



City of Kenmore
City Council Regular Meeting
Agenda
Monday, November 10, 2025
7:00 PM

ZOOM - LINK: <https://kenmorewa-gov.zoom.us/j/83807951403>

Password: 111025

Telephone: Dial US: +1 253 215 8782

Webinar ID: 838 0795 1403

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

REQUEST AN ACCOMMODATION HERE: kenmorewa.gov/accommodation

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

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

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

2. ROLL CALL

3. LAND ACKNOWLEDGEMENT

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.

4. FLAG SALUTE

5. AGENDA APPROVAL

6. PROCLAMATIONS

A) Honoring Veterans Day - November 11, 2025

1. Veterans Day - November 11, 2025

- B) Hunger and Homelessness Awareness Week - November 16-22, 2025, to be accepted by Juliana Pooley on behalf of North Urban Human Services Alliance (NUHSA)
 - 1. Hunger and Homelessness Awareness Week - November 16-20, 2025

7. WHERE'S THE FUN?

8. PUBLIC COMMENTS

Welcome to the Council's meeting. Please address your comments to the Mayor and Council. You'll have three minutes to speak. If there are more than 20 speakers, time will be reduced to two minutes per speaker. The Clerk will call your name when it's your turn. The Presiding Officer may choose to alternate between in-person and online comments. Please state your name and city of residence and keep within the allotted time. To make every person feel welcome and safe here, please refrain from booing, clapping, heckling, yelling, or other interruptions. Please note: Under Washington State law (RCW 42.17A.555), public comment time may not be used to support or oppose candidates or ballot measures. Thank you for keeping remarks focused on City business. The meeting is recorded for transparency. Thank you for being here, and for sharing your input respectfully.

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

9. CONSENT AGENDA

- A) Approve City Council Regular Meeting Minutes of Monday, October 20, 2025.
 - 1. City Council Regular Meeting Minutes of Monday, October 20, 2025 (added 11/4)
- B) Approve the following Voucher Certification and Approval:
 - Total Check #s 57088 through 57177 totaling \$1,084,613.71
 - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 10/03/2025 in the amount totaling \$318,096.17
 - Total EFT Payment #s 1902 through 1904 total \$525,021.19
 - 1. Voucher Certification and Approval 09/27/2025 - 10/10/2025
- C) Approve the following Voucher Certification and Approval:
 - Total Check #s 57178 through 57262 totaling \$880,470.47
 - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 10/17/2025 in the amount totaling \$318,044.09
 - Total EFT Payment #s 1905 through 1907 total \$102,872.52
 - 1. Voucher Certification and Approval 10/11/2025 - 10/24/2025
- D) Authorize City Manager to execute Contract No. 25-C3127, Amendment No. 1, with 4Leaf, Inc, substantially and materially in the form attached.

1. Agenda Bill - Amendment No. 1 to Contract No. 25-C3127 with 4Leaf, Inc.
2. Attachment 1 - Amendment No. 1

10. PRESENTATION

- A) Climate Action Advisory Committee Presentation, introduced by Climate Action Plan Program Manager Nina Rasmussen and presented Climate Action Advisory Committee Members
1. Presentation (added 11/6)

11. PUBLIC HEARINGS

Virtual Public Hearing Pre-Registration: To provide virtual public hearing testimony, please fill out the Virtual Public Comment Request Form (linked above) 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's Office. If you are having difficulty, please reach out to the City Clerk's Office at clerks@kenmorewa.gov.

- A) Proposed Ordinance No. 25-0635 Mid-Biennial Amendments to the 2025-2026 Biennial Budget and Salary Plan for 2026, presented by Finance & Administration Director Melinda Merrell, *for introduction and public hearing*
1. Agenda Bill - Mid-Biennial Budget Amendments
 2. Attachment 1 - Recommended Budget Amendments
 3. Attachment 2- Proposed Ordinance No. 25-0635
 4. Exhibit A to Proposed Ordinance No. 25-0635, Proposed 2026 Salary Wage Plan
 5. Presentation (added 11/7)
- B) Proposed Ordinance No. 25-0636, Property Tax Levy, presented by Finance & Administration Director Melinda Merrell, *for introduction and public hearing*
1. Agenda Bill - Property Tax Levy
 2. Attachment 1 - Proposed Ordinance No. 25-0636
 3. Presentation (added 11/7)
- C) Proposed Ordinance No. 25-0637, Excess Property Tax Levy, presented by Finance & Administration Director Melinda Merrell, *for introduction and public hearing*
1. Agenda Bill - Excess Property Tax Levy
 2. Attachment 1 - Proposed Ordinance No. 25-0637
 3. Presentation (added 11/7)

12. BUSINESS AGENDA

- A) Draft Amendments to the Parks, Recreation, and Open Space (PROS) Element and Capital Facilities Element, presented by Assistant City Manager/Community Development Director Debbie Bent, Principal Planner Todd Hall, and Consultant Tom Beckwith, *for continued discussion and direction*
1. Agenda Bill - Draft Amendments to the PROS Element and Capital Facilities Element
 2. Attachment 1 - Follow-up to Council Questions from 10/27
 3. Attachment 2 - Draft PROS Element
 4. Attachment 3 - DRAFT Capital Facilities Element
 5. Attachment 4 - Presentation

13. STAFF REPORTS

14. COUNCILMEMBER REPORTS & COMMENTS

15. ADJOURNMENT

UPCOMING MEETING SCHEDULE:

- A) Monday, November 17, 2025 7:00 PM - City Council Regular Meeting
- Monday, November 24, 2025 7:00 PM - City Council Regular Meeting
- Monday, December 8, 2025 7:00 PM - City Council Regular Meeting

NOTICE OF POTENTIAL QUORUMS

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

City of Kenmore, Washington Proclamation

WHEREAS, Veterans Day is a time to honor and pay tribute to all veterans, both living and passed, for their service and dedication to the preservation of our nation's ideals, including liberty, justice, and democracy; and

WHEREAS, the courage and selflessness displayed by veterans across every branch of the military continue to inspire future generations of Americans, reminding us of the true cost of freedom; 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, the City of Kenmore joins the rest of the nation to express our profound gratitude to those who have worn uniforms and fought to protect our rights and freedoms; 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 recognize **November 11, 2025**, as **Veterans Day** throughout the City of Kenmore. We call upon the community to join in giving honor and appreciation to those who have served and show gratitude to veterans and their families.

IN WITNESS WHEREOF, signed this 10th day of November, 2025.

Signed: _____ Attested: _____
Nigel Herbig, Mayor Scott Passey, City Clerk

City of Kenmore, Washington Proclamation

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

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

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

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

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

WHEREAS, the City Council has committed its number two priority in 2025 to preserving and increasing the availability of all types of housing at all income levels, including the needs of people experiencing homelessness.

NOW THEREFORE, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim **November 16-22, 2025**, to be **Hunger and Homelessness Awareness Week** throughout the City of Kenmore.

IN WITNESS WHEREOF, signed this 10th day of November 2025.

Signed: _____ Attested: _____
Nigel Herbig, Mayor Scott Passey, City Clerk

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, October 20, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript. Meeting video is available on the [City YouTube channel](#). Attachments are available on the [CivicClerk Agenda Management Portal](#).

PRESENT:

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

Staff: City Manager Teri Killgore
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Scott Passey
Deputy City Clerk Michelle Kang
Co-Clerk Shannon Tipple-Leen
Environmental Services Director Richard Sawyer
Surface Water Capital Project Manager Andrew Silvia

Speaking Guests: Christine Scotton, Northshore Park and Recreation Service Area (NPRSA) Program Manager

Public Comments Speaking Guests:
Andy Hollenbeck, Kenmore Resident
Steve VanDerhoef, Burien Resident

Business Item A Public Comment Speaking Guests: (none)

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7:00 PM.

LAND ACKNOWLEDGEMENT

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE

Mayor Herbig led the Council in the Pledge of Allegiance.

AGENDA APPROVAL

The agenda was approved as presented.

WHERE'S THE FUN?

City Manager Teri Killgore highlighted the City's annual Jack Crawford Day that took place on Saturday, October 18, 2025.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: <https://www.youtube.com/live/4K6e2dATugw?si=jNRP3w2-wsp04cHw&t=387>

CONSENT AGENDA

A. Approve the City Council Regular Meeting Minutes of Monday, September 22, 2025.

B. Approve the following Voucher Certification and Approval:

- Total Check #s 57015 through 57087 totaling \$440,111.70
- Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 09/19/2025 in the amount totaling \$315,726.49
- Total EFT Payment #s 1892 through 1901 total \$771,823.82

MOTION: Approve the consent agenda outlined above.

Moved by Culver; seconded by Srebnik.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

PRESENTATION

Deputy City Manager Stephanie Lucash introduced new staff, City Clerk Scott Passey.

BUSINESS AGENDA

A. November 4, 2025 General Election Ballot Measure:

Northshore Park and Recreation Service Area

Proposition No. 1

Replacement Levy for Repair, Maintenance and Operation

- Presentation by Northshore Park and Recreation Service Area (NPRSA)
- Questions and Discussion of the Council
- Public Comment Opportunity per RCW 42.17A.555(1)

- Potential Adoption of Proposed Resolution

Northshore Park and Recreation Service Area (NPRSA) Program Manager Christine Scotton presented information about Proposition No. 1 Replacement Levy for Repair, Maintenance and Operation on the upcoming November 4, 2025 general election ballot measure.

Councilmembers had an opportunity for questions and discussion.

Per RCW 42.17A.555(1)(b), members of the public were afforded an approximately equal opportunity for an expression of an opposing view during a special public comment period.

Timestamped link here:

<https://www.youtube.com/live/4K6e2dATugw?si=9amPLuPiHe6mR0Jb&t=1428>

MOTION: Adopt Proposed Resolution No. 25-435 expressing support for Northshore Park and Recreation Service Area Proposition No. 1 Replacement Levy for Replacement, Maintenance and Operation.

Moved by Srebnik; seconded by O'Cain.

VOTE: 7 Yes – Loutsis, Culver, Marshall, Srebnik, Sasson, O'Cain, Herbig; 0 No; 0 Abstain.

MOTION PASSES.

EXECUTIVE SESSION

MOTION: Recess to an executive session under RCW 42.30.110(1)(i) for approximately 30 minutes.

Moved by Srebnik; seconded by O'Cain.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

Pursuant to RCW 42.30.110(1)(i), the City Council entered an executive session to discuss potential litigation. This executive session is slated to last approximately 30 minutes until 7:53 PM. The Council extended the executive session by 20 minutes until approximately 8:13 PM. The Council exited executive session at approximately 8:13 PM.

BUSINESS AGENDA (continued)

- B. Proposed Ordinance No. 25-0634, NE 169th Street Culvert Replacement Project Condemnation, presented by Environmental Services Director Richard Sawyer and Surface Water Capital Project Manager Andrew Silvia, *for discussion and potential adoption*

Environmental Services Director Richard Sawyer and Surface Water Capital Project Manager Andrew Silvia presented to the Council information on the condemnation ordinance for the NE 169th Street Culvert Replacement project including project

background, the project's need for data collection and requirements, as well as the public purposes for the culvert replacement.

With the condemnation ordinance, the City is seeking the right for City staff and project consultants to enter onto three private properties, after negotiations with the private property owners, over a two-month period to conduct testing and data collection activities. The temporary property rights of the ordinance would not allow for access to the buildings, construction activity, or other permanent property impacts. The Council asked staff questions and discussed the potential ordinance before them prior to considering final action.

MOTION: Adopt Ordinance No. 25-0634.

Moved by Culver; seconded by Srebnik.

VOTE: 7 Yes – Marshall, Srebnik, Culver, Loutsis, Sasson, O'Cain, Herbig; 0 No; 0 Abstain.

MOTION PASSES.

STAFF REPORTS

- A. Development Services Director Samantha Loyuk presented a brief update on current private development and construction activity within the city.
- B. City Manager Teri Killgore informed Council that the topic of budget amendments is coming forward to Council soon.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:04 PM.

Nigel Herbig, Mayor

Scott Passey, City Clerk



Voucher Certification & Approval

City of Kenmore

DATE RANGE: 09/27/2025 through 10/10/2025

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

Total EFT Payments: # 1902-1904	525,021.19
Total Checks: # 57088 through 57177	1,084,613.71
Total Payroll EFT & Bank Drafts: Payroll/Taxes/FSA/HSA/Retirement.: Dated 10/3/2025	318,096.17
Total Wire Transfers:	None


Teri Killgore (Oct 31, 2025 15:33:28 PDT)
City Manager / Date

Oct 31, 2025


Melinda Merrill
Finance Director / Date

Oct 17, 2025

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
A1 LANDSCAPING AND CONSTRUCTION, INC	1902	10/10/2025	Aug-Sept 2025 Contractor Svcs 24-C3087	522,014.68
COMMANDLINK	1903	10/10/2025	Oct 2025 CH Phone Svc	2,795.86
ELECTRONIC BUSINESS MACHINES	1904	10/10/2025	Sept 2025 Color B&W Copies 2nd Floor	210.65
VOID	57088-57089	09/30/2025	VOID	-
TRICO COMPANIES LLC	57090	09/30/2025	Aug 2025 Contracted Work 25-C3136	352,752.76
AMERICAN GENERAL LIFE GPO/400S	57091	10/03/2025	Life Insurance	220.33
MPH INDUSTRIES, INC	57092	10/02/2025	Re-issue for Voided Check 56975 - Lost in Transit	305.81
INSLEE, BEST, DOEZIE & RYDER, P.S.	57093	10/10/2025	Re-Issue for Voided Check 57050 - Returned by Banner Bank	30,930.44
SAVIBANK	57094	10/10/2025	Re-Issue for Voided Check 57088 - Returned by Banner Bank	26,566.83
STATE AUDITOR'S OFFICE	57095	10/10/2025	Re-Issue for Voided Check 57076 - Returned by Banner Bank	2,642.90
RED VALVE COMPANY, INC	57096	10/10/2025	Slip-on Duckbill Check Valve	1,947.88
ABRACADABRA PRINTING	57097	10/10/2025	Business Cards - Braille 2 Staff Members	1,515.25
ALWAYS ACTIVE SERVICES LLC	57098	10/10/2025	Base & Additive Bid Work 25-C3131	55,770.75
AM TEST, INC	57099	10/10/2025	Swim Beach Monitoring A25I0295-01 to -06 & A25I447-01 to -06	420.00
ARMSTRONG SERVICES	57100	10/10/2025	Janitorial Svc Hangar, PW Office & CH	9,919.17
AURORA RENTS	57101	10/10/2025	Remaining Balance for Forklift Rental SW	680.10
BECKWITH CONSULTING GROUP	57102	10/10/2025	Sept 2025 Consulting Svcs	12,440.00
BOTHELL KENMORE CHAMBER OF COMMERCE	57103	10/10/2025	Port of Seattle Grant Proj. 2 - Digital Pass Program	8,000.00
BRETT TAKAHASHI	57104	10/10/2025	Refund - overpayment of copies Ref: PRR 25-132	6.90

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
CASCADE PEST CONTROL	57105	10/10/2025	Rhododendron Park Pest Control	175.88
CEDAR GROVE COMPOSTING, INC.	57106	10/10/2025	Compost CH & Parks	258.96
CHICAGO TITLE COMPANY OF WASHINGTON	57107	10/10/2025	Mailing Labels for PRJ22-0055	2.00
CITY OF BELLEVUE	57108	10/10/2025	Q3 2025 MBP Subscription	5,860.40
CODE PUBLISHING COMPANY	57109	10/10/2025	KMC Ordinance 25-0629 & 25-0630	1,660.17
CONTECH ENGINEERED SOLUTIONS, INC	57110	10/10/2025	Drainage Maintenance Supplies - Return Freight	1,100.00
CORINA PFEIL	57111	10/10/2025	STEP Committee Meeting & Open House	120.00
CWA CONSULTANTS, PS	57112	10/10/2025	Dev Services Plan Review 25-C3110	5,460.00
DAY WIRELESS SYSTEMS	57113	10/10/2025	Tech Support	1,079.96
DE LA SOIL LLC	57114	10/10/2025	Light food for KBA Evening Edition Network Mtg	250.00
EMERALD FIRE LLC	57115	10/10/2025	Pier Standpipe Repairs - July 4th Damage	5,809.74
FERGUSON WATERWORKS #3156	57116	10/10/2025	Materials SW WO11729 Swale Repair 92nd/145th, WO12580 CB Repairs 16108	879.81
GCP WW HOLDCO, LLC	57117	10/10/2025	Annual Pants Allowance - CR	237.34
H.D. FOWLER COMPANY	57118	10/10/2025	Irrigation Eq - Parks & Streets	743.86
HEIDELBERG MATERIALS	57119	10/10/2025	Materials Catch Basin Repair SR522 & 83rd	149.10
HILLIS CLARK MARTIN & PETERSON P.S.	57120	10/10/2025	Aug 2025 Legal Svcs - Lakepointe	112.50
HORIZON DISTRIBUTORS INC	57121	10/10/2025	Materials Parks	539.24
JET CITY PRINTING	57122	10/10/2025	Public Education Outreach Human Svc Resource Guide	1,267.30
KAMINS CONSTRUCTION INC.	57123	10/10/2025	Sept-Oct 2025 Contract Work 25-C3164	110,605.00
KINDFIRE CREATIVE	57124	10/10/2025	Port of Seattle Grant Photography	1,200.00
KING COUNTY FINANCE	57125-57128	10/10/2025	Garbage Disposal Streets, King Co Road Maint., King Co Discretionary Svcs, Q2 2025 Liquor Profits & Excise	56,315.75
KING COUNTY SHERIFF	57129	10/10/2025	Police Discretionary OT at City Event 00C76	861.68
KING COUNTY TREASURY	57130	10/10/2025	Lot 1 Blk H Moorland Hts Unrec N 156 Ft of E 1/2	738.66
KOMPAN, INC	57131	10/10/2025	Playground Parts Log Boom Park	310.35
KPFF CONSULTING ENGINEERS	57132	10/10/2025	Aug 2025 Professional Svcs 22-C2862	38,144.93
MACDONALD MILLER FACILITY SOLUTIONS	57133	10/10/2025	HVAC Maintenance CH	1,314.69
MARY MILLER STEPHENS	57134	10/10/2025	Sept 2025 Public Def Svcs 12-C1097	1,250.00
MINUTEMAN PRESS	57135	10/10/2025	KAPE Postcard	97.97
NARWHAL MET, LLC	57136	10/10/2025	Oct 2025 Weather Monitoring Svcs	425.00
NORTHSHORE SCHOOLS FOUNDATION	57137	10/10/2025	Q1-Q3 2025 Removing Barriers Contributions	3,750.00
NORTHSHORE UTILITY DIST	57138	10/10/2025	Aug 2025 Fleet Maint. & Fuel	7,534.32
OLDCASTLE INFRASTRUCTURE, INC	57139	10/10/2025	Drainage Maint. Supplies	1,475.71
OLSON BROTHERS PRO VAC LLC	57140	10/10/2025	Drainage Maintenance	60,713.63
PACIFIC TOPSOILS	57141	10/10/2025	Material Disposal & Purchase - Vegetation/Topsoil	1,448.87
PanGEO, INC	57142	10/10/2025	On-Call Geotech Svcs VAR25-0012 25C3109	1,472.50
PARAMETRIX INC	57143	10/10/2025	Aug 2025 Professional Svcs 24-C3013, 192nd Culvert & Sidewalk	21,504.19
PAWS	57144	10/10/2025	Aug 2025 Animal Sheltering Svcs. 10-C873	238.00
PETER SCHROEDER	57145	10/10/2025	Fire Review Refund - Clerical error at time of invoice	592.06
PLYWOOD SUPPLY	57146	10/10/2025	Materials Surface Water	27.63
PUGET SOUND ENERGY	57147	10/10/2025	Plat Streetlight Transfer Timber Townhomes	25.33
QUADIENT LEASING USA, INC.	57148	10/10/2025	10/24/25-01/26/26 Postage Meter Lease	645.77
RAINGARDENS NORTHWEST, INC	57149	10/10/2025	Drainage Maintenance	1,895.88
REGIONAL ANIMAL SERVICES OF KC	57150	10/10/2025	Aug 2025 Pet Licenses	65.00
REGIONAL CRISIS RESPONSE AGENCY	57151	10/10/2025	Q4 2025 Operating Cost Share RCR Program	52,033.25

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
RUSSELL BROWN	57152	10/10/2025	Partial Refund Credit Card & Technology Fee	26.91
SARAH ROBERTS	57153	10/10/2025	Sept 2025 Prosecution Svcs	13,813.71
SCORE	57154	10/10/2025	Aug 2025 Adult/Juvenile Detention/Housing 19-C2113	9,513.36
SEATTLE TIMES	57155	10/10/2025	Ads, Legal Notices & Public Hearing Posts	1,159.35
SHERWIN WILLIAMS CO.	57156	10/10/2025	Painting Supplies ROW Graffiti SR25890	42.92
SHIELD OF ARMOR SAFETY LLC	57157	10/10/2025	Training Trenching Excavations 4 Attendies	380.00
SHRED IT, C/O STERICYCLE, INC	57158	10/10/2025	Sept 2025 Shred Pickup	120.96
SNOHOMISH COUNTY	57159	10/10/2025	Drainage Maintenance Disposal	18,197.00
STAPLES	57160	10/10/2025	Maintenance Supplies Parks, CH & Hangar	918.63
SUNBELT RENTALS	57161	10/10/2025	Aerator Rental	911.07
SUPREME PLUMBING CO, LLC	57162	10/10/2025	Plumbing Permit Refund - Applicant fee paid by error	782.40
T MOBILE USA, INC.	57163	10/10/2025	Staff Cell Phones and Data Plans	2,361.92
TARA DUNFORD	57164	10/10/2025	General Consulting Svcs	292.50
THE ORIGINAL POOP BAGS	57165	10/10/2025	Dog Poop Bag Refills	2,079.85
TOTAL LANDSCAPE CORP	57166	10/10/2025	Landscape Svcs CH, Parks, ROW: 68th, Samm Brdg, Juanita	18,670.22
TRUGREEN	57167	10/10/2025	Field Lawn Svc Moorlands Field	363.83
ULINE	57168	10/10/2025	Maintenance Supplies Parks	226.58
UPS STORE KENMORE	57169	10/10/2025	Scanned Copies for PRR 25-132	102.30
UTILITIES UNDERGROUND LOCATION CTR	57170	10/10/2025	Sept 2025 Utility Locates	238.95
VERIZON WIRELESS	57171	10/10/2025	Aug-Sept 2025 M2M Data Plan	50.04
WA STATE DEPT OF TRANSPORTATION	57172	10/10/2025	General Project Management	44.26
WAGNER ARCHITECTS	57173	10/10/2025	Aug 2025 PWOC Facility Planning Consultant	115,977.07
WASHINGTON STATE DEPARTMENT OF ECOLOGY	57174	10/10/2025	PWOC Construction Stormwater Permit	659.00
WESTLAKE HARDWARE WA-153	57175	10/10/2025	Supplies & Materials PW	585.73
WM CORPORATE SERVICES INC.	57176	10/10/2025	Sweeper Dump Fees	2,404.11
ZIPLY FIBER	57177	10/10/2025	Sept-Oct 2025 Internet PW Office	179.49
MISSION SQUARE / 109964	DFT0002878-2879	10/03/2025	City of Kenmore 401a & 401a Loan	31,827.04
DRS 457	DFT0002881-2882	10/03/2025	DRS 457 Deferred Comp	831.50
MISSION SQUARE 457 / 304745	DFT0002883-2887	10/03/2025	ICMA 457 Deferred Comp	8,600.25
NAVIA HSA	DFT0002888	10/03/2025	Employee Health Savings Contribution	250.76
PERS DEPT OF RETIREMENT SYSTEMS	DFT0002889-2896	10/03/2025	Public Employees Retirement	31,371.00
NAVIA FSA	DFT0002897	10/03/2025	Employee Flexible Spending Account	895.37
BANNER BANK 941 DEPOSIT	DFT0002898	10/03/2025	Medicare, Federal Withholding, Social Security	37,392.20
PAYROLL	Electronic Dep	10/03/2025	Direct Deposit	206,928.05
Grand Total:				1,927,731.07

VENDOR HISTORY REPORT

01/01/2025 TO 10/10/2025

Name	Volume
2S DESIGN BUILD LLC	143,408.50
4IMPRINT	193.89
4LEAF INC	21,850.32
A & A LIMOUSINE & BUS SERVICE	9,212.00
A1 LANDSCAPING AND CONSTRUCTION, INC	1,920,735.15
ABRACADABRA PRINTING	1,515.25
ABS VALUATION	1,800.00
ACORN CONSULTING LLC	46,500.00
ADVANCE TESTING & SERVICE INC	2,090.00
AFLAC	296.01
AFRICANS ON THE EASTSIDE	1,500.00
AGORA REFRESHMENTS	1,849.78
AJ AND ASSOCIATES LLC	400.00
ALEX TREE SERVICE LLC	12,456.10
ALL CLIMATE HEATING AND AIR	335.27
ALLAN FRANCA VIDEOGRAPHER	1,550.00
ALPHAGRAPHICS	1,218.87
ALWAYS ACTIVE SERVICES LLC	113,319.00
AM TEST, INC	5,970.00
AMADOR FARMS	1.00
AMERICALL DIVISION OF ANSWERING SERVICE CARE LLC	1,701.60
AMERICAN GENERAL LIFE GPO/400S	2,203.30
AMERICAN PUBLIC WORKS ASSOCIATION	2,015.00
AMERICAN TRAFFIC SOLUTIONS INC	349,695.14
AMY'S ARITISTIC EXPRESSIONS	1,995.00
ANCHOR QEA, LLC	1,294.72
ANNA ARNOTT	137.00
ANSER ADVISORY CONSULTING, LLC	42,103.00
APWA/WA CHAPTER	1,650.00
AQUATECHNEX LLC	26,689.39
ARMSTRONG SERVICES	89,272.53
ARTS OF KENMORE	4,951.80
ASPECT CONSULTING LLC	787.50
ASSOCIATION OF WA CITIES	32,200.88
ATHINA ABRAHAM	150.00
AURORA RENTS	5,459.72
AWC EMPLOYEE BENEFIT TRUST/VIMLY	956,686.18
AZTECA SYSTEMS, LLC	46,065.54
BADGER DAYLIGHTING CORP	3,145.33
BANNER BANK 941 DEPOSIT	742,081.36
BASTYR UNIVERSITY	50,250.00
BCN TELECOM, INC.	9,300.02
BEAVERS NORTHWEST	9,386.79
BECKWITH CONSULTING GROUP	76,380.00
BERNICE CARBAUGH	9,642.80

Name	Volume
BIZDIVERSITY	500.00
BLUE WAVE BAND	1,600.00
BOTHELL KENMORE CHAMBER OF COMMERCE	15,220.00
BOUNCE HOUSE LLC	1,998.15
BRETT TAKAHASHI	6.90
BRIGHT SPARK EARLY LEARNING SERVICES	600.00
Bud Clary Dodge/Chevrolet	51,863.98
BUILDERS EXCHANGE OF WASHINGTON INC	256.95
BULGER SAFE & LOCK, INC.	986.31
CALPORTLAND COMPANY	1,149.87
CANON FINANCIAL SERVICES, INC.	2,396.88
CAPITAL ONE TRADE CREDIT/MCLENDON	89.22
CAPITOL CITY PRESS INC	550.97
CASCADE PEST CONTROL	2,359.14
CEDAR GROVE COMPOSTING, INC.	2,659.53
CENTER FOR HUMAN SERVICES	45,769.09
CENTRICITY GIS, LLC	27,406.25
Chandler Smith	171.43
CHICAGO TITLE	34.80
CHICAGO TITLE COMPANY OF WASHINGTON	1,502.00
CITY OF BELLEVUE	181,535.75
CITY OF KENT	575.00
CITY OF KIRKLAND	61,501.00
CITY OF LAKE FOREST PARK	83,861.00
CITY OF MAPLE VALLEY	1,779.02
CITY WIDE FENCE COMPANY, INC	5,642.24
CIVICPLUS LLC	10,433.67
CLEARVIEW NURSERY, INC.	738.04
CODE PUBLISHING COMPANY	5,976.02
COMCAST	10,972.14
COMCAST BUSINESS	11,031.43
COMMANDLINK	27,785.44
CONFLUENCE ENVIRONMENTAL COMPANY	41,509.21
CONSOLIDATED PRESS	16,737.38
CONTECH ENGINEERED SOLUTIONS, INC	21,807.00
CONVERGINT TECHNOLOGIES	1,369.79
CORINA PFEIL	240.00
COSTAR REALTY INFORMATION INC	8,529.48
COSTCO	65.00
COX PRINTING & SIGNS	396.70
CREATION ORGANICS, LLC	2,301.19
CREATIVE HOUSE BRANDING	679.00
CUSTOMINK LLC	2,613.72
CWA CONSULTANTS, PS	30,800.00
D.P. NICOLI, INC.	1,139.17
DAILY JOURNAL OF COMMERCE	3,948.50
DAMODAR NAGANDLA	1,447.73
DANSOUND INC	8,440.16

Name	Volume
DAVID JONES	244.11
DAVID MAN CHE CHAN	150.00
DAVID ORR	2,143.40
DAVID TALLENT	40.00
DAY WIRELESS SYSTEMS	1,079.96
DE LA SOIL LLC	250.00
DEERE & COMPANY	8,115.62
DEPARTMENT OF COMMERCE	115,295.96
DEPARTMENT OF LABOR AND INDUSTRIES	61,027.79
DEVON LEGER	5,000.00
DIVERSIFIED	10,417.00
DOMESTIC ABUSE WOMENS NETWORK	2,500.00
DREW MARTIN	4,000.00
DRS 457	16,430.00
DTG RECYCLE	46,860.65
E SQUARED SYSTEMS, LLC	1,300.36
EBIX, INC.	177.86
ELECTRONIC BUSINESS MACHINES	2,105.93
ELNAH JORDAN	3,500.00
ELYON MAINTENANCE, INC.	164,821.85
EMERALD FIRE LLC	5,809.74
ENVIRONMENTAL SYSTEMS RESEARCH INST	21,309.37
ERIC LONG	130.40
ESD - LTC	22,720.02
ESD - PFML	48,693.35
ESD - UI TAX ADMINISTRATION	6,211.60
EVERMARK, LLC	307.70
EXPLOREN BORGEN LLC	3,200.00
FACET NW, INC.	60,475.09
FERGUSON CONSULTING	50,000.00
FERGUSON WATERWORKS #3156	4,760.13
FIRE PROTECTION, INC	5,537.81
FLEMINGS HOLIDAY LIGHTING LLC	2,963.82
FLYNN BEC LP	4,204.13
FLYWAY RETAIL + LIVING	5,502.69
FOOTPRINT PROMOTIONS	435.29
FOURTEN CREATIVE	3,570.80
FRANKLIN COVEY	20,201.78
FUELCARE	3,300.32
GALLO, ELHAM	442.49
GAMES2U	854.00
GAMETIME	493.43
GAYLEN SAUVE	600.00
GAYLYNN BRIEN	480.00
GCP WW HOLDCO, LLC	6,982.80
GMP CONSULTANTS LLC	25,575.65
GORDON THOMAS HONEYWELL	37,200.00
GOVERNMENT FINANCE OFFICERS ASSOC	225.00

Name	Volume
GRAINGER	577.58
GRAND EVENT RENTALS	18,936.24
GRANICUS	7,302.76
GREAT FLOORS LLC	2,534.60
GYANCARLO GARCIA	848.97
H.D. FOWLER COMPANY	9,976.37
HARPER'S PLAYGROUND	1,776.00
HAWK EQUIPMENT SERVICES INC	1,212.22
HDR ENGINEERING, INC	8,768.50
HEALTH MANAGEMENT ASSOCIATES INC	9,392.50
HEIDELBERG MATERIALS	2,509.17
HERRERA ENVIRONMENTAL CONSULTANTS	16,680.95
HESTON PHOTOGRAPHY	2,074.41
HHX, LLC	1,811.51
HILLIS CLARK MARTIN & PETERSON P.S.	9,008.42
HIMA NURSERY, INC.	6,491.38
HOLMBERG COMPANY	3,357.73
HOME DEPOT CREDIT SERVICES	4,835.04
HONEY BUCKET	8,126.00
HORIZON DISTRIBUTORS INC	9,745.95
HOUSING CONNECTOR	2,500.00
HRA VEBA TRUST	47,716.87
HUNTINGTON TECHNOLOGY FINANCE	24,221.71
ICAP TRUST	7,500.00
ICLEI	1,200.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	313,750.50
INTEGRA REALTY RESOURCES - SEATTLE	8,000.00
INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	505.00
IRUM YASIR BUTT	250.00
ISABELLE MAADI	490.92
IVONNE CASTRO	150.00
iWORQ SYSTEMS	2,800.00
JACOBS ENGINEERING GROUP	408,031.16
JAMES E SAUERS	3,394.50
JANET RAYOR	675.00
JANET SHAW	103.00
JASON RICHARD SPERLING	250.00
JET CITY PRINTING	2,361.37
KAMINS CONSTRUCTION INC.	110,605.00
KBA INC.	126,789.16
KELLEY PORTER	248.00
KENDALL FORD OF MARYSVILLE	52,050.68
KENMORE ELEMENTARY PTA	3,750.00
KENMORE HERITAGE SOCIETY	2,500.00
KENMORE LINK LLC	7,500.00
KENMORE MIDDLE SCHOOL	8,000.00
KENMORE SENIOR CENTER	7,812.50
KEY CODE MEDIA, INC.	1,025.47

Name	Volume
KIMLEY HORN AND ASSOCIATES, INC.	44,759.00
KINDFIRE CREATIVE	1,200.00
KING COUNTY BAR ASSOCIATION	200.00
KING COUNTY FINANCE	307,254.13
KING COUNTY FINANCE	3,429.24
KING COUNTY FINANCE	8,145.94
KING COUNTY FINANCE W.L.R.D.	9,533.00
KING COUNTY MUNICIPAL CLERKS ASSOC	60.00
KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
KING COUNTY RECORDER'S OFFICE	305.50
KING COUNTY REGIONAL HOMELESSNESS AUTHORITY	47,666.00
KING COUNTY SHERIFF	3,014,445.32
KING COUNTY TREASURY	90,595.17
KITTRICH CORP	863.97
KOMPAN, INC	310.35
KPFF CONSULTING ENGINEERS	527,269.73
LAKE CITY PARTNERS ENDING HOMELESSNESS	63,500.00
LAKESIDE INDUSTRIES	1,248.57
LANGUAGE LINE SERVICES, INC.	862.92
LIGHTHOUSE CONSULTING INC	129,428.55
LINCOLN NATIONAL LIFE INSURANCE	22,255.58
LOUDEDGE, INC.	695.00
MACDONALD MILLER FACILITY SOLUTIONS	9,157.62
MARINE FLOATS CORPORATION	11,272.32
MARY MILLER STEPHENS	11,250.00
MATRIX CONSULTING GROUP, LTD	22,200.00
McGRATH HUMAN RESOURCES GROUP	4,000.00
MCKINSTRY	11,295.50
MELANIE O'CAIN	657.00
MICHAEL CHAMBERLAIN	189.60
MICHELLE KANG	79.16
MINAL GUHE	400.00
MINUTEMAN PRESS	21,999.78
MISSION SQUARE / 109964	608,878.65
MISSION SQUARE 457 / 304745	154,655.66
MISSY RAINES	4,000.00
MOJO STRATEGIES	3,455.00
MOORLANDS GROVE, LLC	7,500.00
MORGAN SOUND INC	4,900.10
MORGAN STANLEY CAPITAL MANAGEMENT LLC	10,000.00
MORUP SIGNS, INC.	1,768.72
MPH INDUSTRIES, INC	305.81
MSR COMMUNITIES LLC	7,500.00
MSR KENMORE CREEK HOMES	7,500.00
MSR TRI AT INGLEWOOD LLC	7,500.00
NAMI EASTSIDE	5,937.50
NARWHAL MET, LLC	3,825.00
NATIONAL BARRICADE CO., LLC	8,448.00

Name	Volume
NATIONAL LIFE INSURANCE CO.	337.50
NATIONAL SCLERODERMA FOUNDATION	150.00
NAVIA FSA	30,557.30
NAVIA HSA	13,515.20
NELSON ELECTRIC, INC.	9,811.99
NELSON TRUCK EQUIPMENT CO	4,805.74
NICKOLAI MEDVEDITSKOV	3,877.30
NIGEL HERBIG	1,458.91
NIKHIL PATNE	250.00
NORTH AMERICAN SAFETY, INC.	2,588.00
NORTH PACIFIC HOMES LLC	29,369.40
NORTHSHORE PARK & REC SERVICE AREA	2,720.00
NORTHSHORE SCHOOL DISTRICT	679,981.95
NORTHSHORE SCHOOLS FOUNDATION	4,500.00
NORTHSHORE SENIOR CENTER	35,062.50
NORTHSHORE UTILITY DIST	116,422.89
NORTHSHORE YOUTH SOCCER ASSOC.	55.00
NORTHWEST ARBORICULTURE LLC	17,837.40
NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	700.00
NORTHWEST TROPHY	148.78
NUHSA	1,871.00
OFFICE DEPOT	5,955.42
OLBRECHTS & ASSOCIATES, PLLC	4,461.25
OLDCASTLE INFRASTRUCTURE, INC	1,475.71
OLSON BROTHERS PRO VAC LLC	106,062.95
OLYMPIC ENVIRONMENTAL RESOURCES INC	28,458.12
OLYMPIC NURSERY INC	4,405.25
OPEN DOORS FOR MULTICULTURAL FAMILIES	2,500.00
O'REILLY/FIRST CALL	441.85
OSBORN CONSULTING INC.	252,692.89
OSTROMS	49.00
OUR FAMILY FARM	22.00
OUTCOMES BY LEVY, LLC	10,200.00
PACE ENGINEERS, INC.	79,105.00
PACIFIC AIR CONTROL, INC.	16,525.58
PACIFIC TOPSOILS	9,962.91
PANE'N THE GLASS WINDOW CLEANING LLC	1,100.00
PanGEO, INC	1,472.50
PARAMETRIX INC	366,917.93
PARDALIS GROUP III LLC	3,500.00
PARKROSE/McLENDONS HARDWARE	450.27
PARMA POST & POLE, INC.	1,027.06
PAWS	4,899.00
PENDLETON CONSULTING LLC	9,348.00
PERFORMANCE SYSTEMS INTEGRATION LLC	326.21
PERS DEPT OF RETIREMENT SYSTEMS	746,415.59
PETER SCHROEDER	592.06
PETTY CASH CUSTODIAN	35.26

Name	Volume
PHILLIP ALDEN TAVEL, PLLC	4,000.00
PLYWOOD SUPPLY	806.07
PREMIER MEDIA GROUP	1,000.00
PRIME HOMES LLC	7,500.00
PROCOM LLC	122.00
PSR MECHANICAL, LLC	4,640.56
PUGET SOUND CLEAN AIR AGENCY	5,845.75
PUGET SOUND EMERGENCY RADIO NETWORK OPERATOR	3,369.60
PUGET SOUND ENERGY	316,956.69
PUGET SOUND FINANCE OFFICERS ASSOC	80.00
PUGET SOUND PLANTS	1,787.31
PULTEGROUP	7,500.00
QUADIENT FINANCE USA INC	3,883.49
QUADIENT LEASING USA, INC.	1,937.31
RAINGARDENS NORTHWEST, INC	1,895.88
RAKESH CHAKARI MALLAREPPA	250.00
RAMEZ DEBBAS	12,511.86
RECLAIM LAND MANAGEMENT LLC	1,309.20
RED VALVE COMPANY, INC	1,710.00
REGIONAL ANIMAL SERVICES OF KC	8,488.00
REGIONAL CRISIS RESPONSE AGENCY	156,099.75
REPUBLIC SERVICES #172	18,894.35
RISAN ATHLETICS, INC.	1,157.05
RM HOMES LLC	7,500.00
ROADWAY MANAGEMENT TECHNOLOGIES LLC	23,142.00
ROBERT BLAKE	500.00
ROMAN YEROKHIN	6,051.20
RONALD TANG	16.85
ROOPCHAND NARKEDAMILLI	125.00
ROSS MAYER	109.66
RUSSELL BROWN	26.91
SAGACITY MEDIA, INC.	1,200.00
SAMANTHA LOYUK	143.00
SAMUEL RODRIGUEZ	210.00
SARAH ROBERTS	137,126.23
SAVIBANK	26,566.83
SCHINDLER ELEVATOR CORPORATION	4,370.05
SCORE	129,633.84
SEATTLE PUMP & EQUIPMENT CO	4,853.35
SEATTLE RECONOMY	500.00
SEATTLE TIMES	12,703.85
SEATTLE'S CHILD	3,550.00
SELENA FITCH	885.05
SELLEN CONSTRUCTION COMPANY, INC.	8,649.60
SENTINEL OFFENDER SERVICES, LLC	609.50
SHANNON & WILSON, INC.	1,800.00
SHERI GRIMES	40.00
SHERWIN WILLIAMS CO.	1,840.37

Name	Volume
SHI INTERNATIONAL CORP.	49,212.56
SHIELD OF ARMOR SAFETY LLC	1,912.50
SHORELINE FIRE DEPT	300.00
SHRED IT, C/O STERICYCLE, INC>	1,151.67
SIGN CONNEXTION LLC	5,070.97
SISKUN POWER EQUIPMENT	5,264.04
SITESCAPES, INC.	2,790.00
SNOHOMISH COUNTY	33,444.00
SOFTWAREONE, INC.	663.29
SOMERSAULT WELLNESS LLC	3,300.00
SOUND PUBLISHING, INC.	500.00
SOUND SAFETY PRODUCTS CO.	361.60
SP & CO/SUSSMAN PREJZA & CO	7,250.00
SPECIALTY DOOR SERVICE, INC.	1,447.40
STAPLES	22,461.22
STATE AUDITOR'S OFFICE	17,178.85
STATE OF WA DEPT. OF LICENSING	1.60
STEPHANIE LUCASH	322.00
STEVE GOEWY	752.89
STEWART MACNICHOLS HARMELL, INC.	45,000.00
SUNBELT RENTALS	3,216.03
SUPERION, LLC	2,672.90
SUPREME PLUMBING CO, LLC	782.40
T MOBILE USA, INC.	18,002.84
TACOMA SCREW PRODUCTS, INC.	58.26
TARA DUNFORD	2,145.00
TASTAD CONSTRUCTION INC	199,338.20
TERI KILLGORE	1,288.45
THE LODGE AT ST. EDWARD PARK	5,081.82
THE ORIGINAL POOP BAGS	3,499.74
THOMCO CONSTRUCTION, INC.	50,000.00
TOASTMASTERS INTERNATIONAL	250.00
TOTAL LANDSCAPE CORP	197,400.28
TOURNESOL SITEWORKS, LLC	2,589.70
Town and Country Fence Inc.	20,740.84
TRICO COMPANIES LLC	558,966.11
TRUGREEN	3,587.32
TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESOTA	2,206.11
TUBE ART DISPLAYS, INC	2,383.63
TYLER TECHNOLOGIES, INC.	1,212.65
U.S. BANK	1,436.99
U.S. BANK N.A. / CUSTODY	404.00
U.S. BANK PURCHASE CARDS	227,054.96
ULINE	3,084.83
UNITED RENTALS NW, INC	2,215.01
UPS STORE KENMORE	535.86
URBAN ACCESSORIES, INC.	3,960.59
US POSTAL SERVICE	7,275.84

Name	Volume
UTILITIES UNDERGROUND LOCATION CTR	2,114.43
V2WORKS	7,837.50
VAUGHAN, KENT	1,382.24
VECA ELECTRIC & TECHNOLOGIES, LLC	43,021.00
VERIZON WIRELESS	450.38
VINIT KELKAR	250.00
WA ASSOC OF BUILDING OFFICIALS	290.00
WA CITIES INSURANCE AUTHORITY	907,745.00
WA STATE DEPT OF ENTERPRISE SVCS	12,761.16
WA STATE DEPT OF LABOR & INDUSTRIES	398.40
WA STATE DEPT OF TRANSPORTATION	2,073.77
WA STATE DEPT OF TRANSPORTATION	176.28
WAGNER ARCHITECTS	759,475.44
WALTER E. NELSON CO.	1,492.37
WAPRO	220.00
WASHINGTON ASSOCIATION OF CONSERVATION DISTRICTS	1,759.31
WASHINGTON AUDIOLOGY SERVICES, INC.	1,163.40
WASHINGTON AUTISM ALLIANCE	1,000.00
WASHINGTON CITY/COUNTY MGMT ASSOC	2,660.00
WASHINGTON STATE DEPARTMENT OF ECOLOGY	36,647.00
WASHINGTON STATE OFFICE CASH MGMT	689.50
WASHINGTON STATE TREASURER	3,051.76
WEST COAST PLUMBING AND HEATING, INC.	823.20
WESTERN DISPLAY FIREWORKS, LTD.	32,000.00
WESTERN ENTRANCE TECHNOLOGY, LLC	1,223.22
WESTERN SYSTEMS, INC	19,494.88
WESTLAKE HARDWARE WA-153	4,548.98
WILLIAM HEALY	475.00
WM CORPORATE SERVICES INC.	38,475.40
WONDERLAND CHILD & FAMILY SERVICES	500.00
WOODINVILLE FARMERS MARKET	12,500.00
WSDOT/LTAP CENTER	525.00
XEROX CORPORATION	5,096.87
XYLEM LLC	5,643.91
YOU LEE KIM	150.00
ZACHARY SERLETH	3,000.00
ZESBAUGH, INC.	1,542.80
ZIPLY FIBER	7,708.45
ZONAR SYSTEMS	544.56
ZUMAR	311.63

2025-10-40 Voucher List for Approval

Final Audit Report

2025-10-31

Created:	2025-10-17
By:	Jenilee Knox (jknox@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAaN6stNs0KUy-jcFYVCqA1XSRhK6jm9eD

"2025-10-40 Voucher List for Approval" History

-  Document created by Jenilee Knox (jknox@kenmorewa.gov)
2025-10-17 - 5:49:03 PM GMT
-  Document emailed to Melinda Merrell (mmerrell@kenmorewa.gov) for signature
2025-10-17 - 5:50:12 PM GMT
-  Email viewed by Melinda Merrell (mmerrell@kenmorewa.gov)
2025-10-17 - 9:39:41 PM GMT
-  Document e-signed by Melinda Merrell (mmerrell@kenmorewa.gov)
Signature Date: 2025-10-17 - 9:39:51 PM GMT - Time Source: server
-  Document emailed to Teri Killgore (tkillgore@kenmorewa.gov) for signature
2025-10-17 - 9:39:52 PM GMT
-  Email viewed by Teri Killgore (tkillgore@kenmorewa.gov)
2025-10-17 - 10:42:10 PM GMT
-  New document URL requested by Jenilee Knox (jknox@kenmorewa.gov)
2025-10-31 - 8:07:12 PM GMT
-  Email viewed by Teri Killgore (tkillgore@kenmorewa.gov)
2025-10-31 - 10:32:50 PM GMT
-  Document e-signed by Teri Killgore (tkillgore@kenmorewa.gov)
Signature Date: 2025-10-31 - 10:33:28 PM GMT - Time Source: server
-  Agreement completed.
2025-10-31 - 10:33:28 PM GMT



Voucher Certification & Approval

City of Kenmore

DATE RANGE: 10/11/2025 through 10/24/2025

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

Total EFT Payments: # 1905-1907 **102,872.52**

Total Checks: # 57178 through 57262 **880,470.47**

Total Payroll EFT & Bank Drafts: Payroll/Taxes/FSA/HSA/Retirement.: Dated 10/17/2025 **318,044.09**

Total Wire Transfers: **None**


Teri Killgore (Oct 31, 2025 15:27:38 PDT) Oct 31, 2025
City Manager / Date


Melinda Merrell Oct 31, 2025
Finance Director / Date

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
AMERICAN TRAFFIC SOLUTIONS INC	1905	10/24/2025	Sept 2025 KAPE Program	62,815.00
CENTER FOR HUMAN SERVICES	1906	10/24/2025	Q3 2025 Behavioral Heath Svcs	2,500.00
KBA INC.	1907	10/24/2025	Aug-Sept 2025 Professional Svcs 25-C3147	37,557.52
DEPARTMENT OF LABOR AND INDUSTRIES	57178	10/16/2025	Q3 2025 Balance to L&I	16.56
AFLAC	57179	10/17/2025	Employee Medical/Disability Plans	32.89
AWC EMPLOYEE BENEFIT TRUST/VIMLY	57180	10/17/2025	Employee Health Insurance	106,288.14
VOID	57181	10/24/2025	VOID	-
VOID	57182	10/24/2025	VOID	-
NATIONAL LIFE INSURANCE CO.	57183	10/17/2025	Life Insurance	37.50
4LEAF INC	57184	10/24/2025	Sept 2025 Svcs 25-C3127	3,068.96
AFRICANS ON THE EASTSIDE	57185	10/24/2025	Q3 2025 Bridging the Gap for Food Security	750.00
AGORA REFRESHMENTS	57186	10/24/2025	Oct 2025 Filtered Water	198.19
ALWAYS ACTIVE SERVICES LLC	57187	10/24/2025	Feb-Aug 2025 Contractor 24-C3028	32,939.00
AM TEST, INC	57188	10/24/2025	Swim Beach Monitoring A25I0594-01 to -06 & A25I0632-01 to -06	420.00
AMERICALL DIVISION OF ANSWERING SERVICE CARE LLC	57189	10/24/2025	Sept 2025 After Hours Call Out Svc	169.66
AMERICAN SOCIETY OF COMPOSERS	57190	10/24/2025	2025 Summer Concert Series Royalties Distribution	394.63
AURORA RENTS	57191	10/24/2025	Equipment Rental SR 24229 Kenlake Pothole	160.74
BCN TELECOM, INC.	57192	10/24/2025	Oct-Nov 2025 Phones CH	1,054.20
CANON FINANCIAL SERVICES, INC.	57193	10/24/2025	Oct 2025 Copier Rental 2nd Floor	266.32
CEDAR GROVE COMPOSTING, INC.	57194	10/24/2025	Compost Moorlands Park & Ballfield	323.72
CENTRICITY GIS, LLC	57195	10/24/2025	Sept 2025 Cityworks Consulting Svcs	1,062.50
CIVICPLUS LLC	57196	10/24/2025	Annual Fee for Sept 2025-2026 (PRR)	5,088.23

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
CM HEATING INC.	57197	10/24/2025	Re-issue for Voided check# 56909	16.85
COMCAST BUSINESS - City of Industry, CA	57198-57199	10/24/2025	Oct-Nov 2025 Internet TI' awh-ah-dees Park & CH	233.09
COMCAST BUSINESS - Philadelphia, PA	57200	10/24/2025	Oct 2025 Internet CH & Hangar	2,224.16
COSTAR REALTY INFORMATION INC	57201	10/24/2025	Sept 2025 E.D. Database Subscription	947.72
DOMESTIC ABUSE WOMENS NETWORK	57202	10/24/2025	Q3 2025 CAP	1,250.00
DTG RECYCLE	57203	10/24/2025	Materials SR 25886 Log Boom Park	372.26
E SQUARED SYSTEMS, LLC	57204	10/24/2025	Oct-Dec 2025 Fire Alarm Monitoring Boathouse	148.77
EMERALD FIRE LLC	57205	10/24/2025	Pier Standpipe Repairs - Svc Truck Charges	93.67
FERGUSON WATERWORKS #3156	57206	10/24/2025	Materials for SW Work	621.24
FLYNN BEC LP	57207	10/24/2025	Gutter Repairs CH	3,570.48
GCP WW HOLDCO, LLC	57208	10/24/2025	Pants & Boots Allowance CW	587.15
GORDON THOMAS HONEYWELL	57209	10/24/2025	Sept 2025 Consulting	4,650.00
HARPER'S PLAYGROUND	57210	10/24/2025	Dec 2025 Playground Feasibility Study	2,112.00
HEALTH MANAGEMENT ASSOCIATES INC	57211	10/24/2025	Jul-Sept 2025 Professional Svcs	1,545.00
HEIDELBERG MATERIALS	57212	10/24/2025	Materials SR 24229 Road Patching	382.93
HILLIS CLARK MARTIN & PETERSON P.S.	57213	10/24/2025	Sept 2025 Legal for Lakepointe	1,667.50
HIMA NURSERY, INC.	57214	10/24/2025	Plants Log Boom Park	868.60
HOME DEPOT CREDIT SERVICES	57215	10/24/2025	Supplies & Materials PW	505.66
HORIZON DISTRIBUTORS INC	57216	10/24/2025	Materials Moorlands Park Field	88.48
HOUSING CONNECTOR	57217	10/24/2025	Q3 2025 Housing for All	1,250.00
INGLEMOOR HIGH SCHOOL	57218	10/24/2025	2025 Green Jobs Fair Advertising	95.00
KENMORE ELEMENTARY PTA	57219	10/24/2025	Q3 2025	1,250.00
KENMORE MIDDLE SCHOOL	57220	10/24/2025	Q3 2025	2,750.00
KIMLEY HORN AND ASSOCIATES, INC.	57221	10/24/2025	Sept 2025 Professional Svcs 25-C3134	7,207.00
KING COUNTY FINANCE	57222	10/24/2025	Sept 2025 DPD Small Cities Screening	76.00
KING COUNTY MUNICIPAL CLERKS ASSOC	57223	10/24/2025	2026 KCMCA Dues SP, MK, EG	85.00
KING COUNTY SHERIFF	57224	10/24/2025	Sept 2025 Police Services (Final adopted in May)	395,323.33
LIGHTHOUSE CONSULTING INC	57225	10/24/2025	Sept 2025 IT Svcs	14,295.90
LISETTE TERRY	57226	10/24/2025	Plan Review Refund - No longer pursuing project	697.32
MATRIX CONSULTING GROUP, LTD	57227	10/24/2025	Dev Services Fee Study - September - 25-C3106	9,000.00
MINUTEMAN PRESS	57228	10/24/2025	PROS Plan Postcards	4,980.29
MOJO STRATEGIES	57229	10/24/2025	Sept 2025 Outsourced KAPE Communications	3,633.25
NAMI EASTSIDE	57230	10/24/2025	Q3 2025 Community Mental Health	1,250.00
NORTHSHORE SENIOR CENTER	57231	10/24/2025	Q3 2025 Adult Day Health/Inclusion & Kenmore Senior Center	13,750.00
NORTHWEST ARBORICULTURE LLC	57232	10/24/2025	Linwood Park Tree Risk Assessment & Report	2,363.50
OPEN DOORS FOR MULTICULTURAL FAMILIES	57233	10/24/2025	Q3 2025	1,250.00
OSBORN CONSULTING INC.	57234	10/24/2025	Sept 2025 Professional Svcs 23-C2994	1,241.79
PACE ENGINEERS, INC.	57235	10/24/2025	Sept 2025 On-Call Eng Svcs 21-C2667	4,053.00
PAWS	57236	10/24/2025	September 2025 Animal Sheltering Services 10-C873	1,190.00
PERFORMANCE SYSTEMS INTEGRATION LLC	57237	10/24/2025	2025 Annual Fire Extinguisher Inspections	432.00
PHILLIP TAVEL	57238	10/24/2025	Re-issue Voided Check# 57069	4,000.00
PUGET SOUND EMERGENCY RADIO NETWORK OPERATOR	57239	10/24/2025	Q4 2025 Emergency Radios	1,123.20
PUGET SOUND ENERGY	57240	10/24/2025	Gas & Electricity, Streetlight Transfers Willow Ct Plat & Timber Town Homes	29,601.79
VOID	57241	10/24/2025	VOID	-
R&R FOUNDATION SPECIALIST	57242	10/24/2025	Credit Card Fee Refund - Paid by check	18.06

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
REGIONAL ANIMAL SERVICES OF KC	57243	10/24/2025	Sept 2025 Pet Licenses	180.00
REPUBLIC SERVICES #172	57244	10/24/2025	Solid Waste Rhododendron Park, CH & PW Shop	2,554.04
SCORE	57245	10/24/2025	Sept 2025 Detention-Medical Transport, Housing & Medical 19-C2113	13,050.38
SHERWIN WILLIAMS CO.	57246	10/24/2025	Paint CH	68.27
SNOHOMISH COUNTY	57247	10/24/2025	Drainage Maint Disposal	5,870.00
STAPLES	57248-57250	10/24/2025	Supplies CH & Hangar, Gloves & Rags for Crew	615.34
STATE AUDITOR'S OFFICE	57251	10/24/2025	Sept 2025 Audit Svcs for 2024 Audit	5,424.90
SUNBELT RENTALS	57252	10/24/2025	Aerator Rental Moorlands	544.54
SUPERION, LLC	57253	10/24/2025	2025 Annual TRAKiT Maintenance Fee	28,571.27
TOTAL LANDSCAPE CORP	57254	10/24/2025	Landscape Maint CH, Parks & ROW Landscaping 68th, Samm Bldg, Juanita	23,188.42
WAGNER ARCHITECTS	57255	10/24/2025	Sept 2025 PWOC Facility Planning Consultant	110,388.75
WASHINGTON AUTISM ALLIANCE	57256	10/24/2025	Q3 2025	500.00
WASHINGTON STATE OFFICE CASH MGMT	57257	10/24/2025	Q3 2025 State Building Permit Fees	446.00
WM CORPORATE SERVICES INC.	57258	10/24/2025	Sept 2025 Sweeper Dump Fees	2,088.83
WOODINVILLE FARMERS MARKET	57259	10/24/2025	2025 Farmers Market	7,500.00
XEROX CORPORATION	57260	10/24/2025	Sept 2025 B&W and Color Overages 1st Floor	405.93
ZIPLY FIBER	57261	10/24/2025	Sept-Oct 2025 Phones CH	660.73
ZUMAR	57262	10/24/2025	Red Crossing Signs	3,339.84
MISSION SQUARE / 109964	DFT0002899-2901	10/17/2025	City of Kenmore 401a & Loan	30,841.06
DRS 457	DFT0002902-2903	10/17/2025	DRS 457 Deferred Comp	831.50
MISSION SQUARE 457 / 304745	DFT0002904-2908	10/17/2025	ICMA 457 Deferred Comp	8,412.98
NAVIA HSA	DFT0002909	10/17/2025	Employee Health Savings Contribution	250.76
LINCOLN NATIONAL LIFE INSURANCE	DFT0002910-2911	10/17/2025	Life Ins/ADD & LTD	2,627.30
PERS DEPT OF RETIREMENT SYSTEMS	DFT0002912-2919	10/17/2025	Public Employees Retirement	30,713.48
NAVIA FSA	DFT0002920	10/17/2025	Employee Flexible Spending Account	895.37
BANNER BANK 941 DEPOSIT	DFT0002921	10/17/2025	Federal Withholding, Social Security, Medicare	37,979.20
PAYROLL	Electronic Dep	10/17/2025	Direct Deposit	205,492.44
Grand Total:				<u><u>1,301,387.08</u></u>

VENDOR HISTORY REPORT

01/01/2025 TO 10/24/2025

Name	Volume
2S DESIGN BUILD LLC	143,408.50
4IMPRINT	193.89
4LEAF INC	24,919.28
A & A LIMOUSINE & BUS SERVICE	9,212.00
A1 LANDSCAPING AND CONSTRUCTION, INC	1,920,735.15
ABRACADABRA PRINTING	1,515.25
ABS VALUATION	1,800.00
ACORN CONSULTING LLC	46,500.00
ADVANCE TESTING & SERVICE INC	2,090.00
AFLAC	328.90
AFRICANS ON THE EASTSIDE	2,250.00
AGORA REFRESHMENTS	2,047.97
AJ AND ASSOCIATES LLC	400.00
ALEX TREE SERVICE LLC	12,456.10
ALL CLIMATE HEATING AND AIR	335.27
ALLAN FRANCA VIDEOGRAPHER	1,550.00
ALPHAGRAPHICS	1,218.87
ALWAYS ACTIVE SERVICES LLC	146,258.00
AM TEST, INC	6,390.00
AMADOR FARMS	1.00
AMERICALL DIVISION OF ANSWERING SERVICE CARE LLC	1,871.26
AMERICAN GENERAL LIFE GPO/400S	2,203.30
AMERICAN PUBLIC WORKS ASSOCIATION	2,015.00
AMERICAN SOCIETY OF COMPOSERS	394.63
AMERICAN TRAFFIC SOLUTIONS INC	412,510.14
AMY'S ARITISTIC EXPRESSIONS	1,995.00
ANCHOR QEA, LLC	1,294.72
ANNA ARNOTT	137.00
ANSER ADVISORY CONSULTING, LLC	42,103.00
APWA/WA CHAPTER	1,650.00
AQUATECHNEX LLC	26,689.39
ARMSTRONG SERVICES	89,272.53
ARTS OF KENMORE	4,951.80
ASPECT CONSULTING LLC	787.50
ASSOCIATION OF WA CITIES	32,200.88
ATHINA ABRAHAM	150.00
AURORA RENTS	5,620.46
AWC EMPLOYEE BENEFIT TRUST/VIMLY	1,062,974.32
AZTECA SYSTEMS, LLC	46,065.54
BADGER DAYLIGHTING CORP	3,145.33
BANNER BANK 941 DEPOSIT	780,060.56
BASTYR UNIVERSITY	50,250.00
BCN TELECOM, INC.	10,354.22
BEAVERS NORTHWEST	9,386.79
BECKWITH CONSULTING GROUP	76,380.00

Name	Volume
BERNICE CARBAUGH	9,642.80
BIZDIVERSITY	500.00
BLUE WAVE BAND	1,600.00
BOTHELL KENMORE CHAMBER OF COMMERCE	15,220.00
BOUNCE HOUSE LLC	1,998.15
BRETT TAKAHASHI	6.90
BRIGHT SPARK EARLY LEARNING SERVICES	600.00
Bud Clary Dodge/Chevrolet	51,863.98
BUILDERS EXCHANGE OF WASHINGTON INC	256.95
BULGER SAFE & LOCK, INC.	986.31
CALPORTLAND COMPANY	1,149.87
CANON FINANCIAL SERVICES, INC.	2,663.20
CAPITAL ONE TRADE CREDIT/MCLENDON	89.22
CAPITOL CITY PRESS INC	550.97
CASCADE PEST CONTROL	2,359.14
CEDAR GROVE COMPOSTING, INC.	2,983.25
CENTER FOR HUMAN SERVICES	48,269.09
CENTRICITY GIS, LLC	28,468.75
Chandler Smith	171.43
CHICAGO TITLE	34.80
CHICAGO TITLE COMPANY OF WASHINGTON	1,502.00
CITY OF BELLEVUE	181,535.75
CITY OF KENT	575.00
CITY OF KIRKLAND	61,501.00
CITY OF LAKE FOREST PARK	83,861.00
CITY OF MAPLE VALLEY	1,779.02
CITY WIDE FENCE COMPANY, INC	5,642.24
CIVICPLUS LLC	15,521.90
CLEARVIEW NURSERY, INC.	738.04
CM HEATING INC.	16.85
CODE PUBLISHING COMPANY	5,976.02
COMCAST	10,972.14
COMCAST BUSINESS	13,488.68
COMMANDLINK	27,785.44
CONFLUENCE ENVIRONMENTAL COMPANY	41,509.21
CONSOLIDATED PRESS	16,737.38
CONTECH ENGINEERED SOLUTIONS, INC	21,807.00
CONVERGINT TECHNOLOGIES	1,369.79
CORINA PFEIL	240.00
COSTAR REALTY INFORMATION INC	9,477.20
COSTCO	65.00
COX PRINTING & SIGNS	396.70
CREATION ORGANICS, LLC	2,301.19
CREATIVE HOUSE BRANDING	679.00
CUSTOMINK LLC	2,613.72
CWA CONSULTANTS, PS	30,800.00
D.P. NICOLI, INC.	1,139.17
DAILY JOURNAL OF COMMERCE	3,948.50

Name	Volume
DAMODAR NAGANDLA	1,447.73
DANSOUND INC	8,440.16
DAVID JONES	244.11
DAVID MAN CHE CHAN	150.00
DAVID ORR	2,143.40
DAVID TALLENT	40.00
DAY WIRELESS SYSTEMS	1,079.96
DE LA SOIL LLC	250.00
DEERE & COMPANY	8,115.62
DEPARTMENT OF COMMERCE	115,295.96
DEPARTMENT OF LABOR AND INDUSTRIES	67,821.01
DEVON LEGER	5,000.00
DIVERSIFIED	10,417.00
DOMESTIC ABUSE WOMENS NETWORK	3,750.00
DREW MARTIN	4,000.00
DRS 457	17,261.50
DTG RECYCLE	47,232.91
E SQUARED SYSTEMS, LLC	1,449.13
EBIX, INC.	177.86
ELECTRONIC BUSINESS MACHINES	2,105.93
ELNAH JORDAN	3,500.00
ELYON MAINTENANCE, INC.	164,821.85
EMERALD FIRE LLC	5,903.41
ENVIRONMENTAL SYSTEMS RESEARCH INST	21,309.37
ERIC LONG	130.40
ESD - LTC	25,266.25
ESD - PFML	53,907.21
ESD - UI TAX ADMINISTRATION	6,211.60
EVERMARK, LLC	307.70
EXPLOREN BORGEN LLC	3,200.00
FACET NW, INC.	60,475.09
FERGUSON CONSULTING	50,000.00
FERGUSON WATERWORKS #3156	5,381.37
FIRE PROTECTION, INC	5,537.81
FLEMINGS HOLIDAY LIGHTING LLC	2,963.82
FLYNN BEC LP	7,774.61
FLYWAY RETAIL + LIVING	5,502.69
FOOTPRINT PROMOTIONS	435.29
FOURTEN CREATIVE	3,570.80
FRANKLIN COVEY	20,201.78
FUELCARE	3,300.32
GALLO, ELHAM	442.49
GAMES2U	854.00
GAMETIME	493.43
GAYLEN SAUVE	600.00
GAYLYNN BRIEN	480.00
GCP WW HOLDCO, LLC	7,569.95
GMP CONSULTANTS LLC	25,575.65

Name	Volume
GORDON THOMAS HONEYWELL	41,850.00
GOVERNMENT FINANCE OFFICERS ASSOC	225.00
GRAINGER	577.58
GRAND EVENT RENTALS	18,936.24
GRANICUS	7,302.76
GREAT FLOORS LLC	2,534.60
GYANCARLO GARCIA	848.97
H.D. FOWLER COMPANY	9,976.37
HARPER'S PLAYGROUND	3,888.00
HAWK EQUIPMENT SERVICES INC	1,212.22
HDR ENGINEERING, INC	8,768.50
HEALTH MANAGEMENT ASSOCIATES INC	10,937.50
HEIDELBERG MATERIALS	2,892.10
HERRERA ENVIRONMENTAL CONSULTANTS	16,680.95
HESTON PHOTOGRAPHY	2,074.41
HHX, LLC	1,811.51
HILLIS CLARK MARTIN & PETERSON P.S.	10,675.92
HIMA NURSERY, INC.	7,359.98
HOLMBERG COMPANY	3,357.73
HOME DEPOT CREDIT SERVICES	5,340.70
HONEY BUCKET	8,126.00
HORIZON DISTRIBUTORS INC	9,834.43
HOUSING CONNECTOR	3,750.00
HRA VEBA TRUST	47,716.87
HUNTINGTON TECHNOLOGY FINANCE	24,221.71
ICAP TRUST	7,500.00
ICLEI	1,200.00
INGLEMOOR HIGH SCHOOL	95.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	313,750.50
INTEGRA REALTY RESOURCES - SEATTLE	8,000.00
INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	505.00
IRUM YASIR BUTT	250.00
ISABELLE MAADI	490.92
IVONNE CASTRO	150.00
iWORQ SYSTEMS	2,800.00
JACOBS ENGINEERING GROUP	408,031.16
JAMES E SAUERS	3,394.50
JANET RAYOR	675.00
JANET SHAW	103.00
JASON RICHARD SPERLING	250.00
JET CITY PRINTING	2,361.37
KAMINS CONSTRUCTION INC.	110,605.00
KBA INC.	164,346.68
KELLEY PORTER	248.00
KENDALL FORD OF MARYSVILLE	52,050.68
KENMORE ELEMENTARY PTA	5,000.00
KENMORE HERITAGE SOCIETY	2,500.00
KENMORE LINK LLC	7,500.00

Name	Volume
KENMORE MIDDLE SCHOOL	10,750.00
KENMORE SENIOR CENTER	7,812.50
KEY CODE MEDIA, INC.	1,025.47
KIMLEY HORN AND ASSOCIATES, INC.	51,966.00
KINDFIRE CREATIVE	1,200.00
KING COUNTY BAR ASSOCIATION	200.00
KING COUNTY FINANCE	307,330.13
KING COUNTY FINANCE	3,429.24
KING COUNTY FINANCE	8,145.94
KING COUNTY FINANCE W.L.R.D.	9,533.00
KING COUNTY MUNICIPAL CLERKS ASSOC	145.00
KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
KING COUNTY RECORDER'S OFFICE	305.50
KING COUNTY REGIONAL HOMELESSNESS AUTHORITY	47,666.00
KING COUNTY SHERIFF	3,409,768.65
KING COUNTY TREASURY	90,595.17
KITTRICH CORP	863.97
KOMPAN, INC	310.35
KPFF CONSULTING ENGINEERS	527,269.73
LAKE CITY PARTNERS ENDING HOMELESSNESS	63,500.00
LAKESIDE INDUSTRIES	1,248.57
LANGUAGE LINE SERVICES, INC.	862.92
LIGHTHOUSE CONSULTING INC	143,724.45
LINCOLN NATIONAL LIFE INSURANCE	24,882.88
LISETTE TERRY	697.32
LOUEDGE, INC.	695.00
MACDONALD MILLER FACILITY SOLUTIONS	9,157.62
MARINE FLOATS CORPORATION	11,272.32
MARY MILLER STEPHENS	11,250.00
MATRIX CONSULTING GROUP, LTD	31,200.00
McGRATH HUMAN RESOURCES GROUP	4,000.00
MCKINSTRY	11,295.50
MELANIE O'CAIN	657.00
MICHAEL CHAMBERLAIN	189.60
MICHELLE KANG	79.16
MINAL GUHE	400.00
MINUTEMAN PRESS	26,980.07
MISSION SQUARE / 109964	639,719.71
MISSION SQUARE 457 / 304745	163,068.64
MISSY RAINES	4,000.00
MOJO STRATEGIES	7,088.25
MOORLANDS GROVE, LLC	7,500.00
MORGAN SOUND INC	4,900.10
MORGAN STANLEY CAPITAL MANAGEMENT LLC	10,000.00
MORUP SIGNS, INC.	1,768.72
MPH INDUSTRIES, INC	305.81
MSR COMMUNITIES LLC	7,500.00
MSR KENMORE CREEK HOMES	7,500.00

Name	Volume
MSR TRI AT INGLEWOOD LLC	7,500.00
NAMI EASTSIDE	7,187.50
NARWHAL MET, LLC	3,825.00
NATIONAL BARRICADE CO., LLC	8,448.00
NATIONAL LIFE INSURANCE CO.	375.00
NATIONAL SCLERODERMA FOUNDATION	150.00
NAVIA FSA	31,452.67
NAVIA HSA	13,765.96
NELSON ELECTRIC, INC.	9,811.99
NELSON TRUCK EQUIPMENT CO	4,805.74
NICKOLAI MEDVEDITSKOV	3,877.30
NIGEL HERBIG	1,458.91
NIKHIL PATNE	250.00
NORTH AMERICAN SAFETY, INC.	2,588.00
NORTH PACIFIC HOMES LLC	29,369.40
NORTHSHORE PARK & REC SERVICE AREA	2,720.00
NORTHSHORE SCHOOL DISTRICT	679,981.95
NORTHSHORE SCHOOLS FOUNDATION	4,500.00
NORTHSHORE SENIOR CENTER	48,812.50
NORTHSHORE UTILITY DIST	116,422.89
NORTHSHORE YOUTH SOCCER ASSOC.	55.00
NORTHWEST ARBORICULTURE LLC	20,200.90
NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	700.00
NORTHWEST TROPHY	148.78
NUHSA	1,871.00
OFFICE DEPOT	5,955.42
OLBRECHTS & ASSOCIATES, PLLC	4,461.25
OLDCASTLE INFRASTRUCTURE, INC	1,475.71
OLSON BROTHERS PRO VAC LLC	106,062.95
OLYMPIC ENVIRONMENTAL RESOURCES INC	28,458.12
OLYMPIC NURSERY INC	4,405.25
OPEN DOORS FOR MULTICULTURAL FAMILIES	3,750.00
O'REILLY/FIRST CALL	441.85
OSBORN CONSULTING INC.	253,934.68
OSTROMS	49.00
OUR FAMILY FARM	22.00
OUTCOMES BY LEVY, LLC	10,200.00
PACE ENGINEERS, INC.	83,158.00
PACIFIC AIR CONTROL, INC.	16,525.58
PACIFIC TOPSOILS	9,962.91
PANE'N THE GLASS WINDOW CLEANING LLC	1,100.00
PanGEO, INC	1,472.50
PARAMETRIX INC	366,917.93
PARDALIS GROUP III LLC	3,500.00
PARKROSE/McLENDONS HARDWARE	450.27
PARMA POST & POLE, INC.	1,027.06
PAWS	6,089.00
PENDLETON CONSULTING LLC	9,348.00

Name	Volume
PERFORMANCE SYSTEMS INTEGRATION LLC	758.21
PERS DEPT OF RETIREMENT SYSTEMS	777,129.07
PETER SCHROEDER	592.06
PETTY CASH CUSTODIAN	35.26
PHILLIP TAVEL	4,000.00
PLYWOOD SUPPLY	806.07
PREMIER MEDIA GROUP	1,000.00
PRIME HOMES LLC	7,500.00
PROCOM LLC	122.00
PSR MECHANICAL, LLC	4,640.56
PUGET SOUND CLEAN AIR AGENCY	5,845.75
PUGET SOUND EMERGENCY RADIO NETWORK OPERATOR	4,492.80
PUGET SOUND ENERGY	346,558.48
PUGET SOUND FINANCE OFFICERS ASSOC	80.00
PUGET SOUND PLANTS	1,787.31
PULTEGROUP	7,500.00
QUADIENT FINANCE USA INC	3,883.49
QUADIENT LEASING USA, INC.	1,937.31
R&R FOUNDATION SPECIALIST	18.06
RAINGARDENS NORTHWEST, INC	1,895.88
RAKESH CHAKARI MALLAREPPA	250.00
RAMEZ DEBBAS	12,511.86
RECLAIM LAND MANAGEMENT LLC	1,309.20
RED VALVE COMPANY, INC	1,710.00
REGIONAL ANIMAL SERVICES OF KC	8,668.00
REGIONAL CRISIS RESPONSE AGENCY	156,099.75
REPUBLIC SERVICES #172	21,448.39
RISAN ATHLETICS, INC.	1,157.05
RM HOMES LLC	7,500.00
ROADWAY MANAGEMENT TECHNOLOGIES LLC	23,142.00
ROBERT BLAKE	500.00
ROMAN YEROKHIN	6,051.20
ROOPCHAND NARKEDAMILLI	125.00
ROSS MAYER	109.66
RUSSELL BROWN	26.91
SAGACITY MEDIA, INC.	1,200.00
SAMANTHA LOYUK	143.00
SAMUEL RODRIGUEZ	210.00
SARAH ROBERTS	137,126.23
SAVIBANK	26,566.83
SCHINDLER ELEVATOR CORPORATION	4,370.05
SCORE	142,684.22
SEATTLE PUMP & EQUIPMENT CO	4,853.35
SEATTLE RECONOMY	500.00
SEATTLE TIMES	12,703.85
SEATTLE'S CHILD	3,550.00
SELENA FITCH	885.05
SELLEN CONSTRUCTION COMPANY, INC.	8,649.60

Name	Volume
SENTINEL OFFENDER SERVICES, LLC	609.50
SHANNON & WILSON, INC.	1,800.00
SHERI GRIMES	40.00
SHERWIN WILLIAMS CO.	1,908.64
SHI INTERNATIONAL CORP.	49,212.56
SHIELD OF ARMOR SAFETY LLC	1,912.50
SHORELINE FIRE DEPT	300.00
SHRED IT, C/O STERICYCLE, INC>	1,151.67
SIGN CONNEXTION LLC	5,070.97
SISKUN POWER EQUIPMENT	5,264.04
SITESCAPES, INC.	2,790.00
SNOHOMISH COUNTY	39,314.00
SOFTWAREONE, INC.	663.29
SOMERSAULT WELLNESS LLC	3,300.00
SOUND PUBLISHING, INC.	500.00
SOUND SAFETY PRODUCTS CO.	361.60
SP & CO/SUSSMAN PREJZA & CO	7,250.00
SPECIALTY DOOR SERVICE, INC.	1,447.40
STAPLES	23,076.56
STATE AUDITOR'S OFFICE	22,603.75
STATE OF WA DEPT. OF LICENSING	1.60
STEPHANIE LUCASH	322.00
STEVE GOEWEY	752.89
STEWART MACNICHOLS HARMELL, INC.	45,000.00
SUNBELT RENTALS	3,760.57
SUPERION, LLC	31,244.17
SUPREME PLUMBING CO, LLC	782.40
T MOBILE USA, INC.	18,002.84
TACOMA SCREW PRODUCTS, INC.	58.26
TARA DUNFORD	2,145.00
TASTAD CONSTRUCTION INC	199,338.20
TERI KILLGORE	1,288.45
THE LODGE AT ST. EDWARD PARK	5,081.82
THE ORIGINAL POOP BAGS	3,499.74
THOMCO CONSTRUCTION, INC.	50,000.00
TOASTMASTERS INTERNATIONAL	250.00
TOTAL LANDSCAPE CORP	220,588.70
TOURNESOL SITEWORKS, LLC	2,589.70
Town and Country Fence Inc.	20,740.84
TRICO COMPANIES LLC	558,966.11
TRUGREEN	3,587.32
TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESOTA	2,206.11
TUBE ART DISPLAYS, INC	2,383.63
TYLER TECHNOLOGIES, INC.	1,212.65
U.S. BANK	1,436.99
U.S. BANK N.A. / CUSTODY	404.00
U.S. BANK PURCHASE CARDS	227,054.96
ULINE	3,084.83

Name	Volume
UNITED RENTALS NW, INC	2,215.01
UPS STORE KENMORE	535.86
URBAN ACCESSORIES, INC.	3,960.59
US POSTAL SERVICE	7,275.84
UTILITIES UNDERGROUND LOCATION CTR	2,114.43
V2WORKS	7,837.50
VAUGHAN, KENT	1,382.24
VECA ELECTRIC & TECHNOLOGIES, LLC	43,021.00
VERIZON WIRELESS	450.38
VINIT KELKAR	250.00
WA ASSOC OF BUILDING OFFICIALS	290.00
WA CITIES INSURANCE AUTHORITY	907,745.00
WA STATE DEPT OF ENTERPRISE SVCS	12,761.16
WA STATE DEPT OF LABOR & INDUSTRIES	398.40
WA STATE DEPT OF TRANSPORTATION	2,073.77
WA STATE DEPT OF TRANSPORTATION	176.28
WAGNER ARCHITECTS	869,864.19
WALTER E. NELSON CO.	1,492.37
WAPRO	220.00
WASHINGTON ASSOCIATION OF CONSERVATION DISTRICTS	1,759.31
WASHINGTON AUDIOLOGY SERVICES, INC.	1,163.40
WASHINGTON AUTISM ALLIANCE	1,500.00
WASHINGTON CITY/COUNTY MGMT ASSOC	2,660.00
WASHINGTON STATE DEPARTMENT OF ECOLOGY	36,647.00
WASHINGTON STATE OFFICE CASH MGMT	1,135.50
WASHINGTON STATE TREASURER	3,051.76
WEST COAST PLUMBING AND HEATING, INC.	823.20
WESTERN DISPLAY FIREWORKS, LTD.	32,000.00
WESTERN ENTRANCE TECHNOLOGY, LLC	1,223.22
WESTERN SYSTEMS, INC	19,494.88
WESTLAKE HARDWARE WA-153	4,548.98
WILLIAM HEALY	475.00
WM CORPORATE SERVICES INC.	40,564.23
WONDERLAND CHILD & FAMILY SERVICES	500.00
WOODINVILLE FARMERS MARKET	20,000.00
WSDOT/LTAP CENTER	525.00
XEROX CORPORATION	5,502.80
XYLEM LLC	5,643.91
YOU LEE KIM	150.00
ZACHARY SERLETH	3,000.00
ZESBAUGH, INC.	1,542.80
ZIPLY FIBER	8,369.18
ZONAR SYSTEMS	544.56
ZUMAR	3,651.47

2025-10-24 Voucher List for Approval

Final Audit Report

2025-10-31

Created:	2025-10-31
By:	Jenilee Knox (jknox@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYWv-74qqxXZfIPOcVieZcfEybf_5MQ88

"2025-10-24 Voucher List for Approval" History

-  Document created by Jenilee Knox (jknox@kenmorewa.gov)
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-  Document e-signed by Teri Killgore (tkillgore@kenmorewa.gov)
Signature Date: 2025-10-31 - 10:27:38 PM GMT - Time Source: server
-  Agreement completed.
2025-10-31 - 10:27:38 PM GMT

City Council Agenda Bill
City of Kenmore, WA



Meeting Date: 11/10/2025

Subject/Topic:	Proposed Council Action/Motion:
Amendment No. 1 of Contract No. 25-C3127 with 4Leaf, Inc. Department: Development Services Prepared by: Samantha Loyuk Development Services Director Attachment: 1. Contract 25-C3127, Amendment No. 1	☐ Information Only ☐ Receive and File ☐ Discuss ☐ Provide Direction ☐ Public Hearing ☐ Adopt/Approve ☒ Authorize ☐ Other: Authorize City Manager to execute Contract No. 25-C3127, Amendment No. 1, substantially and materially in the form attached.

Approvals:

Department Head SL 10/15/25 City Attorney 10/16/25 Finance Director MM 10/16/25 City Manager TK 10/29/25 Optional _____

Summary/Background:

The agreement requires an amendment to increase the annual not-to-exceed amount from \$50,000 to \$125,000. This increase is necessary due to a vacancy in the Building Plans Examiner/Inspector position, which has been unfilled since October 3, 2025. As a result, inspection services are currently being provided by a consulting inspector through 4Leaf, Inc. Without this service, the City would be unable to perform building inspections—a core function of the department and a critical responsibility to the community. The increased contract amount also anticipates the upcoming building code adoption next year, during which consulting support will be necessary.

Previous Council Action(s):

The City and Consultant entered into an agreement on March 24, 2025, for permit-related services, such as inspections, compliance, plan review, and related support.

Fiscal Consideration:

The 2025 budget allocated \$50,000 for consultant services, which encompasses a variety of specialized support, including biological, geotechnical, plan review, building official, inspection services, and other related expertise. This funding is shared across multiple contracts and is allocated based on project demands, staffing levels, and the type of expertise required.

The budget did not account for the vacancy in the Building Plans Examiner/Inspector position, which has increased the need for consultant support. While these additional costs are partially offset by salary savings from the vacancy, a budget amendment is being made to ensure sufficient

appropriation authority. For the biennium, the City is adding \$300,000 to the expenditure budget. In addition, permit revenues—used to cover staff and consultant inspection costs—have been significantly higher than anticipated. As part of the budget amendments, the City is increasing permit revenue projections by \$470,000, which will support the higher consultant contract amount.

Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

This contract renewal, which supports delivering essential permit-related services to the public, advances Objective 5.1.1: to “evaluate and ensure parks, buildings, and other public facilities are safe, well-maintained, and operate efficiently.” It also aligns with the foundational values outlined in our DEIA strategic plan—emphasizing safety in all we do and upholding fairness and honesty as the core principles guiding inspections, ensuring plan reviews and inspections are conducted impartially and according to code.

[City Council Priorities](#) or Budget Objective Being Addressed:

This item aligns with the City’s core mission, which includes ensuring public safety, maintaining city infrastructure, and fulfilling state and federal compliance requirements.

**CITY OF KENMORE CONTRACT NO. 25-C3127
AMENDMENT NO. 1
4Leaf, Inc**

This Amendment No. 1 is entered into between the City of Kenmore, a Washington municipal corporation ("City" or "Kenmore") and 4Leaf, Inc., a California municipal corporation ("Consultant"). City and Consultant are each a "Party" and together "Parties" to this Amendment.

The Parties hereby agree as follows:

RECITALS:

- A. The City and Consultant entered into an agreement on March 24, 2025, for permit-related plan review and inspection services ("Agreement").
- B. The Agreement needs to be amended to accommodate an increased need for services.
- C. In order to make this change, the Agreement needs updating.

FIRST AMENDMENT TO AGREEMENT:

- 1. **Amendment.** Section 2 of the Agreement is hereby amended to read as follows:

The City shall pay the Consultant a sum not to exceed \$125,000, per year.

- 2. **Severability.** The provisions of this Amendment are declared to be severable. If any provision of this Amendment is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other provision.
- 3. **Entire Agreement.** The written provisions and terms of this Amendment shall supersede all prior verbal statements of any officer or other representative of the parties, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner whatsoever, this Amendment. The entire agreement between the Parties with respect to the subject matter hereunder is contained in the Agreement and exhibits thereto, any prior executed amendments and this Amendment. Should any language in any of the Exhibits to the Agreement or prior amendments conflict with any language contained in this Amendment, then this Amendment shall prevail. Except as modified by this Amendment, all other provisions of the original Agreement and any amendments thereto not inconsistent with this Amendment shall remain in full force and effect.
- 4. **Effective date.** This Amendment shall be effective as of November 11, 2025.

DATED this 11th day of November, 2025.

IN WITNESS WHEREOF, the City and the Consultant have executed this Amendment as of the dates listed below.

Consultant: 4Leaf, Inc.

City of Kenmore

Amendment No. 1 to Agreement between City of Kenmore and 4Leaf, Inc.

Contract No. 25-C3127

Page 1

Updated 1/2022 IBDR MK 12/2024

Signature: _____
Name: Kevin Dugan
Title: President
Date: _____

Signature: _____
Name: Teri Killgore
Title: City Manager
Date: _____

APPROVED AS TO FORM

Dawn Reitan, Inslee Best
Kenmore City Attorney's Office

CLIMATE ACTION ADVISORY COMMITTEE UPDATE

November 10, 2025



CITY OF KENMORE
ENVIRONMENTAL SERVICES



CAAC MEMBERS



8-member group comprised
of community members

Chris Eastland

Nancy Hansen

Katherine Hollis

Jack Jensen

Mariana Lassalle

Leah Morgan

Dave Stokes

Pooja Suresh



PURPOSE & RESPONSIBILITIES



Advisory group to the City Manager on climate-related topics

Works with staff on climate plans and programs

Provides community perspective and public input

Generates & helps prioritize climate actions; initial assessment of feasibility & timelines

Engages in outreach and education

Example: Comments and feedback on Urban Forestry Management Plan during draft phase

CAAC ACTION ITEMS



- Strongly anchored in the CAP
- Completed work:

Buildings & Energy

- Heat Pump seminar 2024
- Multi-Family Property Owner survey
- Home Smarts: Energy Efficiency Seminar

Transportation & Land Use

- Bike Everywhere Day participation
- Farmers Market Bike Clinic

Natural Systems & Water

- Tree planting event & coordination with Sno-King Watershed Council

Municipal Operations

- Review of Urban Forestry Management Plan
- Review of Electric Vehicle Infrastructure Plan

CHALLENGES, OPPORTUNITIES FOR IMPROVEMENT



Challenges:

- Many potential action items, not enough time (keeping work plan within reason)
- Figuring out how the group operates within the City structure
- Capacity constraints, volunteer accountability

Opportunities:

- Group reflection, framing for the future
- Recruitment of youth members, volunteers
- Promote synergies and co-benefits between climate action and other health/quality of life benefits
- Advocate for continuing internship, long-term staffing needs

CAAC FUTURE GOALS



Advise on next CAP update (2026)



Advise on integration of climate lens in City decision-making (both adaptation and mitigation)



Leverage resources to increase public input/participation



Prioritize community resilience (adaptation)



Increase youth participation in climate-related City activities



Coordinate with climate committees in neighboring cities to increase reach/impact of climate actions



Build off successes of current work

Thank you!



CITY OF KENMORE

ENVIRONMENTAL SERVICES



City Council Agenda Bill
City of Kenmore, WA



Meeting Date: 11/10/2025

Subject/Topic:	Proposed Council Action/Motion:
Mid-Biennial Amendments to the 2025-2026 Biennial Budget and Salary Plan for 2026 Department: Finance & Administration Prepared by: Melinda Merrell, Finance Director Attachments: 1. 2025-2026 Schedule of Mid-Biennium Recommended Budget Amendments 2. Ordinance No. 25-0635, 2025-2026 Mid-Biennium Budget Amendments, including Exhibit A, 2026 Salary Wage Plan	☐ Information Only ☐ Receive and File ☒ Discuss ☐ Provide Direction ☒ Public Hearing ☐ Adopt/Approve ☐ Authorize ☐ Other: Following the Public Hearing, Council will discuss and provide direction on moving forward with an Ordinance to amend the 2025-2026 Biennial Budget and update the 2026 Salary Plan pay ranges.

Approvals:

Department Head MM 10/24/2025 City Attorney DR 10/31/2025 Finance Director MM 10/24/25 City Manager TK 10/31/25 Optional _____

Summary/Background:

Per RCW 35A.34.130, cities that budget on a biennial basis must adopt an ordinance providing for a mid-biennial review and any modifications of the biennial budget. This must occur no sooner than eight months after the start (September 1, 2025) and no later than the end of the first year of the biennium (December 31, 2025). Another requirement of the mid biennial review process is a public hearing at a City Council meeting, which shall be held on November 10, 2025.

Previous Council Action(s):

On November 25, 2024 the City of Kenmore adopted the 2025-2026 biennial budget by Ordinance No. 24-0618. The adopted city-wide budget includes revenue (\$89,658,368) and expenditure (\$111,024,995) estimates for both years which support the City Council priorities, departmental work programs, various municipal obligations, as well as Federal and State mandates.

Fiscal Consideration:

This will be the initial presentation of budget amendments. Prior to the close of 2025, it is important to review all funds' budgets, consider actions taken by the City Council since the adoption of the budget, consider any significant unappropriated expenditures, and adjust fund budgets accordingly so as not to exceed approved legal appropriations.

Amendments to the General Fund, Street Fund, KAPE Fund, Public Art Fund, Transportation Capital Fund, Real Estate Excise Tax Fund, Walkways and Waterways Bond Project Fund, Park Capital Fund, Park Impact Fee Fund, Transportation Impact Fee Fund, Sammamish Bridge Replacement Fund, Public Works Operations Center Fund, Surface Water Management Fund, Surface Water Management Capital Fund and Swamp Creek Basin Fund are being recommended to Council as detailed in Attachment 1.

The 2026 budget amendments also include the addition of an IT analyst position. This need has been confirmed through the IT assessment that is currently underway. At present, the City Accountant is the IT liaison to Lighthouse Consulting, our IT services provider, in addition to their accounting duties. This has made it very difficult for the Accountant to complete their accounting duties as the demand for internal IT support has grown substantially in the last few years. Specifically, the Accountant has been spending 40% to 50% of their time on lower-level IT support and yet, there is a greater need for more complex IT support. Some areas where increased in-house services have been identified include assisting with new software or hardware improvements, leading the implementation of new systems and products, managing relationships with vendors and consultants, and taking the lead on implementation of the forthcoming IT Strategic Plan.

Also included for Council consideration is an update to the Salary Plan pay ranges. The Seattle-Tacoma-Bellevue CPI-W (Consumer Price Index for Urban Wage Earners and Clerical Workers) as of June 2025 was 2.7%. This is the index typically used by the city for wage adjustments. The pay ranges in the attached Salary Plan have been updated and increased accordingly, which would allow for a 2.7% wage adjustment for all employees on January 1, 2026. The budget for 2026 included a 5.0% increase for salaries thus no amendment is necessary for the wage adjustment.

Following Council's direction on the proposed budget amendments, Ordinance No. 25-0635, to formally amend the budget, will be presented for approval on November 24, 2025.

Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

Goal 2. Plans, Policies & Budgets Promote accountability to ensure our plans, policies and budgets incorporate our foundational and core values so that we equitably address the needs of our communities.

[City Council Priorities](#) or Budget Objective Being Addressed:

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

REVENUE				
FUND NO.	FUND	2025-2026 Adopted Revenue Budget	2025 Mid-Biennium Amendments	2025-2026 Amended Revenue Budget
001	General Fund	\$ 35,075,363	\$ 1,465,000	\$ 36,540,363
045	Strategic Reserve Fund	85,000	-	85,000
046	Strategic Opportunities Fund	4,000	-	4,000
101	Street Fund	2,673,233	340,000	3,013,233
105	KAPE Fund	5,490,000	1,350,000	6,840,000
110	Public Art Fund	4,250	2,250	6,500
115	Transportation Benefit District	1,454,336	-	1,454,336
200	2016 & 2021 UTGO DS Fund	2,109,900	-	2,109,900
300	Transportation Capital Fund	16,248,229	5,699,075	21,947,304
301	Real Estate Excise Tax Fund (REET)	3,878,000	(250,000)	3,628,000
302	W&W Bond Project Fund	250,000	(210,000)	40,000
303	Park Capital Fund	560,000	185,000	745,000
304	Park Impact Fee Fund	605,000	150,000	755,000
305	Transportation Impact Fee Fund	855,000	200,000	1,055,000
306	Sammamish Bridge Replacement	150,000	40,000	190,000
307	Public Works Operations Center Fund	3,600,000	558,160	4,158,160
309	Lakepointe Fund	1,685,000	-	1,685,000
401	Surface Water Management Fund	9,918,427	180,000	10,098,427
402	SWM Capital Fund	4,527,890	6,612,442	11,140,332
403	Swamp Creek Basin	18,000	-	18,000
501	Equipment Replacement Fund	466,740	-	466,740
	TOTAL	\$ 89,658,368	\$ 16,321,927	\$ 105,980,295

EXPENDITURES				
FUND NO.	FUND	2025-2026 Adopted Expenditure Budget	2025 Mid-Biennium Amendments	2025-2026 Amended Expenditure Budget
001	General Fund	\$ 38,164,176	\$ 954,046	\$ 39,118,222
045	Strategic Reserve Fund	-	-	-
046	Strategic Opportunities Fund	-	-	-
101	Street Fund	3,078,724	260,000	3,338,724
105	KAPE Fund	5,357,651	1,350,000	6,707,651
110	Public Art Fund	81,990	-	81,990
115	Transportation Benefit District	1,450,000	-	1,450,000
200	2016 & 2021 UTGO DS Fund	2,109,900	-	2,109,900
300	Transportation Capital Fund	16,248,229	5,699,075	21,947,304
301	Real Estate Excise Tax Fund (REET)	3,455,973	(261,781)	3,194,192
302	W&W Bond Project Fund	4,075	-	4,075
303	Park Capital Fund	536,400	170,000	706,400
304	Park Impact Fee Fund	550,000	80,000	630,000
305	Transportation Impact Fee Fund	875,000	447,285	1,322,285
306	Sammamish Bridge Replacement	649,828	-	649,828
307	Public Works Operations Center Fund	19,675,000	(864,040)	18,810,960
309	Lakepointe Fund	1,745,500	-	1,745,500
401	Surface Water Management Fund	9,235,369	(80,000)	9,155,369
402	SWM Capital Fund	7,202,180	5,336,039	12,538,219
403	Swamp Creek Basin	80,000	40,000	120,000
501	Equipment Replacement Fund	525,000	-	525,000
	TOTAL	\$ 111,024,995	\$ 13,130,624	\$ 124,155,619

PROJECTED ENDING FUND BALANCE							
FUND NO.	FUND	2024 Actual Ending Fund Balance	Budget Revenues	Budget Expenditures	Amendment Revenues	Amendment Expenditures	2026 Projected Ending Fund Balance
001	General Fund	10,164,323	35,075,363	38,164,176	1,465,000	954,046	7,586,464
045	Strategic Reserve fund	1,483,470	85,000	-	-	-	1,568,470
046	Strategic Opportunities Fund	190,033	4,000	-	-	-	194,033
101	Street fund	2,384,161	2,673,233	3,078,724	340,000	260,000	2,058,670
105	KAPE Fund	228,072	5,490,000	5,357,651	1,350,000	1,350,000	360,421
110	Public Art Fund	76,102	4,250	81,990	2,250	-	612
115	Transportation Benefit District	155,218	1,454,336	1,450,000	-	-	159,554
200	2016 UTGO Debt Service Fund	166,555	2,109,900	2,109,900	-	-	166,555
300	Transportation Capital Fund	3,251,997	16,248,229	16,248,229	5,699,075	5,699,075	3,251,997
301	Real Estate Excise Tax Fund (REET)	1,488,766	3,878,000	3,455,973	(250,000)	(261,781)	1,922,574
302	W&W Bond Project fund	414,489	250,000	4,075	(210,000)	-	450,414
303	Park Capital Fund	733,267	560,000	536,400	185,000	170,000	771,867
304	Park Impact Fee Fund	622,651	605,000	550,000	150,000	80,000	747,651
305	Transportation Impact fee Fund	1,567,041	855,000	875,000	200,000	447,285	1,299,756
306	Sammamish Bridge Replacement	716,652	150,000	649,828	40,000	-	256,824
307	Public Works Operations Center Fund	16,953,897	3,600,000	19,675,000	558,160	(864,040)	2,301,097
308	Affordable Housing Fund	453,527	-	-	-	-	453,527
309	Lakepointe Fund	628,733	1,685,000	1,745,500	-	-	568,233
401	Surface Water Management Fund	2,519,853	9,918,427	9,235,369	180,000	(80,000)	3,462,911
402	SWM Capital Fund	2,576,218	4,527,890	7,202,180	6,612,442	5,336,039	1,178,331
403	Swamp Creek Basin Fund	416,524	18,000	80,000	-	40,000	314,524
501	Equipment Replacement Fund	886,991	466,740	525,000	-	-	828,731
	TOTAL	\$ 48,078,540	\$ 89,658,368	\$ 111,024,995	\$ 16,321,927	\$ 13,130,624	\$ 29,903,216

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 25-0635**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AMENDING ORDINANCE 24-0618 AND THE 2025-2026 BUDGET TO ADJUST REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, THE STREET FUND, THE KAPE FUND, THE PUBLIC ART FUND, THE TRANSPORTATION CAPITAL FUND, THE REAL ESTATE EXCISE TAX FUND, THE WALKWAYS AND WATERWAYS BOND PROJECT FUND, THE PARK CAPITAL FUND, THE PARK IMPACT FEE FUND, THE TRANSPORTATION IMPACT FEE FUND, THE SAMMAMISH BRIDGE REPLACEMENT FUND, THE PUBLIC WORKS OPERATIONS CENTER FUND, THE SURFACE WATER MANAGEMENT FUND, THE SURFACE WATER MANAGEMENT CAPITAL FUND, AND THE SWAMP CREEK BASIN FUND; AMENDING WAGE ADJUSTMENTS AND POSITION AND SALARY SCHEDULES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

WHEREAS, by Ordinance No. 24-0618, the City Council adopted the 2025-2026 Biennial Budget on November 25, 2024; and

WHEREAS, the City Council scheduled and held a Public Hearing on the mid-biennial proposed amendments to the 2025-2026 biennial budget on November 10, 2025; and

WHEREAS, the City Council finds it in the best interest of the City to adjust revenues and expenditures in the General Fund, the Street Fund, the KAPE Fund, the Public Art Fund, the Transportation Capital Fund, the Real Estate Excise Tax Fund, the Walkways and Waterways Bond Project Fund, the Park Capital Fund, the Park Impact Fee Fund, the Transportation Impact Fee Fund, the Sammamish Bridge Replacement

Fund, the Public Works Operations Center Fund, the Surface Water Management Fund, the Surface Water Management Capital Fund and the Swamp Creek Basin Fund;

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

Section 1. Funds Appropriated. Section 1 of Ordinance 24-0618 is amended so that the 2025-2026 Biennial Budget is amended by fund to reflect the adjustments to revenues and appropriations as shown below:

REVENUE				
FUND NO.	FUND	2025-2026 Adopted Revenue Budget	2025 Mid-Biennium Amendments	2025-2026 Amended Revenue Budget
001	General Fund	\$ 35,075,363	\$ 1,465,000	\$ 36,540,363
045	Strategic Reserve Fund	85,000	-	85,000
046	Strategic Opportunities Fund	4,000	-	4,000
101	Street Fund	2,673,233	340,000	3,013,233
105	KAPE Fund	5,490,000	1,350,000	6,840,000
110	Public Art Fund	4,250	2,250	6,500
115	Transportation Benefit District	1,454,336	-	1,454,336
200	2016 & 2021 UTGO DS Fund	2,109,900	-	2,109,900
300	Transportation Capital Fund	16,248,229	5,699,075	21,947,304
301	Real Estate Excise Tax Fund (REET)	3,878,000	(250,000)	3,628,000
302	W&W Bond Project Fund	250,000	(210,000)	40,000
303	Park Capital Fund	560,000	185,000	745,000
304	Park Impact Fee Fund	605,000	150,000	755,000
305	Transportation Impact Fee Fund	855,000	200,000	1,055,000
306	Sammamish Bridge Replacement	150,000	40,000	190,000
307	Public Works Operations Center Fund	3,600,000	558,160	4,158,160
309	Lakepointe Fund	1,685,000	-	1,685,000
401	Surface Water Management Fund	9,918,427	180,000	10,098,427
402	SWM Capital Fund	4,527,890	6,612,442	11,140,332
403	Swamp Creek Basin	18,000	-	18,000
501	Equipment Replacement Fund	466,740	-	466,740
	TOTAL	\$ 89,658,368	\$ 16,321,927	\$ 105,980,295

EXPENDITURES				
FUND NO.	FUND	2025-2026 Adopted Expenditure Budget	2025 Mid-Biennium Amendments	2025-2026 Amended Expenditure Budget
001	General Fund	\$ 38,164,176	\$ 954,046	\$ 39,118,222
045	Strategic Reserve Fund	-	-	-
046	Strategic Opportunities Fund	-	-	-
101	Street Fund	3,078,724	260,000	3,338,724
105	KAPE Fund	5,357,651	1,350,000	6,707,651
110	Public Art Fund	81,990	-	81,990
115	Transportation Benefit District	1,450,000	-	1,450,000
200	2016 & 2021 UTGO DS Fund	2,109,900	-	2,109,900
300	Transportation Capital Fund	16,248,229	5,699,075	21,947,304
301	Real Estate Excise Tax Fund (REET)	3,455,973	(261,781)	3,194,192
302	W&W Bond Project Fund	4,075	-	4,075
303	Park Capital Fund	536,400	170,000	706,400
304	Park Impact Fee Fund	550,000	80,000	630,000
305	Transportation Impact Fee Fund	875,000	447,285	1,322,285
306	Sammamish Bridge Replacement	649,828	-	649,828
307	Public Works Operations Center Fund	19,675,000	(864,040)	18,810,960
309	Lakepointe Fund	1,745,500	-	1,745,500
401	Surface Water Management Fund	9,235,369	(80,000)	9,155,369
402	SWM Capital Fund	7,202,180	5,336,039	12,538,219
403	Swamp Creek Basin	80,000	40,000	120,000
501	Equipment Replacement Fund	525,000	-	525,000
	TOTAL	\$ 111,024,995	\$ 13,130,624	\$ 124,155,619

Section 2. Wage Adjustment. Section 2 of Ordinance 24-0618 is amended so that the 2025-2026 Biennial Budget includes a 2.7% wage adjustment for City employees, effective January 1, 2026.

Section 3. Positions and Salary Schedules. The City Council adopts the “City of Kenmore 2025 Adopted Salary Plan/2026 Proposed Salary Plan,” as set forth in Exhibit A, attached hereto and incorporated by reference.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise, invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

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

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE 24th DAY OF NOVEMBER 2025.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Scott Passey, City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 10/31/2025

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 25-0635

DATE OF PUBLICATION:

EFFECTIVE DATE:

City of Kenmore
2025 Adopted Salary Plan/2026 Proposed Salary Plan

Exhibit A

	2025 Monthly Pay Ranges		Proposed 2026 Monthly Pay Ranges with 2.7% increase	
	Low	High	Low	High
Deputy City Manager	14,882	18,900	15,284	19,410
Finance & Administration Director	14,005	17,786	14,383	18,266
ACM/Community Development Director	14,005	17,786	14,383	18,266
City Engineer/Engineering Director	13,290	16,878	13,649	17,334
Development Services Director	12,660	16,078	13,002	16,512
PW Operations Director	12,660	16,078	13,002	16,512
Environmental Services Director	12,660	16,078	13,002	16,512
Senior Engineer/Sr. Civil Engineer	10,296	13,075	10,574	13,428
Traffic Engineer	10,296	13,075	10,574	13,428
Senior Development Review Engineer	10,296	13,075	10,574	13,428
Manager (HHS/CAP/Comm/Admin&Fin Mgrs, etc)	9,617	12,213	9,877	12,543
City Clerk	9,617	12,213	9,877	12,543
Principal Planner	9,246	11,742	9,496	12,059
Project Manager (Transportation, Parks, etc.)	9,246	11,742	9,496	12,059
Civil Engineer	8,629	10,959	8,862	11,255
Development Review Engineer	8,629	10,959	8,862	11,255
Building Official	8,629	10,959	8,862	11,255
Senior Planner	8,346	10,599	8,571	10,885
Maint Supervisor (Parks, Streets, SWM, Facilities, etc)	8,103	10,290	8,322	10,568
Communications Specialist	7,973	10,126	8,188	10,399
Assistant To the City Manager	7,973	10,126	8,188	10,399
Senior Environmental Services Technician	7,874	10,001	8,087	10,271
Building Inspector/Plans Examiner	7,874	10,001	8,087	10,271
Inspector (Right of Way, Constr, Bldg, etc.)	7,874	10,001	8,087	10,271
Community & Business Outreach Coord	7,658	9,726	7,865	9,989
Planner	7,546	9,583	7,750	9,842
Management Analyst	7,546	9,583	7,750	9,842
GIS Analyst	7,546	9,583	7,750	9,842
Environmental Services Technician	7,190	9,131	7,384	9,378
Accountant	7,175	9,112	7,369	9,358
Code Compliance Officer/Building Inspector	7,175	9,112	7,369	9,358
Senior Permit Coordinator	7,175	9,112	7,369	9,358
Executive Assistant	7,003	8,894	7,192	9,134
Deputy City Clerk	7,003	8,894	7,192	9,134
Recreation Program Supervisor	6,778	8,608	6,961	8,840
Senior Maintenance Worker	6,705	8,516	6,886	8,746
Senior Facilities Maintenance Tech	6,705	8,516	6,886	8,746
Assistant Planner	6,353	8,069	6,525	8,287
Volunteer & Events Coordinator	6,353	8,069	6,525	8,287
Payroll & Accounting Coordinator	6,082	7,724	6,246	7,933
Permit Coordinator	6,082	7,724	6,246	7,933
Specialist (Admin, Permit, Events, Records, etc.)	5,757	7,311	5,912	7,508
Maintenance Worker	5,711	7,252	5,865	7,448
Administrative Assistant	5,442	6,911	5,589	7,098
Receptionist	5,178	6,577	5,318	6,755
Facility Maintenance Technician	5,119	6,501	5,257	6,677
Seasonal/Temporary Positions (hourly):	Hourly Low	Hourly High	Hourly Low	Hourly High
Seasonal Maintenance Worker, Intern, Office Aide	26.43	33.56	27.14	34.47

CITY OF KENMORE
Finance Department

Public Hearing

2025-2026 Mid-Biennium Budget

Amendments

November 10, 2025



Why Mid Biennium Review and Adjustment

- Mid Biennium Review required for a biennial budget, RCW 35A.34.130
 - Amend due to changing economic conditions
 - Amend due to changes in work programs and priorities
- Adjust for previously approved Council actions and/or direction during year
 - CIP Update, October 27, 2025
- Ensure legally adopted expenditures for various funds not exceeded

General Fund Adjustments, 2025-2026

Revenues

General Fund overall

- All adjustments based on forecast updates for both years of biennium
- Net impact to General Fund, \$511K increase

Recommended revenue increases, \$1.5M

Large increases include:

- \$470K Building Permits
- \$240K Plan Review Fees
- \$150K Solid Waste Utility Tax
- \$180K Electric Utility Tax
- \$125K Natural Gas Utility Tax
- \$150K Investment Earnings

General Fund Adjustments, 2025-2026

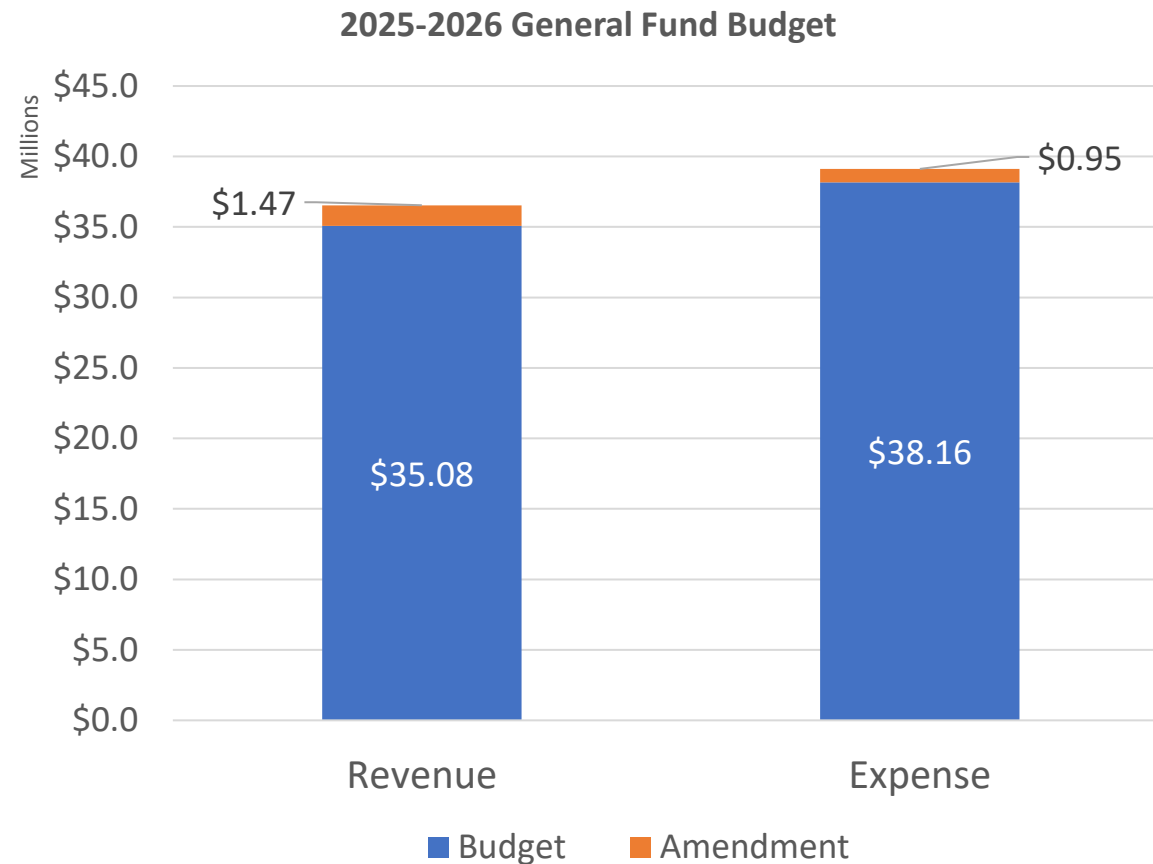
Expenditures

Recommended expenditure adjustments, \$954K

Large increases include:

- \$300K General Consulting Services - DS
- \$242K Police Services
- \$180K New IT position

General Fund Adjustments, 2025-2026 Summary



General Fund Adjustments, 2025-2026

Summary

Summary 2025-2026 Amended General Fund Budget

Total Amended Revenues	\$36.5M
Total Amended Expenditures	\$39.1M

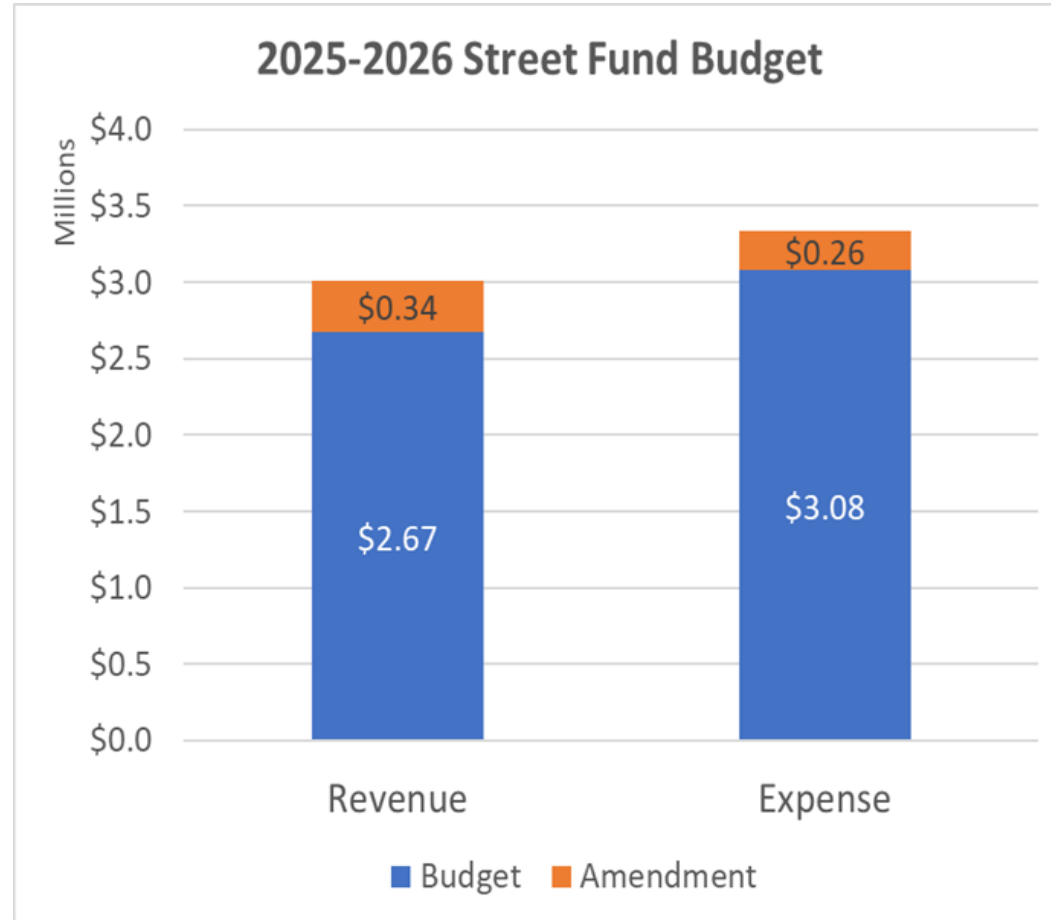
Net Impact to Ending Fund Balance

GF Ending Fund Balance	\$7,075,510
Add: Revenue Adjustments	\$1,465,000
Less: Expenditure Adjustments	<u>\$(954,046)</u>
Amended GF Ending Fund Balance	\$7,586,464

Other Fund Adjustments:

Street Fund

- **\$80K net increase in Revenues**
- Revenues:
 - \$300,000 increase in Franchise Utility ROW permit fees
 - \$40,000 increase in Investment Interest
- Expenses:
 - \$100,000 increase in Electric Utilities
 - \$160,000 increase in Landscaping and Roadway Services

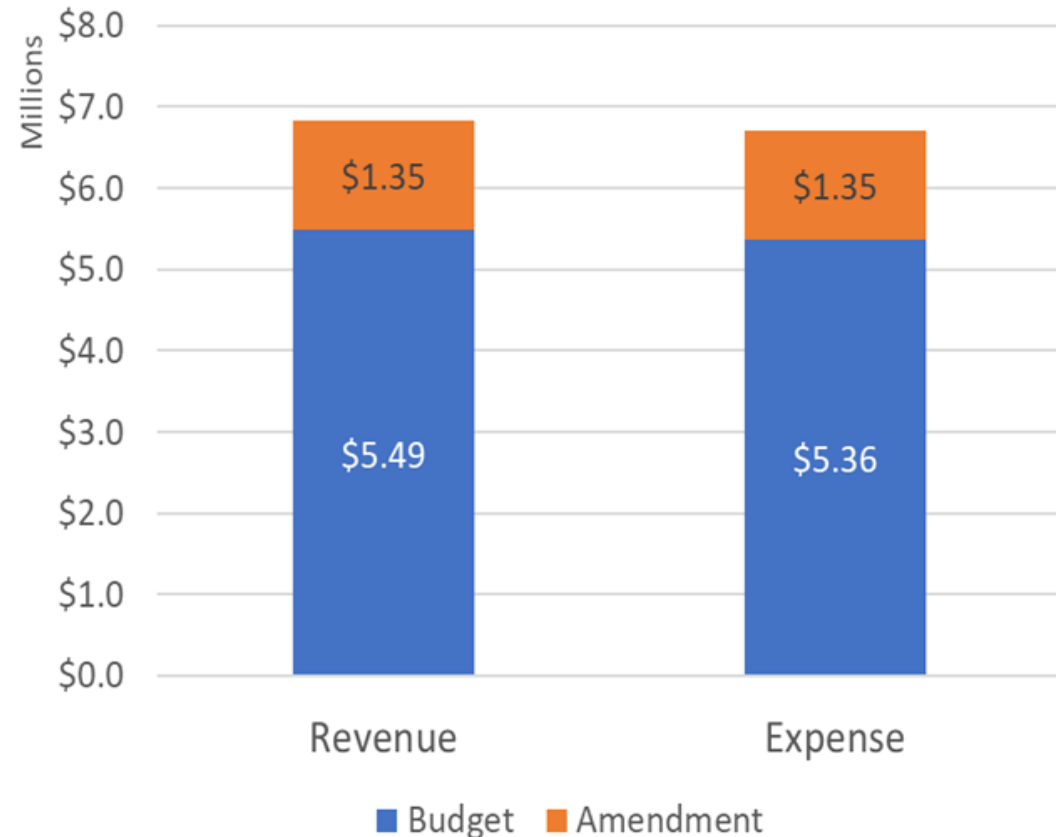


Other Fund Adjustments:

KAPE Fund

- **\$0 net impact to Fund**
- Revenues:
 - \$1.35M increase in photo enforcement revenue
- Expenses:
 - \$2.0M increase (add) for KC court costs
 - \$(100K) reduction in pavement preservation
 - \$(300K) reduction in Traffic Safety program
 - \$(250K) reduction in transfer to Transportation Capital Fund

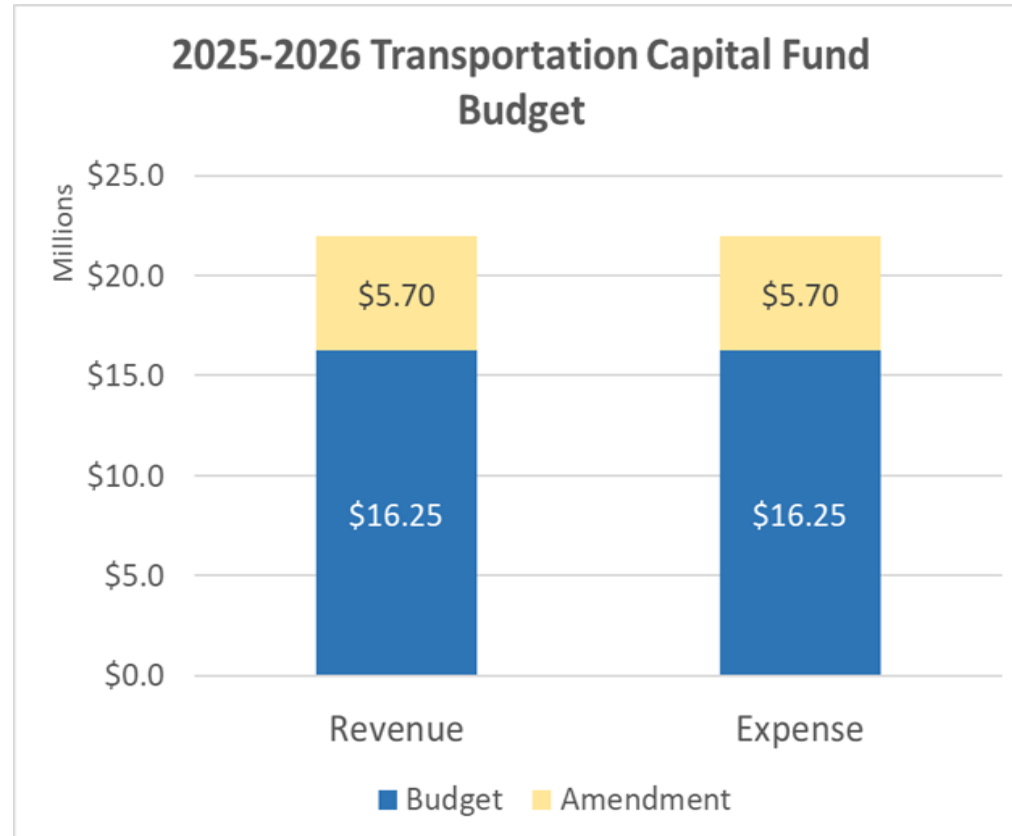
2025-2026 KAPE Fund Budget



Other Fund Adjustments:

Transportation Capital Fund

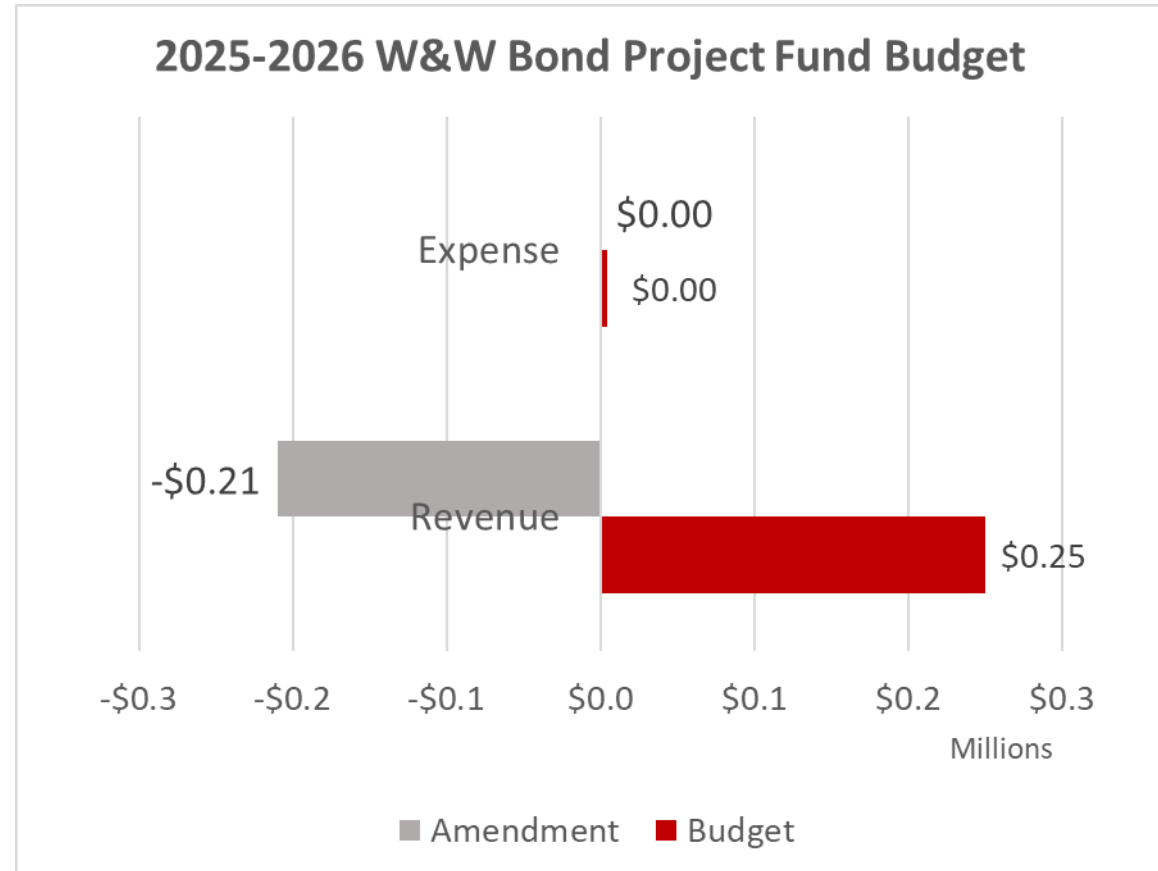
- **\$0 net impact to Fund**
- Revenues:
 - \$5.7M Increase per adopted CIP, multiple funding changes
- Expenses:
 - \$5.7M Increase per adopted CIP, multiple project changes



Other Fund Adjustments:

W&W Bond Project Fund

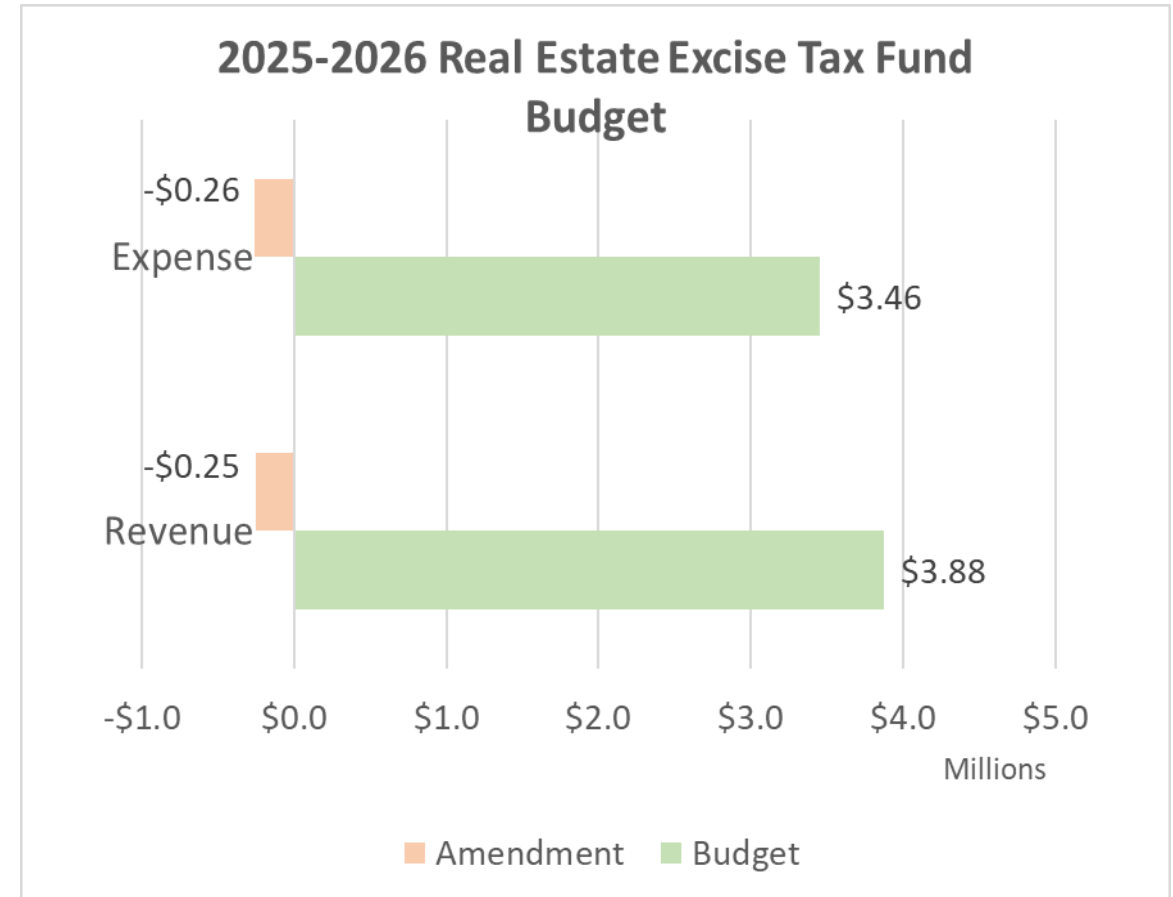
- **\$0.2M net revenue decrease**
- Revenues:
 - \$(210,000) decrease in Investment Interest



Other Fund Adjustments:

REET Fund

- **\$12K net decrease expense**
- Revenues:
 - \$(100K) decrease in REET revenue
 - \$(150K) decrease in Investment Interest
- Expenses:
 - \$(200,000) decrease in Transfer to PWOC
 - \$(62K) decrease to Transportation Capital Fund

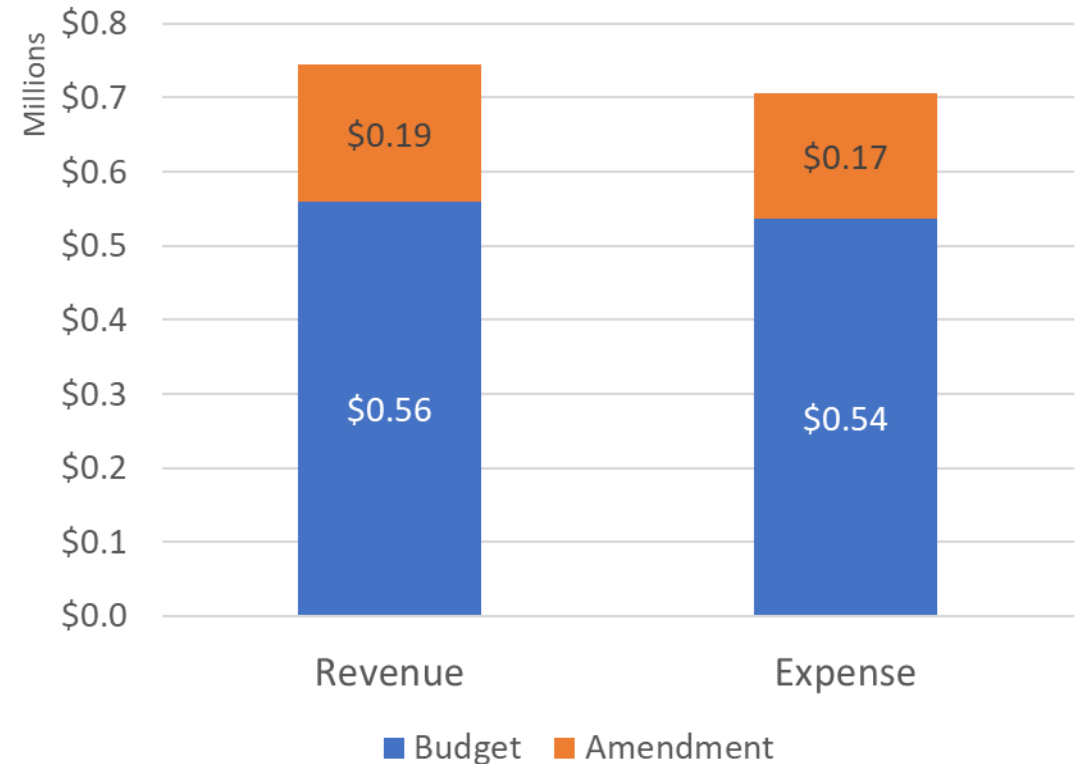


Other Fund Adjustments:

Park Capital Fund

- **\$15K net increase rev**
- Revenues:
 - \$65K increase in Investment Interest
 - \$80K incr transfer from Park Impact Fees
 - \$40K incr transfer from Swamp Creek Basin Fund
- Expenses:
 - \$120K increase in project P27
 - \$50K increase in project P28

2025-2026 Park Capital Fund Budget

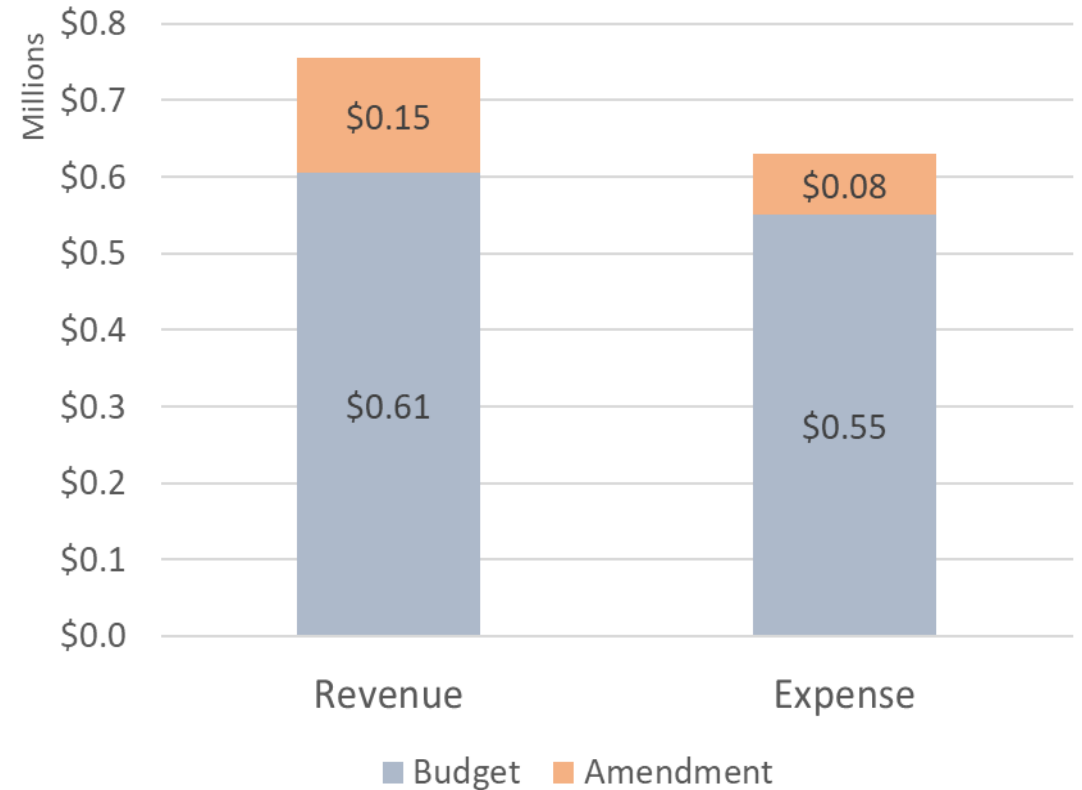


Other Fund Adjustments:

Park Impact Fee Fund

- **\$70K net increase in revs**
- Revenues:
 - \$150K increase in Park Impact fees
- Expenses:
 - \$80K increase in transfer to Park Capital Fund

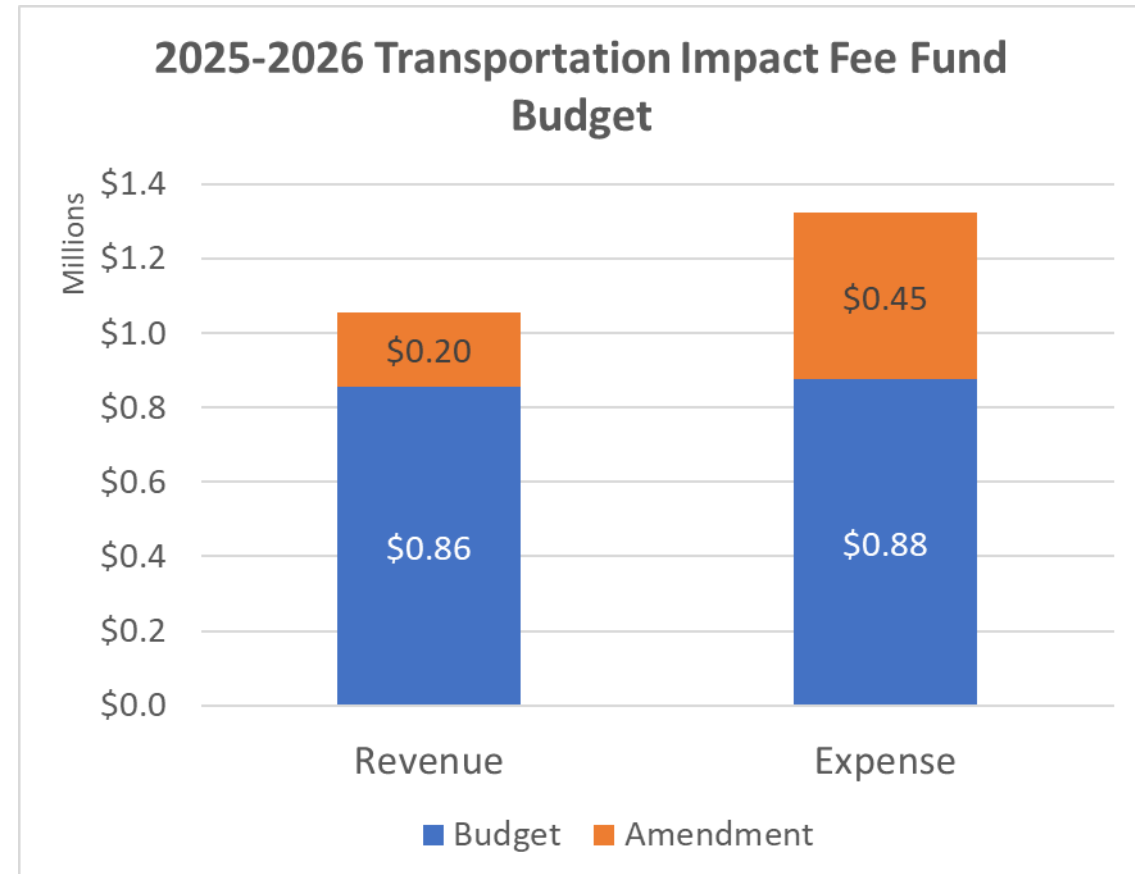
2025-2026 Park Impact Fee Fund Budget



Other Fund Adjustments:

Transportation Impact Fee Fund

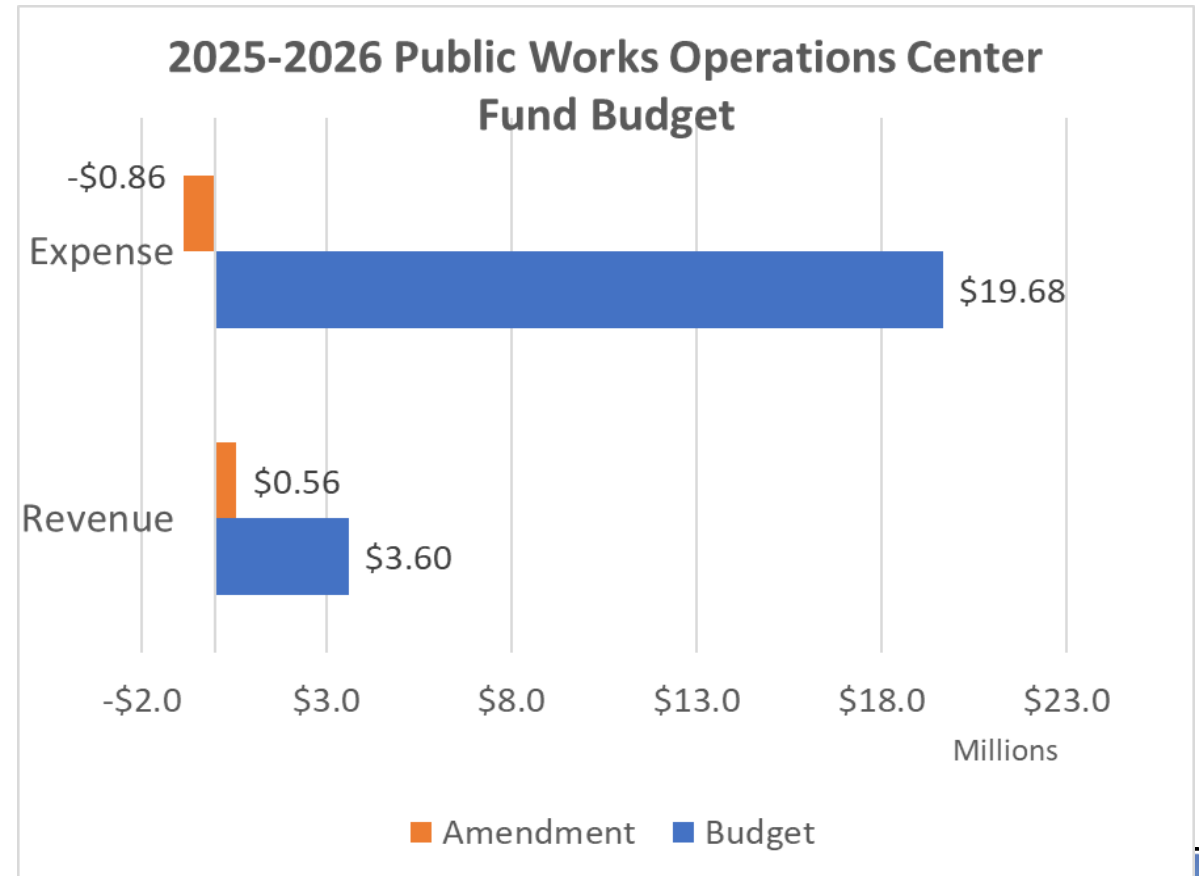
- **\$247K net increase in Exps**
- Revenues:
 - \$200K increase in Transportation Impact fees
- Expenses:
 - \$447K increase in transfer to Transportation Capital Fund



Other Fund Adjustments:

Public Works Operations Center Fund

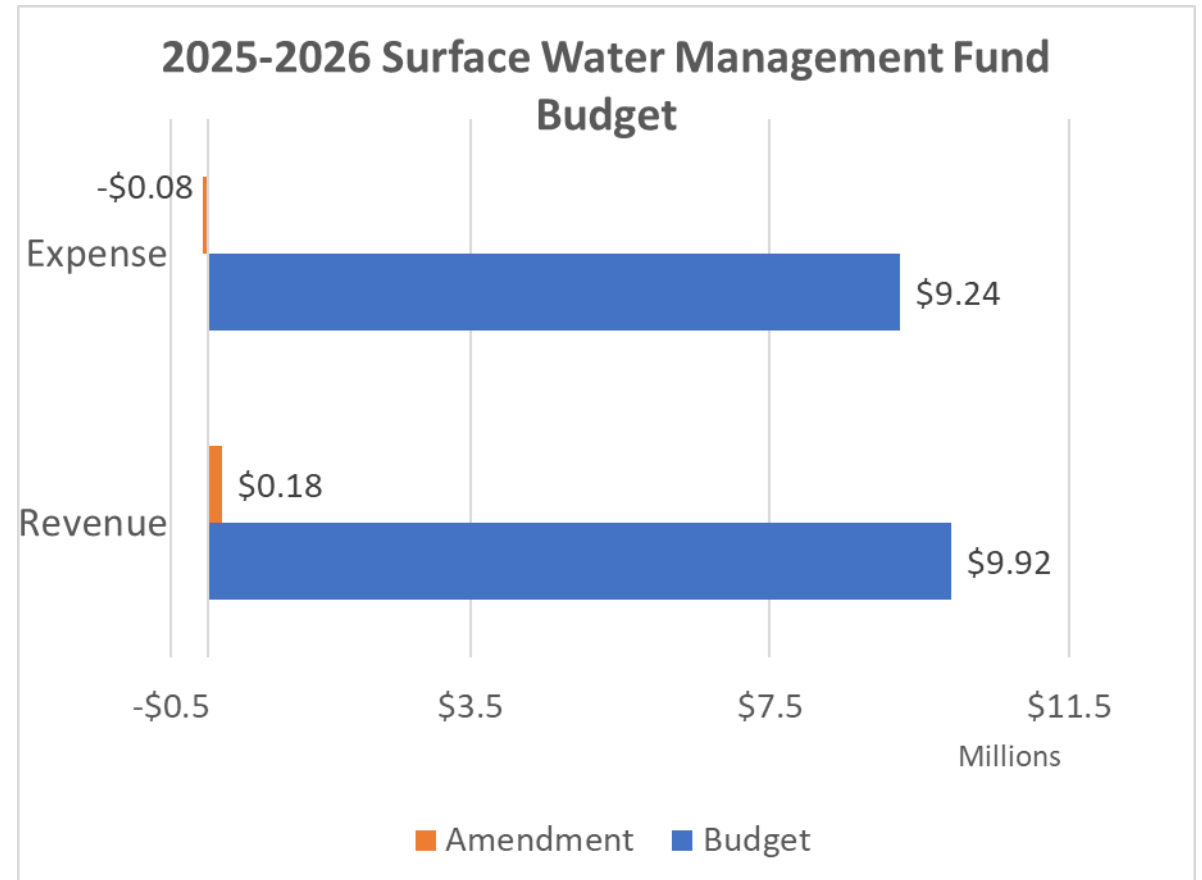
- **\$1.1 net increase in Fund balance**
- Revenues:
 - \$550K increase in Investment Interest
 - \$(400K) reduction in transfers from REET and SWM
 - \$408K increase in KC grant
- Expenses:
 - \$(864K) decrease per adopted CIP, multiple project changes



Other Fund Adjustments:

Surface Water Management Fund

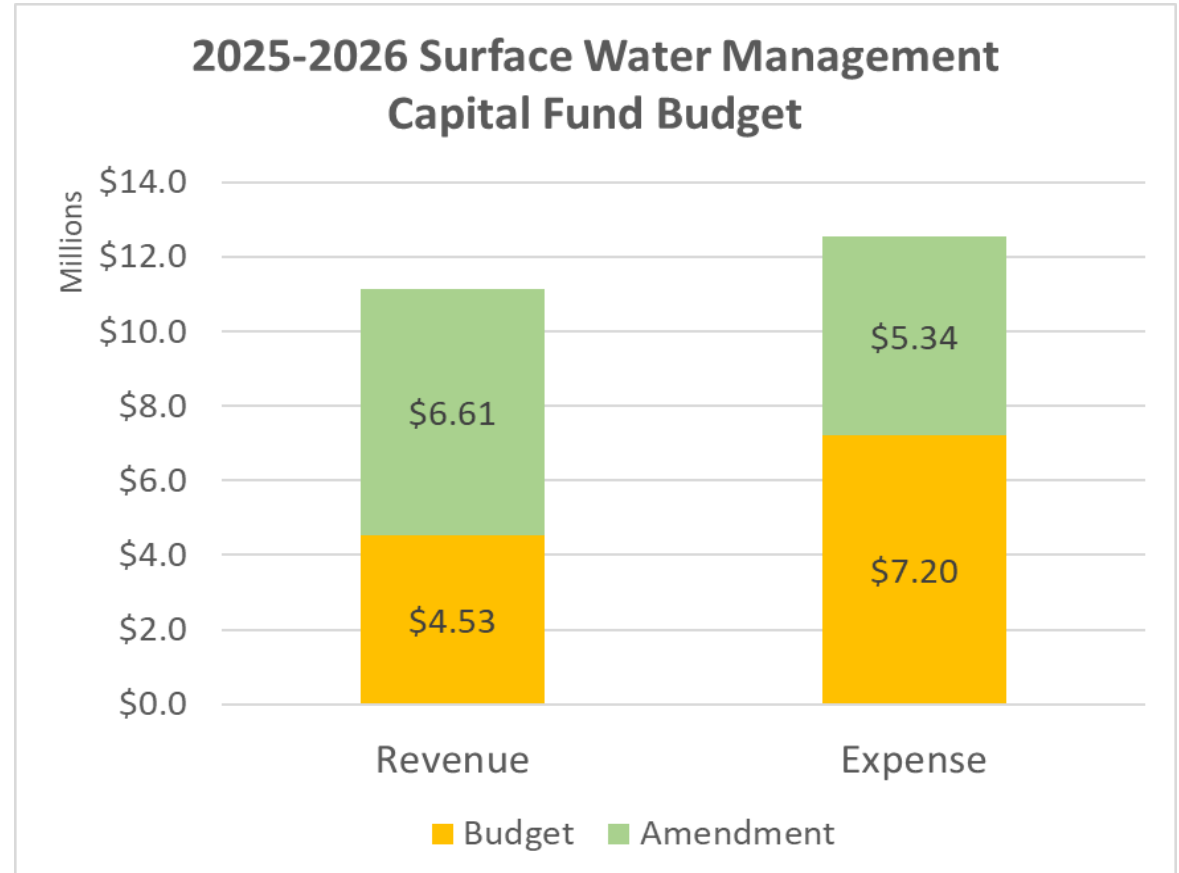
- **\$260K net increase to fund balance**
- Revenues:
 - \$60K increase in Investment Interest
 - \$120K increase in Ecology grant
- Expenses:
 - \$(200K) reduction in transfer to PWOC
 - \$120K increase in surface water plan management services



Other Fund Adjustments:

Surface Water Management Capital Fund

- **\$1.3M net increase in revenues**
- Revenues:
 - \$6.6M increase per adopted CIP, multiple funding changes
- Expenses:
 - \$5.3M increase per adopted CIP, multiple project changes



Update to 2026 Salary Plan

- June CPI–W Seattle-Tacoma-Bellevue Index
 - (Consumer Price Index Urban Wage Earners & Clerical Workers)
 - Index typically used by City for wage adjustments
- Increased 2.7%
- Recommend 2.7% adjustment to salary ranges
 - Adjustment effective as of January 1, 2026

New Position included in amendments

- General Fund
 - Information Technology Technician/Supervisor, \$180K annually, fully-loaded
 - Per discussion with Blackline Consulting, IT Assessment consultant, there is a strong need for the following:
 - Strategic partner to ensure technology aligns with City goals
 - Improve systems functionality
 - Regular staff engagement
 - Coordination of technology projects

- **Conclusion of Presentation Portion of Public Hearing**
- **Open for Public Comments and Questions**

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance Department

mmerrell@kenmorewa.gov

425 398 8900 (x6190)

City Council Agenda Bill
City of Kenmore, WA



Meeting Date: 11/10/2025

Subject/Topic:	Proposed Council Action/Motion:
Public Hearing on Ordinance No. 25-0636, Property Tax Levy	☐ Information Only ☐ Receive and File ☒ Discuss ☐ Provide Direction ☒ Public Hearing ☐ Adopt/Approve ☐ Authorize ☐ Other:
Department: Finance & Administration	
Prepared by: Melinda Merrell, Finance Director	
Attachments: Regular Property Tax Levy Ordinance 25-0636	Following the Public Hearing, Council will discuss and provide direction on moving forward with an Ordinance to adopt the new property tax rate.

Approvals:

Department	MM	City	Finance	City				
Head	10/21/2025	Attorney	DR 10/31/2025	Director	MM 10/21/25	Manager	TK 10/31/25	Optional

Summary/Background:

A public hearing will be held to receive public comment on the proposed 2026 property tax levy.

Adoption of Ordinance No. 25-0636 is proposed to occur at the November 24, 2025, City Council meeting. November 30 is the deadline for property tax levies to be set by ordinance and filed with King County.

Previous Council Action(s):

Ordinance No. 24-0615, 2025 regular property tax levy, was adopted November 18, 2024.

Fiscal Consideration:

For 2026, the approved Budget includes a 4.0% 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 called for the City to utilize banked capacity incrementally in phases over four years starting in 2023. \$129,326 of the available banked capacity was used in 2024 and \$144,000 was used in 2025. The City recommends using the available \$133,709 of banked capacity for 2026.

In 2025, the property tax levy was \$6,126,068. 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 2026 is \$6,365,600.

	<u>Amount</u>	<u>% Increase</u>
2025 Levy	\$ 6,126,068	-
1% Increase	61,261	1.00%
Banked Capacity	133,709	2.18%
New Construction	44,562	0.73%
Proposed 2026 Levy	\$ 6,365,600	3.91%

The City's preliminary assessed value is \$9,080,088,777, an increase of about 13.7% from 2024. Because of the increase in assessed valuation for the entire City, the levy rate will decrease from \$0.77 to about \$0.70 for each \$1,000 of assessed value. In 2025, the median residential value for Kenmore was \$964,000, however, with the 13.7% increase in valuation, the median home value is now approximately \$1,095,700. On a \$1,095,700 home in the city, a 3.91% levy increase at a rate of \$0.70 per \$1,000 of assessed value would result in an annual property tax of \$768.

The proposed property tax levy of 3.91% meets the City Council's goal for a financial sustainable plan and continued financial sustainability for the City.

Tax Relief

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

Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

Goal 2. Plans, Policies & Budgets Promote accountability to ensure our plans, policies and budgets incorporate our foundational and core values so that we equitably address the needs of our communities.

City Council Priorities or Budget Objective Being Addressed:

1. November 30, 2025 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.
2. The proposed property tax levy increase of 3.91% 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. 25-0636**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO
THE 2026 REGULAR PROPERTY TAX LEVY; PROVIDING FOR
SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

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

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

WHEREAS, the City Council scheduled and held a Public Hearing November 10, 2025 to consider the City's 2026 regular property tax levy pursuant to RCW 84.55.120; and

WHEREAS, the City intends to levy "banked capacity" of \$133,709; and

WHEREAS, after the Public Hearing, and after duly considering all relevant evidence and testimony presented the City Council determined that the City requires an estimated regular tax levy in the amount of \$6,365,600, which includes a 3.18% increase from the previous year and amounts resulting from the addition of new construction and improvements to property and any increase or decrease in the value of State-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest (the actual levy to be calculated by the King County Assessor's Office once the City's assessed value is certified by the Assessor);

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

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2026 levy in the amount of \$194,970 which is a 3.18 percent (3.18%) increase from the previous year, which includes 1% (\$61,261) and 2.18% (\$133,709) of banked capacity. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property and any additional amounts resulting from any annexations that have occurred, and any refunds made. The proposed property tax levy for 2026 is \$6,365,600.

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

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

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

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

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE ____ DAY OF _____ 2025.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Scott Passey, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 10/31/2025

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 25-0636

DATE OF PUBLICATION:

EFFECTIVE DATE:

CITY OF KENMORE

Finance & Administration

2026 Regular Property Tax Levy & Excess Tax Levy

November 10, 2025



Timeline

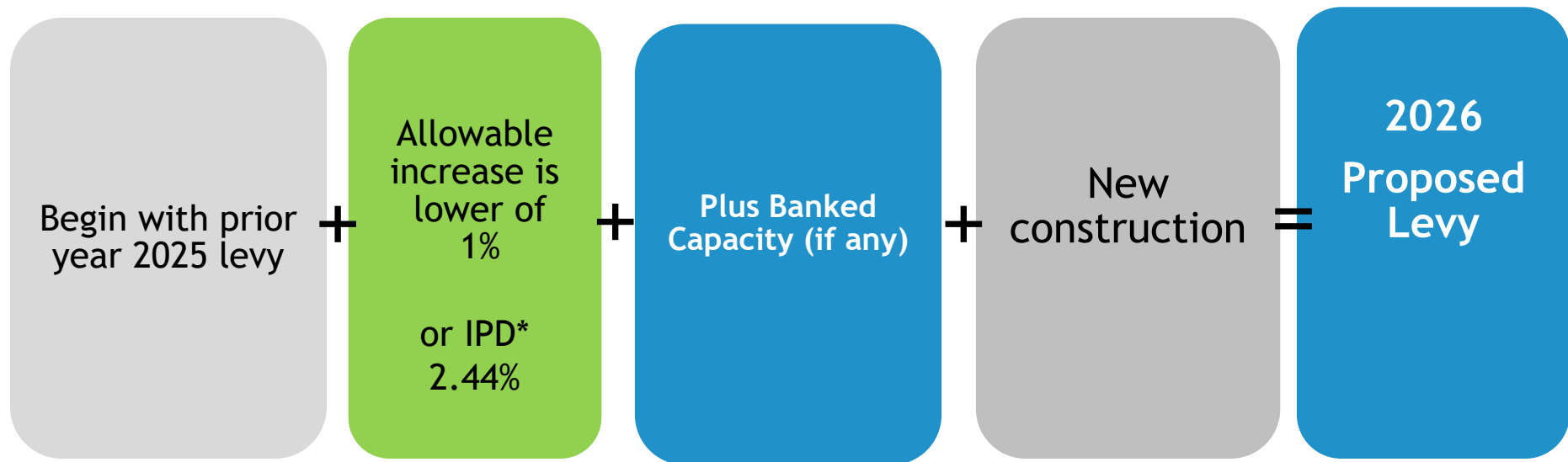
November 10:

- Public Hearing 2026 Property Tax Levy Ordinance
- Public Hearing 2026 Excess Property Tax Levy Ordinance
- Public Hearing for 2025-2026 Budget Amendments

November 24:

- Adoption of 2026 Property Tax Levy
- Adoption of 2026 Excess Property Tax Levy
- Adoption of 2025-2026 Budget Amendments

Annually the City Council must set the Regular Tax Levy



IPD - Implicit Price Deflator

Banked Capacity

Banked Capacity is the difference between the amount we could have levied versus what was actually levied

For Tax Year 2025, Banked Capacity is \$133,709

In 2025, \$144,000 of banked capacity was used and \$129,326 was used in 2024

With the proposed 3.91% levy increase in 2026, \$133,709 of banked capacity will be used

This will get us very close to maximizing our levy authority

Property Taxes & Assessed Valuation

Levy with 3.91% Increase (as budgeted)

	<u>Amount</u>	<u>% Increase</u>
2025 Levy	\$ 6,126,068	-
1% Increase	61,261	1.00%
Banked Capacity	133,709	2.18%
New Construction	44,562	0.73%
Proposed 2026 Levy	\$ 6,365,600	3.91%

Tax Effect on Homeowner, \$500K valuation in 2024

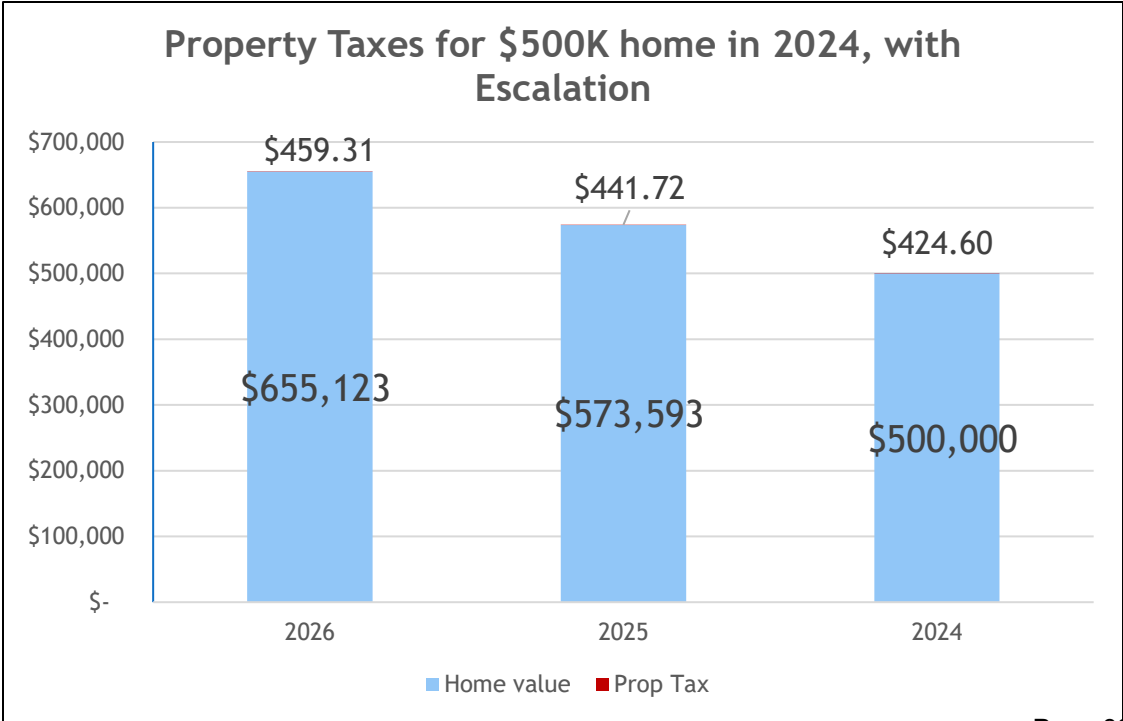
(City of Kenmore Taxes Only)

Annexation Rate:

2026 Property Tax Levy / Total Kenmore Assessed Valuation * 1000

\$6,365,600 / \$9,080,088,777 * 1000 = 0.7011

	2026	2025	2024
Home value	\$ 655,123	\$ 573,593	\$ 500,000
Annex rate	0.7011	0.7701	0.8492
Prop Tax	\$ 459.31	\$ 441.72	\$ 424.60



Tax Effect on Homeowner, \$821K valuation in 2024

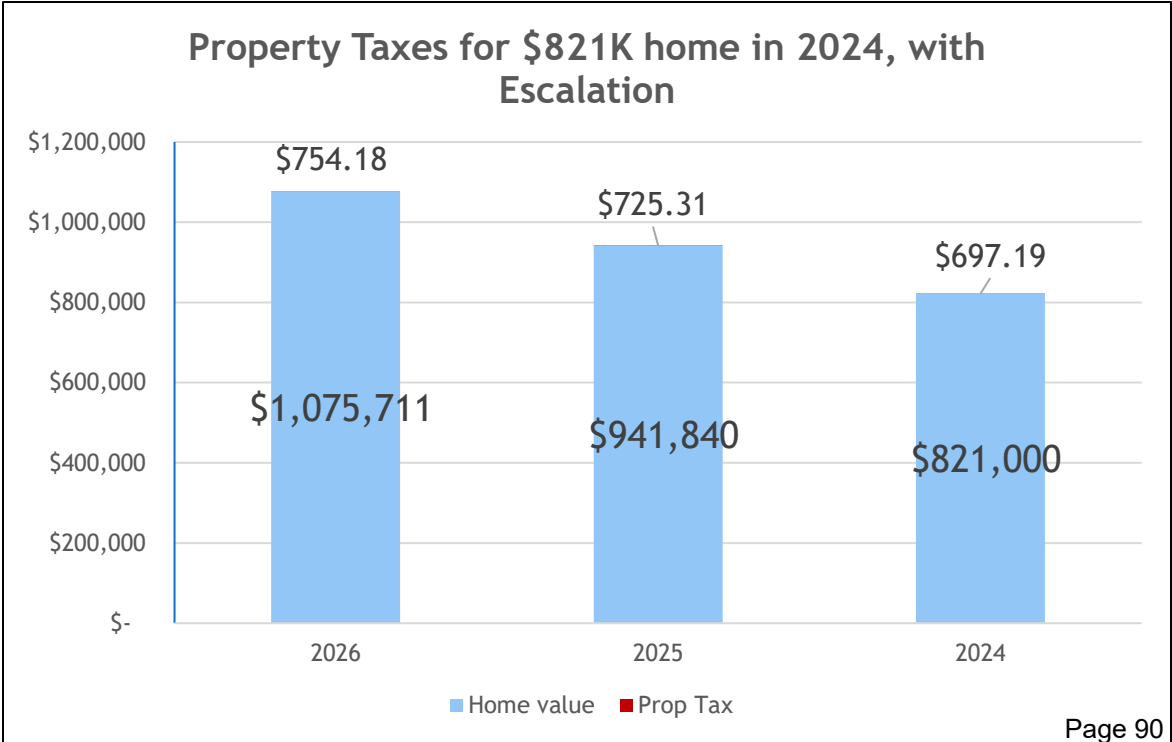
(City of Kenmore Taxes Only)

Annexation Rate:

2026 Property Tax Levy / Total Kenmore Assessed Valuation * 1000

\$6,365,600 / \$9,080,088,777 * 1000 = 0.7011

	2026	2025	2024
Home value	\$ 1,075,711	\$ 941,840	\$ 821,000
Annex rate	0.7011	0.7701	0.8492
Prop Tax	\$ 754.18	\$ 725.31	\$ 697.19



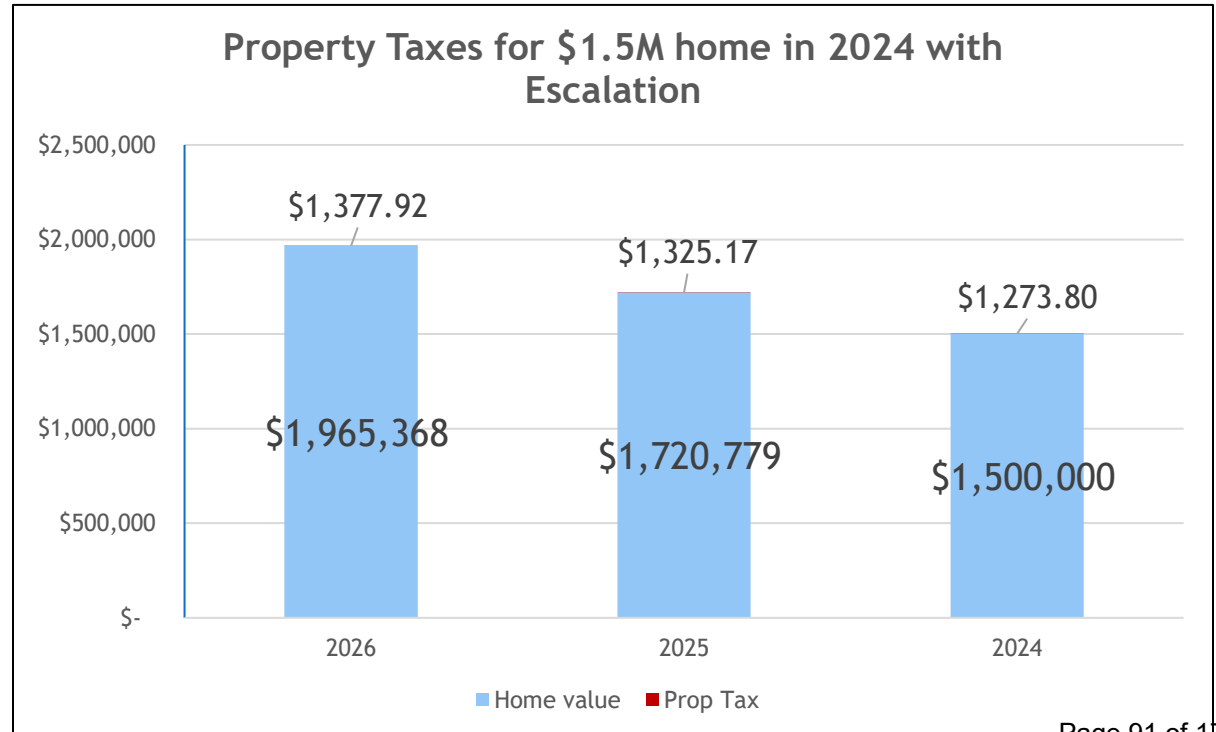
Tax Effect on Homeowner, \$1.5M valuation in 2024 (City of Kenmore Taxes Only)

Annexation Rate:

2026 Property Tax Levy / Total Kenmore Assessed Valuation * 1000

\$6,365,600 / \$9,080,088,777 * 1000 = 0.7011

	<u>2026</u>	<u>2025</u>	<u>2024</u>
Home value	\$ 1,965,368	\$ 1,720,779	\$ 1,500,000
Annex rate	0.7011	0.7701	0.8492
Prop Tax	\$ 1,377.92	\$ 1,325.17	\$ 1,273.80



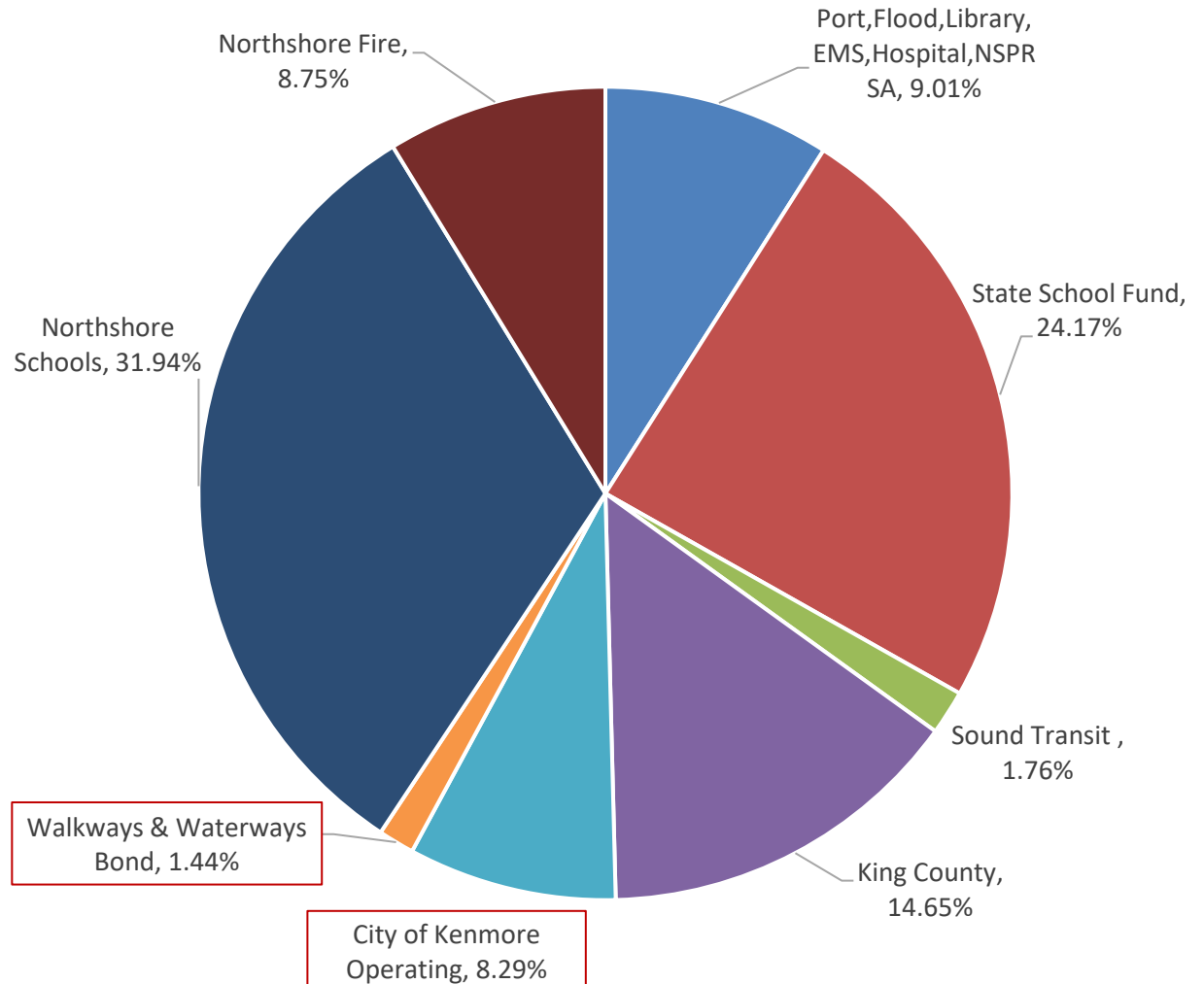
2025 Property Tax Distribution for a \$964,000 Home

There are 12 taxing districts that impact Kenmore taxpayers

The total 2025 tax rate for most taxpayers in the City was **\$9.29** per \$1,000 AV

The tax bill on a \$964K property would have been about **\$8,956**

Only 8.29% of that tax bill belongs to the City of Kenmore for operating



Northshore Schools	\$ 2,860
State School Fund	\$ 2,165
King County	\$ 1,312
Port, Flood, Library, EMS, Hospital, NSPRSA	\$ 807
Northshore Fire	\$ 783
City of Kenmore Operating	\$ 742
Sound Transit	\$ 158
Walkways & Waterways Bond	\$ 129
Total	\$ 8,956

2026 Excess Property Tax Levy for Walkways & Waterways Bonds

**Upon Issuance – Tax rate
projected at 0.15 per \$1,000 AV**

\$18.1 million – issued 2016 & 2021
\$12,315,000 - outstanding as of
12/31/2025

**Resources Needed for Principal &
Interest 2026
\$1,055,350**

Bond Annexation Rate

$$\begin{aligned} & \$1,055,350 / 9,080,088,777 * \\ & \quad 1,000 \\ & = \\ & \text{\textbf{\$0.116}} \end{aligned}$$

**Affect on property owner
home value - \$964k**

$$\begin{aligned} & \$964 \times 0.116 \\ & = \\ & \text{\textbf{\$112.04}} \end{aligned}$$

**prelim assessed value*

Next Actions

November 18:

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

November 25:

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

THANK YOU!
Any Questions?

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance & Administration

mmerrell@kenmorewa.gov

425-398-8900



City Council Agenda Bill
City of Kenmore, WA



Meeting Date: 11/10/2025

Subject/Topic:	Proposed Council Action/Motion:
Public Hearing on Ordinance No. 25-0637, Excess Property Tax Levy	☐ Information Only ☐ Receive and File ☒ Discuss ☐ Provide Direction ☒ Public Hearing ☐ Adopt/Approve ☐ Authorize ☐ Other:
Department: Finance & Administration	
Prepared by: Melinda Merrell, Finance Director	
Attachments: Excess Property Tax Levy Ordinance 25-0637	Following the Public Hearing, Council will discuss and provide direction on moving forward with an Ordinance to set the excess property tax rate for the purpose of paying debt service on the Walkways and Waterways Bonds

Approvals:
Department Head MM 10/21/2025 City Attorney DR 10/31/2025 Finance Director MM 10/21/25 City Manager TK 10/31/25 Optional _____

Summary/Background:

A public hearing will be held to receive public comment on the proposed 2026 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.

Adoption of Ordinance No. 25-0637 is proposed to occur at the November 24, 2025, City Council meeting. November 30 is the deadline for property tax levies to be set by ordinance and filed with King County.

Previous Council Action(s):

Ordinance No. 24-0616, 2025 excess property tax levy, was adopted November 18, 2024.

Fiscal Consideration:

In 2025, the city levied \$1,054,550 to cover the debt service payments that were due in that year.

For 2026, it is recommended to levy \$1,055,350 (approximately \$0.12 per \$1,000 of assessed value) for the debt service payments due in 2026.

Ordinance No. 25-0637, to approve the excess tax levy for 2026, in the amount of \$1,055,350 to satisfy debt service on the 2016 and 2021 unlimited tax general obligation bonds is recommended for adoption by the City Council.

Tax Relief

State law provides two tax benefit programs for senior citizens and the disabled: Property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under \$84,000; owning and occupying the property as principal residence for at least 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.

Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

Goal 2. Plans, Policies & Budgets Promote accountability to ensure our plans, policies and budgets incorporate our foundational and core values so that we equitably address the needs of our communities.

City Council Priorities or Budget Objective Being Addressed:

November 30, 2025 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 25-0637**

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

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

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

WHEREAS, the City, pursuant to Bond Ordinance No. 16-0434, adopted by the City Council on November 21, 2016, issued and sold \$9,220,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2016 (together with original issue premium resulted in a project fund deposit of \$9,750,000), and pursuant to Bond Ordinance No. 21-0530 adopted by the City Council on July 26, 2021, issued and sold \$8,920,000 aggregate principal amount of Unlimited Tax General Obligation Bonds, 2021A and 2021B (together with original issue premium resulted in a project fund deposit of \$10,000,000) (together, the "Bonds"), and has determined that to provide the money necessary to pay the debt service requirement on the Bonds in the year 2026 an excess property tax levy in the amount of \$1,055,350 for the Bonds must be levied for collection in 2026.

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

Section 1. Voter Approved Excess Tax Levy for Unlimited General Obligation Bonds. A tax is hereby levied to raise revenue for the purpose of debt service payments on the voter-approved unlimited tax general obligation bonds for the fiscal year of 2026 in the amount of \$1,055,350 on all taxable property in the City of Kenmore, Washington.

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

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

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

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

ADOPTED BY THE CITY COUNCIL AT A MEETING THEREOF ON THE ____ DAY OF _____ 2025.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Scott Passey, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 10/31/2025

PASSED BY THE CITY COUNCIL:

ORDINANCE NO.: 25-0637

DATE OF PUBLICATION:

EFFECTIVE DATE:

CITY OF KENMORE
Finance & Administration

2026 Regular Property Tax Levy & Excess Tax Levy

November 10, 2025



Timeline

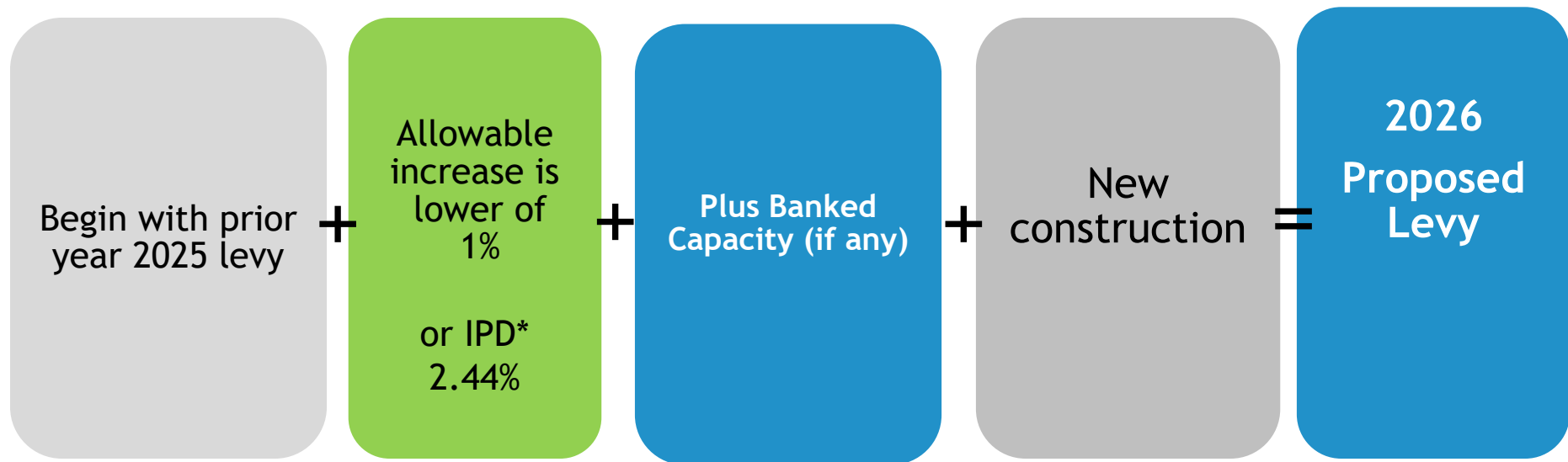
November 10:

- Public Hearing 2026 Property Tax Levy Ordinance
- Public Hearing 2026 Excess Property Tax Levy Ordinance
- Public Hearing for 2025-2026 Budget Amendments

November 24:

- Adoption of 2026 Property Tax Levy
- Adoption of 2026 Excess Property Tax Levy
- Adoption of 2025-2026 Budget Amendments

Annually the City Council must set the Regular Tax Levy



IPD - Implicit Price Deflator

Banked Capacity

Banked Capacity is the difference between the amount we could have levied versus what was actually levied

For Tax Year 2025, Banked Capacity is \$133,709

In 2025, \$144,000 of banked capacity was used and \$129,326 was used in 2024

With the proposed 3.91% levy increase in 2026, \$133,709 of banked capacity will be used

This will get us very close to maximizing our levy authority

Property Taxes & Assessed Valuation

Levy with 3.91% Increase (as budgeted)

	<u>Amount</u>	<u>% Increase</u>
2025 Levy	\$ 6,126,068	-
1% Increase	61,261	1.00%
Banked Capacity	133,709	2.18%
New Construction	44,562	0.73%
Proposed 2026 Levy	\$ 6,365,600	3.91%

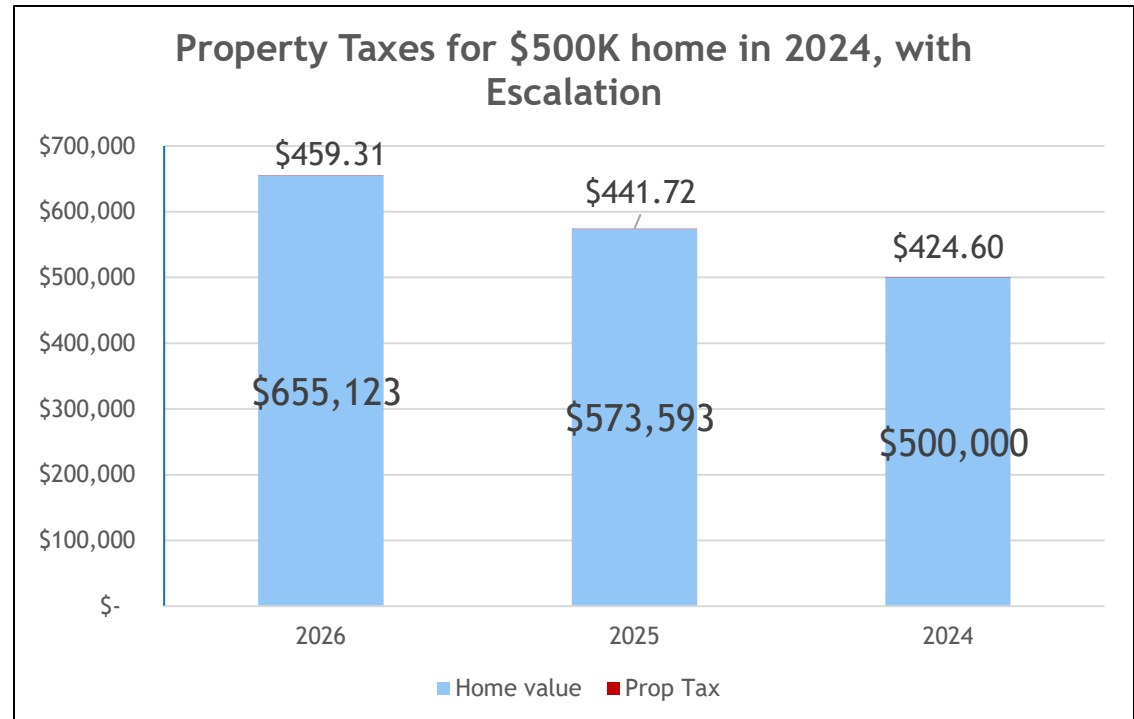
Tax Effect on Homeowner, \$500K valuation in 2024 (City of Kenmore Taxes Only)

Annexation Rate:

2026 Property Tax Levy / Total Kenmore Assessed Valuation * 1000

$\$6,365,600 / \$9,080,088,777 * 1000 = 0.7011$

	<u>2026</u>	<u>2025</u>	<u>2024</u>
Home value	\$ 655,123	\$ 573,593	\$ 500,000
Annex rate	0.7011	0.7701	0.8492
Prop Tax	\$ 459.31	\$ 441.72	\$ 424.60



Tax Effect on Homeowner, \$821K valuation in 2024

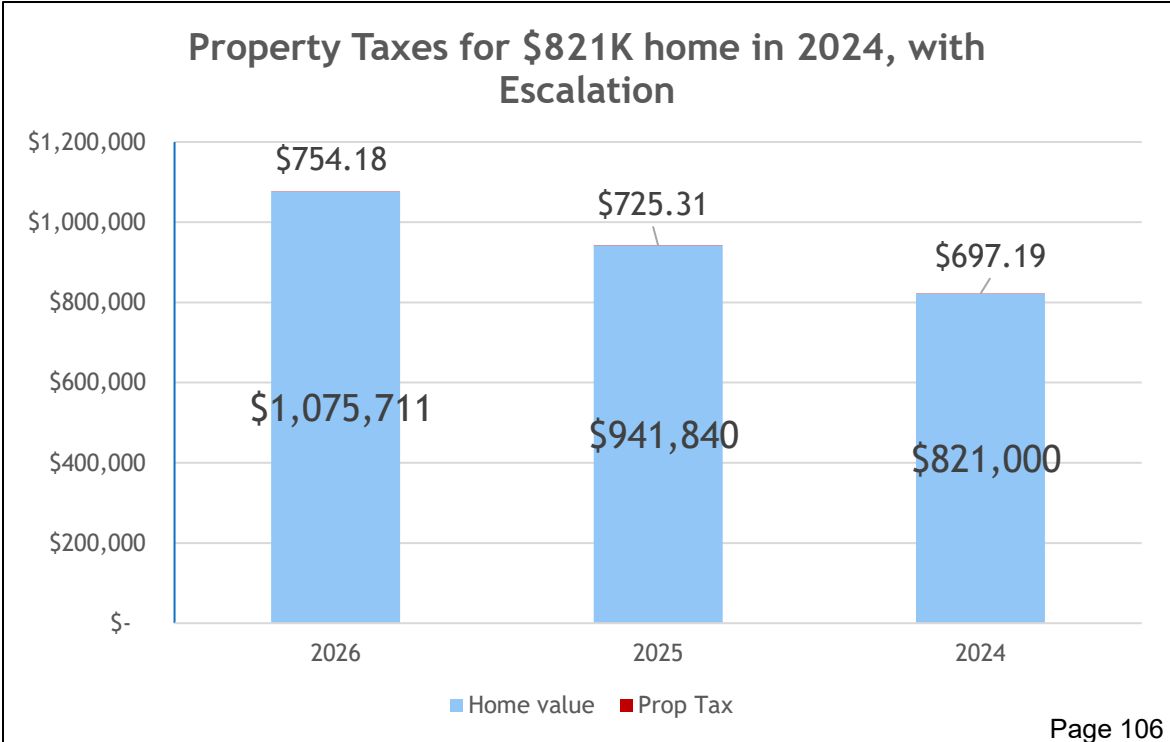
(City of Kenmore Taxes Only)

Annexation Rate:

2026 Property Tax Levy / Total Kenmore Assessed Valuation * 1000

\$6,365,600 / \$9,080,088,777 * 1000 = 0.7011

	2026	2025	2024
Home value	\$ 1,075,711	\$ 941,840	\$ 821,000
Annex rate	0.7011	0.7701	0.8492
Prop Tax	\$ 754.18	\$ 725.31	\$ 697.19



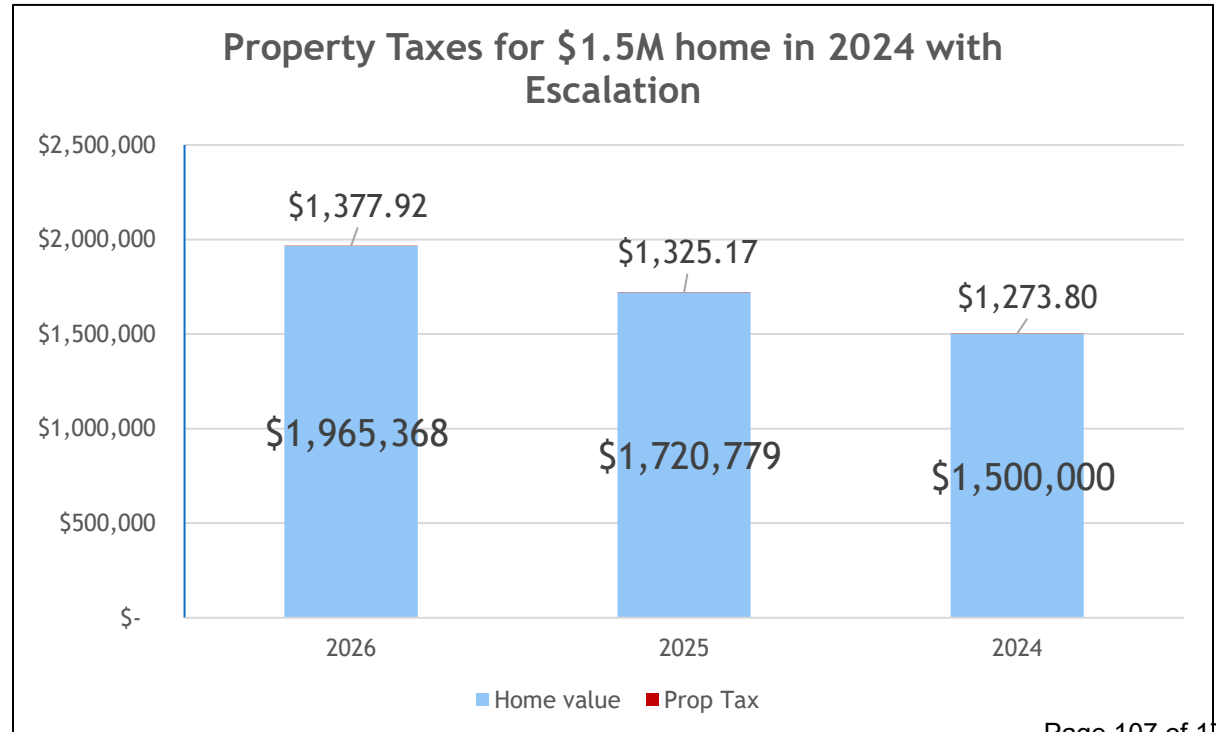
Tax Effect on Homeowner, \$1.5M valuation in 2024 (City of Kenmore Taxes Only)

Annexation Rate:

2026 Property Tax Levy / Total Kenmore Assessed Valuation * 1000

\$6,365,600 / \$9,080,088,777 * 1000 = 0.7011

	<u>2026</u>	<u>2025</u>	<u>2024</u>
Home value	\$ 1,965,368	\$ 1,720,779	\$ 1,500,000
Annex rate	0.7011	0.7701	0.8492
Prop Tax	\$ 1,377.92	\$ 1,325.17	\$ 1,273.80



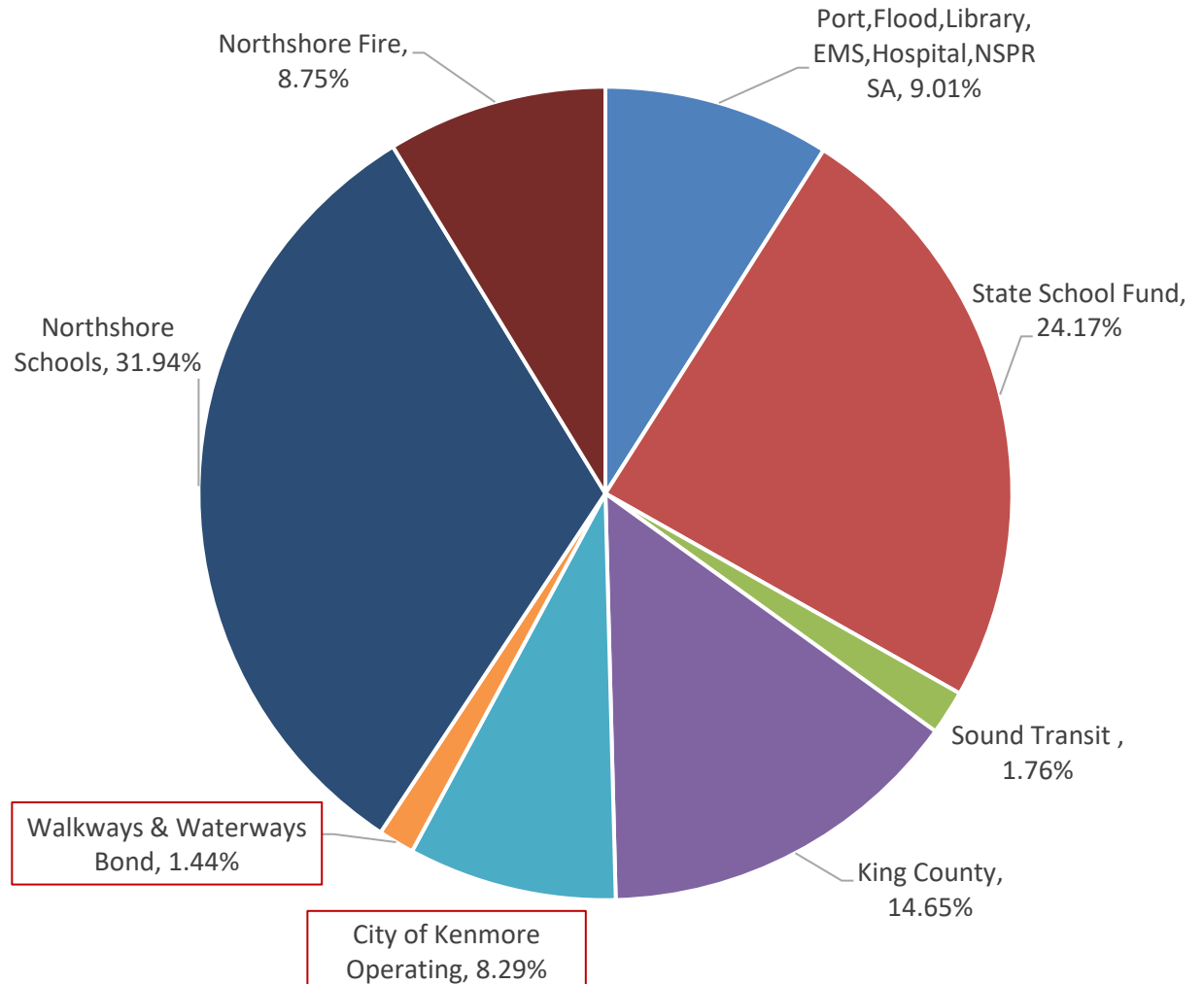
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Bond Annexation Rate

$$\frac{\$1,055,350}{9,080,088,777} \times 1,000 = \$0.116$$

**Affect on property owner
home value - \$964k**

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November 25:

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THANK YOU!
Any Questions?

For comments and questions:

Melinda Merrell

Finance & Administration Director, Finance & Administration

mmerrell@kenmorewa.gov

425-398-8900



City Council Agenda Bill
City of Kenmore, WA



Meeting Date: 11/10/2025

Subject/Topic:	Proposed Council Action/Motion:
Discussion on Draft Amendments to the Parks, Recreation, and Open Space (PROS) Element and Capital Facilities Element	☐ Information Only ☐ Receive and File ☒ Discuss ☒ Provide Direction ☐ Public Hearing ☐ Adopt/Approve ☐ Authorize ☐ Other:
Department: Community Development	
Prepared by: Debbie Bent, Community Development Director Todd Hall, Principal Planner Tom Beckwith, Beckwith Consulting Group	
Attachments: 1. Follow-up to Council questions from 10/27/25 2. Draft PROS Element 3. Draft Capital Facilities Element 4. Presentation	

Approvals:

Department Head DB, 10/28/25 City Attorney N/A Finance Director N/A City Manager TK, 10/30/25 Optional N/A

Summary/Background:

On October 27th City Council meeting, the Planning Commission presented their recommendations for updates to the PROS Element and Capital Facilities Element.

At the November 10, 2025, City Council meeting, staff and the consultant will provide additional information to address City Council comments and questions raised at the prior meeting. The City Council will discuss and provide direction on proposed amendments. If the City Council proposes substantive amendments to the Planning Commission's recommendations, the City Council will need to hold a Public Hearing prior to Ordinance adoption.

The Planning Commission are continuing review of the PROS Plan, which is the six-year more detailed plan based on the Elements and will be bringing forward recommendations in January 2026. City Council passing a Resolution adopting the PROS Plan is anticipated February 2026.

Previous Council Action(s):

None. The PROS Element was last amended in 2020. The Capital Facilities Element was last amended in 2024 as part of the periodic update of the Comprehensive Plan.

Fiscal Consideration:

Contract 24-C3092 with Beckwith Consulting Group for \$120,000 for a scope of work related to updating the PROS Element of the Comprehensive Plan, Capital Facilities Element of the

Comprehensive Plan, PROS Plan and Park Impact Fee Rate Study. \$120,000 budgeted in the Community Development Department budget.

Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

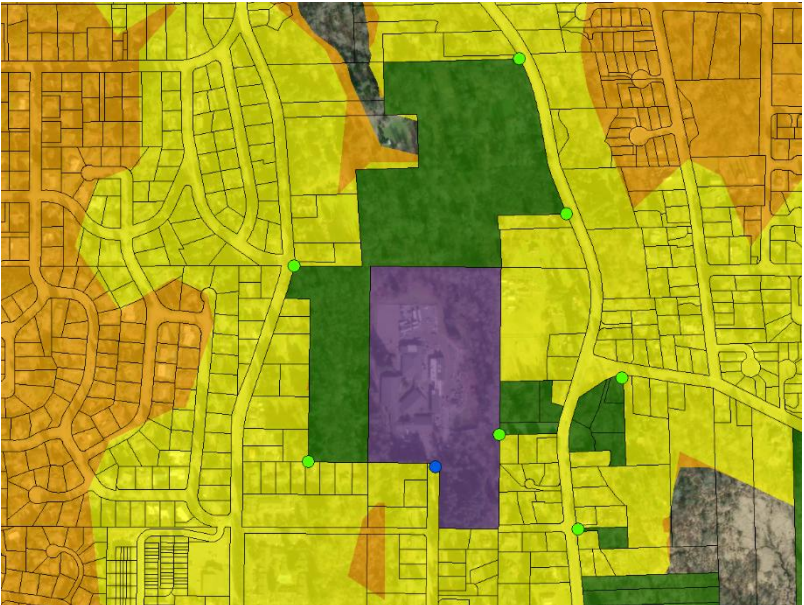
DEIA Objective 1.2: Ensure equitable access and representation in city services.

City Council Priorities or Budget Objective Being Addressed:

Council Priority 9: Explore opportunities to expand Parks and Recreation.

PROS & CAPITAL FACILITIES ELEMENTS

FOLLOW-UP TO CITY COUNCIL QUESTIONS FROM 10/27/25 MEETING

PROS ELEMENT		
Council Comments/Questions		
Councilmember Marshall		
Page	Question	Staff/Consultant Response
-	Was the Log Boom Park pier and maintenance/cost described?	<u>Debbie</u> : Routine maintenance costs are included in the Public Works Operations budget e.g. wood replacement, routine underwater inspection and clean up.
Councilmember Srebnik		
P-14/16	Regarding Walkability Map. How can Wallace Swamp Creek Park have a walk over 10 minutes right up against it? Also similar situation for Łaŕwadis (Tl' awh-ah-dees) Park south of Bothell Way.	<u>Tom B. (Beckwith Consulting Group)</u>: Walkability is based on existing public paths, trails, sidewalks, and roads. It does not consider informal or undesignated nonpublic routes. It accounts for barriers including highways, railroads, water bodies, etc. Topography is not considered unless steep bluffs or other features become barriers, meaning it does not take into account a trail or sidewalk that walks up hill so long as it is passable. <u>Jennifer (Beckwith Consulting Group GIS)</u>: Walk times are calculated based on ArcGIS. Walk analysis is based on points. Before running the analysis, identified access points to the parks using roads, trails, and aerial photos. In the case of Wallace Swamp Creek Park, there did not appear to be access from the NW quadrant of the park. All of the adjoining parcels are identified by King County as being privately owned. This shows that are with an aerial photo under the walk polygons and the parcel lines bolder than in the standard map. Green are the points that we associate with parks and blue are schools (some points provide access to both). 

P-16	Regarding Heat Severity Map there is a large red block next to Moorlands Park	<u>Tom B.</u> : The heat map is overlaid existing parks showing Moorlands Park to be under or red same as the high school, Hanger, City Hall, Skatepark, etc. Heat severity is increased by parking lots and building rooftops – a reason why Moorlands Park, City Hall, etc. are in heat severe areas and not mitigated by tree cover or green roofs. <u>Amanda Larson (Kenmore GIS)</u> : City's heat map data is from Trust for Public Lands (TPL) using methodology to calculate urban heat island severity that compares pixel-level temperatures to the city's average temperature, using Landsat 8 thermal imagery to create a severity scale of 1 (mid) to 5 (severe).
<u>Councilmember Sasson</u>		
-	Moorlands Park is for school district use only 5 -days a week during school hours (weekdays); this gives a false impression of the availability during this time.	<u>Tom B.</u> : Moorlands Park is available after school hours and usable by the public the same as other school grounds.
-	With regards to Chair Banaszynski's point about aging population and fewer children in Kenmore, where is the data from regarding future trends and how does this impact recreation needs?	<u>Tom B.</u> : WA Office of Financial Management (OFM) projects the population for all counties including by age groups based on birth, death, and migration rates. The graphics showing age distribution for the county are from OFM. Kenmore's age specific projections are based on the city's allocation (or location quotient) for each group in relation to the county assuming the city will continue to retain or attract the same ratios of each age group as it has in the past. Therefore, as the county retains more elderly so will the city proportionately. Recreation & Conservation Office (RCO) State Recreation and Conservation Plan (SCORP) diary surveys project recreation demand by age groups and thus, the projections of the city's recreation demand over time is based on the city's age group in each time period.
<u>Councilmember Loutsis</u>		
Multiple	The items in the salmon colored boxes talking about ratios and where we're projected to go reads more like objectives. Is it because LOS is difficult to apply? Would like to see more of the trends to be incorporated into objectives if possible.	<u>Tom B.</u> : You could, though goals and policies are meant to be timeless. Putting specific data in them may be limiting.

DRAFT PARKS, RECREATION AND OPEN SPACE (PROS) ELEMENT

INTRODUCTION

Purpose

The purpose of the Parks, Recreation and Open Space (PROS) Element is to provide the policy framework for future development of Kenmore's parks system, including open spaces, recreation facilities and programs. The Element provides a vision for the community and a guide to future planning, acquisition, and/or development of parks, recreation, and open spaces throughout the City.

Growth Management Act

One of the Growth Management Act's (GMA's) planning goals is to, "Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities."

The Act specifically requires local government to:

- Designate the general location and extent of land uses including recreation and open space lands;
- Identify lands useful for recreation, including wildlife habitat, trails and connection of critical areas;
- Evaluate facilities and service needs;
- Estimate park and recreation demand for at least a ten-year period;
- Evaluate intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand; and
- Develop a capital facilities plan (CFP) identifying funds necessary to implement the plan for at least a six-year period.

Countywide Planning Policies

The Countywide Planning Policies do not contain a chapter specifically addressing parks, recreation and open space. Under the Development Patterns chapter, DP-2 states, "Promote a pattern of compact development within the Urban Growth Area that includes housing at a range of urban densities, commercial and industrial development, and other urban facilities, including medical, governmental, institutional, and educational uses and parks and open space..." An Environment policy (EN-1) states, "Incorporate environmental protection and restoration efforts into local comprehensive plans to ensure that the quality of the natural environment and its contributions to human health and vitality are sustained now and for future generations."

Parks, Recreation and Open Space (PROS) Plan

The Recreation and Conservation Office (RCO) is a state agency that manages grant programs aiming to create outdoor recreation opportunities, protect wildlife habitat and farmland, and help return salmon from near extinction. RCO requires government agencies to plan for their parks and open space needs, and adopt a Parks, Recreation and Open Space (PROS) Plan, in order to apply for certain grants. Once adopted, a community's PROS plan is required to be updated every 6 years to maintain eligibility for those grant programs. The City's most recent PROS Plan was adopted in February 2020. The PROS Plan is being updated and is anticipated to be adopted January 2026. Information gathered for the Plan, including the results of several community involvement opportunities and a comprehensive demand and needs analysis, has been used as foundational information for this Element.

EXISTING CONDITIONS

Geography

Kenmore's natural resources are an important component of the city's park and recreation system. Many of the city's existing parks are located beside or contain a creek, river, freshwater shoreline, wetlands or significant forested areas. In fact, of the 153 total acres of city-owned park land, 133 acres (more than 85%) are natural areas – forests, wetlands, streams, and other natural environments. The City's abundance of natural systems weaves in and around the city, connecting the different neighborhoods through stream corridors, sensitive areas, and ravines to Swamp Creek, the Sammamish River and Lake Washington. Creating connections and corridors provides essential habitat which contributes to the overall health and viability of both the plant and animal communities in Kenmore. The natural geography of the city provides both opportunities and constraints for meeting park and recreation demand and needs.

Existing Park System

The City of Kenmore has 14 parks, recreation and open space facilities totaling over 153 acres of park land. Other parks and recreation providers within the city that have facilities open to the public include the State of Washington, King County, and Bastyr University. These facilities are listed in Table P-1, along with the improvements available in each park. The parks and open space areas are shown on Figure P-1.

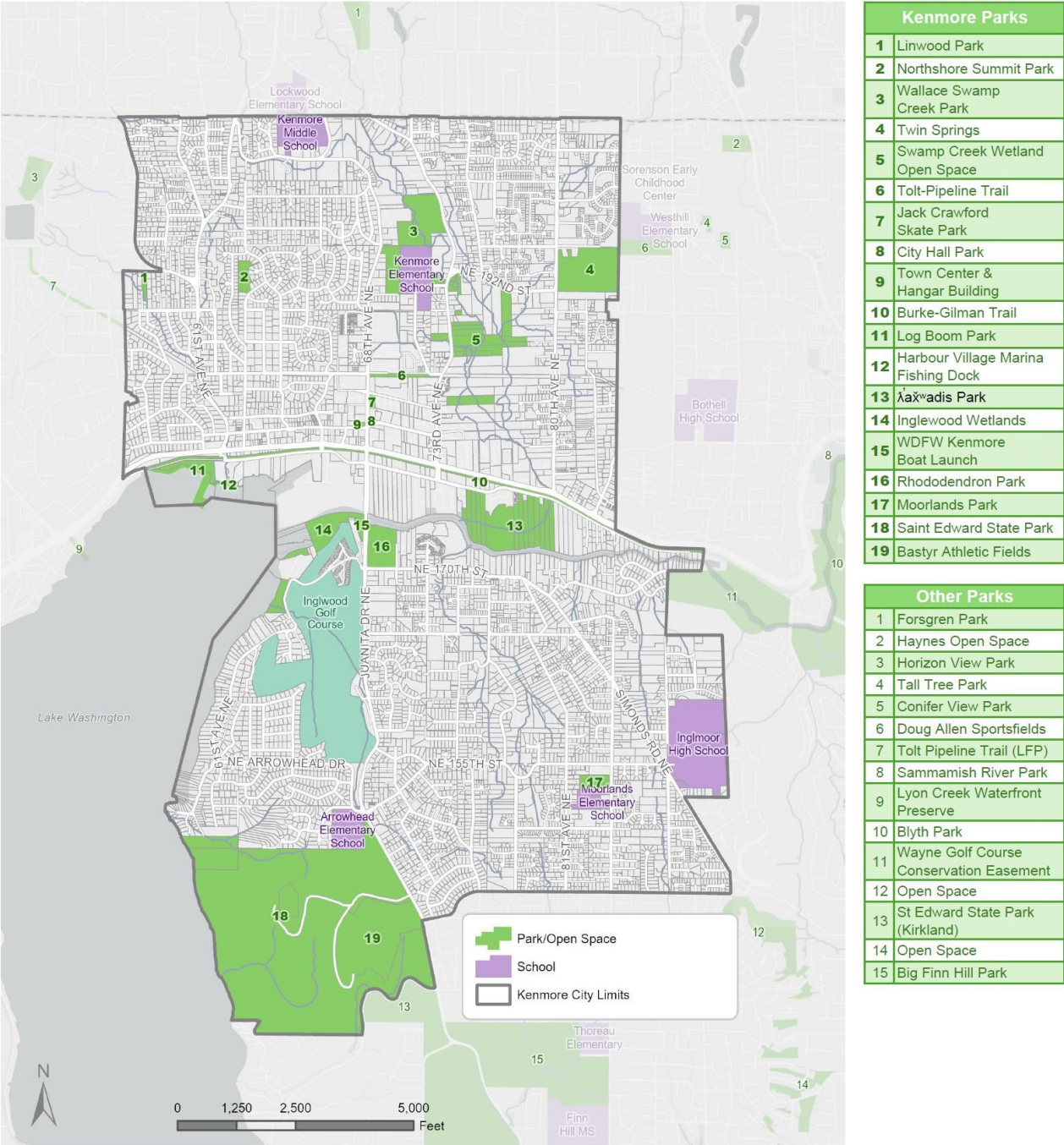
Table P-1: Kenmore's Park and Recreation System Inventory.

Parks, Recreation & Open Space Facilities	Hand Powered Boat Launching	Water Access / Fishing	Playground	Skate Park	Playfield	Restroom	Picnic Shelter	Picnic Tables	Paths	Hiking Trails	Paved Trails	Parking
Linwood Park			X						X			
Moorlands Park			X		X	X	X	X	X			X
Northshore Summit Park			X						X			
Łaŕwadis (Tl' awh-ah-dees) Park	X	X				~X		X	X	X		X
Wallace Swamp Creek Park		X						X	X	X		X
Rhododendron Park, Rhododendron Public Boathouse & Senior Center	X	X	X		X	X	X	X	X			X
Log Boom Park	X	X	X			X		X	X			X
Twin Springs Park										X		X
City Hall Park & Jack Crawford Skate Park				X		~X		X	X			X
City Plaza & Hangar Building						~X		X	X			X
Swamp Creek Wetland Open Spaces		X										
Inglewood Wetlands		X										
Tolt-Pipeline Trail (1.3 miles)									X		X	
CITY TOTAL	3	7	5	1	2	6	2	7	11	3	1	8
WDFW Boat Launch												X
Saint Edward State Park		X	X		X	X		X		X	X	X
Bastyr Athletic Fields					X	*X						X
Burke Gilman Trail (2.5 miles)											X	
Harbour Village Marina		X				X		X				X

* Portable restroom

~ Indoor restroom

1 **FIGURE P-1: PARK AND RECREATION FACILITIES**



2
3
4

Inventory

Kenmore's open space, parks, and trails inventory includes 14 sites comprising 153.0 acres, King County owns 4.5 acres that includes the Burke-Gilman Trail, and Washington State Parks and the Department of Fish & Wildlife (WDFW) own 317.9 acres that includes the Boat Launch Ramp and Saint Edward State Park or a total of 17 sites and 475.4 acres within Kenmore city limits of which Kenmore's 153.0 acres represents 32% of the total inventory.

Table P-2 Kenmore Parks, Facilities, & Open Space **Acres**

Linwood Park	1.4
Moorlands Park	4.5
Northshore Summit Park	3.6
Ḵ'áxw'adís (Tl'awh-ah-dees) Park	41.0
Wallace Creek Swamp Park	25.5
Rhododendron Park/Senior Ctr – 2,220 sf, Boathouse – 3,375 sf	12.5
Log Boom Park	3.9
Twin Springs Park	25.0
City Hall Park & Skate Court – 21,390 sf	1.7
Town Square – 9,641 sf & Hangar Building – 4,576 sf	0.5
Swamp Creek Wetlands	21.2
Inglewood Wetlands	8.5
Subtotal	145.1

Easement and leased in Kenmore limits

Bastyr Athletic Fields - leased	7.0
Tolt Pipeline Trail – 2.6 miles	0.9
Subtotal	7.9

King County

Burke-Gilman Trail – 2.5 miles	4.5
Subtotal	4.5

Washington State

WDFW Boat Launch	1.9
Saint Edward State Park	316.0
Subtotal	317.9
Total parks inside city limits	475.4

In addition, Bothell, Kirkland, and King County own another 4 sites or 298.4 acres on or adjacent to Kenmore city limits, Northshore School District owns 5 schools and 98.9 acres inside city limits, Northshore and Lake Washington School District own another 6 schools and 104.4 acres adjacent to city limits, and nonprofit and private agencies own 4 sites and 149.1 acres inside Kenmore city limits or 19 sites and 650.8 acres.

Table P-3 Adjacent Parks and Facilities

Doug Allen Sports Field – Bothell	0.6
Wayne Park – Bothell	49.9
Kirkland Open Space – Kirkland	23.5
Big Finn Hill Park – King County	224.4
Subtotal	298.4

Northshore Schools inside city limits

Arrowhead Elementary	12.4
Kenmore Elementary	16.0
Moorlands Elementary	6.4
Kenmore Middle School	14.4
Inglemoor High School	49.7
Subtotal	98.9

Adjacent schools

Childhood Center – NSD	2.9
Westhill Elementary - NSD	22.4
Lockwood Elementary - NSD	10.8
Bothell High School - NSD	30.5
Thoreau Elementary – LWSD	9.3
Finn Hill HS - LWSD	28.5
Subtotal	104.4

Nonprofit, private facilities in city

Harbour Village Marina	0.2
Kenmore Community Club – 3,058 sf	0.6
Lakeside School Shell House – 1,580 sf	2.1
Inglewood Country Club & Golf Course - private	146.2
Subtotal	149.1
Total outside parks, schools, private	650.8
Total all	1,126.2

All agencies combined own 36 park, school, nonprofit, and private sites and 1,126.2 acres within or directly adjacent to Kenmore of which Kenmore's 145.1 acres represent 12.9% of the total inventory, which excludes the easement areas.

Level of service (LOS)

The National Recreation & Park Association (NRPA) Areas and Facilities Standards has not been updated in more than 20 years and will never again be updated because there is not a single set of standards for parks and recreation that could encompass the uniqueness found in every park agency.

Park agencies vary greatly by size, needs and desires; as should a park and recreation agency’s offerings. To have the same standard for a community in Washington, Alaska, Kansas, and south Florida is unrealistic, impractical, and potentially detrimental.

Nearly a decade ago, NRPA replaced the single set of standards with a nationwide benchmarking tool for parks and recreation. **NRPA Park Metrics** is the most comprehensive source of data benchmarks and insights for park and recreation agencies. Each spring, NRPA publishes **NRPA Agency Performance Review**, an annual report summarizing the benchmarking data contributed by nearly 1,100 agencies to the **Park Metrics** database.

The report presents the “typical” (median) nationwide benchmarking numbers based on peer agency data and the limitations of the former one-size-fits-all set of standards. For example, in the *2024 NRPA Agency Performance Review*: the typical park and recreation agency has 1 park per 2,386 residents. The report, however, indicates significant variation in the metric when the size of the jurisdiction is taken into consideration.

For example, jurisdictions of less than 20,000 residents have a median of 1 park for every 1,172 residents, but agencies serving more than 250,000 residents have a park for every 6,120 people served. In addition, the benchmark data within **NRPA Park Metrics** and the **2024 NRPA Agency Performance Review** break down to the lower (25%) and upper (75%) quartiles.

The ratio of parks per persons for Kenmore’s 2025 population of 23,391 persons, or within the 20,000-49,999-peer agency population comparison, would be a median of 1 park per 2,062 persons but ranges from 1 park per 1,232 persons in the lower quartile to 1 park per 3,000 persons in the upper quartile.

There is no one-size-fits-all solution for maintaining and improving a park and recreation agency. The **2024 NRPA Agency Performance Review** does not provide “standards”, but an informative evidence-based guideline. Factors such as jurisdiction population, the unique needs of each community and funding all play a major role in how an agency operates.

Benchmark comparisons

The following benchmark comparisons are for the low, median, and upper quartiles for park agencies of 20,000-49,999 population since Kenmore’s 2025 population of 23,391 is projected to increase to 33,491 by 2050. (Note – the next peer agency comparison is for 50,000-99,999 considerably above Kenmore’s projected population).

Table P-4 Residents Per Park

	Lower	Median	Upper
NRPA benchmark	1,232	2,062	3,000
PROS ratios year:		2025	2045
Kenmore		1,670	2,576
All parks in city		1,375	1,970
All in/near city		649	930

Inventory includes Kenmore, King County, and Washington State parks and trails inside Kenmore city limits, and Kenmore, King County, Washington State, Bothell, Kirkland, Northshore and Lake Washington School Districts, and nonprofit and private agencies within or directly adjacent to Kenmore.

Kenmore currently provides 14 parks and open spaces or 1 park per 1,670 persons, all agencies that provide parks within Kenmore city limits including Kenmore, King County, and Washington State provide

17 parks or 1 park per 1,375 persons, and all agencies combined including Kenmore, King County, Washington State, Bothell, Kirkland, Northshore and Lake Washington School Districts, and nonprofit and private agencies within or directly adjacent to Kenmore provide 36 parks and open spaces or 1 park per 649 persons, considerably above the ratio typical of peer agencies with 20,000-49,999 population.

If Kenmore does not acquire more parks by 2045 the ratio of residents per park will be 2,576 persons, all agencies within city limits will be 1,970 persons, and all agencies within and adjacent to city limits combined 930 residents per park which remains considerably above peer agency ratios.

Table P-5 Acres of parkland per 1,000 population

Parkland includes maintained parks and accessible open space areas which does not include conservation easements.

	Lower	Median	Upper
NRPA benchmark	6.2	11.2	18.0
PROS ratios year:		2025	2045
Kenmore		6.5	4.5
All parks in city		20.3	14.2
All in/near city		48.1	33.6

Kenmore currently provides 6.5 acres of parkland per 1,000 residents, all agencies within city limits provide 20.3 acres per 1,000 residents, and all agencies within or adjacent to city limits provide 48.1 acres per 1,000 residents.

If Kenmore does not acquire more parkland by 2045 the ratio of parkland per 1,000 residents will be 4.5 acres, for all agencies within city limits 14.2, and all agencies within or adjacent to city limits 48.1 acres which remains considerably above peer agency ratios.

Table P-6 Miles of Trails

Trails includes all trails within parks and all off-road multipurpose trails. Does not include on-road bike or walk lanes.

	Lower	Median	Upper
NRPA benchmark	5.0	10.0	19.6
PROS miles year:		2025	2045
Kenmore		2.6	
All parks in city		12.1	
All in/near city		21.6	

Kenmore currently provides 2.6 miles of off-road trails per 1,000 residents, all agencies within city limits provide 12.1 miles of off-road trails, and all agencies within or adjacent to city limits provide 21.6 miles of trails.

If Kenmore does not develop more trails by 2045 the number of trail miles will remain considerably above peer agency ratios.

Table P-7 Kenmore Park Amenities

Amenities includes outdoor and indoor park and recreation improvements that have been developed within existing parks.

	Kenmore	In city	All in, near
Beach access	1	1	2
Fishing	1	3	3
Hand carry launch	2	2	3
Boat ramp		1	2
Dock/pier	1	1	1
Picnic tables*	12	13	14
Picnic shelter	4	4	5
Playground	5	7	16
Basketball court	1	1	2
Volleyball court		1	1
Tennis court			16
Pickleball court			1
Baseball field	3	4	14
Soccer field	1	2	11
Football field			2
Lacrosse field			1
Running track			5
Skateboard park	1	1	1
Pump track			1

* Sites with tables

Kenmore provides a variety of outdoor environmental amenities including beach access, fishing, hand carry launches, docks, and picnicking facilities, but few athletic courts and fields.

Agencies within city limits, including Kenmore, King County, and Washington State supplement Kenmore's amenities somewhat with more athletic courts and fields.

Agencies within and near Kenmore city limits, including Bothell, Kirkland, Shoreline and Lake Washington School Districts, and nonprofit groups expand environmental and athletic amenities that are shared with Kenmore residents but also with a larger service area population.

Table P-8 Amenity benchmarks per median number of residents – in city only

Outdoor amenities	%	Median	2025
Beach access	*	*	23,391
Hand carry launch site	*	*	11,695
Boat ramp	*	*	23,391
Dock/pier	*	*	23,391
Dog park/off-leash areas	68%	27,508	
Community garden	52%	27,262	
Picnic tables*	*	*	1,799
Picnic shelters	*	*	5,847
Playground uncovered	93%	3,105	3,341
Basketball court	84%	7,501	23,391
Volleyball court	23%	14,280	23,391
Tennis court	72%	5,461	
Pickleball court	42%	7,737	
Sport court*	42%	14,265	
Disc golf	20%	29,445	
Baseball field	85%	3,007	5,847
Soccer field	83%	3,333	11,695
Football field	*	*	
Running tracks	19%	18,585	
Synthetic, rectangular	25%	23,189	
Exercise course	22%	27,762	
Skateboard park	46%	33,167	23,391
Pump track	*	*	
Splash pad	23%	30,629	
Swim pool all purpose	49%	27,081	
Indoor amenities			
Swim pool competitive	22%	31,000	
Swim pool leisure	19%	32,812	
Pickleball	19%	10,463	
Multiuse basket, volley	16%	14,577	
Basketball alone	12%	19,173	
Multiuse tennis, pickle	12%	14,950	
Therapeutic pools	11%	33,306	
Running tracks	10%	32,619	
Racquet, handball	9%	16,825	
Tennis courts	5%	6,600	

% percent of agencies that provide listed facility.

* 2024 NRPA Agency Performance Review does not include benchmark or percent provided by comparable agencies.

Kenmore's combined in city agencies meet or exceed benchmarks for playgrounds and skateboard courts but lag, considerably in some instances for outdoor basketball and volleyball courts, and athletic fields. And, in city agencies do not provide a significant number of outdoor or indoor amenities for a city Kenmore's current 23,391 population including dog parks, community gardens, athletic courts and fields, splash pad and swimming, and all indoor facilities.

Kenmore's amenity deficiencies will increase if the city does not develop or expand amenities as its population increases to 33,491 or by an additional 43% by the year 2050.

Table P-9 Indoor Centers

Centers includes indoor facilities that have been developed to serve specific activities or populations.

Center benchmarks per median number of residents

Indoor centers	%	Median	2025
Recreation w/gyms	62%	24,486	
Community*	59%	27,858	23,391
Senior**	40%	31,985	23,391
Theaters	40%	32,255	
Nature	34%	33,669	
Aquatics	30%	31,000	
Teen	12%	31,785	

% percent of agencies that provide listed facility.

* Kenmore Hangar Building and Kenmore Community Club

** Senior Center in Rhododendron Park

Kenmore's Town Square's Hangar Building and the nonprofit Kenmore Community Club exceed benchmarks for indoor community facilities, as does King County's Senior Center at Rhododendron Park for its 2025 population of 23,391.

However, Kenmore will be deficient in all other indoor centers when the population increases to 33,491 particularly for recreation, theater, nature, aquatics, and teen activities.

Walkability

An effective park system should provide a picnic, playground, sport court, trail, or other local recreation facility within a 5-10-minute walk of residential areas measured by actual walking routes on sidewalks, paths, trails, roads, or other routes.

Natural features such as steep hillsides, water bodies, and other obstacles as well as manmade obstacles like limited access highways or major traffic corridors or the lack of safe paths, trails, sidewalk improvements affect a 5-10-minute walk measurement.

Figure P-2: Walkability, calculates a 5-10-minute walk distances using sidewalks, paths, trails, and roads that account for natural and manmade obstacles from existing park, recreation, school, and other community facilities.

Park service gaps are areas beyond the 5-10-minute walk of residential developments indicating

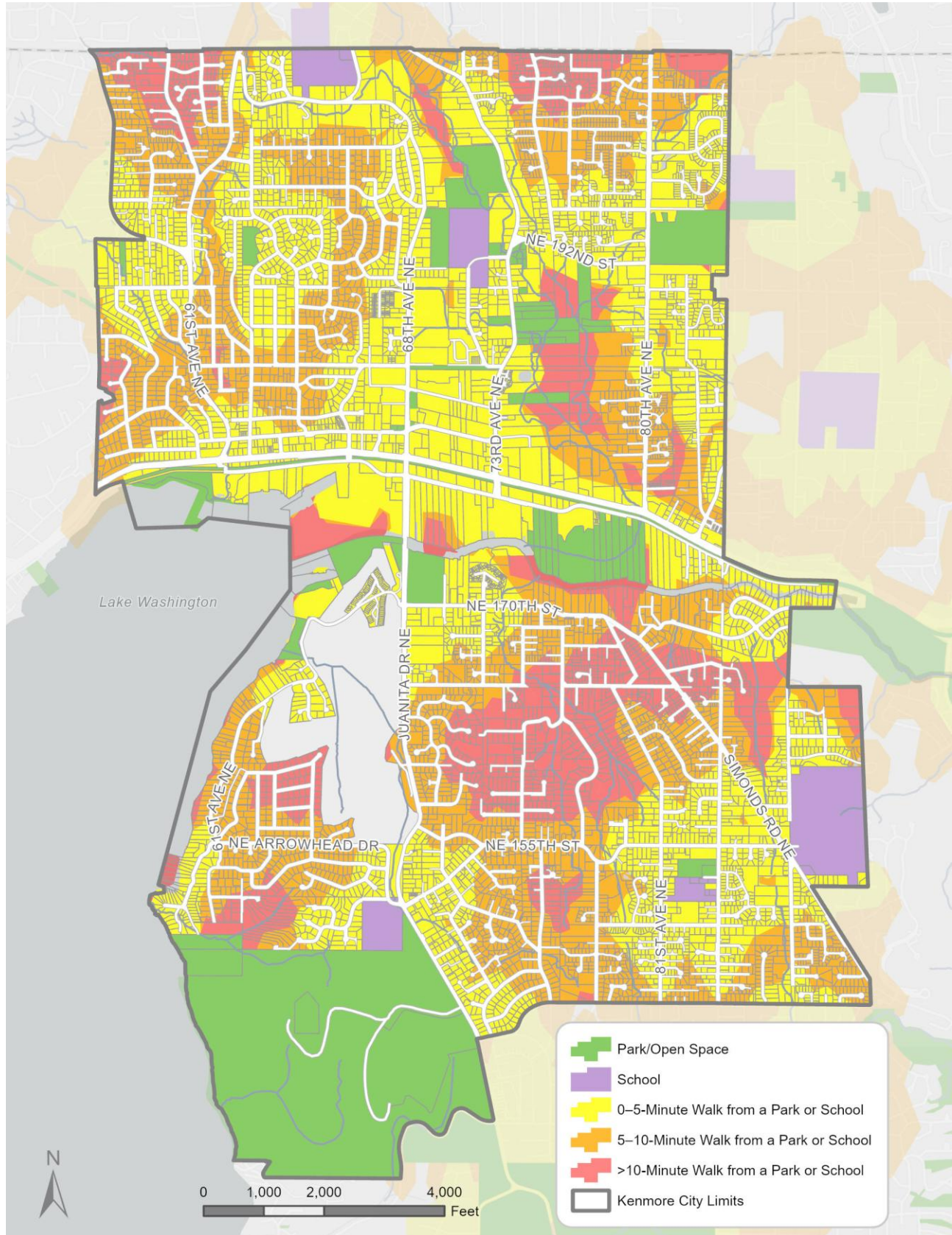
1 residents must walk further or commute by bike or vehicle or are blocked by natural or manmade
2 obstacles from a recreational activity.
3
4

5 **Implications**

6 Kenmore has park service gaps or residential areas beyond the 5-10-minute walkability zone that
7 should be filled with local park facilities:

- 8 ▪ along the north city limits,
 - 9 ▪ in the central east neighborhood north of Bothell Highway,
 - 10 ▪ in the central south neighborhood south of the Sammamish River, and
 - 11 ▪ south of Inglewood Golf Course.
- 12
13
14
15

FIGURE P-2: WALKABILITY



Source: City of Kenmore GIS

Heat index

Heat indices are developed by the Trust for Public Land using Landsat 8 imagery for the summers of 2018-2019 to determine which areas of a city are impacted by extensive heat reflecting pavement and building roofs and the lack of mitigating tree and vegetation cover. The heat indices range from low (197-210) or slightly warmer than surrounding areas to severe (221+) or of temperatures of risk to human presence and activity.

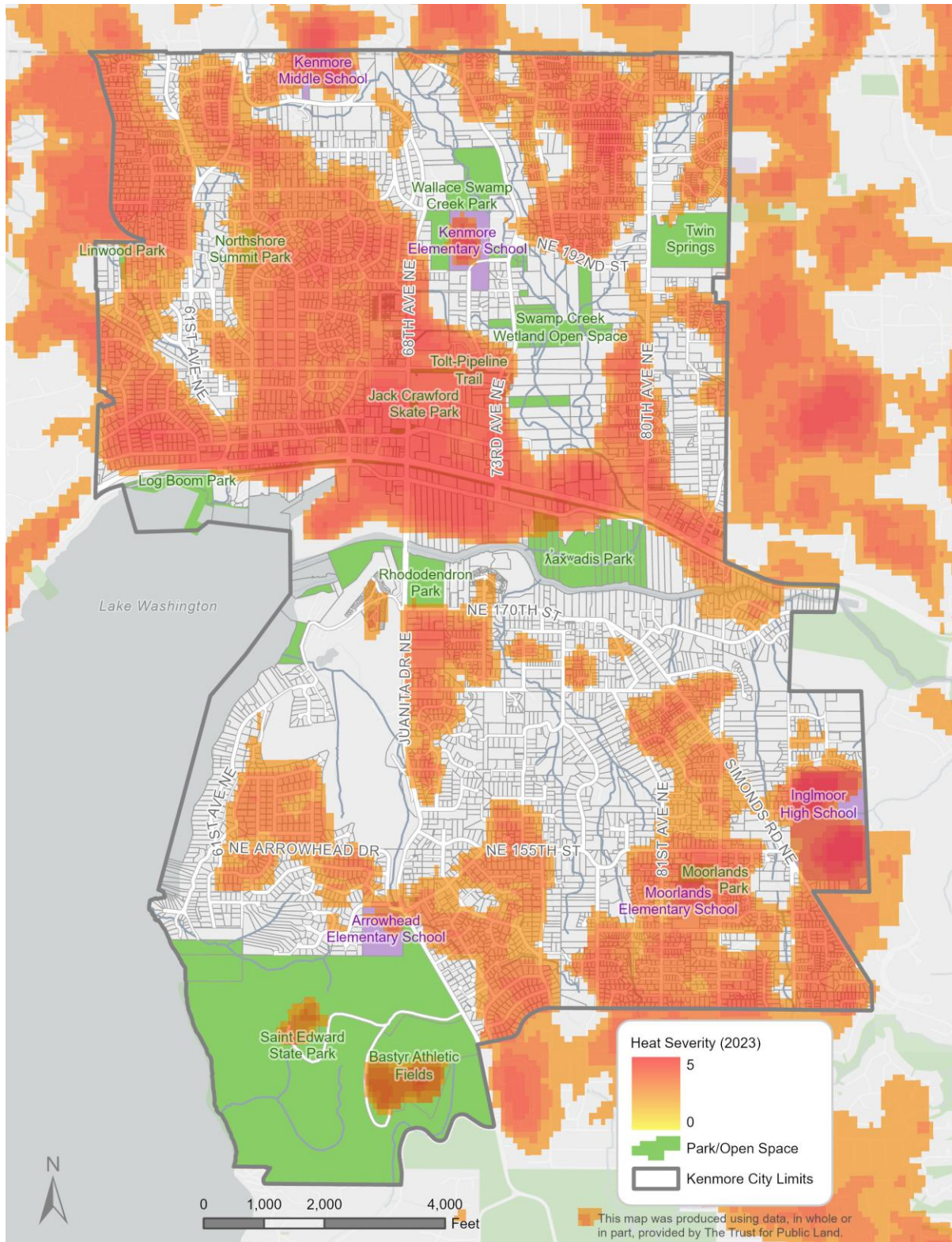
As shown on Figure P-3: Heat Severity, the most severe Kenmore heat locations include the paved areas around major commercial parking lots and industrial yards along the Bothell Way/SR-522 which include City Hall and the Skate Court, Hanger, the Tolt Pipeline Trail, and the Burke Gilman Trail, and residential neighborhoods directly north of downtown with limited tree cover and parks.

Implications

Heat conditions in these areas should be mitigated by:

- planting trees within large parking lots and along major road corridors,
- utilizing green roofs with vegetation on large building complex roofs, and
- inserting green gathering areas and improvements at the Skate Court, Hangar Building, and along heat impacted trails including the Tolt Pipeline and Burke-Gilman Trails and along roadway corridors such as the Bothell Highway/SR-522, 68th Avenue NE, and 181st Street.

FIGURE P-3: HEAT SEVERITY



Source: City of Kenmore

Social equity

An effective park system should ensure that park services and facilities are provided to residents in areas of the city that are less advantaged than the general population.

Figures P-4-7 were generated for Kenmore for equity variables using the US Census Bureau's 2019-2023 American Community Survey (ACS) census tracts based on the percent each equity variable was present. The results indicate:

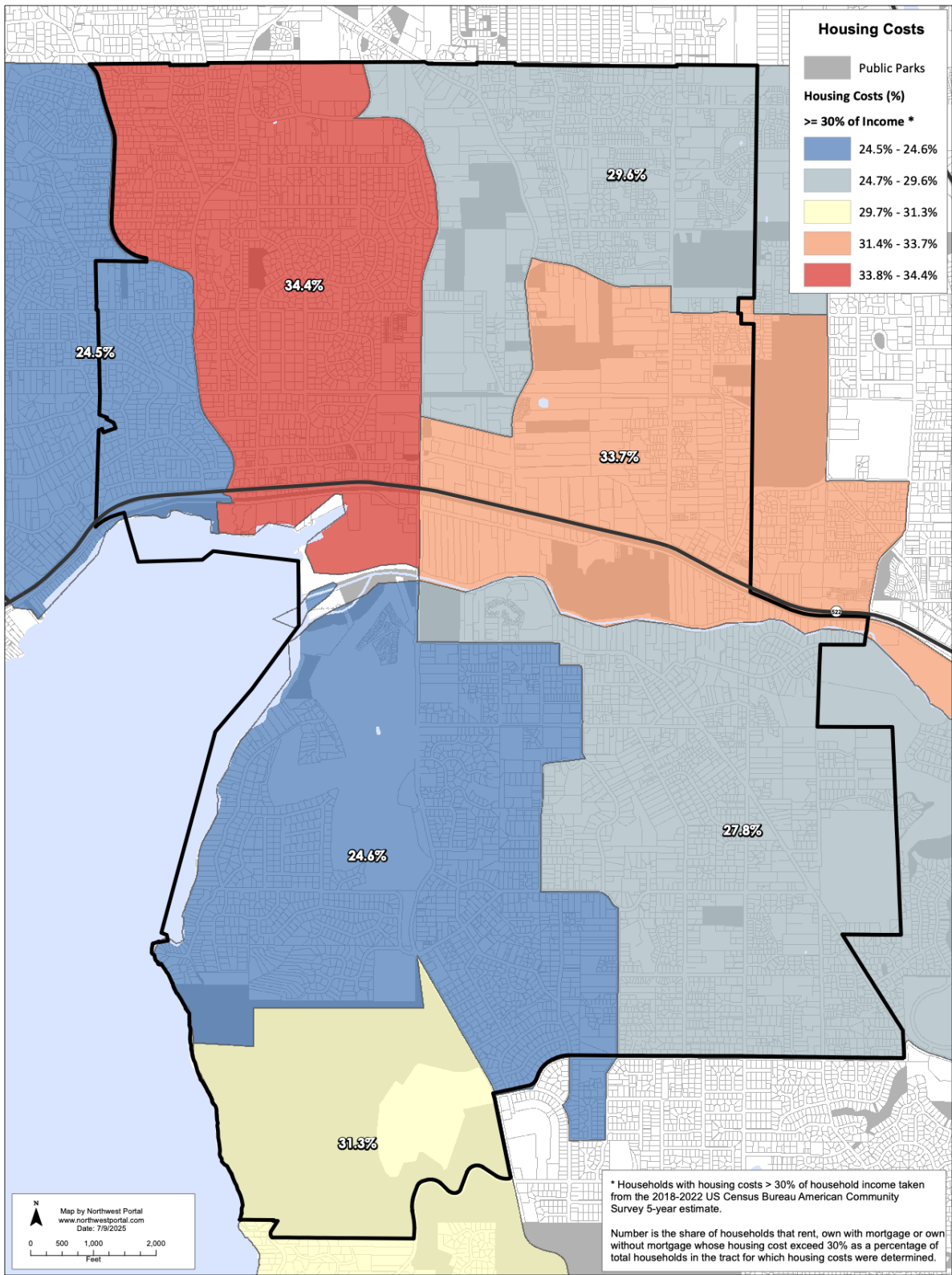
- **Housing cost stressed** – significant percentages (34.4% and 33.2%) of households of northwest and central Kenmore census tracts are paying more than 30% of gross income or are housing stressed for rent or mortgage payments according to US Department of Housing & Urban Development (HUD).
- **People of color** – significant percentage (46.9%) of persons of color are concentrated in the east central census tract of Kenmore.
- **Limited English Proficiency** – a sizable percentage (16.3%) of persons in the northeast census tracts of Kenmore speak limited English.
- **Disability** – significant percentage (21.7%) of the persons in the northeast census tract of Kenmore have a physical or mental disability.

Implications

The combined results indicate residents of Kenmore need access to parks and recreation services oriented to households that are housing stressed, people of color, that speak limited English, and with physical disabilities located in the central east neighborhoods.

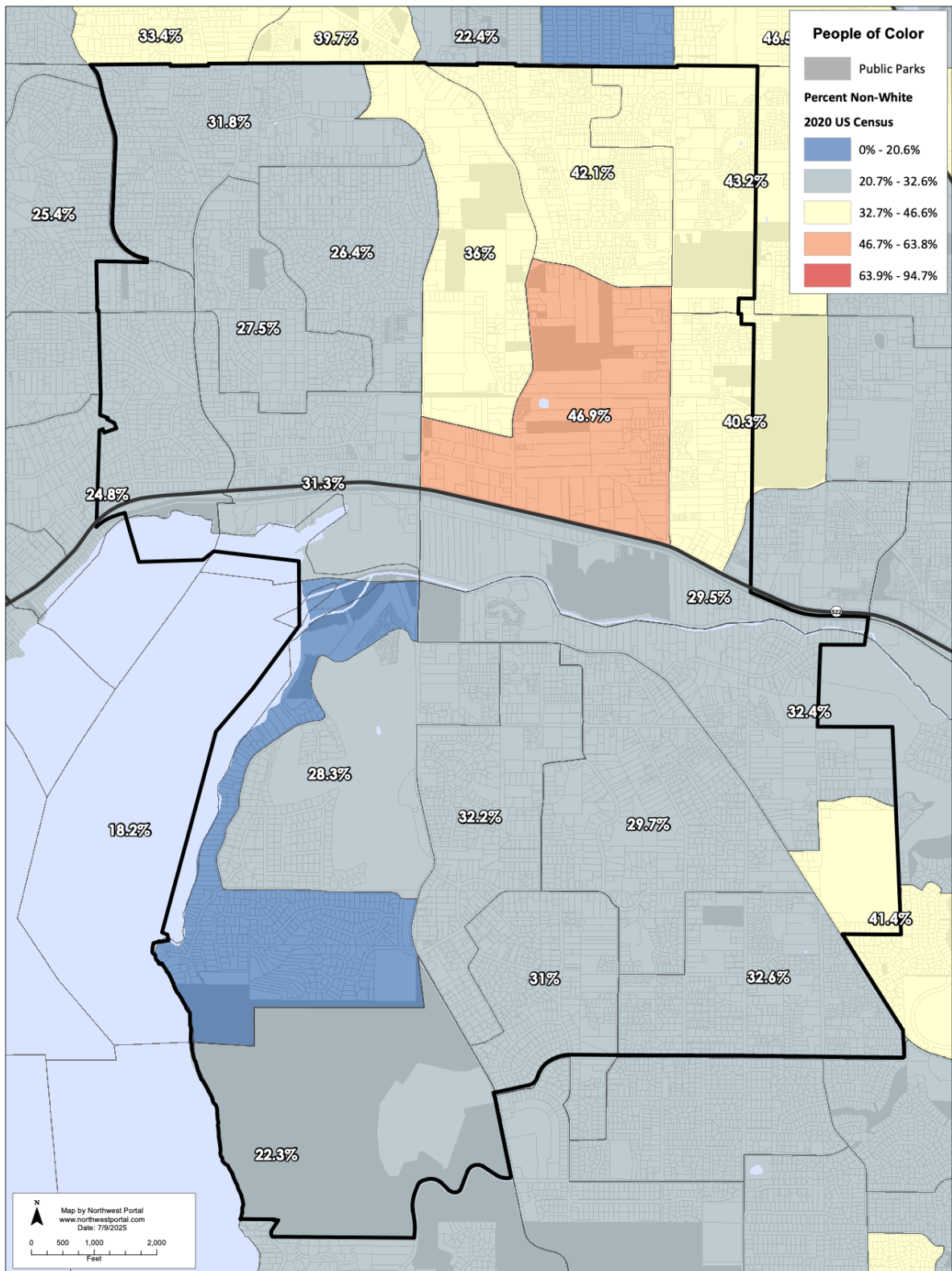
Similarly, residents of northwest Kenmore are severely stressed with housing costs and have less disposable income available to pay for park and recreation services than typical of the general Kenmore population.

FIGURE P-4: HOUSING COSTS



Source: Northwest Portal

FIGURE P-5: PEOPLE OF COLOR



Source: Northwest Portal

FIGURE P-6: LIMITED ENGLISH PROFICIENCY

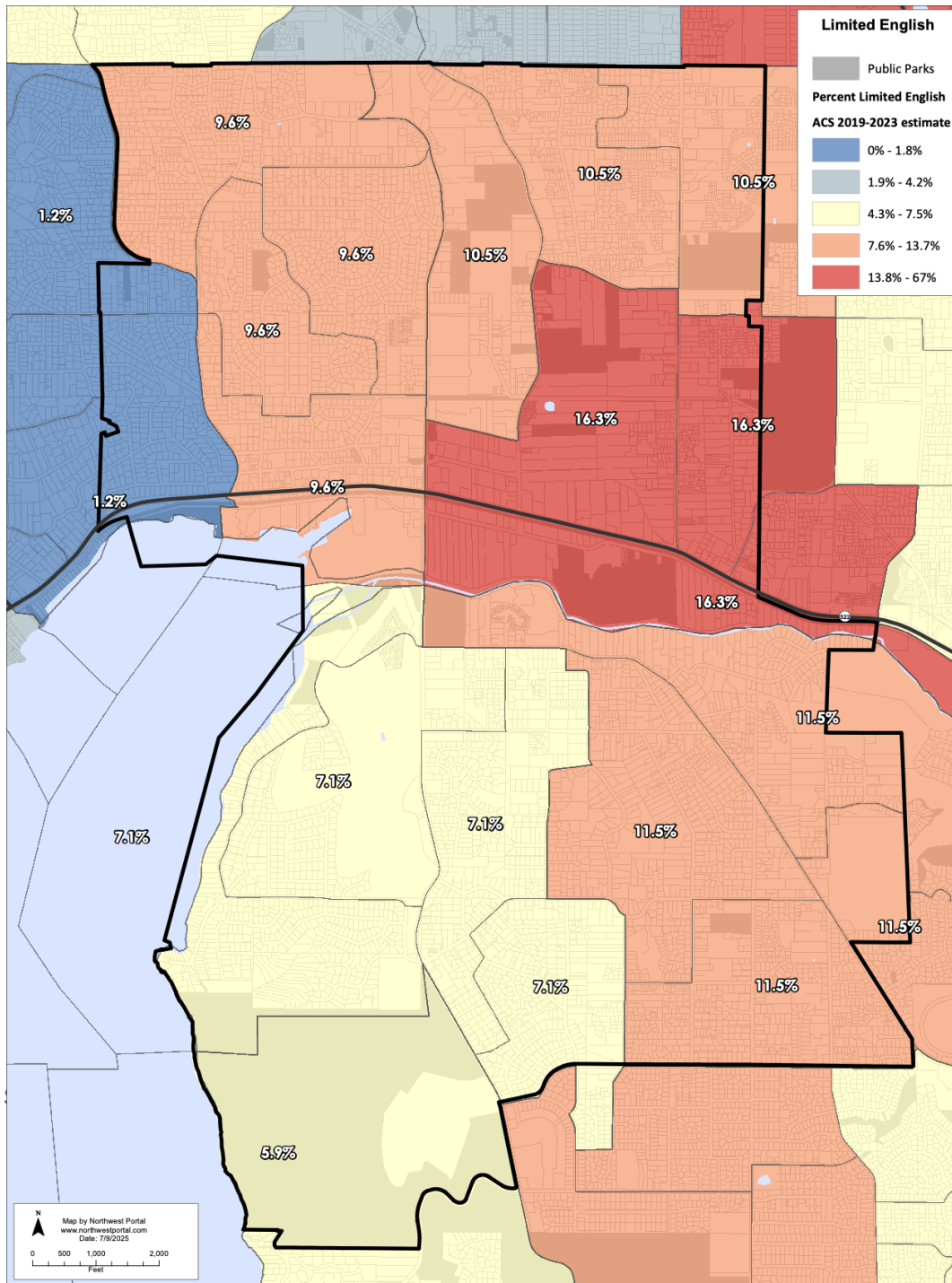
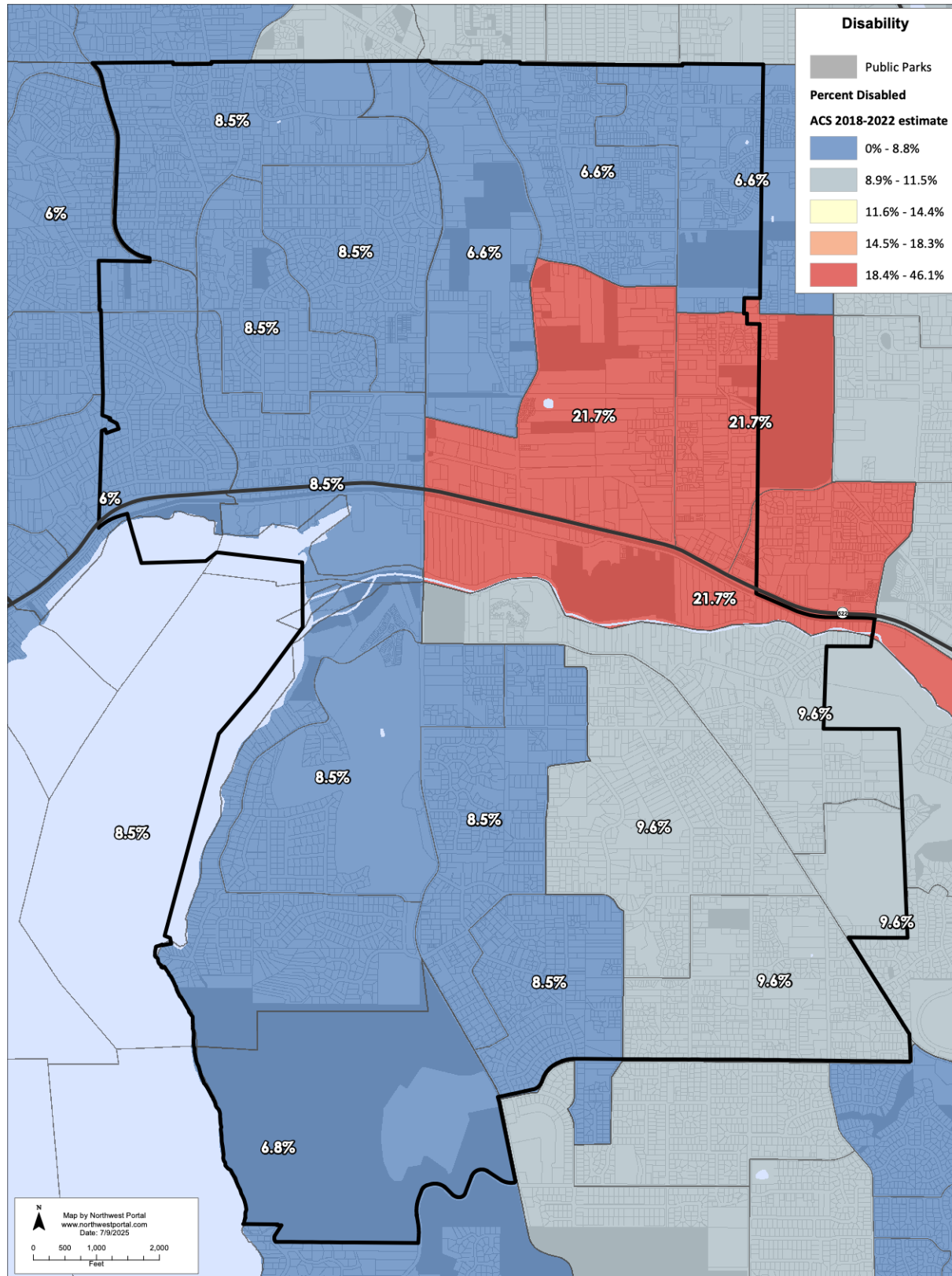


FIGURE P-7: DISABILITY



Source: Northwest Portal

Existing Park Plans

Site specific master plans or concept plans have been developed for most of Kenmore's existing parks. These plans each included an extensive public process to identify what the community would like to see improved or added within the park, along with an analysis of each site to determine what types of facilities or improvements are suitable given the surrounding context. A Master Plan is a formal plan for a given park site that has been adopted by the Kenmore City Council. A concept plan has generally gone through the same process and review by the City Council but has not been formally adopted.

The purpose of a master plan or concept plan is to express a long-term vision for the park, trail or open space that will guide future improvements. Features shown in the plan illustrate how different park elements could be implemented, and their relationship to other surrounding features. The ideas and improvements shown in a master plan or concept plan are implemented over time, and additional detailed design work is still needed before any construction could begin.

Updating the master plans to reflect completed improvements and/or identifying amendments or new concepts is considered in this PROS Plan update.

Park & Recreation Programming

The City of Kenmore helps organize a variety of programs and events in the city but partners with other organizations and jurisdictions to provide direct recreation programming. The city's main focus is on community events and park facility rentals, including the Hangar at Town Square. The city relies on the school district and other public, private, and non-profit organizations to provide all youth and adult sports leagues, summer camps, self-help or educational classes, cultural and performing arts events, and indoor fitness classes. Any future programming will follow this same model, with the city providing support, but other jurisdictions or organizations taking the lead role in any recreation programming.

The Hangar, opened in August of 2017, is the city's main indoor gathering space for recreational activities and events.

Community Outreach

Public opinion was gathered from a variety of outreach methods including exhibits at the Farmers' Market, workshops, open houses, and a series of online surveys of household residents and voters.

Workshops

General discussion with adjacent jurisdictions

- All jurisdictions are running out of space for athletic fields and are converting to synthetic turf to maximize use and capacity and adding lighting to extend playable hours. Partnering with schools is another option. Current synthetic fields include 1 in Kirkland, 1 in Mountlake Terrace, and 3 in Bothell.
- Jurisdictions are seeing more community and cultural activity demands that identify need for central gathering spaces preferably with small stages.
- Saint Edwards Park hosts concerts in the park – paid for by Kenmore. State Parks has the space but not the funds to clean up.
- The NPRSA is a special tax district established by voters in 1988 and expanded in 2001 that shares boundaries with the Northshore School District. NPRSA's purpose is to levy taxes and use the revenue to develop, build, and maintain parks and recreation facilities to serve the residents of Bothell, Kenmore, Woodinville, King, and Snohomish Counties. The NPRSA is unique among Washington State special tax districts in its focus on facilities for older adults. NPRSA is currently assessing the feasibility of developing a regional aquatic center to serve residents of NPRSA.

General thoughts

- The demand for indoor and outdoor space is an opportunity for collaborative shared space potentially in a central community space.
- A preferred location is along the Burke Gilman Trail area and waterfront.
- There is an opportunity of uniting non-profits including arts, performance, history in shared space and/or the same district.

Population growth

Key findings related to future population growth include:

- Kenmore is a growing community with a variety of housing types throughout the city. With the majority of residents commuting to work in a single-occupancy vehicle, park and recreation facility improvements that support and encourage multi-modal transportation choices should be considered a high priority.
- Higher density residential housing occurs mostly in downtown Kenmore, where the majority of assisted housing and senior housing are also located. Activities in this area should support healthy living, encourage active recreation, and focus on ease of access to recreation opportunities.
- The population is mostly middle-aged and of a white ethnic background. However, other more diverse ethnicities are growing and are expected to continue to grow in the future. Recreation activities that appeal to older youth and active adults should be considered, along with a greater variety and flexibility in those activities to better respond to changing demographics and increasing diversity over time.

Recreation programming

Reviewing recreation programming in the City, key findings include:

- The City has successfully partnered with other organizations and agencies to provide recreation programming in the city while the City focuses on community events.
- Recreation programming providers could expand offerings to Kenmore residents, especially for adult programs and athletic leagues.
- Tracking participation in various programs would support future planning efforts.
- Program venues should be accessible and have appropriate support facilities.
- Better access and parking, along with other supporting infrastructure, could facilitate and expand community events in Kenmore.

OBSTACLES AND OPPORTUNITIES AFFECTING FUTURE DEMAND AND NEEDS

Obstacles

Obstacles facing the City in the effort to meet demand and needs include:

Lack of Access to the Waterfront – Since the city’s incorporation in 1998, Kenmore’s residents have lobbied for improved access to the city’s 7+ miles of shoreline and natural resources along Lake Washington, the Sammamish River and Swamp Creek.

Securing Assets for Future Generations – It will be important to repair and replace physical recreation assets and maintain and restore natural park assets to ensure the park and recreation system is available for future generation to enjoy.

Lack of safe routes to parks – Kenmore needs safe pedestrian and bicycle routes that link residents from where they live to where they want to recreate. The Transportation Element of the Comprehensive Plan identifies a Priority Pedestrian Network that includes pedestrian amenities along key routes to improve the walkability and safety of pedestrians in the city.

Unable to Stay and Play – Residents have a desire to stay and play locally – they have a need for facilities, programs and services nearby. Currently, residents travel beyond the city for a variety of recreation facilities and programs. To stay and play, residents need diverse recreation experiences in Kenmore’s park system, including active facilities and natural environments for more passive recreation.

Opportunities

The same process used to understand the obstacles to delivering a quality parks and recreation system also revealed several key opportunities.

Walkways and Waterways – Kenmore residents gained significant waterfront access and safe walking routes with the passage of Kenmore’s Walkways & Waterways Improvements bond measure in November 2016. Proposition 1 Walkways & Waterways Improvements was the first city bond measure ever on the ballot in the City of Kenmore.

The Walkways and Waterways bond measure included new sidewalks and bicycle lanes on

Juanita Drive NE and 68th Ave NE and public waterfront access and natural area improvements and restoration at Log Boom Park, Rhododendron Park, and ḷaḷwadis (TI' awh-ah-dees) Park for water dependent recreation. These five projects included in the \$19.75 million bond measure reflect the results of public input.

Waterwalk Trail –There is an opportunity to connect Log Boom Park on Lake Washington with ḷaḷwadis (TI' awh-ah-dees) Park at the confluence of Swamp Creek and the Sammamish River. This water-walk trail would require acquisition or dedication of privately-owned property in between to make this idea a reality. The city can pursue opportunities for public access when key properties on the central waterfront redevelop.

Downtown Kenmore -The Hangar and the Town Square plaza opened for use in 2017. This new civic facility has become Kenmore's gathering place for community events and for just hanging out. New multi-family housing has been developed nearby. City Hall Park and the Jack Crawford Skate Court create a great central location for active recreation. The City Hall Park Master Plan hasn't been fully completed and there is capacity for creating new park amenities that could serve to meet the needs of the new and existing downtown residents.

Safe Routes Network – The walkways constructed along Juanita Drive NE and 68th Avenue NE provide a central on-street spine for a safe route network. The Burke Gilman Trail and a new Tolt Pipeline trail create a start for an east-west spine for a network of on-street and off-road pedestrian and bicycle routes to connect the residential community to the park and recreation system. The city has begun to aggregate open space land along Swamp Creek corridor that could create an off-road north-south connection.

Partnerships – Kenmore relies on partnerships for providing park and recreation facilities, programs and services. Partners provide facilities, programs and services that provide for, activate and care for the park and recreation system. Creating new partnerships will provide a more sustainable park and recreation system for future generations.

Intergovernmental coordination opportunities – Regional approaches for meeting park and recreational demand are ongoing. The Northshore Parks and Recreation Service Area (NPRSA), a regional taxing district, was created in 1988 by Bothell, Snohomish and King County and was updated in 2001 to include Kenmore and Woodinville. NPRSA supports the Northshore Senior Center (NSC) located in Bothell and, in 2024-2025, NPRSA developed an aquatics center need analysis and location study to consider options for locating a regional community center with potential aquatic center.

Potential to work with King County as part of the King County Land Conservation initiative to acquire land for open space. Over the last several years the City has acquired land within the Swamp Creek basin for open space conservation.

Potential to partner with Seattle Public Utilities on agreements to improve portions of the Tolt Pipeline right-of-way.

Opportunities to Play – For Kenmore residents to stay and play, recreation program opportunities and sufficient facilities need to exist including community gathering spaces such as off-leash dog parks or community gardens. Adding these facilities to existing parks or new parks within the system will create a more diverse park system and provide greater opportunities for residents to stay and play.

GOALS, OBJECTIVES AND POLICIES

Following are the Parks, Recreation and Open Space goals, objectives and policies. The goals establish overarching priorities that establish the vision for the Parks, Recreation and Open Space Element. Objectives provide direction and policies provide the action to support the goals. These actions are specifically related to the implementation of a healthy, viable and balanced park and recreation system for Kenmore.

Goals and policies form the framework for the Parks, Recreation, & Open Space (PROS) Plan. A goal may change over time to reflect changing community values or economic conditions. Policies are more specific statements that describe a means to achieving goals, are measurable, and also may change over time.

The goals and policies were developed to provide policy direction for implementation strategies and actions.

Goal P-1: Develop new and maintain existing parks, trails and waterfront areas to support a balance of both active and passive recreation, while also prioritizing protection and stewardship of the city's waterways and natural resources.

Objective P-1.1 Provide high quality maintenance and stewardship of Kenmore parks and open spaces that are sustainable, safe, and attractive to use.

Policy P-1.1.1 Evaluate park and recreation facilities to ensure safety and operational requirements are being met.

Policy P-1.1.2 Maintain an asset maintenance and life cycle replacement schedule for all park assets.

Policy P-1.1.3 Provide procedures, practices, and resources to maintain and operate a quality park and recreation system.

Policy P-1.1.4 Establish and adopt park maintenance standards and practices for the park and recreation system.

Policy P-1.1.5 Conduct regular safety inspections of park and recreation facilities and correct any safety issues.

Policy P-1.1.6 Repair, replace/upgrade parks assets based on their condition and prior to reaching the end of their expected life cycle.

Policy P-1.1.7 Use equipment, landscaping and design techniques that reduce long-term maintenance costs and increase safety for park users.

Policy P-1.1.8 Incorporate sustainable design for new or renovation to existing park and recreation facilities. For example, incorporate the use of low impact development and green building best practices.

Policy P-1.1.9 Incorporate sustainable practices when implementing recreation program offerings. For example, consider impacts of recreational programs scheduled in natural areas.

Objective P-1.2 Establish and implement plans, development policies, regulations and incentives for waterfront access to retain views and create water dependent recreational opportunities in conjunction with private and public development.

Policy P-1.2.1 Continue to identify public and private parcels to locate a Waterwalk from Log Boom Park to ʕ'aʕwadis (Tl'awh-ah-dees) Park.

Policy P-1.2.2 Identify specific opportunities for joint development, partnership, and other options for implementing a Waterwalk.

Policy P-1.2.3 Develop a Waterfront Strategic Plan to improve park activities and access (physical or visual) along the waterfront while also focusing on the protection of sensitive natural areas. Allow sufficient space from the shoreline for natural ecosystem processes when considering Water Walk trail locations, especially those involve hardscapes.

Policy P-1.2.4 Adopt development regulations and incentives that are consistent with and further the implementation of a Waterfront Strategic Plan.

Policy P-1.2.5 Seek external funding sources or partnerships to provide public access and ensure water dependent recreational opportunities are available.

Policy P-1.2.6 Identify and retain important public access and view corridors to Lake Washington and the Sammamish River.

Goal P-2: Preserve, restore, maintain, and enhance built and natural environments to ensure quality and equitable recreational opportunities exist.

Objective P-2.1: Identify and implement strategies to preserve, restore, and enhance both built and natural environments within parks and recreational areas to support high-quality, sustainable recreational opportunities for current and future users.

Policy P-2.1.1 Identify opportunities to provide access, views, and education of environmental critical areas.

Policy P-2.1.2 Establish and implement development regulations and incentives to provide access and protection to critical areas.

Policy P-2.1.3 When developing parks, create a balance between habitat restoration, particularly salmon habitat, enhancement, and public access.

Policy P-2.1.4 Develop a Strategic Plan to explore opportunities for continuing habitat and riparian corridor restoration and that includes opportunities for public access where appropriate.

Policy P-2.1.5 Seek funding sources to support efforts for habitat restoration, enhancement and public access.

Policy P-2.1.6 Develop vegetation management plans for parks with critical areas.

Policy P-2.1.7 Identify resource management agencies, such as the WRIA8 Salmon Recovery Council, partners to steward critical areas in parks and open spaces.

Policy P-2.1.8 Develop and install interpretive signage to inform and educate about environmental sustainability, the value and the function of environmental critical areas.

Policy P-2.1.9 Develop and install signage to inform and educate about community history including the importance of First Nations and Indigenous peoples, culture and history

Policy P-2.1.10 Identify agencies and organizations in partnership with the City that support volunteer programs and efforts focused on habitat restoration, vegetation management and stewardship.

Policy P-2.1.11 Develop, consider and implement climate resiliency measures that mitigate the impacts of climate change (for example heat islands) such as planting trees, and vegetation in parks and in corridors connecting parks.

Goal P-3: Promote safe multimodal and non-motorized access to parks and recreational facilities in the city.

Objective P-3.1 Develop an interconnected road and off-road trail system throughout Kenmore that supports both regional and local active transportation, destinations and recreation, while thoughtfully protecting and integrating habitat corridors.

Policy P-3.1.1 Prepare, communicate and promote a safe routes plan which maps a network of pedestrian and bicycle connections from neighborhoods to downtown, the waterfront, parks, and public facilities ensuring equitable, inclusive and accessible access.

Policy P-3.1.2 Identify and create opportunities to provide connections to parks, trails, and open space in adjoining cities including access to and parking for trail heads.

Policy P-3.1.3 Review development proposals for creating viewpoints, view corridors and easements for pedestrian and bicycle connections to parks, recreation, and open space facilities.

Policy P-3.1.4 Plan and develop park connections utilizing transportation corridors, as appropriate (i.e., 68th Ave NE, 73rd Ave NE).

Policy P-3.1.5 Pursue the acquisition of easements and develop the Tolt Pipeline Trail linking to adjoining cities excluding crossing the Swamp Creek wetland, consistent with the transportation element.

Policy P-3.1.6 Establish and implement development regulations and incentives for new

development to provide pedestrian/bicycle routes.

Goal P-4: Preserve, develop, and enhance existing parks and open space to provide quality passive and active recreation opportunities and community needs.

Objective P-4.1. Develop facilities and programs that adapt to demographic shifts, community input, and identified needs.

Policy 4.1.1 Design and manage Kenmore parks to support a balanced mix of active (e.g., sports, playgrounds) and passive (e.g., trails, picnic areas, nature observation) recreational uses, ensuring options that are equitable, inclusive and accessible for all ages, interests, and abilities.

Policy 4.1.2 Based on level of service analysis, consider improving and developing new features or amenities at existing parks that enhance experiences.

Policy 4.1.3 Continue to monitor and assess baseline and benchmark data, level of service, trends, community needs, demand, participation, satisfaction, and other key metrics for all recreational programs so that informed decisions can be made for appropriate investment.

Policy P-4-1-3 Pursue opportunities to ensure equitable access to all residents with access to an aquatic facility.

Policy P-4.1.4 Complete strategic plans and development of park and recreation facilities as funding allows.

Objective P-4.2 Explore partnership opportunities to acquire properties to develop new parks and facilities to meet existing and future park needs.

Policy P-4.2.1 Pursue local and regional partnerships with public and private entities to support planning, enhancement, and maintenance of parks and recreational facilities and programming.

Policy P-4.2.2 Identify areas of Kenmore to locate a variety of park types and sizes that fit both localized and city-wide needs, depending on their location (i.e., mini, active, passive).

Policy P-4.2.3 Collaborate with private property owners and the business community to incorporate and expand public spaces throughout Kenmore.

Objective P-4.3 Encourage pursuing multi-purpose and/or joint use of school district (including adjoining school districts), special district, government, non-profit and other similar agency facilities for civic, recreational, cultural, and beautification activities.

Policy P-4.3.1 Partner with local jurisdictions, public agencies, and regional park providers to coordinate master plans, share facilities, and expand recreation opportunities such as aquatic centers and trails.

Policy P-4.3.2 Collaborate with organizations and agencies to enhance the city's visual character through landscaping, public art, and thoughtful design.

Policy P-4.3.3 Encourage and actively support and partner with volunteer participation in park maintenance, programming, and stewardship by providing the resources needed for success.

Goal P-5: To meet the diverse needs of the community, expand arts and cultural facilities and opportunities in Kenmore

Objective P-5.1: Expand community access to public art and cultural programs in Kenmore.

Policy P-5.1.1 Support efforts to restore, protect, preserve, and foster education and stewardship of natural, cultural, artistic, and historic resources.

Policy 5.2.2 Build partnerships with community organizations, particularly those representing diverse cultural groups, to collaboratively plan and host inclusive, community-building events for all residents.

Policy P-5.1.3 Identify locations for expanding opportunities for diverse indoor and outdoor spaces for arts and cultural activities and events.

Policy P-5.1.4 Explore opportunities to integrate public art throughout Kenmore's parks, recreational facilities, and cultural programming with an emphasis on celebrating the area's history, natural environment, and cultural diversity.

Policy P-5.1.5 Encourage partnerships with Indigenous peoples to highlight Native history, traditions, and contemporary expression through public art, cultural events, interpretive elements, and educational programming.

Policy P-5.1.6 Continue to expand urban park amenities, including public art and cultural elements, in Kenmore's downtown.

Objective P-5.2 Provide equitable opportunities for diverse and affordable arts and recreation programs and community and cultural events.

Policy P-5.2.1 Support the efforts of organizations that offer recreation and arts programs and community and cultural events.

Policy P-5.2.2 Publicize arts and recreation programs and community and cultural event opportunities in the city using the newsletter, webpage, and other marketing materials.

Policy P-5.3.3 Promote private arts, recreation, and cultural programming and facilities within the city.

Policy P-5.4.4 Promote plans that increase park amenities to existing parks that support new trends in recreation, arts, and culture to continue to meet community needs.

Policy P-5.5.5 Support recreation, arts, and cultural providers in offering opportunities in Kenmore

1 and define the city’s role in providing programs for the community.

2
3 Policy P-5.6.6 Ensure that all future capital improvement projects have an allowance for
4 art and cultural elements.

5
6 **Goal P-6: Guide parks, recreation, and open space development through strategic, community-**
7 **based planning.**

8
9 **Objective P-6.1 Establish a comprehensive, data-informed, and community-driven planning**
10 **framework to guide the development, improvement, and management of Kenmore’s parks and**
11 **recreation system, ensuring alignment with community needs, strategic priorities, and**
12 **sustainable funding strategies.**

13
14 Policy P-6.1.1 Maintain and periodically update the Park, Recreation, and Open Space (PROS) Plan,
15 park master plans, and ordinances to reflect evolving community needs and citywide goals.

16
17 Policy P-6.1.2 Use inclusive public involvement to identify recreation needs, set priorities, and
18 shape the vision for park improvements and land acquisition.

19
20 Policy P-6.1.3 Conduct inventories, needs assessments, and level of service analyses to inform
21 planning and decision-making for parks and recreation.

22
23 Policy P-6.1.4 Identify funding sources, prepare capital improvement plans, and establish
24 acquisition strategies to ensure sustainable investment in park facilities.

25
26 Policy P-6.1.5 Coordinate the parks and recreation system with other city strategic plans to
27 maximize benefits and community impact.

28
29 **Goal P-7: Identify and implement a stable and durable revenue source for acquisition and**
30 **maintenance of the City’s parks, recreation, and open space assets.**

31
32 **Objective P-7.1 Identify City and agency partnerships for joint development and maintenance of**
33 **parks, recreation, and open space assets.**

34
35 P-7.1.1 Budget for capital, operations, maintenance, and site mitigation before committing to new
36 park projects or programs. Land acquisition for parks and open space can sometimes be a
37 strategic opportunity where future costs for development and maintenance may be not be known.

38
39 P-7.1.2 Develop and maintain a six-year Capital Improvement Program to guide park and recreation
40 priorities and funding needs.

41
42 P-7.1.3 Pursue a mix of funding sources—including grants, partnerships, impact fees, and regional
43 collaborations—to support acquisition, development, restoration, and programming.

44
45 Policy P-7.1.4 Collaborate with service districts, organizations, and volunteers to expand recreation
46 opportunities and steward parks.

1 Policy P-7.1.5 Plan for long-term feasibility of the existing senior center to consider improvements
2 or expansion of the existing facility or full replacement if no longer adequate to serve the
3 community's needs.
4

5 **IMPLEMENTATION STRATEGIES**

6
7 The Capital Facilities Element includes the 20-year capital facilities project list for master plans,
8 acquisitions, and development projects necessary to implement the PROS Plan. The capital
9 facilities plan identifies a series of fiscally unconstrained capital projects that are based on the
10 overall vision and goals for the park system and the key findings from the demand and needs
11 analysis. If implemented, these projects will respond to the needs of the community, meet or
12 exceed the proposed level of service, and result in a relevant and vibrant park, recreation and open
13 space system well into the future.
14

15 Financial strategies for implementing the list of master planning, acquisitions, and development
16 projects, as well as supporting administration, park maintenance, repair and replacement (R&R)
17 requirements are included in the PROS Plan based on the city's financial trends, park impact fees
18 (PIF), Real Estate Excise Tax (REET) proceeds, possible limited park levies and bonds, and grants,
19 among others. Financial strategies and the resulting CFP list will be tested with a voter household
20 survey and City Council accordingly.
21

22 **REFERENCES**

23 Parks, Recreation and Open Space Plan, 2026-2032

DRAFT CAPITAL FACILITIES ELEMENT

INTRODUCTION

Purpose

The Capital Facilities Element is intended to assist the City of Kenmore and its officials make the financial decisions to ensure that the public facilities and services City residents rely on will continue to adequately support City residents today and into the future. The Capital Facilities Element places particular focus on those facilities that the City is responsible for funding. This Element contains a six-year plan for capital improvements that support the City of Kenmore's current and future population and economy. The six-year capital improvements described here must be fully funded.

Another purpose of the Capital Facilities Element is to respond to Growth Management Act requirements to provide a process to review the potential siting of uses typically difficult to locate in most communities due to environmental, economic, or social costs. This Element provides policies that would guide local permit and public review of essential public facilities.

Growth Management Act Requirements

The Growth Management Act (GMA) establishes many of the requirements of the capital facilities element. It establishes an overall goal to "ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards." The GMA requires that the capital facilities element include an inventory of existing publicly owned capital facilities, a forecast of the future needs for new or expanded facilities, and a six-year plan to indicate from what sources the identified future facilities will be financed. The GMA defines public facilities to include roadways, street lighting, traffic signals, sidewalks, domestic water systems, storm and sanitary sewer systems, parks and recreational facilities, and schools. Public services are defined to include fire protection, law enforcement, public health, education, recreation, environmental protection, and other governmental services. The Capital Facilities Element is intended to provide a general assessment of major public services which impact land use issues, rather than a detailed analysis of every service provided by government.

Another key GMA requirement is to include a process for identifying and siting essential public facilities. Essential public facilities include "those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW 47.06.140, regional transit authority facilities as defined in RCW 81.112.020, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, community facilities as defined in RCW 72.05.020, and secure community transition facilities as defined in RCW 71.09.020." No local comprehensive plan or development regulation may preclude the siting of essential public facilities.

VISION 2050

VISION 2050 acknowledges that expanding public services to accommodate growth can create challenges in how and where to site new facilities. While capital facilities are essential to communities, commerce, and quality of life, they often affect the environment and adjacent communities. Policies support locating development in a manner that minimizes impacts to natural features. They also promote the use of innovative environmentally sensitive development practices, including design, materials, construction, and on-going maintenance. VISION 2050 adds a new emphasis on equity considerations to ensure that both the benefits and the impacts of capital facilities are shared by communities throughout the region.

Countywide Planning Policies

The King County Countywide Planning Policies (CPPs) include general policies regarding adequate infrastructure for planned development for those areas within the Urban Growth Area. Growth is to be directed to centers and urbanized areas with existing infrastructure capacity. Policies also include several policy statements regarding water and wastewater. In summary, the policies address regional coordination of water supplies, water conservation, alternate sewer treatment technologies and systems, and preference for urban water and sewer systems to serve new construction in the areas identified for growth.

The CPPs state that public capital facilities of a regional or statewide nature should be sited using a process that incorporates broad public involvement, especially from historically marginalized and disproportionately burdened communities. As in VISION 2050, the CPPs emphasize that the impacts and benefits of public capital facilities should be equitably dispersed while still reflecting the CPPs' overall policy directions.

When siting and building essential public services and facilities, CPP policies support consideration of climate change, economic, equity, and health impacts.

Concurrency, Level of Service and Impact Fees

Concurrency refers to the timely provision of public facilities and services relative to the need for them, especially for transportation improvements. WAC 365-196-210 states, "Concurrency means that adequate public facilities are available when the impacts of development occur, or within a specified time thereafter." The City maintains a 6-year capital improvement program that identifies needed improvements and the funds to pay for them. Longer-term facilities plans are described in individual Comprehensive Plan elements or summarized in this element, along with estimates of future costs, if available.

Level of service standards provide the baseline by which the impacts of new development are measured. WAC 365-196-210 states, "Level of service means an established minimum capacity of public facilities or services that must be provided per unit of demand or other appropriate measure of need. Level of service standards are synonymous with locally established minimum standards." For transportation facilities, if growth will reduce the level of service below the City's adopted standards, development permits cannot be issued until facilities are provided. The Transportation Element discusses level of service standards for multimodal transportation facilities.

The City's impact fee requirements are in place to maintain desired levels of service by providing funding from new development for needed improvements. Impact fees are available as a funding mechanism for transportation facilities, parks, fire protection facilities, and schools. The City requires impact fees for transportation facilities and parks. When the Northshore School District determines that impact fees for schools are needed, they may request that the City collect school impact fees on their behalf. The need for additional fire protection facilities was not identified in the Public Services Element.

Sound Fiscal Management

Planning for major capital facilities and their costs enables the City of Kenmore to demonstrate the need for facilities and the need for revenues to pay for them. It also allows the City to estimate the future operation/maintenance costs of new facilities that will impact the annual budget. Additionally, it helps the City take advantage of sources of revenue (i.e., grants, fees, real estate excise taxes) that require a Capital Facilities Plan to qualify for the revenue. Lastly, it may help the City get better ratings on bond issues when the City borrows money for capital facilities.

Eligibility for Grants and Loans

The State Department of Community Development's Public Works Trust Fund requires that local governments have a Capital Facilities Plan in order to be eligible for grants and loans. Some other grants and loans have similar requirements (i.e., Washington State Recreation and Conservation Office grants, or the Department of Ecology's Centennial Clean Water Fund), or give preference to jurisdictions that have a Plan.

INVENTORY/FORECAST OF FUTURE NEEDS

General

The inventory and forecast of needs required in the Capital Facilities Element have been met in other Elements as follows:

- Existing and future needs for transportation facilities - **Transportation Element**
- Domestic water systems, storm and sanitary sewer systems - **Surface Water Element** and **Utilities Element**
- Parks and recreational facilities - **Parks, Recreation and Open Space Element**
- Government services including City, fire, police, human, library, and school services - **Public Services Element**
- Affordable housing provision - **Housing Element**

Levels of service analyses, where appropriate, also are discussed in these other Elements.

In 2018, the City of Lake Forest Park ended their contract with the City of Kenmore to provide public works services. The existing public works shop in Lake Forest Park will no longer be used by the City of Kenmore. This shop provides services needed to support the Transportation; Parks, Recreation and Open Space; Surface Water; and Public Services Elements of this Plan. Based on

a level-of-service analysis of Kenmore’s participation in the Lake Forest Park shop, the City estimates that a shop capable of housing twelve employees (five maintenance workers, an Administrative Assistant and six seasonal employees) will be required. This shop would maintain existing shop capacity and would continue to serve the City for the foreseeable future.

Housing Element policies support the use of surplus public property and local resources to leverage other public and private funding for the creation or preservation of affordable housing. In 2021/2022, the City Council determined that developing a project to provide affordable housing would fulfill not only a Council priority, but also would implement the goals, objectives, and policies of the Housing Element. Preliminarily, funding from the City’s American Rescue Plan Act (ARPA) allocation and the ARCH Housing Trust Fund, along with a donation of surplus City property will advance this effort. Other affordable housing projects may be identified in the future for City participation.

The focus of the Capital Facilities Element is to identify the capital facility costs and timeframes for at least 6 years to support the Comprehensive Plan.

Essential Public Facilities

Existing Essential Public Facilities

Within Kenmore today, there are several existing facilities that would qualify as “essential public facilities” including, but not limited to:

- SR-522 – Bothell Way, a state transportation facility (classified as a Highway of Statewide Significance)
- Kenmore Air Harbor, a private seaplane base, which is considered a “public use airport” by the Washington State Aviation System Plan
- Several adult family homes and group homes as described in - **Housing Element**.

Although not specifically listed in the definition of essential public facilities, regional wastewater facilities could be considered essential public facilities, since the definition lists examples and is not a definitive list. Examples of regional wastewater facilities include:

- King County Department of Natural Resources, Wastewater Treatment Division, regional facilities within Kenmore. These include the Kenmore Pump Station/Logboom Regulator System, Swamp Creek Trunk, and Kenmore Interceptor. The Kenmore Pump Station/Logboom Regulator System controls flows in the Kenmore Lakeline, a 48-inch diameter, five-mile long pipeline constructed in Lake Washington between Kenmore and Matthews Beach. This system conveys sewage from King County’s North Service Area to Matthews Beach Pump Station and from there to the West Point Treatment Plant. The Kenmore Interceptor is a 72-inch diameter sewer within Kenmore that enters the City from the east.

Planned Essential Public Facilities

The State of Washington Office of Financial Management (OFM) is required to maintain a list of those essential state public facilities that are required or likely to be built within the next six years. The OFM 2021-2027 Six-Year Facilities Plan includes no planned facilities in Kenmore.

CAPITAL FACILITIES PLANNING

This section addresses short and long-term improvement plans for City facilities including parks and recreation, surface water and transportation. **Tables CF-A** through **CF-D** are the Capital Facilities Plans through 2035 for transportation and surface water and through 2040 for parks, recreation and open spaces. **Table CF-E** is the City's current Capital Improvement Program, showing the 6-year plans for capital facilities with forecasts of expenditures and revenues. Cost estimates and revenue projections are most accurate for the current biennium and least accurate for the long-term assessments. Projects and schedules in the Capital Facilities Element of the Comprehensive Plan will be updated as needed in conjunction with the City's budget process.

The Element also incorporates by reference the 6-year capital facility plans for the special districts that provide water, wastewater services, fire protection and school services: the Northshore Utility District, the Northshore Fire Department and the Northshore School District. Agencies or special districts, in accordance with the provisions of the Growth Management Act, may need to update their Comprehensive Plans and/or 6-year capital improvement plans in order to be consistent with the City's Comprehensive Plan.

TABLE CF-A
PARKS CAPITAL IMPROVEMENTS
CITY OF KENMORE
2025-2040 FISCALLY UNCONSTRAINED LIST

Master Plans and Feasibility Analysis

Swamp Creek Wetland	Develop conservation and public access plan	\$75,000
Linwood Park	Develop master plan	\$100,000
City Hall/Skate Court	Assess feasibility of universal playground	\$60,000
Moorlands Park	Assess feasibility of turf capacity improvements	\$45,000
Twin Springs Park	Develop master plan including beaver pond conservation	\$100,000
Inglewood Wetlands	Develop master plan for conservation, public viewpoints	\$80,000
181st Streetscape	Develop urban corridor plan and design	\$100,000
SR-522 Overpass	Assess feasibility of an overpass at 65th Avenue	\$125,000
Swamp Creek Underpass	Assess feasibility of an underpass of SR-522 and 175th Street at 80th Avenue	\$150,000

Subtotal Master Plans and Feasibility

\$835,000

Acquisition

Swamp Creek	Acquire wetland property -	\$7,800,000
Lakepointe	Acquire park site - 3.5 acres	\$5,250,000
Waterwalk	Acquire shoreline from Lakepointe - 11 acres	tbd
łááłwadis (Tl'awh-ah-dees) Park	Acquire open space property 12.6 acres	tbd
Athletic Fields	Acquire site - 7 acres	\$10,500,000
NE 182nd Street Mini Park	Acquire minipark to fill park gap in neighborhood 1	\$1,200,000
80th/83rd Avenue Mini Park	Acquire minipark to fill park gap in neighborhood 2	\$1,200,000
Simonds Road Mini Park	Acquire minipark to fill park gap in neighborhood 3	\$1,200,000
Moorlands Mini Park	Acquire minipark to fill park gap in neighborhood 4	\$1,200,000
Recreation Center	Acquire site for multigenerational community/recreation center	\$7,500,000
Cultural Center	Acquire site for fine and performing arts, and cultural and historic center	\$3,750,000
Aquatic Center	Acquire site for regional aquatic facility	tbd
181st Streetscape	Acquire pocket or urban parklets in downtown, higher density neighborhood	\$925,000

Subtotal Acquisition

\$40,525,000

Development – Hold Over Projects

Twin Springs Park	Minimal park improvements to open park	\$35,000
Īaǎʷadis (TI'awh-ah-dees) Park	Monitor/maintain mitigation improvements (2024-2034)	\$60,000 (annual cost)
Log Boom Park	Monitor/maintain mitigation improvements (2023-2027)	\$50,000 (annual cost)
Rhododendron Park	Monitor/maintain mitigation (2022-2026) improvements	\$3,200 (annual cost)
Tolt Pipeline Trail	Construct phase 2 - 73-80th	tbd

Subtotal Holdover Projects
\$148,200
Concept Development - Parks

Lakepointe	Develop Lakepointe gathering area with supporting audio, lighting, and other services for summer festivals and events	\$15,000,000
Linwood Park	Install picnic shelter, upgrade playground	\$425,000
Northshore Summit Park	Install picnic shelter, sport court	\$310,000
Wallace Swamp Creek Park	Install signage, picnic shelter, 3 picnic tables, play area,, and parking improvements	\$940,000
Twin Springs Park	Develop pond overlook, 0.5-mile secondary paths, stream crossing, play areas, 3 picnic tables, improve parking lot	\$900,000
Town Square	Expand amenities when neighboring properties redevelop	tbd
City Hall/Jack V. Crawford Skate Court	Add universal playground, add overhead canopy with bleachers, develop pump track extension, add benches, seating, and picnic tables	\$1,210,000
Log Boom Park	Provide kayak access from pier	tbd
Rhododendron Park	Pave and extend ADA trails, reconfigure basketball for sports court, add wayfinding signage	\$770,000
Moorlands Park	Add sports court, improve turf on ballfield, install security lighting at shelter and restroom	\$1,110,000
Harbor Village Marina	Add wayfinding signage	\$10,000
Athletic Fields	Install turf and lights on 2 rectangular fields	\$820,000
Senior Center	Upgrade 2,220 square foot building in Rhododendron Park for seniors and/or meeting facilities	\$444,000
Recreation Center	Develop 18,000 square foot multigenerational community/recreation center with 2 basketball courts with 4 pickleball court overlays, physical conditioning/wellness, lockers and showers, studio/classrooms	\$14,400,000
Cultural Arts Center	Develop 28,000 square foot regional facility with 15,850 square foot black box theater, 4,290 square foot art studio and workshops, 4,290 square foot historical center, and 3,570 square foot café, lobby, gallery	\$22,400,000
Aquatic Center	Develop regional aquatic facility	tbd
Neighborhood 1*	Install 2 picnic tables, playground ages 5-12, sport court	\$540,000

Neighborhood 2*	Install 2 picnic tables, playground ages 5-12, sport court	\$540,000
Neighborhood 3*	Install 2 picnic tables, playground ages 5-12, sport court	\$540,000
Neighborhood 4*	Install 2 picnic tables, playground ages 5-12, sport court	\$540,000
Dog Park	Joint venture with Bothell for dedicated dog park facility	tbd
Subtotal Parks Development		\$60,899,000
Concept Development – Trails		
181 st Streetscape	Develop urban gathering areas, parklets in downtown, higher density neighborhoods	\$1,000,000
Waterfront gathering area	Develop pedestrian linkages between Burke-Gilman Trail, SR-522 over and undercrossings, Ḳaḵʷadis (Tl'awh-ah-dees), Log Boom Park, and Lakepointe for activities node	\$540,000
Tolt Pipeline Trail	Develop 2.32-mile path around Swamp Creek and master plan links with Bothell and Lake Forest Park	\$950,000
Inglewood Wetlands	Develop 0.55-mile access trails and viewpoints	\$225,000
Ḳaḵʷadis (Tl'awh-ah-dees) Park	Develop 0.3-mile trail north to 175 th Street Bridge, 0.3-mile trail south to bridge over Swamp Creek, add lighting in parking lot and park, add playground	\$245,000
Swamp Creek Trail	Extend 0.86-mile trail from Ḳaḵʷadis (Tl'awh-ah-dees) Park north around Swamp Creek	\$350,000
NE 181 st Street Trail	Extend 0.15-mile trail from 181 st Street to connect with Swamp Creek Trail	\$62,000
NE 198 th Street Trail	Extend 0.14-mile trail from Wallace Swamp Creek Park to 198 th Street	\$58,000
Ḳaḵʷadis (Tl'awh-ah-dees)/Rhododendron Park Trail	Develop 0.27-mile trail and bridge over Sammamish River and along the south shoreline to Rhododendron Park	\$110,000
Lakepointe Trail	Develop 0.73-mile trail from Burke-Gilman around Lakepointe to Juanita Drive	\$780,000
Burke-Gilman Trail	SR-522 Burke-Gilman Accessibility Project	\$1,745,000
Burke-Gilman Trail	Extend 0.25-mile trail to Juanita Drive to Saint Edwards State Park to Big Finn Hill	\$270,000
Burke-Gilman Trail	Develop 175-foot overpass of SR-522/Bothell Highway at 65 th Avenue to 175 th Street	tbd
Burke-Gilman Trail	Develop 0.15-mile underpass of SR-522/175 th Street at Swamp Creek to 192 nd Street	tbd
Subtotal Trails Development		\$6,335,000
Grand Total		\$108,742,200

* See Figure CF-A for neighborhood quadrants.

tbd – to be determined when project details are established. All cost estimates are in 2025 dollars.

FIGURE CF-A
NEIGHBORHOOD QUADRANTS

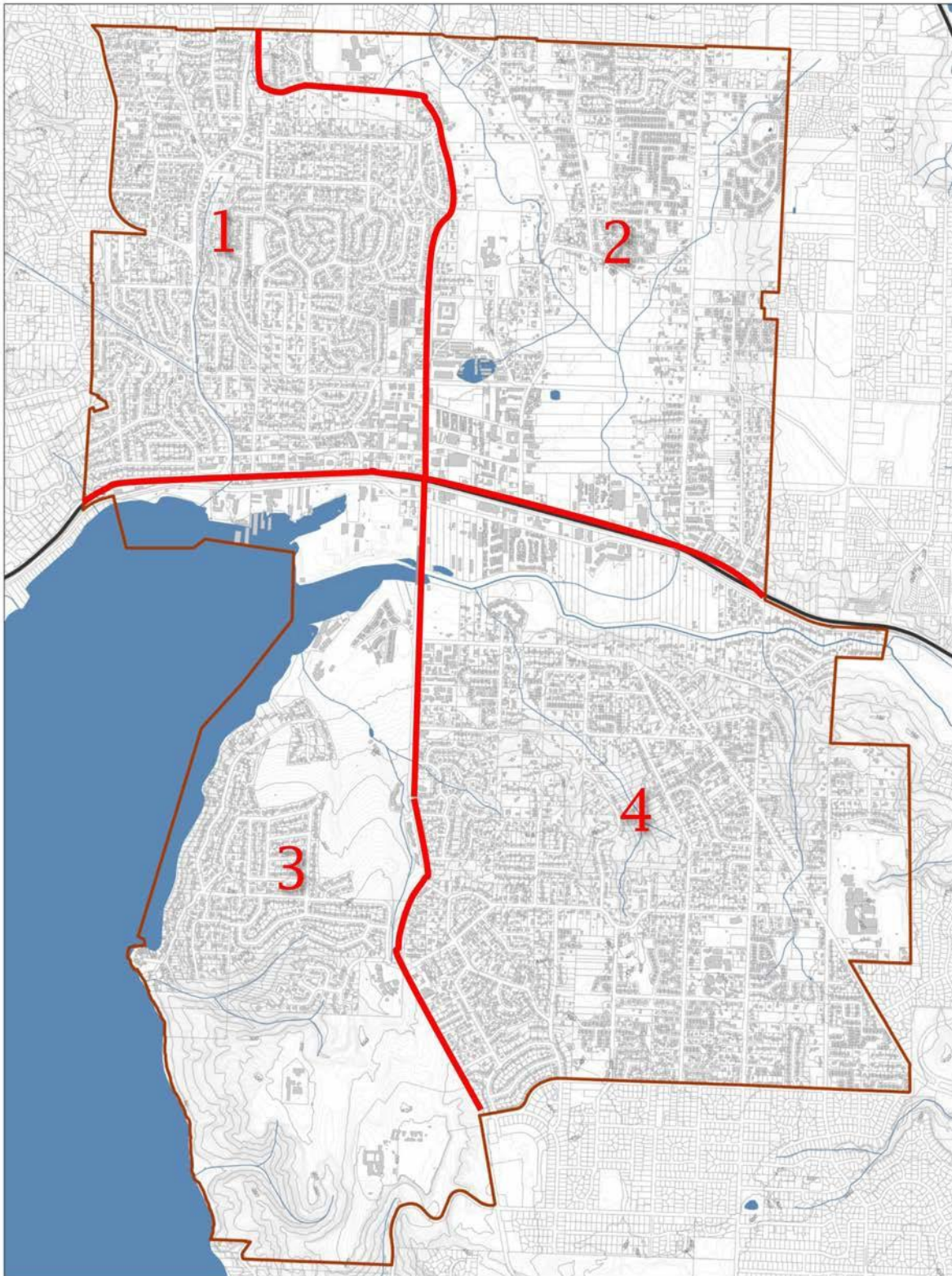


TABLE CF-B
SURFACE WATER FACILITIES CAPITAL IMPROVEMENTS
CITY OF KENMORE
2025-2045 FISCALLY UNCONSTRAINED LIST

PROJECT DETAIL		TOTAL DOLLAR AMOUNT
1	Muck Creek Restoration	\$ 1,000,000
2	192nd Culvert Replacement	\$ 2,300,000
3	169th Culvert Replacement (Samm Trib)	\$ 2,264,100
4	175th Culvert Replacement (0056)	\$ 6,320,000
5	61st 182nd Replacement Culvert (0056)	\$ 7,495,000
6	74th Culvert Replacement Private (0057)	\$ 2,509,000
7	74th Culvert Replacement Public (0057)	\$ 2,498,300
8	76th Culvert Replacement (0057)	\$ 1,957,100
9	163rd Culvert Replacement (0057)	\$ 2,165,400
10	Little Swamp Creek Restoration	\$ 5,716,600
11	Kenmore Lane SW Facility Retrofit	\$ 1,000,000
12	Lakepointe Shoreline Restoration (Salmon Recovery)	\$ 26,000,000
13	Sammamish River Restoration (Salmon Recovery)	\$ 12,000,000
14	Swamp Creek Restoration (Salmon Recovery)	\$ 20,000,000
15	SW Small Works (Annual)	\$ 2,400,000
16	Culvert Replacements (2031-2045, Unspecified)	\$ 25,000,000
17	SW Facility Retrofits (Unspecified)	\$ 11,600,000
18	Restoration Projects (Unspecified)	\$ 21,000,000
TOTAL		\$ 153,225,500

TABLE CF-C
TRANSPORTATION CAPITAL IMPROVEMENTS
CITY OF KENMORE
2024-2044

Projects	Total Cost (2022 \$)
SR 522 West B (West boundary to 61st Ave NE)	\$2,200,000
NE 181st St South Side (61 st Ave NE-63rd Ave NE) Sidewalk	\$1,300,000
61st Ave NE Sidewalk Replacement (NE 181st St-62nd Ave NE)	\$5,110,000
80th Ave NE Sidewalks (SR 522-NE 185th St)	\$2,470,000
NE 192nd St Sidewalks (73rd Ave NE - 75th Ave NE)	\$800,000
Arrowhead Drive Sidewalks (NE 151st St - 64th Ave NE)	\$2,220,000
84th Ave NE Sidewalks (NE 150th St - NE 155th St)	\$2,370,000
Lower Swamp Creek Bridge Replacement	\$4,100,000
Pavement Preservation Program	\$17,360,000
ADA Transition Plan Program	\$11,500,000
Pedestrian Facilities Plan Program (Sidewalk Program)	\$35,000,000
Lakepointe Development Mitigation	To be determined/Developer Funded
61st Ave NE/NE 193 rd St Intersection	\$2,200,000
73rd Ave NE/NE 192nd St Intersection	\$3,700,000
Nonmotorized crossing of SR 522	\$17,160,000
NE 181st Street/SR 522 East Connection	\$14,000,000
TOTAL	\$121,490,000

**TABLE CF-D
OTHER CAPITAL IMPROVEMENTS
CITY OF KENMORE**

2022-2044 AND BEYOND FISCALLY UNCONSTRAINED LIST

PROJECT DETAIL	TOTAL DOLLAR AMOUNT
Public Works Shop Land Acquisition and Development	\$10-20,000,000
Affordable Housing Development	\$8,090,000
TOTAL	\$18,090,000-28,090,000

TABLE CF-E
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2021-2026

EXPENDITURES	2021 Adopted	2022 Adopted	2023 Adopted	2024 Adopted	2025 Adopted	2026 Adopted	2021-2026 Totals
<u>PARKS</u>							
P 1 Twin Springs Interim Use	\$227,900	\$0	\$0	\$0	\$0	\$0	\$227,900
P 18 Rhododendron Park Waterfront & Open Space	18,000	8,000		0	0	0	26,000
P 18a Rhododendron Park Float Mitigation	2,000	2,000	0	0	0	0	4,000
P 26 Tlahwadees Landing Float Mitigation	4,000	4,000	0	0	0	0	8,000
P 27 Tlahwadees Landing Park Waterfront & Mitigation	179,762	8,078,190	30,000	43,000	43,000	43,000	8,416,952
P 28 Log Boom Park Waterfront Access & Mitigation	2,490,461	725,382	60,000	42,500	42,500	42,500	3,403,343
P 30 Rhododendron Park Boathouse Pavilion	3,200	3,200	3,200	3,200	3,200	0	16,000
P 31 Tlahwadees Landing Park Land Acquisition-Op	150,151	0	0	0	0	0	150,151
P 32 Moorlands Field Lighting	0	0	0	10,000	60,000	580,000	650,000
Total Parks	\$3,075,474	\$8,820,772	\$93,200	\$98,700	\$148,700	\$665,500	\$12,902,346
<u>TRANSPORTATION</u>							
T 8 SR 522 West B 57th to 61st	\$5,000	\$250,000	\$250,000	\$900,000	\$585,000	\$10,000	\$2,000,000
T 27 Sidewalk Program:							
Sidewalk Gaps/ADA Replacement Program	20,000	150,000	100,000	100,000	100,000	100,000	570,000
T27x NE 192nd Ave Sidewalks (73rd Ave -75th Ave)	500	86,306	344,194	0	0	0	431,000
T 47 Arrowhead Dr	1,000	60,000	85,900	980,348	0	0	1,127,248
T 35 Pavement Preservation	150,000	990,000	150,000	990,000	150,000	990,000	3,420,000
T 37 West Samm Bridge	18,024,711	8,643,947	893,176	9,757	9,759	78,632	27,659,982
T 38 175th St/ Swamp Creek Crossing	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000
T 41 Juanita Dr Pedestrian & Bicycle Safety All Segm	9,897,233	358,699	0	0	0	0	10,255,932
T 42 68th Ave Pedestrian & Bicycle Safety All Segm	9,167,718	2,733,503	0	0	0	0	11,901,221
T 44 61 Ave Sidewalk Replacement Project	85,000	165,000	4,674,265	0	0	0	4,924,265
T 48 2018 Local Road Safety - Signing	292,000	0	0	0	0	0	292,000
T 49 2018 Local Road Safety - Lighting	35,000	0	0	0	0	0	35,000
T 50 SR522 Gateway Sign East	20,000	0	0	0	0	0	20,000
T51 Burk-Gilman Trail/NE 175th St. wayfinding&	10,000	296,047	0	0	0	0	306,047
Total Transportation	\$37,708,162	\$13,758,502	\$6,522,535	\$3,155,105	\$1,044,759	\$3,378,632	\$65,567,695
<u>SURFACE WATER</u>							
SW 8 190th St. Fish Passable Culvert	\$316,000	\$2,074,580	\$0	\$0	\$0	\$0	\$2,390,580
SW 8 Trust Fund Loan Repayment	81,650	81,650	81,650	81,650	81,650	81,650	489,900
SW 17 Little Swamp Creek Relocation	0	0	0	0	800,000	814,300	1,614,300
SW 20 Small Works Projects	75,000	75,000	75,000	75,000	75,000	75,000	450,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE	0	0	0	0	500,000	0	500,000
SW 31 Drainage Impr & Street Repair at 66th Ave N	200,000	0	0	0	0	0	200,000
SW 32 61st Ave Stabilization	150,000	0	0	0	0	0	150,000
SW 34 Blueberry Creek Culverts	0	200,000	300,000	1,000,000	0	0	1,500,000
SW 34 Blueberry Creek Culverts Bank Note Repaym	0	0	0	0	120,000	120,000	240,000
T 44 61 Ave Sidewalk Replacement Project	0	0	30,000	0	0	0	30,000
T 37 West Samm Bridge (SWM Component)	649,587	0	0	0	0	0	649,587
Total Surface Water	\$1,472,237	\$2,431,230	\$486,650	\$1,156,650	\$1,576,650	\$1,090,950	\$8,214,367
<u>CITY FACILITIES</u>							
F 1 Public Works Shop Land Acquisition & Develop	\$6,000,000	\$0	\$4,000,000	\$0	\$0	\$0	\$10,000,000
Consultant and Acquisition Costs.	100,000	0	0	0	0	0	100,000
F 2 Debt Repayment	0	641,000	639,000	636,000	638,000	639,000	3,193,000
Total City Facilities	\$6,100,000	\$641,000	\$4,639,000	\$636,000	\$638,000	\$639,000	\$13,293,000
TOTAL EXPENDITURES	\$48,355,873	\$25,651,504	\$11,741,385	\$5,046,455	\$3,408,109	\$5,774,082	\$99,977,408

TABLE CF-E
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2021-2026

REVENUES	2021 Adopted	2022 Adopted	2023 Adopted	2024 Adopted	2025 Adopted	2026 Adopted	2021-2026 Totals
Park Impact Fee Revenue	76,000	581,410	0	10,000	60,000	290,000	1,017,410
State Department of Commerce Award: Twin Springs	151,900	0	0	0	0	0	151,900
State Appropriation Unsecured	0	927,000	0	0	0	0	927,000
RCO Park Grants	209,093	961,482	0	0	0	290,000	1,460,575
King County Park Levy	9,200	309,200	63,200	45,700	45,700	42,500	515,500
King County Conservation District, secured	0	213,000	0	0	0	0	213,000
King County Waterworks Grants	0	100,000	0	0	0	0	100,000
Walkways & Waterways Bonds: Log Boom, Squires	1,791,571	4,147,950	0	0	0	0	5,939,521
City Swamp Creek Basin Funds	150,151	550,486	30,000	43,000	43,000	43,000	859,637
Public Art Fund	55,559	24,083	0	0	0	0	79,642
Real Estate Excise Tax (Parks)	632,000	1,006,161	0	0	0	0	1,638,161
Transportation Impact Fee Revenue	3,258,848	358,699	0	0	0	0	3,617,547
Real Estate Excise Tax (Transportation)	\$3,165,050	\$2,140,000	\$250,000	\$1,090,000	\$250,000	\$1,090,000	7,985,050
Dept of Commerce: Juanita Drive	194,000	0	0	0	0	0	194,000
WSDOT Safe Routes to School - Sidewalks	1,500	146,306	430,094	980,348	0	0	1,558,248
WSDOT pedestrian/bike grant	65,000	461,047	1,144,265	0	0	0	1,670,312
Future Grants	0	0	3,500,000	0	0	0	3,500,000
Federal Highway Safety Impr Program - Sidewalks	326,000	0	0	0	0	0	326,000
Walkways & Waterways Bonds: Juanita and 68th Av	5,908,160	400,000	0	0	0	0	6,308,160
WSDOT Grants: Juanita Drive	1,704,000	0	0	0	0	0	1,704,000
Sound Transit Grant Juanita Drive	1,278,000	0	0	0	0	0	1,278,000
Reimbursements from Other Agencies	2,765,330	0	0	0	0	0	2,765,330
Connecting WA Funds T8	5,000	250,000	250,000	900,000	585,000	10,000	2,000,000
DOE Grant: Juanita and 68th Ave	1,012,563	0	0	0	0	0	1,012,563
Strategic Opportunity Fund	0	1,333,503	0	0	0	0	1,333,503
Other grant or funding	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000
Surface Water Utility Funds	0	0	30,000	0	0	0	30,000
Transportation Impact Fee Revenue-Samm Bridge	0	45,000	352,770	9,757	9,759	78,632	495,918
Real Estate Excise Tax (Transportation) - Samm Brid	0	996,913	500,000	0	0	0	1,496,913
BRAC Grant West Samm Bridge Replacement	3,692,856	0	0	0	0	0	3,692,856
TIB Grant: West Samm Bridge Replacement	3,650,023	1,295,403	0	0	0	0	4,945,426
Connecting WA Funds West Samm Bridge Replacen	9,619,546	6,306,631	40,406	0	0	0	15,966,583
Surface Water Management Fund	649,587	0	0	0	0	0	649,587
Utility Reimbursement: West Samm Bridge Replacen	412,699	0	0	0	0	0	412,699
Surface Water Utility Funds	1,056,237	1,419,230	386,650	56,650	396,650	440,950	3,756,367
Surface Water General Utility Charges	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Public Works Trust Fund Loan: 190th Culvert	316,000	912,000	0	0	0	0	1,228,000
Bank Note for Blueberry Creek Culverts (10 Yr 2.5%)	0	0	0	1,000,000	0	0	1,000,000
King County Flood Control District Resources	0	0	0	0	380,000	50,000	430,000
Other grants	0	0	0	0	700,000	500,000	1,200,000
20 year Note Public Works Shop	6,000,000	4,000,000	0	0	0	0	10,000,000
Surface Water Utility Funds	50,000	288,450	287,550	286,200	287,100	287,550	1,486,850
Street Fund	0	128,200	127,800	127,200	127,600	127,800	638,600
General Fund	50,000	160,250	159,750	159,000	159,500	159,750	848,250
Transportation Benefit District	0	64,100	63,900	63,600	63,800	63,900	319,300
TOTAL REVENUES	\$48,355,873	\$29,651,504	\$7,741,385	\$5,046,455	\$3,408,109	\$5,774,082	\$99,977,408

GOALS, OBJECTIVES, AND POLICIES

Following are the goals, objectives and policies addressing capital facility planning and financing. These are applicable to Kenmore as well as to other agencies planning public capital facilities and services in Kenmore.

GOAL CF-1. ESTABLISH APPROPRIATE LEVELS OF SERVICE FOR PUBLIC FACILITIES TO ADEQUATELY SERVE EXISTING AND FUTURE DEVELOPMENT.

Objective CF-1.1 Identify and define types of public facilities.

- Policy CF-1.1.1 Maintain an inventory of existing public facilities owned or operated by the City, and reference those of the County, State, special districts, or other public entities within Kenmore. Include in the inventory the locations and capacities of such facilities and systems.

Objective CF-1.2 Review standards for levels of service, where appropriate, for each public facility, and determine what additional public facilities are needed in order to achieve and maintain the desired quality of life and vision for the City of Kenmore.

- Policy CF-1.2.1 Level of service standards should 1) measure the quality of life based on the City's vision of its future and values, 2) be achievable for existing development and growth anticipated in the land use plan, and 3) be achievable with existing and proposed financing plans.
- Policy CF-1.2.2 If appropriate, use the level of service standards to 1) determine the need for public facilities and 2) test the adequacy of such facilities to serve proposed development. In addition, use the level of service standards for city-owned public facilities to develop the City's annual budget and 6-year Capital Improvement Program.
- Policy CF-1.2.3 Reassess the Capital Facility Element annually to ensure that public facilities needs, financing, and level of service are consistent with the land use plan. The annual update should be coordinated with the annual budget process, and the annual amendment of the Comprehensive Plan.

GOAL CF-2. PROVIDE ADEQUATE PUBLIC FACILITIES CONCURRENT WITH THE IMPACT OF NEW DEVELOPMENT.

Objective CF-2.1 Provide a variety of responses to the demands of growth on capital facilities.

- Policy CF-2.1.1 Ensure City public facilities and services are provided concurrent with the impact of new development or redevelopment, including stormwater, roads, and local parks. Require that non-City public facilities are provided concurrent with the impact of new development or redevelopment including, water and sewer. Consistent with the Growth Management Act, road improvements may be provided at the time of, or within 6-years of,

development. Local parkland to serve new development may be in place at the time of, or within 6-years of, development.

Policy CF-2.1.2 Make the most efficient use of existing public facilities, including techniques such as:

- Conservation
- Demand management
- Improved scheduling
- Encourage development that uses existing facilities
- Contracting for services
- Other methods of improved efficiency.

Policy CF-2.1.3 Provide additional public facility capacity when existing facilities are used to their maximum level of efficiency consistent with adopted standards for levels of service.

Policy CF-2.1.4 Encourage development where adequate public facilities and services exist or can be provided in an efficient manner.

GOAL CF-3. COORDINATE CAPITAL FACILITY PLANS WITH STATE, COUNTY, AND LOCAL AGENCIES AND DISTRICTS.

Objective CF-3.1 Coordinate the land use planning and decisions with plans for public facility capital improvements.

Policy CF-3.1.1 Coordinate with non-City providers of public facilities about maintaining adopted levels of service standards, funding, and construction of capital improvements. Work in partnership with non-City public facility providers to prepare functional plans consistent with the City of Kenmore Comprehensive Plan as provided in Objective 2.7 and associated policies in the Land Use Element.

Policy CF-3.1.2 Establish interagency planning mechanisms to assure coordinated and mutually supportive capital facility plans from non-City providers of public facilities.

- a. Establish priority areas for infrastructure improvements consistent with the City's vision as provided in Policy LU-2.4.1.
- b. Annually assess development trends and infrastructure provision to identify and remedy deficiencies or need to reassess the land use plan.

GOAL CF-4. MAINTAIN A SIX-YEAR CAPITAL IMPROVEMENT PROGRAM TO IMPLEMENT THE COMPREHENSIVE PLAN.

Objective CF-4.1 **Annually develop a six-year Capital Improvement Program to implement the Comprehensive Plan.**

Policy CF-4.1.1 Prepare and utilize the six-year Capital Improvement Program to identify City capital projects necessary to respond to the planned growth of the community and maintain desired levels of service.

Policy CF-4.1.2 Prepare and utilize the six-year Capital Improvement Program to integrate all of the community's capital project resources such as grants, bonds, city funds, donations, impact fees and other available funding.

Policy CF-4.1.3 Maintain the Capital Improvement Program as follows:

- a. Provide for annual review of the Capital Improvement Program contained in this Capital Facilities Element by the City Council and incorporate a public participation process.
- b. Ensure that the Capital Improvement Program:
 - Is consistent with the overall Comprehensive Plan
 - Defines the projects' need and links to levels of service and facility plans
 - Includes construction costs, timing, and funding sources, and considers operations and maintenance impacts where appropriate
 - Establishes priorities for capital project development
 - Adopts by reference annual updates of the Northshore School District Capital Facilities Plan, Lake Washington School District Capital Facilities Plan if appropriate, Northshore Utility District water and sewer plans, and Northshore Fire District 16 (Northshore Fire Department) facility plans if any.

GOAL CF-5. PREPARE AND MAINTAIN A CAPITAL IMPROVEMENT PROGRAM THAT IS FULLY FUNDED AND FINANCIALLY FEASIBLE.

Objective CF-5.1 **Establish mechanisms to ensure that the required public facilities are financially feasible.**

Policy CF-5.1.1 Base the financing plan for public facilities on realistic estimates of current local revenues and external revenues that are reasonably anticipated to be received by the City.

Policy CF-5.1.2 Finance the six-year Capital Improvement Program within the City's financial capacity to achieve a balance between available revenue and needed public facilities. If the projected funding is inadequate to finance needed public facilities based on adopted level of service standards and forecasted growth, the City could do one or more of the following:

- Lower the level of service standard
- Change the Land Use Plan
- Increase the amount of revenue from existing sources
- Adopt new sources of revenue

Objective CF-5.2 Establish mechanisms to ensure that the required public facilities are fully funded.

Policy CF-5.2.1 Match revenue sources to capital improvements on the basis of sound fiscal policies.

Policy CF-5.2.2 Revise the financing plan in the event that revenue sources for capital improvements, which require voter approval in a local referendum, are not approved.

Policy CF-5.2.3 Ensure that the ongoing operating and maintenance costs of a public facility are financially feasible prior to constructing the facility.

GOAL CF-6. ENSURE GROWTH PAYS PROPORTIONATE COSTS OF CAPITAL FACILITIES REQUIRED TO SERVE THE GROWTH

Objective CF-6.1 Ensure existing and future development pay for the costs of needed capital improvements.

Policy CF-6.1.1 Ensure that existing development pays for capital improvements that reduce or eliminate existing deficiencies, and pays for some or all of the cost to replace obsolete or worn out facilities. Existing development may also pay a portion of the cost of capital improvements needed by future development. Existing development's payments may take the form of user fees, charges for services, special assessments, and taxes.

Policy CF-6.1.2 Ensure that future development pays a proportionate share of the cost of new facilities that it requires. Future development may also pay a portion of the cost to replace obsolete or worn-out facilities. Future development's payments may take the form of voluntary contributions for the benefit of any public facility, impact fees, mitigation payments, capacity fees, dedications of land, provision of public facilities, and future payments of users' fees, charges for services, special assessments, and taxes.

GOAL CF-7. LOCATE AND DESIGN CAPITAL FACILITIES TO REALIZE THE VISION STATEMENT, AND TO BE COMPATIBLE WITH SURROUNDING LAND USES AND THE ENVIRONMENT.

Objective CF-7.1 Promote capital facilities that protect the public health, safety and welfare, and that serve as models for function, design, and environmental protection.

Policy CF-7.1.1 Consider the quality of public facilities in planning for capital improvements.

- Ensure that public facilities' design meets appropriate policies in the Community Design Sub-Element, complies with City design standards, and is compatible with the surrounding areas.
- Maintain public spaces and enhance their appearance.

Policy CF-7.1.2 Encourage public amenities and facilities which serve as catalysts for beneficial development.

Policy CF-7.1.3 Protect public health and environmental quality through the appropriate design and installation of public facilities.

- Promote conservation of energy, water, and other natural resources in the location and design of public facilities.
- Practice efficient and environmentally responsible maintenance and operating procedures for public facilities.
- Preserve existing significant natural vegetation and features in the development of public facilities.

Policy CF-7.1.4 Equitably disperse the impacts and benefits of public capital facilities throughout the community.

GOAL CF-8. ALLOW FOR THE APPROPRIATE SITING OF ESSENTIAL PUBLIC CAPITAL FACILITIES OF A STATE-WIDE OR COUNTY-WIDE NATURE.

OBJECTIVE CF-8.1 Participate in a cooperative inter-jurisdictional approach to the siting of essential public facilities in accordance with the King County Countywide Planning Policies. The approach should address definitions, inventories, incentives, compensation, public involvement, environmental protection, climate change, economic and health impacts, and alternative sites analysis.

Policy CF-8.1.1 Identify essential public facilities based upon the Growth Management Act, State Office of Financial Management list of essential public facilities

required or likely to be built, King County Countywide Planning Policies, and any City lists which may be developed.

Policy CF-8.1.2 Classify a facility as an essential public facility if it has one or more of the following characteristics:

- a. The facility meets the Growth Management Act definition of an essential public facility;
- b. The facility is on a State, County or City list of essential public facilities;
- c. The facility serves a significant portion of the County or metropolitan region or is part of a Countywide service system; or
- d. The facility is the sole existing facility in the County for providing that essential public service.

OBJECTIVE CF-8.2 Establish a local public review and permit process for essential public facilities.

Policy CF-8.2.1 Require a siting analysis for proposed new or expansions to existing essential public facilities consisting of the following:

- a. An inventory of similar existing essential public facilities in King County and neighboring counties, including their locations and capacities;
- b. A forecast of the future needs for the essential public facility, and definition of a logical service area;
- c. An analysis of the potential social and economic costs and benefits to jurisdictions receiving or surrounding the facilities;
- d. An analysis of environmental, health, social, and economic impacts, including mitigation, of any existing essential public facility, as well as of any new site(s) under consideration as an alternative to expansion of an existing facility;
- e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies;
- f. Consideration of any applicable prior review conducted by a public agency, local government, or community group;
- g. An analysis of the consistency with Comprehensive Plan policies and designations; and,
- h. Consideration of other standards and criteria as outlined in the King County Countywide Planning Policies and other locally defined plans and ordinances.

- Policy CF-8.2.2 Require a public process by which the public has a reasonable opportunity to participate in the site selection process, especially those from historically marginalized and disproportionately burdened communities.
- Policy CF-8.2.3 Siting criteria for essential public facilities which are not difficult to site should provide for site design and buffering techniques to ensure compatibility with surrounding uses and enable the facility to be permitted outright in appropriate zoning classifications whenever feasible.
- Policy CF-8.2.4 Work with King County and other municipalities to standardize review procedures and criteria for the siting of Statewide and Countywide essential public facilities and incorporate these procedures within interlocal agreements.
- OBJECTIVE CF-8.3 Cooperate regionally to ensure appropriate and equitable siting of essential public facilities.**
- Policy CF-8.3.1 Encourage the State and County to site essential public facilities equitably among communities. No single community should absorb an inequitable share of these facilities and their impacts. Siting should consider environmental equity and environmental, economic, technical, and service area factors. The net impact of siting new essential public facilities should be weighted against the net impact of expansion of existing essential public facilities, with appropriate buffering and mitigation.
- Policy CF-8.3.2 Participate in a cooperative interjurisdictional approach to the siting of essential public facilities in accordance with the King County Countywide Planning Policies. Joint planning agreements should be sought where appropriate.
- OBJECTIVE CF-8.4 Seek to mitigate disproportionate financial burdens to the City due to the siting of essential public facilities.**
- Policy CF-8.4.1 Through joint planning or interlocal agreements, the City should seek to mitigate disproportionate financial burdens due to the siting of essential public facilities
- Policy CF-8.4.2 Seek amenities or incentives for neighborhoods in which the facilities are located and require compensation for adverse impacts.

IMPLEMENTATION STRATEGIES

The Capital Facilities Element policies would require new or increased commitments of City resources to prepare new regulations, review/amend existing regulations, or coordinate with agencies and other service providers.

New programs, rules, or regulations would be needed to address:

- Evaluation reports monitoring implementation of the goals and policies of the Capital Facilities Element.

A review of existing programs, rules and regulations would be needed to ensure they meet the policies. Rules, regulations and programs that should be reviewed include:

- Impact fee approaches, given revised facilities lists
- Levels of service for non-City-owned facilities.

REFERENCES

King County Growth Management Planning Council (December 2021). Countywide Planning Policies. Seattle, WA.

Puget Sound Regional Council (2020). VISION 2050. Seattle, WA.

State of Washington Office of Financial Management (January 2015). 2021-2027 Six-Year Facilities Plan. Olympia, WA.

CITY OF KENMORE
City Council

DRAFT Parks, Recreation, and Open Space & Capital Facilities Elements

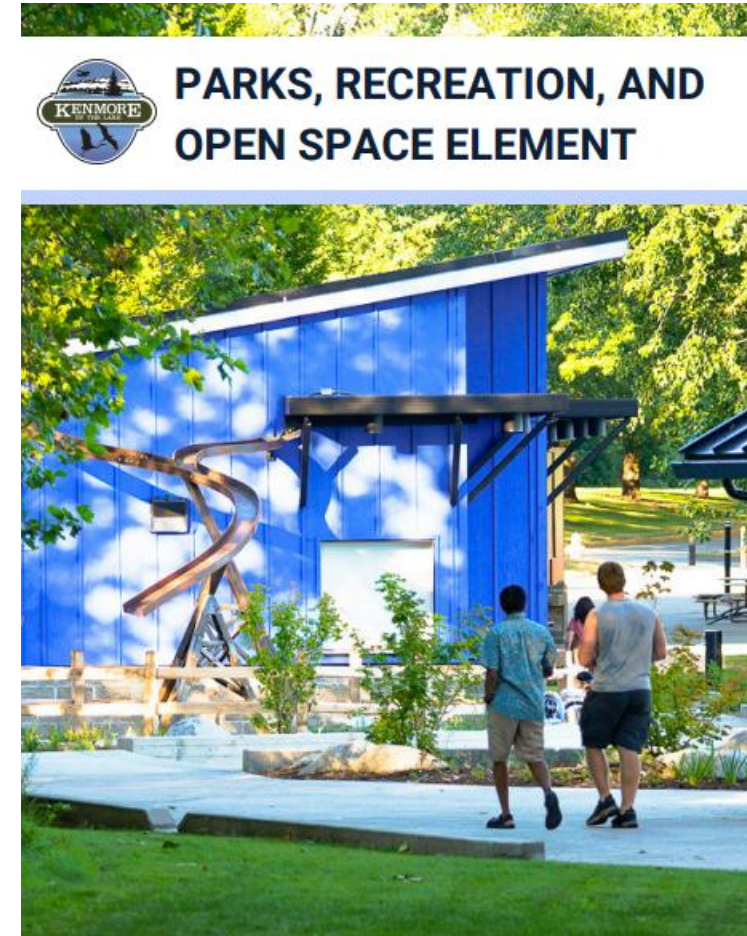
November 10, 2025



Parks, Recreation, & Open Space (PROS) Element

Purpose

- To provide the policy framework for future development of Kenmore's parks system, including open spaces, recreation facilities and programs
- To provide a vision for the community and guide future planning, acquisition, and development of parks, recreation, and open spaces throughout the city.



Parks, Recreation, & Open Space (PROS) Element

Amendments

- Updated inventory of PROS facilities and amenities
- Updated Level of Service (LOS)
- Updated maps
- New sections on Walkability, Heat Index, Social Equity, and Community Outreach
- New and updated Goals, Objectives, and Policies

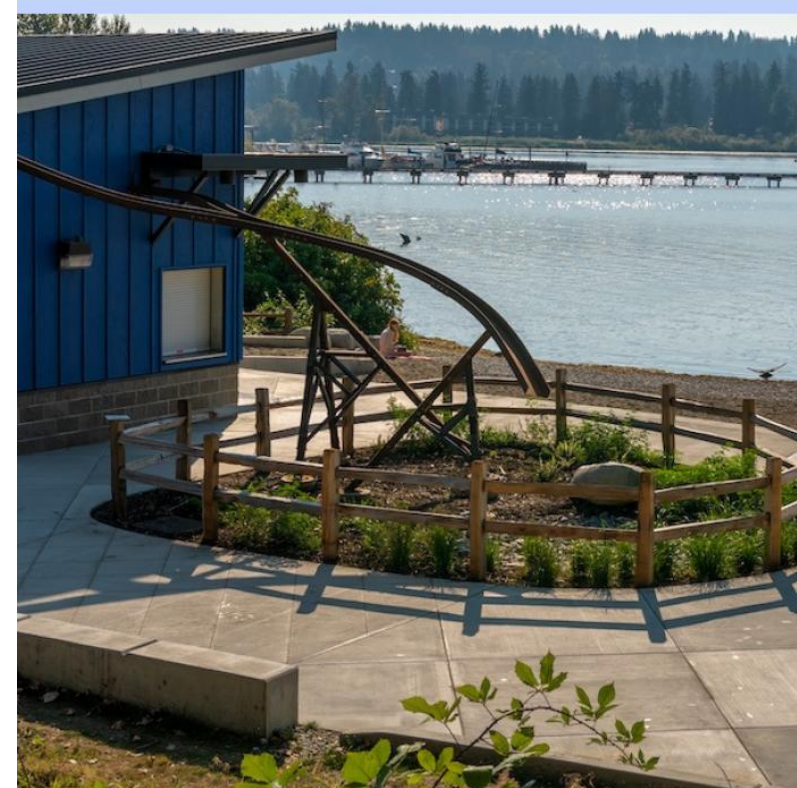


Capital Facilities Element

- Guides City Council in making financial decisions to ensure public facilities and services continue to meet community needs
 - Emphasizes facilities for which the City is directly responsible for funding
 - Includes a six-year plan for capital improvements to support both current and future population and economic growth
- ** Only Table CF-A Parks Capital Improvements updated as part of this update



CAPITAL FACILITIES ELEMENT



Public Outreach

- Agency and interest group interviews (cities, school district, arts/culture/recreation groups)
- Open House
- 4 Farmer's Markets
- Let's Talk Kenmore Podcast
- 2 surveys (online and mailed)
- Top 4 and Weekly Update
- PROS Plan website
- Kenmore Quarterly
- Movie night PROS preview
- Planning Commission meetings



Background

- PROS Element last amended in 2020 (along with PROS Plan)
- Capital Facilities Element last amended in 2024 (periodic update of Comp Plan)

Next steps

- November 10 – Continued discussion PROS & Capital Facilities Element
- TBD – If substantive changes, schedule public hearing
- December 8 – City Council adoption of both elements by ordinance
- January/February – City Council adoption of PROS Plan