and presented to the City Manager or City Council for approval, depending on the funding level authority needed.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, USACOE permits and WDFW HPA may be needed.
- Fish window restrictions for construction may be required.
- Temporary construction easements may be needed.
- Erosion and sediment controls may be required.
- Stream bypass system may be required.

PROJECT LOCATION

Citywide

PROJECT COST ESTIMATE

Total 2023-2029 CIP cost is estimated to be $5,594,300. The City will be applying for conservation grants to reimburse 50%-75% of these costs.

SCHEDULE

2023 to 2024 –Restoration potential analyses conducted, starting with Swamp Creek.
2025 to 2029 – Land acquisition, design, permits, construction.

SWM CIP ID:	SW-037
Project:	SC Trib Fish Passage Culvert Replacement
Location:	18727 73RD AVE NE
Basin:	Swamp Creek Tributary
Cost Estimate:	$1,735,000
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

An unnamed tributary to Swamp Creek flows north to south under NE 192ND ST just east of 73RD AVE NE. The existing culvert is an identified fish passage barrier and the City plans to remove the barrier and replace it with a larger box culvert.

CONCEPTUAL DESIGN

- Remove existing fish passage barrier culvert.
- Install fish passage friendly box culvert.
- Restore adjacent stream habitat.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION

PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $1,735,000.
Awaiting approval for grant funding in the amount of approximately $1,000,000.

SCHEDULE

2024/2025 – Finalize design, advertise and construction.

SWM CIP ID:	SW-038
Project:	0057 Fish Passage Culvert Replacement (163RD)
Location:	7531 NE 163RD ST
Basin:	Tributary 0057
Cost Estimate:	$2,165,400
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and NE 163rd St was identified by WDFW as a full barrier to fish passage July 22, 2021. The existing crossing consists of two 18-inch corrugated metal pipe culverts with approximately 7.5 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 20,800 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

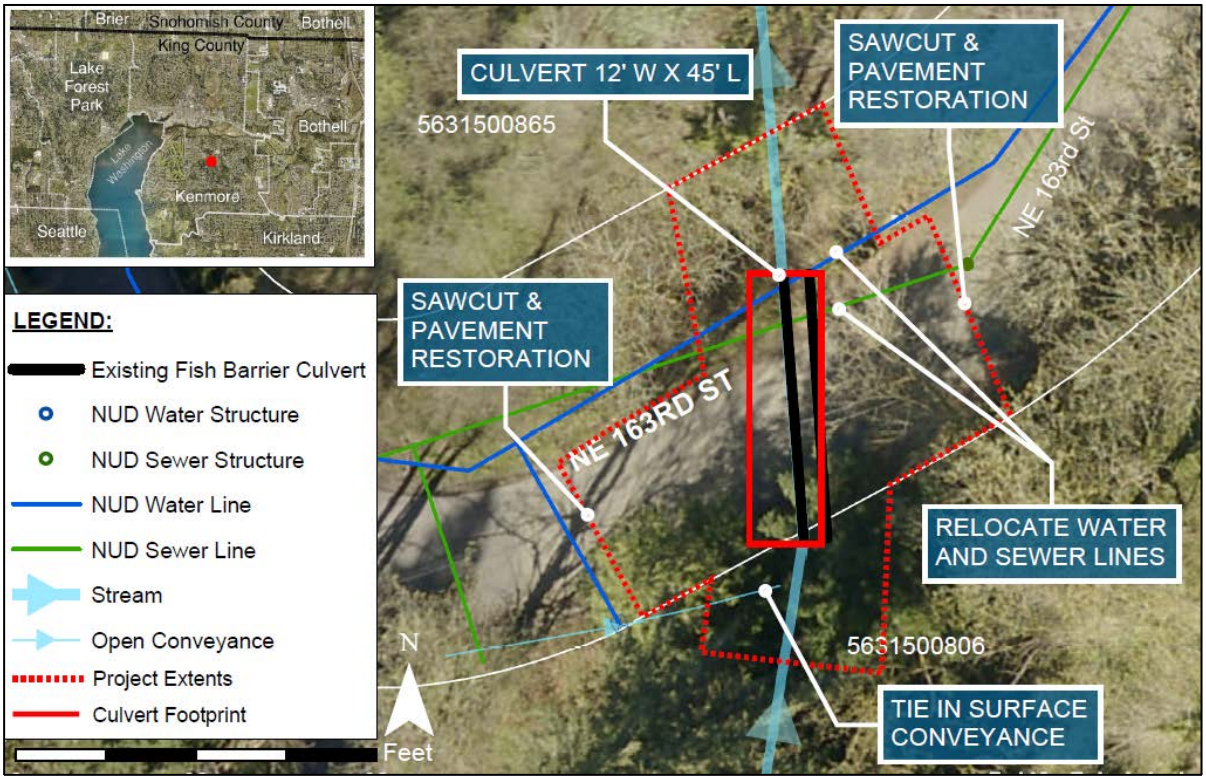
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 8.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 12-feet wide by 45-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small. The existing crossing ends near the upstream ROW, so an easement will be required for construction. The sewer and water utility systems near this project are expected to require standard relocation or replacement.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,165,400.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-039
Project:	0057 Fish Passage Culvert Replacement (76TH)
Location:	7531 NE 163RD ST
Basin:	Tributary 0057
Cost Estimate:	$1,957,100
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and 76th Ave NE was identified by WDFW as a partial barrier to fish passage July 1, 2021. The existing crossing consists of a 24-inch concrete culvert with approximately 3.5 feet of roadway fill. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 13,480 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

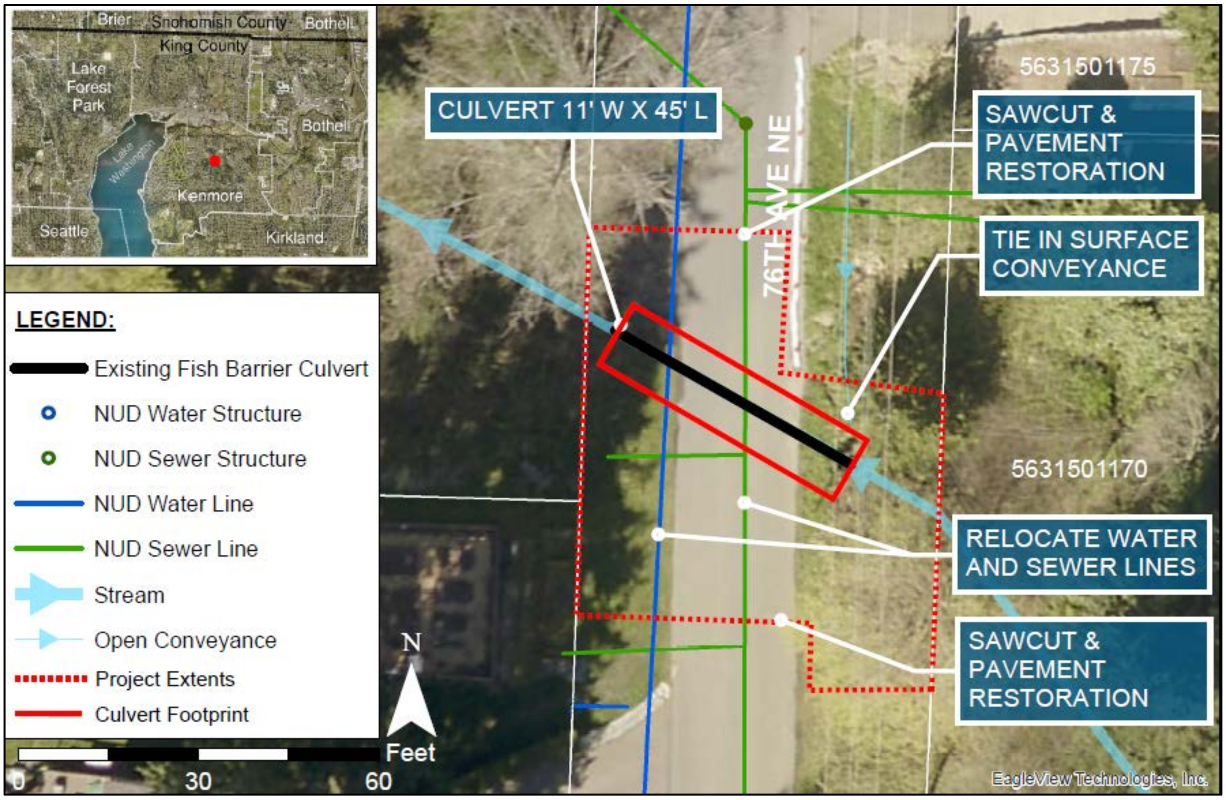
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 7.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 11-feet wide by 45-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small and ROW acquisition limited. The sewer and water utility systems near this project are expected to require standard relocation or replacement.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $1,957,100.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-040
Project:	0057 Fish Passage Culvert Replacement (74TH Upstream)
Location:	16527 74TH AVE NE
Basin:	Tributary 0057
Cost Estimate:	$2,498,300
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and 74th Ave NE was identified by WDFW as a partial barrier to fish passage August 19, 2021. The existing crossing is a 24-inch concrete culvert with approximately 4.0 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental and community benefits. The project will result in a fish habitat gain of 29,500 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

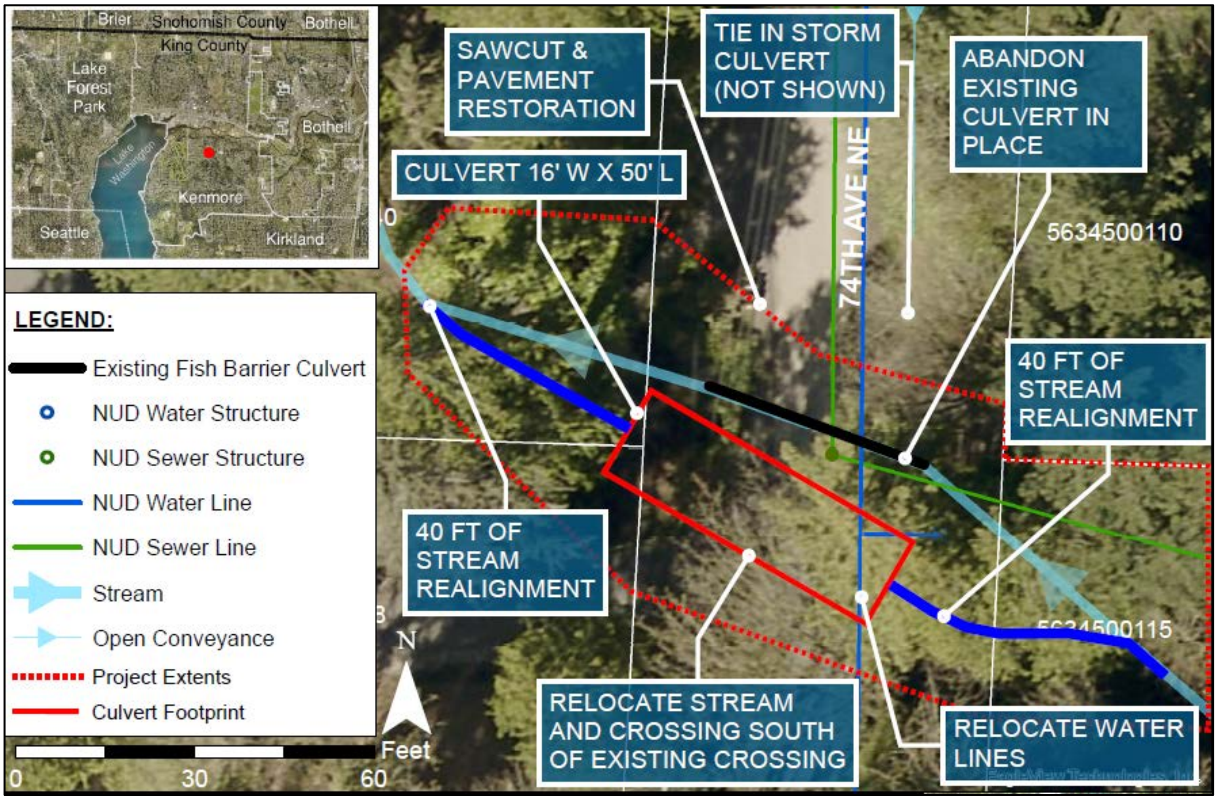
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 11.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine the concept design culvert dimensions of 16-feet wide by 50-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. The existing crossing is near a sewer manhole. Installing the fish passable culvert at the existing culvert location may require extensive sewer realignment and installation of additional manholes. This concept design proposes relocating the crossing to the south of the sewer line to avoid this conflict.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,498,300.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-041
Project:	0057 Fish Passage Culvert Replacement (74TH Downstream)
Location:	16527 74TH AVE NE
Basin:	Tributary 0057
Cost Estimate:	$2,509,000
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and a private driveway off of 74th Ave NE was identified by WDFW as a partial barrier to fish passage on August 19, 2021. The existing crossing consists a 48-inch concrete culvert with approximately 2 feet of roadway fill. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 31,248 square feet for many potential species including sockeye salmon, cutthroat trout, resident trout, steelhead trout, and coho salmon and bull trout.

CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 7.0 feet based on field measurements taken near the stream crossing.The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 11-feet wide by 25-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small. The stream and crossing are located on private property, so an easement will be required.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION

PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,509,000.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-042
Project:	Samm Trib Fish Passage Culvert Replacement (169TH)
Location:	8122 NE 169TH ST
Basin:	Sammamish River Tributary
Cost Estimate:	$2,264,100
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Sammamish Tributary 1 and NE 169th St was identified by WDFW as a full barrier to fish passage July 26, 2021. The existing crossing is a 24-inch concrete culvert with approximately 5.0 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 7,140 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

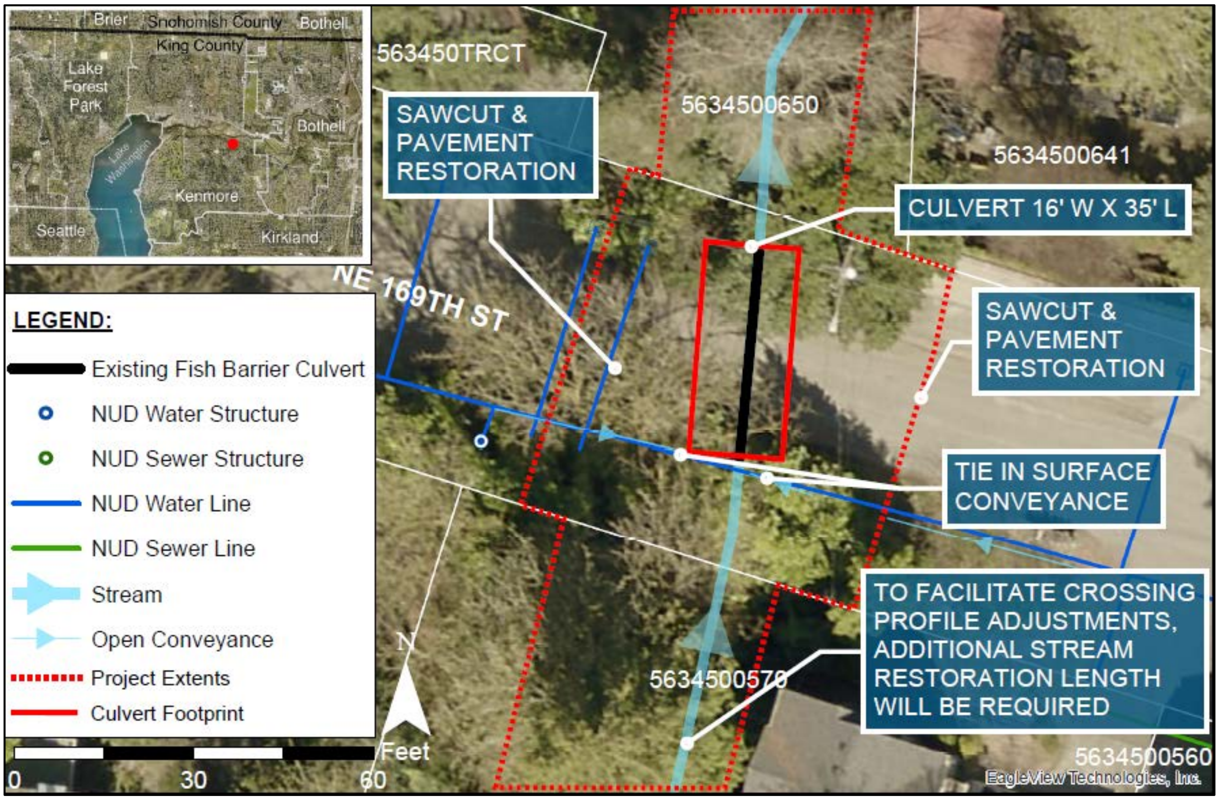
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 11.0 feet based on field measurements taken near the stream crossing.The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 16-feet wide by 35-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. The stream invert elevation drops significantly downstream of the crossing, so the restoration project will need to extend further up or down stream to fully remove the fish barrier. This will require the acquisition of an easement for construction. The water utility systems near this project is expected to require standard relocation or replacement.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,264,100.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2023-2028

EXPENDITURES	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2023-2028 Totals
PARKS							
P 1 Twin Springs Park Phase I	$111,300	$0	$0	$0	$0	$0	$111,300
P 18 Rhododendron Park - Sign Replacement	$28,000	$0	$0	$0	$0	$0	$28,000
P 27 ƛ' a x̌ʷ a d i s Park Waterfront & Natural Open Space	$230,000	$60,000	$60,000	$60,000	$60,000	$60,000	$530,000
P 28 Log Boom Park Waterfront Access & Mitigation	$60,000	$60,000	$50,000	$50,000	$50,000	$50,000	$320,000
P 30 Rhododendron Park Boathouse Pavilion	$23,200	$3,200	$3,200	$3,200	$0	$0	$32,800
P 32 Moorlands Athletic Field Turf Replacement	$0	$0	$30,000	$15,000	$730,000	$0	$775,000
Total Parks	**$452,500**	**$123,200**	**$143,200**	**$128,200**	**$840,000**	**$110,000**	**$1,797,100**

TRANSPORTATION							
T 8 SR 522 West B 57th to 61st	$250,000	$250,000	$1,485,000	$15,000	$0	$0	$2,000,000
T 27 Pedestrian Facilities Program	$315,000	$315,000	$315,000	$315,000	$315,000	$315,000	$1,890,000
T 35 Pavement Preservation	$1,110,000	$850,000	$1,070,000	$200,000	$1,520,000	$200,000	$4,950,000
T 38 Lower Swamp Creek Bridge Replacement	$35,000	$15,000	$225,000	$250,000	$2,525,000	$25,000	$3,075,000
T 41 Juanita Dr Pedestrian & Bicycle Safety Improvements	$687,925	$0	$0	$0	$0	$0	$687,925
T 42 68th Ave Pedestrian & Bicycle Safety Improvements	$180,745	$25,000	$25,000	$25,000	$25,000	$25,000	$305,745
T 44 61st Ave Sidewalk Replacement Project	$250,000	$275,000	$4,154,265	$240,000	$25,000	$25,000	$4,969,265
T-207 - SR 522 Mid-block crossing	$42,500	$0	$0	$0	$0	$0	$42,500
T-244 Burk-Gilman Trail/NE 175th St. Wayfinding & Connectiv	$255,213	$0	$0	$0	$0	$0	$255,213
T252 ADA Transition Program	$500,000	$0	$250,000	$1,000,000	$250,000	$1,000,000	$3,000,000
T 37 West Sammamish River Bridge Replacement	$1,345,285	$36,500	$36,500	$36,500	$36,500	$181,894	$1,673,179
Total Transportation	**$4,971,668**	**$1,766,500**	**$7,560,765**	**$2,081,500**	**$4,696,500**	**$1,771,894**	**$22,848,827**

SURFACE WATER							
SW 8 190th St. Fish Passable Culvert	$2,816,250	$0	$0	$0	$0	$0	$2,816,250
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 (Phase 1)	$0	$0	$800,000	$814,300	$0	$0	$1,614,300
SW 17 Little Swamp Creek Relocation (Phase 2)	$0	$0	$0	$0	$165,840	$4,600,000	$4,765,840
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	$650,000	$0	$0	$0	$650,000
SW 34 Blueberry Creek Culverts	$50,000	$200,000	$0	$0	$0	$0	$250,000
SW 35 Muck Creek Restoration Project	$100,000	$400,000	$0	$0	$0	$0	$500,000
T 44 61st Ave Sidewalk Replacement Project	$0	$0	$30,000	$0	$0	$0	$30,000
Total Surface Water	**$3,122,900**	**$756,650**	**$1,636,650**	**$970,950**	**$322,490**	**$4,756,650**	**$11,566,290**

CITY FACILITIES							
F 1 Public Works Shop Land Acquisition & Development	$4,000,000	$10,100,000	$0	$0	$0	$0	$14,100,000
Consultant and Acquisition Costs.	$0	$0	$0	$0	$0	$0	$0
F 2 Debt Repayment	$575,604	$1,275,402	$1,276,153	$1,276,652	$1,276,903	$1,276,903	$6,957,617
Total City Facilities	**$4,575,604**	**$11,375,402**	**$1,276,153**	**$1,276,652**	**$1,276,903**	**$1,276,903**	**$21,057,617**
TOTAL EXPENDITURES	**$13,122,672**	**$14,021,752**	**$10,616,768**	**$4,457,302**	**$7,135,893**	**$7,915,447**	**$57,269,834**

CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2023-2028

REVENUES	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2023-2028 Totals
PARKS							
Park Impact Fee Revenue	$ -	$ -	$ 30,000	$ 15,000	$ 160,000	$ -	$ 205,000
Real Estate Excise Tax (Parks)	$ 238,000	$ 20,000	$ 20,000	$ 30,000	$ 30,000	$ 30,000	$ 368,000
Strategic Opportunities Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Public Art Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -
City Swamp Creek Basin Funds	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 240,000
King County Park Levy	$ 63,200	$ 63,200	$ 53,200	$ 43,200	$ 40,000	$ 40,000	$ 302,800
WA State Appropriation	$ 111,300	$ -	$ -	$ -	$ -	$ -	$ 111,300
Sports Leagues	$ -	$ -	$ -	$ -	$ 220,000	$ -	$ 220,000
Other Grants - unsecured	$ -	$ -	$ -	$ -	$ 350,000	$ -	$ 350,000
TRANSPORTATION							
Transportation Impact Fee Revenue	$ 600,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 1,100,000
Real Estate Excise Tax (Transportation)	$ 2,791,379	$ 825,000	$ 730,000	$1,305,000	$1,065,000	$1,315,000	$ 8,031,379
Real Estate Excise Tax (Sammamish Bridge Replacement)	$ 798,970	$ 36,500	$ 36,500	$ 36,500	$ 36,500	$ 181,894	$ 1,126,864
Surface Water Utility Funds	$ -	$ -	$ 30,000	$ -	$ -	$ -	$ 30,000
KAPE Funds	$ -	$ 280,000	$ 870,000	$ 150,000	$ 970,000	$ 150,000	$ 2,420,000
Connecting WA Funds	$ 296,315	$ 250,000	$ 1,485,000	$ 15,000	$ -	$ -	$ 2,046,315
Move Ahead WA	$ 50,000	$ 137,500	$ 3,087,500	$ 225,000	$ -	$ -	$ 3,500,000
WSDOT pedestrian/bike grant	$ 435,004	$ 137,500	$ 996,765	$ -	$ -	$ -	$ 1,569,269
Walkways & Waterways Bonds: Juanita and 68th Ave	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Other grants or funding - unsecured	$ -	$ -	$ 225,000	$ 250,000	$2,525,000	$ 25,000	$ 3,025,000
SURFACE WATER							
Surface Water Utility Funds	$ 1,471,900	$ 656,650	$ 456,650	$ 320,950	$ 222,490	$4,656,650	$ 7,785,290
Surface Water General Utility Charges	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 600,000
Reimbursement from Utilities	$ 296,000	$ -	$ -	$ -	$ -	$ -	$ 296,000
Public Works Trust Fund Loan: 190th Culvert	$ 890,000	$ -	$ -	$ -	$ -	$ -	$ 890,000
King County Flood Control District Resources	$ -	$ -	$ 380,000	$ 50,000	$ -	$ -	$ 430,000
Conservation Grant	$ 365,000	$ -	$ 390,070	$ -	$ -	$ -	$ 755,070
Other grants - unsecured	$ -	$ -	$ 309,930	$ 500,000	$ -	$ -	$ 809,930
CITY FACILITIES							
20 year Note Public Works Shop	$ 4,000,000	$10,100,000	$ -	$ -	$ -	$ -	$14,100,000
Surface Water Utility Funds	$ 240,603	$ 533,272	$ 533,603	$ 533,822	$ 533,933	$ 533,933	$ 2,909,166
REET	$ 251,539	$ 557,512	$ 557,857	$ 558,087	$ 558,202	$ 558,202	$ 3,041,399
Street Fund	$ 54,682	$ 121,198	$ 121,273	$ 121,323	$ 121,348	$ 121,348	$ 661,172
General Fund	$ 28,780	$ 63,420	$ 63,420	$ 63,420	$ 63,420	$ 63,420	$ 345,880
TOTAL REVENUES	**$13,122,672**	**$14,021,752**	**$10,616,768**	**$4,457,302**	**$7,135,893**	**$7,915,447**	**$57,269,834**

City of Kenmore, Washington

PUBLIC HEARING on the 2023-2029 Surface Water Management Capital Improvement Program (CIP)

November 13, 2023 Council Meeting

Surface Water Management CIP Program 2023-2029 $34.5M using Rapid Progress Option

14 TOTAL PROJECTS

Valued at $34,512,450

INCLUDES $10M in New Debt for Fish Passage Culvert Replacement Projects

Provides Modest Growth of Reserve Balance

Surface Water Management Revisions
Existing Projects

Existing Projects:

- **SW 8 190th ST Fish Passable Culvert**. Project increased by $80,000 to complete this work.
- **SW 17 Little Swamp Creek Relocation (Phase 1 & 2).** Project estimate reduced by $663,540 but is still conceptual. Reduced cost anticipated with earlier completion date.
- **SW 20 Small Works Projects.** These project costs have been increased $223,500 to account for inflation.
- **SW 29 Infiltration Tank Retrofit/61st AVE NE/NE 196th ST.** Estimated project costs reduced by $120,000 from previous CIP based on updated information.
- **SW 34 Blueberry Creek Culverts.** There are no financial or timing changes to this project from the prior CIP.
- **SW 35 Muck Creek Restoration Project.** There are no financial or timing changes to this project from the prior CIP.

Surface Water Management Revisions
New Projects

New Projects:

- **SW 33 Stormwater Facility Retrofit.** This new $1.2M project will retrofit existing drainage facilities or add facilities to untreated areas citywide.
- **SW 36 Restoration Projects**. $5.6M ($4.1M through 2029) will be spent on acquiring and then restoration of critical area habitat.
- **SW 37 192nd SC Trib Fish Passage Culvert Replacement**. This is a new $1,735,000 project that will replace an existing fish passage barrier culvert with a new culvert.
- **SW 38 thru SW 41 Trib 0057 Fish Passage Culvert Replacement**. These four projects estimated at $6.9M are all located along Tributary 0057. The replacement of these culverts will result in large fish habitat gains – over 14,000 stream channels opened up.
- **SW 42 169th Samm Trib Fish Passage Culvert Replacement**. This new, $2.3M culvert replacement, is a high priority due to the significant environmental benefits – 98% of this stream will be opened up for fish passage.

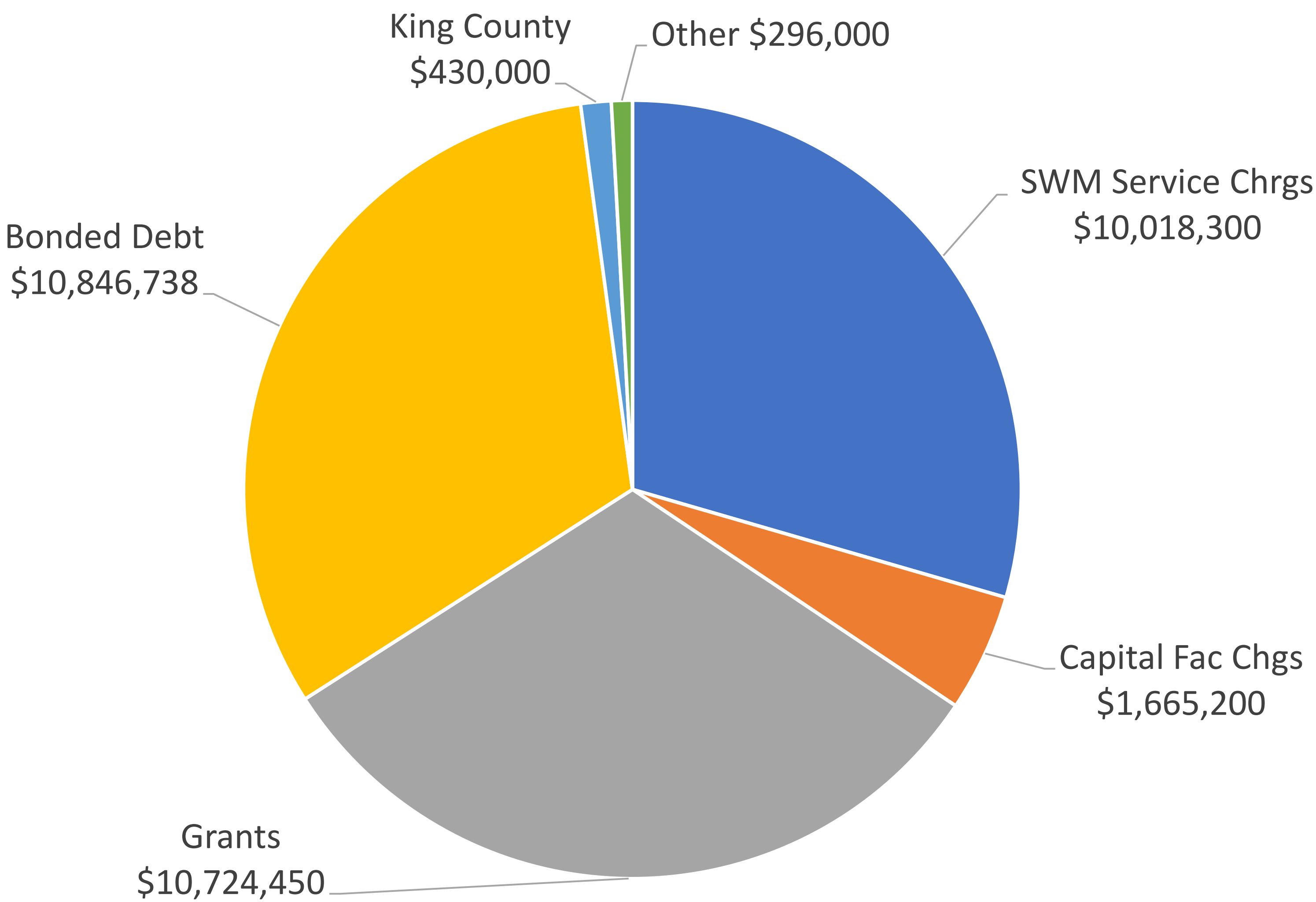
Surface Water Management Capital Improvement Projects
$34.5M - Rapid Progress Option

#	DESCRIPTION	Total 2023-2029
SW8	190th ST Fish Passable Culvert & Debt payments	$3,457,850
SW17	Little Swamp Creek Relocation	$5,716,600
SW20	Small Works Projects	$580,000
SW29	Infiltration Tank Retrofit at 61st AVE NE/NE 196th	$530,000
SW33	Stormwater Facility Retrofit	$1,186,900
SW34	Blueberry Creek Culverts	$250,000
SW35	Muck Creek Restoration Project	$500,000
SW36	Restoration Projects (Land Acq, Demo, Restore)	$4,062,200
SW37	192nd SC Trib Fish Passage Culvert (FPC) Replmt	$1,735,000
SW38	163rd Trib 0057 FPC Replacement	$2,165,400
SW39	76th Trib 0057 FPC Replacement	$1,957,100
SW40	74th Trib 0057 FPC Replacement (upstream)	$2,498,300

Surface Water Management Capital Improvement Projects
$34.5M - Rapid Progress Option

#	DESCRIPTION	Total 2023-2028
SW41	74th Trib 0057 FPC Replacement (downstream)	$2,509,000
SW42	80th Ave. NE Sidewalk Project	$2,264,100
	Fish Passage Culvert Projects Debt Payments	$5,100,000

2023-2029 SWM Capital Project Resources $34.0M



CITY OF KENMORE, WASHINGTON
SURFACE WATER CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2024-2029

Project Description	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
SW 8 190th St. Fish Passable Culvert (Construction)	$2,866,300	$20,000	$0	$0	$0	$0	$0	$2,886,300
SW 8 190th St. Fish Passable Culvert Debt Payments	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$571,550
SW 17 Little Swamp Creek Relocation (Phase 1)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 17 Little Swamp Creek Relocation (Phase 2)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 20 Small Works Projects	$75,000	$75,000	$79,500	$83,500	$86,800	$89,000	$91,200	$580,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	$0	$0	$530,000	$0	$0	$0	$0	$530,000
SW 33 Stormwater Facility Retrofit	$0	$0	$0	$0	$578,800	$0	$608,100	$1,186,900
SW 34 Blueberry Creek Culverts	$50,000	$200,000	$0	$0	$0	$0	$0	$250,000
SW 35 Muck Creek Restoration Project	$100,000	$400,000	$0	$0	$0	$0	$0	$500,000
SW 36 Restoration Projects (Land Acquisition, Demo, Restoration)	$0	$49,000	$742,000	$779,100	$810,300	$830,500	$851,300	$4,062,200
SW 37 192ND SC Trib Fish Passage Culvert Replacement	$0	$1,735,000	$0	$0	$0	$0	$0	$1,735,000
SW 38 163RD Trib 0057 Fish Passage Culvert Replacement	$0	$197,500	$209,400	$1,758,500	$0	$0	$0	$2,165,400
SW 39 76TH Trib 0057 Fish Passage Culvert Replacement	$0	$178,500	$189,200	$1,589,400	$0	$0	$0	$1,957,100
SW 40 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$170,300	$180,500	$2,147,500	$0	$0	$0	$2,498,300
SW 41 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$105,800	$112,100	$2,291,100	$0	$0	$0	$2,509,000
SW 42 169TH Samm Trib Fish Passage Culvert Replacement	$0	$206,500	$218,900	$1,838,700	$0	$0	$0	$2,264,100
Fish Passage Culvert Projects Debt Payments	$0	$850,000	$850,000	$850,000	$850,000	$850,000	$850,000	$5,100,000
Total Project Costs	**$3,172,950**	**$4,269,250**	**$3,723,250**	**$11,976,050**	**$7,037,550**	**$1,851,150**	**$2,482,250**	**$34,512,450**

Funding As Proposed:	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	$863,638	$0	$0	$0	$0	$0	$0	$863,638
Bond proceeds for Fish Passage Culvert projects	$0	$858,600	$1,440,100	$5,369,400	$2,315,000		$0	$9,983,100
Grant Funds	$0	$1,043,100	$371,000	$5,202,400	$2,720,200	$415,300	$425,700	$10,177,700
Capital Facilities Charge & Interest (Fund 402)	$221,700	$210,300	$218,100	$234,700	$248,400	$261,800	$270,200	$1,665,200
Reimbursement from Utilities	$296,000	$0	$0	$0	$0	$0	$0	$296,000
SWM Service Charge Fund Transfer (401 to 402)	$96,500	$1,493,700	$1,880,800	$1,666,700	$1,566,600	$1,621,700	$1,692,300	$10,018,300
King County Flood Control District Resources	$0	$0	$380,000	$50,000	$0	$0	$0	$430,000
Conservation Futures Grants (Property Acquisition)	$546,750	$0	$0	$0	$0	$0	$0	$546,750
Total Project Funding	**$2,024,588**	**$3,605,700**	**$4,290,000**	**$12,523,200**	**$6,850,200**	**$2,298,800**	**$2,388,200**	**$33,980,688**

Thank You

This concludes the presentation for the Public Hearing on the 2023-2029 Surface Water Management Capital Improvement Program.

Comments or Questions?

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic:

Public Hearing on the amended 2023-2029 Capital Improvement Program for Surface Water Management (SWM)

Adopt Ordinance No. 23-0598 amending the 2023-2029 Capital Improvement Program for Surface Water Management

Proposed Council Action/Motion:

Public Hearing on the amended 2023-2029 Capital Improvement Program for Surface Water Management

Adopt Ordinance No. 23-0598 amending the 2023-2029 Capital Improvement Program for Surface Water Management

For Council Meeting Agenda of: November 13, 2023

Departments: City Manager, Finance and Admin, Environmental Services

Prepared by:
Rob Karlinsey, City Manager
Melinda Merrell, Finance & Admin Director
Richard Sawyer, Environmental Services Director

	Initial & Date
Approved by Department Head:	MM, 10/25/23
Approved by City Attorney:	NA
Approved by Finance Director:	MM, 10/25/23
Approved by City Manager:	RK, 11/3/2023

Exhibits/Attachments:
Attachment 1: Ordinance 23-0598 with Exhibit A, SWM Capital Improvement Program
Attachment 2: SWM Project Narratives
Attachment 3: Adopted CIP, 2023-2024 Biennial Budget Book, pages 214-215

Summary:

A Public Hearing will be held to receive public comment on the amended 2023 – 2029 Surface Water Management (SWM) Capital Improvement Program (CIP). The amended SWM CIP was presented for the City Council's review and discussion on October 16, 2023. Adoption of the Ordinance No. 23-0598 is to occur at the November 13, 2023 City Council meeting.

Information/Background:

The current 2023-2028 Six-Year Capital Improvement Program (CIP) was adopted by Ordinance 22-0559 on October 24, 2022 (Attachment 3). The first two years of the CIP (2023 and 2024) were incorporated into the Biennial Budget. The following recommended updates to the SW CIP are in keeping with the City Council's top priority of reducing greenhouse gas emissions and environmental stewardship as well as a future Kenmore with no fish-blocking culverts, restoration of riparian habitat, and fully-treated roadway runoff resulting in clean waterways.

Revisions to this CIP may result in Budget Amendments to the 2023-2024 Biennial Budget during the Mid-Biennium review this fall.

The eight (8) SWM Projects added to the 2023-2029 CIP include the following:

- **SW 33 Stormwater Facility Retrofit.** This $1.2M project will begin in 2027.
- **SW 36 Restoration Project (Land acquisition, demo, restoration).** This project is spread across the next 6 years (and beyond) and will exceed $4.1 million.
- **SW 37 192nd SC Trib Fish Passage Culvert Replacement.** This new $1.7M project would begin in 2024.
- **SW 38 through SW 41 Trib 0057 Fish Passage Culvert Replacement Projects.** These four (4) projects replace the culverts along stream 0057.
- **SW 42 169th Samm Trib Fish Passage Culvert Replacement.** Design to begin in 2024 on this $2.3M project.

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 updated Surface Water Management CIP is a product of the SWM rate analysis study referred to above. It balances City resources, Surface Water Utility fees, and various grant funds. 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 Surface Water Management Capital Improvement Program includes 14 individual projects plus debt service which total $34,512,450 over the six-year planning horizon through 2029. The project costs, funding sources and narratives are displayed in Attachments 1 and 2.

City Council Priority or Budget Objective Being Addressed:

City Council Priority 1: Implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 23-0598

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AMENDING ORDINANCE NO. 22-0559 AND THE SURFACE WATER MANANAGMENT PORTION OF THE 2023-2028 SIX-YEAR CAPITAL IMPROVEMENT PROGRAM AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on October 24, 2022, the City Council adopted Ordinance No. 22-0559, which adopted the 2023-2028 Six-Year Capital Improvement Program ("CIP"); and

WHEREAS, on September 11, 2023, the City Council adopted Ordinance No. 23-0594, which amended the 2023-2028 Six-Year Capital Improvement Program ("CIP") for Transportation, Parks and City Facilities; and

WHEREAS, on October 16, 2023, at a regularly scheduled meeting, the City Council was presented with information regarding the proposed amendments to the 2023-2029 Surface Water Management (SWM) Capital Improvement Program; and

WHEREAS, the City Council desires to amend the 2023-2028 CIP to reflect changes in project budgets and funding for existing SWM Projects SW-8, SW-17, SW-20, SW-29, SW-33, SW-34, SW-35, SW-36, SW-37, SW-38, SW-39, SW-40, SW-41, SW-42 and includes the debt service needed to complete the Fish Passage Culvert projects and cover half of Phase 1 of the Public Works Operations Center.

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

Section 1. Amendment. The City Council amends Ordinance No. 22-0559 and the 2023-2028 Capital Improvement Program, specifically the Expenditures and Revenues for Surface Water Management, as set forth on Exhibit "A," entitled "City of Kenmore, Washington Surface Water Capital Improvement Program for the Years 2023-2029," attached hereto and incorporated by reference. All other provisions of Ordinance No. 22-0559 not amended by this Ordinance shall remain in full force and effect.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of the publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 13th DAY OF NOVEMBER, 2023.

CITY OF KENMORE

____
Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

____
Anastasiya Warhol, City Clerk

Approved as to form:

____
Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
ORDINANCE NO.:
DATE OF PUBLICATION:
EFFECTIVE DATE:

CITY OF KENMORE, WASHINGTON
SURFACE WATER CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2023-2029

Project Description	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
SW 8 190th St. Fish Passable Culvert (Construction)	$2,866,300	$20,000	$0	$0	$0	$0	$0	$2,886,300
SW 8 190th St. Fish Passable Culvert Debt Payments	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$571,550
SW 17 Little Swamp Creek Relocation (Phase 1)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 17 Little Swamp Creek Relocation (Phase 2)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 20 Small Works Projects	$75,000	$75,000	$79,500	$83,500	$86,800	$89,000	$91,200	$580,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	$0	$0	$530,000	$0	$0	$0	$0	$530,000
SW 33 Stormwater Facility Retrofit	$0	$0	$0	$0	$578,800	$0	$608,100	$1,186,900
SW 34 Blueberry Creek Culverts	$50,000	$200,000	$0	$0	$0	$0	$0	$250,000
SW 35 Muck Creek Restoration Project	$100,000	$400,000	$0	$0	$0	$0	$0	$500,000
SW 36 Restoration Projects (Land Acquisition, Demo, Restoration)	$0	$49,000	$742,000	$779,100	$810,300	$830,500	$851,300	$4,062,200
SW 37 192ND SC Trib Fish Passage Culvert Replacement	$0	$1,735,000	$0	$0	$0	$0	$0	$1,735,000
SW 38 163RD Trib 0057 Fish Passage Culvert Replacement	$0	$197,500	$209,400	$1,758,500	$0	$0	$0	$2,165,400
SW 39 76TH Trib 0057 Fish Passage Culvert Replacement	$0	$178,500	$189,200	$1,589,400	$0	$0	$0	$1,957,100
SW 40 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$170,300	$180,500	$2,147,500	$0	$0	$0	$2,498,300
SW 41 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$105,800	$112,100	$2,291,100	$0	$0	$0	$2,509,000
SW 42 169TH Samm Trib Fish Passage Culvert Replacement	$0	$206,500	$218,900	$1,838,700	$0	$0	$0	$2,264,100
Fish Passage Culvert Projects Debt Payments	$0	$850,000	$850,000	$850,000	$850,000	$850,000	$850,000	$5,100,000
Total Project Costs	**$3,172,950**	**$4,269,250**	**$3,723,250**	**$11,976,050**	**$7,037,550**	**$1,851,150**	**$2,482,250**	**$34,512,450**

Funding As Proposed:	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	$863,638	$0	$0	$0	$0	$0	$0	$863,638
Bond proceeds for Fish Passage Culvert projects	$0	$858,600	$1,440,100	$5,369,400	$2,315,000		$0	$9,983,100
Grant Funds	$0	$1,043,100	$371,000	$5,202,400	$2,720,200	$415,300	$425,700	$10,177,700
Capital Facilities Charge & Interest (Fund 402)	$221,700	$210,300	$218,100	$234,700	$248,400	$261,800	$270,200	$1,665,200
Reimbursement from Utilities	$296,000	$0	$0	$0	$0	$0	$0	$296,000
SWM Service Charge Fund Transfer (401 to 402)	$96,500	$1,493,700	$1,880,800	$1,666,700	$1,566,600	$1,621,700	$1,692,300	$10,018,300
King County Flood Control District Resources	$0	$0	$380,000	$50,000	$0	$0	$0	$430,000
Conservation Futures Grants (Property Acquisition)	$546,750	$0	$0	$0	$0	$0	$0	$546,750
Total Project Funding	**$2,024,588**	**$3,605,700**	**$4,290,000**	**$12,523,200**	**$6,850,200**	**$2,298,800**	**$2,388,200**	**$33,980,688**

SWM CIP ID:	SW-017
Project:	Little Swamp Creek Relocation
Location:	80TH AVE NE & NE 195TH ST
Basin:	Swamp Creek
Cost Estimate:	$5,716,600
Summary:	Relocate Little Swamp Creek from roadside ditch to natural stream, remove/replace four culverts, install separate roadside drainage.
Updated:	October 2023

NARRATIVE

Little Swamp Creek (LSC) flows 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 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.

The project requires acquisition of property and/or easements on three properties identified as hatched areas in the location photo below. No agreements on property acquisition have been secured to date.

CONCEPTUAL DESIGN

- Restore 1,100 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.

CONSIDERATIONS FOR IMPLEMENTATION

- Project will require environmental review, including SEPA, WDFW HPA, and possibly USACOE permit.
- Kenmore Resolution 02-061 includes frontage improvement requirements funded through property owner reimbursement or Local Improvement District.
- Easement and/or ROW acquisition required. Currently, not all owners are willing sellers.
- Downstream analysis needed. Adverse impacts are not anticipated.
- Temporary stream bypass and fish exclusion shall be used during construction.
- Traffic control will be needed.
- Flow control and water quality facilities needed along the west side of 80TH AVE NE depending on scope of frontage improvements.

PROJECT LOCATION

West side of 80TH AVE between NE 198TH ST and NE 193RD PL.

PROJECT COST ESTIMATE

Estimates are at conceptual stage only. Including property acquisition, cost is estimated to be approximately $5,716,600.

SCHEDULE

2025, 2026 – Design, property/ROW negotiations, permits
2027 - Construction

SWM CIP ID:	SW-020
Project:	Surface Water Small Works Program
Location:	Citywide
Basin:	Citywide
Cost Estimate:	2023 – 2029 SWM CIP Cost $580,000
Summary:	Conduct minor stormwater improvement projects too large for City crews.
Updated:	October 2023

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 larger capital improvement project.

CONCEPTUAL DESIGN

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

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA typically not needed.
- Temporary construction easements may be needed.
- Erosion and sediment controls may be needed.
- Traffic control may be needed.

PROJECT LOCATION

Citywide.

PROJECT COST ESTIMATE

2023 – 2029 CIP cost is $580,000

SCHEDULE

Projects are identified annually and construction occurs during summer months.

SWM CIP ID:	SW-029
Project:	Kenmore Lane (Neighborhood) Drainage Facility Retrofit
Location:	61ST AVE NE and NE 196TH ST
Basin:	Tributary 0056
Cost Estimate:	$500,000
Summary:	Replace aged 1970's drainage facility with modern facility.
Updated:	October 2023

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 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.

CONCEPTUAL DESIGN

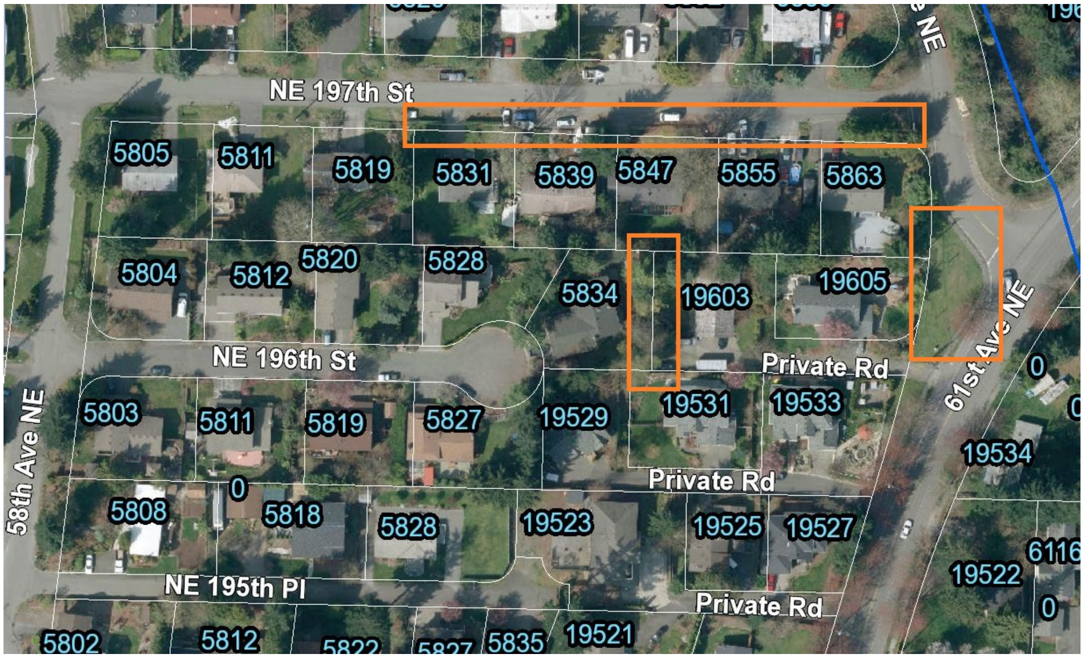
- Remove existing infiltration drainage facility located within easement on private property
- Install new facility in adjacent right-of-way location
- Modify adjacent conveyance systems to reduce private property impacts and erosion issues
- Utilize low impact development best management practices

CONSIDERATIONS FOR IMPLEMENTATION

- No critical area permits needed.
- Temporary construction easements needed.
- Utility location considerations.
- Traffic control will be needed.
- Erosion and sediment controls needed.

PROJECT LOCATION

61ST AVE NE and NE 196TH ST/NE 197TH ST.



PROJECT COST ESTIMATE

90% estimate is $500,000.

SCHEDULE

2024/2025 – Finalize design, advertise and construction.

SWM CIP ID:	SW-033
Project:	Stormwater Facility Retrofit Program
Location:	Citywide
Basin:	Citywide
Cost Estimate:	$1,186,900
Summary:	Retrofit existing drainage facilities or add facilities to untreated areas.
Updated:	October 2023

NARRATIVE

Existing City operated stormwater facilities require replacement when they reach the end of their serviceable lifespan. Additionally, areas of the City's right-of-way may have been developed prior to modern stormwater management regulations and do not have any facilities treating those areas. Staff annually inspect drainage facilities and identify existing facilities or new areas for retrofit or reconstruction.

At a minimum, retrofits will meet the existing performance of the facility, however, whenever possible staff will attempt to update the flow control and/or water quality treatment capabilities of the facility to current standards using the best available technology.

CONCEPTUAL DESIGN

Stormwater facilities will be designed and constructed to the City's current design standards.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements may be needed.
- Erosion and sediment controls may be needed.
- Stream bypass system may be needed.
- Traffic control may be needed.

PROJECT LOCATION

Citywide.

PROJECT COST ESTIMATE

2023 – 2029 CIP costs are estimated to be $1,186,900

SCHEDULE

2027 and 2029 – Construction

SWM CIP ID:	SW-034
Project:	Blueberry Creek Culvert Mitigation
Location:	68TH AVE NE and NE 202ND ST
Basin:	Blueberry Creek (Swamp Creek)
Cost Estimate:	$250,000
Summary:	Remove fish passage blocking culvert from Blueberry Creek.
Updated:	October 2023

NARRATIVE

Impacts resulting from a failed culvert conveying Blueberry Creek under NE 202ND ST during construction of the 68TH AVE NE Improvement Project resulted in mitigation requirements for Blueberry Creek. As mitigation, the City is removing a fish blocking culvert from the stream and restoring the creek in that area. This fish barrier is the downstream most barrier known to exist in the creek and will open access to fish to Swamp Creek.

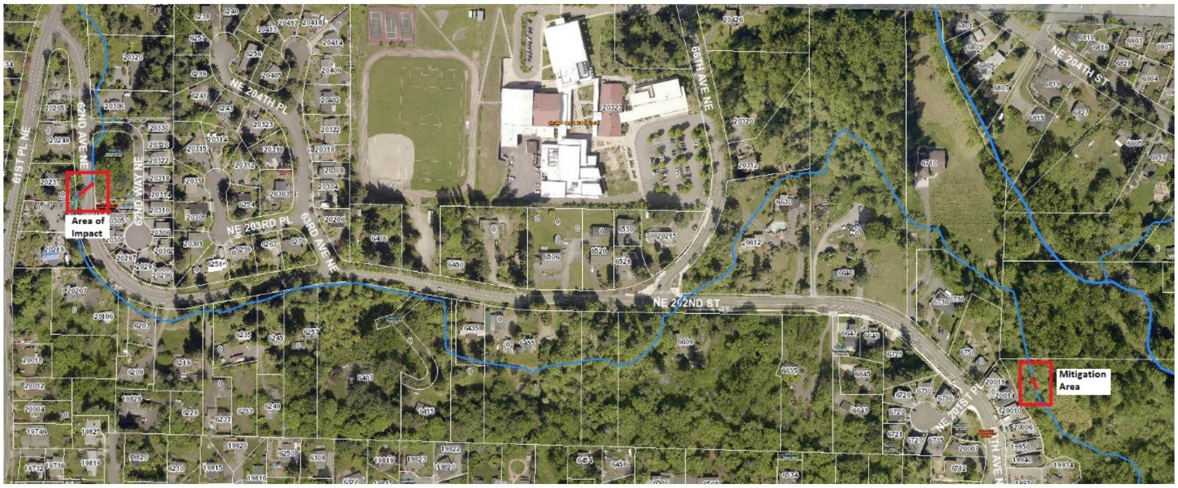
CONCEPTUAL DESIGN

- Remove existing 12-inch culvert from stream. Access restrictions will likely require hand removal of the culvert in pieces.
- Restoration work surrounding culvert will likely have to be done by hand due to access issues and to minimize adverse impacts to critical area.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Difficult access to project location. Manual work likely required.
- Erosion and sediment controls needed.
- Stream bypass system needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The conceptual level estimate is $250,000.

SCHEDULE

2024 – Finalize design, advertise and construction.

SWM CIP ID:	SW-035
Project:	Muck Creek Restoration
Location:	18727 73RD AVE NE
Basin:	Muck Creek (Swamp Creek)
Cost Estimate:	$500,000
Summary:	Remove structures from City owned property and restore habitat.
Updated:	October 2023

NARRATIVE

The city acquired, with assistance from a King County Conservation Futures grant, a property adjacent to Muck Creek on 73RD AVE NE. The property had a long history of flooding and the existing structures are located within the stream buffers and flood plain. The City plans to remove all structures and impervious areas from the property and restore the stream and adjacent habitat back to natural conditions.

CONCEPTUAL DESIGN

- Remove existing structures and impervious area (e.g. driveway, patios, etc…).
- Realign the stream to utilize available area and add complexity to stream
- Restore adjacent habitat

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.

PROJECT LOCATION

PROJECT COST ESTIMATE

The preliminary design level estimate for design and construction is $500,000. Land acquisition was $680,000. Conservation Futures provided $510,000.

SCHEDULE

2024/2025 – Finalize design, advertise and construction.

SWM CIP ID:	SW-036
Project:	SWM Restoration Program
Location:	Citywide
Basin:	Citywide
Cost Estimate:	2023-2029 Total Cost $5,594,300
Summary:	Acquire critical area property for restoration and conservation.
Updated:	October 2023

NARRATIVE

Restoration of critical area habitat has been identified as a priority of the community and City Council. This program is designed to provide funds for restoration and conservation projects and include expenses associated with land acquisition, demolition of existing structures and impervious areas, restoration of property to natural conditions, and grant matches.

Restoration sites will be selected through an analysis, conducted basin by basin (e.g. Swamp Creek), which evaluates factors such as property value, current use, potential habitat gain benefit, etc…

CONCEPTUAL DESIGN

This program will fund multiple restoration projects and will be updated each CIP cycle. Once sites are identified through a basin-wide analysis, conceptual designs and budgets will be prepared and presented to the City Manager or City Council for approval, depending on the funding level authority needed.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, USACOE permits and WDFW HPA may be needed.
- Fish window restrictions for construction may be required.
- Temporary construction easements may be needed.
- Erosion and sediment controls may be required.
- Stream bypass system may be required.

PROJECT LOCATION

Citywide

PROJECT COST ESTIMATE

Total 2023-2029 CIP cost is estimated to be $5,594,300. The City will be applying for conservation grants to reimburse 50%-75% of these costs.

SCHEDULE

2023 to 2024 –Restoration potential analyses conducted, starting with Swamp Creek.
2025 to 2029 – Land acquisition, design, permits, construction.

SWM CIP ID:	SW-037
Project:	SC Trib Fish Passage Culvert Replacement
Location:	18727 73RD AVE NE
Basin:	Swamp Creek Tributary
Cost Estimate:	$1,735,000
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

An unnamed tributary to Swamp Creek flows north to south under NE 192ND ST just east of 73RD AVE NE. The existing culvert is an identified fish passage barrier and the City plans to remove the barrier and replace it with a larger box culvert.

CONCEPTUAL DESIGN

- Remove existing fish passage barrier culvert.
- Install fish passage friendly box culvert.
- Restore adjacent stream habitat.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION

PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $1,735,000.
Awaiting approval for grant funding in the amount of approximately $1,000,000.

SCHEDULE

2024/2025 – Finalize design, advertise and construction.

SWM CIP ID:	SW-038
Project:	0057 Fish Passage Culvert Replacement (163RD)
Location:	7531 NE 163RD ST
Basin:	Tributary 0057
Cost Estimate:	$2,165,400
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and NE 163rd St was identified by WDFW as a full barrier to fish passage July 22, 2021. The existing crossing consists of two 18-inch corrugated metal pipe culverts with approximately 7.5 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 20,800 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

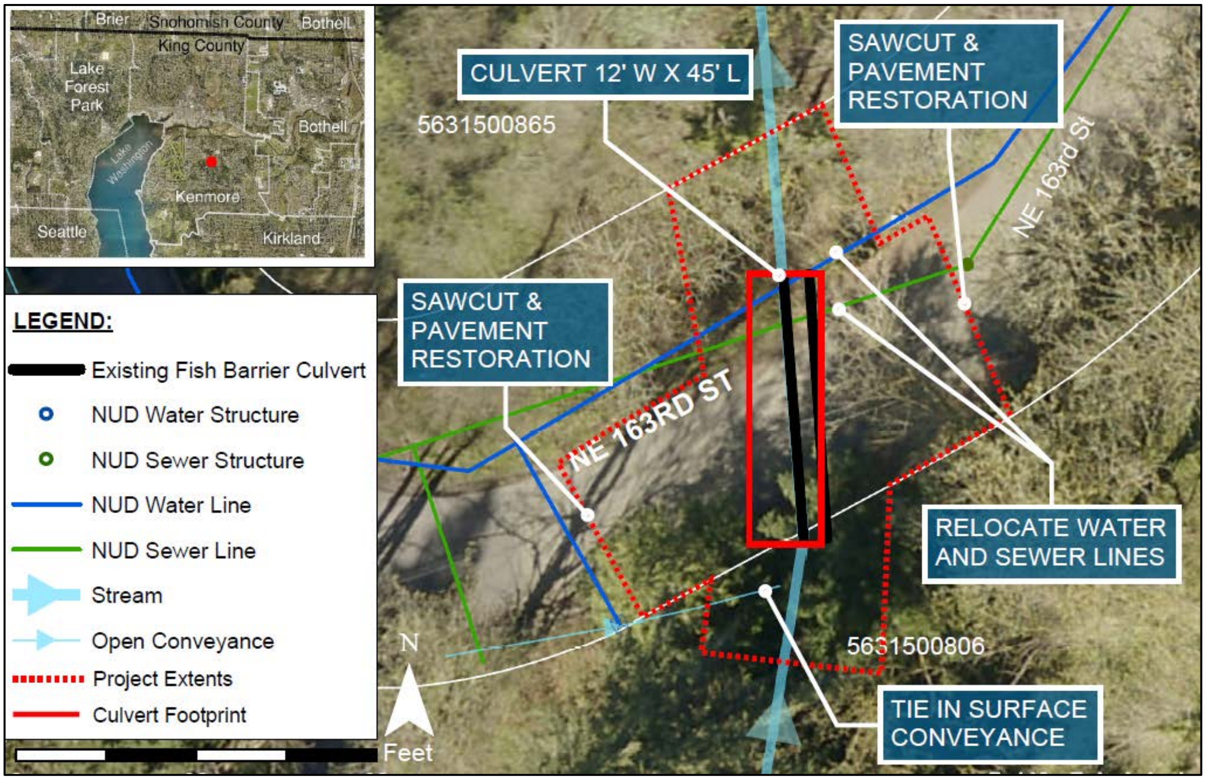
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 8.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 12-feet wide by 45-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small. The existing crossing ends near the upstream ROW, so an easement will be required for construction. The sewer and water utility systems near this project are expected to require standard relocation or replacement.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,165,400.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-039
Project:	0057 Fish Passage Culvert Replacement (76TH)
Location:	7531 NE 163RD ST
Basin:	Tributary 0057
Cost Estimate:	$1,957,100
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and 76th Ave NE was identified by WDFW as a partial barrier to fish passage July 1, 2021. The existing crossing consists of a 24-inch concrete culvert with approximately 3.5 feet of roadway fill. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 13,480 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

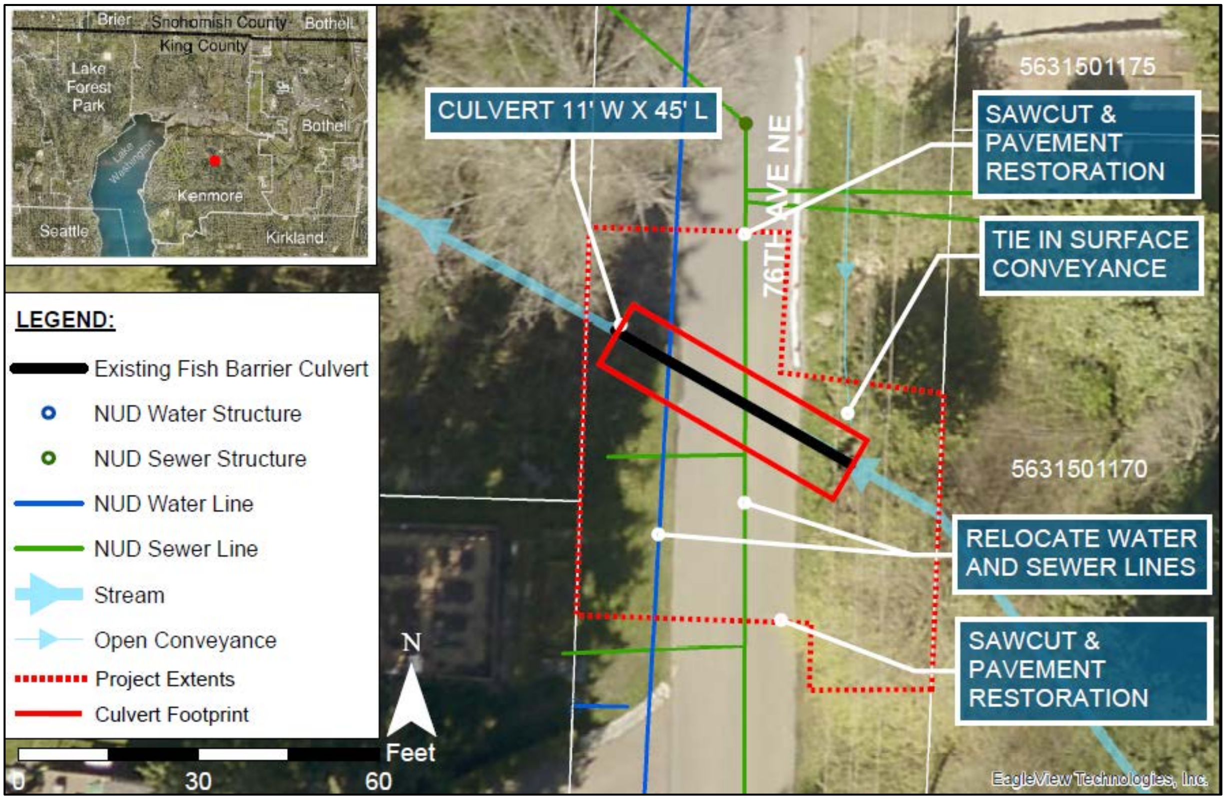
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 7.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 11-feet wide by 45-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small and ROW acquisition limited. The sewer and water utility systems near this project are expected to require standard relocation or replacement.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $1,957,100.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-040
Project:	0057 Fish Passage Culvert Replacement (74TH Upstream)
Location:	16527 74TH AVE NE
Basin:	Tributary 0057
Cost Estimate:	$2,498,300
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and 74th Ave NE was identified by WDFW as a partial barrier to fish passage August 19, 2021. The existing crossing is a 24-inch concrete culvert with approximately 4.0 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental and community benefits. The project will result in a fish habitat gain of 29,500 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

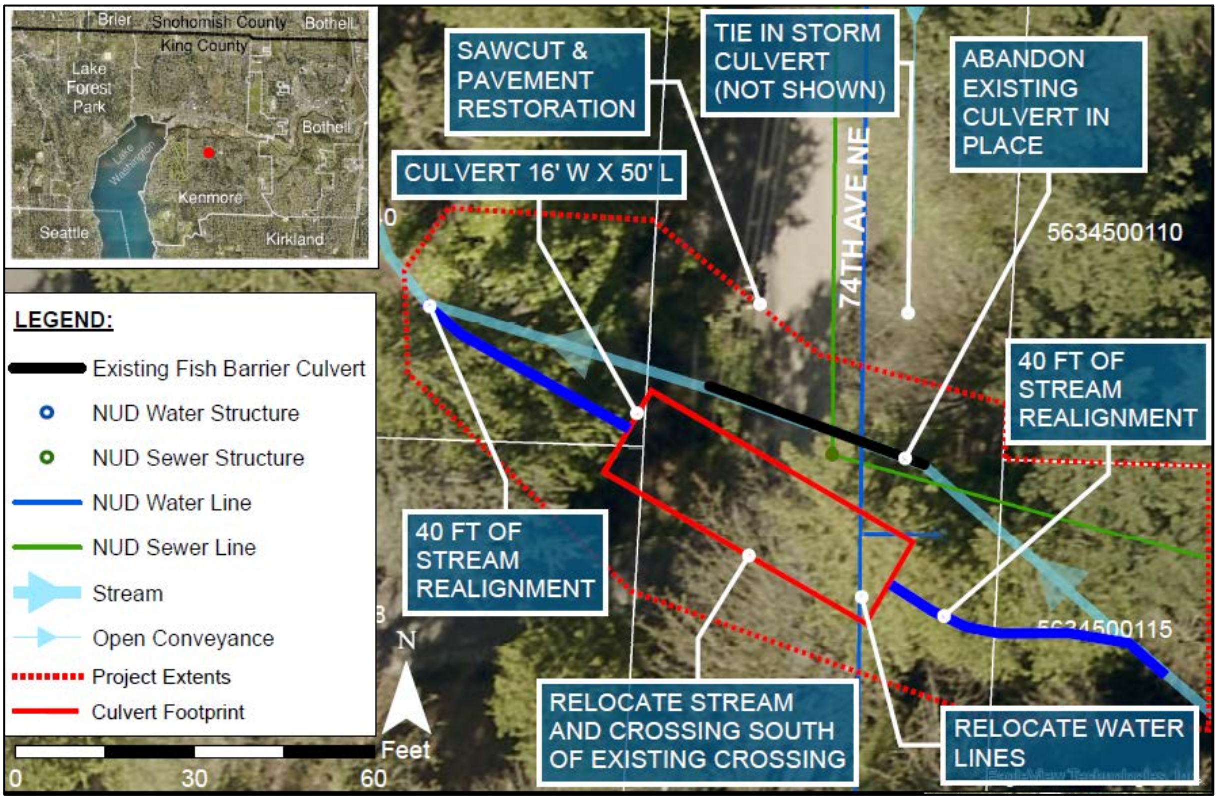
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 11.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine the concept design culvert dimensions of 16-feet wide by 50-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. The existing crossing is near a sewer manhole. Installing the fish passable culvert at the existing culvert location may require extensive sewer realignment and installation of additional manholes. This concept design proposes relocating the crossing to the south of the sewer line to avoid this conflict.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,498,300.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-041
Project:	0057 Fish Passage Culvert Replacement (74TH Downstream)
Location:	16527 74TH AVE NE
Basin:	Tributary 0057
Cost Estimate:	$2,509,000
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and a private driveway off of 74th Ave NE was identified by WDFW as a partial barrier to fish passage on August 19, 2021. The existing crossing consists a 48-inch concrete culvert with approximately 2 feet of roadway fill. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 31,248 square feet for many potential species including sockeye salmon, cutthroat trout, resident trout, steelhead trout, and coho salmon and bull trout.

CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 7.0 feet based on field measurements taken near the stream crossing.The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 11-feet wide by 25-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small. The stream and crossing are located on private property, so an easement will be required.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION

PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,509,000.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

SWM CIP ID:	SW-042
Project:	Samm Trib Fish Passage Culvert Replacement (169TH)
Location:	8122 NE 169TH ST
Basin:	Sammamish River Tributary
Cost Estimate:	$2,264,100
Summary:	Replace existing fish passage barrier culvert with new culvert.
Updated:	October 2023

NARRATIVE

The existing culvert crossing at the intersection of Sammamish Tributary 1 and NE 169th St was identified by WDFW as a full barrier to fish passage July 26, 2021. The existing crossing is a 24-inch concrete culvert with approximately 5.0 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 7,140 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

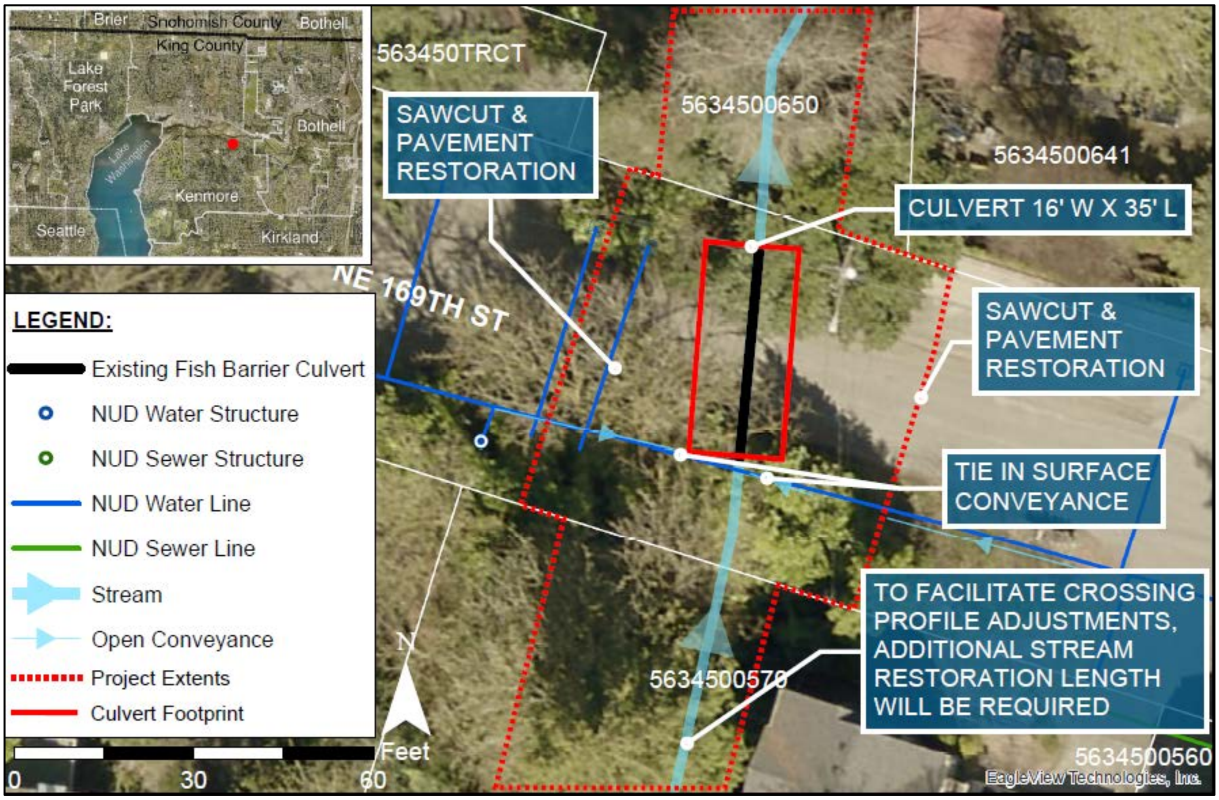
CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 11.0 feet based on field measurements taken near the stream crossing.The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 16-feet wide by 35-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. The stream invert elevation drops significantly downstream of the crossing, so the restoration project will need to extend further up or down stream to fully remove the fish barrier. This will require the acquisition of an easement for construction. The water utility systems near this project is expected to require standard relocation or replacement.

CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

PROJECT LOCATION



PROJECT COST ESTIMATE

The preliminary design level estimate for the project is $2,264,100.
Staff will be applying for grants to cover at least 50% of construction costs.

SCHEDULE

2024/2025 – Finalize design, permits, and advertise.
2026 – Construction

CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2023-2028

EXPENDITURES	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2023-2028 Totals
PARKS							
P 1 Twin Springs Park Phase I	$111,300	$0	$0	$0	$0	$0	$111,300
P 18 Rhododendron Park - Sign Replacement	$28,000	$0	$0	$0	$0	$0	$28,000
P 27 ƛ' a x̌ʷ a d i s Park Waterfront & Natural Open Space	$230,000	$60,000	$60,000	$60,000	$60,000	$60,000	$530,000
P 28 Log Boom Park Waterfront Access & Mitigation	$60,000	$60,000	$50,000	$50,000	$50,000	$50,000	$320,000
P 30 Rhododendron Park Boathouse Pavilion	$23,200	$3,200	$3,200	$3,200	$0	$0	$32,800
P 32 Moorlands Athletic Field Turf Replacement	$0	$0	$30,000	$15,000	$730,000	$0	$775,000
Total Parks	**$452,500**	**$123,200**	**$143,200**	**$128,200**	**$840,000**	**$110,000**	**$1,797,100**

TRANSPORTATION							
T 8 SR 522 West B 57th to 61st	$250,000	$250,000	$1,485,000	$15,000	$0	$0	$2,000,000
T 27 Pedestrian Facilities Program	$315,000	$315,000	$315,000	$315,000	$315,000	$315,000	$1,890,000
T 35 Pavement Preservation	$1,110,000	$850,000	$1,070,000	$200,000	$1,520,000	$200,000	$4,950,000
T 38 Lower Swamp Creek Bridge Replacement	$35,000	$15,000	$225,000	$250,000	$2,525,000	$25,000	$3,075,000
T 41 Juanita Dr Pedestrian & Bicycle Safety Improvements	$687,925	$0	$0	$0	$0	$0	$687,925
T 42 68th Ave Pedestrian & Bicycle Safety Improvements	$180,745	$25,000	$25,000	$25,000	$25,000	$25,000	$305,745
T 44 61st Ave Sidewalk Replacement Project	$250,000	$275,000	$4,154,265	$240,000	$25,000	$25,000	$4,969,265
T-207 - SR 522 Mid-block crossing	$42,500	$0	$0	$0	$0	$0	$42,500
T-244 Burk-Gilman Trail/NE 175th St. Wayfinding & Connectiv	$255,213	$0	$0	$0	$0	$0	$255,213
T252 ADA Transition Program	$500,000	$0	$250,000	$1,000,000	$250,000	$1,000,000	$3,000,000
T 37 West Sammamish River Bridge Replacement	$1,345,285	$36,500	$36,500	$36,500	$36,500	$181,894	$1,673,179
Total Transportation	**$4,971,668**	**$1,766,500**	**$7,560,765**	**$2,081,500**	**$4,696,500**	**$1,771,894**	**$22,848,827**

SURFACE WATER							
SW 8 190th St. Fish Passable Culvert	$2,816,250	$0	$0	$0	$0	$0	$2,816,250
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 (Phase 1)	$0	$0	$800,000	$814,300	$0	$0	$1,614,300
SW 17 Little Swamp Creek Relocation (Phase 2)	$0	$0	$0	$0	$165,840	$4,600,000	$4,765,840
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	$650,000	$0	$0	$0	$650,000
SW 34 Blueberry Creek Culverts	$50,000	$200,000	$0	$0	$0	$0	$250,000
SW 35 Muck Creek Restoration Project	$100,000	$400,000	$0	$0	$0	$0	$500,000
T 44 61st Ave Sidewalk Replacement Project	$0	$0	$30,000	$0	$0	$0	$30,000
Total Surface Water	**$3,122,900**	**$756,650**	**$1,636,650**	**$970,950**	**$322,490**	**$4,756,650**	**$11,566,290**

CITY FACILITIES							
F 1 Public Works Shop Land Acquisition & Development	$4,000,000	$10,100,000	$0	$0	$0	$0	$14,100,000
Consultant and Acquisition Costs.	$0	$0	$0	$0	$0	$0	$0
F 2 Debt Repayment	$575,604	$1,275,402	$1,276,153	$1,276,652	$1,276,903	$1,276,903	$6,957,617
Total City Facilities	**$4,575,604**	**$11,375,402**	**$1,276,153**	**$1,276,652**	**$1,276,903**	**$1,276,903**	**$21,057,617**

TOTAL EXPENDITURES	**$13,122,672**	**$14,021,752**	**$10,616,768**	**$4,457,302**	**$7,135,893**	**$7,915,447**	**$57,269,834**

CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2023-2028

REVENUES	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2023-2028 Totals
PARKS							
Park Impact Fee Revenue	$ -	$ -	$ 30,000	$ 15,000	$ 160,000	$ -	$ 205,000
Real Estate Excise Tax (Parks)	$ 238,000	$ 20,000	$ 20,000	$ 30,000	$ 30,000	$ 30,000	$ 368,000
Strategic Opportunities Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Public Art Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -
City Swamp Creek Basin Funds	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 240,000
King County Park Levy	$ 63,200	$ 63,200	$ 53,200	$ 43,200	$ 40,000	$ 40,000	$ 302,800
WA State Appropriation	$ 111,300	$ -	$ -	$ -	$ -	$ -	$ 111,300
Sports Leagues	$ -	$ -	$ -	$ -	$ 220,000	$ -	$ 220,000
Other Grants - unsecured	$ -	$ -	$ -	$ -	$ 350,000	$ -	$ 350,000
TRANSPORTATION							
Transportation Impact Fee Revenue	$ 600,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 1,100,000
Real Estate Excise Tax (Transportation)	$ 2,791,379	$ 825,000	$ 730,000	$1,305,000	$1,065,000	$1,315,000	$ 8,031,379
Real Estate Excise Tax (Sammamish Bridge Replacement)	$ 798,970	$ 36,500	$ 36,500	$ 36,500	$ 36,500	$ 181,894	$ 1,126,864
Surface Water Utility Funds	$ -	$ -	$ 30,000	$ -	$ -	$ -	$ 30,000
KAPE Funds	$ -	$ 280,000	$ 870,000	$ 150,000	$ 970,000	$ 150,000	$ 2,420,000
Connecting WA Funds	$ 296,315	$ 250,000	$ 1,485,000	$ 15,000	$ -	$ -	$ 2,046,315
Move Ahead WA	$ 50,000	$ 137,500	$ 3,087,500	$ 225,000	$ -	$ -	$ 3,500,000
WSDOT pedestrian/bike grant	$ 435,004	$ 137,500	$ 996,765	$ -	$ -	$ -	$ 1,569,269
Walkways & Waterways Bonds: Juanita and 68th Ave	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Other grants or funding - unsecured	$ -	$ -	$ 225,000	$ 250,000	$2,525,000	$ 25,000	$ 3,025,000
SURFACE WATER							
Surface Water Utility Funds	$ 1,471,900	$ 656,650	$ 456,650	$ 320,950	$ 222,490	$4,656,650	$ 7,785,290
Surface Water General Utility Charges	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 600,000
Reimbursement from Utilities	$ 296,000	$ -	$ -	$ -	$ -	$ -	$ 296,000
Public Works Trust Fund Loan: 190th Culvert	$ 890,000	$ -	$ -	$ -	$ -	$ -	$ 890,000
King County Flood Control District Resources	$ -	$ -	$ 380,000	$ 50,000	$ -	$ -	$ 430,000
Conservation Grant	$ 365,000	$ -	$ 390,070	$ -	$ -	$ -	$ 755,070
Other grants - unsecured	$ -	$ -	$ 309,930	$ 500,000	$ -	$ -	$ 809,930
CITY FACILITIES							
20 year Note Public Works Shop	$ 4,000,000	$10,100,000	$ -	$ -	$ -	$ -	$14,100,000
Surface Water Utility Funds	$ 240,603	$ 533,272	$ 533,603	$ 533,822	$ 533,933	$ 533,933	$ 2,909,166
REET	$ 251,539	$ 557,512	$ 557,857	$ 558,087	$ 558,202	$ 558,202	$ 3,041,399
Street Fund	$ 54,682	$ 121,198	$ 121,273	$ 121,323	$ 121,348	$ 121,348	$ 661,172
General Fund	$ 28,780	$ 63,420	$ 63,420	$ 63,420	$ 63,420	$ 63,420	$ 345,880
TOTAL REVENUES	**$13,122,672**	**$14,021,752**	**$10,616,768**	**$4,457,302**	**$7,135,893**	**$7,915,447**	**$57,269,834**

City of Kenmore, Washington

PUBLIC HEARING on the 2023-2029 Surface Water Management Capital Improvement Program (CIP)

November 13, 2023 Council Meeting

Surface Water Management CIP Program 2023-2029
$34.5M using Rapid Progress Option

14 TOTAL PROJECTS

Valued at $34,512,450

INCLUDES $10M in New Debt for Fish Passage Culvert Replacement Projects

Provides Modest Growth of Reserve Balance

Surface Water Management Revisions
Existing Projects

Existing Projects:

- **SW 8 190th ST Fish Passable Culvert**. Project increased by $80,000 to complete this work.
- **SW 17 Little Swamp Creek Relocation (Phase 1 & 2).** Project estimate reduced by $663,540 but is still conceptual. Reduced cost anticipated with earlier completion date.
- **SW 20 Small Works Projects.** These project costs have been increased $223,500 to account for inflation.
- **SW 29 Infiltration Tank Retrofit/61st AVE NE/NE 196th ST.** Estimated project costs reduced by $120,000 from previous CIP based on updated information.
- **SW 34 Blueberry Creek Culverts.** There are no financial or timing changes to this project from the prior CIP.
- **SW 35 Muck Creek Restoration Project.** There are no financial or timing changes to this project from the prior CIP.

Surface Water Management Revisions
New Projects

New Projects:

- **SW 33 Stormwater Facility Retrofit.** This new $1.2M project will retrofit existing drainage facilities or add facilities to untreated areas citywide.
- **SW 36 Restoration Projects**. $5.6M ($4.1M through 2029) will be spent on acquiring and then restoration of critical area habitat.
- **SW 37 192nd SC Trib Fish Passage Culvert Replacement**. This is a new $1,735,000 project that will replace an existing fish passage barrier culvert with a new culvert.
- **SW 38 thru SW 41 Trib 0057 Fish Passage Culvert Replacement**. These four projects estimated at $6.9M are all located along Tributary 0057. The replacement of these culverts will result in large fish habitat gains – over 14,000 stream channels opened up.
- **SW 42 169th Samm Trib Fish Passage Culvert Replacement**. This new, $2.3M culvert replacement, is a high priority due to the significant environmental benefits – 98% of this stream will be opened up for fish passage.

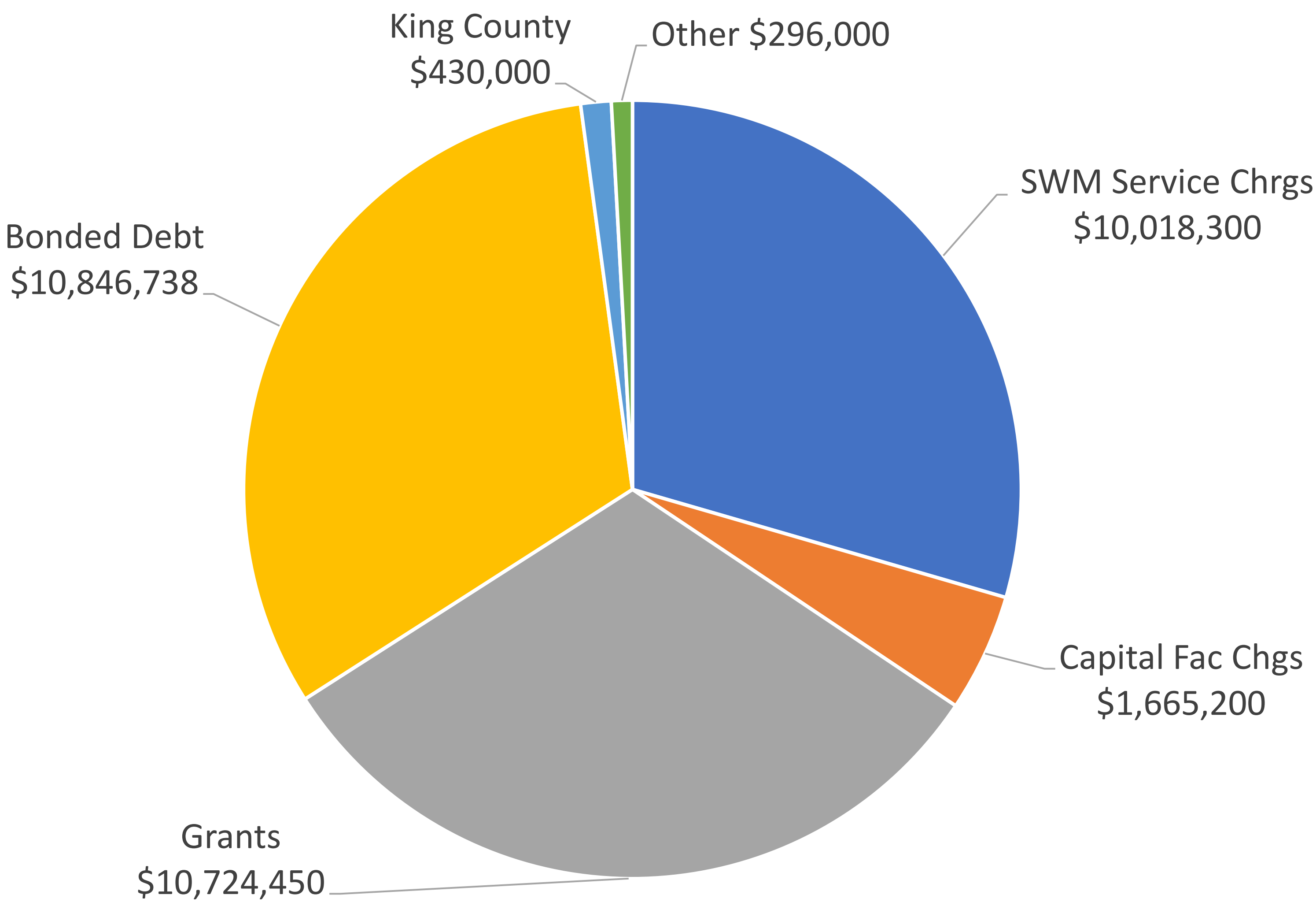
Surface Water Management Capital Improvement Projects $34.5M - Rapid Progress Option

#	DESCRIPTION	Total 2023-2029
SW8	190th ST Fish Passable Culvert & Debt payments	$3,457,850
SW17	Little Swamp Creek Relocation	$5,716,600
SW20	Small Works Projects	$580,000
SW29	Infiltration Tank Retrofit at 61st AVE NE/NE 196th	$530,000
SW33	Stormwater Facility Retrofit	$1,186,900
SW34	Blueberry Creek Culverts	$250,000
SW35	Muck Creek Restoration Project	$500,000
SW36	Restoration Projects (Land Acq, Demo, Restore)	$4,062,200
SW37	192nd SC Trib Fish Passage Culvert (FPC) Replmt	$1,735,000
SW38	163rd Trib 0057 FPC Replacement	$2,165,400
SW39	76th Trib 0057 FPC Replacement	$1,957,100
SW40	74th Trib 0057 FPC Replacement (upstream)	$2,498,300

Surface Water Management Capital Improvement Projects $34.5M - Rapid Progress Option

#	DESCRIPTION	Total 2023-2028
SW41	74th Trib 0057 FPC Replacement (downstream)	$2,509,000
SW42	80th Ave. NE Sidewalk Project	$2,264,100
	Fish Passage Culvert Projects Debt Payments	$5,100,000

2023-2029 SWM Capital Project Resources
$34.0M



CITY OF KENMORE, WASHINGTON
SURFACE WATER CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2024-2029

Project Description	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
SW 8 190th St. Fish Passable Culvert (Construction)	$2,866,300	$20,000	$0	$0	$0	$0	$0	$2,886,300
SW 8 190th St. Fish Passable Culvert Debt Payments	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$81,650	$571,550
SW 17 Little Swamp Creek Relocation (Phase 1)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 17 Little Swamp Creek Relocation (Phase 2)	$0	$0	$265,000	$278,300	$2,315,000	$0	$0	$2,858,300
SW 20 Small Works Projects	$75,000	$75,000	$79,500	$83,500	$86,800	$89,000	$91,200	$580,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	$0	$0	$530,000	$0	$0	$0	$0	$530,000
SW 33 Stormwater Facility Retrofit	$0	$0	$0	$0	$578,800	$0	$608,100	$1,186,900
SW 34 Blueberry Creek Culverts	$50,000	$200,000	$0	$0	$0	$0	$0	$250,000
SW 35 Muck Creek Restoration Project	$100,000	$400,000	$0	$0	$0	$0	$0	$500,000
SW 36 Restoration Projects (Land Acquisition, Demo, Restoration)	$0	$49,000	$742,000	$779,100	$810,300	$830,500	$851,300	$4,062,200
SW 37 192ND SC Trib Fish Passage Culvert Replacement	$0	$1,735,000	$0	$0	$0	$0	$0	$1,735,000
SW 38 163RD Trib 0057 Fish Passage Culvert Replacement	$0	$197,500	$209,400	$1,758,500	$0	$0	$0	$2,165,400
SW 39 76TH Trib 0057 Fish Passage Culvert Replacement	$0	$178,500	$189,200	$1,589,400	$0	$0	$0	$1,957,100
SW 40 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$170,300	$180,500	$2,147,500	$0	$0	$0	$2,498,300
SW 41 74TH Trib 0057 Fish Passage Culvert Replacement	$0	$105,800	$112,100	$2,291,100	$0	$0	$0	$2,509,000
SW 42 169TH Samm Trib Fish Passage Culvert Replacement	$0	$206,500	$218,900	$1,838,700	$0	$0	$0	$2,264,100
Fish Passage Culvert Projects Debt Payments	$0	$850,000	$850,000	$850,000	$850,000	$850,000	$850,000	$5,100,000
Total Project Costs	**$3,172,950**	**$4,269,250**	**$3,723,250**	**$11,976,050**	**$7,037,550**	**$1,851,150**	**$2,482,250**	**$34,512,450**

Funding As Proposed:	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed	2023-2029 Totals
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	$863,638	$0	$0	$0	$0	$0	$0	$863,638
Bond proceeds for Fish Passage Culvert projects	$0	$858,600	$1,440,100	$5,369,400	$2,315,000		$0	$9,983,100
Grant Funds	$0	$1,043,100	$371,000	$5,202,400	$2,720,200	$415,300	$425,700	$10,177,700
Capital Facilities Charge & Interest (Fund 402)	$221,700	$210,300	$218,100	$234,700	$248,400	$261,800	$270,200	$1,665,200
Reimbursement from Utilities	$296,000	$0	$0	$0	$0	$0	$0	$296,000
SWM Service Charge Fund Transfer (401 to 402)	$96,500	$1,493,700	$1,880,800	$1,666,700	$1,566,600	$1,621,700	$1,692,300	$10,018,300
King County Flood Control District Resources	$0	$0	$380,000	$50,000	$0	$0	$0	$430,000
Conservation Futures Grants (Property Acquisition)	$546,750	$0	$0	$0	$0	$0	$0	$546,750
Total Project Funding	**$2,024,588**	**$3,605,700**	**$4,290,000**	**$12,523,200**	**$6,850,200**	**$2,298,800**	**$2,388,200**	**$33,980,688**

Thank You

This concludes the presentation for the Public Hearing on the 2023-2029 Surface Water Management Capital Improvement Program.

Comments or Questions?

City Council Agenda Bill
City of Kenmore, WA

Subject/Topic: Transportation Impact Fee Update Discussion **Proposed Council Action/Motion:** No decision.	**For Council Meeting Agenda of:** 11/13/2023 **Department:** Public Works Engineering **Prepared by:** John Vicente, P.E. **Initial & Date** **Approved by Department Head:** **JV** **Approved by City Attorney:** N/A **Approved by Finance Director:** N/A **Approved by City Manager:** **RK** **Exhibits/Attachments:** Attachment 1: Revised Impact Fee Study Attachment 2: Impact Fee Rate Schedule

Summary:

The Transportation Impact Fee has been updated and was presented to City Council for discussion on October 9, 2023. The fee calculation was revised since that last discussion. This item is for discussion only and will be brought to the Council for approval on November 27, 2023 as part of the updated fee schedule resolution.

Information/Background:

At the October 9th Council meeting, Council asked questions about the drop in impact fees from the current fees and to investigate if the updated fees can be adjusted. The impact fee calculation is restricted to a few elements within the City's control. The Transportation Impact Fees are calculated from several factors:

- Eligible Project List Cost: This is a listing of all projects that increase capacity within the City that can be reasonably expected to be completed within the 20-year time period. There isn't much adjustment that can be made to the current number that would have significant impact on the fee. The project list is a reasonable expectation given the current resources available.
- Future Growth: This identifies those projects that represent a response to growth within the region that can be expected and the associated cost of that response. Projects that respond to existing deficiencies (safety, LOS) are not allowed to be included in the fee calculation. From this future growth number, we determine the growth attributed to development inside Kenmore and that generates the eligible impact fee cost. Future growth has the greatest opportunity available to staff to make adjustments that have the most significant impact to the variations in fee.

- PM Peak Trip Ends: This is the projected traffic impacts to the City based upon growth. This is generated from the future housing and employment growth rate included in the City's land use data. This figure cannot be changed without changing the land use within the City.

The City's consultant, Parametrix, looked at the overall numbers and were able to make some reasonable adjustments to the future growth that resulted in an increase in the impact fee rate from the previously calculated rate. The revised study (Attachment 1) recommends a new per unit rate of $4,592. The current per unit rate is $7,233.57. This is a reduction of approximately 42% which is primarily due to completion of several large projects identified in the previous fee study and an increase in the forecast for future person trips. The revised proposed Transportation Impact Fee rates for each type of development are identified in the Transportation Impact Fee Schedule (Attachment 2).

Fiscal Consideration:

Impact Fees are one source of revenue for transportation capital projects. Actual revenue received is dependent on the type and quantity of development permits approved.

City Council Priority or Budget Objective Being Addressed:

Priority 3: Enhance Multimodal Transportation Implementation, Including Ped/Bike Safety.

KENMORE

TRANSPORTATION IMPACT FEE STUDY

NOVEMBER 2023

PREPARED FOR CITY OF KENMORE

PREPARED BY DKS ASSOCIATES

Reah Flisakowski, P.E.

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INTRODUCTION

This report provides an update to the Transportation Impact Fee Program for the City of Kenmore. The update was prepared for the following reasons:

- The Growth Management Act (GMA) requires regular updates to impact fee programs. The last Transportation Impact Fee program update was adopted by the city in 2015.
- New projects have been added to reflect the City's 2023 Comprehensive Plan Transportation Element update, while projects on the original impact fee project list have been completed.
- The costs of projects on the impact fee project list have increased due to inflation and changing project scope since the last program update in 2015.
- The patterns of traffic growth, land use, and redevelopment have changed.

The remaining sections of the report describe the impact fee program methodology, the analyses performed, and the resulting recommendations.

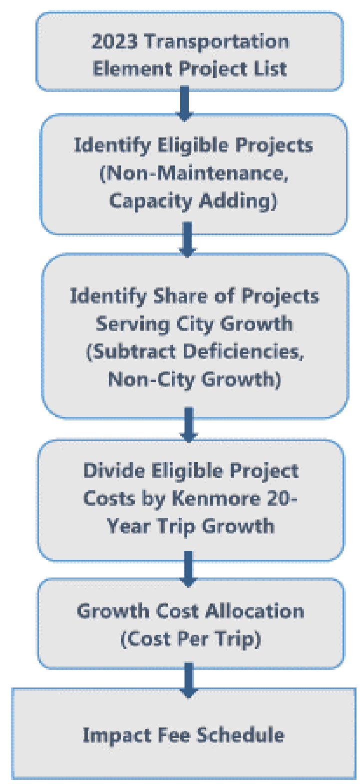
METHODOLOGY

The impact fee structure for the City of Kenmore was designed to determine the fair share of improvement costs that may be charged to new development. The GMA allows impact fees for system improvements that reasonably relate to the impacts of new development and specifies that fees are not to exceed a proportionate share of the costs of improvements.

The following points summarize the impact fee structure (Figure 1):

- A 20-year project improvement list was developed as a part of the Transportation Element.
- These projects were evaluated for impact fee eligibility (non-capacity investments were eliminated)
- Of the remaining eligible projects, the portion of those projects addressing existing deficiencies or carrying non-city growth were subtracted from eligible costs.
- The remaining list of eligible program costs were divided by Kenmore's expected growth in person trips over the next 20 years (through 2044).
- A land use-based fee schedule was developed using the cost per person trip calculated above.

Figure 1. Impact Fee Structure



IMPACT FEE PROJECT LIST

Washington State law (RCW 82.02.050) specifies that Transportation Impact Fees are to be spent on “system improvements.” System improvements can include physical or operational changes to existing roadways, as well as new roadway connections that are built in one location to benefit projected needs at another location. These are generally projects that add capacity (new streets, additional lanes, widening, signalization, etc.).

The City’s vision is to have a future transportation network that accommodates all modes of travel and its definition of LOS includes bicycle, pedestrian, and transit facilities. Its Impact Fee Program is structured to support the vision by funding bicycle, pedestrian, and transit-supportive projects that provide capacity for future growth and are within the right of way of ‘streets and roads’ as defined by the GMA.

The impact fee project list was based on the Transportation Element, which identifies transportation projects needed in the next 20 years and beyond to meet the adopted Level of Service (LOS) standards and ensure that adequate facilities are provided for all travel modes. Projects relating to non-capacity improvements, existing deficiencies, or projects beyond 20 years are not eligible. These capital projects form the basis for the City's impact fee and the 20-year concurrency project list.

The resulting project list is shown in Table 1. These projects add person capacity to the city’s transportation network. The project list includes several projects that add pedestrian and bicycle capacity, including the Sidewalk Program that relate to the multi-modal LOS policy adopted in the Transportation Element. These projects are shown in Figures 2 and 3.

TABLE 1: TRANSPORTATION IMPACT FEE PROJECTS

Projects	Benefit to Kenmore	Total Cost
Near Term (0-6 year) Projects		
SR 522 West B (West boundary to 61st Ave NE)	Improve pedestrian and bicycle accessibility, improve safety	$2,200,000
NE 181st St South Side (61st Ave NE-63rd Ave NE) Sidewalk	Improve pedestrian safety and encourage walking	$1,300,000
61st Ave NE Sidewalk Replacement (NE 181st St-62nd Ave NE)	Improve pedestrian safety, add accommodation for bicycles, enhance stream environment	$5,110,000
80th Ave NE Sidewalks (SR 522-NE 185th St)	Improve pedestrian and bicycle accessibility, improve safety	$2,470,000
NE 192nd St Sidewalks (73rd Ave NE - 75th Ave NE)	Improve pedestrian accessibility, improve safety	$800,000
Arrowhead Drive Sidewalks (NE 151st St - 64th Ave NE)	Improve pedestrian accessibility, improve safety	$2,220,000
84th Ave NE Sidewalks (NE 150th St - NE 155th St)	Improve pedestrian and bicycle accessibility, improve safety	$2,370,000
Lower Swamp Creek Bridge Replacement	Safely accommodate all uses by replacing aging bridge, maintain public access to residents.	$4,100,000
Pedestrian Facilities Plan Program (Sidewalk Program)	Improve pedestrian circulation, accessibility, safety, and encourage walking.	$2,000,000
Long Term (7-20 year) Projects		
Pedestrian Facilities Plan Program (Sidewalk Program)	Improve pedestrian circulation, accessibility, safety, and encourage walking.	$31,000,000
61st Ave NE/NE 193rd St Intersection	Intersection treatment to improve safety and vehicle operations	$2,200,000
73rd Ave NE/NE 192nd St Intersection	Intersection treatment to improve safety and vehicle operations	$3,700,000
Nonmotorized crossing of SR 522	Improved nonmotorized access across SR 522 in the vicinity of 67th Avenue NE	$17,160,000
NE 181st Street/SR 522 East Connection	Improved local access between future developments near the Kenmore Park & Ride, SR 522, and downtown Kenmore	$14,000,000
	Total	**$90,630,000**

FIGURE 2: BICYCLE PRIORITY NETWORK

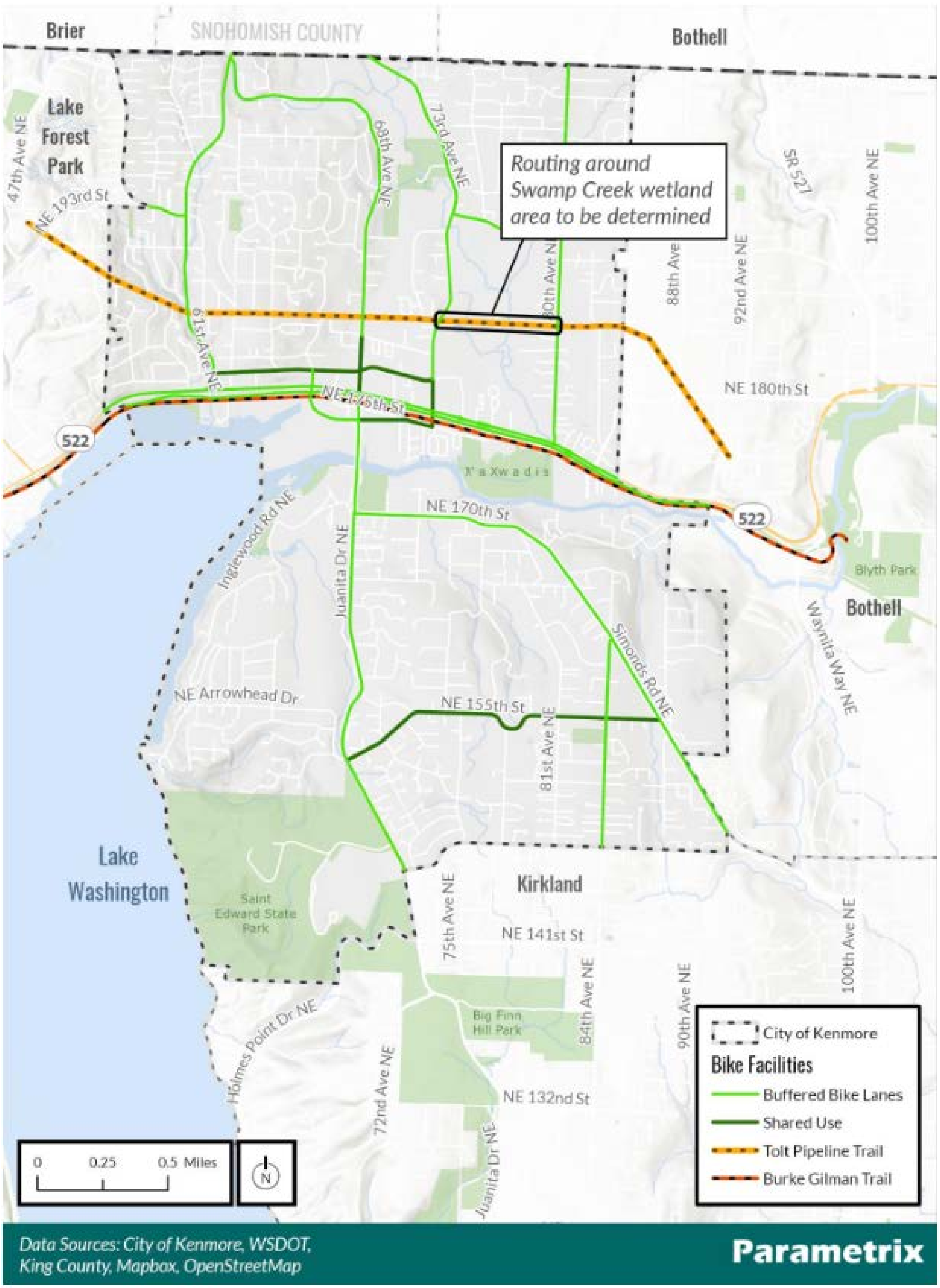
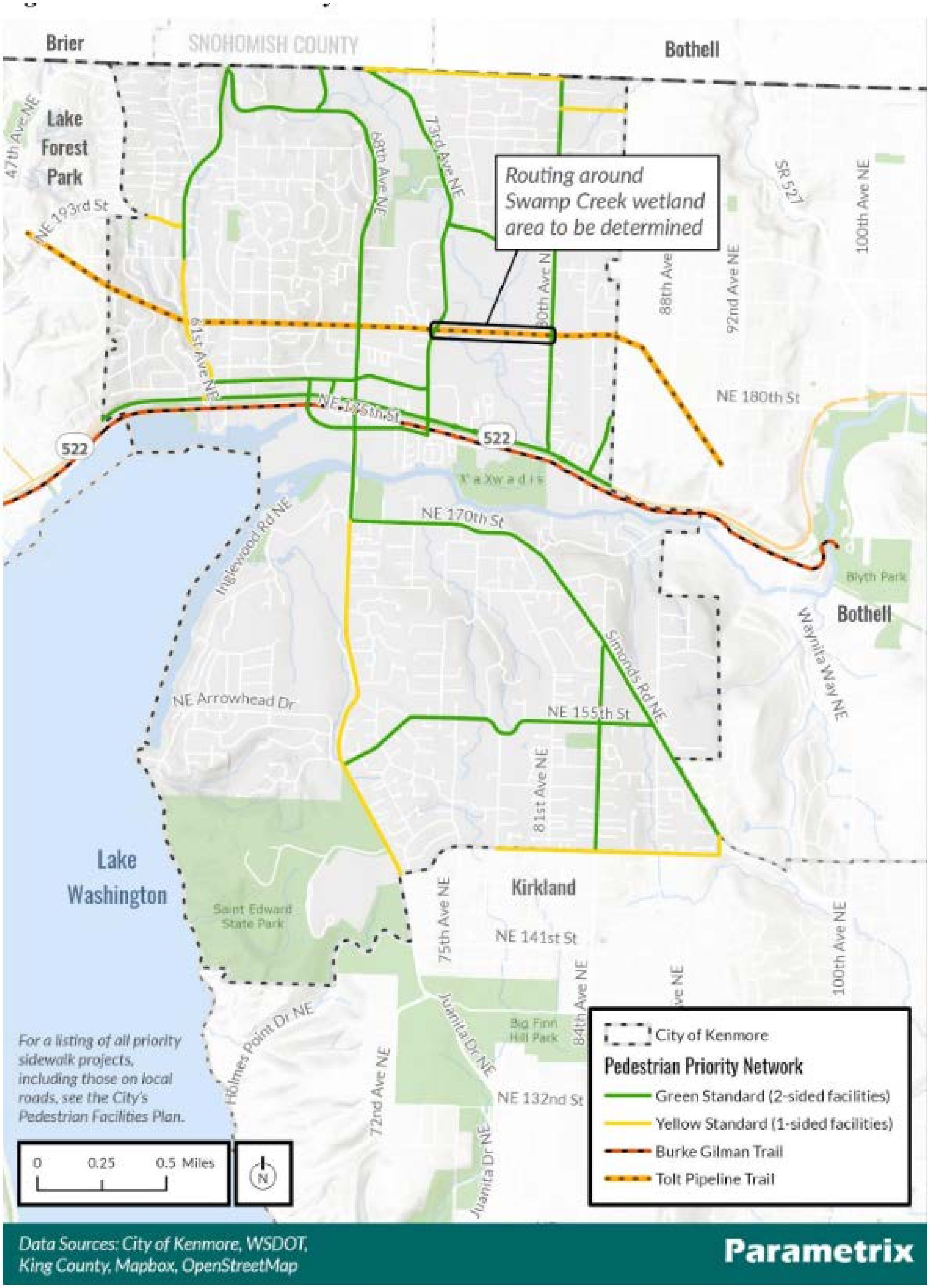


FIGURE 3: PEDESTRIAN PRIORITY NETWORK



COST ALLOCATION

To meet GMA requirements, the city uses an impact fee methodology that distinguishes between facility improvements that address existing deficiencies and those that are needed to serve new growth. The resulting growth-related improvements are then separated into the Kenmore and non-Kenmore portions.

TRANSPORTATION DEFICIENCIES

Impact fees cannot be used to pay the costs to address existing safety, maintenance, or level of service deficiencies. Based on Kenmore's adopted auto LOS policy, there are no existing auto deficiencies at intersections. Therefore, no existing deficiencies were removed for motorized projects.

The process for calculating the existing deficiencies for non-motorized projects was based on the need for the project. An assumption was made that both existing and future travelers create the need for non-motorized facilities in proportion to their magnitude of trips. Non-motorized projects have an existing deficiency based on the proportion of the forecasted 20-year growth compared to the total trips generated citywide in 2044. Calculations showed that growth (with Lakepoint development included) represents approximately 24 percent of the total 2044 trips. Therefore, 76 percent of the need for non-motorized projects is due to existing trips, representing an existing deficiency.

PERCENT OF GROWTH WITHIN KENMORE

Once existing deficiencies were removed, the remaining costs are attributable to growth. However, not all of the growth comes from Kenmore development – there is a portion of growth that comes from surrounding jurisdictions. Adjustments were made for trips that pass-through Kenmore or only have one end of the trip starting or ending in Kenmore.

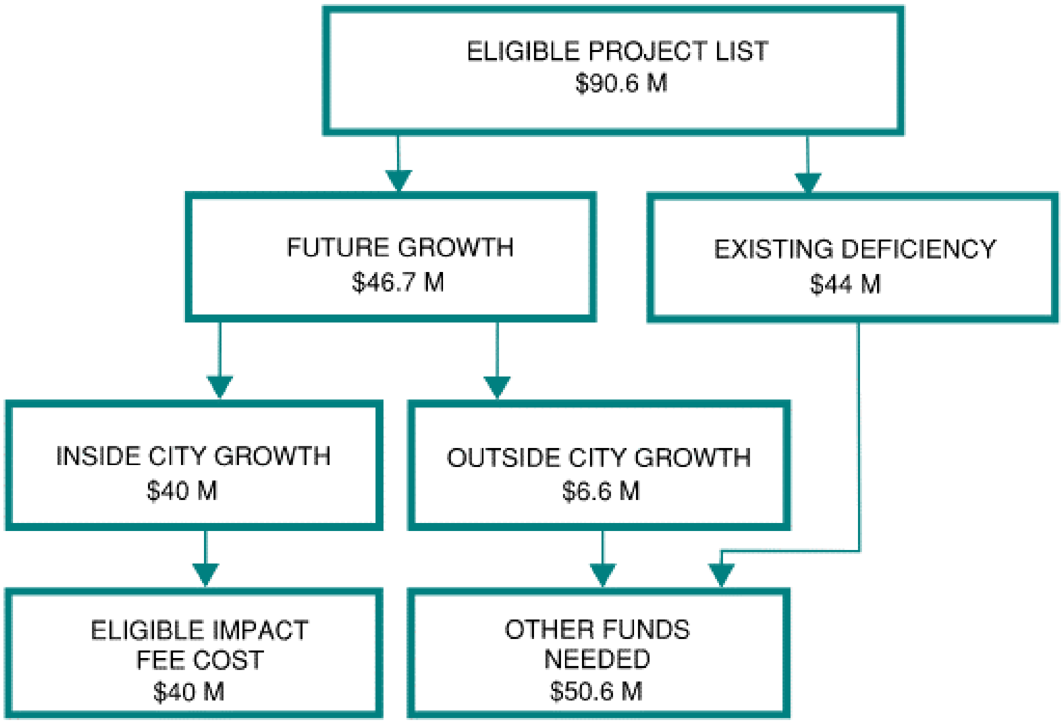
Impact fees cannot be used to fund the portion of projects required by growth outside the City. The analysis estimated the portion of trips relating to local growth that would benefit from a project. It was estimated that approximately 90 percent of trips for active transportation projects are related to growth in Kenmore. It was estimated that approximately 50 percent of the trips benefiting from the remaining safety and motor vehicle projects are related to growth in Kenmore. Appendix A shows the resulting percentages of growth within Kenmore for each project.

COST ALLOCATION RESULTS

The total cost of TIF eligible projects is $90.6 million as shown in Table 1 and Figure 4. Of this amount, $44 million would go toward addressing existing deficiencies, leaving costs of $46.7 million attributable to anticipated growth in Kenmore. The details of the calculations are shown in Appendix A.

The resulting city growth responsibility equals $40 million of the total growth costs. This is the amount that can be charged as impact fees to future development in Kenmore. The remaining $50.6 million would be expected to be obtained from other sources of funding.

FIGURE 4: IMPACT FEE COST ALLOCATION



In summary, the impact fees could contribute about 44 percent of the total $90.6 million cost of the eligible projects. City matching funds, new grants, developer mitigations and other sources would provide the funding deficiency.

TRAVEL GROWTH

The analysis applied a method to calculate growth in PM peak hour person trips ends[1], also known as “mobility units” within the city. The growth in trip ends is based on the expected 20-year growth in households and employment in the city. The land uses in the City of Kenmore’s travel model served as the basis for calculating growth in mobility units. To approximate growth over the next 20 years, the model’s 2018 and 2044 land use data were used.

The calculation of mobility units required several steps, as follows:

[1] A trip travels between an origin and a destination. Each trip has two trip ends, one each at the origin and destination. Trip ends represent the persons coming to and from a given land use.

1. Translating the land uses in the travel model into a format used for impact fees and concurrency. This included:

- Converting total households into single family and multi-family units
- Converting employees into square footage using standard estimates of square feet per employee for office, retail and service categories

2. Estimating the vehicle trip ends associated with the land use growth using Institute of Transportation Engineers (ITE) Trip Generation manual. This included:

- Calculating PM peak hour vehicle trip ends using available ITE trip generation average rates (ITE, Trip Generation, 11th Edition) for various land use categories (single family residential, multi-family residential, office, retail and service)
- Converting vehicle trip ends into person trip ends using a conversion factor obtained from the 2015 Kenmore TIF Study that used travel surveys and other regional travel model data.

3. Total mobility units within the city were ultimately calculated by multiplying the PM peak person trip rate by either dwelling units or employment square footage, depending on the land use. The results were adjusted to represent a 20-year planning horizon (a linear growth reduction was applied to the 2018 to 2044 travel model land use projections).

The following is a summary of the PM peak hour mobility unit calculations:

- Growth Mobility Units = 8,724

The final step in the cost allocation process dealt with calculating the "cost per mobility unit" within Kenmore, derived by dividing the total eligible impact fee costs by the total number of new PM peak hour mobility units generated in Kenmore. A total of 8,724 new mobility units are estimated to occur within the city over the next 20 years (2024 to 2044).

The analysis produced the following results.

Impact fee costs:	$40,063,810
New PM peak hour person trip ends:	8,724
Cost per new PM peak hour person trip end:	$4,592
Cost per single-family dwelling unit	$6,822.20

These mobility units will be used in the calculation of transportation impact fees and monitoring concurrency. In the next step of the analysis, individual mobility unit rates were calculated for specific land use types within the city.

IMPACT FEE SCHEDULE

The impact fee schedule was developed by adjusting the "cost per trip end" information to reflect differences in trip-making characteristics for a variety of land use types within the City of Kenmore. The fee schedule is a table where fees are represented as dollars per unit for each land use category. Table 2 shows the various components of the fee schedule (vehicle trip generation rates, person trip rates, new trip percentages, and trip length adjustment for each land use). The proposed impact fee schedule is structured to be similar to the current schedule for comparison purposes. The main differences are the following:

- Use of person trip ends ('mobility units') rather than vehicle trip ends
- Updates to trip rates and percent new trips for some uses based on newer ITE data
- Update to certain land use categories to match newer ITE data

TRIP GENERATION

Trip generation rates for each land use type are derived from a variety of sources. Vehicle trip rates were obtained from the ITE Trip Generation report (11th Edition). These rates are expressed as vehicle trip ends during the PM peak hour.

The vehicle trip ends were converted to person trip ends using conversion factors for various land use categories obtained from the 2015 TIF study. The prior data was from the Bellevue/Kirkland/ Redmond travel model (BKR model), which incorporates recent household travel survey data from eastside communities and the PSRC.

PASS-BY TRIP ADJUSTMENT

The trip generation rates represent total persons entering and leaving a property. For certain land uses (e.g., retail), a substantial amount of the motorized travel is already passing by the property and merely turns into and out of the driveway. These pass-by trips do not significantly impact the surrounding street system and therefore are subtracted out prior to calculating the impact fee. The resulting trips are considered "new" trips and are therefore subject to the impact fee calculation. The "new" trip percentages are derived partially from the ITE Trip Generation Handbook (3rd Edition) and from available surveys conducted around the country[2].

TRIP LENGTH ADJUSTMENT

Another variable that affects traffic impacts is the length of the trip generated by a particular land use. The “cost per trip” calculated in the impact fee program represents an average for all new trips generated within Kenmore. Being an average, there will be certain land uses that generate trips of different lengths. If a given trip length is shorter than the average, then its relative traffic impacts on the street system will be lower than average. Conversely, longer trips will impact a larger proportion of the transportation network. In order to reflect these differences, the method includes an adjustment factor, which is calculated as the ratio between the trip length for a particular land use type and the "average" trip length for the city. Trip length data applied was obtained from the 2015 Kenmore TIF Study.

SCHEDULE OF RATES

The proposed impact fee rates are shown along with the impact fee rates in Table 2. In the fee schedule, fees are shown as dollars per unit of development for various land use categories, as defined in Appendix B. The impact fee program is flexible in that if a use does not fit into one of the categories, an impact fee can be calculated based on the development’s projected trip generation.

[2] ‘New’ trip percentages are based on vehicle trips surveyed at land use sites.

TABLE 2: TRANSPORTATION IMPACT FEE SCHEDULE

ITE Land Use Category	PM Peak Vehicle Trip Rate	PM Peak Person Trip Rate	% New Trips	Net New Person Trips per Unit of Measure		Trip Length Factor	Impact Fee Per Unit @ $4,592 per Person Trip	
RESIDENTIAL								
Single family detached housing	0.94	1.363	100%	1.363	dwelling unit	1.09	$6,822.20	dwelling unit
Single family attached housing	0.57	0.938	100%	0.938	dwelling unit	1.15	$4,952.03	dwelling unit
Multifamily low rise	0.51	0.834	100%	0.834	dwelling unit	1.15	$4,402.36	dwelling unit
Multifamily medium rise	0.39	0.638	100%	0.638	dwelling unit	1.15	$3,366.51	dwelling unit
Low rise residential with ground floor commercial	0.6	0.870	100%	0.870	dwelling unit	1.15	$4,594.30	dwelling unit
Mobile home park	0.58	0.839	100%	0.839	dwelling unit	1.09	$4,200.18	dwelling unit
Senior adult housing - multifamily	0.25	0.362	100%	0.362	dwelling unit	1.15	$1,910.08	dwelling unit
COMMERCIAL								
Hotel	0.59	0.854	100%	0.854	room	1.25	$4,899.76	room
Marina	0.21	0.254	100%	0.254	berth	0.97	$1,132.31	berth
Golf Course	0.28	0.345	100%	0.345	acre	1	$1,585.77	acre
Movie Theater	0.08	0.103	100%	0.103	seat	0.72	$340.07	seat
Multipurpose Recreational Facility	3.58	4.361	100%	4.361	KSF	0.97	$19.42	KSF
General Office	1.44	1.691	100%	1.691	KSF	1.59	$12.35	KSF
Medical Office	3.93	4.624	100%	4.624	KSF	1.5	$31.85	KSF
Shopping Plaza (40-150 KSF, no supermarket)	5.19	4.173	66%	4.173	KSF	0.4	$7.67	KSF
Supermarket	8.95	6.973	64%	6.973	KSF	0.65	$20.81	KSF
Convenience Store 24 Hour	49.11	29.298	49%	29.298	KSF	0.4	$53.81	KSF
Pharmacy with drive-through	10.25	12.505	100%	12.505	KSF	0.47	$26.99	KSF

ITE Land Use Category	PM Peak Vehicle Trip Rate	PM Peak Person Trip Rate	% New Trips	Net New Person Trips per Unit of Measure		Trip Length Factor	Impact Fee Per Unit @ $4,592 per Person Trip	
Drive-In Bank	21.01	16.629	65%	16.629	KSF	0.47	$35.89	KSF
Fast Casual Restaurant	12.55	7.638	50%	7.638	KSF	0.47	$21.75	KSF
Fast Food with Drive Through	33.03	20.103	50%	20.103	KSF	0.62	$57.23	KSF
Fast Food with No Drive Through	33.21	20.213	50%	20.213	KSF	0.62	$57.55	KSF
Gas Station	13.91	8.466	50%	8.466	KSF	0.62	$20,604.30	KSF
Gas Station with Convenience Store	18.42	11.211	50%	11.211	pump	0.53	$27,284.77	pump
INSTITUTIONAL								
Elementary School	0.16	0.195	100%	0.195	student	0.62	$554.89	student
Middle School	0.14	0.171	100%	0.171	student	0.62	$485.53	student
High School	0.15	0.182	100%	0.182	student	0.62	$519.51	student
Church	0.49	0.597	100%	0.597	KSF	1.15	$3.15	KSF
Library	8.16	9.940	100%	9.940	KSF	0.62	$28.30	KSF
Hospital	0.86	1.045	100%	1.045	KSF	1.56	$7.49	KSF
Nursing Home	0.59	0.724	100%	0.724	KSF	0.87	$2.89	KSF
INDUSTRIAL								
General Light Industrial	0.56	0.612	100%	0.612	KSF	1.59	$4.47	KSF
Manufacturing	0.74	0.801	100%	0.801	KSF	1.59	$5.85	KSF
Mini-warehouse	0.15	0.162	100%	0.162	KSF	1.59	$1.18	KSF

KSF – 1,000 square-feet

Trip rates from ITE Trip Generation Manual, 11th Edition, PM peak hour trip ends

APPENDIX

CONTENTS

APPENDIX A - COST ALLOCATION

The table below illustrates how the impact fee project costs were divided into growth-related costs attributable to the city. The first adjustment was for existing deficiencies, as described in the report text. The next adjustment was to calculate the growth within Kenmore, which contains the results of the analysis to separate Kenmore and non-Kenmore growth. The final column of the table shows the growth cost for each project that can be allocated to impact fees.

Kenmore Transportation Element April 2023									
Projects	**Benefit to Kenmore**	**Total Cost**	**Existing Deficiency**	**Existing Deficiency Cost**	**Growth Deficiency Cost**	**% In Kenmore**	**Inside Kenmore**	**Outside Kenmore**	**Cost Eligible**
Near Term (0-6 year) Projects									
SR 522 West B (West boundary to 61st Ave NE)	Improve pedestrian and bicycle accessibility, improve safety	$2,200,000	0%	$0	$2,200,000	20%	$440,000	$1,760,000	$440,000
NE 181st St South Side (61st Ave NE-63rd Ave NE) Sidewalk	Improve pedestrian safety and encourage walking	$1,300,000	66%	$858,000	$442,000	95%	$419,900	$22,100	$419,900
61st Ave NE Sidewalk Replacement (NE 181st St-62nd Ave NE)	Improve pedestrian safety, add accommodation for bicycles, enhance stream environment	$5,110,000	66%	$3,372,600	$1,737,400	95%	$1,650,530	$86,870	$1,650,530
80th Ave NE Sidewalks (SR 522-NE 185th St)	Improve pedestrian and bicycle accessibility, improve safety	$2,470,000	66%	$1,630,200	$839,800	95%	$797,810	$41,990	$797,810
NE 192nd St Sidewalks (73rd Ave NE - 75th Ave NE)	Improve pedestrian accessibility, improve safety	$800,000	66%	$528,000	$272,000	95%	$258,400	$13,600	$258,400
Arrowhead Drive Sidewalks (NE 151st St - 64th Ave NE)	Improve pedestrian accessibility, improve safety	$2,220,000	66%	$1,465,200	$754,800	95%	$717,060	$37,740	$717,060
84th Ave NE Sidewalks (NE 150th St - NE 155th St)	Improve pedestrian and bicycle accessibility, improve safety	$2,370,000	66%	$1,564,200	$805,800	95%	$765,510	$40,290	$765,510
Lower Swamp Creek Bridge Replacement	Safely accommodate all uses by replacing aging bridge, maintain public access to residents.	$4,100,000	0%	$0	$4,100,000	60%	$2,460,000	$1,640,000	$2,460,000
Pedestrian Facilities Plan Program (Sidewalk Program)	Improve pedestrian circulation, accessibility, safety, and encourage walking.	$2,000,000	66%	$1,320,000	$680,000	95%	$646,000	$34,000	$646,000
Long Term (7-20 year) Projects									
Pedestrian Facilities Plan Program (Sidewalk Program)	Improve pedestrian circulation, accessibility, safety, and encourage walking.	$31,000,000	66%	$20,460,000	$10,540,000	95%	$10,013,000	$527,000	$10,013,000
61st Ave NE/NE 193rd St Intersection	Intersection treatment to improve safety and vehicle operations	$2,200,000	0%	$0	$2,200,000	60%	$1,320,000	$880,000	$1,320,000
73rd Ave NE/NE 192nd St Intersection	Intersection treatment to improve safety and vehicle operations	$3,700,000	66%	$2,442,000	$1,258,000	60%	$754,800	$503,200	$754,800
Nonmotorized crossing of SR 522	Improved nonmotorized access across SR 522 in the vicinity of 67th Avenue NE	$17,160,000	60%	$10,296,000	$6,864,000	95%	$6,520,800	$343,200	$6,520,800
NE 181st Street/SR 522 East Connection	Improved local access between future developments near the Kenmore Park & Ride, SR 522, and downtown Kenmore	$14,000,000	0%	$0	$14,000,000	95%	$13,300,000	$700,000	$13,300,000
	Total	**$90,630,000**		**$43,936,200**	**$46,693,800**		**$40,063,810**	**$6,629,990**	**$40,063,810**

APPENDIX B – LAND USE CATEGORIES

The following land use definitions are derived from the ITE Trip Generation (11th Edition). They represent the land use categories listed in Table 2 – Transportation Impact Fee Schedule.

RESIDENTIAL

Single family detached housing - A single-family detached housing site includes any single-family detached home on an individual lot. A typical site surveyed is a suburban subdivision. (ITE #210)

Single family attached housing - Single-family attached housing includes any single-family housing unit that shares a wall with an adjoining dwelling unit, whether the walls are for living space, a vehicle garage, or storage space. (ITE #215)

Multifamily low rise - Low-rise multifamily housing includes apartments, townhouses, and condominiums located within the same building with at least three other dwelling units and that have two or three floors (levels). Various configurations fit this description, including walkup apartment, mansion apartment, and stacked townhouse. (ITE #220)

Multifamily medium rise - Mid-rise multifamily housing includes apartments and condominiums located in a building that has between four and 10 floors of living space. Access to individual dwelling units is through an outside building entrance, a lobby, elevator, and a set of hallways. (ITE #221)

Low rise residential with ground floor commercial - Low-rise residential with ground-floor commercial is a mixed-use multifamily housing building with two or three floors of residential living space and commercial space open to the public on the ground level. These facilities are typically found in dense multi-use urban and center city core settings. (ITE #230)

Affordable housing - Affordable housing includes all multifamily housing that is rented at below market rate to households that include at least one employed member. Eligibility to live in affordable housing can be a function of limited household income and resident age. (ITE #223)

Mobile home park - A mobile home park generally consists of manufactured homes that are sited and installed on permanent foundations. The mobile home park typically includes community facilities such as a recreation room, swimming pool, and laundry facilities. (ITE #240)

Senior adult housing – multifamily - Senior adult housing–multifamily sites are independent living developments that are called various names including retirement communities, age-restricted housing, and active adult communities. The development has a specific age restriction for its residents, typically a minimum of 55 years of age for at least one resident of the household. Residents in these communities are typically considered active and requiring little to no medical supervision. The percentage of retired residents varies by development. The development may include amenities such as a golf course, swimming pool, 24-hour security, transportation, and common recreational facilities. They generally lack centralized dining and on-site health facilities. (ITE #252)

INSTITUTIONAL

Elementary School - An elementary school is a public school that typically serves students attending kindergarten through the fifth or sixth grade. An elementary school is usually centrally located in a residential community to facilitate student access. Bus service is commonly provided to students living beyond a specified distance from the school. (ITE #520)

Middle School - A middle or junior high school is a public school that serves students who have completed elementary school and have not yet entered high school. (ITE #522)

High School - A high school is a public school that serves students who have completed middle or junior high school. (ITE #525)

Church - A church is a building in which public worship services are held. A church houses an assembly hall or sanctuary. It may also house meeting rooms, classrooms, and, occasionally, dining, catering, or event facilities. (ITE #560)

Library - A library is a facility that houses shelved books and reading rooms or areas. A library may also provide meeting rooms. A library can be either a traffipublic or private entity. (ITE #590)

Hospital - A hospital is any institution where medical or surgical care and overnight accommodations are provided to non-ambulatory and ambulatory patients. In this context, the term “hospital” does not refer to a medical clinic (a facility that provides diagnoses and outpatient care only) or a nursing home (a facility devoted to the care of persons unable to care for themselves). (ITE #610)

Nursing Home - A nursing home is a facility whose primary function is to provide care for persons who are unable to care for themselves. Examples include rest homes, chronic care, and convalescent homes. Skilled nurses and nursing aides are present 24 hours a day at these sites. Residents often require treatment from a registered healthcare professional for ongoing medical issues. A nursing home resident is not capable of operating a vehicle. Traffic is entirely generated by employees, visitors, and deliveries. (ITE #620)

INDUSTRIAL

General Light Industrial - A light industrial facility is a free-standing facility devoted to a single use. The facility has an emphasis on activities other than manufacturing and typically has minimal office space. Typical light industrial activities include printing, material testing, and assembly of data processing equipment. (ITE #110)

Manufacturing - A manufacturing facility is an area where the primary activity is the conversion of raw materials or parts into finished products. Size and type of activity may vary substantially from one facility to another. In addition to the actual production of goods, a manufacturing facility typically has an office and may provide space for warehouse, research, and associated functions. (ITE #140)

Mini-warehouse - A mini-warehouse is a building in which a number of storage units or vaults are rented for the storage of goods. They are typically referred to as “self-storage” facilities. Each unit is physically separated from other units, and access is usually provided through an overhead door or other common access point. (ITE #151)

ITE Land Use Category	Net New Person Trips per Unit of Measure		Impact Fee Per Unit @ $4,592 per Person Trip	
Single Mobility Unit Cost	NA			$4,592
RESIDENTIAL				
Single family detached housing	1.363	dwelling unit	$6,822.20	dwelling unit
Single family attached housing	0.938	dwelling unit	$4,952.03	dwelling unit
Multifamily low rise	0.834	dwelling unit	$4,402.36	dwelling unit
Multifamily medium rise	0.638	dwelling unit	$3,366.51	dwelling unit
Low rise residential with ground floor commercial	0.870	dwelling unit	$4,594.30	dwelling unit
Mobile home park	0.839	dwelling unit	$4,200.18	dwelling unit
Senior adult housing - multifamily	0.362	dwelling unit	$1,910.08	dwelling unit
COMMERCIAL				
Hotel	0.854	room	$4,899.76	room
Marina	0.254	berth	$1,132.31	berth
Golf Course	0.345	acre	$1,585.77	acre
Movie Theater	0.103	seat	$340.07	seat
Multipurpose Recreational Facility	4.361	KSF	$19.42	KSF*
General Office	1.691	KSF	$12.35	KSF
Medical Office	4.624	KSF	$31.85	KSF
Shopping Plaza (40-150 KSF, no supermarket)	4.173	KSF	$7.67	KSF
Supermarket	6.973	KSF	$20.81	KSF
Convenience Store 24 Hour	29.298	KSF	$53.81	KSF

ITE Land Use Category	Net New Person Trips per Unit of Measure		Impact Fee Per Unit @ $4,592 per Person Trip	
Pharmacy with drive-through	12.505	KSF	$26.99	KSF
Drive-In Bank	16.629	KSF	$35.89	KSF
Fast Casual Restaurant	7.638	KSF	$21.75	KSF
Fast Food with Drive Through	20.103	KSF	$57.23	KSF
Fast Food with No Drive Through	20.213	KSF	$57.55	KSF
Gas Station	8.466	KSF	$20,604.30	KSF
Gas Station with Convenience Store	11.211	pump	$27,284.77	pump
INSTITUTIONAL				
Elementary School	0.195	student	$554.89	student
Middle School	0.171	student	$485.53	student
High School	0.182	student	$519.51	student
Church	0.597	KSF	$3.15	KSF
Library	9.940	KSF	$28.30	KSF
Hospital	1.045	KSF	$7.49	KSF
Nursing Home	0.724	KSF	$2.89	KSF
INDUSTRIAL				
General Light Industrial	0.612	KSF	$4.47	KSF
Manufacturing	0.801	KSF	$5.85	KSF
Mini-warehouse	0.162	KSF	$1.18	KSF

* KSF = 1,000 square feet

KENMORE
CITY COUNCIL PRESENTATION

TRANSPORTATION IMPACT FEE UPDATE

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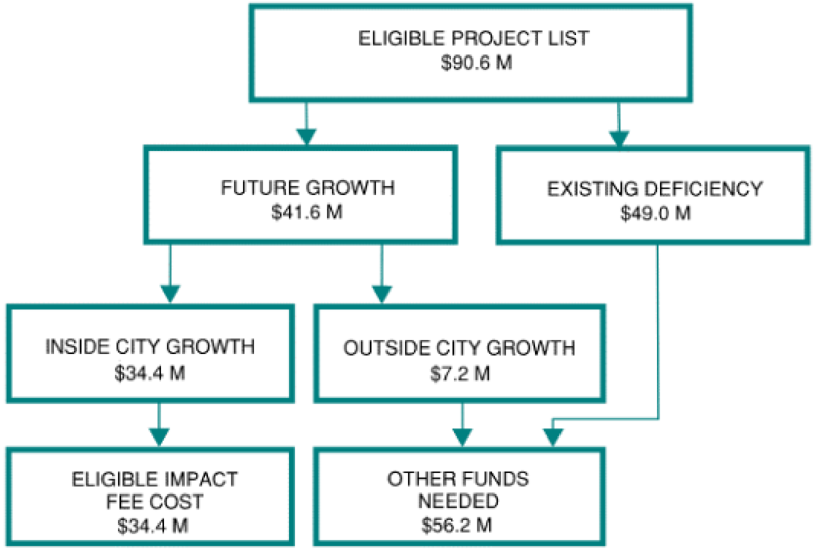
BACKGROUND

City Council presentation October 9, 2023

- Discussed purpose and need for TIF, methodology and process for updating 2015 study
- Presented updated fee: $3,947 per PM peak hour person trip
- Council requested information on calculation inputs and TIFs from other communities, concerned fee too low

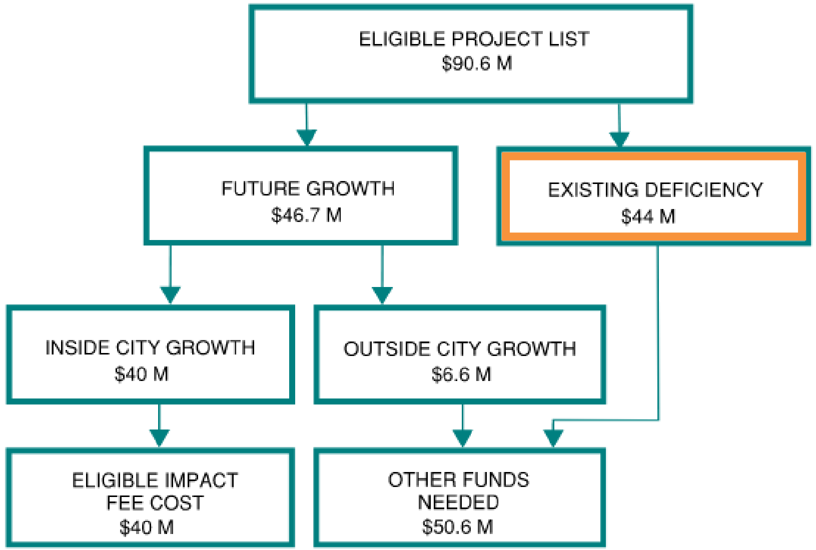
TIF CALCULATION

Previous Proposed Fee



Impact fee costs:	$34,430,040
New PM peak hour person trip ends:	8,724
Cost per new PM peak hour person trip end:	$3,947
Cost per single-family dwelling unit	$5,863.94

Current Proposed Fee



Impact fee costs:	$40,063,810
New PM peak hour person trip ends:	8,724
Cost per new PM peak hour person trip end:	$4,592
Cost per single-family dwelling unit	$6,822.20

PROPOSED TIF AND CALCULATION

	Current 2023	Proposed 2024
Impact Fee Costs	N/A – based on 2015 TIF study	$40,063,810
New PM peak hour person trip ends	N/A – based on 2015 TIF study	8,724
Cost per PM peak hour person trip end	$7,233.55	$4,592
Cost per single-family dwelling unit	$11,773.39	$6,822.20

Proposed cost per PM peak hour person trip end is a 42% decrease due to increase in forecasted future person trips next 20 years.

Fees for each land use updated to ITE 11th edition – revised categories and rates

SURROUNDING JURISDICTIONS

City	Population	TIF Study				2023 Adopted TIF	
		Cost Eligible Projects	20-year Trip Growth	Per PM Peak Hour Trip	Per Single-Family Dwelling Unit	Per PM peak hour trip	Per Single-Family Dwelling Unit
Kenmore	23,500	2023 Study				$7,233	$11,773
		$90 M	8,742	$4,592 (proposed)	$6,822 (proposed)		
Shoreline	60,320	2014 Study				$9,271	$8,590
		$38 M	6,032	$6,124	$5,567		
Bothell	48,940	2019 Study				$11,940	$11,181
		$223 M	6,000	$10,156	$9,511		
Woodinville	13,500	2010 Study				$4,440	$4,173
		$60 M	4,174	$3,960	NA		
Kirkland	93,570	2021 Study				$5,397	$7,181
		$78 M	NA	$5,078	NA		
Redmond	75,270	NA				$9,271	$8,730

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City Council Agenda Bill
City of Kenmore, WA

Subject/Topic: City of Kenmore 2024 State Legislative Agenda **Proposed Council Action/Motion:** Approve the proposed City of Kenmore 2024 State Legislative Agenda and Policy Statements	**For Council Meeting Agenda of:** Nov. 13, 2023 **Department:** City Manager's Office **Prepared by:** Rob Karlinsey, City Manager **Initial & Date** **Approved by Department Head:** RGK **Approved by City Attorney:** N/A **Approved by Finance Director:** N/A **Approved by City Manager:** RGK **Exhibits/Attachments:** 1. 2024 Legislative Agenda 2. 2024 Policy Statements

Information/Background:

Each year, the Kenmore City Council approves a Legislative Agenda prior to each state legislative session that outlines priority actions the City and its government relations consultants will promote during the session.

The proposed 2024 Legislative Agenda for Kenmore is attached to this agenda bill. Policy Statements that guide staff and the City's lobbyist in expressing City support for proposals and issues are also included.

At the October 23, 2023 City Council meeting, the Kenmore City Council discussed the draft 2024 Legislative Agenda and Policy Statements. The City Council directed staff to delete a sentence in the Policy Statements as follows:

Affordable Housing Near Fixed Route Transit
~~Affordable housing should be required in future planning for growth near fixed route transit.~~ Kenmore supports setting affordability goals for transit-oriented development, and providing local flexibility and planning resources to help communities achieve those goals.

This change has been made in the attached Policy Statements document.

After the October 23, 2023 City Council discussion, the requesting Climate Commitment Act funding for climate-related City projects has become more of a possibility. As a result, the 2024 Legislative Agenda item pertaining to funding for the 84th Avenue sidewalks project is proposed to be revised as follows:

Climate Commitment Act Funding for Greenhouse Gas Reduction

- **84th Avenue Sidewalk Funding**: 84th Avenue is the primary road used to access Moorlands Elementary School and Moorlands Park but it lacks continuous sidewalks on both sides of the street. The City requests $3.1 million to supplement city resources and install sidewalk and bike lanes on both sides of the street from 150th Street to 155th Street.
- **Geothermal Heating for Public Works Operations Center**: Electricity and natural gas used to power municipal operations and heat city owned buildings contribute to 73% of total municipal emissions. Kenmore is committed to leading by example to reduce GHG emissions and requests $450,000 to install an energy efficient geothermal heating system in the new Public Works Operations Center.

Note the proposed addition of the request for funding for a geothermal heating system at the future new Public Works Operations Center.

Gordon Thomas Honeywell represents the City in State Legislative matters and will advocate for the City's priorities during the legislative session.

Fiscal Consideration:

The City has a strong record of legislative successes for infrastructure funding and support for key projects and policies.

City Council Priority or Budget Objective Being Addressed:

Effective advocacy at the State Legislature supports all City Council goals.

City of Kenmore
2024 State Legislative Agenda

Funding Tools for Affordable Housing

The City of Kenmore supports new and flexible funding options for local jurisdictions to address the need for affordable housing, such as a local option Real Estate Excise Tax (REET). Such options should be progressively structured to best meet the needs of low and moderate income households.

Climate Commitment Act Funding for Greenhouse Gas Reduction

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Traffic Safety Cameras for Transit Lane Violations

The City requests legislation authorizing the use of traffic safety cameras to enforce transit lane violators. Camera enforcement presents an unbiased and consistent method of enforcing transit lane violators which maintains public safety and improves transit service.

Lift 1% Property Tax Cap

As a residential community, 40% of Kenmore's general fund revenue is generated from its largest source of revenue—property tax. The city has a limited retail tax base and is constrained from generating additional revenue to maintain city services, the costs of which are increasing at a rate greater than the State-imposed property growth limit of 1% per year. The City of Kenmore supports lifting the 1% cap on property tax increases and other actions to create a sustainable fiscal structure for cities.

Holt Affordable Housing Development

The City is taking an aggressive approach to adding affordable housing units in Kenmore; the housing crisis demands such action. In addition to the Plymouth Project, the City is actively underway on the development of the Holt Project, located on city owned property and envisioned to be a mixed-use building with a minimum of 150 housing units. Similar to the Plymouth Project, the City will pursue all available funding sources and may require state support in the 2025 budget to fill any funding gaps.

City of Kenmore
2024 Policy Statements

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

Affordable Housing Near Fixed Route Transit
Kenmore supports setting affordability goals for transit-oriented development, and providing local flexibility and planning resources to help communities achieve those goals.

Air Pollution Emergencies During Wildfire Smoke Events
The air quality during recent wildfire smoke events has often far exceeded the state and federal health-based air quality standards. The City of Kenmore supports legislation that would establish clear authority at the state and local level for air pollution agencies to declare an air pollution emergency during extended periods of unhealthy air created by wildfire smoke.

Climate Change and Environmental Stewardship
The City supports statewide policies and programs that respond to climate change and protect and promote clean air, clean water, and clean energy. The City's Climate Action Plan establishes a goal of a 50% reduction in greenhouse gas emissions by 2030. A key component to meeting that goal is the enforcement of new state building and energy code requirements. The City also supports state sharing of Climate Commitment Act revenues and grant funding for energy retrofits of public buildings.

Co-Responder Support
Kenmore is a member of the Regional Crisis Response (RCR) agency, which provides person-centered and immediate crisis response, de-escalation, resource referral, and follow-up tailored to the specific needs of those experiencing behavioral health challenges. This approach has proven to be effective and is increasingly important to combat the behavioral health epidemic. Kenmore supports ongoing, stable funding for co-responder programs as well as standardized training and certification.

Criminal Justice
The City supports reforms that address the disparate impacts of systems and institutions on communities of color. As part of this, the City calls on the Legislature to advance criminal justice transformation policies to provide greater safety for communities that historically have not been well-served by existing systems. The City also supports state funding for increased costs resulting from police, court, and other criminal justice reforms. As part of this, the city supports state funding for body camera programs and resources to offset the rising cost of police services, including but not limited to liability insurance.

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

Firearms
The City supports proposals that regulate firearms to curb gun violence.

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

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

Housing Crisis
The City of Kenmore feels the urgency in addressing the housing crisis and is committed to doing what it can to increase the supply of housing, especially affordable units. The City welcomes the State's partnership via grant programs, like the Housing Trust Fund, and funding tools to increase the number of housing units. The City supports policies and incentives that increase housing construction, including but not limited to reducing legal liability for condominium developers.

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

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

Product Stewardship
The City of Kenmore supports statewide product stewardship programs or extended producer responsibility (EPR) policies that place a share of responsibility for end of life product management on the producers.

Racial Equity
In accordance with the City's Diversity, Equity, Inclusion and Accessibility (DEIA) policy, it will continue to look for ways to break the racial caste system that still exists in our society, including but not limited to striking from the record any racial based restrictive covenants. As the city makes changes at the local level, we support and expect the state to make systemic changes to improve equity for all members of society.

Real Estate Excise Tax (REET)
The City supports flexible use of local REET revenue for maintenance and operation of city resources as well as a local option for a tiered REET.

Regional Police Authority
The City supports regional funding options for public safety services through the creation of a regional police authority or other mechanisms.

Reproductive Healthcare
The City supports amendments to the Washington State Constitution to codify an individual's right to comprehensive, safe, and accessible reproductive healthcare.

Salmon Habitat Restoration
Kenmore encourages the State to invest in state and local culvert, floodplain, and fish habitat projects to restore habitat for salmon on a watershed basis.

Tax Structure Reform
Kenmore encourages the state to identify reforms to the tax system that provide progressive, equitable, stable, and reliable revenue sources for both state and local government.

Tire Dust Pollution
Kenmore encourages the legislature to identify alternatives to 6PPD, the chemical used in tire manufacturing that prevents the rubber from cracking. When exposed to the ozone, 6PPD transfers into 6PPD-quinone which is highly toxic to some aquatic organisms, including coho salmon. In addition to finding alternatives, Kenmore encourages the state to develop filtration methods to mitigate the impacts of 6PPDQ already in the environment.

Workforce Development, Worker Retraining, and Employment Job Skills Training
Helping our economy thrive with well-paying jobs is key to the success of our state. The city supports state and federal funding for workforce development programs, worker retraining, and employment job skills training.

Zoning and Land Use
The City supports the state establishing housing goals and allowing local jurisdictions discretion in accomplishing those goals through zoning and land use decisions.

NUHSA
North Urban Human Services Alliance

Supporting health & human services in North King County

October 13, 2023

Kenmore City Council
18120 68th Ave. NE
Kenmore, WA 98028

Dear Mayor Herbig, Deputy Mayor O'Cain and City Councilmembers Baker, Kugler, Marshall, Pfeil and Srebnik,

As a regional alliance, NUHSA advocates for a strong and accessible health and human services system. In partnership with our area providers, faith communities and cities, we help build the community's capacity to effectively respond to community needs, and we are proud of the work we've done to facilitate a coordinated and collaborative approach that enhances limited resources and more effectively serves residents in our north-end communities.

Kenmore's participation and membership in the Alliance has been essential in shaping local solutions to our increasing human services challenges and we are grateful for your support!

NUHSA would like to offer a position on our Board of Directors to the City of Kenmore, as it is a significant regional leader and current member of NUHSA. As cities become necessarily more engaged in providing human services and connecting residents to health and support services, it is imperative to include your city's perspective in identifying emerging needs and trends and in developing strategic goals that further our shared work of building healthy, strong communities. An official liaison, similar to appointments to other regional boards and commissions, would strengthen our partnership and elevate the impact of creating an accessible and responsive health and human services system in North King County.

NUHSA's strategic agenda for 2023 has prioritized collaboration, education and advocacy to achieve goals addressing investments in behavioral health, human services, affordable housing, shelter, and homelessness support. As you know, too many in our community are struggling and lack sufficient resources and assistance. Together, we can create communities where everyone has the opportunity to succeed.

Thank you for your consideration, and please feel free to reach out with any questions. We look forward to hearing from you!

Sincerely,

Silje Sodal
Executive Director

Heidi Shepherd
Board President

cc: Rob Karlinsey, City Manager
Stephanie Lucash, Deputy City Manager
Tambi Cork, Housing & Human Services Manager

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