City of Kenmore

City of Kenmore - 18120 68th Avenue NE - PO Box 82607, Kenmore WA 98028 - Phone: 425-398-8900 - Fax: 425-481-3236

City of Kenmore
City Council Workshop
6:30 p.m., Monday, May 9, 2011
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

City of Kenmore
City Council Regular Meeting Agenda
7:00 p.m., Monday, May 9, 2011
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

AGENDA ITEMS ARE SUBJECT TO CHANGE up to and including the time of the meeting; items may be added or dropped. Please call the City Clerk if you have any questions or to confirm the agenda items prior to the meeting at (425) 398-8900, or stop by City Hall at 18120 68th Avenue NE, Kenmore. The agendas are also available on our website at: www.kenmorewa.gov. Our public meetings are accessible to all members of the public. If you require special accommodations, please call the City Clerk at least three (3) days prior to the meeting.

I. CALL WORKSHOP TO ORDER - 6:30 p.m.

II. WORKSHOP AGENDA

A. Discussion on Council Roles and Rules - Washington Cities Insurance Authority (WCIA)

III. ADJOURN TO REGULAR MEETING

IV. CALL TO ORDER REGULAR MEETING - 7:00 p.m.

V. ROLL CALL

VI. FLAG SALUTE

VII. AGENDA APPROVAL

VIII. CONSENT AGENDA

VIII. CONSENT AGENDA

A. Minutes of the April 11, 2011 Workshop/Townhall/Regular Council Meeting.

B. Approval of Claim Nos. 23788-23876 in the Amount of $531,815.71 for the Period Ending April 27, 2011.

C. Adopt Ordinance No. 11-0326 Authorizing the City Manager to Promulgate and Enforce Policies for Renting City Hall Meeting Facilities, Authorizing Rental Fees to be Established by Resolution and Fixing an Effective Date - Nancy Ousley, Assistant City Manager

D. Adopt Resolution No. 11-189 Adopting a Fee Schedule Related to the Rental of City Hall Meeting Facilities - Nancy Ousley, Assistant City Manager

IX. CITIZEN COMMENTS

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

X. BUSINESS AGENDA

A. Kenmore Branch Report from Advisory Board, King County Regional Library

XI. COUNCILMEMBER COMMENTS/REPORTS

XII. ADJOURNMENT

Upcoming Meetings:

May 16, 2011 7:00 p.m. Council Meeting
May 23, 2011 7:00 p.m. Council Meeting

City of Kenmore
Executive Session, Town Hall & Regular Meeting
Minutes
April 11, 2011

CALL MEETING TO ORDER – Mayor David Baker called the regular meeting to order at 5:30 p.m.

EXECUTIVE SESSION – Mayor David Baker adjourned the regular meeting at 5:30 p.m. to an executive session to discuss Property Acquisition and Litigation pursuant to RCW 42.30.110(1)(b) and RCW 42.30.110(1)(i). He stated that the executive session will last for approximately 30 minutes and that no action is anticipated when the meeting is reconvened back to regular session.

RECONVENED BACK TO REGULAR SESSION - 6:30 p.m.

ADJOURNED TO TOWN HALL MEETING - 6:31 p.m.

QUESTIONS AND ANSWERS

CLOSE TOWN HALL MEETING - 7:40 p.m.

RECONVENED BACK TO REGULAR SESSION – Mayor David Baker called the regular meeting back to order at 7:45 p.m.

Councilmembers present: Mayor David Baker, Deputy Mayor Milton Curtis, Councilmembers Bob Hensel, John Hendrickson, Laurie Sperry, Allan Van Ness, and Glenn Rogers

Staff present: Fred Stouder, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance Director; Ron Loewen, City Engineer; Jennifer Gordon, Public Works Operations Manager; Cliff Sether, Police Chief; Bill Linton, City Attorney; and Lynn Suskin, City Clerk

FLAG SALUTE

Kenmore resident Cooper Smith led the flag salute.

AGENDA APPROVAL

Councilmember Laurie Sperry moved to accept the agenda as submitted. Deputy Mayor Milton Curtis seconded the motion. The motion passed unanimously.

CONSENT AGENDA

Deputy Mayor Milton Curtis moved to approve the consent agenda as submitted. Councilmember Bob Hensel seconded the motion to approve Claim Nos. 23677-23728 in the

Amount of $194,659.43 for the Period Ending March 30, 2011; and Accept December 2010 Financial Reports for the City of Kenmore.

CITIZEN COMMENTS

Stacey Denuski, 6513 NE 191st, Kenmore, was present to state that she supports the proposed plan for Northshore Summit Park.

Dave Crawford, 7534 NE 175th, Kenmore, expressed concerns about city expenditures.

Cooper Smith, 16316 Inglewood Place NE, Kenmore, was present to request that Council consider recognizing our veterans by creating a tribute to be located at City Hall.

Mayor David Baker summarized the comments.

BUSINESS AGENDA

Review and Discussion of the Proposed 2011-2016 Capital Improvement Program (CIP) - Ron Loewen, City Engineer, was present to review and answer any questions relating to the proposed 2011-2016 Capital Improvement Program (CIP).

Councilmember Bob Hensel recused himself due to a possible conflict of interest from the meeting during the discussion/consideration of the Tolt Pipeline Project section of the CIP.

Councilmember Laurie Sperry moved that they limit the CIP Tolt Pipeline Project P-2 from 68th Ave. NE to 73rd Ave. NE. Councilmember Glenn Rogers seconded the motion. The motion passed 5-1 with Councilmember John Hendrickson voting no.

Discussion continued.

Councilmember Glenn Rogers moved to approve Parks section of the CIP as amended above. Deputy Mayor Milton Curtis seconded the motion. Motion passed 5-1 with Councilmember John Hendrickson voting no.

Discussion continued.

Councilmember Glenn Rogers moved to approve the Transportation section of the CIP as presented. Councilmember Allan Van Ness seconded the motion. The motion passed 4-3 with Councilmember Laurie Sperry, Mayor David Baker, and Deputy Mayor Milton Curtis voting no.

Discussion continued.

Deputy Mayor Milton Curtis moved to approve the CIP Stormwater section of the CIP as presented. Councilmember Bob Hensel seconded the motion. The motion passed 7-0.

Councilmember Allan Van Ness moved to approve Facilities & Equipment section of the CIP as presented. Councilmember Bob Hensel seconded the motion. The motion passed 7-0.

COUNCIL COMMENTS/REPORTS

Councilmember John Hendrickson discussed/commented on the following items: 1. He requested Council support for paying the state auditor, aside from the charge for the upcoming regular annual audit, to review the accuracy of the 6-year financial statements that were distributed by staff in June 2010. There was no support. 2. He reiterated that there have been some large financial misstatements. 3. He stated that we have overstated our Capital. 4. He requested Council support to direct staff to install speed bumps. There was no support. 5. He stated that Senator Patty Murray has been promising us grant monies since 2003. He stated that the City needs to find a way to audit the federal transportation money that gets distributed to state and then audit the state, to ensure all Kenmore allocated transportation funding money is going to Kenmore.

Councilmember Bob Hensel responded to Councilmember John Hendrickson's comments. He stated that Councilmember John Hendrickson keeps talking about material misrepresentation. He stated that there is none. He reviewed that Councilmember John Hendrickson had e-mailed the state auditor to ask a theoretical financial question. He stated that Councilmember John Hendrickson did not like the answer he received, so he reworded his question to try and get the answer he wanted. Councilmember Bob Hensel stated that he supports staff.

Councilmember Laurie Sperry stated that the recent event at Bastyr was a great opportunity to celebrate the opening of the ballfields. She stated that she fully supports staff.

Councilmember Glenn Rogers reiterated that he supports Finance Director Joanne Gregory and the accuracy of her financial data. He stated that he does not support any of Councilmember John Hendrickson's financial data.

Councilmember Allan Van Ness briefly responded to some of Councilmember John Hendrickson comments. He stated that if we want transportation money, we need to continue to work with our legislators.

Mayor David Baker briefly responded to some of Councilmember John Hendrickson's comments. He stated that our legislators are doing a great job representing Kenmore.

ADJOURNMENT

Mayor David Baker adjourned the regular meeting at 10:05 p.m.

____
Mayor David Baker

ATTEST:

____
Lynn Suskin, City Clerk

City of Kenmore
Voucher Certification and Approval

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 and that the following claims, paid by checks 23788 - 23876 which total $531,815.71 are just, due, and unpaid obligations against the City of Kenmore/King County/Washington, and that I am authorized to authenticate and certify to said claims.

City Manager **Date** Apr 27

Finance Director **Date** Apr 21, 2011

Check	Name		Description	Net amount
23788	STOUDER, FRED		Wash. DC Trip Meals, Luggage, & Cabs	$ 196.25
23789	BAKER, DAVID		Business Mtg. Mileage Reimbursement	33.05
23790	NATIONWIDE FINANCIAL 401a		Payroll Entry	9,395.96
23791	NATIONWIDE RETIREMENT SOLUTIONS 457		Payroll Entry	320.00
23792	ICMA RETIREMENT TRUST 457 - 304745		Payroll Entry	2,219.22
23793	DRS 457		Payroll Entry	1,706.66
23794	AFLAC		Payroll Entry	742.87
23795	CITY OF KENMORE FS		Payroll Entry	176.96
23796	BANK OF AMERICA 941		Payroll Entry	10,552.68
23797	WA GUARANTEED EDUCATION TUITION		Payroll Entry	415.00
23798	DEPARTMENT OF RETIREMENT SYSTEMS		Payroll Entry	6,724.16
23799	DEPARTMENT OF LABOR AND INDUSTRIES		Payroll Entry	1,475.85
23800	UNITED WAY OF KING COUNTY		Payroll Entry	92.00
23801	NATIONAL LIFE OF VERMONT		Payroll Entry	328.34
23802	AMERICAN GENERAL		Payroll Entry	348.43
23803	AWC EMPLOYEE BENEFITS		Payroll Entry	29,736.22
23804	KING COUNTY SHERIFF		Feb. 2011 School District Overtime	8,195.13
23805	LIGHTHOUSE CONSULTING INC		Feb. 2011 Software Licenses	273.20
23806	OFFICE TEAM		Temp Office Employee-4/1/11	95.00
23807	PEOPLES STORAGE		May Storage Unit Rent	170.00
23808	HARRIS, LESLIE		Conference Mileage Reimbursement	367.01
23809	SAFRIN, PATTY		Conference Hotel, Food, & Mileage	751.88
23810	BANNER BANK	CS	Citizen's Academy, Shipping, & Supplies	945.79
23811	BANNER BANK	DB	Parking & Registration	235.00
23812	GRAINGER		SWM Supplies	4,588.89
23813	ALCALDE & FAY		March 2011 Govt. Affairs	5,091.31
23814	LOEWEN, RON		Engineer's License Reimbursement	76.00
23815	BANNER BANK	BH	Supplies & Training	327.66
23816	CPSWQ		Annual Membership Dues	100.00
23817	CITY OF LAKE FOREST PARK		March 2011 Streets Contract	68,651.93
23818	ALLIED WASTE SERVICES #172		March 2011 Trash Services	712.50
23819	HOME DEPOT		ROW Materials	252.29
23820	NORTHSHORE UTILITY DIST		March 2011 Fleet Maintenance	6,561.30

VIIIB. Approval of Claim Nos. 23788-23876 in the Amount of $531,815.71 for the Period Ending April 27, 2011.

23821	PUGET SOUND ENERGY	Electricity Bills	5,896.42
23822	MAIL FINANCE	April 2011 Postage Machine Lea	250.76
23823	ALPHA COURIER SERVICES	Courier Services	33.60
23824	KONICA MINOLTA BUSINESS SOLUTIONS	Q1 2011 Photocopier Usage & Lease	2,173.88
23825	BANNER BANK LB	Conf. Reg., Membership, & Shipping	759.45
23826	BANNER BANK JG	Conference Parking	11.00
23827	BANNER BANK JGORDON	Facility Maint. Supplies & Dues	1,033.82
23828	SHRED-IT	Document Shredding Services	49.50
23829	INTEGRA TELECOM	April 2011 CH Phone Bill	738.16
23830	BASTYR UNIVERSITY	Ballfield Tenant Improvements	135,000.00
23831	BRAVO ENVIRONMENTAL SERVICE	Drainage Services	12,363.65
23832	CASCADE PEST CONTROL	April 2011 Pest Control	125.93
23833	CENTER FOR HUMAN SERVICES	Q1 2011 Northshore Family Center	7,900.00
23834	CITY OF SHORELINE	Jan. & Feb. Jail Van Usage	248.44
23835	COASTWIDE LABORATORIES	Facility Maintenance Supplies	1,115.85
23836	FERGUSON ENTERPRISES INC	Drainage Materials	474.01
23837	GEOENGINEERS INC	Landslide Evaluations	3,443.75
23838	CALPORTLAND COMPANY	Drainage Materials	51.24
23839	H.W. LOCHNER, INC.	Transportation Advisory Services	13,329.79
23840	HOPELINK	Q1 2011 Human Service Contracts	3,058.75
23841	INSLEE, BEST, DOEZIE & RYDER, P.S.	Feb. 2011 Attorney Fees	16,435.98
23842	KING COUNTY FINANCE	March 2011 Streets, Elections, & Jail	121,967.54
23843	KING COUNTY PUBLIC DEFENSE	March 2011 Indigency Screening	1,036.58
23844	MR. T'S TROPHIES	City Council Photo Name Plates	76.65
23845	NAMI EASTSIDE	Q1 2011 Education, Support & Advocacy	400.00
23846	NORTHSHORE FIRE DEPT	March 2011 Plan Review	160.00
23847	NORTHSHORE SENIOR CENTER	Q1 2011 Transportation Program	500.00
23848	OTAK	Kenmore SWM Planning/Permit	1,607.45
23849	PUGET SOUND ENERGY	Electricity Bills	1,367.11
23850	PUGET SOUND REFRIGERATION	6700 Building Repairs	735.84
23851	CEMEX	Drainage Materials & Repairs	260.04
23852	TOTAL LANDSCAPE CORP	April 2011 Landscape Maintenance	6,404.21
23853	WASHINGTON MUNICIPAL CLERKS ASSOC	Annual Membership Dues	75.00
23854	WASHINGTON STATE DEPT OF INFO SERV	March 2011 List Serv	210.00
23855	WA STATE DEPT OF TRANSPORTATION	SR 522 Ph 2 Construction Engineering	110.21
23856	WONDERLAND DEVELOPMENT	Q1 2011 Development Center	2,875.00
23857	OAC SERVICES, INC	March 2011 City Hall	67.50
23858	HEARTLAND	March 2011 Redevelopment Project	4,329.00
23859	DIGITAL REPROGRAPHICS SERVICES INC.	Public Records Request Printing	233.08
23860	BANNER BANK NO	Parking & Business Meetings	67.00
23861	QUALITY BUSINESS SYSTEMS	March 2011 Photocopier Usage	70.90
23862	CHAMPION COURIER	Courier Services	17.69
23863	GRAINGER	SWM Supplies	1,247.02
23864	BIS	April 2011 Website Hosting	175.00
23865	A+ CONFERENCING	Telephone Conference Calls	26.78
23866	UNIVERSAL FIELD SERVICES	Schmitt Property Acquisition	370.67
23867	SHATTUCK, NANCY	March 2011 DV Advocate	800.00
23868	J&K ASSOCIATES	Di-Icer Tank Sprayer	10,789.04
23869	GORDON THOMAS HONEYWELL	March 2011 Government Affairs	3,074.56
23870	RON KASPRISIN AIA	Fall Design Studio Expenses	902.29
23871	TOWNE CENTRE HARDWARE	ROW Materials, Parks, & Repair	103.79

23872	WA STATE DEPT OF LABOR & INDUSTRIES	City Hall Elevator Permit	120.20
23873	Voided		
23874	KUKER-RANKEN INC	SWM Supplies	405.12
23875	MATRIX CONSULTING GROUP	Police Services Study	4,691.00
23876	BABB, MICHELLE	Wellness Cooking Demonstration	186.92
			$ 531,815.71

PRIOR VENDOR ACTIVITY	Previous YTD
3CMA	$ 375.00
A+ CONFERENCING	69.53
AA PARTY RENTALS	379.96
ACTION ENTERTAINMENT	395.00
ADT SECURITY SERVICES	531.76
AFLAC	4,102.51
ALCALDE & FAY	25,077.04
ALLIED WASTE SERVICES #172	3,557.30
AM TEST, INC	600.00
AMERICAN GENERAL	1,742.15
AMERICAN PLANNING ASSOCIATION	1,070.00
AMERICAN PUBLIC WORKS ASSOCIATION	503.42
AMERICAN SOCIETY OF COMPOSERS	305.00
ANDERSON, LAURI	27.94
ANDONIADIS INC	826.17
ASSOCIATION OF WA CITIES	13,970.00
AT WORK	605.25
AURORA RENTS	215.47
AWC EMPLOYEE BENEFITS	149,756.45
BAKER, DAVID	1,289.97
BANK OF AMERICA 941	118,155.65
BANNER BANK CS	2,050.19
BANNER BANK DB	695.49
BANNER BANK JG	1,614.57
BANNER BANK JGORDON	4,482.51
BANNER BANK KENMORE	14,374.06
BANNER BANK LB	216.67
BANNER BANK LD	2,174.06
BANNER BANK NO	2,266.09
BASTYR UNIVERSITY	59,494.20
BAYLES, GREGORY	50.00
BEKINS NORTHWEST	303.45
BIS	2,725.00
BLACKBAUD	4,956.23
BRAVO ENVIRONMENTAL SERVICE	71,304.82
C. ANDERSON & CO.	1,209.98
CALIBRE HOMES, INC	7,500.00
CALPORTLAND COMPANY	1,923.29

CARLSON, THOMAS G.	624.66
CASCADE PEST CONTROL	629.65
CATHOLIC COMMUNITY SERVICES	1,512.75
CEMEX	2,124.59
CENTER FOR HUMAN SERVICES	8,240.00
CHAMPION COURIER	15.14
CHILDERS, MARK	401.00
CITY OF BELLEVUE	367,555.50
CITY OF CLYDE HILL	583.00
CITY OF KENMORE FS	1,664.51
CITY OF LAKE FOREST PARK	240,458.61
CITY OF RENTON	980.00
CITY OF SHORELINE	310.55
CLARITY SIGNS	338.36
CLYDE/WEST	1,215.87
COASTAL WEAR PRODUCTS INC	1,350.51
COASTWIDE LABORATORIES	3,529.12
CODE 4 PUBLIC SAFETY EDUCATION	198.00
CODE PUBLISHING COMPANY	547.50
COFFMAN, JON	183.00
COLUMBIA RIDGE LANDFILL	10,801.87
COMCAST	659.40
COMMERCIAL SOUND, INC.	1,444.26
CONSEJO COUNSELING & REF	1,250.00
CONSOLIDATED PRESS	3,729.67
CORNERSTONE ROOFING	98.50
COSTCO RETAIL SERVICES	27.62
COX PRINTING & SIGNS	399.68
CROWN PRODUCTS	940.86
CSAT, LLC	1,600.00
CURRY, ROSS	183.00
DAILY JOURNAL OF COMMERCE	703.00
DANSOUND INC	657.00
DELL MARKETING L.P.	4,275.06
DEPARTMENT OF ECOLOGY	5,082.52
DEPARTMENT OF LABOR AND INDUSTRIES	13,127.00
DEPARTMENT OF RETIREMENT SYSTEMS	74,264.64
DIGITAL REPROGRAPHICS SERVICES INC.	852.97
DOWL HKM	8,180.00
DRS 457	16,108.10
DURRANT, JEFF	879.25
EARTHCORPS	15,204.18
EFFICIENCY INC	949.37
EMERGENCY FEEDING PROGRAM	1,875.00
EMERGENCY SERVICE COORDINATING AGCY	56,137.00
ESA ADOLFSON	9,049.02
EVANS, C. WILLIAM	5,247.00
EVERGREEN PRINT SOLUTIONS	372.41
EVERGREEN SAFETY COUNCIL	175.00
EVER-MARK, LLC	1,099.25
FAZZARI MARKETING	1,411.18

FEDEX OFFICE	26.61
FERGUSON ENTERPRISES INC	8,111.62
FIRE PROTECTION, INC	959.22
FRONTIER	5,173.39
FRUHLING SAND & TOPSOIL	988.28
FULL MAINTENANCE GARDENING	1,940.50
GEOENGINEERS INC	16,339.50
GIBBONS & RIELY, PLLC	750.00
GORDON DERR	4,266.00
GORDON THOMAS HONEYWELL	15,431.98
GOVERNMENT FINANCE OFFICERS ASSOC	190.00
GREGORY, JOANNE	235.72
H.W. LOCHNER, INC.	100,790.50
HAMMOND COLLIER WADE LIVINGSTONE	1,050.00
HANSON CONSULTING SERVICES	1,269.00
HDR	42,908.74
HEARTLAND	4,402.96
HEATERMEALS	1,193.21
HERO HOUSE	386.25
HOME DEPOT	172.22
HONEY BUCKET	125.00
HOPELINK	14,284.00
ICMA RETIREMENT TRUST 457 - 304745	21,442.20
iCOMPASS TECHNOLOGIES, INC.	8,000.00
INDEPENDENT STATIONERS	2,228.19
INSLEE, BEST, DOEZIE & RYDER, P.S.	69,356.05
INSTITUTE FOR FAMILY DEVELOPMENT	3,938.00
INSTRUMENTATION NORTHWEST INC.	1,560.58
INTEGRA TELECOM	3,722.16
INTERNATIONAL CITY/CNTY MGMT ASSOC	2,154.43
INTERNATIONAL INST OF MUNI CLERKS	560.00
iWORQ SYSTEMS	4,800.00
J. MURPHEY CONSTRUCTION	42.67
JBS INSTRUMENTS	3,360.75
JET CITY PRINTING	454.41
JONES & STOKES	129.31
KCDA PURCHASING COOP	8,771.33
KELLY PRINTING & GRAPHICS	3,611.32
KENMORE ELEMENTARY PTA	1,666.67
KENMORE HERITAGE SOCIETY	25.00
KENYON DISEND, PLLC	13,166.87
KEY EQUIPMENT FINANCE	2,697.00
KING COUNTY	200.00
KING COUNTY W.L.R.D.	154,394.93
KING COUNTY ANIMAL SVCS	2,455.00
KING COUNTY DEPT OF CONST PROP SVCS	1,503.57
KING COUNTY FINANCE	352,110.96
KING COUNTY FIRE DISTRICT	850.00
KING COUNTY LIBRARY SYS	33,440.00
KING COUNTY PARKS	814.34
KING COUNTY PUBLIC DEFENSE	3,218.12

KING COUNTY RADIO COMM SERVICES	8,982.46
KING COUNTY RECORDER'S OFFICE	280.00
KING COUNTY SHERIFF	719,279.16
KONICA MINOLTA BUSINESS SOLUTIONS	2,042.46
KUKER-RANKEN INC	59.59
KUSTOM SIGNALS, INC.	263.09
LACHAPELLE, NATALIE	300.00
LIGHTHOUSE CONSULTING INC	9,249.74
LONGFELLOW, JONATHAN	420.00
LORBIECKI, GLENN	50.00
LYONS, KEN	6,687.40
MAACO	368.96
MAAS, NORMAN	2,520.00
MAIL FINANCE	1,266.34
MATRIX CONSULTING GROUP	6,475.00
MIDMOUNTAIN CONTRACTORS, INC	78,868.17
MILNE ELECTRIC, INC	24,187.00
MINZGHOR, NICHOLAS	1,411.92
MOBILE ELECTRICAL DISTRIBUTORS INC	12.13
MR. T'S TROPHIES	753.97
NATIONAL ALLIANCE ON MENTAL ILLNESS	1,081.50
NATIONAL ASSOC OF PARLIAMENTARIANS	85.00
NATIONAL BARRICADE CO	1,582.27
NATIONAL LEAGUE OF CITIES	3,849.00
NATIONAL LIFE OF VERMONT	1,863.75
NATIONWIDE FINANCIAL 401a	93,846.37
NATIONWIDE RETIREMENT SOLUTIONS 457	8,200.00
NEBC	195.00
NEXTEL COMMUNICATIONS	3,964.24
NORTHSHORE FIRE DEPT	5,762.60
NORTHSHORE PAVING INC	537.90
NORTHSHORE SENIOR CENTER	5,750.00
NORTHSHORE UTILITY DIST	41,986.24
NORTHSHORE YOUTH & FAMILY SERVICES	10,000.00
OAC SERVICES, INC	43,659.71
OFFICE DEPOT	842.99
OFFICE TEAM	9,574.21
OLYMPIC ENVIRONMENTAL RESOURCES	1,470.00
OM WORKSPACE	744.43
OSTROM DRUGS	557.40
OTAK	114,801.50
OUSLEY, NANCY	1,034.64
PACE ENGINEERS, INC.	3,057.50
PACIFIC NW TITLE CO OF WA, INC	1,095.00
PACIFIC TOPSOILS	5,823.74
PASSPORT TRAVEL AND TOURS	625.80
PAWS	3,625.00
PENDLETON CONSULTING LLC	6,529.46
PEOPLES STORAGE	850.00
PETTY CASH CUSTODIAN	730.70
PHOTOTAINMENT	876.00

PHSI PURE WATER FINANCE	603.78
PLATT	506.41
PRIME PACIFIC BANK	60.00
PRSA	277.00
PRUDENTIAL	373.13
PUGET SOUND CLEAN AIR AGENCY	10,989.00
PUGET SOUND ENERGY	559,935.60
PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PUGET SOUND REFRIGERATION	1,471.68
PURE WATER TECH OF PUGET SOUND	136.88
QUALITY BUSINESS SYSTEMS	7,565.71
ROGERS, GLENN	2,465.87
ROUNDY, CASSANDRA	50.00
S & S UPHOLSTERY	1,067.63
SAFRIN, PATTY	227.69
SARAH ROBERTS	45,600.00
SCHINDLER ELEVATOR CORPORATION	380.73
SCHLOTZHAUER FIRM PS	13,080.00
SEATTLE TIMES	2,665.22
SECRETARY OF STATE	55.00
SEES TREES AND EXCAVATION INC	1,007.40
SEMIAHMOO RESORT	520.56
SERVICE ELECTRIC	869.08
SHATTUCK, NANCY	3,200.00
SHRED-IT	247.50
SNOHOMISH COUNTY SHERIFF'S OFFICE	15,941.12
SOUND LAW CENTER	4,739.00
SOUND PUBLISHING, INC.	1,296.00
STAPLES ADVANTAGE	4,225.98
STAR NORTHWEST, INC	56,941.47
STEWART BEALL MACNICHOLS	15,300.00
STOUDER, FRED	1,091.76
SUBURBAN CITIES ASSOC	11,784.87
SUNBELT	69.59
SUSKIN, LYNN	626.10
SUSSMAN/PREJZA & CO, INC	38,248.24
TELESYSTEMS WEST	257.33
THE KIPLINGER TAX LETTER	89.00
THE PIN CENTER	920.00
TIGER CONSTRUCTION & EXCAVATION	5,950.00
TIMEMARK INCORPORATED	106.76
TITAN OUTDOOR, LLC	862.00
TOTAL LANDSCAPE CORP	32,940.85
TOWN & COUNTRY FENCE, INC	427.05
TOWNE CENTRE HARDWARE	207.88
TRAFFIC COUNT CONSULTANTS, INC	2,850.00
TRAN, SHAUN & DINH LIEU	415.80
T-TRAN LANDSCAPING & CONCRETE	8,760.00
ULI/SEATTLE DISTRICT CNCL	45.00
UNITED STATES POSTMASTER	1,336.35
UNITED WAY OF KING COUNTY	621.00

VIIIB. Approval of Claim Nos. 23788-23876 in the Amount of $531,815.71 for the Period Ending April 27, 2011.

UNIVERSAL FIELD SERVICES	6,618.88
UNIVERSITY OF WASHINGTON	645.00
URBAN LAND INSTITUTE	225.00
US POSTAL SERVICE (HASLER)	4,450.82
VAN NESS, ALLAN	1,476.80
VAUGHAN, KENT	76.00
WA CITIES INSURANCE AUTHORITY	124,502.00
WA FINANCE OFFICERS ASSOCIATION	100.00
WA GUARANTEED EDUCATION TUITION	2,075.00
WA RECREATION & PARK ASSOCIATION	129.00
WA STATE DEPARTMENT OF AGRICULTURE	33.00
WA STATE DEPT OF TRANSPORTATION	3,730.95
WA STATE PARKS & RECREATION	2,700.00
WARDS NATURAL SCIENCE	1,237.95
WASHINGTON CITY/COUNTY MGMT ASSOC	160.00
WASHINGTON ENERGY SERVICES	120.70
WASHINGTON MILITARY DEPARTMENT	5,009.34
WASHINGTON STATE DEPT OF INFO SERV	1,050.00
WASHINGTON STATE DEPT OF REVENUE	5,003.62
WASHINGTON STATE OFFICE CASH MGMT	517.50
WEINSTEIN AU	22,005.11
WELLS FARGO FINANCIAL	803.43
WONDERLAND DEVELOPMENT	5,665.00
YAKIMA COUNTY DEPT OF CORRECTIONS	59,400.05
ZONAR SYSTEMS	525.33
	$ 4,637,609.71

VIIIB. Approval of Claim Nos. 23788-23876 in the Amount of $531,815.71 for the Period Ending April 27, 2011.

CITY OF KENMORE, WASHINGTON
AGENDA BILL SUMMARY

AGENDA TITLE			MEETING DATE
Adopt Ordinance No. 11-0326 Authorizing the City Manager to Promulgate and Enforce Policies for Renting City Hall Meeting Facilities, Authorizing Rental Fees to be Established by Resolution, and Fixing an Effective Date.			9 May 2011
DEPARTMENT	**DIRECTOR**	**CONTACT PERSON**	**PHONE**
Executive	Frederick Stouder	Nancy Ousley	425-398-8900

COST OF PROPOSAL:
Staff and City Attorney time estimated at least 120 hours to date to: Prepare Ordinance, Resolution and Agenda Package; Develop and Administer Policies

ACCOUNT NUMBER:

AMOUNT BUDGETED:
$0

NAME AND FUND #:
General Fund

ATTACHMENT(S) TO AGENDA PACKET ITEM:

1) Proposed Ordinance No. 11-0326

SUMMARY STATEMENT:
The proposed Ordinance authorizes the City Manager to develop and administer policies related to the rental of City Hall meeting room facilities. The comments received from the community throughout the City Hall design process reflected a strong interest in having an opportunity to rent public meeting spaces in the building for community groups or other events. A number of cities in the area have developed policies governing the rental of their City Hall meeting rooms, and their experience will be helpful as the Administration initiates Kenmore's program.

The Ordinance also authorizes rental fees are to be established by Resolution. The Ordinance specifies that the City Manager will report to the Council in June, 2012 on the initial period of meeting room rentals, and will recommend any changes to rental fees. This will allow a year's expense prior to developing the next two year program, and will allow an opportunity to view the nature, frequency, and costs of public uses of the building. For this initial "learning" period, the fees are based on researching and understanding other cities policies and community uses. Kenmore community's actual use history for the next twelve months will better provide a basis for any adjustments to these temporary fees.

CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION:
Council direction and decisions on Kenmore City Hall design and project budget

RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION:
Adopt Ordinance No. 11-0326 authorizing the City Manager to promulgate and enforce policies for renting City Hall meeting facilities, authorizing the rental fees to be established by resolution, and fixing an effective date.

REVIEWED BY FINANCE DIRECTOR:	REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER:
TODAY'S DATE:	REVISION DATE(S):	FILE NAME & PATH (HYPERLINK): see below

I:\ACM\ACM NKO\Agenda Bill Drafts\AB 9 May 2011 Ord and Res KCH Meeting Rm Rental.doc

VIIIC. Adopt Ordinance No. 11-0326 Authorizing the City Manager to Promulgate and Enforce Policies for Renting City Hall Meeting Facilities, Authorizing Rental Fees to be Established by

ATTACHMENT
1

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 11- 0326

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AUTHORIZING THE CITY MANAGER TO PROMULGATE AND ENFORCE POLICIES FOR RENTING CITY HALL MEETING FACILITIES, AUTHORIZING RENTAL FEES TO BE ESTABLISHED BY RESOLUTION, AND FIXING AN EFFECTIVE DATE.

WHEREAS, City Hall meeting facilities are an important resource for the City in conducting its business as well as for the community; and

WHEREAS, meeting activities that have a natural relationship to the City's core business or contribute to the livability, health or economic vitality of the City are also a priority; and

WHEREAS, the City Council desires to allow the use of City Hall meeting facilities by other governmental agencies and the public without compromising its business and delivery of services, and

WHEREAS, in order to equitably address demand for City Hall meeting facilities the City Council authorizes the City Manager to promulgate and enforce rental policies for City Hall meeting facilities; and

WHEREAS, the City Manager will provide a report to the Council in June 2012 on the use of City Hall meeting facilities, how the policies have been applied and the recommended fee schedule; and

WHEREAS, the City Council desires to adopt rental fees for the use of City Hall meeting facilities by way of resolution;

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

Section 1. Authorization. The City Manager is hereby authorized and directed to promulgate and enforce rental policies for use of City Hall facilities by other governmental agencies and the public.

Section 2. Fees. The fees and charges for renting City Hall facilities shall be established by resolution adopted by the City Council.

Section 3. Effective Date. This ordinance shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

APPROVED by the City Council this _____ day of __________, 2011.

____
David Baker, Mayor

ATTEST/AUTHENTICATED:

____
Lynn Suskin, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY _______________________________
Rod Kaseguma, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. ___________________

VIIIC. Adopt Ordinance No. 11-0326 Authorizing the City Manager to Promulgate and Enforce Policies for Renting City Hall Meeting Facilities, Authorizing Rental Fees to be Established by

CITY OF KENMORE, WASHINGTON

AGENDA BILL SUMMARY

AGENDA TITLE	MEETING DATE
Adopt Resolution No. 11-189, Adopting a Fee Schedule Related to the Rental of City Hall Meeting Facilities.	9 May 2011

DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Executive	Frederick Stouder	Nancy Ousley	425-398-8900

COST OF PROPOSAL: Staff and City Attorney time estimated at least 120 hours to date to: Prepare Ordinance, Resolution and Agenda Package; Develop and Administer Policies	**ACCOUNT NUMBER:**
AMOUNT BUDGETED: $0	**NAME AND FUND #:** General Fund

ATTACHMENT(S) TO AGENDA PACKET ITEM:

1) Proposed Resolution No. 11-189
2) Fees comparison table

SUMMARY STATEMENT:

Resolution No. 11-189 establishes a fee schedule for the rental of Kenmore City Hall meeting facilities, as authorized by proposed Ordinance No. 11-0326. The proposed fees are comparable to the fees enacted by other cities in the area for City Hall meeting room rental. The Resolution notes that the City Manager will report to Council in June 2012 and will recommend any modifications to the fees, which will be later incorporated into the annual adoption of the Fee Schedule.

CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION:
Council direction and decisions on Kenmore City Hall design and project budget

RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION:

Adopt Resolution No.11-189 adopting a fee schedule related to the rental of City Hall meeting facilities.

REVIEWED BY FINANCE DIRECTOR:	REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER:

TODAY'S DATE:	REVISION DATE(S):	FILE NAME & PATH (HYPERLINK): see below

I:\ACM\ACM NKO\Agenda Bill Drafts\AB 9 May 2011 Res KCH Rental Fees.doc

VIIID. Adopt Resolution No. 11-189 Adopting a Fee Schedule Related to the Rental of City Hall Meeting Facilities - Nancy Ousley, Assistant City Manager

ATTACHMENT 1

CITY OF KENMORE
WASHINGTON

RESOLUTION NO. 11-189

A RESOLUTION OF THE CITY OF KENMORE, WASHINGTON, ADOPTING A FEE SCHEDULE RELATED TO THE RENTAL OF CITY HALL MEETING FACILITIES.

WHEREAS, the City Council adopted an ordinance authorizing the City Manager to promulgate and enforce policies relating to rental of City Hall meeting facilities by governmental agencies and the public; and

WHEREAS, the ordinance provided that the fees and charges related to the rental of City Hall facilities would be established by resolution; and

WHEREAS, the City Council desires to establish the fees and charges applicable to renting City Hall facilities; and

WHEREAS, the City Manager will report to the Council in June 2012 on the status of City Hall meeting room rentals and recommend any changes to rental fees based on the experience of the initial period of administering meeting room rentals;

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

Section 1. Fees Schedule Adopted. The City Council adopts the City Hall Rental Fee Schedule, attached hereto and herein incorporated by reference, as the fees and charges applicable for renting City Hall meeting room facilities.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT A REGULAR MEETING THEREOF THIS ____ DAY OF _________, 2011.

CITY OF KENMORE

____
Mayor David Baker

ATTEST/AUTHENTICATED:

____
Lynn Suskin, City Clerk

ATTACHMENT A

CITY OF KENMORE

WASHINGTON

CITY HALL MEETING ROOM RENTAL FEES

MAY 2011

	Resident	Non-Resident
Tuesday through Friday	$25 per hour	$50 per hour
Saturday (4 hour minimum)	$75 per hour	$125 per hour

No Charge for Government Agencies or Events Co-Sponsored by the City of Kenmore

$250 Refundable Deposit for Rental Events that:

- Have attendance larger than 30 people, or
- Serve food or beverages, or
- At the City Manager's discretion, given the nature of the event
- Note: Deposit amount can be increased if indicated by nature of event
- Note: Damage or cleaning costs that exceed deposit amount will be reimbursed by renter

$25 fee for use of City projector or sound system

CITY HALL MEETING ROOM RENTAL FEES COMPARISON

MAY 2011

	CHARGES FOR USE	DEPOSIT
Proposal KENMORE	No charge for government organizations or for meetings co-sponsored by City of Kenmore Tues-Fri: $25/hr resident; $50/hr. non-resident Saturday: $75/hr. resident; $125/hr. non-resident (4 hr min.)	$250 Refundable deposit for groups >30 or serving food; can be increased depending on the event. Cleaning time beyond routine tasks or damaged is deducted from deposit.
MILL CREEK	Large Community Room (capacity 120): Priority 2(other gov'ts or local non-profits): $36/hr daytime; $56/hr after hours Priority 3 (private or individual functions): $50/hr. daytime; $70/hr. after hours	None for priority Group 1 (City sponsored) events $75/$150 (if serving food or beverages) Refundable deposit for Group 2, 3
FEDERAL WAY	No fee for City Hall meeting rooms; Community Center meeting room (comp size) fees $150 per hr resident/$173 per hr non resident with a minimum 2 hr rental plus damage deposit	$125 for meetings, $250 for events at Community Center
SAMMAMISH	Rental fee per hr.: Weekday: $25 res/$50 non res Weekend: $175 res/$200 non res Damage Deposit $250	Refundable $250 deposit; Any cleaning required by city staff will be charged to user
BELLEVUE	No charge for government or community programs unless Special Event (>50 attendees with catering, entertainment, or major set-up, etc.) Special event flat rate 0-4 hours is $800. Service fee for set up/take down, AV, security--$25-$35 fee for comparable size room. Charge for other groups but generally no rental to private or for-profit events.	Refundable if added City time is required, and other rules are followed
SHORELINE DRAFT	Per fee schedule. Shoreline residents have discount. A City staff member must be on site during the entire duration of facility rental and a supervision fee will be charged.	Refundable damage deposit for all indoor room rentals. Costs for extra cleaning or damage will be deducted from deposit.

I:\City Hall Project\Meeting Room Rental\City Hall Conf Rm Rental Fees Comparison MAY 2011.doc