



City of Kenmore - 18120 68th Avenue NE - P.O. Box 82607 - Kenmore, WA 98028
Phone: 425-398-8900 - Fax: 425-481-3236 - E-mail: cityhall@kenmorewa.gov

City of Kenmore
REVISED City Council Regular Meeting Agenda

7:00 p.m., Monday, July 21, 2014

Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please call the City Clerk at 425-398-8900. You may also stop by City Hall at 18120 68th Avenue NE, Kenmore. Council agendas are also available on our website at www.kenmorewa.gov.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. CITIZEN COMMENTS

- A. 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.

VI. CONSENT AGENDA

- A. Adopt Minutes for the June 23, 2014 City Council Meeting
[Draft 06 23 2014 Minutes](#)
- B. Approve Check Nos. 30209 - 30303 in the Amount of \$670,990.91 and Payroll Check No. 211474 in the Amount of \$205.25 and Electronically Transferred Payroll Funds Totaling \$73,025.92 for the Period Ending July 3, 2014
[Checks for Approval](#)
- C. Award Construction Contract No. 14-C1309 to Kamins Construction for SR 522 A Concrete Package - Zack Richardson, Civil Engineer
[Agenda Bill & Attachment](#)
- D. Accept Transportation Alternatives Program (TAP) Grant for NE 181st Sidewalk Project - Kris Overleese, Engineering & Environmental Services Director
[Agenda Bill](#)

VII. BUSINESS AGENDA

- A. Surface Water Management Discussion - Richard Sawyer, Surface Water Program Manager
[Agenda Bill & Attachments](#)
- B. Price of Government Report - Brett Lee, Management Intern
[Agenda Bill & Attachments](#)
- C. Video Camera Discussion and Decision - Brett Lee, Management Intern
[Agenda Bill & Attachment](#)

VIII. STAFF REPORTS

- A. Sound Transit Draft Environmental Impact Statement (EIS) Comments - Kris Overleese, Engineering & Environmental Services Director
- B. Kenmore Village Update - Rob Karlinsey, City Manager

IX. COUNCILMEMBER REPORTS & COMMENTS

X. COUNCILMEMBER INITIATIVES

XI. ADJOURNMENT

Upcoming Meetings:

Wednesday, July 23, 2014	Town Green Public Workshop	6:00 - 8:00 p.m.
Monday, July 28, 2014	City Council Regular Meeting	7:00 p.m.
Monday, July 28, 2014	Transportation Benefit District Board Meeting	CANCELED

**City of Kenmore, Washington
City Council Regular Meeting
Minutes
June 23, 2014**

CALL TO ORDER – The regular meeting of the Kenmore City Council was called to order by Mayor David Baker at 7:01 p.m.

Councilmembers present: Mayor David Baker and Councilmembers Brent Smith, Laurie Sperry, Nigel Herbig, Allan Van Ness and Stacey Denuski

Councilmembers excused: Councilmember Milton Curtis

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance & Administration Director; Kris Overleese, Engineering & Environmental Services Director; Jennifer Gordon, Public Works Operations Manager; Brett Lee, Management Intern; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

Councilmember Sperry moved to approve the agenda as submitted. Councilmember Van Ness seconded the motion. The motion passed unanimously.

CITIZEN COMMENTS

Tammy Shoop, 5533 NE 195th Street, Kenmore, was present to state her concern about enforcement of a law regarding the traffic accident resulting in the death of her son Caleb.

Ken Smith, 15816 70th Avenue NE, Kenmore, was present to speak in favor of video recording City Council meetings.

Dave Crawford, 7534 NE 175th Street, Kenmore, was present to state his concern about the City spending money to buy property. He also stated his support for video recording City Council meetings.

Ben Shoop, 5533 NE 195th Street, Kenmore, was present to speak about the City possibly adopting a policy for memorial signs for people killed in traffic accidents, and his concern that the time for temporary signs not be limited.

David Hayashi, 14615 81st Avenue NE, Kenmore, was present to state that he loves living in Kenmore and to urge the City Prosecutor to move forward with further action against the driver involved in the accident that killed Caleb Shoop.

Mayor Baker thanked the citizens for their comments. City Manager Karlinsey stated that he has asked our City Prosecutor to take a close look at the action taken by the King County Prosecutor's office against the driver in the Shoop accident.

CONSENT AGENDA

Councilmember Sperry moved to approve the consent agenda as submitted. Mayor Baker seconded the motion to Approve Check Nos. 30072 - 30132 in the Amount of \$1,591,932.17 and Payroll Check No. 211385 in the Amount of \$3,229.85 and Electronically Transferred Payroll Funds Totaling \$70,963.48 for the Period Ending June 6, 2014. The motion passed unanimously.

BUSINESS AGENDA

Policy Discussion re: Video Recording of Council Meetings - Rob Karlinsey, City Manager, gave a brief introduction to the policy discussion, stating that at their January Retreat Council directed the staff to look into video recording and streaming of City Council meetings. Brett Lee, Management Intern, provided a PowerPoint presentation detailing policy implications, costs, and options for adding video. He was available to answer any questions, as were Director of Finance & Administration Joanne Gregory, City Clerk Patty Safrin, and City Attorney Rod Kaseguma.

Councilmember Smith moved to add video to the City Council meeting recordings. Councilmember Herbig seconded the motion. The motion passed 5-1, with Councilmember Van Ness voting no.

Councilmember Herbig moved to use live streaming audio and video instead of just archived recordings. Councilmember Smith seconded the motion. The motion passed 4-2, with Councilmember Van Ness and Councilmember Sperry voting no.

It was Council consensus that staff investigate the public records questions that were brought up and bring that back to Council.

It was Council consensus to delay the decision on the number of cameras to install, as more information is needed.

STAFF REPORTS

Twedt Park Property Purchase Update – Rob Karlinsey, City Manager, was present to provide a brief update on the waterfront property, purchased with Park Impact Fees, at the confluence of the Sammamish River and Swamp Creek. He stated that a request for proposals for hand-powered watercraft programming for the site has been sent out. The grant that we have applied for to help pay for the property may require the house to be taken down. We do not want to lose the grandfathered vesting for the footprint of the house, so if that happens, we would want to build something else on that spot. The City will own the property on July 1st, and the public will be able to access it at that time, including use of the dock. He was also available to answer any questions.

Pedestrian & Bicycle Safety Update – Rob Karlinsey, City Manager, was present to provide a brief update. He stated that the City is moving forward with the rapid rotating flashing beacons (RRFBs). We are considering keeping the crosswalk at 61st Avenue where it is instead of moving it, due to less foot traffic with Bus Route 306 being gone. He noted that the rechannelization and restriping of 61st Avenue took place last week. He was also available to answer any questions.

Karlinsey stated that the City has recently received an inquiry about adopting a memorial sign policy and asked if Council would like staff to bring a policy proposal to them.

It was Council consensus that staff come back with a policy proposal in July.

Multimodal Safety & Parks Citizen Survey – Joanne Gregory, Director of Finance & Administration, was present to give a brief report. She stated that Council expressed interest at their Mid-Year Retreat in having information about a citizen survey regarding multimodal safety and parks. EMC Research has provided us with a scope of work and estimate for doing the survey for us. The survey would be brought to Council to review before being sent out to citizens. The cost of the survey would be between \$13,000 and \$15,000. City Manager Karlinsey noted that the results of the survey could help Council decide if and when to go to the voters in 2015 for funding. Director Gregory was also available to answer any questions.

Councilmember Smith moved to have EMC Research move forward with the citizen telephone survey. Councilmember Van Ness seconded the motion. The motion passed 5-1, with Councilmember Sperry voting no.

CITY COUNCILMEMBER REPORTS & COMMENTS

Councilmember Sperry noted that Coffee with Council Saturday had a small group of citizens who were very excited about the Twedt waterfront property purchase.

Councilmember Van Ness reported on an AWC meeting he and Mayor Baker attended last week. Kenmore Resident Doug Levy led a panel discussion on the computer technology industry and the lack of qualified employees for the industry. The City received an excellence award for the Development Services Lean process, which is the second year in a row that the City has received an award.

Mayor Baker showed a video of the Sammamish Slough event.

CITY COUNCILMEMBER INITIATIVES

Mayor Baker stated that he went to the Kenmore Art Show today and gave the \$100 Mayor's award. He noted that the City purchases an art piece each year, and he is interested in the City buying a handmade river kayak made from fallen tree branches, which is fully functional but also an outstanding piece of artwork, 18 feet long. It comes with a stand, so does not have to be hung to display. The price has been reduced from \$16,000, and Kenmore Arts would contribute \$500, so the City's cost would be \$9,000. The source of funding is the 1% for Art fund, which has a

current fund balance of \$67,000, none of which is encumbered. He noted that we typically spend \$500 to \$1000 on our art piece.

It was Council consensus that Councilmembers look at the piece and let the City Manager know by 2:00 p.m. Saturday, July 28th if there are any objections to purchasing the piece.

EXECUTIVE SESSION

Mayor Baker recessed the regular meeting to an executive session at 9:20 p.m. to discuss Property Disposition, pursuant to RCW 42.30.110(1)(c). He stated that the executive session will last for approximately 30 minutes and that no action is anticipated when the meeting is reconvened.

Mayor Baker extended the executive session for 20 minutes at 9:50 p.m.

ADJOURNMENT

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

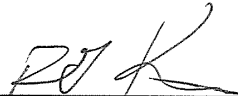
David Baker, Mayor

ATTEST:

Patty Safrin, 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 30209 - 30303 which total \$670,990.91, and payroll check #211474 in the amount of \$205.25 and electronically transferred payroll funds totalling \$73,025.92, 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.

 7/8/14
 City Manager Date

 7/8/14
 Finance Director Accountant Date

Check #	Vendor Name	Description	Check Amount
30209	NATIONWIDE FINANCIAL 401a	Social Security Replacement Plan	10,433.00
30210	NATIONWIDE RETIREMENT SOLUTIONS 457	Deferred Comp Payroll Deduction	285.00
30211	ICMA RETIREMENT TRUST 457 - 304745	Deferred Comp Payroll Deduction	2,892.81
30212	DRS 457	Deferred Comp Payroll Deduction	875.00
30213	AFLAC	Private Medical/ Disability Plans	512.27
30214	CITY OF KENMORE FS	Flexible Spending Medical Plans	232.15
30215	BANK OF AMERICA 941	Payroll Taxes	16,383.87
30216	WA GUARANTEED EDUCATION TUITION	WA Pre-Tax Education Plan	100.00
30217	DEPARTMENT OF RETIREMENT SYSTEMS	WA State Retirement	13,318.96
30218	DEPARTMENT OF LABOR AND INDUSTRIES	Worker's Compensation	2,374.27
30219	UNITED WAY OF KING COUNTY	Employee Charitable Contribution	456.00
30220	NATIONAL LIFE OF VERMONT	Life Insurance	234.89
30221	AMERICAN GENERAL	Life Insurance	435.06
30222	STATE OF FLORIDA DISBURSEMENT UNIT	Payroll Deduction	275.00
30223	WA FINANCE OFFICERS ASSOCIATION	WFOA Annual Conference Registration	325.00
30224	AWC EMPLOYEE BENEFITS	Employee Health Insurance	39,781.44
30225	BANNER BANK CS	Pizzas for Teen Dance Kenmore	264.21
30226	BANNER BANK NO	Lodging/Membership/Transportation	2,647.21
30227	BANNER BANK VAN NESS	NLC Registration	849.00
30228	BANNER BANK BAKER	Registration/Lodging/Transportation	2,630.99
30229	BAKER, DAVID	Mileage/Meal Expense Reimbursement	292.42
30230	CASCADE PEST CONTROL	Rhododendron Park Pest Control	142.35
30231	CONSOLIDATED PRESS	Newsletter - 9,875 Copies	2,139.40
30232	REPUBLIC SERVICES	June Rhod. Park & City Hall Solid Waste	854.16
30233	FERGUSON ENTERPRISES INC #1539	NS Summit Park Drainage Project	162.31
30234	FIRST AMERICAN TITLE	SR522 West A 6214 NE Bthl Way	815.10
30235	FIRST AMERICAN TITLE	SR522 West A Recording Fee	912.00
30236	FIRST AMERICAN TITLE	SR522 West A 6233, 6251 Bthl Way	156.00
30237	FIRST AMERICAN TITLE	SR522 West A 6312, 6314, 6320 Bthl Way	709.85

VI. B. Approve Check Nos. 30209 - 30303 in the Amount of \$6...

30238	FRUHLING SAND & TOPSOIL	155/62nd & NS Summit Drainage Materials	386.76
30239	CALPORTLAND COMPANY	Gravel/Material NS Summit Park Drainage	189.85
30240	GRAY & OSBORNE, INC	Prof Svcs 4/27-5/24 Trib. 0057	2,040.93
30241	INTERNATIONAL INST OF MUNI CLERKS	Membership Renewal through 9/30/15	210.00
30242	KING COUNTY FINANCE	Qtr 1 2014 Excise Tax/Liquor Profits	129.74
30243	KING COUNTY FINANCE	May Adult/Juv Detention CWP Program	4,340.00
30244	KING COUNTY SHERIFF	May Police Dept. School District Overtime	9,996.59
30245	MR. T'S TROPHIES	Kenmore Hats for Volunteers	229.18
30246	NATIONAL BARRICADE CO	Materials for New 4-Way Stop	191.41
30247	NORTHSHORE FIRE DEPT	Fire Permit for St Edwards State Park	58.00
30248	NORTHSHORE UTILITY DIST	May Hydrant Rental for Vactor	50.33
30249	OFFICE DEPOT	Office Supplies	175.23
30250	PUGET SOUND ENERGY	5/15-6/13 Electricity/Street Lts/Signals	1,169.72
30251	CEMEX	Roadway Materials/ Asphalt	39.86
30252	SEATTLE TIMES	Legal Ads Apr/May/June	1,153.93
30253	SIGN UP, SIGN CO, INC	SR522 West A Land Use Sign	295.65
30254	TOTAL LANDSCAPE CORP	June Maintenance @ NS Summit Park	1,401.60
30255	UNITED RENTALS NW, INC	Excavator/Equip Rental/ NS Summit	3,813.77
30256	DANSOUND INC	Sound for July 10th Summer Concert	1,118.00
30257	DANSOUND INC	Check for July 17th Summer Concert	1,118.00
30258	ZORNES, GARY	WSSO Conf. Travel Exp. Per Diem	196.00
30259	UPS STORE	June Copy/Printing Chgs	183.74
30260	AURORA RENTS	Rentals for NS Summit Drainage	228.85
30261	ENTERTAINMENT FIREWORKS INC	July 4th Fireworks Display	17,000.00
30262	SEES TREES AND EXCAVATION INC	61st Ave Emergency Vegetation Removal	492.75
30263	VAN NESS, ALLAN	Airfare/ Mileage Reimbursement	953.05
30264	SNOHOMISH COUNTY	May Vactor Waste Disposal	208.00
30265	WA STATE DEPT OF TRANSPORTATION	SR522 West A 13-C1113 April Charges	148.48
30266	SAFRIN, PATTY	Mileage Reimbursement	58.80
30267	TELESYSTEMS WEST	Phones & Installation for New Employees	730.92
30268	HDR	SR522 West A 13-C1214 Design/ROW	316,963.37
30269	TACOMA SCREW PRODUCTS, INC.	Repairs to Rhod. Park Play Equipment	58.85
30270	INGALLINAS BOX LUNCH	Meals for Traffic Safety Meeting	60.63
30271	STRIPE RITE, INC.	61st Ave Re-striping	34,000.00
30272	QUALITY BUSINESS SYSTEMS	5/2-6/1 1st & 2nd Floor Xerox Copy Chgs	1,312.83
30273	GRAINGER	Flashlight	32.11
30274	JACOBS ENGINEERING GROUP	4/26-5/23 13-C1220 W. Samm. Bridge Svcs	6,118.07
30275	ALCALDE & FAY	4/15-6/15 Gov't Affairs Consulting	10,039.76
30276	COMCAST	6/30-7/29 Incubator Internet/Cable	258.21
30277	EMERALD FIRE LLC	Logboom Park Standpipe Valve Repair	191.63
30278	SIMPSON, ARTHUR	Boot Reimbursement	150.00
30279	PHSI PURE WATER FINANCE	6/14-7/13 Incubator Filtered Water	50.31
30280	FRONTIER	6/28-7/27 City Hall & Elevator Phone Svc	994.87
30281	FAZZARI MARKETING	Summer Concerts Magnets/Posters	217.73
30282	INDEPENDENT STATIONERS	Office Supplies	437.34
30283	HOPKINS, CRAIG	Mileage Reimbursement	29.12
30284	DEVRIES, DENIS	Mileage Reimbursement	22.96
30285	COLUMBIA BANK	Retainage/ Road Construction Northwest	3,861.28
30286	GREATER BOTHELL CHAMBER OF COMMERCE	2014-2015 Membership Dues	550.00

30287	RICHARDSON, ZACK	Mileage/Lodging Reimbursement	656.88
30288	ST OF WA DEPT OF FISH & WILDLIFE	May Charges for Boat Launch Restroom	36,203.00
30289	KARLINSEY, ROB	Mileage/Expense Reimbursement	107.30
30290	ALPHAGRAPHS US718	Business Cards	194.42
30291	INNOVAC	Vactor Services	1,549.70
30292	WEISBAND, BARRY	May Business Incubator Consulting	3,000.00
30293	MOBILE MINI, INC.	6/24-7/21 Log Boom/Rhod Container Rent	220.98
30294	ROAD CONSTRUCTION NW, INC.	Final Bill NS Summit Park	80,700.74
30295	COMPUCOM	Microsoft Support 6/1/14-5/31/17	6,043.71
30296	MACDONALD MILLER FACILITY SOLUTIONS	Water Heater Repair	821.25
30297	FITZGERALD, ELLIOTT	Boat Reimbursement	150.00
30298	HAPA WORLD MUSIC, LLC	July 10th Summer Concert	2,250.00
30299	POLYRYTHMICS, LLC	July 17th Summer Concert	1,750.00
30300	VALUE DRIVEN LLC	SR522 West A ROW Parcel #84	7,200.00
30301	RODGERS, DEUTSCH & TURNER PLLC	SR522 West A ROW Parcel #90	750.00
30302	OLSON, ROBERT & KRISTIN	SR522 West A ROW Parcel 107 & 108	3,800.00
30303	KING COUNTY ANIMAL SVCS	Pet Licenses - New & Renewals	445.00
211474	MELODI YANIK	Payroll Check	205.25
6/27/2014	PAYROLL	Direct Deposit	73,025.92
			<u>\$ 744,222.08</u>

2014	PRIOR VENDOR ACTIVITY	TOTAL	FOR 2014
	6270 BOTHELL WAY LLC		10,000.00
	A+ CONFERENCING		51.42
	AA PARTY RENTALS		190.53
	ACADEMI TRAINING CENTER, LLC		800.00
	ACF WEST INC		469.79
	ACTION ENTERTAINMENT		395.00
	ADVANCE TESTING & SERVICE INC		540.00
	AFLAC		2,561.35
	ALCALDE & FAY		20,540.23
	ALPHAGRAPHICS US718		296.89
	AMERICAN GENERAL		2,175.30
	AMERICAN PLANNING ASSOCIATION		1,990.00
	AMERICAN PUBLIC WORKS ASSOCIATION		780.00
	ANDERSON, LAURI		142.38
	ARTS OF KENMORE		200.00
	ASP, DANIEL		210.00
	ASSOCIATION OF WA CITIES		17,456.62
	AURORA RENTS		794.63
	AV CAPTURE ALL, INC.		2,176.87
	AWC EMPLOYEE BENEFITS		195,255.49
	BAKER, DAVID		1,424.20
	BANK OF AMERICA 941		159,566.13
	BANNER BANK BAKER		7,133.68
	BANNER BANK BH		2,194.86
	BANNER BANK CS		1,969.11
	BANNER BANK DB		972.95
	BANNER BANK JG		5,576.35
	BANNER BANK JGORDON		8,075.00
	BANNER BANK KENMORE		12,438.93
	BANNER BANK LD		3,301.58
	BANNER BANK NO		3,894.80
	BANNER BANK PS		1,299.41
	BANNER BANK ROGERS		2,536.68
	BANNER BANK VAN NESS		3,966.71
	BASTYR UNIVERSITY		50,200.00
	BAYE ENTERPRISES, INC.		833.30
	BEEGEE TOLPA		700.00
	BETHANY BIBLE CHURCH		35,850.00
	BINW		1,138.63
	BIOBAG AMERICAS INC.		710.83
	BRIEN, GAYLYNN		250.00
	BUENA VISTA SERVICES, INC.		2,475.00
	BUILDERS EXCHANGE OF WASHINGTON INC		45.70
	BULGER SAFE & LOCK, INC.		356.48
	CALPORTLAND COMPANY		513.13
	CAMPOS APPRAISALS, INC.		3,200.00
	CANTEEN REFRESHMENT SERVICES		2,020.00

VI. B. Approve Check Nos. 30209 - 30303 in the Amount of \$6...

CASCADE PEST CONTROL	1,138.80
CEMEX	1,326.64
CENTER FOR HUMAN SERVICES	6,250.00
CHARLENE COLLINS FREEMAN	50.00
CHICAGO TITLE	10,000.00
CITY OF BELLEVUE	56,694.20
CITY OF KENMORE	988,899.41
CITY OF KENMORE FS	2,553.65
CITY OF LAKE FOREST PARK	356,678.60
CITY OF SHORELINE	974.15
CITYWORKS/ AZTECA SYSTEMS INC.	9,995.00
CLARITY SIGNS	558.45
CLK CONSTRUCTION LLC	3,171.48
COASTAL WEAR PRODUCTS INC	1,356.71
COASTWIDE LABORATORIES	3,398.71
CODE PUBLISHING COMPANY	350.00
COLUMBIA BANK	9,863.82
COLUMBIA RIDGE LANDFILL	2,096.74
COMCAST	1,650.54
COMPUCOM	1,164.14
CONSOLIDATED PRESS	3,814.84
CONTOUR FENCE CO. INC.	2,318.12
CPS CONSTRUCTION LLC	4,000.00
CROWN PRODUCTS LLC	811.32
CULLEY, AMBERLY	4,000.00
CUNNINGHAM, ED	250.00
CURTIS, DR. MILTON	67.76
DAILY JOURNAL OF COMMERCE	1,608.40
DAY WIRELESS SYSTEMS	229.32
DEPARTMENT OF ECOLOGY	20,012.74
DEPARTMENT OF LABOR AND INDUSTRIES	11,405.86
DEPARTMENT OF RETIREMENT SYSTEMS	138,384.12
DEVELOPMENTAL RESOURCES, INC.	350.00
DIGITAL REPROGRAPHICS SERVICES INC.	192.05
DRS 457	8,750.00
DURRANT, JEFF	167.75
EMERGENCY SERVICE COORDINATING AGCY	48,964.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	7,675.95
EVERGREEN PRINT SOLUTIONS	741.14
EVERGREEN SAFETY COUNCIL	199.00
FABULOUS CLEANERS	16.42
FASTSIGNS	142.35
FAZZARI MARKETING	1,853.75
FERGUSON ENTERPRISES INC #1539	2,125.51
FIRE PROTECTION, INC	5,278.18
FIRST AMERICAN TITLE	2,704.15
FRAUSE	7,218.75
FRONTIER	4,890.82
FRUHLING SAND & TOPSOIL	1,821.70

G & H PRINTING	292.95
GEOENGINEERS INC	10,287.50
GIPSON FOOD COMPANY, LLC	360.00
GLOCK PROFESSIONAL, INC	390.00
GOODSELL POWER EQUIPMENT #2 INC.	26.21
GORDON THOMAS HONEYWELL	18,292.77
GOVERNMENT FINANCE OFFICERS ASSOC	190.00
GOVERNMENTAL ACCT STANDARDS BOARD	225.00
GRAINGER	103.00
GRAY & OSBORNE, INC	5,053.30
GREATER BOTHELL CHAMBER OF COMMERCE	175.00
GREGORY, JOANNE	358.11
GSC PRODUCTION	300.00
HARRIS COMPUTER SYSTEMS	7,105.83
HARRIS, LESLIE	2,759.60
HDR	185,104.81
HERBIG, NIGEL	149.79
HERO HOUSE	350.00
HESTON VISUAL ARTS	700.80
HIGHWIRE	5,439.96
HOFFMAN, GAYLE	1,500.00
HOME DEPOT CREDIT SERVICES	289.29
HOPELINK	11,437.50
HORIZON DISTRIBUTORS INC	56.11
HOUGH BECK & BAIRD INC	8,513.75
HWA GEOSCIENCES INC.	900.00
ICMA RETIREMENT TRUST 457 - 304745	31,820.91
INDEPENDENT STATIONERS	930.95
INGLEMOOR HIGH SCHOOL MUSIC BOOSTER	100.00
INNOVAC	12,686.18
INSLEE, BEST, DOEZIE & RYDER, P.S.	68,712.05
INTEGRA TELECOM	4,750.73
iWORQ SYSTEMS	1,000.00
JACOBS ENGINEERING GROUP	100,639.26
JET CITY PRINTING	505.89
JOHN E. REID & ASSOCIATES	420.00
JOYCE ZIKER PARKINSON	15,520.00
KARLINSEY, ROB	612.50
KCDA PURCHASING COOP	95,358.31
KENMORE COMMERCIAL LLC	19,686.00
KENMORE ELEMENTARY PTA	4,000.00
KING COUNTY ANIMAL SVCS	2,015.00
KING COUNTY FINANCE	340,640.53
KING COUNTY FINANCE W.L.R.D.	2,182.00
KING COUNTY MUNICIPAL CLERKS ASSOC	25.00
KING COUNTY OFFICE OF FINANCE	4,443.47
KING COUNTY RADIO COMM SERVICES	543.90
KING COUNTY RECORDER'S OFFICE	549.00
KING COUNTY SHERIFF	1,294,561.70

KING COUNTY TREASURY	33,246.11
KING CTY EASTSIDE TRANSP PARTNERSH	200.00
KOMPAN, INC	605.93
KONICA MINOLTA BUSINESS SOLUTIONS	1,049.05
KUSTOM SIGNALS, INC.	9,260.26
LANGUAGE LINE SERVICES, INC.	182.22
LIGHTHOUSE CONSULTING INC	21,292.63
MACDONALD MILLER FACILITY SOLUTIONS	6,178.79
MAIL FINANCE	1,504.56
MARINE FLOATS CORPORATION	68,748.76
MICRONET, INC.	450.00
MILLER STEPHENS, MARY	5,000.00
MILLER'S EQUIPMENT & RENT ALL INC.	46.81
MINZGHOR, NICHOLAS	343.75
MOBILE MINI, INC.	1,039.92
MR. T'S TROPHIES	404.00
MULVIHILL, MARJORIE	250.00
NATIONAL BUSINESS INCUBATION ASSOC.	525.00
NATIONAL LIFE OF VERMONT	1,174.45
NATIONWIDE FINANCIAL 401a	110,138.65
NATIONWIDE RETIREMENT SOLUTIONS 457	2,995.00
NEW PIG	3,440.64
NEWELL, HEATHER	1,519.05
NORTH COAST ELECTRIC	1,154.78
NORTHSHORE FIRE DEPT	3,995.00
NORTHSHORE PARK & REC SERVICE AREA	1,360.00
NORTHSHORE PAVING INC	6,099.11
NORTHSHORE ROTARY CLUB	202.00
NORTHSHORE SENIOR CENTER	10,450.00
NORTHSHORE UTILITY DIST	184,373.63
NORTHSHORE YOUTH & FAMILY SERVICES	6,250.00
NORTHWEST LANDSCAPE SERVICES	27,149.76
NORTHWEST PLAYGROUND EQUIPMENT INC.	1,053.94
NORTHWEST VENTURES, LLC	9,500.00
OFFICE DEPOT	3,660.02
OFFICE TEAM	643.95
OLYMPIC ENVIRONMENTAL RESOURCES INC	21,816.24
OLYMPUS PURSUITS/ SHAWN JOHNSON	600.00
OSBORN CONSULTING INC.	100,389.55
OUSLEY, NANCY	907.43
OVERLEESE, KRISTEN	103.86
PACIFIC TOPSOILS	5,249.54
PART WORKS INC	810.73
PASSPORT TRAVEL AND TOURS	540.00
PAWS	2,640.00
PENDLETON, MICHAEL	3,253.14
PEOPLES STORAGE	1,104.00
PERTEET INC.	97,041.06
PETTY CASH,CUSTODIAN	857.13

PHAM, NY THI	500.00
PHSI PURE WATER FINANCE	855.33
PUBLIC HEALTH DEPT. OF KING COUNTY	100.00
PUGET SOUND BUSINESS JOURNAL	97.00
PUGET SOUND CLEAN AIR AGENCY	11,500.00
PUGET SOUND ENERGY	80,401.35
PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PURE WATER TECHNOLOGY OF PUGET SOUND	224.26
QUALITY BUSINESS SYSTEMS	3,522.58
RAZZ CONSTRUCTION	23,077.53
REPUBLIC SERVICES	4,252.55
RNR CONSULTING	15,532.00
ROAD CONSTRUCTION NW, INC.	206,153.81
ROD STEVENS	950.00
ROGERS, GLENN	64.96
RONGERUDE, JOHN	300.00
SAMYN, DR. JEFFREY	250.00
SARAH ROBERTS	51,510.00
SCHINDLER ELEVATOR CORPORATION	950.94
SCHUMACHER, JAMIE	2,710.25
SCHWARZWALTER, MARK	180.00
SCORE	31,020.00
SEATTLE TIMES	6,045.96
SEES TREES AND EXCAVATION INC	941.70
SESAC	343.00
SHARAM FAMILY	3,484.30
SHELTON, CINDY	34.72
SHRED-IT	315.32
SKAGIT GARDENS	1,318.20
SMITH, BRENT	68.32
SNOHOMISH COUNTY	4,180.00
SNOHOMISH COUNTY SHERIFF'S OFFICE	9,761.31
SNOHOMISH COUNTY TREASURER/ SHERIFF	44,513.99
SOUND CITIES ASSOC	11,850.97
SOUND EMPLOYMENT SOLUTIONS, INC.	4,539.60
SOUND LAW CENTER	4,102.00
SOUND PUBLISHING, INC.	3,178.67
SPERRY, LAURIE	63.84
ST OF WA DEPT OF FISH & WILDLIFE	29,897.00
STATE OF FLORIDA DISBURSEMENT UNIT	3,025.00
STATE OF WA DEPT. OF LICENSING	30.00
STEWART MACNICHOLS HARMELL, INC.	22,500.00
SUSSMAN/PREJZA & CO, INC	2,455.75
TELESYSTEMS WEST	1,042.99
THE KIPLINGER LETTER	99.00
TIMEMARK INCORPORATED	111.58
TITAN OUTDOOR, LLC	1,505.95
TOPIA TECHNOLOGY/ BIS	1,200.00
TOTAL LANDSCAPE CORP	31,636.26

TOWNE CENTRE HARDWARE	1,059.02
TRAILER BOSS	2,933.81
TRANE U.S. INC.	6,156.62
TRINITY CONTRACTORS, INC.	141,225.28
UNITED RENTALS NW, INC	1,232.03
UNITED STATES POSTMASTER	3,231.34
UNITED WAY OF KING COUNTY	2,508.00
UNIVERSAL FIELD SERVICES	12,087.52
UPS STORE	367.68
URBAN LAND INSTITUTE	215.00
US POSTAL SERVICE (HASLER)	5,118.83
UTILITIES UNDERGROUND LOCATION CTR	637.26
VAN NESS, ALLAN	695.80
VERIZON WIRELESS	5,650.31
VERTICAL VISUAL SOLUTIONS INC.	15,795.37
WA ASSOC OF BUILDING OFFICIALS	600.00
WA ASSOC OF PUBLIC RECORDS OFFICERS	140.00
WA CITIES INSURANCE AUTHORITY	186,543.00
WA FINANCE OFFICERS ASSOCIATION	150.00
WA GUARANTEED EDUCATION TUITION	500.00
WA STATE CONSOLIDATED TECH SVCS	875.00
WA STATE DEPT OF LABOR & INDUSTRIES	125.30
WA STATE DEPT OF TRANSPORTATION	3,502.56
WA WILDLIFE & RECREATION COALITION	125.00
WAGE WORKS	300.00
WALL, JOHN	1,792.84
WANG, YU SHENG & HUI KUAN	8,850.00
WASHINGTON MUNICIPAL CLERKS ASSOC	75.00
WASHINGTON STATE DEPT OF REVENUE	1.56
WASHINGTON TOURISM ALLIANCE	500.00
WEIGEL, JON	83.85
WEISBAND, BARRY	12,258.74
WELLS FARGO FINANCIAL	6,751.09
WESTERBECK ARCHITECTURE LLC	704.47
WILDCLIFFE MANOR, LLC	7,956.00
WINDOW CLEANING & MORE	2,400.00
WONDERLAND DEVELOPMENT	4,500.00
ZONAR SYSTEMS	525.33
ZUMAR	1,736.09
	<u>6,393,057.80</u>



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Concrete Package Bid Award
(Contract 14-C1309)

For Council Meeting Agenda of: July 21, 2014

Department: Engineering & Environmental Services

Prepared by: Zack Richardson

To Be Presented By: NA

Proposed Council Action/Motion:

Award "Concrete Package" project to Kamins Construction, Inc. and authorize the city manager to execute contract in the amount of \$187,648.84.

Approved by Department Head:

Approved by City Attorney:

Approved by Finance Director:

Approved by City Manager:

Initial & Date

EMD 7/14/14

N/A

ESK

Exhibits/Attachments:

A: Bid Tabulation Summary

Expenditure Required
\$187,648.84

Amount Budgeted
\$219,981.33

Appropriation Required
\$22,800.39 *

*See Fiscal Consideration below.

INFORMATION/BACKGROUND:

Project Description: The Concrete Package project seeks to correct several curb ramps and pedestrian push buttons which were constructed out of compliance during Phase 2 of the SR-522 work. The work included with this project is required in order to close out the project with WSDOT.

Bid Opening: The City received 3 bids all within 4% of each other. The apparent low responsive bidder was Kamins Construction, Inc. at \$187,648.84. The Engineer's Estimate was \$186,487. The bid tabulation summary for the project is attached for reference.

Next Steps: After Council award, staff will schedule and hold a pre-construction conference with the contractor and issue a notice to proceed (NTP). Construction will begin once the NTP is issued and the contractor will have 25 working days to complete the project.

Recommendation: Staff recommends that City Council award the project to low bidder, Kamins Construction, Inc., in the amount of \$187,648.84 and authorize the City Manager to execute the construction contract at this time.

FISCAL CONSIDERATION:

In anticipation of this project, existing funds previously budgeted for Phase 1 and Phase 2 of SR-522 construction were retained in the 2013-2014 biennial budget. A majority of the project cost will be

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covered by the budgeted amount; however, a small transfer of transportation capital funds will be needed to cover the *full* project costs.

Project Expenditures:

Design:	\$ 36,368.00
Construction:	\$ 187,648.84
<u>Contingency (10%):</u>	<u>\$ 18,764.88</u>
Total:	\$ 242,781.72

Project Budget:

Ph. 2 Budget Remaining:	\$ 219,981.33
Tran. Capital Transfer:	\$ 22,800.39
Total:	\$ 242,781.72

The additional Transportation Capital funds (\$23.8k) will be obtained from budget savings (approximately \$203k) on the 61st Ave NE/NE 181st St Signal project which is now complete. Staff will return at a later Council meeting to request a budget amendment to reconcile the project budget.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council Goal #1:

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

City Of Kenmore Concrete Package
Contract 14-C1309
Bid Tabulation

				Eng. Estimate		Kamins Const.		WelWest Const.		Trinity Const.	
#	Item Name	Quantity	Unit	Unit Cost	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Division 1 - General Requirements											
1	Unexpected Site Changes	1	EST	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
2	Roadway Surveying	1	LS	\$7,000.00	\$7,000.00	\$3,625.00	\$3,625.00	\$8,000.00	\$8,000.00	\$10,000.00	\$10,000.00
3	SPCC Plan	1	LS	\$1,500.00	\$1,500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
4	Mobilization	1	LS	\$12,000.00	\$12,000.00	\$22,915.00	\$22,915.00	\$22,000.00	\$22,000.00	\$20,000.00	\$20,000.00
5	Project Temporary Traffic Control	1	LS	\$31,300.00	\$31,300.00	\$6,250.00	\$6,250.00	\$40,000.00	\$40,000.00	\$15,000.00	\$15,000.00
6	Pedestrian Traffic Control	1	LS	\$14,175.00	\$14,175.00	\$6,250.00	\$6,250.00	\$5,000.00	\$5,000.00	\$20,000.00	\$20,000.00
7	Flaggers & Spotters	480	HR	\$50.00	\$24,000.00	\$53.75	\$25,800.00	\$0.01	\$4.80	\$45.00	\$21,600.00
Division 2 - Earthwork											
8	Saw Cutting	230	LF	\$3.00	\$690.00	\$5.00	\$1,150.00	\$5.00	\$1,150.00	\$5.00	\$1,150.00
9	Removing Cement Conc. Sidewalk	222	SY	\$35.00	\$7,770.00	\$33.65	\$7,470.30	\$30.00	\$6,660.00	\$20.00	\$4,440.00
10	Removing Cement Conc. Curb & Gutter	169	LF	\$10.00	\$1,690.00	\$21.39	\$3,614.91	\$10.00	\$1,690.00	\$25.00	\$4,225.00
11	Temoving Asphalt Conc. Pavement	42	SY	\$16.00	\$672.00	\$51.61	\$2,167.62	\$30.00	\$1,260.00	\$35.00	\$1,470.00
Division 4 - Bases											
12	Crushed Surfacing Base Course	70	TON	\$50.00	\$3,500.00	\$84.38	\$5,906.60	\$50.00	\$3,500.00	\$100.00	\$7,000.00
Division 5 - Surface Treatment and Pavements											
13	HMA Cl. 1/2 In. PG 64-22	40	TON	\$150.00	\$6,000.00	\$365.63	\$14,625.20	\$200.00	\$8,000.00	\$250.00	\$10,000.00
Division 8 - Miscellaneous Construction											
14	Erosion/Water Pollution Control	1	EST	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
15	Inlet Protection	13	EA	\$100.00	\$1,300.00	\$50.00	\$650.00	\$50.00	\$650.00	\$100.00	\$1,300.00
16	Propoerty Restoration	1	EST	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
17	Cement Conc. Vertical Curb & Gutter	169	LF	\$60.00	\$10,140.00	\$69.45	\$11,737.05	\$40.00	\$6,760.00	\$35.00	\$5,915.00
18	Cement Conc. Pedestrian Curb	30	LF	\$25.00	\$750.00	\$58.75	\$1,762.50	\$50.00	\$1,500.00	\$35.00	\$1,050.00
19	Cement Conc. Sidewalk	185	SY	\$60.00	\$11,100.00	\$90.91	\$16,818.35	\$60.00	\$11,100.00	\$75.00	\$13,875.00
20	Cemenet Conc. Curb Ramp Type A	33	SY	\$200.00	\$6,600.00	\$220.11	\$7,263.63	\$300.00	\$9,900.00	\$300.00	\$9,900.00
21	Cemenet Conc. Curb Ramp Type B	36	SY	\$200.00	\$7,200.00	\$210.63	\$7,582.68	\$300.00	\$10,800.00	\$300.00	\$10,800.00
22	Cemenet Conc. Curb Ramp Type C	3	SY	\$200.00	\$600.00	\$350.00	\$1,050.00	\$300.00	\$900.00	\$300.00	\$900.00
23	Adjusting Existing Junction Box	2	EA	\$750.00	\$1,500.00	\$1,267.50	\$2,535.00	\$1,500.00	\$3,000.00	\$200.00	\$400.00
24	Pedstrian Signal System Modifications	1	LS	\$10,500.00	\$10,500.00	\$28,600.00	\$28,600.00	\$35,000.00	\$35,000.00	\$23,000.00	\$23,000.00
25	Relocate Sign	1	EA	\$500.00	\$500.00	\$375.00	\$375.00	\$3,500.00	\$3,500.00	\$2,500.00	\$2,500.00
--	Construction Contingency	10	%	\$17,000.00	\$17,000.00		--		--		--
Total Project Cost:					\$186,487.00		\$187,648.84		\$190,374.80		\$194,525.00
Bidder Signature:					N/A		Yes		Yes		Yes
Bidder Qualification:					N/A		Yes		Yes		Yes
Bidder List of Subs:					N/A		Yes		Yes		Yes
Bidder Noncollusion Affidavit:					N/A		Yes		No*		Yes
Bid Bond:					N/A		Yes		Yes		Yes

* Included, but not signed



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: NE 181st Sidewalk Project: Grant Acceptance Proposed Council Action/Motion: Authorize the City Manager to accept \$92,970 of Transportation Alternatives Program (TAP) funding for the NE 181st Sidewalk Project and to execute necessary agreements with the Washington State Department of Transportation.	For Council Meeting Agenda of: July 21, 2014 Departments: Engineering & Environmental Services Prepared by: Kris Overleese, PE <table style="width: 100%;"> <tr> <td style="width: 70%;">Approved by Department Head:</td> <td style="width: 30%; text-align: center;"><u>Initial & Date</u> <u>KHO 7/15/14</u></td> </tr> <tr> <td>Approved by City Attorney:</td> <td style="text-align: center;"><u>NA</u></td> </tr> <tr> <td>Approved by Finance Director:</td> <td style="text-align: center;"><u>NA</u></td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: center;"><u>POK</u></td> </tr> </table> Exhibits/Attachments: NA	Approved by Department Head:	<u>Initial & Date</u> <u>KHO 7/15/14</u>	Approved by City Attorney:	<u>NA</u>	Approved by Finance Director:	<u>NA</u>	Approved by City Manager:	<u>POK</u>
Approved by Department Head:	<u>Initial & Date</u> <u>KHO 7/15/14</u>								
Approved by City Attorney:	<u>NA</u>								
Approved by Finance Director:	<u>NA</u>								
Approved by City Manager:	<u>POK</u>								
<table style="width: 100%;"> <tr> <td style="width: 33%;">Expenditure Required \$107,480 (entire project)</td> <td style="width: 33%;">Amount Budgeted \$274,950 (Sidewalk Program)</td> <td style="width: 33%;">Appropriation Required \$14,510</td> </tr> </table>		Expenditure Required \$107,480 (entire project)	Amount Budgeted \$274,950 (Sidewalk Program)	Appropriation Required \$14,510					
Expenditure Required \$107,480 (entire project)	Amount Budgeted \$274,950 (Sidewalk Program)	Appropriation Required \$14,510							
<u>INFORMATION/BACKGROUND:</u> In 2013, the City applied for funding with the Transportation Alternatives Program (TAP) to design and construct sidewalk on NE 181st Street (south side) between 68th and 73rd Avenues NE. The grant was not awarded and the project was placed on a contingency list. The City was recently notified that design funds only were being awarded for the project. Design for the project is estimated to be \$107,480 of which \$92,970 will be from the TAP program and \$14,510 match from the City's Sidewalk Program. Staff seeks Council's authorization to accept the funds and authorize the City Manager to execute appropriate agreements with the Washington State Department of Transportation who manages and distributes the funding.									
<u>FISCAL CONSIDERATION:</u> The \$14,510 required from the City for grant match will be taken from the Sidewalk Program. Design is anticipated to begin early 2015 so the funds will come from the next budget cycle. Currently \$90,000 remains within the biennium for the Sidewalk program of the originally budgeted \$274,950.									
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Council Goal I: To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel.									



City Council Business Agenda Item City of Kenmore, WA

Subject/Topic: Surface Water Management Policy Discussion. Policy 1: Private Property Surface Water Management Policy 2: Surface Water Easements Policy 3: Surface Water Service Charge Rate Reductions for Privately Maintained Drainage Facilities Policy 4: Surface Water Service Charge Rate Reductions for School District Properties Policy 5: Surface Water Service Charge for City Streets and State Highways Policy 6: Beaver and Nutria Management Proposed Council Action/Motion: NA	For Council Meeting Agenda of: July 21, 2014 Department: Engineering Prepared by: Richard Sawyer To Be Presented By: Richard Sawyer <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Approved by Department Head:</td> <td style="width: 30%; text-align: right;"><u>Initial & Date</u></td> </tr> <tr> <td>Approved by City Attorney:</td> <td style="text-align: right;"><u>ICU 7/14/2014</u></td> </tr> <tr> <td>Approved by Finance Director:</td> <td style="text-align: right;"><u>✓ RS</u></td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: right;"><u>RSK</u></td> </tr> </table> Exhibits/Attachments: NA	Approved by Department Head:	<u>Initial & Date</u>	Approved by City Attorney:	<u>ICU 7/14/2014</u>	Approved by Finance Director:	<u>✓ RS</u>	Approved by City Manager:	<u>RSK</u>
Approved by Department Head:	<u>Initial & Date</u>								
Approved by City Attorney:	<u>ICU 7/14/2014</u>								
Approved by Finance Director:	<u>✓ RS</u>								
Approved by City Manager:	<u>RSK</u>								
Expenditure Required \$140,000 Amount Budgeted \$140,000 Appropriation Required NA									
<u>INFORMATION/BACKGROUND:</u> This presentation is to update Council on the Surface Water Master Plan Update and provide Council a summary of new policies and modifications to existing policies being proposed as part of the Surface Water Master Plan update, Kenmore Municipal Code Chapter 13.40 update and the Surface Water Element of the Comprehensive Plan. Council feedback and guidance provided at this meeting will be incorporated into official draft policies that will be presented to the public at a hearing to be scheduled in fall. The following policy discussion format is arranged to: 1) State the issue being addressed, 2) Provide relevant history behind the issue, 3) Provide information regarding how the City has addressed the issue in recent years and how other jurisdictions address the issue (if known), 4) Receive feedback from Council, and 5) Provide staff's recommendation Policy 1 – Private Property Surface Water Management <u>What is the issue?</u> Surface water impacts every property in the City, both publically and privately owned. When is it appropriate, if ever, for the City to utilize public funds or resources to manage surface water on private property? The City has not established clear policy regarding this issue.									

What is the history?

Surface water (which includes surface, storm and ground water) impacts properties in the City regardless of land use or ownership. Generally, the City is responsible for managing surface water in public rights-of-way, publically owned properties, and dedicated easements on private property that have been formally accepted by the City for the purpose of managing surface water. Generally, private property owners are responsible for managing surface water on their property.

Prior to the City's incorporation in 1998, the area was unincorporated King County. Upon reviewing historical documents that staff have access to, King County, whom the City adopted its initial surface water management codes and policies from, appeared to generally follow the practice stated above. However, King County has had a long standing program in place to address private property drainage issues called the neighborhood drainage assistance program (NDAP), which is still around today in unincorporated King County. This program attempts to target large scale drainage problems affecting several properties by constructing projects, repairing systems and offering technical assistance. NDAP projects were conducted in the City prior to incorporation and there could potentially be more that City staff are not aware of.

Prior to 2009, the City occasionally conducted surface water related work on private property, but it was not typical and due to lack of records, it is not always known why work was needed on private property in those cases. Without knowing the exact issues involved, it is presumed that specific details were considered for each issue and it was determined that the action taken was in the best interest of the public.

What is the City doing now?

Staff frequently responds to private property drainage questions, complaints and issues. Since 2009, the City has been consistent with its response to these private property owners. Staff typically reviews existing surface water information on and around the property, including historical complaints, GIS information and plat or construction documents. Staff will look to see if there are publically maintained facilities involved or easements present. Site visits will be conducted to meet with the property owner and to assess adjacent right-of-way conditions to determine if public infrastructure or right-of-way is associated with the private property issue. If the right-of-way is associated with a private property surface water issue, staff will assess the situation case by case to determine a course of action.

Often times, a property owner will want staff to assist them with assessing their problem. Staff may provide general assessments, such as determining that groundwater seeps are on the property or educating the property owner about the local drainage in the neighborhood and how it is potentially affecting their issue. Staff may walk the site with the owner to inspect drainage structures and look for maintenance issues or look at downspouts to see where they discharge to. In other words, staff will provide general technical assistance to property owners, but it is up to the property owner to reach their own conclusion regarding the cause or resulting course of action needed for their private drainage issue.

After assessing an issue, property owners will often ask staff to provide a solution to their problem or recommend a course of action. Staff will not direct or recommend any particular action and will always advise the owner to consult a private professional if they are not comfortable managing the issues themselves. Staff may also direct property owners to publically available resources, such as King County's small site drainage manual. Property owners often ask staff to recommend a contractor to design or conduct work. Staff do not provide recommendations for any particular company or individual to private property owners for surface water management services.

When private property owners have an issue or dispute arising from neighboring private property and they want the City to legally address the issue with the neighboring property or properties, the City will generally advise the owner to consult a legal professional to address the issue privately. The City may become involved and can use Municipal Code to enforce surface water issues on private property when it involves water quality and critical area (i.e. streams) violations. Otherwise, surface water is considered a “common enemy” to all property owners and some situations may need to be addressed by a court, case by case, to decide a course of action.

Request for Council Feedback

- 1) Direct the City Manager to develop policies that decrease the level of involvement in managing private property surface water issues.
- 2) Direct the City Manager to develop policies that maintain current levels of involvement in managing private property surface water issues.
- 3) Direct the City Manager to develop policies that increase current levels of involvement in managing private property surface water issues.

Staff Recommendation

Maintain current levels of involvement in managing private property surface water issues. The current level of response to private property owners typically provides enough information and technical assistance for the owner to make a decision on how they want to proceed without incurring liability or commitment to the City.

This policy would be documented in:

- Surface Water Element Update (Comprehensive Plan)
- Surface Water Master Plan Update

Policy 2 – Surface Water Easements

What is the issue?

Topography dictates where surface water flows and it is typically the property owner’s responsibility to manage surface water that is flowing on their property. However, easements exist all over the City that may indicate someone other than, or in addition to, the property owner is responsible for managing surface water within the easement. Staff often responds to private property drainage questions and issues that involve easements. Besides the development and design standards discussed below, there is limited and unclear policy regarding drainage easements.

Policy that provides general guidance on how the City manages existing drainage easements on private property would be beneficial for staff and the public. Additionally, policy that provides general guidance for when it is appropriate, if ever, for the City to acquire or accept surface easements on private property for the purpose of managing surface water would also be beneficial.

What is the history?

Prior to the City’s incorporation in 1998, the area was unincorporated King County. Upon reviewing historical documents that staff have access to, King County, whom the City adopted its initial surface water management codes and policies from, generally did not formally accept surface water easements on private property. Recorded

plats going back to the early/mid 1900's sometimes indicated private drainage easements where surface water flow paths existed, but did not in other cases. In many cases, easements were granted to King County, but they did not specify any particular purpose. In rare cases, easements have been granted and accepted by King County to manage surface water on private property, but the reasoning for acceptance is not available.

In 1975, King County passed Ordinance 2281, which included language allowing the County to assume maintenance of new residential drainage facilities if they met certain criteria. It also allowed the County to assume maintenance of existing residential drainage facilities at the County's discretion. Drainage facilities accepted by the County had to provide either flow control, water quality treatment, or both. Conveyance only systems were not accepted for maintenance.

The 1990 King County Surface Water Design Manual clarified that facilities accepted by the County must serve more than two residential properties. It also clarified that drainage easements, both private and public, were required on private property (except for downspouts, footing and yard drains).

The 1998 King County Surface Water Design Manual (adopted by the City) clarified that all County maintained conveyance systems were required to be in drainage easements and private conveyance systems were to be located in covenants. This update also added a note stating "*King County does not normally assume maintenance responsibility for conveyance systems which are outside of improved public road right-of-way*". This update also clarifies that conveyance systems on private property must be located in a drainage easement "dedicated to convey surface and storm water". It also states that the individual property owners of the properties containing these easements must maintain the drainage systems on their property.

The 2005 King County Surface Water Design Manual (never adopted by the City) clarified that the County does accept maintenance and repair responsibility for the inflow pipe and the discharge pipe (conveyance components) of a County accepted drainage facility.

The 2009 King County Surface Water Design Manual (adopted by the City) did not have any substantial updates to existing private property easement policies.

Staff's experience when reviewing plats developed and recorded during these time periods suggest that both King County and the City after incorporation have been inconsistent when applying these drainage easement and covenant policies.

What is the City doing now?

The City predominantly does not accept maintenance and repair responsibility for private drainage conveyance systems or privately maintained drainage facilities located on private property, unless the conveyance or facility has been formally accepted by the City (or King County previously) and appropriate legal documents have been recorded.

Occasionally, the City encounters situations where acquiring an easement on private property for the purpose of maintaining and repairing drainage conveyance systems or facilities on private property would provide a substantial benefit to the public. Current policies do not provide guidance in these situations. A handful of examples exist where the City has acquired drainage easements on private property since incorporation, but current staff do not have adequate documentation to establish how each issue was evaluated.

For new development projects, staff attempt to consistently apply easement and covenant policies as required by the current adopted King County Surface Water Design Manual.

Request for Council Feedback

- 1) Continue without establishing policies that address private drainage easements.
- 2) Direct the City Manager to develop policies that clarify and document the City's current practices regarding existing private drainage easements, and/or
- 3) Direct the City Manager to develop policies that provide guidance for assessing and acquiring new drainage easements on private property when the City Manager determines that a substantial benefit would be provided to the public.

Staff Recommendation

Direct the City Manager to develop policies that clarify the City's practices regarding existing private drainage easements and for assessing and acquiring new drainage easements on private property when the City Manager determines that a substantial benefit would be provided to the public. These policies would provide a consistent framework for staff to operate within.

This policy would be documented in:

- Surface Water Element Update (Comprehensive Plan)
- Surface Water Master Plan Update

Policy 3 Surface Water Service Charge Rate Reduction for Private Facility Maintenance

What is the issue?

Private property owners who have a private drainage facility (typically commercial and multi-family properties) are eligible for a rate adjustment which lowers their surface water management service charge if they annually maintain the facility to City standards (Attachment A contains the applicable City code and explains how the charge is calculated). The rate adjustment has many issues, which include:

- Maintaining private (and public) drainage facilities is required by state and local regulations
- The rate adjustment does not consider the level of service or benefit provided by the drainage facility
- The rate adjustment is not distributed equally between rate classes
- The rate adjustment does not provide incentive for compliance
- The rate adjustment does not consider facilities that treat portions of a parcel
- The rate reduction results in significant loss of surface water fund revenue

What is the history?

The City adopted the surface water rate reduction policy from King County upon incorporation in 1998. King County first developed its surface water management rate structure in 1986 and only recently updated their policy in 2013. Surface water management was only beginning to emerge as a major component of development in the 1980's as elements of the Clean Water Act and the National Pollutant Discharge Elimination System (NPDES) began to establish more stringent environmental regulations. Private facility design requirements increased significantly in King County's 1990 Surface Water Design Manual, which had previously been updated in 1979 and the surface water service charge was established in 1986.

What are we doing now?

The City continues to implement the rate adjustment process as it was adopted upon incorporation in 1998. Staff currently inspect approximately 103 privately maintained drainage facilities. If the facility meets maintenance standards then the serviced parcels automatically get their rate adjustment. If the facility needs maintenance then staff prepare a maintenance correction list and mail it to each parcel owner and gives them 6 weeks to conduct the required maintenance. If the parcel owner complies, the rate adjustment is still provided. At this point, all parcels that have not complied with the maintenance correction list are no longer eligible for a rate adjustment.

Attachment B shows City parcels that received a rate adjustment in 2014 for maintaining their private drainage facilities as well as those that were eligible but did not. Staff have spent considerable time enforcing maintenance on unmaintained facilities and even now, more than half way through 2014, staff are still pursuing enforcement on a handful of these parcels.

Other jurisdictions have varied approaches to providing discounts for properties that maintain and operate private drainage facilities. Some jurisdictions do not offer a rate adjustment and others have modified King County's approach. Examples of policies that staff have observed at other jurisdictions:

- No rate adjustment
- Same policy as Kenmore
- Fixed percentage discount
- Rate adjustment only offered if the facility meets current standards
- Rate adjustment only offered if three consecutive years of compliance is achieved

King County, who the City originally adopted its policy from, has recently updated their rate adjustment policy. King County introduced "stackable" discounts which allow properties to add up discounts (up to a potential maximum 90% discount) depending on the facility's flow control design standard, best management practices used, water quality treatment and existing stormwater permit applicability. Property owners with private drainage facilities will now be eligible for higher service charge discounts than previously. Staff observed that their updated process is lengthy, costly and complicated.

In 2013, private drainage facilities in the City serviced approximately 247 parcels (one facility may serve multiple parcels). Without any adjustment, all 247 parcels served by private surface water facilities generate approximately \$324,617 of annual surface water revenue for the City. If all the parcels received an adjusted service charge, that revenue would reduce to \$239,010 (loss of \$85,607). This amount accounts for approximately 4.5% of the City's total annual surface water service charge revenue. In 2013, 58 facilities actually qualified for their rate adjustment, which affected 82 parcels for a total service charge adjustment of \$55,805 in 2014. As enforcement efforts continue (which started in 2013), it is expected that the majority of parcels operating private drainage facilities will achieve compliance each year, which under the current policy would provide them a rate adjustment.

Request for Council Feedback

- 1) Do nothing (no policy change)
- 2) Modify the existing rate adjustment process. Examples include:
 - Provide fixed rate adjustment to property owners (i.e. 10% reduction of total charge)
 - Provide fixed rate adjustment to property owner which is based upon level of service of facility (i.e. 10% reduction for facilities constructed before 1998 and 20% reduction for facilities constructed after 1998)

- Provide incentives to encourage maintenance and retrofit of facilities (i.e. provide higher discounts than the current rate adjustment process, provide discounts only for facilities designed to current standards, provide discounts only if consecutive years of maintenance have been demonstrated, etc...)

3) Remove the existing rate adjustment process

Staff Recommendation

Staff recommends removal of the existing rate adjustment process because it is not fiscally sustainable for the surface water fund. As development and redevelopment continues in the City, staff will be inspecting and enforcing maintenance compliance on an increasing number of private drainage facilities. Additionally, surface water fund revenues from these properties will generally not increase because most properties will either maintain the same impervious area under current design standards or even decrease. Projected surface water fund revenues are expected to remain relatively static, but financial demands will only continue to increase. Per Kenmore Municipal Code, surface water management charges can be reviewed by Council to ensure long-term fiscal viability of the program.

This policy would require updates in:

- Kenmore Municipal Code

Policy 4 – Surface Water Service Charge Rate Reduction for School District Properties

What is the issue?

Properties owned by a public school district are eligible for a rate adjustment which lowers their surface water management service charge if they provide activities which directly benefit the surface water management program. These activities include providing curriculum specific to the issues and problems of surface and storm water management and student activities in the community to expose students to the efforts required to restore, monitor or enhance the surface and storm water management system. Attachment C includes the applicable municipal code. Northshore School District is the only school district in the City. Staff have encountered several issues with the current rate adjustment process, including:

- The school district has received a full discount of their surface water management service charge since the City incorporated in 1998, but it does not appear that the curriculum has met the City's code
- Staff cannot quantify or justify the amount of revenue lost to the financial equivalent gained by the rate adjustment (for example, calculating the cost of building and maintaining a drainage facility and determining the flow control capability and pollutant removal can be measured).
- Conducting audits of school district curriculum will be an ongoing and time consuming process, which will need to be conducted each year. In addition to auditing curriculum, staff will need to audit how the school district is determining salaries, material costs, and indirect costs in their application.
- Staff cannot measure improvements to the City's surface water management program or gauge whether surface waters are benefiting from this rate adjustment.
- The City has its own education and outreach requirements

What is the history?

The City adopted the surface water rate reduction policy from King County upon incorporation in 1998, which King County first developed in 1986. The City adopted code from King County that stated school districts provided a benefit to the City in regards to surface and storm water management through educational programs

and community activities.

King County administered all aspects of the City's surface water service charge program on the City's behalf from incorporation in 1998 through 2012. Now the City assesses charges for all parcels within the City and submits them to King County to include with the County's property tax bill. Prior to the City's involvement, the School District applied for a rate reduction each year and King County presumably reviewed the application and audited the School District periodically to check that the curriculum being applied was valid. In reality, it appears that King County waived their fees each year with little review as long as they submitted an application.

City staff has subsequently audited the School District's curriculum used in their 2013 and 2014 requests for rate reduction and found that most of the curriculum does not meet the requirement of "specific to the issues and problems of surface and storm water management". A review of 7th – 12th grade curriculum found potentially eligible components included in the subject matter, but it was generally too broad and not specific enough.

Since incorporation, the School District has received an approximately \$975,697 (calculated with current classifications) reduction in their surface water service charge, which is 100% of their assessed charge. The following table summarizes the School District's total annual surface water service charge for all their properties.

Year	Annual Service Charge Assessed	Annual Charge Paid
1998-2008	\$48,783	\$0
2009	\$68,992	\$0
2010	\$82,280	\$0
2011	\$95,707	\$0
2012	\$96,052	\$0
2013	\$96,052	\$0
2014	\$96,052	\$96,052
Total	\$975,697	\$96,052

What are we doing now?

The City began reviewing curriculum used as part of the school district's 2013 and 2014 rate adjustment applications and found that the applications were overly broad and vague. The school district was granted their rate adjustment in 2013 while staff were continuing to review curriculum, however, their 2014 rate adjustment was denied when staff concluded that the curriculum was not meeting City's requirements. At the time of writing this report, the school district has re-applied for 2014, but staff have not reviewed it yet.

Regionally, some cities provide varying forms of surface water service charge rate adjustment to school districts and some do not. Northshore School District properties in the neighboring cities of Bothell and Woodinville are not offered a surface water service charge rate adjustment for curriculum.

Request for Council Feedback

- 1) Do nothing (no policy change)
- 2) Modify the existing rate adjustment process
- 3) Remove the existing rate adjustment process

Staff Recommendation

Remove the existing rate adjustment process because it is not fiscally sustainable for the surface water fund and staff cannot quantify or justify the amount of revenue lost to the financial equivalent gained by the existing policy. As stated earlier, surface water fund revenue is static, but financial demands will only continue to increase in the future. Per Kenmore Municipal Code, surface water management charges can be reviewed by Council to ensure long-term fiscal viability of the program.

This policy would require updates in:

- Kenmore Municipal Code

Policy 5 – Surface Water Service Charge for City Streets and State HighwaysWhat is the issue?

City municipal code states that City streets and State Highways will be assessed a surface water service charge, but the City has not implemented this charge since incorporation.

What is the history?

The City adopted King County's Surface Water Management Program Code upon incorporation in 1998. When the County developed its surface water service charge in 1986, it included provisions to assess surface water service charges on county roads and state highways. Surface water charges collected from County roads and State highways are a significant source of revenue for the County's surface water fund and they continue to implement this policy to date.

What are we doing now?

The City has not collected surface water service charges for City streets or State highways. If this code was implemented, the City's Street Fund would be charged approximately \$275,172. The organization of King County may be structured in a way that makes sense for this process, but it does not make sense for the City to charge its Street Fund, which is subsidized by the City's General Fund. Road projects typically construct or improve surface water infrastructure in the City, hence the Surface Water Fund is typically providing revenue to the Streets Fund in order to fund these improvements (not the other way around).

Regionally, some municipalities collect this charge from their streets, many do not, and some are in the same position as Kenmore where they have it in their code but do not implement it.

Request for Council Feedback

- 1) Remove this section of code from Chapter 13.40 Kenmore Municipal Code
- 2) Implement this section of code from Chapter 13.40 Kenmore Municipal Code. City streets and State highways account for approximately 463 acres of area in the City. Of that, approximately 309 acres are impervious (approximately 67% of the total area). This puts City streets and State Highways in the Heavy rate class when determining the service charge. The total surface water charge collected would be 30% of that collected for comparable real property (RCW 90.03.525) or approximately \$275,172.

Staff Recommendation

Remove this section of code from Chapter 13.40 Kenmore Municipal Code. The City's Surface Water Fund is the appropriate source to fund surface water improvements in the City's rights-of-way, not the Street or General Fund.

This policy would require updates in:

- Kenmore Municipal Code

Policy 6 – Beaver and Nutria Management

Staff is not currently requesting feedback from Council regarding this issue, but it was considered that Council may have interest in reading about the policy so it was included in this report.

What is the issue?

- City staff and the public report beaver and nutria activity every year and there is not an official policy regarding the City's response to their management.
- Potential negative impacts to public and private property resulting from beaver activity include destruction of trees and vegetation and flooding which results from dam construction.
- Potential negative impacts to public and private property resulting from nutria activity include destruction of trees and vegetation and damage to drainage structures (such as berms and pond embankments) and roadbeds.

What is the history?

The majority of beaver activity that has been reported is along Swamp Creek. The City has generally let beaver activity occur unhindered in the remote areas of Swamp Creek if it has not impacted the right-of-way. There has been concern expressed that beaver activity aggravates Swamp Creek flooding issues observed along 73RD AVE NE, however, staff have not observed this impact. The impacts of heavy sedimentation and high flows are currently affecting Swamp Creek much more than beaver activity, at least in the problematic flood areas.

Staff have occasionally observed nutria and resulting damage at drainage ponds, but they have not been a large issue for maintenance. Beaver reports can often end up being nutria because they resemble each other.

"Mountain beavers" are also regularly reported to staff as a problem, particularly when they are burrowing on steep slopes. Mountain beavers are a burrowing rodent found in moist forests, ferny slopes or damp ravines, but they are not beavers and do not typically impact surface waters. They are not a regulated species and may be trapped and hunted year round without a permit. This policy discussion does not need to address them, but due to the frequency of their reporting it was worth mentioning.

What are we doing now?

Beavers and beaver dams located in public right-of-way or on public property that are not negatively impacting public infrastructure and do not appear to pose a hazard to the public welfare and safety, will be allowed to remain. At the City's discretion, vegetation (such as significant trees) may be protected.

When beavers and beaver dams located in public right-of-way or on public property that have potential to negatively impact public infrastructure or pose a hazard to the public welfare and safety, but could be controlled through engineered solutions (for instance, use of barriers or “beaver deceivers”) then the City may choose to pursue these methods first.

When beavers and beaver dams located in public right-of-way or on public property that have potential to negatively impact public infrastructure or pose a hazard to the public welfare and safety, and the City determines that engineered solutions are not practical or recommended, then beaver removal is required. Non-lethal removal methods are the City’s preferred choice (live trapping and relocation), but as a last resort lethal control may be required if non-lethal methods are not effective.

Beavers and beaver dams located on private property are the responsibility of the property owner to manage. The City has required private property owners to remove beavers and associated dams when they have impacted public right-of-way. The City may also require private property owners to assess tree damage if the trees pose a hazard to the public right-of-way and remove said trees if the hazard is confirmed.

Request for Council Feedback

Feedback is not currently being requested for this policy.

Schedule for future Council review and action:

Sept/Oct 2014: Surface Water Master Plan Public Hearing and Chapter 13.40 KMC Update
 Oct/Nov 2014: Final Surface Water Master Plan Review
 11/24/2014: Council Adoption of Comprehensive Plan (Surface Water Element Updates)
 12/15/2014: Council Adoption of 2014 Surface Water Master Plan Update

FISCAL CONSIDERATION:

The City’s adopted 2013-2014 Biennium Budget includes \$140,000 for the 2014 Surface Water Master Plan update.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Consistent with Kenmore Mission Statement to provide effective and efficient services.

ATTACHMENT AKenmore Municipal Code Chapter 13.40.070.B (5)

The parcel is served by one or more retention/detention facilities required pursuant to Chapter 13.35 KMC, or can be demonstrated by the property owner to provide detention/retention of surface and stormwater to the standards in Chapter 13.35 KMC, and is maintained at the expense of the parcel owner to the standards required by the department. Nonresidential parcels except in the light category qualifying under this subsection shall be charged at the rate of one lower rate category than it is classified by its percentage of impervious surface coverage. Nonresidential parcels in the light rate category qualifying under this subsection shall be charged at the rate imposed by the city council by resolution. Residential parcels and parcels in the very light category qualifying under this subsection shall be charged an amount imposed by the city council by resolution

Resolution No. 08-160 established the City's current surface water management service charges and rates:

CLASS	IMPERVIOUS AREA	CURRENT ANNUAL RATE
Residential	NA	\$167.40
Very Light	0 to $\leq$ 10%	\$167.40
Light	< 10% to $\leq$ 20%	\$390.64
Moderate	< 20% to $\leq$ 45%	\$809.20
Moderately Heavy	< 45% to $\leq$ 65%	\$1,562.56
Heavy	< 65% to $\leq$ 85%	\$1,981.08
Very Heavy	< 85% to $\leq$ 100%	\$2,594.96
County Roads	NA	Set in accordance with RCW 90.03.525
State Highways	NA	

Discount percentage for each rate adjustment:

RATE ADJUSTMENT	PERCENT RATE DISCOUNT
Very Heavy to Heavy	24%
Heavy to Moderately Heavy	21%
Moderately Heavy to Moderate	48%
Moderate to Light	52%
Light to Very Light	57%
*Very Light to Very Light	50%

** Very light properties that have maintained private facilities are provided a 50% rate discount*

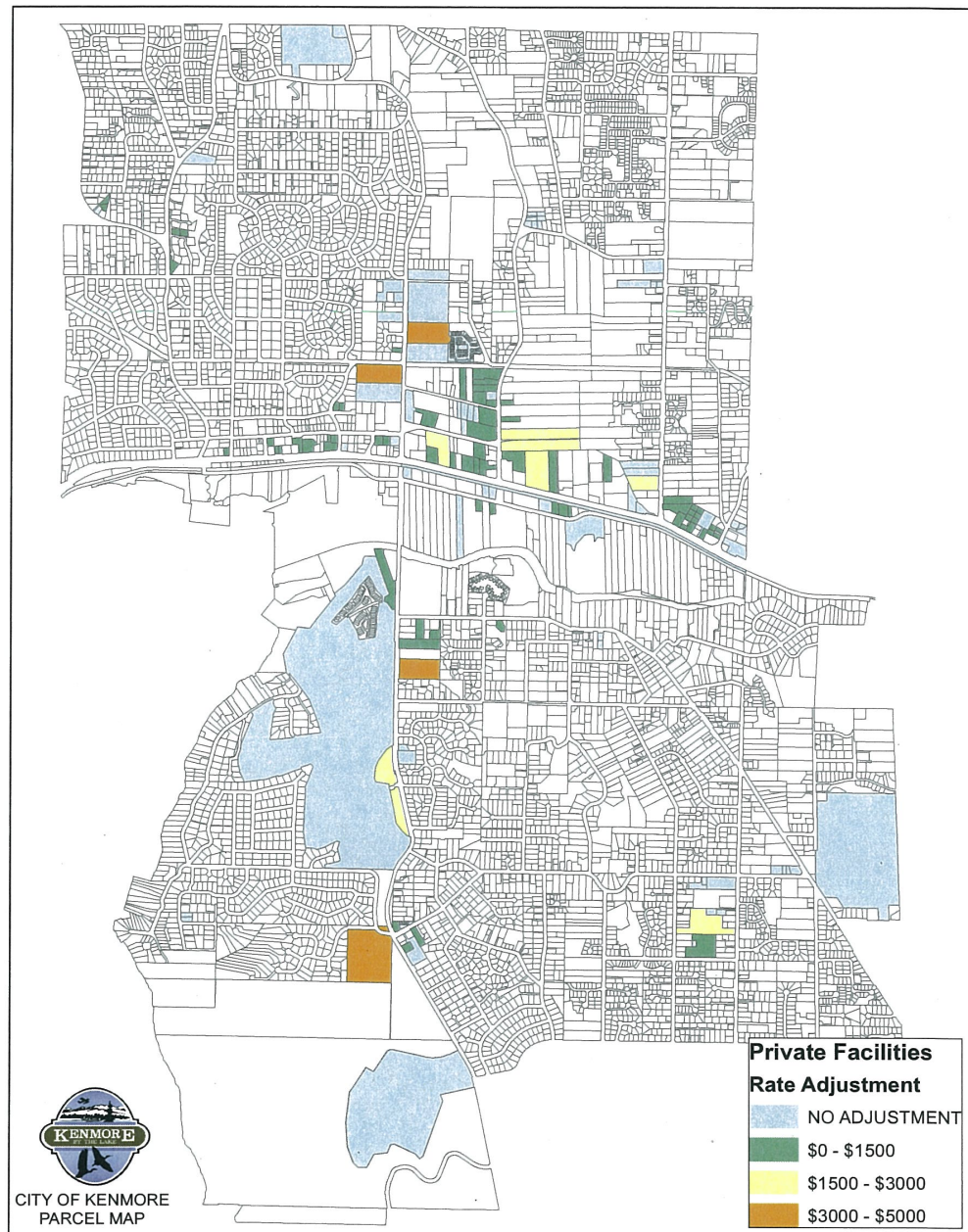
Example of rate adjustment process using a 10 acre site with 55% impervious area:

Pre-adjustment Charge = 10 acres x \$1,562.56 = \$15,625.60

Adjusted Charge = 10 acres x \$809.20 = \$8,092.00

ATTACHMENT B

This parcel map shows all the parcels in the City that are serviced by private drainage facilities and their associated service charge adjustments for 2014. Note: as parcels continue to develop and construct flow control and water quality treatment facilities, the number of parcels eligible for this rate adjustment will grow.



ATTACHMENT C

Existing policy regarding rate adjustments for school districts can be found in City code:

Chapter 13.40.050.B Kenmore Municipal Code

It is the finding of the city that many of the difficulties found in the management of surface and stormwater problems are contributed to by the general lack of public knowledge about the relationship between human actions and surface and stormwater management. In order to achieve a comprehensive approach to surface and stormwater management the city should provide general information to the public about land use and human activities which impact surface and stormwater management. Pursuant to RCW 36.89.085, it is the finding of the city that public school districts can provide significant benefits to the city regarding surface and stormwater management through educational programs and community activities related to protection and enhancement of the surface and stormwater management system. These programs and activities can provide students with an understanding of human activities and land use practices that create surface and stormwater problems and involve students by learning from first hand exposure, the difficulties of resolving surface and stormwater management problems after they occur.

Chapter 13.40.050.B Kenmore Municipal Code

The parcel is owned or leased by a public school district which provides activities which directly benefit the surface water management program. The activities may include curriculum specific to the issues and problems of surface and stormwater management, and student activities in the community to expose students to the efforts required to restore, monitor or enhance the surface and stormwater management system. Pursuant to RCW 36.89.085, the amount of the rate adjustment shall be determined by the director based upon the cost of the activities to the school district but not to exceed the value of the activity to the surface water management program. Determination of which activities qualify for the surface water management service charge reduction will be made by the city. Reductions in surface water management service charges will only be granted to school districts which provide programs that have been evaluated by the city. The rate adjustment for the school district activity may be applied to any parcel in the service area which is owned or operated by the school district



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Price of Government and Tax Comparison Report Proposed Council Action/Motion: Review and discuss attached report and slide presentation	For Council Meeting Agenda of: July 21, 2014 Department: City Manager's Office Prepared by: Brett Lee, Management Intern <u>Initial & Date</u> Approved by Department Head: _____ Approved by City Attorney: _____ Approved by Finance Director: _____ Approved by City Manager: <u>RLK 7/11/14</u>						
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;">Expenditure Required \$</td> <td style="width: 33%; border: none;">Amount Budgeted \$</td> <td style="width: 33%; border: none;">Appropriation Required \$</td> </tr> <tr> <td style="border: none;">N/A</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> </table>		Expenditure Required \$	Amount Budgeted \$	Appropriation Required \$	N/A		
Expenditure Required \$	Amount Budgeted \$	Appropriation Required \$					
N/A							
<u>INFORMATION/BACKGROUND:</u> At the January 2014 City Council Retreat, Council approved the request from the City Manager's office to conduct a Price of Government and tax comparison report. The Price of Government study examines the percent of personal income that a Kenmore citizen pays to the City. This is calculated by totaling City Revenue as a percentage of Total Citizen Income. This report contains Price of Government data along with tax comparison information.							
<u>FISCAL CONSIDERATION:</u> N/A							
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Kenmore Vision Statement: In 2020, we see Kenmore as a community with ... An economic base that provides for the needs of its citizens and provides quality employment opportunities. Goal #9 To establish a long term Financial Plan for the future.							

Exhibit A: Excel Report

Price of Government and Tax Comparison Report

City of Kenmore, Washington
City Council Meeting
July 21, 2014

Brett Lee, Management Intern

Tax Comparison

Price of Government and Tax Comparison Report

City of Kenmore, Washington
City Council Meeting
July 21, 2014

Brett Lee, Management Intern

Property and Sales Tax Comparison

Key	Low	High	Average	Kenmore	
Table A					
Sales Tax Per Capita					
Total Sales Tax Collected Divided by Population					
City	2009	2010	2011	2012	4-Yr Avg
Kenmore	112	108	103	104	107
Brier	42	47	44	47	45
Lake Forest Park	66	68	75	74	71
Bothell	266	283	265	269	271
Kirkland	276	286	323	248	283
Woodinville	456	414	440	423	433
Maple Valley	90	86	92	108	94
Covington	179	178	189	202	187
Mountlake Terrace	84	85	83	90	85
Average	175	173	179	174	175

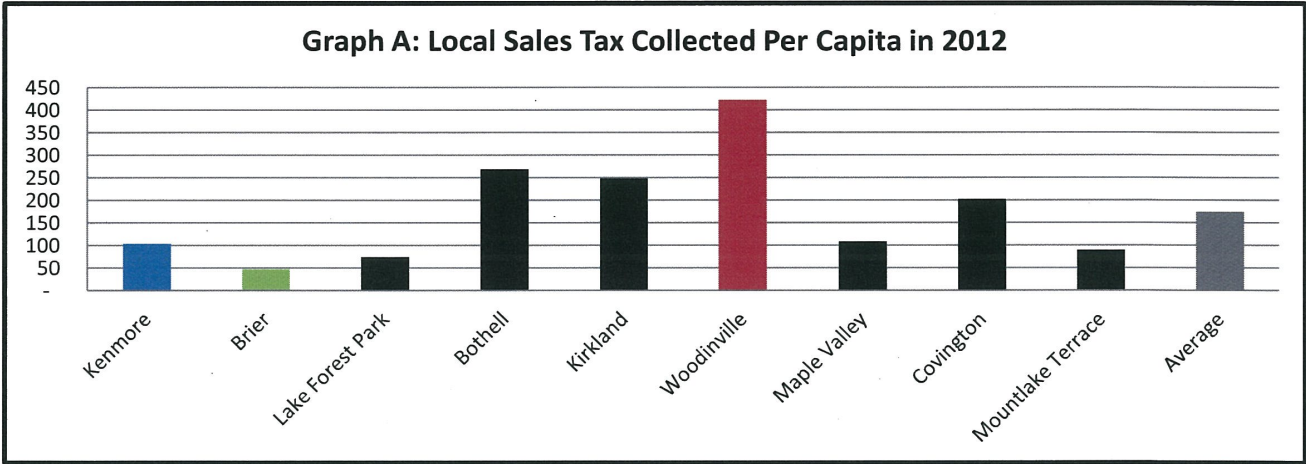


Table B							
Assessed Valuation Per Capita							
Assessed Valuation divided by Total Population (Calculated)							
City	2009	2010	2011	2012	2013	2014	6-Yr Avg
Kenmore	163,872	136,600	132,693	123,178	120,164	128,827	134,222
Brier	148,939	138,098	124,232	111,085	104,461	115,765	123,763
Lake Forest Park	191,135	165,637	159,283	146,676	146,237	150,534	159,917
Bothell	185,408	171,991	163,492	149,753	149,391	161,162	163,533
Kirkland	263,586	225,278	211,855	175,258	170,291	188,187	205,742
Woodinville	269,537	229,130	219,461	209,165	205,160	218,943	225,233
Maple Valley	123,167	106,492	103,908	97,177	88,443	93,550	102,123
Covington	118,512	100,474	95,623	87,141	82,647	85,692	95,015
Mountlake Terrace	120,105	112,457	101,751	89,358	82,376	88,972	99,170
Average	176,029	154,017	145,811	132,088	127,686	136,848	145,413

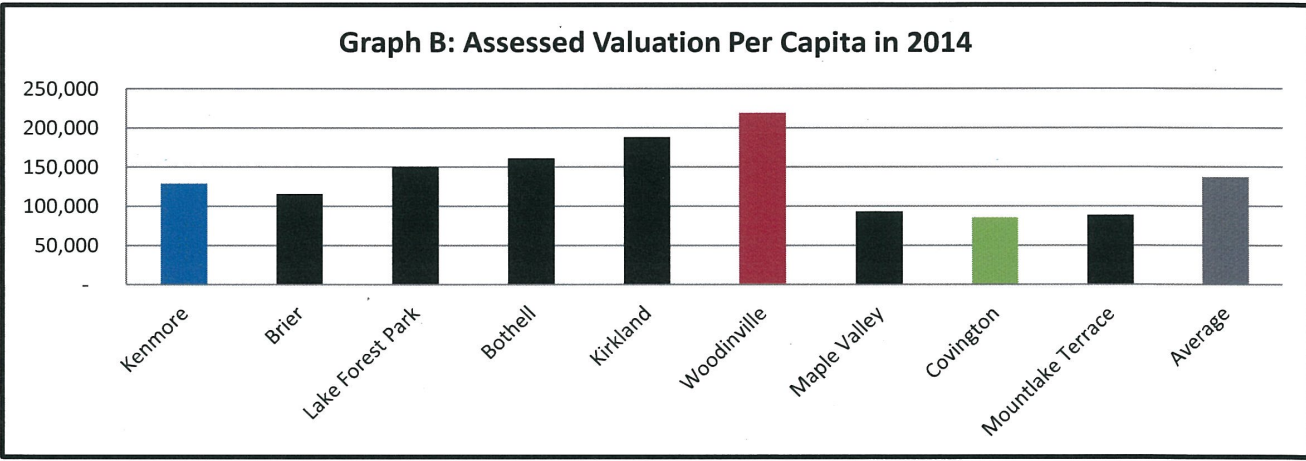


Table C							
Median Home Value							
King County: Assessed Values and Taxes (Total Levy)							
City	2009	2010	2011	2012	2013	2014	6-Yr Avg
Kenmore	466,400	378,000	338,000	311,000	304,000	330,000	354,567
Brier	408,000	374,600	338,600	303,100	290,700	324,100	339,850
Lake Forest Park	500,600	432,700	366,000	328,000	328,000	343,000	383,050
Bothell	453,000	360,400	338,000	310,000	298,000	343,000	350,400
Kirkland	640,500	511,800	425,000	346,000	331,000	374,000	438,050
Woodinville	510,200	427,700	383,000	358,000	343,000	382,000	400,650
Maple Valley	346,000	294,400	266,000	247,000	225,000	328,000	284,400
Covington	312,700	253,200	247,000	202,000	183,000	196,000	232,317
Mountlake Terrace	285,300	256,200	236,700	204,500	180,200	195,100	226,333
Average	435,856	365,444	326,478	289,956	275,878	312,800	334,402

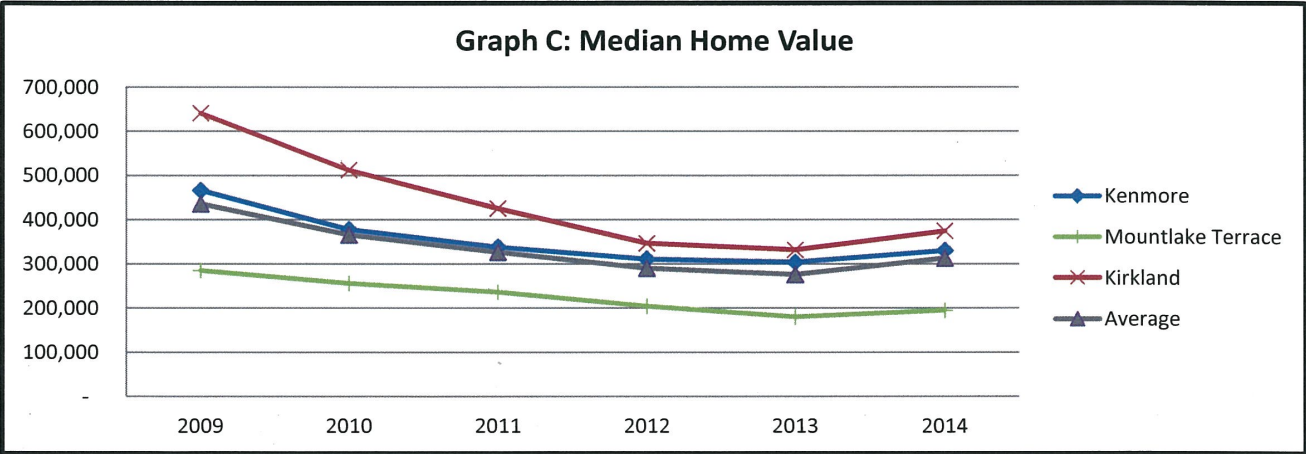


Table D							
Total Property Tax Paid by Median Value Home							
King County: Assessed Value and Taxes (Total Levy)							
City	2009	2010	2011	2012	2013	2014	6-Yr Avg
Kenmore	4,627	4,401	4,691	4,096	4,279	4,439	4,422
Brier	3,098	3,154	3,255	3,221	3,242	3,445	3,236
Lake Forest Park	5,263	5,321	5,301	4,419	4,596	4,637	4,923
Bothell	4,192	3,798	4,168	3,701	3,828	4,208	3,983
Kirkland	5,016	4,682	4,868	3,647	3,799	4,097	4,351
Woodinville	4,995	4,764	4,916	4,486	4,596	4,900	4,776
Maple Valley	3,554	3,543	3,713	3,395	3,349	3,824	3,563
Covington	3,475	3,193	3,197	2,755	2,639	2,748	3,001
Mountlake Terrace	2,256	2,218	2,335	2,237	2,078	2,158	2,214
Average	4,053	3,897	4,049	3,551	3,601	3,828	3,830

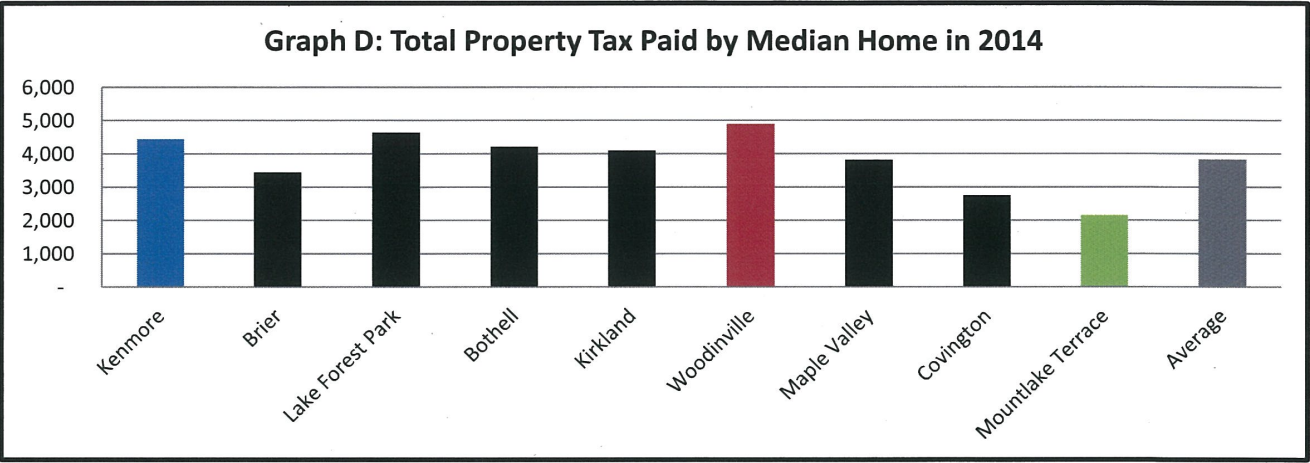


Table E							
Total Property Levy Rate							
King County: Assessed Values and Taxes by City (Total Levy)							
City	2009	2010	2011	2012	2013	2014	6-Yr Avg
Kenmore	9.92	11.63	12.56	13.17	14.07	13.45	12.47
Brier	7.59	8.42	9.61	10.62	11.15	10.63	9.67
Lake Forest Park	10.51	12.30	12.75	13.47	14.01	13.52	12.76
Bothell	9.25	10.54	11.41	11.94	12.85	12.27	11.38
Kirkland	7.83	9.15	9.66	10.54	11.48	10.95	9.94
Woodinville	9.79	11.14	12.03	12.53	13.40	12.83	11.95
Maple Valley	10.27	12.03	13.01	13.75	14.89	16.07	13.34
Covington	11.11	12.61	13.13	13.64	14.42	14.02	13.16
Mountlake Terrace	7.91	8.66	9.87	10.94	11.53	11.06	9.99
Average	9.35	10.72	11.56	12.29	13.09	12.76	11.63

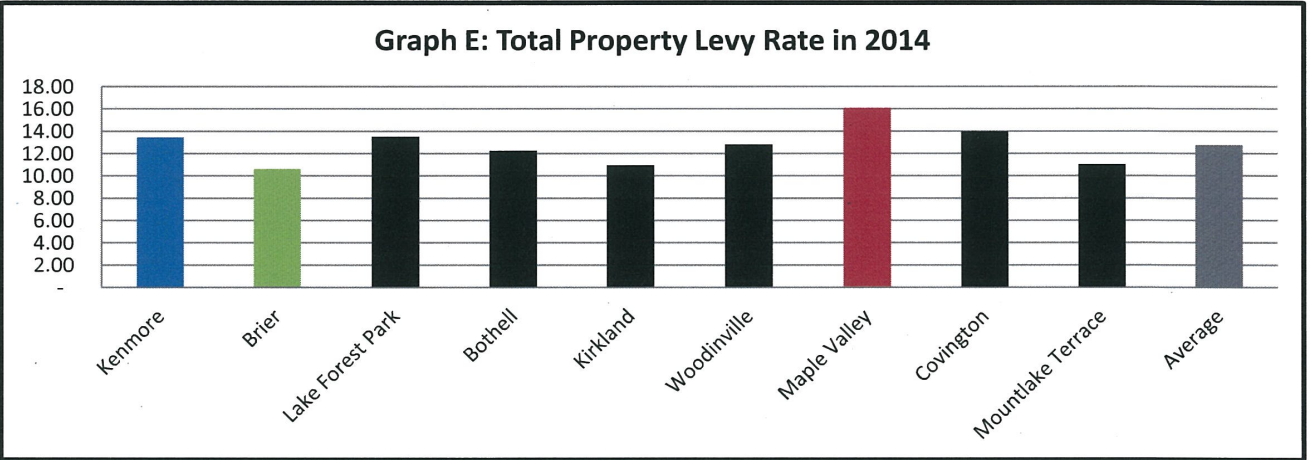
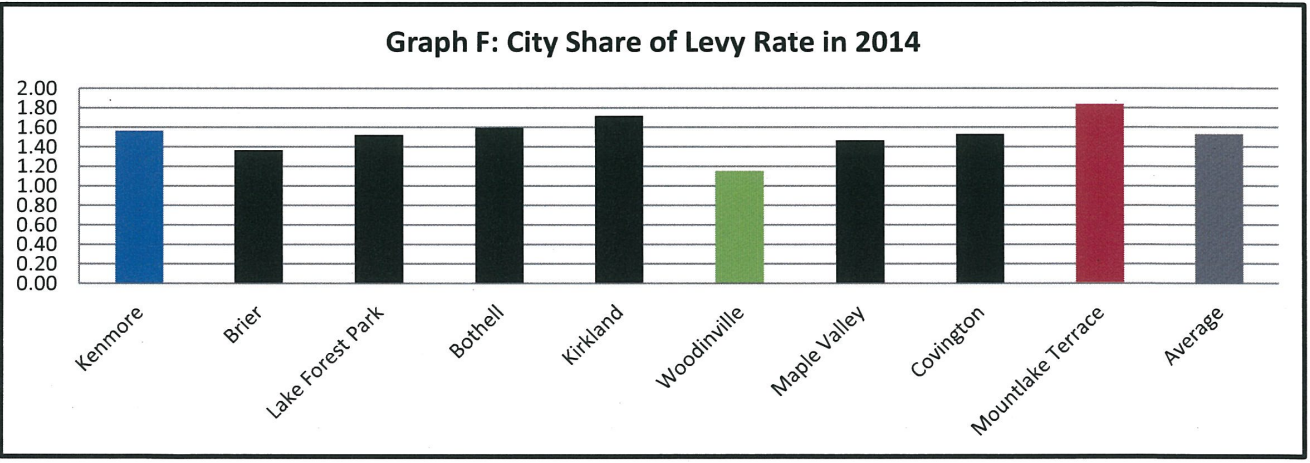
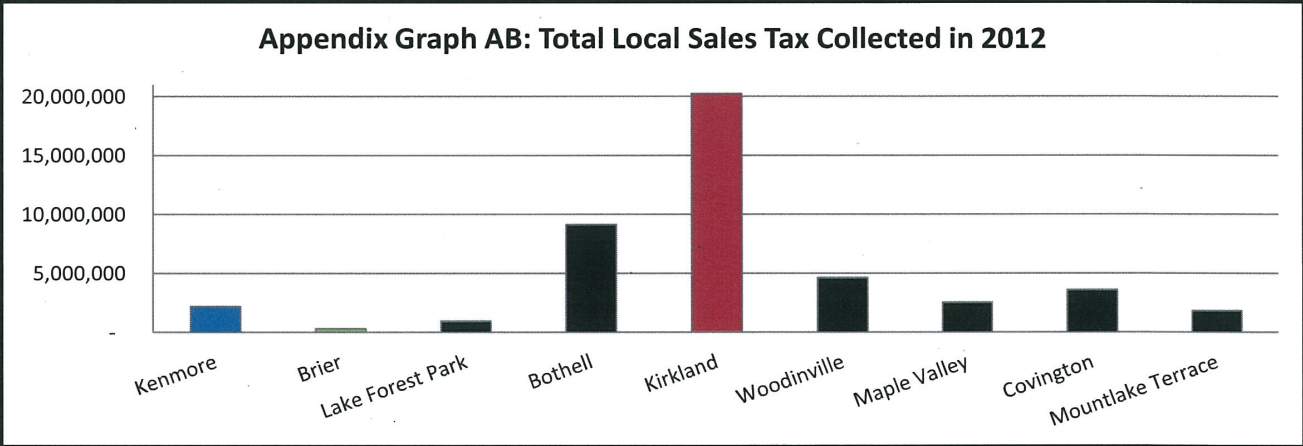
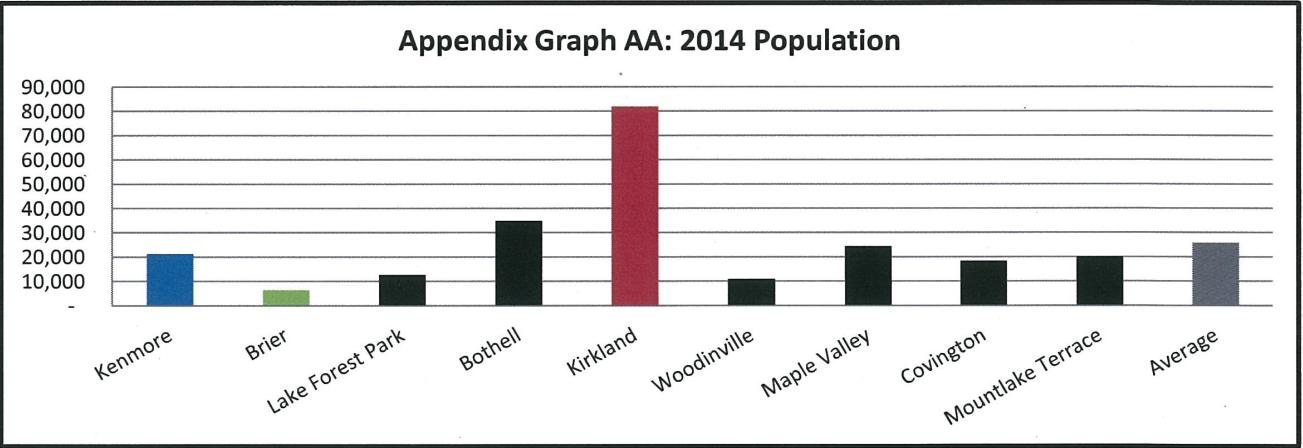


Table F							
City Share of Total Levy Rate							
King County: Assessed Valuations and Taxes (City-Only)							
City	2009	2010	2011	2012	2013	2014	6-Yr Avg
Kenmore	1.20	1.44	1.48	1.60	1.64	1.56	1.49
Brier	1.01	1.11	1.25	1.41	1.51	1.37	1.28
Lake Forest Park	1.14	1.34	1.40	1.52	1.55	1.52	1.41
Bothell	1.27	1.40	1.49	1.62	1.67	1.60	1.51
Kirkland	1.14	1.29	1.39	1.46	1.87	1.72	1.48
Woodinville	1.02	1.11	1.16	1.21	1.22	1.16	1.14
Maple Valley	1.08	1.25	1.29	1.38	1.55	1.47	1.34
Covington	0.98	1.15	1.36	1.48	1.55	1.53	1.34
Mountlake Terrace	1.27	1.38	1.54	1.77	1.94	1.84	1.62
Average	1.12	1.27	1.37	1.49	1.61	1.53	1.40

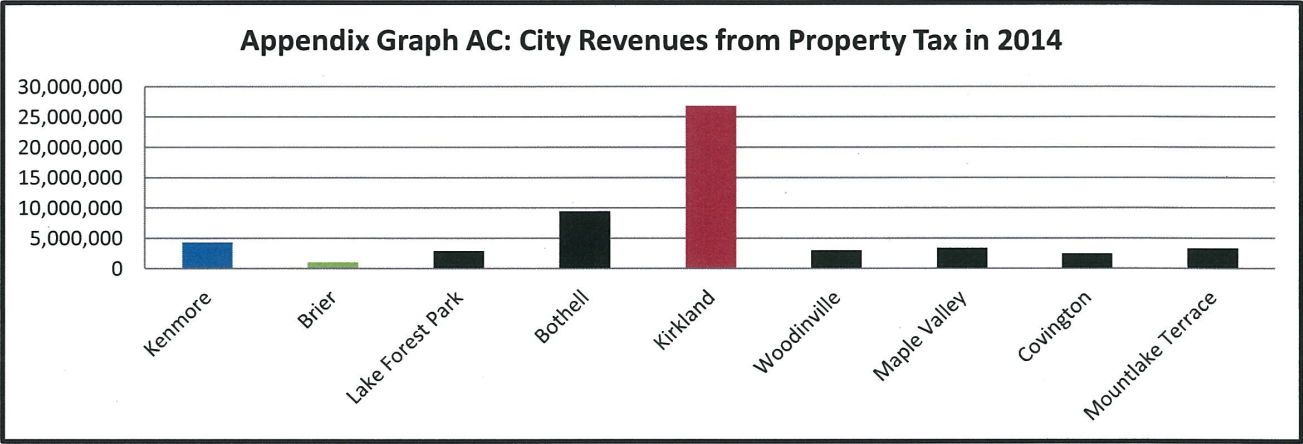


Appendix: Table AA						
Population						
From the Office of Financial Management						
City	2009	2010	2011	2012	2013	2014*
Kenmore	20,263	20,460	20,780	21,020	21,170	21,321
Brier	6,126	6,087	6,100	6,155	6,315	6,479
Lake Forest Park	12,583	12,598	12,610	12,640	12,680	12,720
Bothell	33,361	33,505	33,720	34,000	34,460	34,926
Kirkland	48,449	48,787	49,020	81,480	81,730	81,981
Woodinville	10,095	10,938	10,940	10,960	10,990	11,020
Maple Valley	20,680	22,684	22,930	23,340	23,910	24,494
Covington	17,471	17,575	17,640	17,760	18,100	18,447
Mountlake Terrace	20,009	19,909	19,990	20,090	20,160	20,230
Average	21,004	21,394	21,526	25,272	25,502	25,735

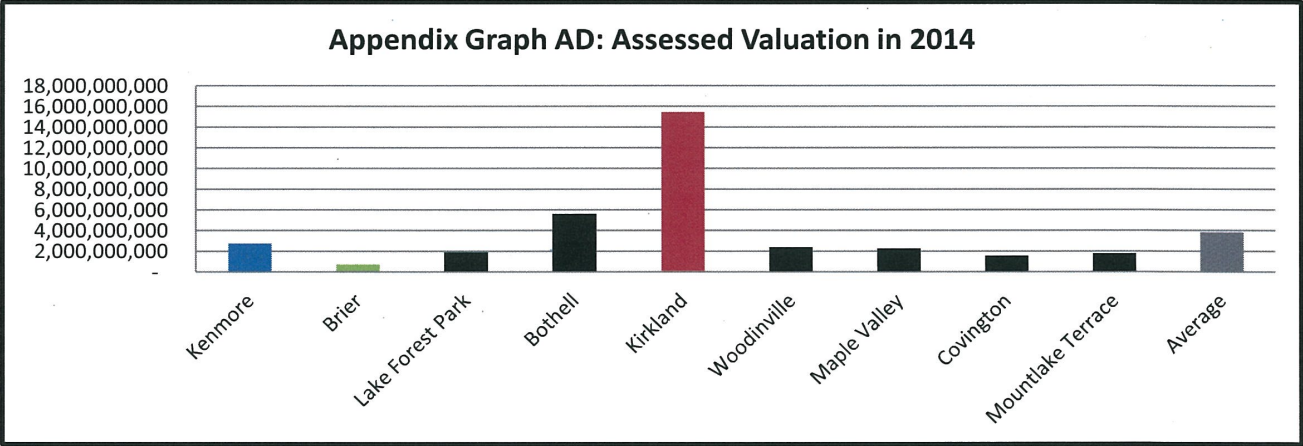
Appendix: Table AB					
Total Sales Tax Collected					
From Individual Cities Audited Annual Reports					
City	2009	2010	2011	2012	4-Yr Avg
Kenmore	2,278,780	2,203,379	2,132,546	2,185,498	2,200,051
Brier	260,209	287,945	268,151	289,815	276,530
Lake Forest Park	827,666	852,826	942,087	936,922	889,875
Bothell	8,885,389	9,493,535	8,949,523	9,133,266	9,115,428
Kirkland	13,396,129	13,938,930	15,827,068	20,247,089	15,852,304
Woodinville	4,607,855	4,527,976	4,812,310	4,631,083	4,644,806
Maple Valley	1,865,486	1,958,523	2,100,009	2,528,876	2,113,224
Covington	3,121,376	3,134,048	3,338,239	3,596,215	3,297,470
Mountlake Terrace	1,671,231	1,684,988	1,667,045	1,808,459	1,707,931
Average	4,101,569	4,231,350	4,448,553	5,039,691	4,455,291



Appendix: Table AC							
City Property Tax Levy Revenues							
King County: Assessed Valuations and Taxes (City-Only)							
City	2009	2010	2011	2012	2013	2014	6-Yr Avg
Kenmore	4,015,446	4,067,193	4,124,126	4,172,195	4,218,730	4,323,323	4,153,502
Brier	920,900	932,468	947,011	962,706	994,404	1,026,059	963,925
Lake Forest Park	2,742,646	2,783,787	2,799,174	2,819,541	2,875,874	2,920,505	2,823,588
Bothell	8,476,029	8,857,016	9,044,170	9,144,482	9,293,457	9,444,713	9,043,311
Kirkland	14,908,508	14,603,490	14,852,538	20,988,294	26,328,493	26,826,311	19,751,272
Woodinville	2,934,231	2,934,850	2,944,026	2,963,025	2,982,404	3,006,276	2,960,802
Maple Valley	2,774,251	3,059,587	3,142,475	3,206,348	3,320,289	3,419,850	3,153,800
Covington	2,072,649	2,093,257	2,348,812	2,338,090	2,368,167	2,475,817	2,282,799
Mountlake Terrace	3,050,945	3,088,497	3,128,130	3,175,047	3,214,694	3,305,338	3,160,442
Average	4,655,067	4,713,349	4,814,496	5,529,970	6,177,390	6,305,355	5,365,938



Appendix: Table AD							
Assessed Valuation							
King County: Assessed Valuations and Taxes (City-Only)							
City	2009	2010	2011	2012	2013	2014	6-Yr Avg
Kenmore	3,320,536,600	2,794,844,049	2,757,357,918	2,589,194,565	2,543,874,170	2,746,721,029	2,792,088,055
Brier	912,400,045	840,604,327	757,814,454	683,728,075	659,670,947	750,061,330	767,379,863
Lake Forest Park	2,405,053,494	2,086,691,572	2,008,556,552	1,853,984,776	1,854,285,076	1,914,814,976	2,020,564,408
Bothell	6,185,405,098	5,762,559,537	5,512,934,808	5,091,604,593	5,148,016,639	5,628,778,475	5,554,883,192
Kirkland	12,770,499,212	10,990,618,264	10,385,115,167	14,280,029,212	13,917,848,447	15,427,750,906	12,961,976,868
Woodinville	2,720,979,386	2,506,220,562	2,400,907,944	2,292,444,727	2,254,713,261	2,412,768,838	2,431,339,120
Maple Valley	2,547,086,835	2,415,664,893	2,382,611,585	2,268,115,765	2,114,661,059	2,291,402,027	2,336,590,361
Covington	2,070,516,480	1,765,824,500	1,686,792,763	1,547,624,468	1,495,916,379	1,580,726,191	1,691,233,464
Mountlake Terrace	2,403,174,145	2,238,900,368	2,033,992,888	1,795,193,718	1,660,705,992	1,799,934,852	1,988,650,327
Average	3,926,183,477	3,489,103,119	3,325,120,453	3,600,213,322	3,516,632,441	3,839,217,625	3,616,078,406



Price of Government

Price of Government and Tax Comparison Report

City of Kenmore, Washington
City Council Meeting
July 21, 2014

Brett Lee, Management Intern

Kenmore

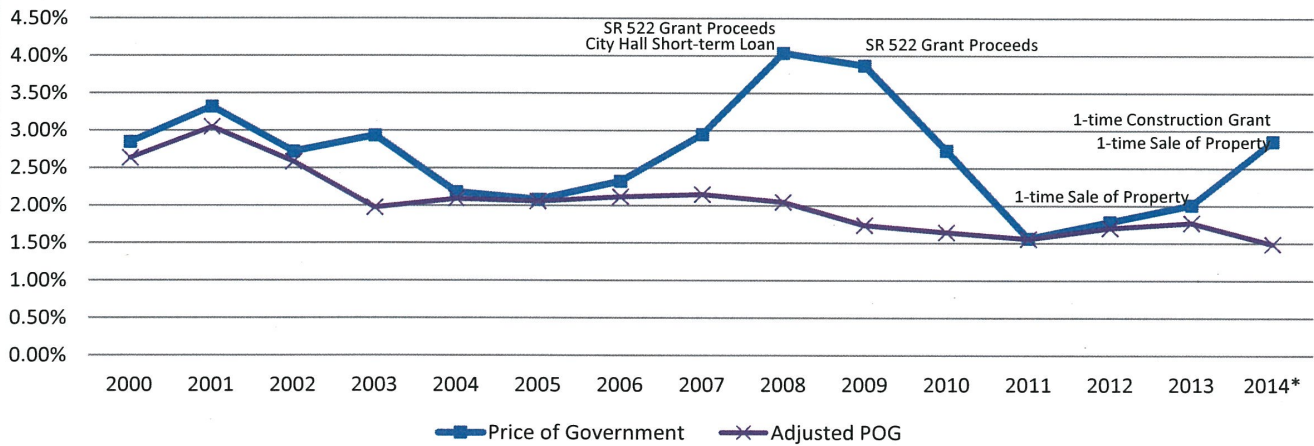
Price of Government

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014*
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget
Revenues															
Total Revenues	16,858,272	19,766,315	16,405,924	17,871,604	13,231,702	14,628,985	16,643,602	21,360,337	31,751,541	30,781,984	21,961,087	12,751,376	14,742,176	16,715,094	24,016,006
Adjusted Revenues	15,589,173	18,144,713	15,567,946	12,013,086	12,680,859	14,439,518	15,126,863	15,546,967	16,083,263	13,818,878	13,194,751	12,691,077	14,036,856	14,713,979	12,501,996
Price of Government															
Price of Government	2.85%	3.32%	2.72%	2.94%	2.18%	2.08%	2.33%	2.95%	4.04%	3.87%	2.74%	1.56%	1.79%	2.01%	2.86%
Adjusted POG	2.63%	3.05%	2.58%	1.97%	2.09%	2.06%	2.11%	2.15%	2.05%	1.74%	1.64%	1.56%	1.70%	1.77%	1.49%
Total Population Income															
Kenmore Population	18,678	18,784	19,020	19,212	19,142	19,227	19,577	19,805	20,035	20,263	20,460	20,780	21,020	21,170	21,405
Per Capita Income	31,692	31,692	31,692	31,692	31,692	36,543	36,543	36,543	39,234	39,234	39,234	39,234	39,234	39,234	39,234
Total Population Income	591,943,176	595,302,528	602,781,840	608,866,704	606,648,264	702,612,261	715,402,311	723,734,115	786,053,190	794,998,542	802,727,640	815,282,520	824,698,680	830,583,780	839,791,323

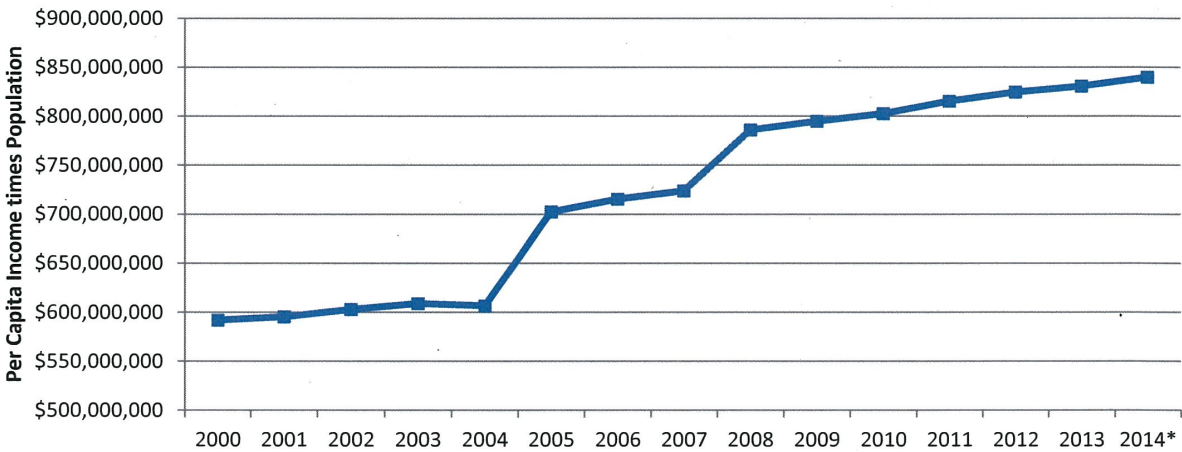
Definitions

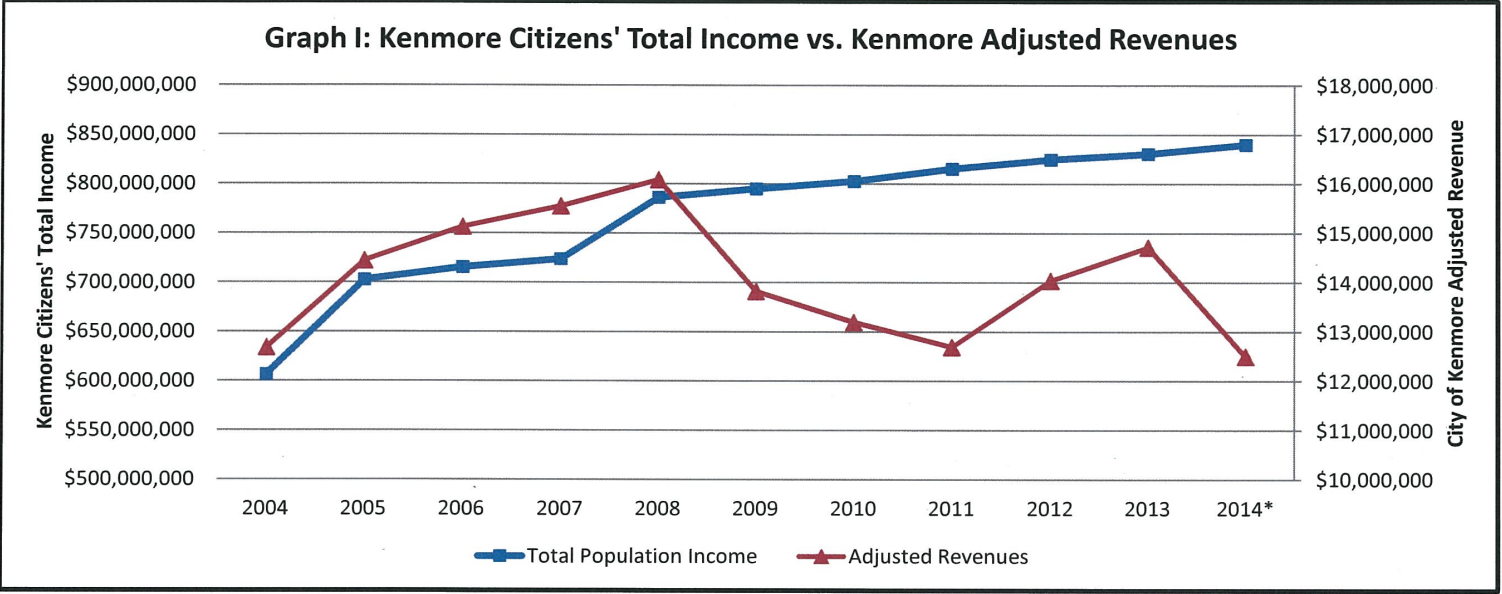
Price of Government	Revenues as a percentage of Citizen Income, showing how much of a citizen's income is allocated towards local government. Different definitions of 'revenue' impact the POG.
Total Revenue	All Revenue the City recieves, regardless of source. This includes revenues exclusive to large cities like utility revenue and one-time revenues like state/federal grants and long-term debt proceeds
Adjusted Revenue	The attempt to smooth out and normalize the revenue by adjusting for contract differences like utility revenues and by eliminating one-time revenues
Actual Price of Government	The ratio of how much of a citizen's income is allocated to local government using Total Revenue. Divide Total Revenue by the Kenmore Population Income
Adjusted POG	The ratio of how much of a citizen's income is allocated to local government using Adjusted Revenue. Divide Adjusted Revenue by the Kenmore Population Income
Kenmore Population	From the Washington Office of Financial Management
Per Capita Income	From the Five-Year Per Capita Income Estimates from the United States Census Bureau
Total Population Income	Calculated by multiplying the per capita income by the total population

Graph G: Kenmore Price of Government



Graph H: Kenmore Citizens' Total Income





Price of Government: City Comparison

These tables show a comparison of Kenmore against 9 nearby cities. Audited 2013-2014 data is not available for cities besides Kenmore. Because of this, the "Average" percentages Kenmore is projected against in 2013 and 2014 is a forecasted trend line based on previous 2009-2012 data.

Key	Low POG	High POG	Avg. POG	Kenmore
-----	---------	----------	----------	---------

Table J							
Actual Price of Government							
No Adjustments to Total Revenues							
City	2009	2010	2011	2012	2013*	2014*	4-Yr Avg
Kenmore	3.87%	2.74%	1.56%	1.79%	2.01%	2.86%	2.49%
Brier	1.88%	1.91%	1.95%	1.98%			1.93%
Lake Forest Park	1.61%	1.66%	2.10%	2.10%			1.86%
Bothell	4.67%	7.33%	7.32%	5.68%			6.25%
Kirkland	4.22%	5.57%	5.06%	3.44%			4.57%
Woodinville	3.22%	2.90%	2.43%	2.55%			2.77%
Maple Valley**	1.67%	1.72%	1.89%	2.11%			1.85%
Covington	2.54%	2.61%	2.20%	2.96%			2.58%
Mountlake Terrace	4.33%	5.66%	4.40%	5.56%			4.99%
Average	3.11%	3.57%	3.21%	3.13%	3.18%	3.15%	3.25%

*Average POG in 2013 and 2014 is forecasted

**Kenmore is lowest, Maple Valley is included as next lowest

Table K							
Adjusted POG							
Adjusted for Contracts and One-Time Revenues							
City	2009	2010	2011	2012	2013*	2014*	4-Yr Avg
Kenmore	1.74%	1.64%	1.56%	1.70%	1.77%	1.49%	1.66%
Brier	1.86%	1.88%	1.94%	1.97%			1.91%
Lake Forest Park	1.59%	1.65%	2.05%	2.08%			1.84%
Bothell	3.00%	3.14%	2.86%	3.30%			3.07%
Kirkland	2.36%	2.33%	2.74%	2.06%			2.37%
Woodinville	2.68%	2.66%	2.38%	2.52%			2.56%
Maple Valley**	1.53%	1.54%	1.81%	1.85%			1.68%
Covington	2.40%	2.21%	2.06%	2.71%			2.34%
Mountlake Terrace	3.15%	3.30%	3.27%	3.17%			3.22%
Average	2.26%	2.26%	2.30%	2.37%	2.39%	2.43%	2.30%

*Average Adjusted POG in 2013 and 2014 is forecasted

**Kenmore is lowest, Maple Valley is included as next lowest

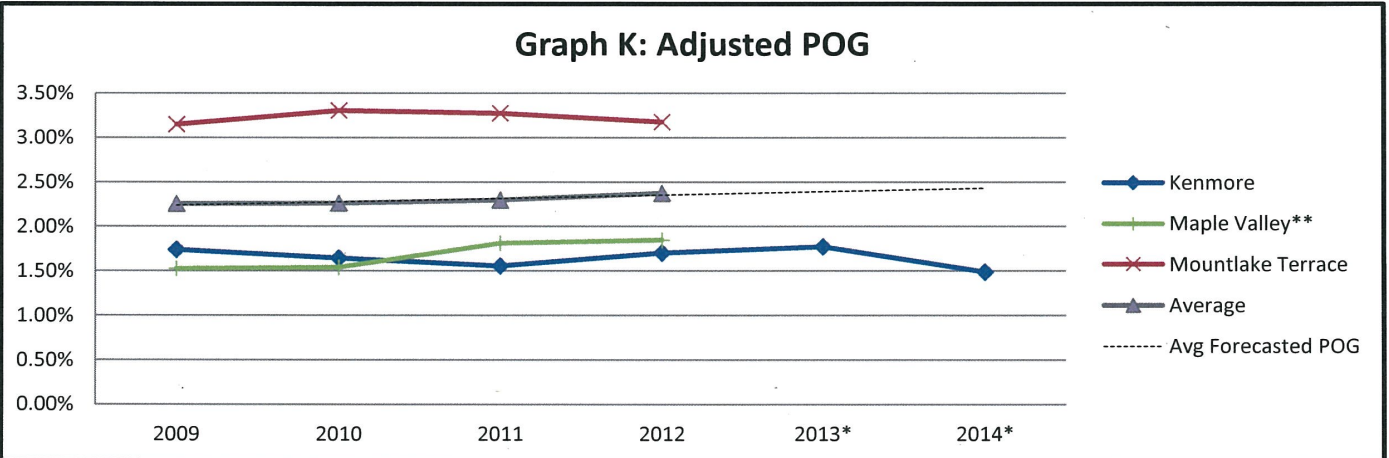
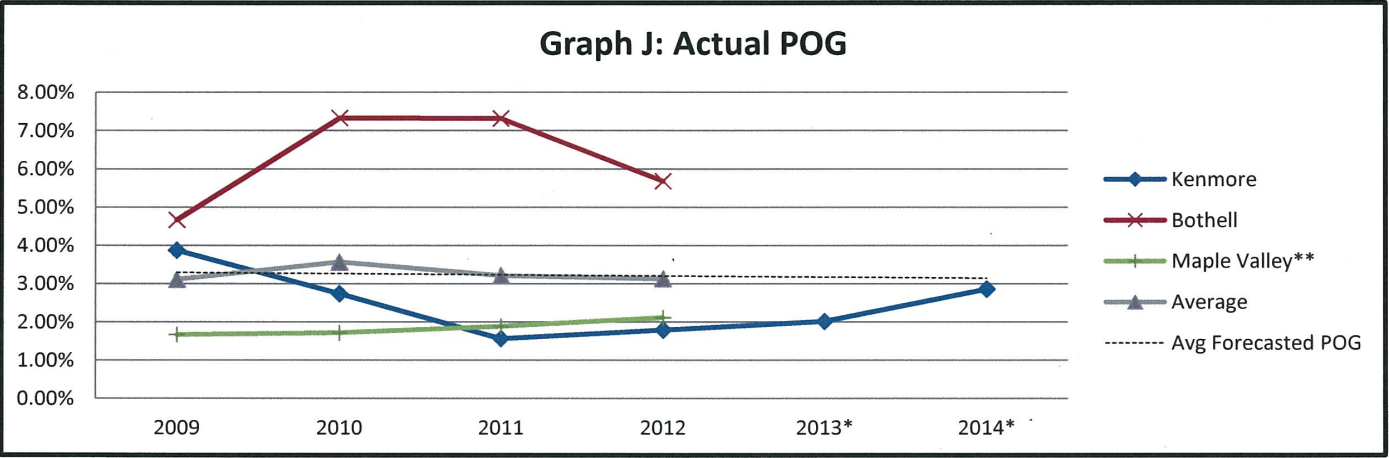
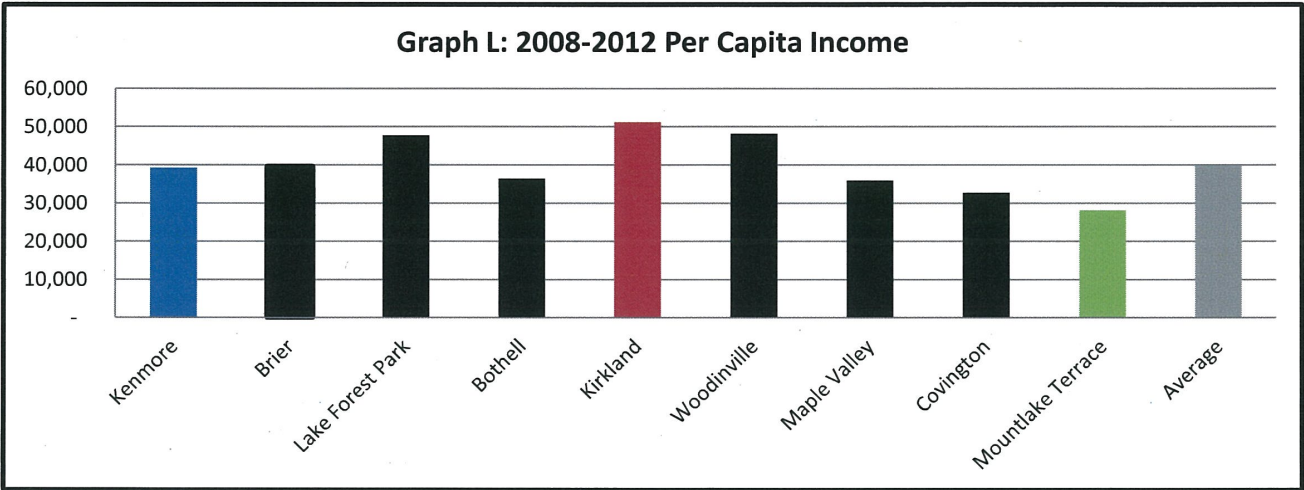


Table L		
Per Capita Income for 2008-2012		
City	Per Capita Income	
Kenmore		39,234
Brier		39,686
Lake Forest Park		47,775
Bothell		36,455
Kirkland		51,229
Woodinville		48,181
Maple Valley		35,937
Covington		32,776
Mountlake Terrace		28,152
Average		39,936



POG Difference Summary: Low Tax Base City Comparison

To obtain a more apples-to-apples Adjusted Price of Government comparison, the table belows depicts only the 6 Low Tax Base Cities from the previous 9 city research. Adjusted POG is used, meaning non-contract revenues/expenses and one-time revenues are excluded. The second table shows what Kenmore actually collected in revenue each year, compared against what the City hypothetically could have collected in revenue if Kenmore's POG was the average of the 6 Low Tax Base Cities. The Difference in Kenmore Actual versus Average Expected shows the additional revenue the City would collect if Kenmore Citizen's Price of Government was the average of the 6 Low Tax Base Cities.

Key	Low POG	High POG	Avg. POG	Kenmore
-----	---------	----------	----------	---------

Table M							
Low Tax-Base Cities Adjusted POG							
Contract Modified POG minus One-Time Revenues							
City	2009	2010	2011	2012	2013*	2014*	4-Yr Avg
Kenmore	1.74%	1.64%	1.56%	1.70%	1.77%	1.49%	1.66%
Brier	1.86%	1.88%	1.94%	1.97%			1.91%
Lake Forest Park	1.59%	1.65%	2.05%	2.08%			1.84%
Maple Valley**	1.53%	1.54%	1.81%	1.85%			1.68%
Covington	2.40%	2.21%	2.06%	2.71%			2.34%
Mountlake Terrace	3.15%	3.30%	3.27%	3.17%			3.22%
Average	2.04%	2.04%	2.11%	2.25%	2.28%	2.35%	2.11%

*Average POG in 2013 and 2014 is forecasted, Kenmore Revenue in 2014 is forecasted

**Kenmore is lowest, Maple Valley is included as next lowest

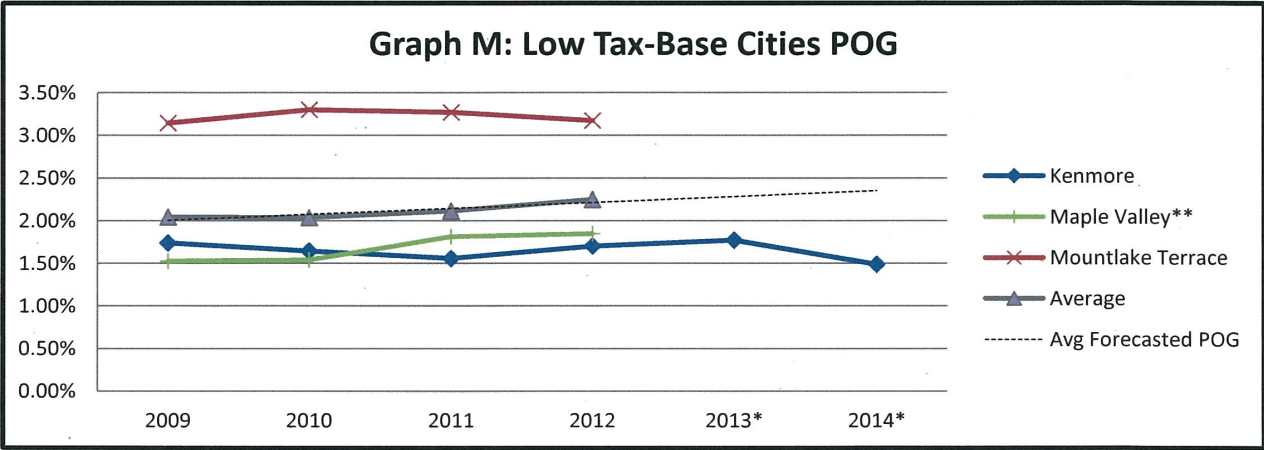


Table N							
Kenmore POG Difference Summary							
Kenmore's revenue compared to Kenmore's hypothetical revenue using Low Tax-Base City Average POG							
Revenue and Income Information	2009	2010	2011	2012	2013*	2014*	6-Yr Avg.
Total Population Income (Total Population multiplied by Per Capita Income)	794,998,542	802,727,640	815,282,520	824,698,680	830,583,780	839,791,323	809,426,846
Kenmore's Revenue (Modified for contracts and one-time revenues)	13,818,878	13,194,751	12,691,077	14,036,856	14,713,979	12,501,996	13,435,391
Average Expected Revenue (6-City Avg POG as % of Kenmore Pop. Income)	16,238,011	16,349,592	17,235,615	18,536,797	18,937,310	19,735,096	17,090,004
Difference in Kenmore Actual versus Average Expected	2,419,133	3,154,841	4,544,538	4,499,941	4,223,331	7,233,100	3,654,613

*Average POG in 2013 and 2014 is forecasted, Kenmore Revenue in 2014 is forecasted

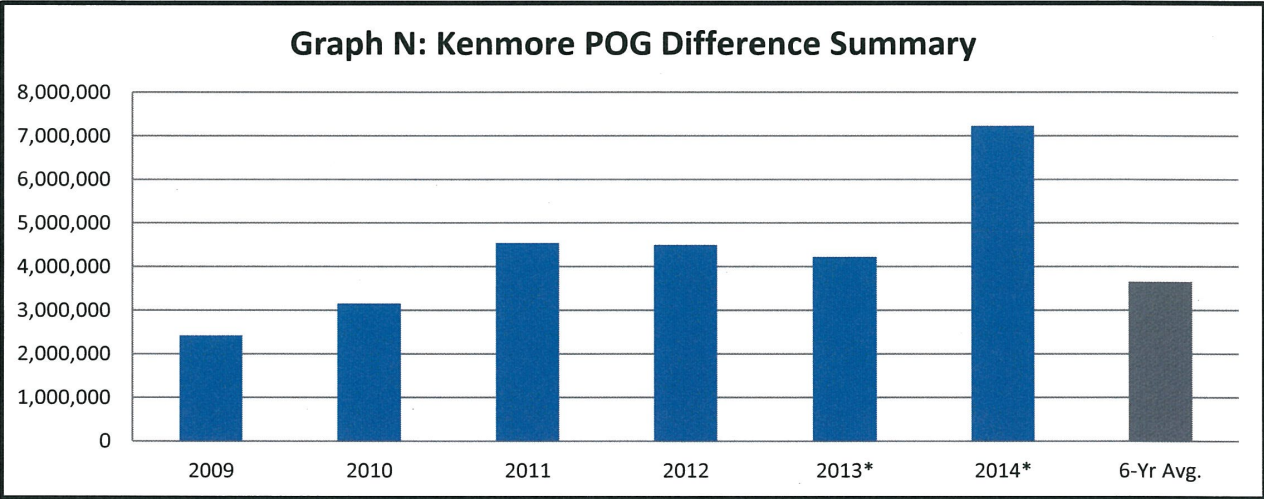


Exhibit B: Slide Presentation

Price of Government and Tax Comparison Report

City of Kenmore, Washington
City Council Meeting
July 21, 2014

Brett Lee, Management Intern

PRICE OF GOVERNMENT AND TAX COMPARISON REPORT

City of Kenmore – City Council Meeting
July 21, 2014

Outline

Property and
Sales Tax
Comparison

The Price of
Government

Property and Sales Tax Comparison

Why Compare Property and Sales Tax?

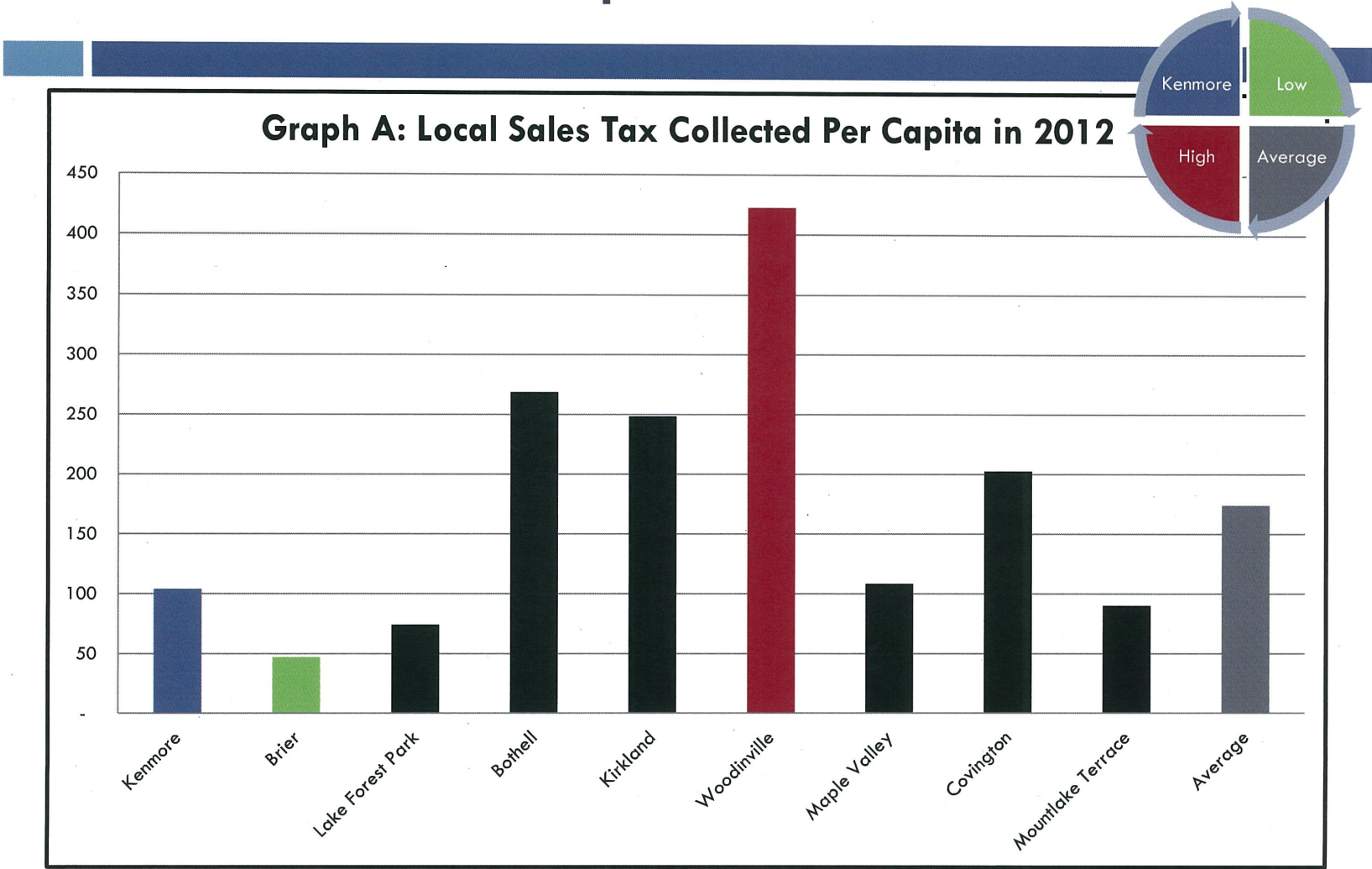
Understand where
Kenmore Stands
among Peers

Address
Misconceptions

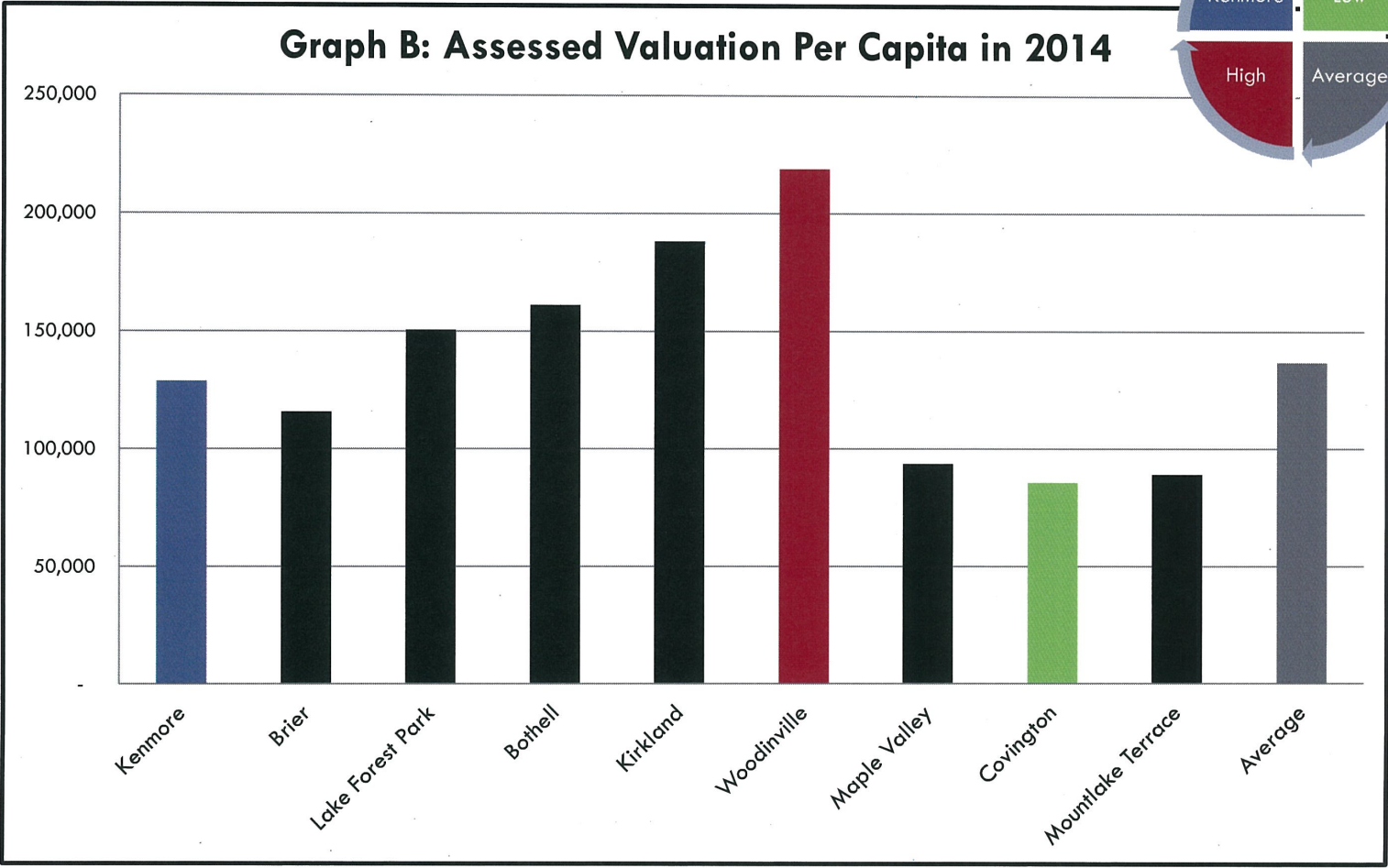
Two Caveats

- There are major differences in tax bases in some cities
- This only highlights two sources of revenue, and does not represent the full picture

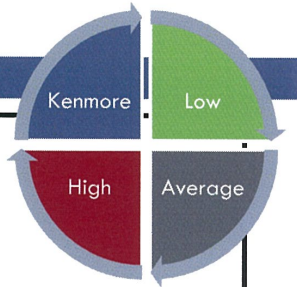
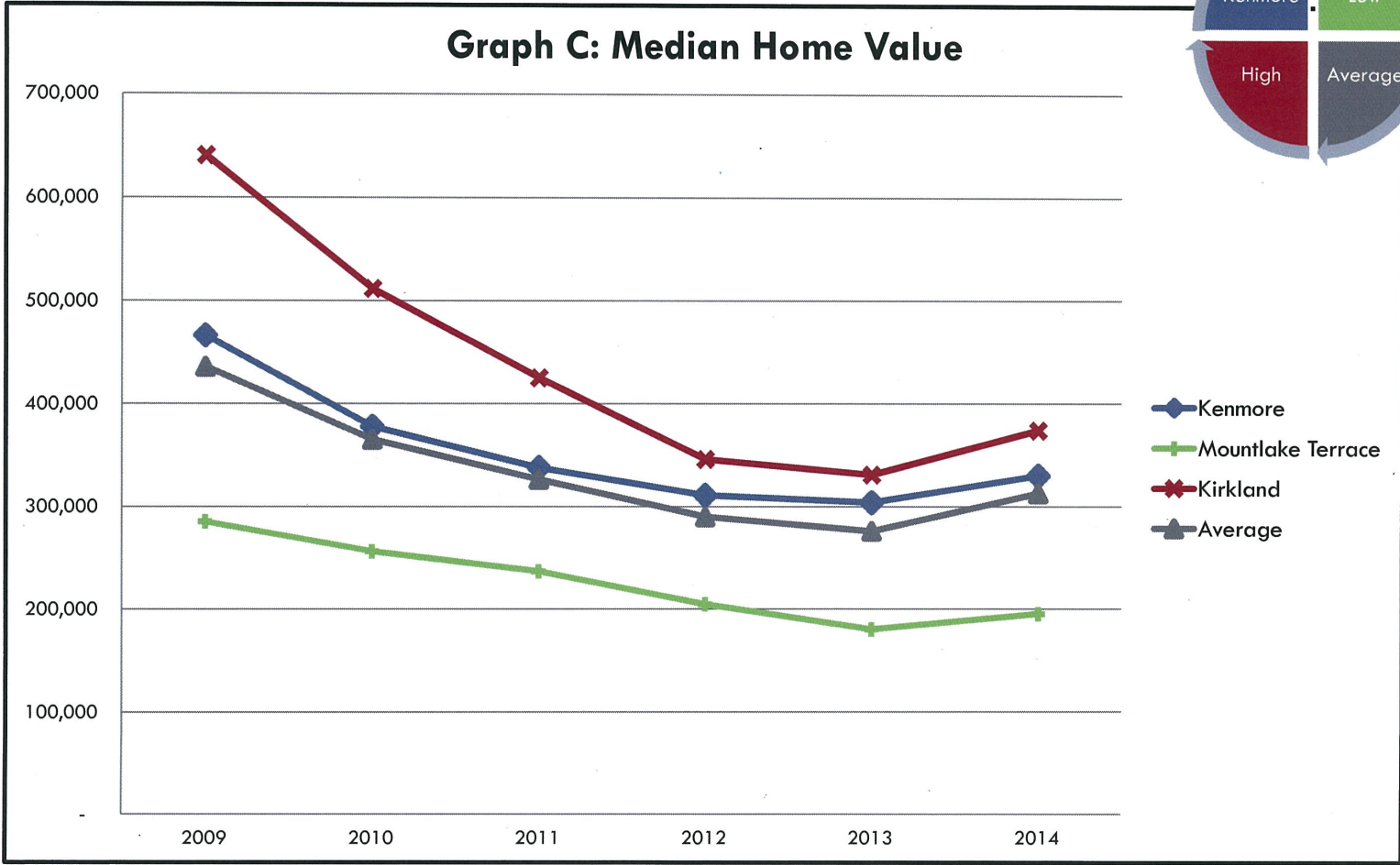
Sales Tax Comparison



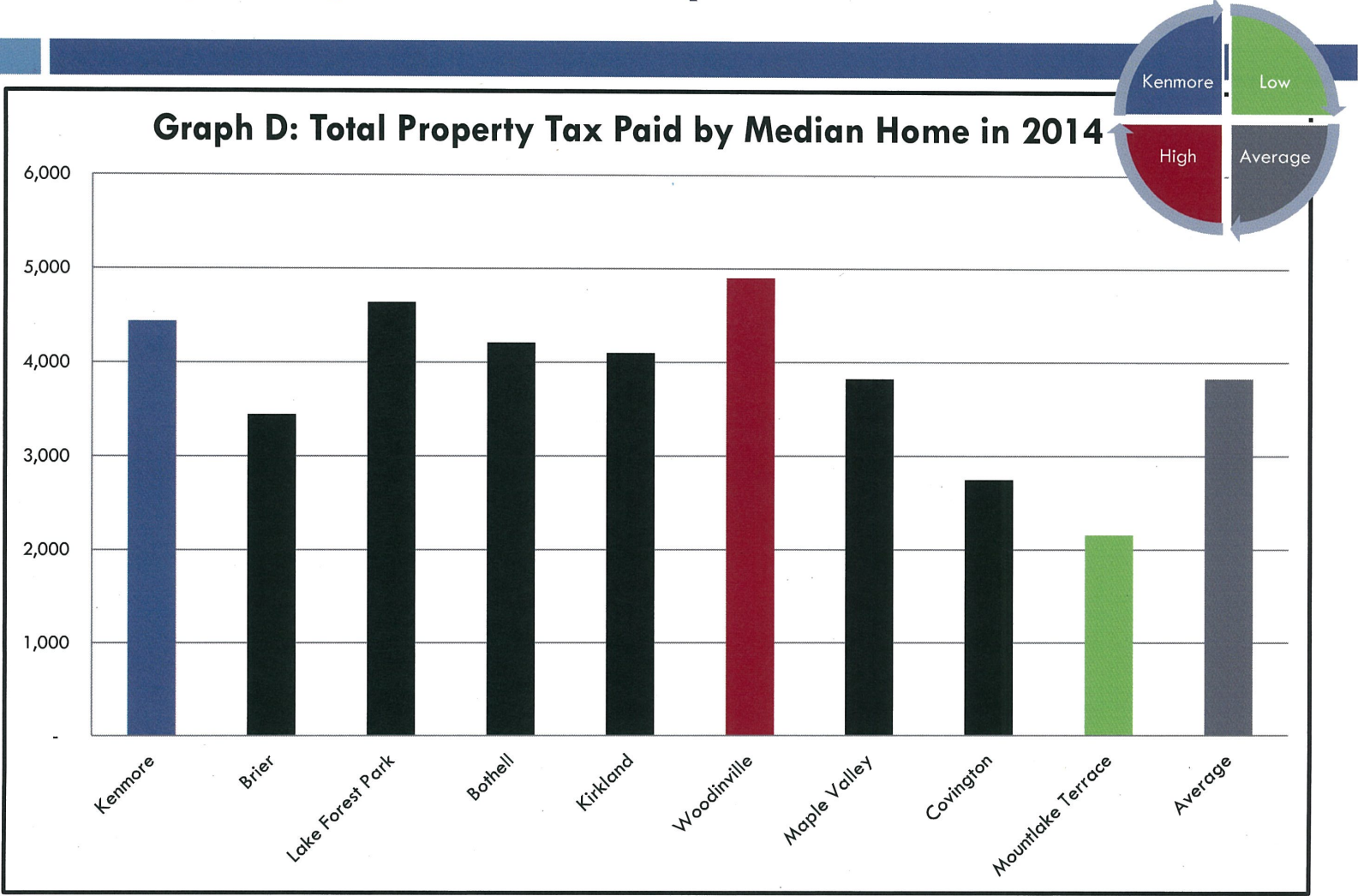
Property Tax Comparison



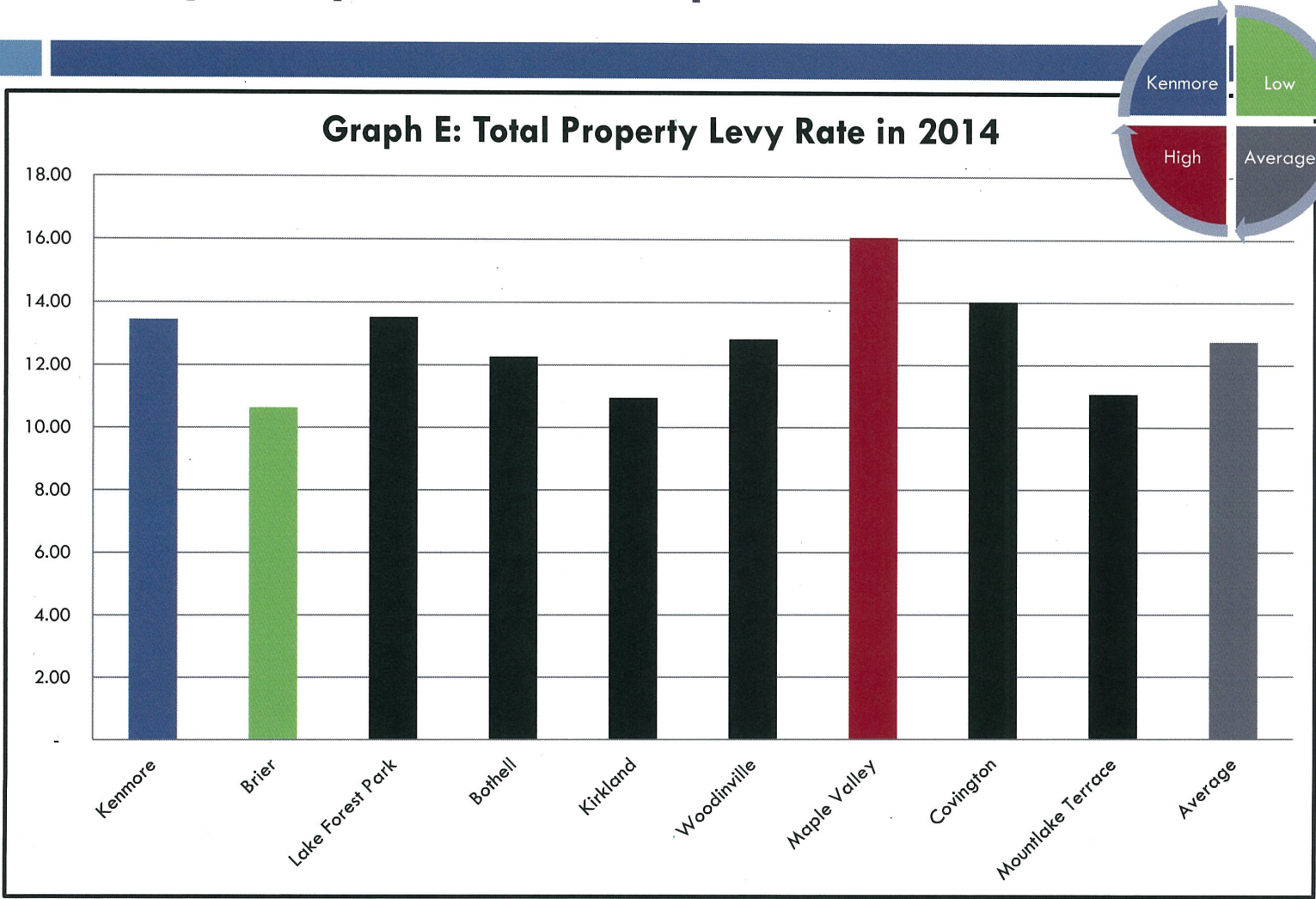
Property Tax Comparison



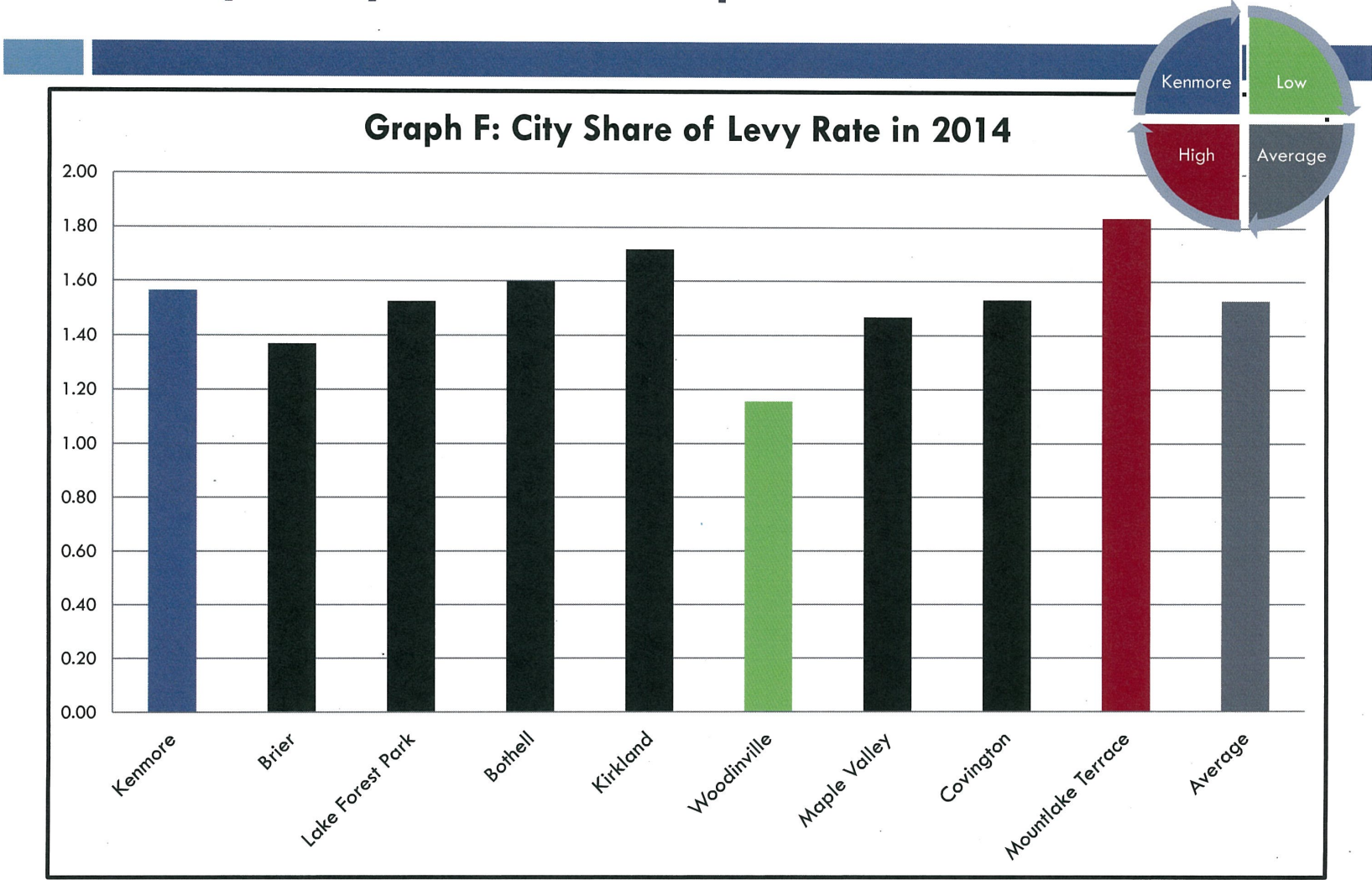
Property Tax Comparison



Property Tax Comparison



Property Tax Comparison



The Price of Government

The Price of Government

$$\text{Price of Government} = \frac{\text{City Revenue}}{\text{Total Citizen Income}}$$

**The percentage of personal income a
Kenmore Citizen pays to the City**

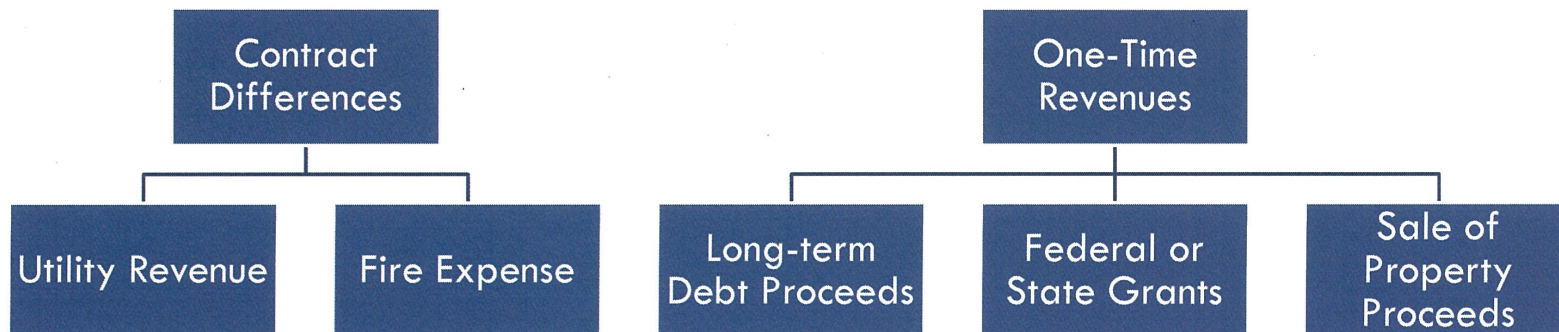
Definitions of Revenue

Actual Revenue

- This is the raw revenue with no adjustments for anything

Adjusted Revenue

- **Contract Differences:** Adjustments to revenues and expenses to non-Contract cities are made to provide the closest apples-to-apples comparison possible among cities of difference sizes
- **One-time Revenues:** These are removed to normalize annual numbers



Other Definitions

Price of Government

- POG derived from Total Revenue

Adjusted POG

- POG derived from Adjusted Revenue

Kenmore Population

- From the Washington Office of Financial Management

Per Capita Income

- 5-year Estimates from US Census Bureau

Total Population Income

- Calculated by multiplying Per Capita Income by Total Population

The Value in POG

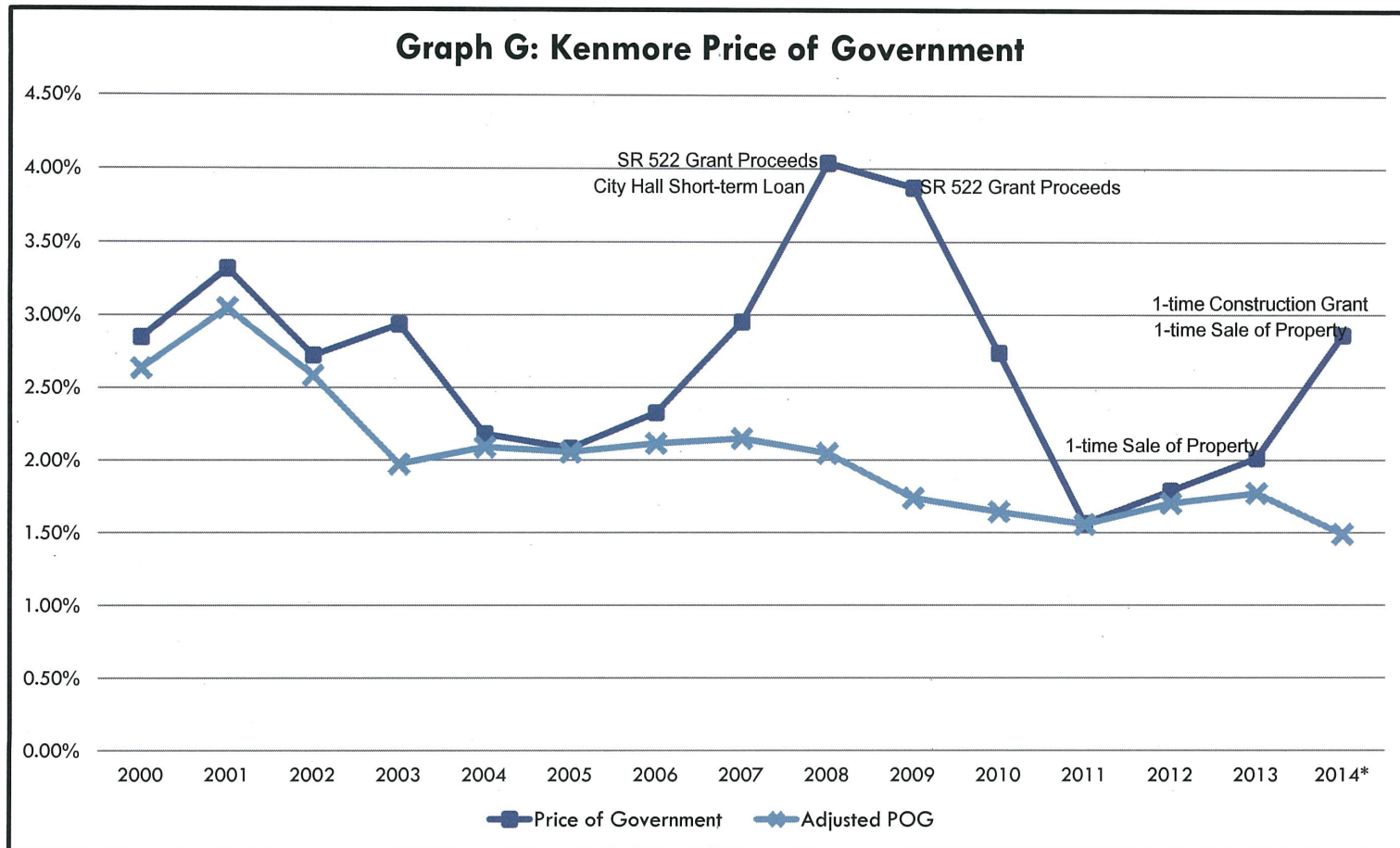
Trend
Comparison
Against Self

Comparison
Against Others

Two Caveats

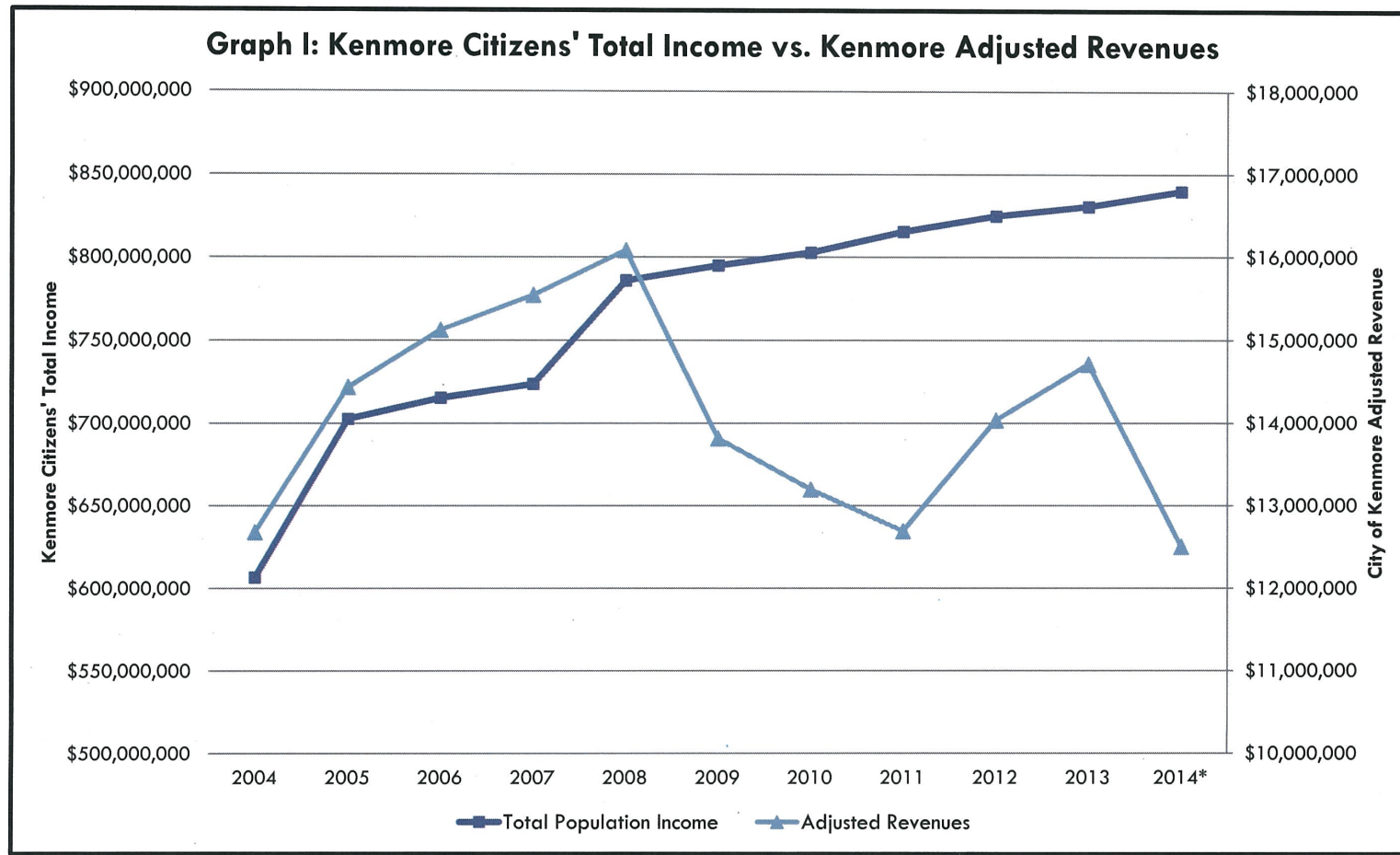
- There are major differences in tax bases across cities
- Precise Apples-to-Apples comparisons are not possible

Kenmore's Price of Government

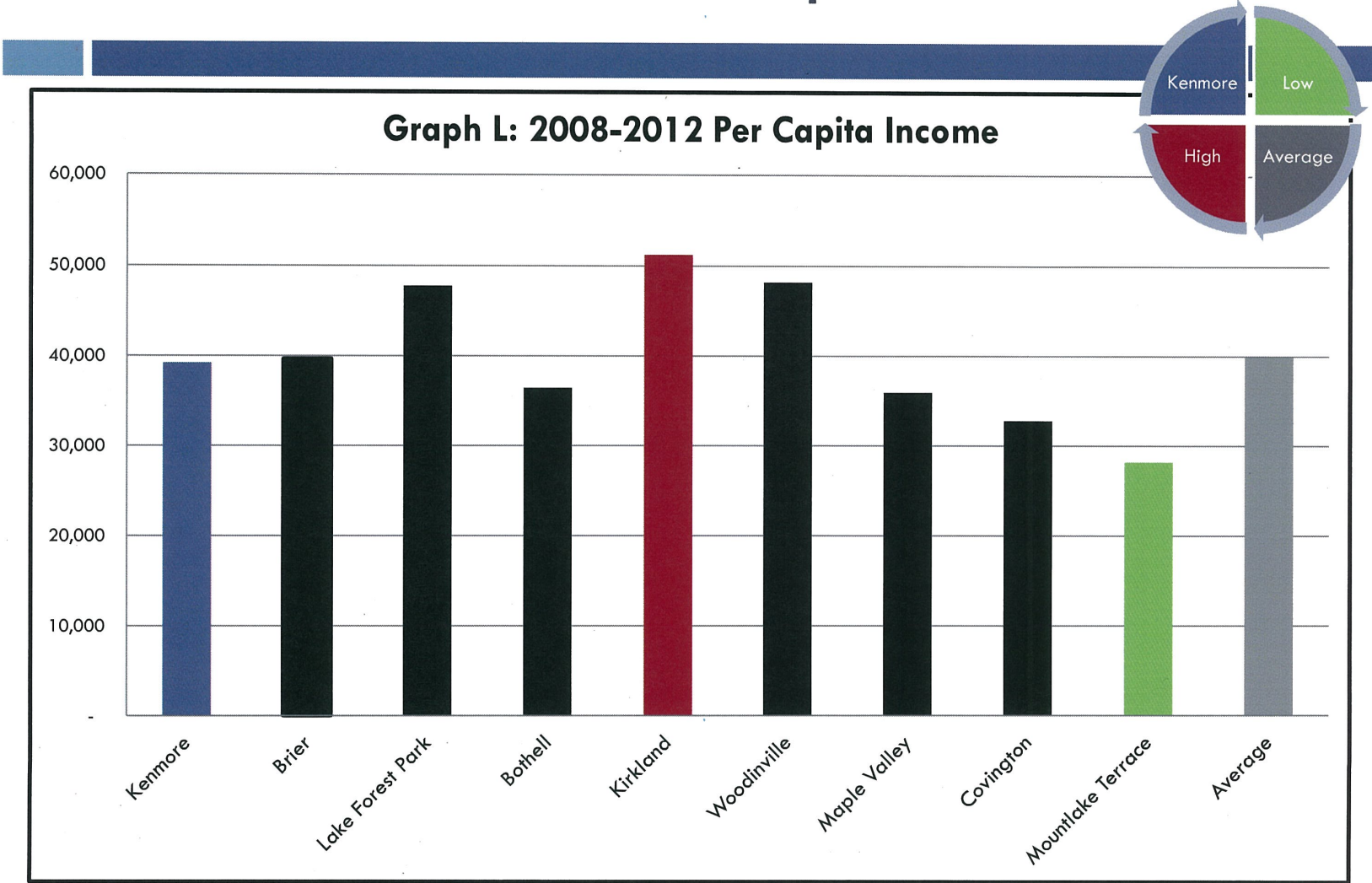


*Kenmore Revenue in 2014 is Forecasted

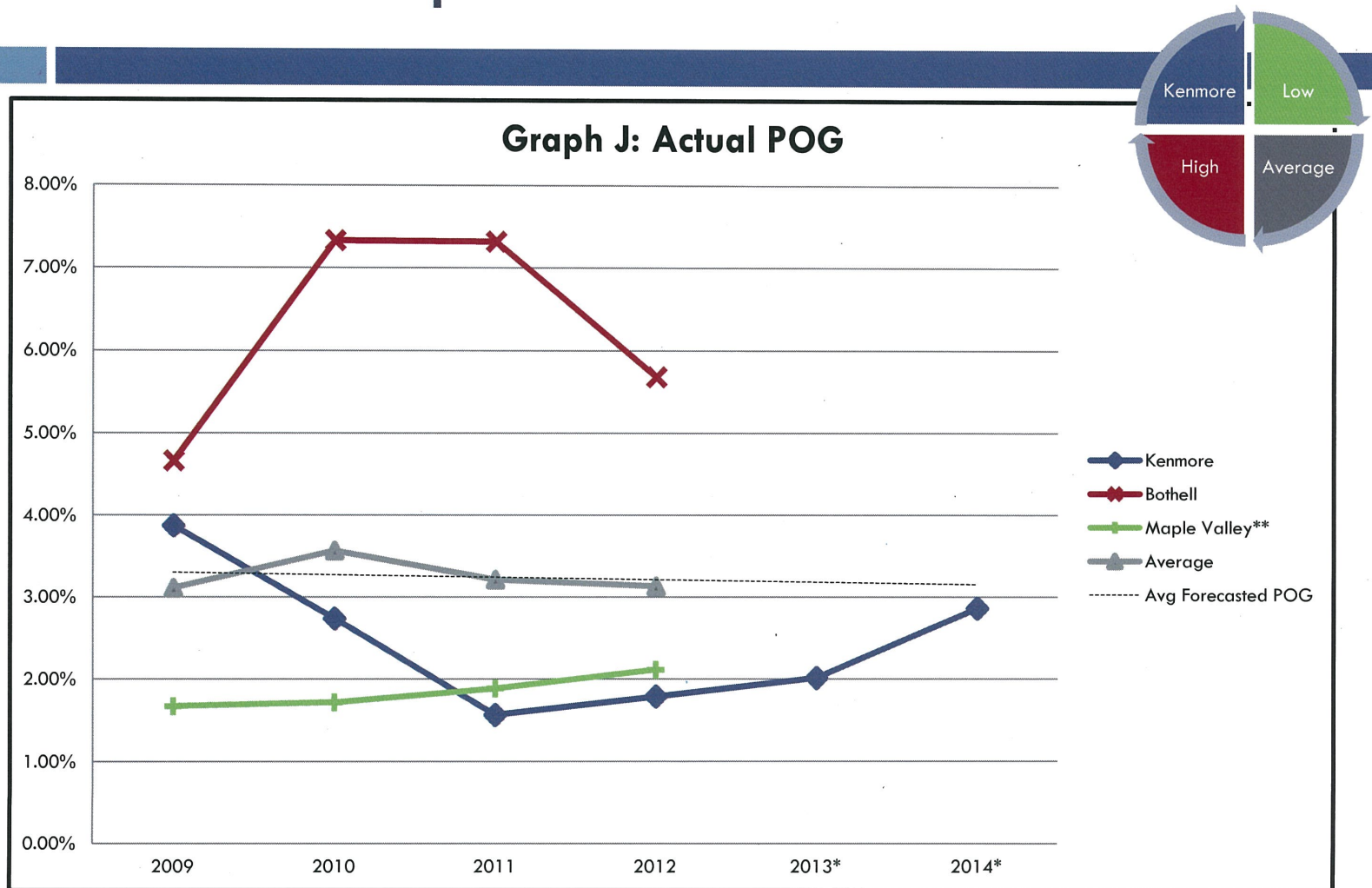
Citizen Total Income vs. Adjusted Revenues



Tax and Income Comparison



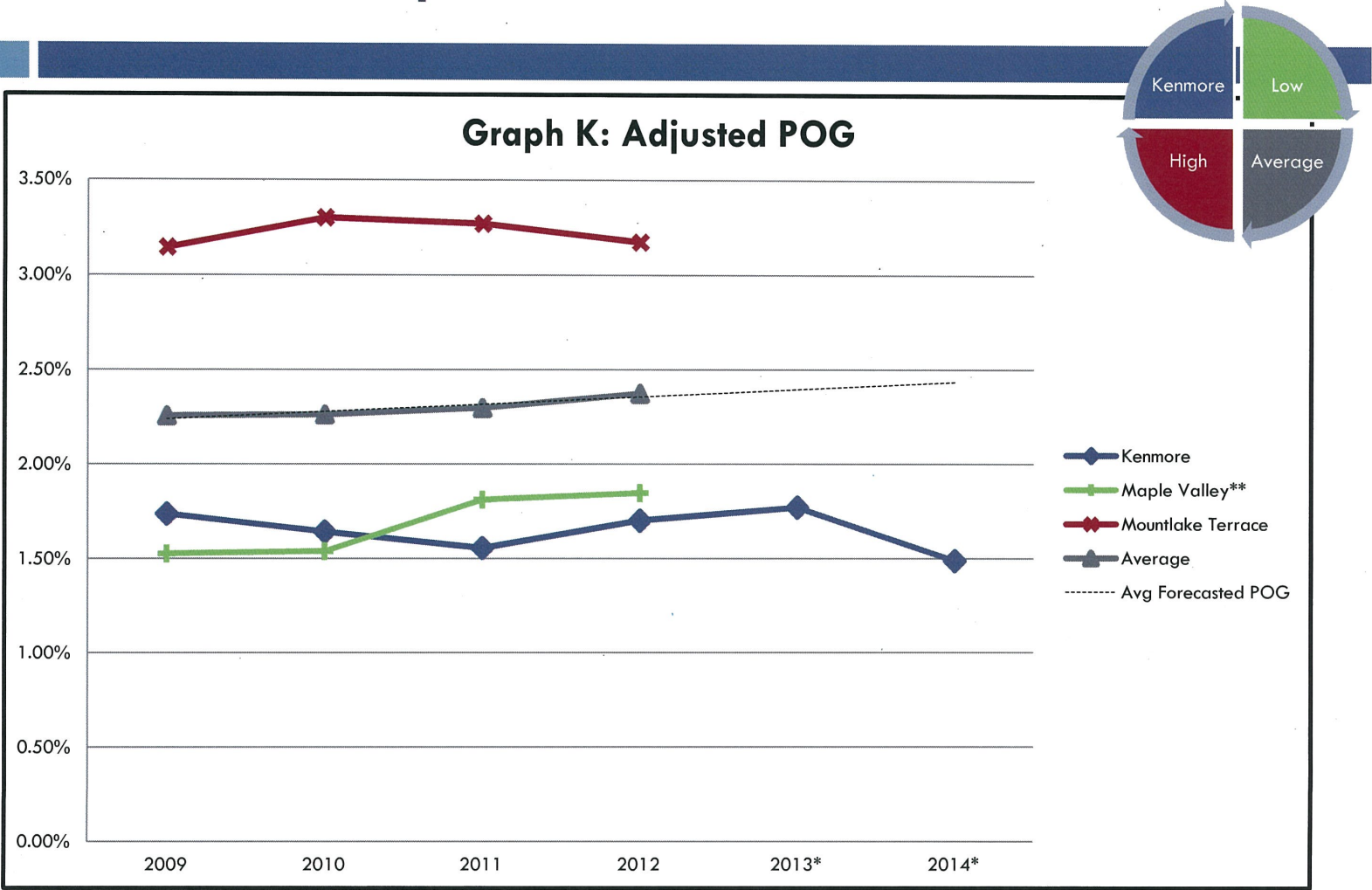
POG Comparison



*Average POG in 2013-2014 and Kenmore Revenue in 2014 is Forecasted

**Kenmore is Lowest. M Valley is included as Next Lowest.

POG Comparison



*Average POG in 2013-2014 and Kenmore Revenue in 2014 is Forecasted

**Kenmore is Lowest. M Valley is included as Next Lowest.

POG Summary: Low Tax Base Cities

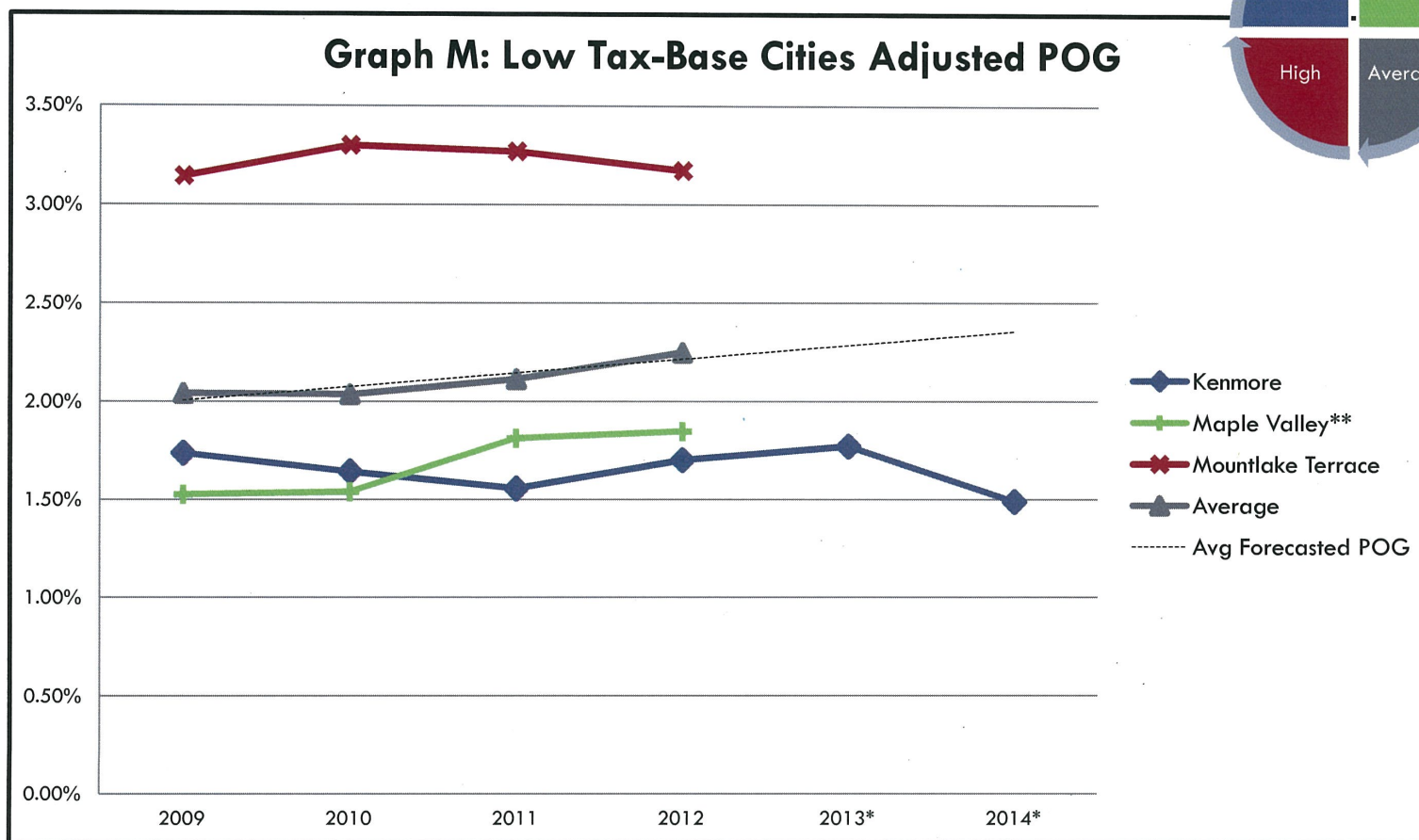
Table M: Low Tax-Base Cities Adjusted Price of Government

A comparison of the 6 Low Tax Base Cities, to find a more equal comparison

City	2009	2010	2011	2012	2013*	2014*	4Yr Avg
Kenmore	1.74%	1.64%	1.56%	1.70%	1.77%	1.49%	1.66%
Brier	1.86%	1.88%	1.94%	1.97%	--	--	1.91%
LFP	1.59%	1.65%	2.05%	2.08%	--	--	1.84%
M. Valley	1.53%	1.54%	1.81%	1.85%	--	--	1.68%
Covington	2.40%	2.21%	2.06%	2.71%	--	--	2.34%
MLT	3.15%	3.30%	3.27%	3.17%	--	--	3.22%
Average	2.04%	2.04%	2.11%	2.25%	2.28%	2.35%	2.11%

*Average POG in 2013-2014 and Kenmore Revenue in 2014 is Forecasted

POG Summary: Low Tax Base Cities



*Average POG in 2013-2014 and Kenmore Revenue in 2014 is Forecasted

**Kenmore is Lowest. M Valley is included as Next Lowest.

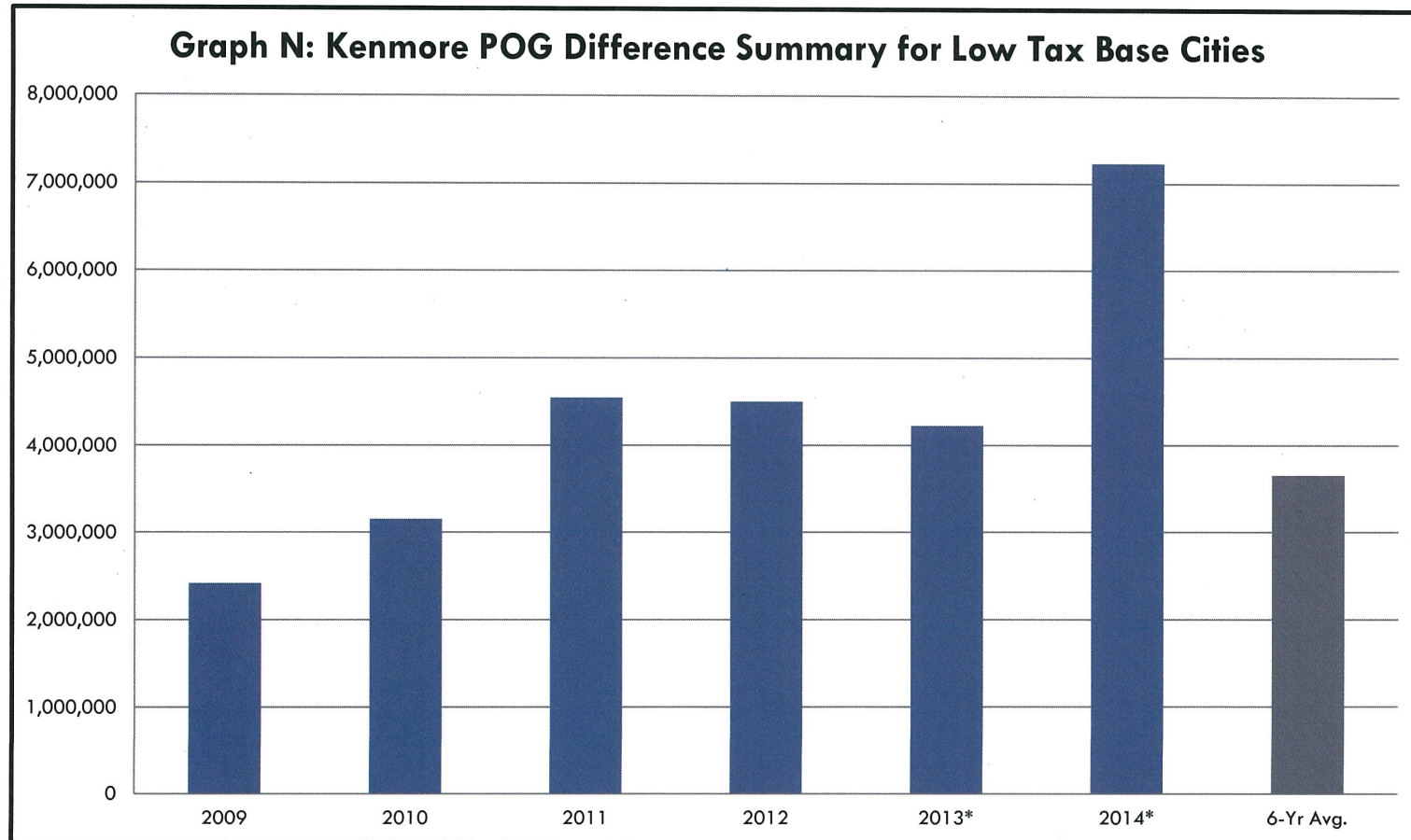
POG Difference Summary: Low Tax Base Cities

Table N: Kenmore Difference in POG Summary

Kenmore's Actual Revenue	From Kenmore's Adjusted POG as a percentage of Kenmore's Total Population Income						
Kenmore's Avg. Expected Revenue	From 6-City Average POG as a percentage of Kenmore's Total Population Income						
Difference in Actual & Average Expected	Shows the additional revenue the City would collect if the Average Low Tax Base City POG was used						
Revenue Information	2009	2010	2011	2012	2013*	2014*	6 Yr Avg.
Total Population Income	794,998,542	802,727,640	815,282,520	824,698,680	830,583,780	839,791,323	809,426,846
Kenmore Actual Revenue	13,818,878	13,194,751	12,691,077	14,036,856	14,713,979	12,501,996	13,435,391
Average Expected Revenue	16,238,011	16,349,592	17,235,615	18,536,797	18,966,200	19,758,315	17,090,004
Difference in Actual vs. Expected	2,419,133	3,154,841	4,544,538	4,499,941	4,252,221	7,256,319	3,654,613

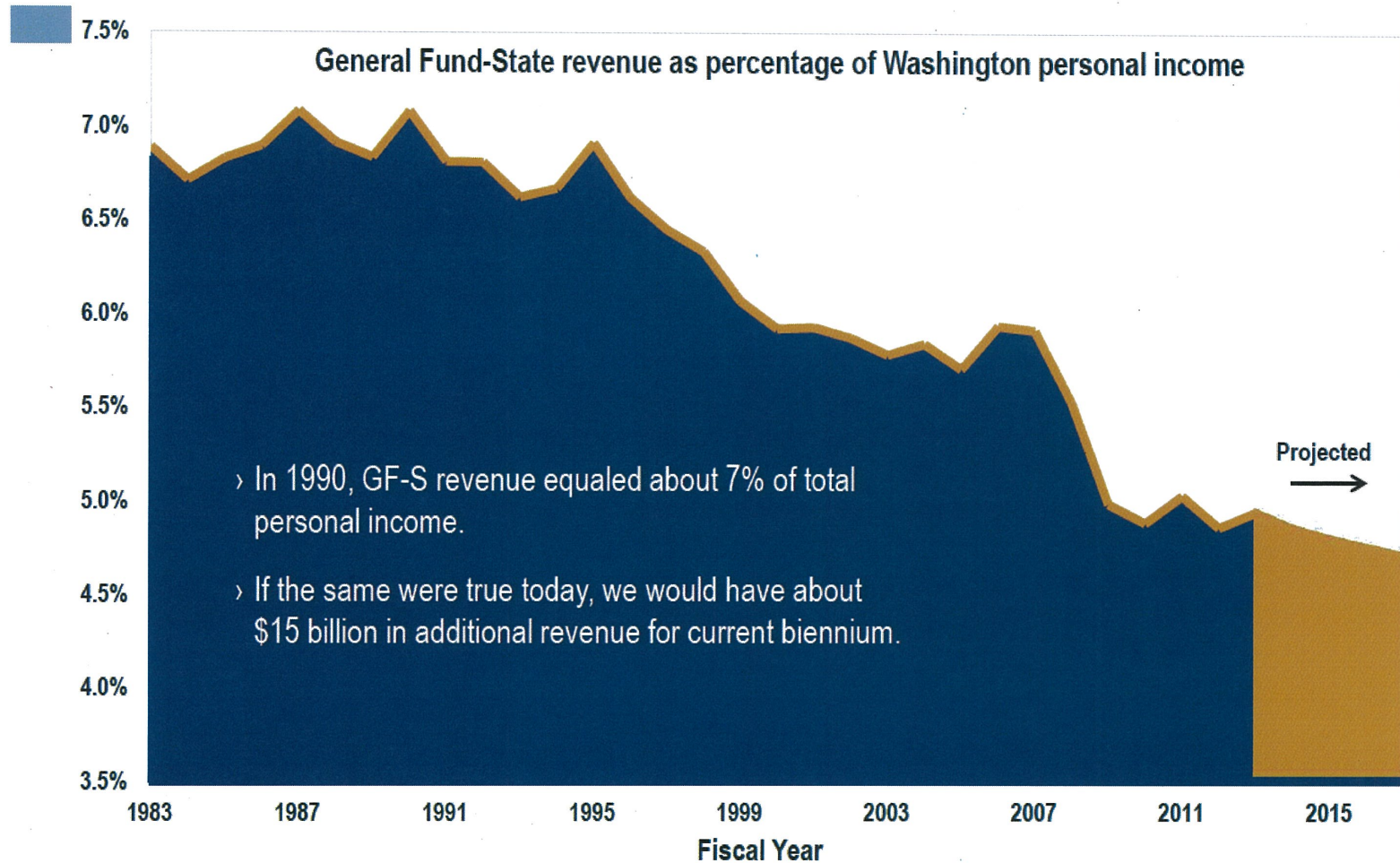
*Average POG in 2013-2014 and Kenmore Revenue in 2014 is Forecasted

POG Difference Summary: Low Tax Base Cities



*Average POG in 2013-2014 and Kenmore Revenue in 2014 is Forecasted

Revenue collections are at historically low levels when compared to overall economy



Washington State Economic and Revenue Forecast Council, September 2013 4

Value of Comparison Financial Data



Highlights Difference in Tax Bases

Compares Kenmore to other Cities

Compares Kenmore to Self over Time

Serves as a Reference Point when seeking Voter-Approved Additional Revenue



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Policy Discussion Regarding Video Recording of Council Meetings Follow-up Proposed Council Action/Motion: Review and discuss attached slide presentation, allowing Council to decide on the number of cameras to install and which budget cycle to install the cameras in	For Council Meeting Agenda of: July 21, 2014 Department: City Manager's Office Prepared by: Brett Lee, Management Intern <u>Initial & Date</u> Approved by Department Head: _____ Approved by City Attorney: _____ Approved by Finance Director: _____ Approved by City Manager: <u>RLK 7/17/14</u> Exhibits/Attachments: Exhibit A: Slide Presentation	
Expenditure Required \$ See slide presentation	Amount Budgeted \$ 	Appropriation Required \$
<u>INFORMATION/BACKGROUND:</u> At the January 2014 City Council Retreat, Council directed staff to research available options the City has in providing live video coverage of Council meetings along with associated costs and impacts on staff time and resources. At the June 23, 2014 City Council Meeting, Council decided to install a recording system for live streaming but requested more information concerning future installation costs after an initial installation. This report identifies that information.		
<u>FISCAL CONSIDERATION:</u> One Camera: \$3,594 – One Fixed Camera, no Presentation Integration (Presentation Integration costs \$2,900) Two Cameras: \$13,618 – Two Pan-Tilt-Zoom Cameras with Presentation Integration Three Cameras: \$14,449 – One Fixed Camera and Two Pan-Tilt-Zoom Cameras with Presentation Integration		
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Kenmore Vision Statement: In 2020, we see Kenmore as a community with ... An informed citizenry working with an open responsive government that seeks out and integrates public input. Kenmore Mission Statement: With integrity as its cornerstone, Kenmore is a city that will meet its obligations by providing... Forum for citizen participation and involvement and fair and friendly services responsive to the diverse needs of the people.		

Exhibit A: Slide Presentation

Policy Discussion Regarding Video Recording of Council Meetings Follow-up

City of Kenmore, Washington
City Council Meeting
July 21, 2014

Brett Lee, Management Intern

Follow-up of Video Recording Council Meetings Options

City of Kenmore
City Council Meeting
July 21, 2014

Overview to this Point

January 2014 City Council Retreat

- Council directed staff to investigate options to video record meetings

June 23rd 2014 City Council Meeting

- Council voted on pursuing live video through an installed camera system
- Council directed staff to investigate the download policy of recorded meetings

Next Step

- Council needs to decide on how many cameras to install and which budget cycle the project should fall under

File Downloading Capability and Policy

File Downloading Capability

- The City and citizens have access to all archived meetings through online streaming. These files are time stamped.
- The City has access to copies of files in universal formats available at any time
- In the near future, citizens will be able to download copies of files from Kenmore's website for free

File Access Policy

- Our City Clerk has worked with our City Attorney to develop appropriate language describing this access for the City's website

Chosen Option Overview



Installed Camera System

Live
Video

- High Quality Stream

One
Camera

\$3,594

Two
Cameras

\$13,618

Three
Cameras

\$14,445

Option Prices



One Camera Install

One Fixed Shot Camera	Notes
\$3,594	Only one dais-wide shot, no Presentation Integration Presentation Integration costs an extra \$2,900



Two Camera Install

Two Pan-Tilt-Zoom Cameras	Notes
\$13,618	Close-ups & Zoom-outs Includes Presentation Integration Camera movement is seen



Three Camera Install

One Fixed Shot Camera & Two Pan-Tilt-Zoom Cameras	Notes
\$14,449	Close-ups & Zoom-outs Includes Presentation Integration No Camera movement is seen between shots

Future Upgrade Costs

If the City installed a One Camera System, consisting of a Wide-Shot Camera, it would cost more in labor to add additional cameras later if the City wanted an upgrade.

The Cost to Add:

One	Two
Additional Pan-Tilt-Zoom Camera	Additional Pan-Tilt-Zoom Cameras
\$9,849	\$12,333

Cost Difference Between Initial Install and Future Potential Upgrade Costs

Systems	Initial Install	Upgrade from One Set Camera	Total Cost of One Set Camera Plus Upgrade	Notes
One Camera	\$3,594	--	--	Presentation Video costs an additional \$2,900
Two Cameras	\$13,618*	\$9,849	\$13,443**	Both Include Presentation Video
Three Cameras	\$14,445	\$12,333	\$15,927	Both Include Presentation Video

* Two Camera Initial Install: 2 PTZ Cameras

** Upgraded Two Camera System: One Set Shot Camera and One PTZ

Total Costs

Annual Fee

- \$4,309 (\$2,160 increase)

Installation Costs

- One Camera - \$3,594
- Two Camera - \$13,618
- Three Camera - \$14,445

Cost to Upgrade from One Camera at Future Date

- One Additional Pan-Tilt-Zoom Camera - \$9,849
- Two Additional Pan-Tilt-Zoom Cameras - \$12,333

Next Step

How many cameras?

- One: \$3,594
- Two: \$13,618
- Three: \$14,445

Which budget cycle?

- 2013-2014
- 2015-2016