

City of Kenmore



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 22, 2013
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. PROCLAMATION

A. National Recovery Month - September 2013

VI. CITIZEN COMMENTS

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

VII. CONSENT AGENDA

- A. Adopt Minutes for the July 8, 2013 City Council Special & Regular Meeting
- B. Approve Check Nos. 28094 - 28163 in the Amount of \$204,332.80 and Electronically Transferred Payroll Funds Totaling \$64,308.64 and Payroll Check No. 210297 in the Amount of \$442.15 and No. 210298 in the Amount of \$407.74
- C. Adopt Resolution No. 13-220, Inglemoor Heights Final Plat Approval
- D. Authorize Contract No. 13-C1186, Public Defender Professional Services Agreement
- E. Cancel All Regular City Council Meetings for August 2013

VII. CONSENT AGENDA

- F. Receive and File May 2013 Financial Report
- G. Authorize City Manager to Award West Samm Bridge Scour Stabilization Construction Contract No. 13-C1195

VIII. BUSINESS AGENDA

- A. Surface Water Program Update - Kris Overleese, Engineering & Environmental Services Director, and Richard Sawyer, Surface Water Program Manager
- B. Northshore Summit Park Status & Budget - Debbie Bent, Community Services Director, and Marc Connelly, Parks Project Manager
- C. Status Report on Planning Commission 2013 Work Program - Debbie Bent, Community Development Director

IX. STAFF REPORT

X. COUNCILMEMBER COMMENTS/REPORTS

XI. EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(i), Potential Litigation and Litigation

XII. ADJOURNMENT

Upcoming Meetings:

August 2013	All Regular City Council Meetings Canceled
Tuesday, August 6, 2013	Planning Commission Regular Meeting 7:00 p.m.
Tuesday, August 20, 2013	Planning Commission Regular Meeting 7:00 p.m.
Monday, September 9, 2013	City Council Regular Meeting 7:00 p.m.

City of Kenmore, Washington Proclamation

2013 National Recovery Month

“Join the Voices for Recovery: Together on Pathways to Wellness”

WHEREAS, behavioral health is an essential part of health and one's overall wellness; and

WHEREAS, prevention of mental and/or substance use disorders works, treatment is effective, and people recover in our area and around the nation; and

WHEREAS, preventing and overcoming mental and/or substance use disorders is essential to achieving healthy lifestyles, both physically and emotionally; and

WHEREAS, we must encourage relatives and friends of people with mental and/or substance use disorders to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services; and

WHEREAS, in 2011, 3.8 million people received specialty treatment for a substance use disorder and more than 31.6 million adults aged 18 or older received services for mental disorders, according to the *2011 National Survey on Drug Use and Health*. Given the serious nature of this public health problem, we must continue to reach the millions more who need help; and

WHEREAS, on October 1, 2013, as a result of the Affordable Care Act, more than 11 million uninsured individuals with behavioral health needs will become eligible for affordable insurance coverage for their treatment needs, according to the *2011 National Survey on Drug Use and Health*. We must ensure that all of these individuals are successfully enrolled in coverage; and

WHEREAS, to help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and the City of Kenmore, Washington, invite all residents of Kenmore to participate in *National Recovery Month*,

NOW, THEREFORE, I, David Baker, Mayor of the City of Kenmore in the State of Washington, on behalf of the City Council, do hereby proclaim the month of September 2013 as

National Recovery Month

In the City of Kenmore and call upon the citizens to observe this month with appropriate programs, activities, and ceremonies to support this year's ***Recovery Month***.

IN WITNESS WHEREOF, signed this 22nd day of July, 2013.

Signed: _____
David Baker, Mayor

Attested: _____
Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Special & Regular Meeting
Minutes
July 8, 2013**

CALL TO ORDER – The special meeting of the Kenmore City Council was called to order by Mayor David Baker at 6:00 p.m.

EXECUTIVE SESSION

Mayor Baker recessed the special meeting at 6:00 p.m. to an executive session to discuss Property Acquisition, pursuant to RCW 42.30.110(1)(b), and Litigation, pursuant to RCW 42.30.110(1)(i). He stated that the executive session will last for approximately one hour and that action is anticipated when the meeting is reconvened.

POSSIBLE ACTION RESULTING FROM EXECUTIVE SESSION

Councilmember Van Ness moved that the due diligence contingency set forth in Section 2.1 of Contract No. 12-C1073 (Real Estate Purchase and Sale Agreement between the City and Daniel Reasoner and Eloise Strieck) dated November 7, 2012, as subsequently amended, be waived, and that the City Manager be directed to communicate such waiver to the Sellers and to undertake all administrative actions necessary on behalf of the City to effectuate the closing of the transaction in accordance with the Real Estate Purchase and Sale Agreement. The motion passed 5-2, with Mayor Baker and Councilmember Smith voting no.

ADJOURNMENT – Mayor Baker adjourned the special meeting at 7:12 p.m.

CALL TO ORDER – Mayor Baker called the regular meeting to order at 7:12 p.m.

Councilmembers present: Mayor David Baker (excused for executive session following the regular meeting), Deputy Mayor Bob Hensel, and Councilmembers Brent Smith, Laurie Sperry, Allan Van Ness, Milton Curtis, and Glenn Rogers

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance & Administration Director; Kris Overleese, Engineering & Environmental Services Director; Bryan Hampson, Development Services Director; Cliff Sether, Police Chief; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

Mayor Baker amended the agenda to add a public comment period following the presentation for Business Agenda Item B., Approve Kenmore Village Purchase and Sale Agreement with Main Street Property Group, LLC.

It was Council consensus to approve the agenda as amended.

CITIZEN COMMENTS

Kate Donaldson, 6401 NE 181st Street, #B-1, Kenmore, was present to state her concerns regarding the cement plant. She submitted a handout to Council, which she read her statements from.

Dave Crawford, 7534 NE 175th Street, Kenmore, was present to state his concerns regarding executive sessions for property purchases and regarding the City making additional property purchases.

Elizabeth Mooney, 5934 NE 201st Street, Kenmore, was present to state her concerns regarding the cement plant. She stated that she and Kate Donaldson met with the Cemex people today.

Ken Smith, 15816 70th Avenue NE, Kenmore, was present to state his concerns regarding discussions in executive session and having the financial report on the consent agenda.

Mayor Baker thanked the citizens for their comments. He explained that the law allows an executive session to discuss property purchase prices, or sale or lease prices, in order to protect the citizens if there is a likelihood that prices may increase, or decrease, due to public knowledge of the proposed pricing.

CONSENT AGENDA

Councilmember Rogers moved to approve the consent agenda as submitted. Councilmember Van Ness seconded the motion to Adopt the Minutes for the June 10, 2013 Regular Meeting and June 13, 2013 Joint Lake Forest Park/Kenmore Special Meeting; Approve Check Nos. 28012 - 28093 in the Amount of \$1,664,907.20 and Electronically Transferred Payroll Funds Totaling \$62,545.42 and Payroll Check No. 210257 in the Amount of \$405.77 for the Period Ending June 21, 2013; Receive and File April 2013 Financial Report; and Authorize Wallace Swamp Creek Park Sediment Pond Dredging, Contract No. 13-C1188. The motion passed unanimously.

BUSINESS AGENDA

Briefing on Sediment/Water Test Reports by Washington Department of Ecology (DOE) and Washington Department of Health (DOH) – Nancy Ousley, Assistant City Manager; Maura O’Brien, Professional Geologist/Hydrogeologist and Site Manager, DOE; and Lenford O’Garro, Health Assessor, DOH, were present to give a brief report. Assistant City Manager Ousley gave a summary of the process and stated that both DOE and DOH have prepared reports, which are now posted on their websites and linked to the City website.

Ms. O’Brien stated that the test results confirm that the near shore waterfront at Lake Washington and the lower reaches of the Sammamish River are protective of human health and aquatic environment, except at the two privately-owned marinas. The sediment and water characterization results indicate that there are no significant environmental issues at Log Boom Park in Kenmore and Lyon Creek Park in Lake Forest Park. She stated that Ecology has met with the private marina owners and the Department of Natural Resources (DNR) and have agreed to work together for the next steps in dredge planning and environmental evaluation.

Mr. O’Garro stated that the DOH evaluation is very protective of human health and looks at how people would be exposed, how long they would be in contact with a chemical, and what types of chemicals they would come into contact with. Their results showed that contact with the sediments or water is not expected to have any health effects on humans.

They also distributed copies of their reports to the Council and were available to answer any questions.

Approve Kenmore Village Purchase and Sale Agreement with Main Street Property Group, LLC – Resolution No. 13-222 – Rob Karlinsey, City Manager; Eric Campbell, MSPG, LLC President and CEO; Kim Faust, Development Manager; Chris Wilson, legal counsel; Corey Marx, City realtor with Jones Lang LaSalle; and Andy Symons, City legal counsel with Inslee, Best, Doezie & Ryder, were present to discuss the Kenmore Village Purchase and Sale Agreement with MSPG, LLC. They were also available to answer any questions.

City Manager Karlinsey stated that the current buyers have several key qualities, including offer price, experience and reputation, commitment to the City's goals, access to capital, and the ability to perform in a timely manner. He reviewed the main points of the agreement. The purchase price is \$3.6 million, which was the highest offer, although there were two other offers at the same price. There will be a 60-day environmental feasibility period and inspection before the agreement is final. A detailed development agreement is anticipated following the execution of the purchase and sale agreement.

Mr. Campbell gave a brief overview of the company and reviewed some of the projects the company has done or is doing currently. He stated that they do a great job with outreach to the community and listen carefully to the citizens. He added that they move quickly once they have a concept on which everyone can agree. Kenmore Village's connection to the lake, walkability, and using design elements from City Hall to create a sense of place will be emphasized.

City Manager Karlinsey displayed a slide showing a financial snapshot of Kenmore Village since 2003, with a net operating income to date for the City as landlord for Kenmore Village.

- **Public Comment Regarding the Kenmore Village Purchase and Sale Agreement with MSPG, LLC**

Mayor Baker opened the public comment period at 8:40 p.m.

The following citizens spoke:

Ken Smith, 15816 70th Avenue NE, Kenmore, was present to state that Council and staff should be very proud of what they have accomplished in the Kenmore Village process. He also stated his concerns regarding tax abatement reporting.

Charles Crouch, 7409 NE 200th Street, Kenmore, was present to congratulate the City and to state that citizens will be watching the Kenmore Village development process with excitement.

As there were no other citizens wishing to speak, Mayor Baker closed the public comment period at 8:44 p.m.

Councilmember Van Ness moved to Approve Kenmore Village Purchase and Sale Agreement with Main Street Property Group, LLC – Resolution No. 13-222. Councilmember Sperry seconded the motion. The motion passed unanimously.

STAFF REPORT

City Manager Karlinsey announced that the first Kenmore Summer Concert is scheduled for Thursday, July 11th at Bastyr University.

CITY COUNCILMEMBER COMMENTS/REPORTS

Councilmember Van Ness praised the Fourth of July fireworks show and thanked all the sponsors of the event. He noted that citizen Janet Hayes' mother gave a beautiful gardenia plant to the City. He reported on the recent Association of Washington Cities (AWC) Conference and the Municipal Award for Excellence given to the City by the AWC for excellence in innovative cost savings regarding our joint police services with the City of Shoreline. He noted that the cement industry is a necessity if we want to have asphalt roads. He distributed a handout to Council regarding a draft agreement with the Eastside Transportation Partnership (ETP).

Deputy Mayor Hensel also praised the Fourth of July fireworks event, at which he acted as MC.

Mayor Baker asked councilmembers to review the ETP handout and let them know by Friday if there are any objections to the agreement. He announced the Kenmore Summer Concert series and noted that parking for these events is free. He stated that he has been appointed to the State Shorelines Hearing Board to participate in shoreline appeals. He stated that he is leaving at the end of the meeting for Washington, DC, to accept recognition for Kenmore from the First Lady with regard to her "Let's Move" program.

EXECUTIVE SESSION

Mayor Baker recessed the regular meeting to an executive session at 8:55 p.m. to discuss Potential Litigation, pursuant to RCW 42.30.110(1)(i). He stated that the executive session will last for approximately 45 minutes and that action is anticipated when the meeting is reconvened.

Deputy Mayor Hensel extended the executive session for 15 minutes at 9:40 p.m.

Deputy Mayor Hensel reconvened the regular meeting at 9:55 p.m.

POSSIBLE ACTION RESULTING FROM EXECUTIVE SESSION

Councilmember Curtis moved to approve the Settlement and Release Agreement, regarding State Route 522 Easements, between the City and Northshore Utility District; authorize the City Manager to sign the agreement; and authorize the City Manager, upon consultation with the City Attorney's office, to approve immaterial changes to the agreement prior to signing it. Councilmember Rogers seconded the motion. The motion passed 6-0.

ADJOURNMENT

Deputy Mayor Hensel adjourned the regular meeting at 9:56 p.m.

David Baker, Mayor

ATTEST:

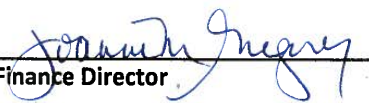
Patty Safrin, City Clerk

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 28094-28163 which total \$204,332.80, and electronically transferred payroll funds which total \$64,308.64 and payroll check #210297 in the amount of \$442.15 & #210298 in the amount of \$407.74 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.

 7/5/13
City Manager Date

 7/5/13
Finance Director Date

Check #	Vendor Name	Description	Check Amount
28094	NATIONWIDE FINANCIAL 401a	Social Security Replacement Plan	10,379.72
28095	NATIONWIDE RETIREMENT SOLUTIONS 457	Deferred Comp Payroll Deduction	200.00
28096	ICMA RETIREMENT TRUST 457 - 304745	Deferred Comp Payroll Deduction	2,594.83
28097	DRS 457	Deferred Comp Payroll Deduction	1,783.33
28098	AFLAC	Flexible Spending Medical Plans	458.90
28099	CITY OF KENMORE FS	Flexible Spending Medical Plans	253.08
28100	BANK OF AMERICA 941	Payroll Taxes	13,920.62
28101	DEPARTMENT OF RETIREMENT SYSTEMS	WA State Retirement	10,315.32
28102	DEPARTMENT OF LABOR AND INDUSTRIES	Worker's Compensation	2,608.46
28103	UNITED WAY OF KING COUNTY	Employee Charitable Contribution	274.00
28104	NATIONAL LIFE OF VERMONT	Life Insurance	234.89
28105	AMERICAN GENERAL	Life Insurance	530.79
28106	STATE OF FLORIDA DISBURSEMENT UNIT	Payroll Deduction	275.00
28107	AWC EMPLOYEE BENEFITS	Employee Health Insurance	38,183.15
28108	BANNER BANK LD	Electronic Subscription/Conference	669.13
28109	BANNER BANK JG	Travel Expenses/ Hotel	473.37
28110	BANNER BANK JGORDON	Storage for Events Supplies	332.84
28111	BANNER BANK BH	Operating supplies - Code Book	165.00
28112	BAKER, DAVID	Mileage Reimbursement 6/19-6/21	77.41
28113	BASTYR UNIVERSITY	Refund Overpayment	699.35
28114	CASCADE PEST CONTROL	Rhododendron Park Pest Control	142.35
28115	CITY OF SHORELINE	Apr-June Jail Van Usage	592.47
28116	CONSOLIDATED PRESS	Kenmore Newsletter	3,106.20
28117	DAILY JOURNAL OF COMMERCE	Legal Notices	649.80
28118	JET CITY PRINTING	4th of July Posters	372.29
28119	KENMORE CAMERA	Security Deposit Refund	250.00
28120	SOUND PUBLISHING, INC.	Chamber Ad	701.25
28121	PENDLETON, MICHAEL	Council Retreat Consultant	977.80
28122	MR. T'S TROPHIES	Councilmember Laser Nametags	23.54

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of \$204,332.80 and Electronically Transferred Payroll Funds Totaling

28123	NORTHSHORE UTILITY DIST	Final Bills - Abatement Properties	450.39
28124	OFFICE MAX	Office Supplies	259.22
28125	OFFICE TEAM	Temporary Svcs Week Ended 6/21/13	136.73
28126	OLYMPIC ENVIRONMENTAL RESOURCES INC	Recycling Event 6/8/13	16,865.40
28127	PUGET SOUND ENERGY	5/15-6/13 Electricity/ Street Lights	6,758.64
28128	CEMEX	Drainage Materials	38.15
28129	SEATTLE TIMES	May Advertising	753.66
28130	WA ASSOC OF BUILDING OFFICIALS	Supplies/ Books	128.09
28131	AURORA RENTS	Equipment to repair catch basin	134.03
28132	BERK & ASSOCIATES	Kenmore Market Analysis	1,274.68
28133	ENTERTAINMENT FIREWORKS INC	2013 4th of July Fireworks Display	17,000.00
28134	SEES TREES AND EXCAVATION INC	Emergency Tree Removal 76th Pl.	793.88
28135	AA ASPHALTING, INC	City Hall Parking Lot Repair	8,882.64
28136	VAN NESS, ALLAN	June Mileage Reimbursement	269.51
28137	KING COUNTY RECORDER'S OFFICE	Recording Fees - Rec. #23431	79.00
28138	MAIL FINANCE	7/14-8/13/13 Postage Machine L	250.76
28139	DIGITAL REPROGRAPHICS SERVICES INC.	Scanning of Plans for Benaroya	149.40
28140	QUALITY BUSINESS SYSTEMS	Xerox Copy Charges 5/1-6/1/13	626.72
28141	TOPIA TECHNOLOGY/ BIS	June Web Hosting	175.00
28142	SHRED-IT	Shredding Service 6/25/13	49.50
28143	ZUMAR	Adopt a Park Sign	38.96
28144	COMCAST	6/14-7/13 City Hall & Incubator Internet	283.74
28145	GORDON THOMAS HONEYWELL	June Government Affairs Consulting	3,678.45
28146	INTEGRA TELECOM	6/8-7/7 City Hall Phone Service	782.95
28147	FRONTIER	C.H. Office & Elevator Phone 6/28-7/27	945.85
28148	INDEPENDENT STATIONERS	Office Supplies	55.10
28149	WELLS FARGO FINANCIAL	6/10-8/9/13 Xerox 7765 Lease	1,606.86
28150	HARRIS COMPUTER SYSTEMS	Cityview Support 8/1/13-7/31/14	6,832.20
28151	GREATER BOTHELL CHAMBER OF COMMERCE	Dues/ Membership	550.00
28152	WAGE WORKS	May Administration Fee	50.00
28153	ST OF WA DEPT OF FISH & WILDLIFE	Samm Bridge HPA/ Pressure Washing	150.00
28154	BUENA VISTA SERVICES, INC.	Incubator Janitorial Services	495.00
28155	OSBORN CONSULTING INC.	May 2013 N. Shore Summit Pk	32,468.36
28156	A. GAUL CULLEY	Incubator artwork	219.00
28157	G & H PRINTING	Summer Concert Series Posters	71.45
28158	LAMB, BARBARA	Treble Hook Trio Concert 7/11/13	2,000.00
28159	MOBILE MINI, INC.	Parks Container Rental	519.96
28160	SMS	Emergency Fence Repair	2,934.51
28161	WESTERN ENTRANCE TECHNOLOGY	Replacement Door - Lunchroom	3,460.20
28162	NORTHWEST LANDSCAPE SERVICES	522 ROW Landscape Maint. - June	559.92
28163	SAUVE, GAYLEN	EquipSet Up/Travel - Concert MC Svcs	300.00
210297	Patrick, Evan	Payroll Check	442.15
210298	Bauman, Calvin	Payroll Check	407.74
6/28/2013	PAYROLL	Direct Deposit	64,308.64
			<u>269,481.33</u>

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of
\$204,332.80 and Electronically Transferred Payroll Funds Totaling

2013	PRIOR VENDOR ACTIVITY	TOTAL	FOR 2013
	A. GAUL CULLEY		766.50
	A+ CONFERENCING		266.11
	AA PARTY RENTALS		354.23
	AAA PRINTING		192.10
	ACTION ENTERTAINMENT		395.00
	ACTIVE SHOOTER TRAINING LLC		800.00
	ADVANCE TESTING & SERVICE INC		540.00
	AFLAC		2,294.50
	ALCALDE & FAY		30,366.84
	ALLIED WASTE SERVICES #172		1,682.74
	ALLPLAY SYSTEMS LLC		91.98
	ALPHAGRAPHICS US718		342.79
	AM TEST, INC		1,125.00
	AMERICAN GENERAL		2,653.95
	AMERICAN PLANNING ASSOCIATION		1,990.00
	AMERICAN PUBLIC WORKS ASSOCIATION		715.67
	ANCHOR QEA, LLC		84,585.41
	ASP, ANGELA		210.00
	ASSOCIATED BOAT TRANSPORT		1,440.00
	ASSOCIATION OF WA CITIES		14,220.00
	AURORA RENTS		3,215.56
	AWC EMPLOYEE BENEFITS		190,801.12
	BAKER, DAVID		1,762.32
	BANK OF AMERICA 941		158,064.76
	BANNER BANK BAKER		5,666.04
	BANNER BANK BH		2,861.58
	BANNER BANK CS		4,797.13
	BANNER BANK DB		239.64
	BANNER BANK JG		5,029.90
	BANNER BANK JGORDON		7,115.10
	BANNER BANK KENMORE		14,544.15
	BANNER BANK LD		1,243.64
	BANNER BANK NO		5,611.31
	BANNER BANK PS		2,003.75
	BANNER BANK ROGERS		3,924.65
	BANNER BANK VAN NESS		3,424.99
	BASTYR UNIVERSITY		50,200.00
	BINW		16,528.79
	BIS		175.00
	BLACKBAUD		5,204.11
	BROWN, ANDY		250.00
	BUENA VISTA SERVICES, INC.		1,485.00
	BULGER SAFE & LOCK, INC.		130.91
	C. ANDERSON & CO.		930.75
	CALPORTLAND COMPANY		190.80
	CANTEEN REFRESHMENT SERVICES		1,518.46
	CAPITAL ONE COMMERCIAL/ COSTCO		325.31

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of \$204,332.80 and Electronically Transferred Payroll Funds Totaling

CARLSON, THOMAS G.	100.00
CASCADE PEST CONTROL	711.75
CEMEX	2,168.44
CENTER FOR HUMAN SERVICES	6,250.00
CHAMPION COURIER	51.53
CHICAGO TITLE	15,000.00
CHIEF LAW ENFORCEMENT SUPPLY	188.21
CITY OF BELLEVUE	52,334.11
CITY OF KENMORE	210.58
CITY OF KENMORE FS	3,036.96
CITY OF LAKE FOREST PARK	347,831.64
CITY OF SHORELINE	1,022.00
CITYWORKS/ AZTECA SYSTEMS INC.	15,620.00
CLARITY SIGNS	4,043.56
COASTWIDE LABORATORIES	5,966.92
CODE PUBLISHING COMPANY	350.00
COLUMBIA RIDGE LANDFILL	2,615.40
COMCAST	1,040.25
CONNELLY, MARC	48.14
CONSOLIDATED PRESS	2,786.33
CONTOUR FENCE CO. INC.	2,011.52
CROWN PRODUCTS LLC	608.49
CSAT, LLC	500.00
CUES	12,537.75
CULLEY, AMBERLY	1,000.00
CURTIS, DR. MILTON	72.24
DAILY JOURNAL OF COMMERCE	431.30
DAY WIRELESS SYSTEMS	225.36
DEPARTMENT OF ECOLOGY	5,540.78
DEPARTMENT OF LABOR AND INDUSTRIES	14,226.45
DEPARTMENT OF LICENSING	52.00
DEPARTMENT OF RETIREMENT SYSTEMS	121,620.63
DIGITAL REPROGRAPHICS SERVICES INC.	238.22
DRS 457	19,616.63
DURRANT, JEFF	287.58
EARTHCORPS	9,706.47
EASTSIDE TRANSP PARTNERSHIP	200.00
EFFICIENCY INC	987.69
EJ USA, INC.	1,549.96
EMERGENCY SERVICE COORDINATING AGCY	41,832.00
ENTERPRISE SEATTLE	5,000.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	4,779.00
ESA ADOLFSON	1,815.00
EVERGREEN HEALTH	25.00
EVERGREEN PRINT SOLUTIONS	754.02
EVERGREEN SAFETY COUNCIL	175.00
FERGUSON ENTERPRISES INC #1539	948.75
FIRE PROTECTION, INC	959.22
FIRST AMERICAN TITLE	6,000.60

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of
\$204,332.80 and Electronically Transferred Payroll Funds Totaling

FRAUSE	15,651.94
FRONTIER	33,788.47
FRUHLING SAND & TOPSOIL	678.50
GAMETIME	5,605.96
GARMIRE IRON WORKS, INC.	6,958.73
GEODESIGN INC.	2,816.80
GEOENGINEERS INC	7,495.75
GOODSELL POWER EQUIPMENT #2 INC.	20.79
GORDON THOMAS HONEYWELL	18,078.48
GORDON, JENNIFER	72.32
GOVERNMENT FINANCE OFFICERS ASSOC	190.00
GRAINGER	60.07
GRAY & OSBORNE, INC	18,468.81
GREATER BOTHELL CHAMBER OF COMMERCE	45.00
GREGORY, JOANNE	119.92
H.W. LOCHNER, INC.	14,765.58
H.W. LOCHNER, INC.	63,799.68
HAMBLETON RESOURCES, INC.	10,500.00
HAMPSON, BRYAN	2,500.00
HANDY ANDY RENT-A-TOOL INC	134.40
HARBOR HISTORY MUSEUM	400.00
HARRIS & SMITH PUBLIC AFFAIRS	7,906.72
HEBERT RESEARCH, INC.	8,788.00
HERO HOUSE	350.00
HOME DEPOT CREDIT SERVICES	526.15
HOPELINK	10,187.50
HORIZON DISTRIBUTORS INC	512.45
HOVDE, RICHARD	106.21
HWA GEOSCIENCES INC.	5,934.41
ICMA RETIREMENT TRUST 457 - 304745	30,994.88
INDEPENDENT STATIONERS	1,163.05
INGALLINAS BOX LUNCH	43.35
INNOVAC	18,991.50
INSLEE, BEST, DOEZIE & RYDER, P.S.	147,079.82
INTEGRA TELECOM	3,938.09
INTERNATIONAL CITY/CNTY MGMT ASSOC	2,285.02
iWORQ SYSTEMS	1,000.00
JBS INSTRUMENTS	1,052.00
JET CITY PRINTING	1,179.78
JOYCE ZIKER PARKINSON	47,092.32
JRW ENTERPRISES	1,839.60
JSH PROPERTIES, INC.	5,484.00
KARLINSEY, ROB	7,442.80
KBA INC.	112,090.38
KCDA PURCHASING COOP	526.20
KENMORE COMMERCIAL LLC	17,136.00
KENMORE ELEMENTARY PTA	2,000.00
KENMORE SENIOR CENTER	5,500.00
KING COUNTY ANIMAL SVCS	3,600.00

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of
\$204,332.80 and Electronically Transferred Payroll Funds Totaling

KING COUNTY FINANCE	246,062.26
KING COUNTY FINANCE W.L.R.D.	2,208.68
KING COUNTY MUNICIPAL CLERKS ASSOC	25.00
KING COUNTY OFFICE OF FINANCE	6,412.65
KING COUNTY RADIO COMM SERVICES	508.34
KING COUNTY RECORDER'S OFFICE	500.00
KING COUNTY SHERIFF	1,308,032.67
KING COUNTY SHERIFF'S OFFICE	21,428.41
KING COUNTY SUPERIOR COURT CLERK	11,000.00
KING COUNTY TREASURY	37,566.63
KING COUNTY UTILITY COORDINATION CO	40.00
KONICA MINOLTA BUSINESS SOLUTIONS	3,234.58
KUSTOM SIGNALS, INC.	2,111.17
KVO INDUSTRIES, INC	365.00
LIGHTHOUSE CONSULTING INC	14,409.22
LOWE SABRA	250.00
MACLEOD RECKORD	6,855.65
MAIL FINANCE	1,504.56
MILLER STEPHENS, MARY	5,000.00
MINZGHOR, NICHOLAS	740.26
MOBILE ELECTRICAL DISTRIBUTORS INC	20.53
MORGAN SOUND INC	175.20
MR. T'S TROPHIES	296.92
NATIONAL BARRICADE CO	689.85
NATIONAL BUSINESS INCUBATION ASSOC.	525.00
NATIONAL CITIZEN SURVEY	5,025.00
NATIONAL LEAGUE OF CITIES	1,549.00
NATIONAL LIFE OF VERMONT	1,174.45
NATIONWIDE FINANCIAL 401a	123,447.43
NATIONWIDE RETIREMENT SOLUTIONS 457	2,400.00
NEXTEL COMMUNICATIONS	885.09
NEXXPOST	243.43
NORTH COAST ELECTRIC	1,870.42
NORTH LAKE MARINA	1,520.51
NORTHSHORE FIRE DEPT	2,436.00
NORTHSHORE PARK & REC SERVICE AREA	1,360.00
NORTHSHORE SENIOR CENTER	1,650.00
NORTHSHORE UTILITY DIST	24,492.13
NORTHSHORE YMCA	1,625.00
NORTHSHORE YOUTH & FAMILY SERVICES	6,250.00
NORTHWEST MARINE TRADE ASSOCIATION	460.00
OFFICE CLEANING CREW	248.00
OFFICE MAX	5,589.82
OFFICE TEAM	4,215.71
OLYMPIC ENVIRONMENTAL RESOURCES INC	1,470.00
OSBORN CONSULTING INC.	16,668.32
OTAK	17,956.91
OUSLEY, NANCY	247.13
OVERLEESE, KRISTEN	135.67

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of
\$204,332.80 and Electronically Transferred Payroll Funds Totaling

PACIFIC TOPSOILS	7,396.09
PART WORKS INC	544.62
PASSPORT TRAVEL AND TOURS	665.80
PAWS	2,310.00
PENDLETON, MICHAEL	5,773.36
PEOPLES STORAGE	1,150.50
PERSONAL BEST/ TOPHEALTH	395.54
PERTEET INC.	23,530.37
PETTY CASH CUSTODIAN	420.47
PHOTOTAINMENT	1,231.88
PHSI PURE WATER FINANCE	754.71
POTELCO, INC.	1,240.27
PRSA	307.00
PUBLIC HEALTH DEPT. OF KING COUNTY	100.00
PUGET SOUND CLEAN AIR AGENCY	11,309.00
PUGET SOUND ENERGY	78,141.04
PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PURE WATER TECHNOLOGY OF PUGET SOUND	239.82
QUALITY BUSINESS SYSTEMS	2,200.79
RAZZ CONSTRUCTION	818,977.12
REPUBLIC SERVICES	2,527.14
ROD STEVENS	3,625.90
ROGERS, GLENN	104.41
SAFRIN, PATTY	401.00
SARAH ROBERTS	41,208.00
SCHINDLER ELEVATOR CORPORATION	922.17
SCHWARZWALTER, MARK	90.00
SEATTLE TIMES	3,398.59
SELECT AIR SERVICES DBA GREENWOOD	119.19
SESAC	327.00
SHELTON, CINDY	221.10
SHRED-IT	247.50
SIGN UP, SIGN CO, INC	1,008.50
SKAGIT GARDENS	1,266.61
SMITH, BRENT	91.03
SMITH, JARRETT	150.00
SNOHOMISH COUNTY	7,135.00
SNOHOMISH COUNTY SHERIFF'S OFFICE	146,694.15
SOUND CITIES ASSOC	11,767.00
SOUND LAW CENTER	11,662.00
SOUND PUBLISHING, INC.	4,446.30
SPATIAL DEVELOPMENT	1,945.00
SPERRY, LAURIE	61.42
SPINNAKER STRATEGIES	11,799.40
ST OF WA DEPT OF FISH & WILDLIFE	150.00
STATE OF FLORIDA DISBURSEMENT UNIT	3,300.00
STATE OF WA DEPARTMENT OF LICENSING	116.00
STEWART MACNICHOLS HARMELL, INC.	3,600.00
TELESYSTEMS WEST	416.11

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of
\$204,332.80 and Electronically Transferred Payroll Funds Totaling

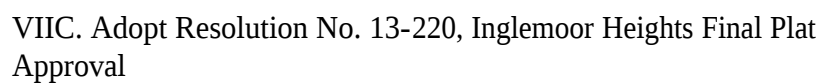
THE KIPLINGER LETTER	99.00
TIMEMARK INCORPORATED	119.59
TITAN OUTDOOR, LLC	1,352.39
TOPIA TECHNOLOGY/ BIS	700.00
TOTAL LANDSCAPE CORP	25,932.85
TOWN & COUNTRY FENCE, INC	416.10
TOWNE CENTRE HARDWARE	1,510.57
TRANE U.S. INC.	4,075.00
UNITED STATES POSTMASTER	3,060.11
UNITED WAY OF KING COUNTY	1,507.00
UNIVERSITY OF WASHINGTON	1,654.00
UPS STORE	1,730.82
URBAN LAND INSTITUTE	225.00
US POSTAL SERVICE (HASLER)	4,211.60
UTILITIES UNDERGROUND LOCATION CTR	335.09
VAN NESS, ALLAN	785.08
VERIZON WIRELESS	4,932.50
W.S.S.O. Advanced Training	500.00
WA ASPHALT PAVEMENT ASSOC.	180.00
WA ASSOC OF CODE ENFORCEMENT	50.00
WA CITIES INSURANCE AUTHORITY	161,036.00
WA FINANCE OFFICERS ASSOCIATION	150.00
WA GUARANTEED EDUCATION TUITION	1,290.00
WA RECREATION & PARK ASSOCIATION	104.00
WA STATE ASSOC OF PERMIT TECHNICIAN	95.00
WA STATE CONSOLIDATED TECH SVCS	175.00
WA STATE DEPARTMENT OF AGRICULTURE	33.00
WA STATE DEPT OF ENTERPRISE SVCS	6,057.54
WA STATE DEPT OF LABOR & INDUSTRIES	125.30
WA STATE DEPT OF TRANSPORTATION	11,895.95
WAGE WORKS	200.00
WASHINGTON ENERGY SERVICES	28.14
WASHINGTON MUNICIPAL CLERKS ASSOC	75.00
WASHINGTON STATE DEPT OF INFO SERV	700.00
WEINSTEIN AU	1,057.50
WEISBAND, BARRY	15,000.00
WELLS FARGO BANK	1,001.87
WELLS FARGO FINANCIAL	3,287.09
WELWEST CONSTRUCTION INC.	3,482.65
WILCOX, ROBERTA	933.84
WINTERBOURNE LANDSCAPE	1,084.06
WONDERLAND DEVELOPMENT	2,250.00
ZEP SALES AND SERVICE	865.49
ZONAR SYSTEMS	525.33
ZUMAR	951.88
	<u>5,368,459.34</u>

VIIB. Approve Check Nos. 28094 - 28163 in the Amount of
\$204,332.80 and Electronically Transferred Payroll Funds Totaling



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Inglemoor Heights Final Plat – Resolution No. 13-220	For Council Meeting Agenda of: July 22, 2013								
	Department: Development Services								
	Prepared by: Andrew Bauer								
Proposed Council Action/Motion: Adopt Resolution No. 13-220 Granting Final Plat Approval for Inglemoor Heights	<table><tr><td>Approved by Department Head:</td><td><u>Initial & Date</u> PB 7/2/13</td></tr><tr><td>Approved by City Attorney:</td><td>NA</td></tr><tr><td>Approved by Finance Director:</td><td>mg 7/2/13</td></tr><tr><td>Approved by City Manager:</td><td>AK</td></tr></table>	Approved by Department Head:	<u>Initial & Date</u> PB 7/2/13	Approved by City Attorney:	NA	Approved by Finance Director:	mg 7/2/13	Approved by City Manager:	AK
Approved by Department Head:	<u>Initial & Date</u> PB 7/2/13								
Approved by City Attorney:	NA								
Approved by Finance Director:	mg 7/2/13								
Approved by City Manager:	AK								
Exhibits/Attachments: 1. Vicinity Map 2. Resolution 13-220 3. Inglemoor Heights Final Plat Map									
Expenditure Required \$0	Amount Budgeted \$ N/A								
Appropriation Required \$ N/A									
<u>INFORMATION/BACKGROUND:</u> The Inglemoor Heights final plat is ready to record. The Hearing Examiner granted conditional preliminary plat approval for the plat on April 17, 2007. Conditions of preliminary plat approval have been satisfied and required financial guarantees have been submitted. To obtain final plat approval the Council needs to pass a resolution approving the final plat. The final plat then needs to be signed by the City prior to being recorded with King County. The Inglemoor Heights Plat is a 10 lot single-family residential development on a 2.69 acre site zoned R-6 (residential 6 dwelling units per acre). Lots 1-7 will gain access from a new cul-de-sac road connecting from NE 155th Street. Lot 8 will gain access from a new private driveway connecting onto Simonds Road NE. Lots 9-10 will gain access from a new shared private driveway connecting onto 88th Avenue NE. The new roadway and stormwater facility under the roadway will be dedicated to the City and maintenance responsibilities will be taken over by the City after a two-year maintenance period is completed by the applicant. Tract A (1.19 acres) and Tract B (.12 acres) are environmentally critical areas tracts, and Tract C (451 square feet) is a recreation area. All of the tracts will be owned and maintained by the property owners within the plat. The applicant has posted the required financial guarantees for maintenance of roadway, drainage, and critical area mitigation. Traffic and parks impact fees will be assessed at the time of building permit for each individual lot.									
<u>FISCAL CONSIDERATION:</u> Permit fees and impact fees will be collected upon approval of the plat and issuance of building permits. Subsequent expansion of single-family property tax base.									
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Goal #1: Economic Development.									



**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 13-220**

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, GRANTING FINAL PLAT APPROVAL FOR
THE INGLEMOOR HEIGHTS PLAT (File FLP2005-039)**

WHEREAS, the City Council desires to grant final plat approval for the Inglemoor Heights Plat;

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

Section 1. Plat Approval. Pursuant to RCW 58.17.170, the City Council of the City of Kenmore finds that all conditions of preliminary plat approval for the Inglemoor Heights Plat have been satisfied, and hereby grants final plat approval. Pursuant to RCW 58.17.195, the City Council further finds that the Inglemoor Heights Plat, as approved, conforms with all applicable City of Kenmore zoning and other land use regulations. See attached Exhibit A for plat layout.

Section 2. Authorization. The City Manager and/or his designee(s) are hereby authorized by the City Council to sign the face of the plat for the Inglemoor Heights Plat and to cause the plat to be recorded with King County.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON,
AT A REGULAR MEETING THEREOF THIS 22nd DAY OF JULY 2013.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

Approved as to form:

Rod Kaseguma, City Attorney

DEDICATION

[illegible]

ACKNOWLEDGMENTS

[illegible]

STORM DRAINAGE FACILITIES

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED EXCEPT WHERE SHOWN OTHERWISE. IT IS THE POLICY OF THE NATIONAL ARCHIVES TO MAKE ALL INFORMATION CONTAINED HEREIN AVAILABLE TO THE PUBLIC. FOR MORE INFORMATION CONTACT NATIONAL ARCHIVES, COLLEGE PARK, MARYLAND 20740-6001. TEL: 301-837-1205. FAX: 301-837-1221. E-MAIL: publicaffairs@nara.gov. WWW: <http://www.nara.gov>

TRACT NOTES

THESE RESULTS ARE INTERESTING BECAUSE THEY INDICATE THAT THE ASSOCIATION BETWEEN THE TWO TYPES OF ASSOCIATION COULD BE DIFFERENT FOR DIFFERENT TYPES OF ASSOCIATION. THE ASSOCIATION BETWEEN THE TWO TYPES OF ASSOCIATION COULD BE DIFFERENT FOR DIFFERENT TYPES OF ASSOCIATION.

LEGAL DESCRIPTION

[illegible]

EASEMENT NOTES

THE COURT, IN REPLYING TO THE QUESTION OF WHETHER THE EVIDENCE OF THE DEFENDANT'S MENTAL STATE AT THE TIME OF THE OFFENSE WAS RELEVANT TO THE ISSUE OF LIABILITY, STATED THAT THE EVIDENCE OF THE DEFENDANT'S MENTAL STATE AT THE TIME OF THE OFFENSE WAS RELEVANT TO THE ISSUE OF LIABILITY. THE COURT, IN REPLYING TO THE QUESTION OF WHETHER THE EVIDENCE OF THE DEFENDANT'S MENTAL STATE AT THE TIME OF THE OFFENSE WAS RELEVANT TO THE ISSUE OF LIABILITY, STATED THAT THE EVIDENCE OF THE DEFENDANT'S MENTAL STATE AT THE TIME OF THE OFFENSE WAS RELEVANT TO THE ISSUE OF LIABILITY.

EASEMENTS OF RECORD

- [illegible]

GENERAL NOTES

- [illegible]

RECORDERS CERTIFICATE

FILED FOR RECORD THIS _____ DAY OF _____, 2013,
AT _____, IN BOOK _____ OF SURVEYS, AT PAGE _____,
AT THE REQUEST OF PACIFIC COAST SURVEYS, INC.
MANAGER _____ SUPT. OF RECORDS _____

Pacific Coast Surveys, Inc

LAND SURVEYING & MAPPING
P.O. BOX 13619
MILL CREEK WA 98082
PH. 425-508-4951 FAX 425-357-3577
www.PCSurvey.net

1A

FLP NO.: 2005-039	CITY OF KENMORE, KING COUNTY, WA
INGLEDWOOD HEIGHTS	NW 1/4, SW 1/4, SEC. 18, T. 30N., R. 5E., W. 1/4.
DRAWN BY: MAH	DATE: 6-27-13
DRAWING FILE NAME: 125899-PMA.DWG	SCALE: N/A
	JOE

CITY OF KENMORE APPROVALS

EXAMINED AND APPROVED: JMS	DAY OF	2013
DEPARTMENT SERVICE DIRECTOR, CITY OF KANSAS		
EXAMINED AND APPROVED: JMS	DAY OF	2013
CITY MANAGER, CITY OF KANSAS		
EXAMINED AND APPROVED: JMS	DAY OF	2013
CITY CLERK, CITY OF KANSAS		

KING COUNTY DEPARTMENT OF ASSESSMENTS

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2013.

 KING COUNTY ASSESSOR

 DEPUTY KING COUNTY ASSESSOR

FINANCE DIVISION CERTIFICATE

THIS _____ DAY OF _____, 2013.

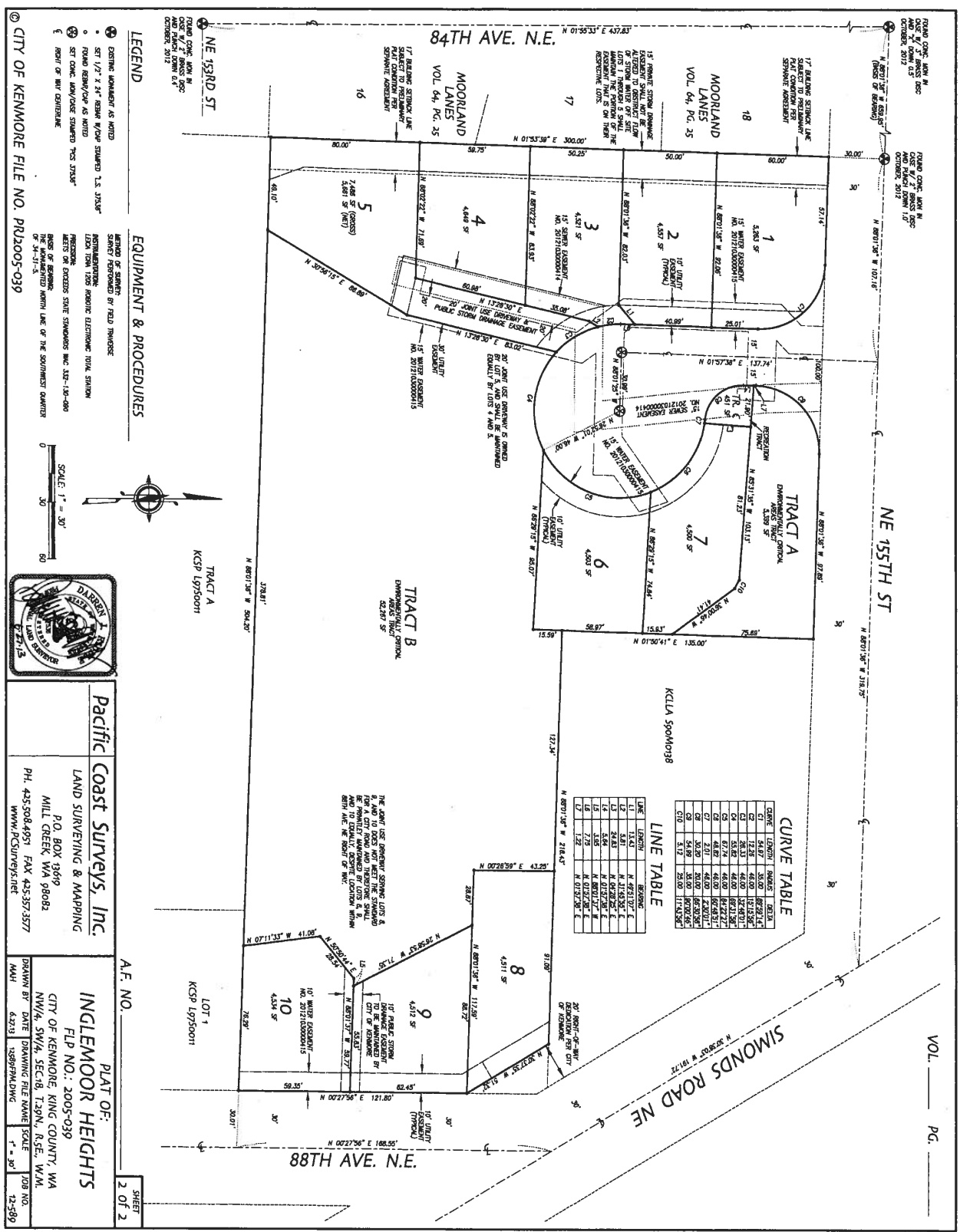
LAWYER, FINANCE DNSDEPUTY

SURVEYOR'S CERTIFICATE

THIS LAW CORRECTLY REPRESENTS A SLANT MADE BY ME OR UNDER MY DIRECTION IN COMPLIANCE WITH THE REQUIREMENTS OF THE SLANT RECORDING ACT AT THE REQUEST OF THE WATKINS IN APRIL, 2013.

I HEREBY CERTIFY THAT THE FACT OF AND/OR OPINION IS BASED UPON AN ACTUAL SLANT AND SUBSTANCE OF SECTION 14, TOWNSHIP 28 NORTH, RANGE 4 EAST, WAS AS REQUESTED BY THE STATE ENGINEERS, THE DISTRICTS, COUNCILS, AND AGENCIES AS SHOWN HEREIN CORRECTLY; THAT THE INFORMATION WAS SET AND THE LOT AND BLOCK CORNERS ARE STUDIED CORRECTLY ON THE GROUND, THAT I FULLY COMPLIED WITH THE REQUIREMENTS OF THE STATE AND LOCAL STATUTES AND REGULATIONS GOVERNING PLANNING.

6.6.1.17
DATE





City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Amendment of Contract for Public Defense Services between the City and Stewart Beall MacNichols & Harmell, Inc., P.S. (current name of firm is: Stewart MacNichols Harmell, Inc., P.S.)	For Council Meeting Agenda of: July 22, 2013 Department: Executive Prepared by: Rod Kaseguma, City Attorney Initial & Date Approved by Department Head: _____ Approved by City Attorney: <u>Rod K via email</u> Approved by Finance Director: <u>June 17/13</u> Approved by City Manager: <u>RK</u>
Proposed Council Action/Motion: Motion: To approve the Amendment of Contract, authorize the City Manager to sign the Amendment, and ratify and confirm any delivery of and payment for services consistent with the Amendment.	Exhibits/Attachments: First Amendment to Contract for Public Defense Services Contract for Public Defense Services
Expenditure Required \$120,000 Amount Budgeted \$130,000 Appropriation Required \$0	
<u>INFORMATION/BACKGROUND:</u> <u>Current Contract</u> The law firm of Stewart MacNichols Harmell, Inc., P.S., provides public defense services for indigent criminal defendants. The City's contract with the firm was signed on September 7, 2006 (almost 7 years ago). The compensation for services has not been modified since that date. In light of increases in the cost of living since 2006, it is appropriate to increase the firm's compensation. Under the current contract, the firm is compensated as follows: (1) \$3,000.00 per month for the first 20 cases appointed in the month (assumes one full day court calendar per week, and includes appearances for bail hearings, pre-trials, motions, bench trials, sentencings and reviews); (2) \$120.00 for each additional case above 20 cases; (3) additional \$350.00 for a jury trial; (4) additional \$500.00 for a matter appealed (includes a brief); (5) \$360.00 for an additional court morning or afternoon calendar, and \$520.00 where defendants appear on both morning and afternoon calendars on the same day. The contract may be terminated by the City or the firm upon 60 days written notice. <u>Standards for Public Defense Services</u> RCW 10.101.030 requires every city to adopt standards for the delivery of public defense services. Those standards must include, among other things: duties and responsibilities of counsel; case load limits and types of cases; reports of attorney activity and vouchers; training; monitoring and evaluation of attorneys; substitution of attorneys or assignment of contracts; qualifications of attorneys; and disposition of client complaints. RCW 10.101.030 also states that the standards endorsed by the Washington State Bar Association (WSBA) for public defense services should serve as guidelines for cities. The WSBA has adopted such	

guidelines.

Last Summer, the Washington Supreme Court adopted Standards for Indigent Defense. Those Standards address case-load limits and types of cases, and authorize cities to adopt a case weighting system. All of those Standards, except for Standard 3.4, relating to caseload limits, are in effect. Under draft Standard 3.4, the caseload limits per full-time public defense attorney are “300 misdemeanor cases per attorney per year or, in jurisdictions that have not adopted a numerical case weighting system as described in this Standard, 400 cases per year.” Standard 3.4 will be effective on January 1, 2015. A “numerical case-weighting system” is a methodology that assigns more than one or less than one “count” to specific types of misdemeanor charges. For example, a case-weighting system adopted by one King County city assigns one unit to driving while under the influence and 1/3 unit to driving while license suspended, level 3.

The “case-weighting system” referenced in draft Standard 3.4 is Standard 3.5, which states that “attorneys may not engage in a case weighting system, unless pursuant to written policies and procedures that have been adopted and published by the local government entity.” Those case-weighting policies and procedures should reflect the case/charge count histories of the city, based on data collected and analyzed by the city prosecutor, the city police department, the city’s contracted court staff, and the public defense firm. Our City should consider a case-weighting system, as it might be economically and practically better for the City than a “one-charge equals one-case” system. One reason for considering a case-weighting system is that each time the 400 case (or weighted equivalent) limit is exceeded, the public defense firm would have to hire, train, staff and provide the infrastructure for a new attorney, which is a significant cost. Also, the firm that the City selects as the most experienced and qualified to perform the public defense services could be serving other cities under a case-weighting system. Requiring that firm to use a different standard could create an accounting and administrative burden for the firm. For example, Stewart MacNichols Harmell, Inc., P.S. also provides public defense services for two other cities, both of which use almost identical case-weighting systems.

The bottom line is that the City must adopt standards for public defense services that use and rely on the Supreme Court’s adopted Standards, taking into account draft Standard 3.4 and the WSBA’s Standards. Because the required City standards must address matters such as duties and responsibilities of attorneys and qualifications of attorneys, in addition to case load limits, the City should adopt standards before selecting and contracting with a firm or person for public defense services.

Recommendation

City staff recommends that the City staff develop draft City standards for public defense services this Summer and Fall, presenting the draft standards to the City Council for consideration. In the meantime, City staff recommends amending the contract with Stewart Beall MacNichols & Harmell, Inc., P.S. (the firm name on the current contract between the City and the firm) by adopting the First Amendment at Attachment A, which (1) extends the term of the Contract to December 31, 2013, (2) increases the compensation, effective August 1, 2013, and (3) requires the firm to comply with applicable standards and rules for indigent defense services.

The motion approving the First Amendment and authorizing the City Manager to sign it should include a statement that the City Council ratifies and confirms any services delivered and paid for consistent with the First Amendment.

FISCAL CONSIDERATION:

No additional budget appropriation is projected at this time.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

FIRST AMENDMENT TO CONTRACT FOR PUBLIC DEFENSE SERVICES

This Amendment modifies the Contract for Public Defense Services between the City of Kenmore, Washington ("City") and Stewart Beall MacNichols & Harmell, Inc., P.S., ("Attorney").

RECITALS

A. The City and the Attorney entered into the Contract for Public Defense Services ("Contract") on September 7, 2006.

B. The City and the Attorney desire to amend the Contract to increase the Attorney's compensation, due to the length of time that has passed since the execution of the Contract, to extend the term of the Contract temporarily while the City develops and adopts standards for the delivery of indigent defense services, and to require the Attorney to comply with current rules and standards for indigent defense services.

AMENDMENT

The parties hereto agree as follows:

1. Amendment of Section 7. Effective August 1, 2013, Section 7 of the Contract is amended to read as follows:

Compensation. The City shall pay to the Attorney for services rendered under this Contract, the sum of \$8,500.00 per month for the first twenty cases appointed per month. This figure is based upon an assumption there will be one full day Kenmore calendar per week at the Shoreline District Court. Representation will include appearances, bail hearings, pretrials, motions, bench trials, sentencings, and reviews.

Jury trials will result in an additional payment of \$500.00. Jury trials include any matter set for trial where either (1) a jury is empaneled, or (2) the case is dismissed subsequent to jury call.

Any matter which is appealed for which a brief is filed will result in an additional payment of \$750.00.

Additional cases above the first twenty appointments per month will result in an additional payment of \$250.00 per case.

Additional court calendars will be paid at \$360.00 per morning or afternoon appearance on a court calendar, and \$520.00 where clients appear on both morning and afternoon calendars on a single day.

The Attorney shall bill the City monthly. The City agrees to seek approval for payment as soon as possible after receipt.

2. Amendment of Section 12. Section 12 of the Contract is amended to read as follows:

Term of this Agreement. Provision of services pursuant to this agreement shall commence on January 1, 2006. This agreement shall remain in full force and effect through December 31, 2013, unless terminated earlier pursuant to the provisions hereof.

3. Addition of new Section 16. A new Section 16 is added to the Contract as follows:

Performance Standards for Services. Attorney shall provide services in a professional and skilled manner consistent with minimum standards of the Washington State Bar Association, Washington's Rules of Professional Conduct, applicable case law, the Constitutions of the United States and Washington, and Washington Supreme Court rules that define the standards of indigent defense services and the duties and responsibilities of public defense attorneys and counsel. These minimum standards shall include the Standards for Indigent Defense, as promulgated by the Washington State Supreme Court, as now in effect or as hereafter amended. Attorney agrees to and shall assume sole responsibility for completing required indigent defense case data, performance measurements or other reporting as required by the Washington Supreme Court or other courts of competent jurisdiction. In addition, Attorney shall be responsible for reviewing and monitoring court orders or directives, and for adopting all policies, practices or other measures to insure compliance with the Standards for Indigent Defense, as now in effect or as hereafter amended.

ATTORNEY

By _____

DATE: _____

Title: _____

CITY OF KENMORE, WASHINGTON

By _____

DATE: _____

Title: City Manager

CONTRACT FOR PUBLIC DEFENSE SERVICES

THIS CONTRACT is entered into between the CITY OF KENMORE, a municipal corporation, herein referred to as the "City", and STEWART BEALL MACNICHOLS & HARMELL, INC., P.S., herein referred to as "Attorney".

1. **Scope of Services.** All indigent defendants charged under criminal ordinances (except land use code enforcement violations) of the City who qualify for appointed counsel and are either screened or direct appointed by the court shall be referred to the Attorney. The Attorney shall provide legal representation for each of these defendants from the time of screening for eligibility through trial, sentencing and appeal to the Superior Court, if necessary.
2. **Applicant Screening.** Determination of indigence for eligibility for appointed counsel under this contract shall be determined by an independent screening process established by the City. Should the Attorney determine a defendant is not eligible for assigned counsel prior to the establishment of the attorney/client privilege, the attorney shall so advise the City to reconsider the screening of that particular individual.
3. **24 Hour Telephone Access.** The Attorney shall provide to the Kenmore Police Department a telephone number or numbers at which an attorney can be reached twenty-four (24) hours each day for "critical stage" advice to defendants during the course of police investigations and/or arrest for criminal violations of City ordinances.
4. **Associated Counsel.** Any counsel associated with or employed by the Attorney shall have the authority to perform the services called for herein, and Attorney may employ associated counsel to assist him at Attorney's expense. The Attorney and any other attorneys retained pursuant to this section shall be admitted to practice pursuant to the rules of the Supreme Court of the State of Washington. Attorney shall notify the City in writing within five (5) days of retaining any associated attorney(s). Attorney shall provide a curriculum vitae for any such associated attorney(s).
5. **Proof of Professional Liability Insurance.** During the term of this agreement and any extensions thereof, the Attorney shall secure and maintain a policy of comprehensive professional liability insurance provided by an insurance company licensed to do business in the State of Washington. Said policy shall have limits of not less than \$1,000,000.00.
6. **Indemnification.** The Attorney shall indemnify and hold the City, its elected officials, officers and employees harmless from any and all claims whatsoever arising out of the Attorney's performance of obligations pursuant to this agreement, including claims arising by reason of accident, injury or death caused to person or property of any kind occurring by the fault or neglect of the Attorney, his agents, associated, or employees and occurring without the fault or neglect of the City.

7. **Compensation.** The City shall pay to the Attorney for services rendered under this Contract, the sum of \$3000.00 per month for the first twenty cases appointed per month. This figure is based upon our assumption there will be one full day Kenmore calendar per week at the Shorerline District Court. Representation will include appearances bail hearings, pretrials, motions, bench trials, sentencings, and reviews.

Jury trials will result in an additional payment of \$350.00. Jury trials include any matter set for trial where either (1) a jury is empaneled, or (2) the case is dismissed subsequent to jury call.

Any matter which is appealed and a brief is filed Appeals will result in an additional payment of \$500.00.

Additional cases above the first twenty appointments per month will result in an additional payment of \$120.00 per case.

Additional court calendars will be paid at \$360.00 per morning or afternoon appearance on a court calendar, and \$520.00 where clients appear on both morning and afternoon calendars on a single day.

The Attorney shall bill the City monthly. The City agrees to seek approval for payment as soon as possible after receipt.

8. **Discovery Provided.** The City shall provide to the Attorney, at no cost to the Attorney or defendant, one copy of all discoverable material concerning each assigned case. Such material shall include, where relevant, a copy of the abstract of the defendant's driving record.

9 **Code Provided.** The City shall provide to the Attorney at no cost to the Attorney a copy of all criminal ordinances enacted by the City, and any amendments thereto adopted during the term of this contract.

10. **No Assignments or Subcontracts.** No assignment or transfer of this contract, nor of any interest in this Contract shall be made by either of the parties without prior written consent.

11. **Attorney Conflict.** In the event the representation of a defendant hereunder raises a conflict of interest such that the attorney cannot ethically represent the defendant, said defendant shall be referred back to the City for further assignment, without cost to the Attorney.

12. **Term of this Agreement.** Provision of services pursuant to this agreement shall commence on January 1, 2006. This agreement shall remain in full force and effect through December 31, 2008, unless terminated earlier pursuant to the provisions hereof.

13. **Termination.**

A. At Election of the City or Attorney: The City or Attorney may terminate this agreement without the necessity of substantiating cause upon expiration of sixty (60) days from receipt of written notice of such termination.

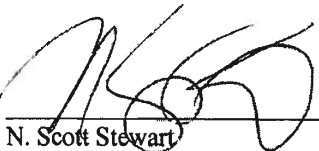
B. For Reasons Beyond Control of Parties: Either party may terminate this agreement without recourse by the other were performance is rendered impossible for reasons beyond such party's reasonable control.

14. **Amendments.** No modifications or amendment of the provisions of this agreement shall be effective unless in writing and signed by an authorized representative of the parties hereto.

15. **Entire Agreement.** This instrument contains the entire agreement between the parties and may not be enlarged, modified or altered, unless in writing and signed by the parties.

DATED this 7th day of September, 2006.

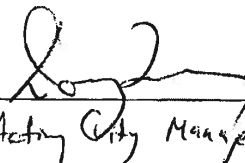
STEWART BEALL MACNICHOLS
& HARMELL, INC., P.S.



N. Scott Stewart

APPROVED AS TO FORM:

CITY OF KENMORE

By:  for Steve
Acting City Manager Anderson

ATTEST:

By: 



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: May 2013 Financial Report		For Council Meeting Agenda of: July 22, 2013	
		Department: Finance and Administration	
		Prepared by: Joanne Gregory	
		To Be Presented By: N/A	
Proposed Council Action/Motion: Receive and File May 2013 Financial Report for the City of Kenmore, Washington		<u>Initial & Date</u>	
		Approved by Department Head: [Signature] 7/17/13	
		Approved by City Attorney: [Signature] 7/17/13	
		Approved by Finance Director: [Signature] 7/17/13	
		Approved by City Manager: [Signature] 7/17/13	
Exhibits/Attachments: May 2013 Financial Report for the City of Kenmore, Washington.			
Expenditure Required N/A	Amount Budgeted \$47,793,286 Revenues \$49,274,877 Expenditures	Appropriation Required N/A	
<u>INFORMATION/BACKGROUND:</u> The May monthly financial report is presented for Council review. This provides the opportunity for the City Council and the community to receive information on the City of Kenmore's biennium to date revenues and expenditures in comparison to the City's 2013-2014 amended biennial budget. The adopted budget was amended on March 25, 2013 and this report reflects the amended appropriations. It also provides an opportunity to identify any potential variances or fluctuations from the budget.			
<u>FISCAL CONSIDERATION:</u> May marks the fifth month of the 24 month 2013-2014 biennium. The monthly schedules attached include the Transportation Benefit District Fund for informational purposes although it is a separate entity. On the national level, the unemployment rate crept back up to 7.6% in May from April's rate of 7.5, the lowest since December 2008. The Dow Jones broke through 15K in May, closing at 15,115, above the April close of 14,839.			
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Kenmore Budget Policy 9a: A revenue/expenditure report will be produced monthly so that it can be directly compared to the actual results of the fiscal year to date. Kenmore Budget Policy 9b: All budget amendments, both revenues and expenditures, will be noted in the monthly report.			



The City of Kenmore

PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: July 17, 2013
RE: May 2013 Financial Reports for the City of Kenmore, Washington

May 2013 financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

- General Fund Summary
- General Fund Revenue Graphs
- General Fund Expenditure Graphs
- All Funds Cash Summary
- Other Funds Monthly Activity
- Cash and Investment Report
- Schedule of Investments
- Sales Tax Receipts by Business Type
- Retail Sales and Use Tax Distribution
- Real Estate Excise Tax Report
- Monthly Report for Kenmore Village
- SR 522 Phase I Revenue and Expenditure History
- SR 522 Phase II Revenue and Expenditure History

If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

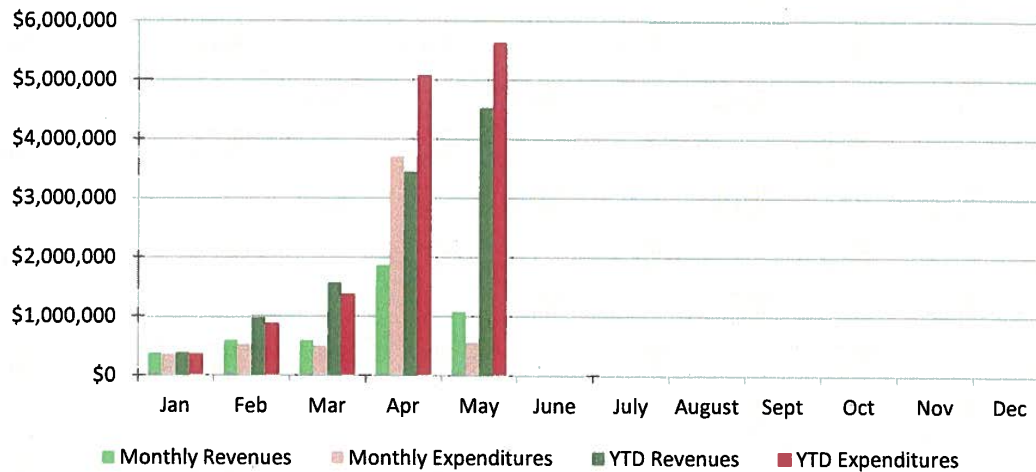
GENERAL FUND

The first section of the monthly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service.

In the context of the biennial budget, May is the fifth month (20%) of the 2013-2014 biennial budget period. For the month of May, revenues exceeded expenditures in the General Fund by \$529,628.

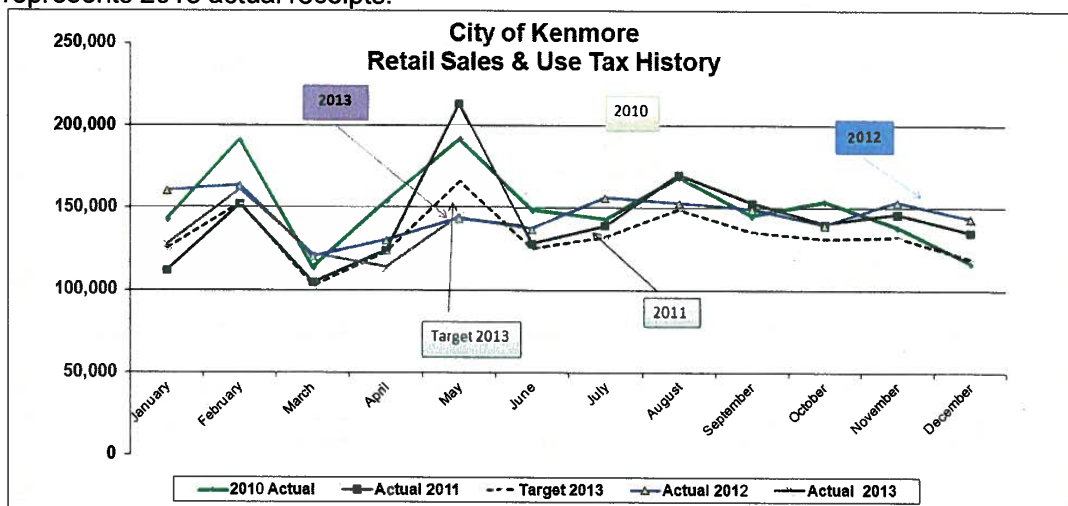
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through May 2013.

City of Kenmore, Washington
Monthly Financial Report
May 2013



Total **revenues** for the month were **\$1,085,455**. Bienniums to date revenues are \$4,528,121 which is 23.5% of the budgeted revenues of \$19,241,695. Primary sources of revenue for the month included property taxes in the amount of \$631,941, development fees & permits in the amount of \$125,312, retail sales and use taxes in the amount of \$145,679, and utility taxes in the amount of \$121,651.

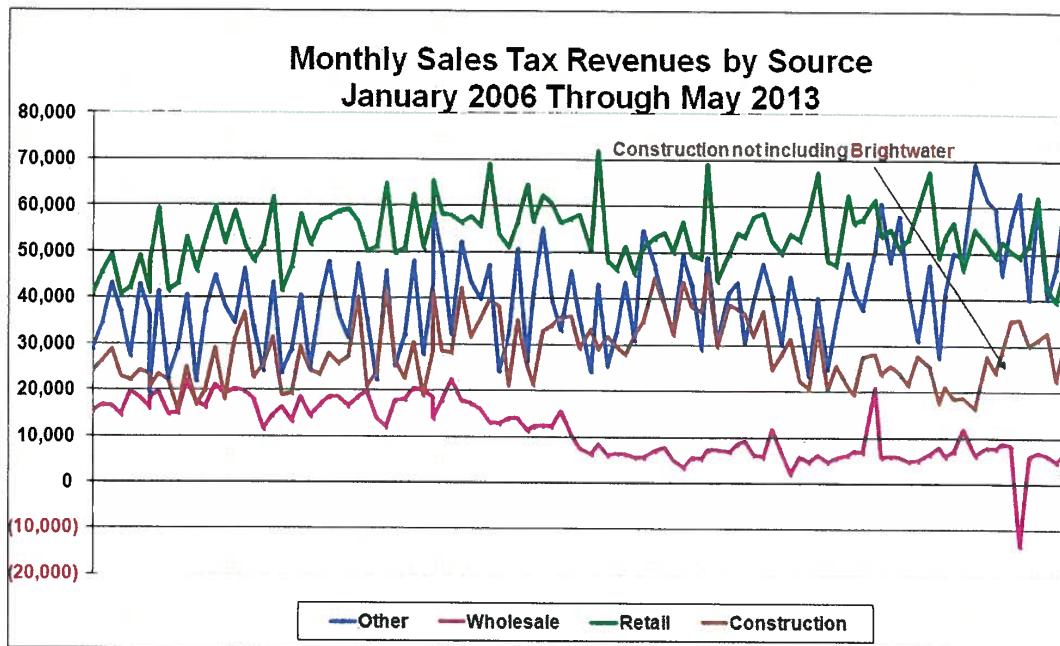
A summary of sales tax revenues received in May is attached. These receipts are based on March sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2013 line is a monthly average of actual receipts by month during 2010, 2011, and 2012. The Purple line represents 2013 actual receipts.



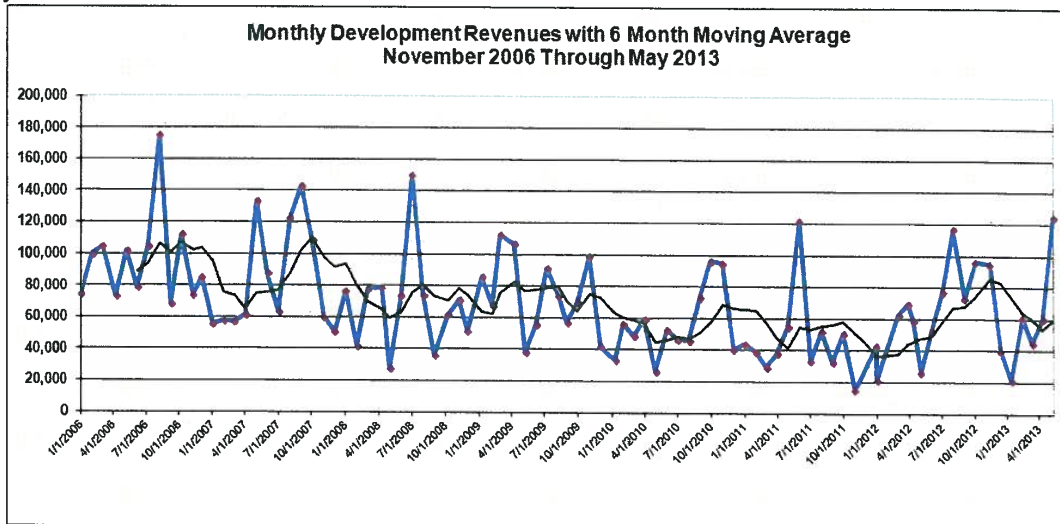
The following chart illustrates the historical trends of sales tax receipts from the major segments: construction, retail, wholesale, other (agriculture, services, manufacturing, transportation and utilities) from January 2006 through May 2013. Construction sales taxes are shown without the benefit of the Brightwater construction project. This category previously had the benefit of the city hall, Bastyr dorms, fire station and library

City of Kenmore, Washington
Monthly Financial Report
May 2013

construction projects which have been completed. The construction segment and "Other" (includes agriculture, services, manufacturing, transportation and utilities) are showing a positive trend of improvement recently. In December, \$20,000 was deducted from the City's sales tax receipts by Department of Revenue to correct a prior error (see the dip in the wholesale line). The \$20k adjustment was related to a refund request received by the Department of Revenue to reclassify income from retailing to wholesaling.



The following chart illustrates the development revenue activity over the last seven years.



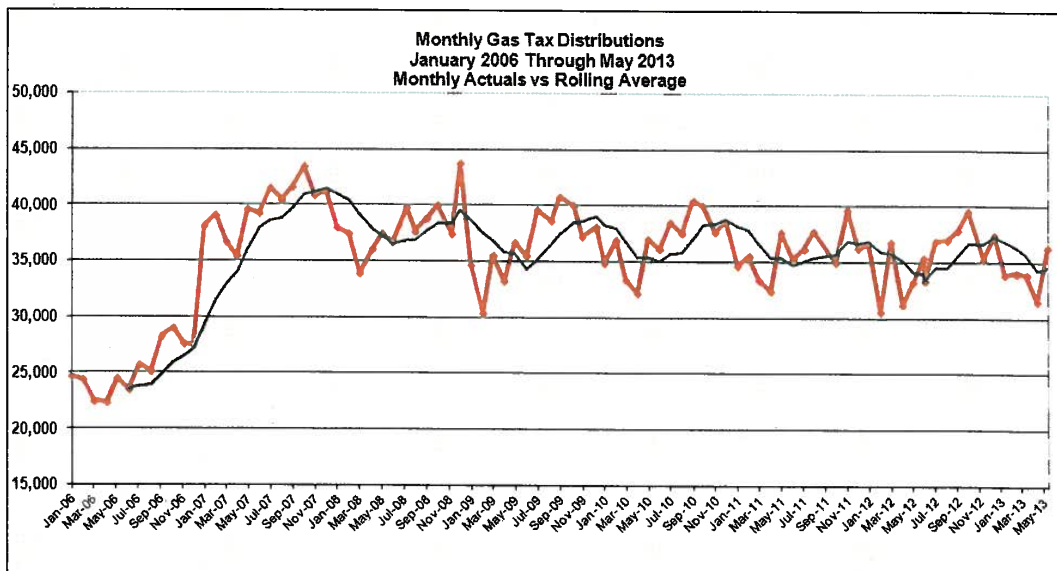
May 2013 expenditures were **\$555,827**. Biennium to date expenditures are \$5,621,271, which is 26% of the amended budget expenditures of \$21,857,666

OTHER FUNDS

The May cash activity for all funds is presented on the attached All Funds Cash Summary. Total City cash and investments, at the end of May, totaled \$19,804,096. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2013-2014 biennial budget.

The following transactions and activities were of note during the month of May. Total non General Fund revenues were \$693,066 and total non-General Fund expenditures were \$384,351.

In the **Street Fund** revenue from gas tax distributions was \$36,336. The following chart shows recent gas tax receipts through May 2013. The revenues reflect economizing by the public and increased use of fuel efficient vehicles.

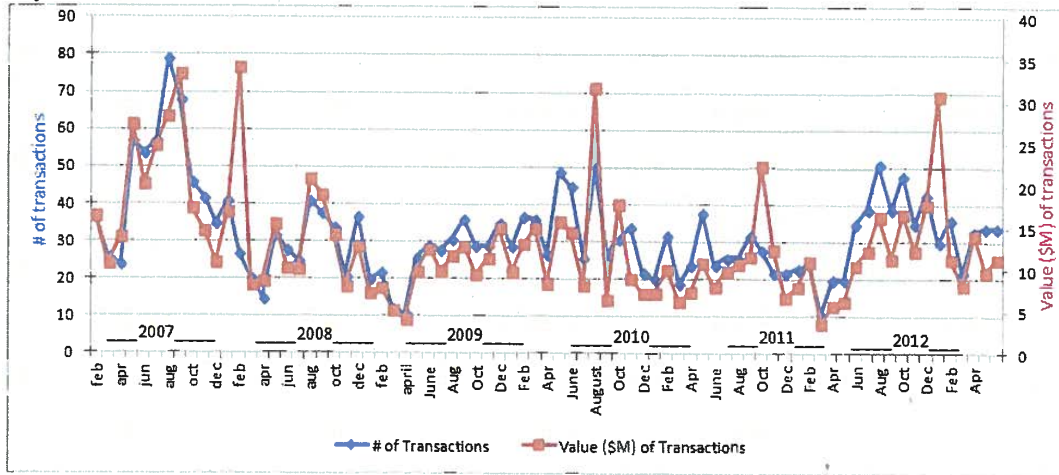


In the **Transportation Capital Fund** the City received a settlement check from HDR in the amount of \$150,000 for the SR 522 Ph. 1 St. 1 project. The expenditures consisted of \$4,352 being expended on SR 522 Phase I and Phase II projects. A total of \$26,379 was spent on the 61st Ave/NE 181st Traffic Signal.

The **Real Estate Excise Tax Fund** received \$56,178 of real estate excise taxes (REET) in May from sales activity that occurred in April. 34 transactions were reported this month.

The attached Real Estate Excise Tax Report shows the monthly activity since 2007. Below is a chart that shows both the number of real estate transactions and the value of those transactions for the years 2007, 2008, 2009, 2010, 2011, 2012, and 2013.

City of Kenmore, Washington
Monthly Financial Report
May 2013



SUMMARY

This concludes the financial report for the City of Kenmore as of **May 31, 2013**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore, Washington
General Fund Summary Report
May 31, 2013



	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH	BIENNIUM TO DATE	% of	BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	May 2013	2013-2014	BUDGET	2013-2014	May 2011	2011-2012	BUDGET	2011-2012
REVENUES								
Beginning Fund Balance		5,539,954		5,338,942				4,941,884
Property Taxes	631,941	2,254,841	26.6%	8,469,973	1,018,474	2,148,453	26.0%	8,254,387
Sales and Use Taxes	184,124	858,526	21.7%	3,960,331	253,830	877,898	20.2%	4,339,202
Utility Taxes	121,651	662,265	22.5%	2,942,395	122,956	690,623	23.0%	3,002,082
Other Taxes	10,804	22,693	37.0%	61,300	5,711	14,239	13.7%	104,104
Development Fees & Permits	125,312	314,404	25.6%	1,227,303	55,345	206,368	14.3%	1,439,095
Franchise Fees	0	150,633	11.5%	1,309,591	7,749	263,275	40.5%	650,588
Intergovernmental and Grants	0	112,627	17.6%	639,866	0	122,950	16.1%	761,476
Investment Interest	943	76,488	131.0%	58,400	8,153	17,594	31.4%	56,000
Fines and Forfeitures	50	100	0.0%	0	47	549	n/a	0
Transfers and Other Revenues	10,631	75,545	13.2%	572,536	4,296	5,265	1.6%	338,662
Total Revenues	1,085,455	4,528,121	23.5%	19,241,695	1,476,561	4,347,214	22.9%	18,945,596
Total Revenues & Beginning Fund Balance		10,068,075		24,580,637	1,476,561			23,887,480

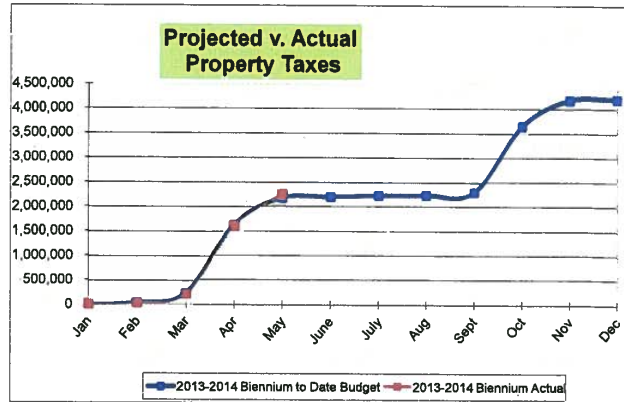
	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH	BIENNIUM TO DATE	% of	BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	May	2013-2014	BUDGET	2013-2014	May	2011-2012	BUDGET	2011-2012
EXPENDITURES								
Cost Center								
City Council	9,162	47,402	22.2%	213,950	9,443	47,279	21.7%	217,644
City Manager	98,127	456,223	21.4%	2,129,379	57,752	313,496	17.4%	1,796,600
City Clerk	9,389	39,749	16.3%	243,139	17,982	96,254	17.9%	536,261
Finance	35,629	137,348	18.7%	735,429	22,172	104,328	16.3%	639,213
Legal	30,274	113,901	26.5%	430,000	12,588	122,937	24.9%	494,285
Non-Departmental	93,870	384,514	25.1%	1,533,487	68,080	361,357	23.6%	1,532,818
Interfund Transfers	0	3,316,000	81.8%	4,056,101	0	0	0.0%	1,564,000
Public Safety	52,485	183,224	2.4%	7,553,348	27,856	253,770	3.5%	7,179,563
Engineering	66,148	258,476	19.0%	1,361,385	32,611	170,320	16.3%	1,045,741
Planning & Community Dev	54,986	183,613	19.5%	939,441	26,000	128,864	18.1%	712,632
Land Dev & Permitting	62,716	247,076	18.9%	1,304,736	40,581	203,960	13.6%	1,501,147
Parks & Facility Maintenance	43,040	253,744	18.7%	1,357,271	37,156	448,660	26.5%	1,695,042
Total Expenditures	555,827	5,621,271	25.7%	21,857,666	352,221	2,251,225	11.9%	18,914,946
Ending Fund Balance		4,446,804		2,722,971			0.0%	4,972,534
Total Expenditures and Ending Fund Balance		10,068,075		24,580,637	#REF!			23,887,480

**City of Kenmore, Washington
General Fund Revenue Graphs
May 31, 2013**

PROPERTY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	11,954	5,892
Feb	59,028	34,243
Mar	251,297	220,879
Apr	1,844,997	1,622,899
May	2,193,491	2,254,841
June	2,218,132	
July	2,245,638	
Aug	2,253,168	
Sept	2,313,416	
Oct	3,661,593	
Nov	4,194,035	
Dec	4,213,917	
2013	4,213,917	

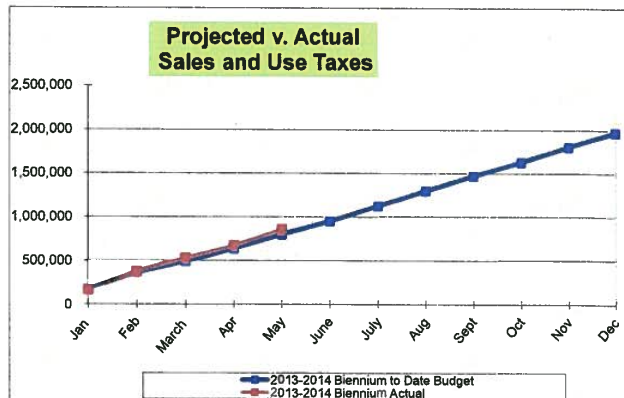
Year To Date
Actual v. Projected 103%



SALES, USE, CRIM JUSTICE TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	174,942	165,280
Feb	361,685	371,653
March	497,400	527,785
Apr	643,196	674,402
May	805,908	858,526
June	959,342	
July	1,133,164	
Aug	1,306,744	
Sept	1,475,984	
Oct	1,637,030	
Nov	1,811,890	
Dec	1,975,227	
2013	1,975,227	

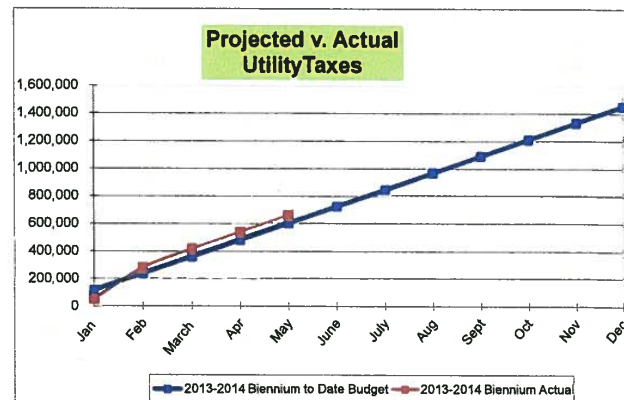
Year To Date
Actual v. Projected 107%



UTILITY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	121,532	56,742
Feb	243,065	281,331
March	364,597	417,703
Apr	486,130	540,614
May	607,662	662,265
June	729,195	
July	850,727	
Aug	972,259	
Sept	1,093,792	
Oct	1,215,324	
Nov	1,336,857	
Dec	1,458,389	
2013	1,458,389	

Year To Date
Actual v. Projected 109%

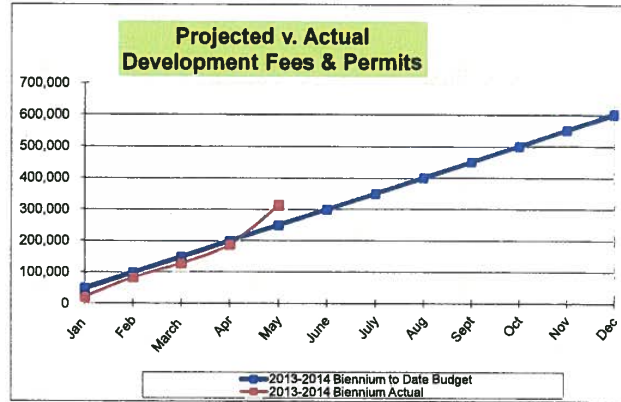


**City of Kenmore, Washington
General Fund Revenue Graphs
May 31, 2013**

DEVELOPMENT FEES & PERMITS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	50,371	21,332
Feb	100,742	82,718
March	151,113	128,247
Apr	201,484	189,092
May	251,855	314,404
June	302,227	
July	352,598	
Aug	402,969	
Sept	453,340	
Oct	503,711	
Nov	554,082	
Dec	604,453	
2013	604,453	

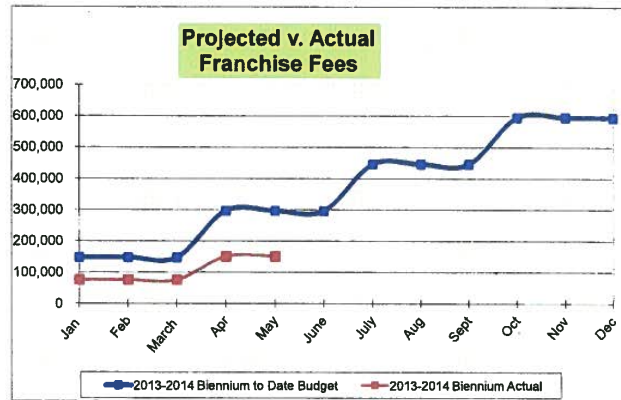
Year To Date
Actual v. Projected 125%



FRANCHISE FEES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	149,431	75,656
Feb	149,431	75,656
March	149,431	75,656
Apr	298,862	150,633
May	298,862	150,633
June	298,862	
July	448,292	
Aug	448,292	
Sept	448,292	
Oct	597,723	
Nov	597,723	
Dec	597,723	
2013	597,723	

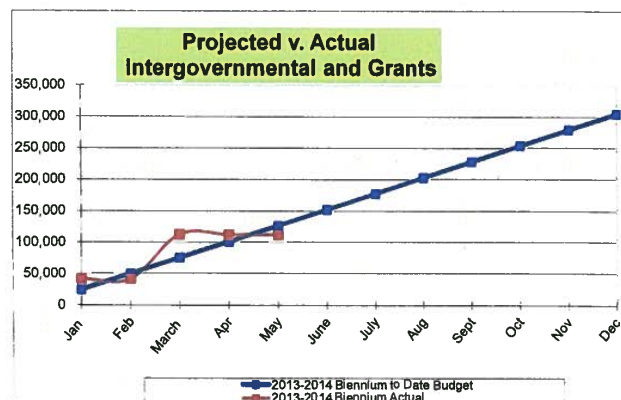
Year To Date
Actual v. Projected 50%



INTERGOVERNMENTAL & GRANTS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	25,490	42,428
Feb	50,980	42,428
March	76,471	113,326
Apr	101,961	112,627
May	127,451	112,627
June	152,941	
July	178,431	
Aug	203,921	
Sept	229,412	
Oct	254,902	
Nov	280,392	
Dec	305,882	
2013	305,882	

Year To Date
Actual v. Projected 88%

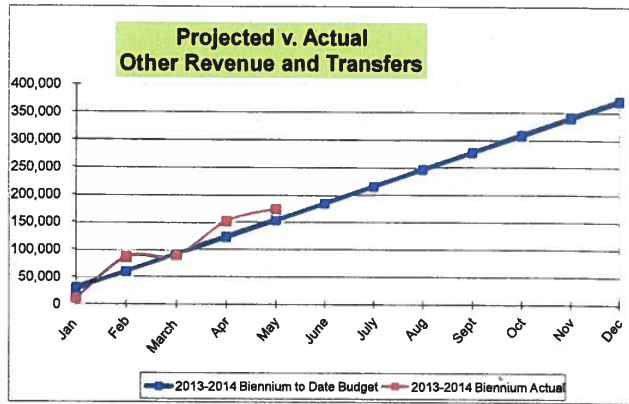


**City of Kenmore, Washington
General Fund Revenue Graphs
May 31, 2013**

OTHER REVENUES AND TRANSFERS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	30,992	11,617
Feb	61,984	87,759
March	92,975	89,956
Apr	123,967	152,398
May	154,959	174,826
June	185,951	
July	216,942	
Aug	247,934	
Sept	278,926	
Oct	309,918	
Nov	340,909	
Dec	371,901	
2013	371,901	

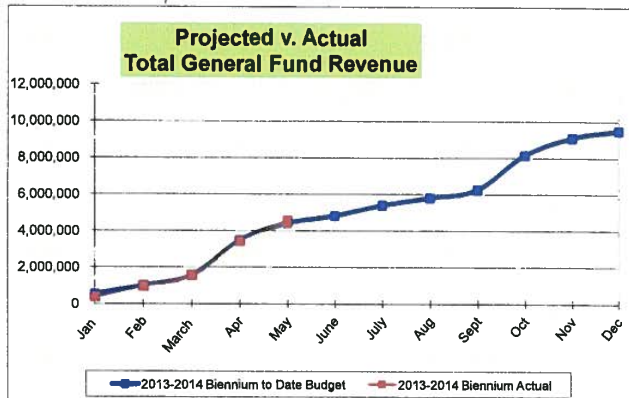
Year To Date
Actual v. Projected 113%



TOTAL GENERAL FUND REVENUE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	564,712	378,947
Feb	1,026,915	975,789
March	1,583,284	1,573,552
Apr	3,500,596	3,442,666
May	4,440,187	4,528,121
June	4,846,648	
July	5,425,792	
Aug	5,835,288	
Sept	6,293,161	
Oct	8,180,200	
Nov	9,115,888	
Dec	9,527,491	
2013	9,527,491	

Year To Date
Actual v. Projected 102%

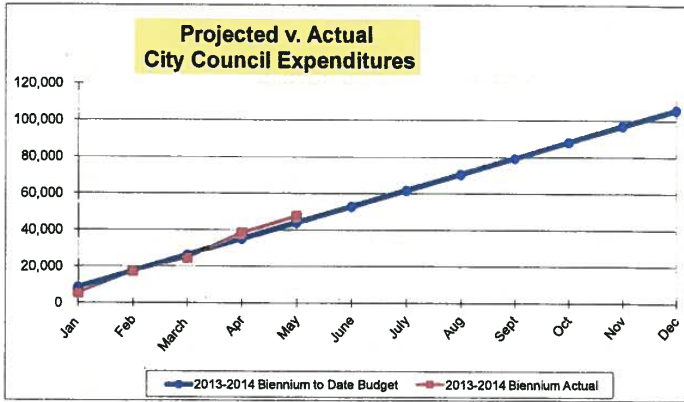


**City of Kenmore, Washington
General Fund Expenditure Graphs
May 31, 2013**

CITY COUNCIL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	8,843	5,410
Feb	17,686	17,346
March	26,529	24,746
Apr	35,371	38,240
May	44,214	47,402
June	53,057	
July	61,900	
Aug	70,743	
Sept	79,586	
Oct	88,428	
Nov	97,271	
Dec	106,114	
2013	106,114	

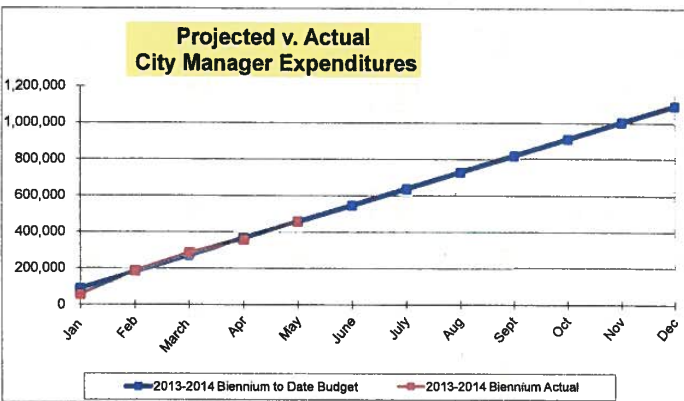
Year To Date
Actual v. Projected 107%



CITY MANAGER

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	91,491	56,142
Feb	182,983	185,503
March	274,474	285,244
Apr	365,965	358,096
May	457,456	456,223
June	548,948	
July	640,439	
Aug	731,930	
Sept	823,421	
Oct	914,913	
Nov	1,006,404	
Dec	1,097,895	
2013	1,097,895	

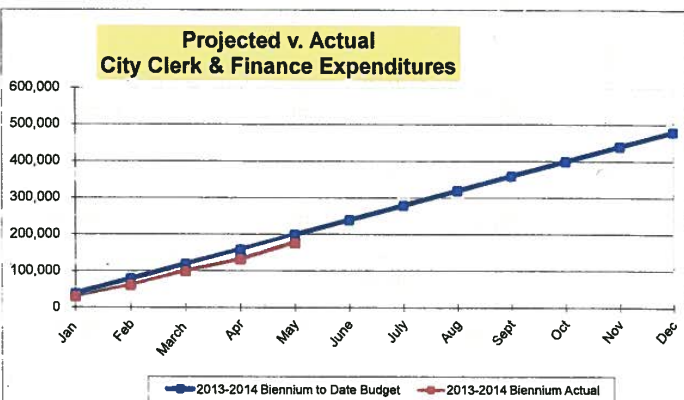
Year To Date
Actual v. Projected 100%



CITY CLERK & FINANCE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	40,054	30,652
Feb	80,108	62,343
March	120,163	100,274
Apr	160,217	132,079
May	200,271	177,097
June	240,325	
July	280,379	
Aug	320,433	
Sept	360,488	
Oct	400,542	
Nov	440,596	
Dec	480,650	
2013	480,650	

Year To Date
Actual v. Projected 88%

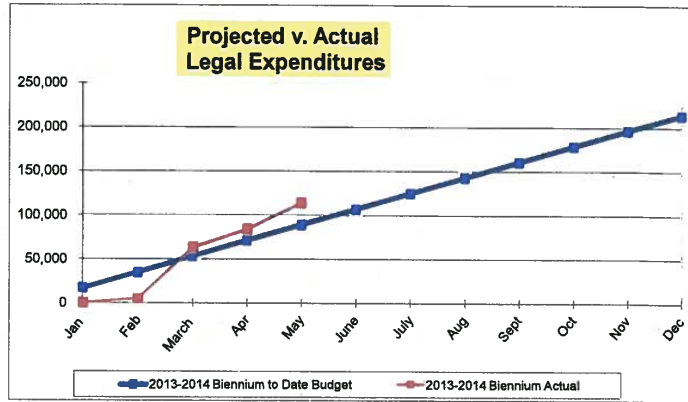


**City of Kenmore, Washington
General Fund Expenditure Graphs
May 31, 2013**

LEGAL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	17,917	0
Feb	35,833	4,956
March	53,750	62,981
Apr	71,667	83,627
May	89,583	113,901
June	107,500	
July	125,417	
Aug	143,333	
Sept	161,250	
Oct	179,167	
Nov	197,083	
Dec	215,000	
2013	215,000	

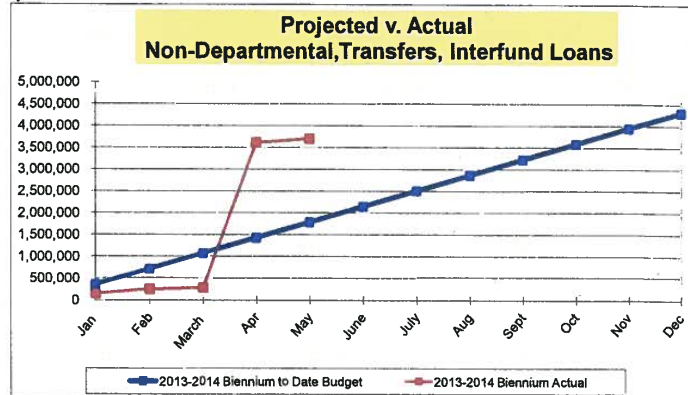
Year To Date
Actual v. Projected 127%



NON-DEPARTMENTAL, TRANSFERS, INTERFUND LOANS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	359,856	142,864
Feb	719,713	240,538
March	1,079,569	277,232
Apr	1,439,425	3,606,644
May	1,799,282	3,700,514
June	2,159,138	
July	2,518,994	
Aug	2,878,851	
Sept	3,238,707	
Oct	3,598,563	
Nov	3,958,420	
Dec	4,318,276	
2013	4,318,276	

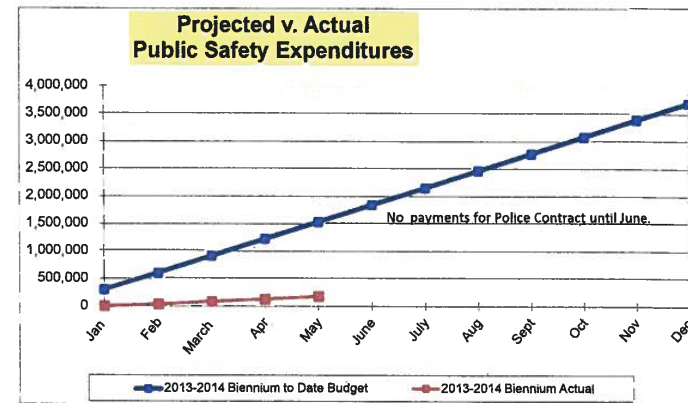
Year To Date
Actual v. Projected 206%



PUBLIC SAFETY

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	308,950	537
Feb	617,900	35,598
March	926,850	87,710
Apr	1,235,799	130,739
May	1,544,749	183,224
June	1,853,699	
July	2,162,649	
Aug	2,471,599	
Sept	2,780,549	
Oct	3,089,498	
Nov	3,398,448	
Dec	3,707,398	
2013	3,707,398	

Year To Date
Actual v. Projected 12%

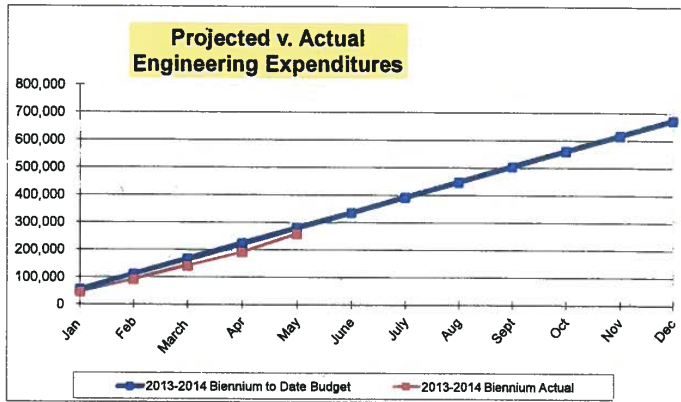


**City of Kenmore, Washington
General Fund Expenditure Graphs
May 31, 2013**

ENGINEERING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	56,346	45,402
Feb	112,692	92,037
March	169,038	141,604
Apr	225,384	192,328
May	281,730	258,476
June	338,076	
July	394,421	
Aug	450,767	
Sept	507,113	
Oct	563,459	
Nov	619,805	
Dec	676,151	
2013	676,151	

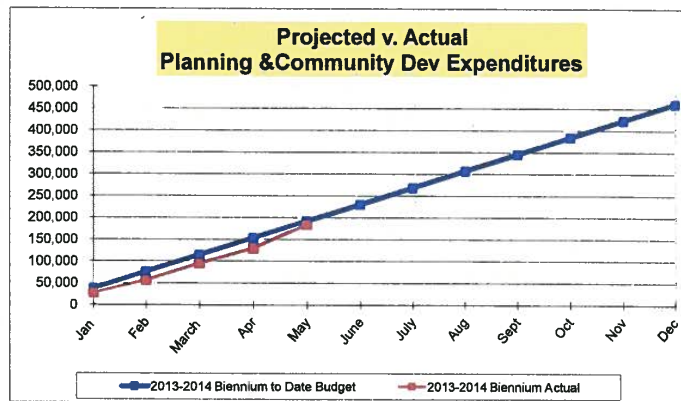
Year To Date
Actual v. Projected 92%



PLANNING & COMMUNITY DEV

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	38,540	27,290
Feb	77,080	56,350
March	115,621	94,369
Apr	154,161	128,628
May	192,701	183,613
June	231,241	
July	269,781	
Aug	308,321	
Sept	346,862	
Oct	385,402	
Nov	423,942	
Dec	462,482	
2013	462,482	

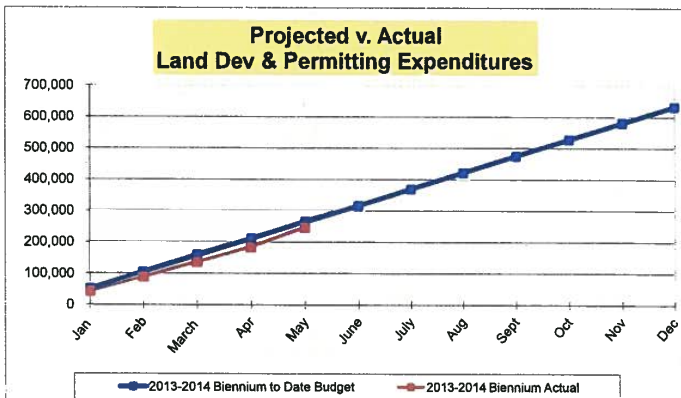
Year To Date
Actual v. Projected 95%



LAND DEV & PERMITTING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	52,883	43,452
Feb	105,766	89,527
March	158,650	137,049
Apr	211,533	184,360
May	264,416	247,076
June	317,299	
July	370,182	
Aug	423,065	
Sept	475,949	
Oct	528,832	
Nov	581,715	
Dec	634,598	
2013	634,598	

Year To Date
Actual v. Projected 93%



**City of Kenmore, Washington
General Fund Expenditure Graphs
May 31, 2013**

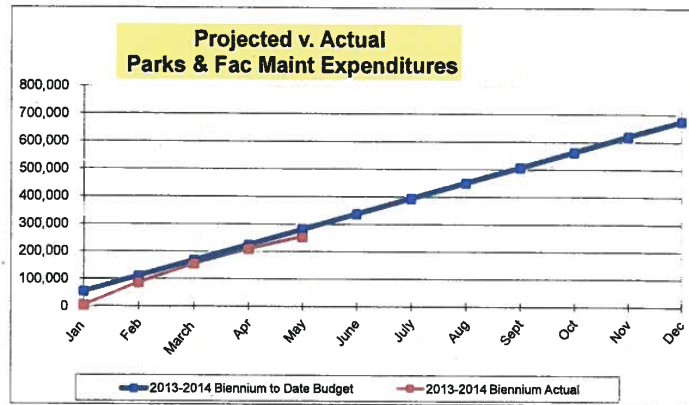
PARKS & FACILITY MAINT

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	56,544	3,386
Feb	113,088	87,019
March	169,633	156,047
Apr	226,177	210,704
May	282,721	253,744
June	339,265	
July	395,809	
Aug	452,353	
Sept	508,898	
Oct	565,442	
Nov	621,986	
Dec	678,530	
2013	678,530	

Year To Date

Actual v. Projected

90%



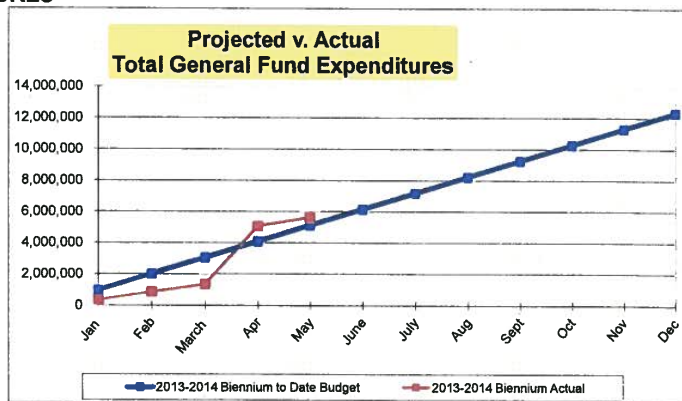
TOTAL GENERAL FUND EXPENDITURES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	1,031,425	355,135
Feb	2,062,849	871,215
March	3,094,274	1,367,258
Apr	4,125,698	5,065,445
May	5,157,123	5,621,271
June	6,188,547	
July	7,219,972	
Aug	8,251,396	
Sept	9,282,821	
Oct	10,314,245	
Nov	11,345,670	
Dec	12,377,094	
2013	12,377,094	

Year To Date

Actual v. Projected

109%



City of Kenmore, Washington
All Funds Cash Summary
May 31, 2013



	2011-2012 BIENNIUM TO DATE	BUDGET	MAY	2013-2014 BIENNIUM TO DATE
GENERAL FUND				
Beginning Cash	4,841,864	4,361,224		4,361,224
Interfund Loan Repayment	0	0		1,200,000
Revenues	18,860,927	19,241,894	1,085,455	4,828,121
Total Sources	23,802,811	23,602,918	1,085,455	10,079,345
Interfund Loans	1,200,000	0		0
Expenditures	18,262,857	21,867,666	555,827	5,621,271
Ending Cash	4,339,954	1,735,252		4,458,073
Total Uses	23,802,811	23,602,918	555,827	10,079,345
STREET FUND				
Beginning Cash	2,040,582	1,512,463		1,512,463
Interfund Loan	0	0		0
Revenues	2,144,718	3,264,173	36,534	1,555,856
Total Sources	4,185,298	4,776,636	36,534	3,068,319
Expenditures	2,672,835	3,279,126	122,922	355,188
Ending Cash	1,512,463	1,497,510		2,713,132
Total Uses	4,185,298	4,776,636	122,922	3,068,319
TRANSPORTATION CAPITAL FUND				
Beginning Cash	1,209,197	427,539		427,539
Revenues	4,657,682	11,600,750	150,000	1,881,290
Total Sources	5,866,879	12,028,289	150,000	2,108,829
Expenditures	4,447,557	11,665,837	57,415	887,823
Ending Cash	1,419,322	362,452		1,220,906
Total Uses	5,866,879	12,028,289	57,415	2,108,829
PUBLIC ART FUND				
Beginning Cash	68,244	68,540		68,540
Revenues	1,296	600	0	0
Total Sources	69,540	69,140	0	68,540
Expenditures	1,000	1,000	767	767
Ending Cash	68,540	68,140		67,774
Total Uses	69,540	69,140	767	68,540
PARK IMPACT FEE FUND				
Beginning Cash	1,354,455	1,610,440		1,610,440
Revenues	285,604	346,567	22,833	35,518
Total Sources	1,640,059	1,957,007	22,833	1,645,958
Expenditures	24,963	220,000	0	190,000
Ending Cash	1,615,096	1,737,007		1,455,958
Total Uses	1,640,059	1,957,007	0	1,645,958
TRANSPORTATION IMPACT FEE FUND				
Beginning Cash	545,555	240,535		240,535
Revenues	916,135	876,670	75,906	118,076
Total Sources	1,461,790	1,117,205	75,906	358,611
Expenditures	1,221,255	822,500	0	248,000
Ending Cash	240,535	294,705		110,611
Total Uses	1,461,790	1,117,205	0	358,611
SWAMP CREEK BASIN FUND				
Beginning Cash	1,762,640	1,581,067		1,581,067
Revenues	16,536	16,000	0	0
Total Sources	1,779,176	1,597,067	0	1,581,067
Expenditures	198,109	160,000	0	0
Ending Cash	1,581,067	1,437,067		1,581,067
Total Uses	1,779,176	1,597,067	0	1,581,067
TRANSPORTATION BENEFIT DISTRICT FUND				
Beginning Cash	0	0		0
Revenues	0	535,000	772	772
Total Sources	0	535,000	772	772
Expenditures	0	535,000	0	5,000
Ending Cash	0	0		(4,228)
Total Uses	0	535,000	0	772
SAMMAMISH BRIDGE REPLACEMENT FUND				
Beginning Cash	0	0		0
Revenues	0	80,000	0	80,000
Total Sources	0	80,000	0	80,000
Expenditures	0	0	0	0
Ending Cash	0	80,000		80,000
Total Uses	0	80,000	0	80,000

City of Kenmore, Washington
All Funds Cash Summary
May 31, 2013



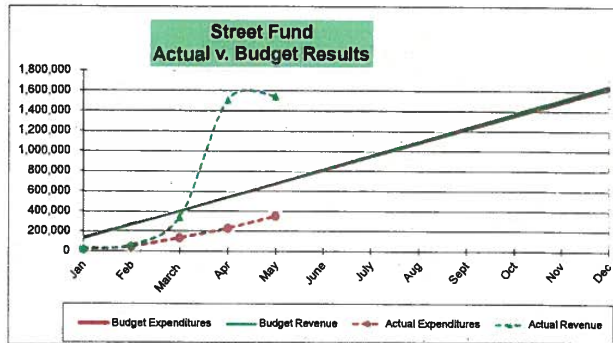
	2011-2012 BIENNIUM TO DATE	BUDGET	MAY	2013-2014 BIENNIUM TO DATE
REAL ESTATE EXCISE TAX FUND				
Beginning Cash	1,866,318	1,965,806		1,965,806
Revenues	1,497,557	1,147,317	56,178	270,878
Total Sources	3,363,874	3,113,123	56,178	2,236,683
Expenditures	2,388,812	2,385,060	0	1,070,100
Ending Cash	977,062	748,073		1,166,583
Total Uses	3,363,874	3,113,123	0	2,236,683
KENMORE VILLAGE FUND				
Beginning Cash	60,725	151,088		151,088
Interfund Loan	1,200,000			0
Revenues	555,153	1,692,340	1,300	1,348,548
Total Sources	1,815,878	1,843,428	1,300	1,499,936
Interfund Loans	0	0		1,200,000
Expenditures	1,663,002	339,200	22,166	105,120
Ending Cash	152,875	1,504,228		194,816
Total Uses	1,815,878	1,843,428	22,166	1,499,936
PARK CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	678,534	0	194,803
Total Sources	0	678,534	0	194,803
Expenditures	0	635,000	10,871	20,823
Ending Cash	0	43,534		173,981
Total Uses	0	678,534	10,871	194,803
SURFACE WATER MANAGEMENT FUND				
Beginning Cash	1,590,280	1,419,392		1,419,392
Revenues	3,739,336	3,799,176	346,660	1,216,519
Total Sources	5,329,616	5,218,568	346,660	2,635,911
Expenditures	3,908,437	4,919,887	135,294	964,357
Ending Cash	1,421,179	298,681		1,671,553
Total Uses	5,329,616	5,218,568	135,294	2,635,911
SURFACE WATER CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	2,369,261	0	492,011
Total Sources	0	2,369,261	0	492,011
Expenditures	0	2,369,261	11,055	11,686
Ending Cash	0	0		480,325
Total Uses	0	2,369,261	11,055	492,011
STRATEGIC RESERVE FUND				
Beginning Cash	1,264,464	1,264,464		1,264,464
Interfund Loan Repayment	0			0
Revenues	0	0	0	0
Total Sources	1,264,464	1,264,464	0	1,264,464
Interfund Loans	0			0
Expenditures	0	0	0	0
Ending Cash	1,264,464	1,264,464		1,264,464
Total Uses	1,264,464	1,264,464	0	1,264,464
STRATEGIC OPPORTUNITIES FUND				
Beginning Cash	0	0		0
Revenues	0	2,525,062	1,200	2,503,552
Total Sources	0	2,525,062	1,200	2,503,552
Expenditures	0	364,100	17,956	69,644
Ending Cash	0	2,160,962		2,433,908
Total Uses	0	2,525,062	17,956	2,503,552
EQUIPMENT REPLACEMENT FUND				
Beginning Cash	524,310	490,603		490,603
Revenues	188,365	155,142	0	0
Total Sources	712,675	645,745	0	490,603
Expenditures	222,072	276,250	4,046	8,191
Ending Cash	490,603	369,495		482,412
Total Uses	712,675	645,745	4,046	490,603
TRUST AND AGENCY (NON BUDGETED FUND)*				
Beginning Cash	278,859	247,209		247,209
Revenues	122,994	0	1,683	8,703
Total Sources	401,854	247,209	1,683	255,912
Expenditures	154,645	0	1,860	3,560
Ending Cash	247,209	247,209		252,352
Total Uses	401,854	247,209	1,860	255,912
TOTALS				
Beginning Cash	17,507,613	15,330,369		15,330,369
Interfund Loan	0	0	0	1,200,000
Revenues	32,986,301	48,328,286	1,778,521	14,034,946
Total Sources	50,493,914	63,658,655	1,778,521	30,565,315
Interfund Loans	1,200,000	0	0	1,200,000
Expenditures	34,965,435	49,809,877	940,178	9,561,620
Ending Cash	15,330,370	13,848,778		19,803,694
Total Uses	51,495,805	63,658,655	940,178	30,565,315

I:\Admin & Finance\Monthly Reports\2013\May.xlsx All Funds

**City of Kenmore, Washington
Other Funds Monthly Activity
May 31, 2013**

STREET FUND

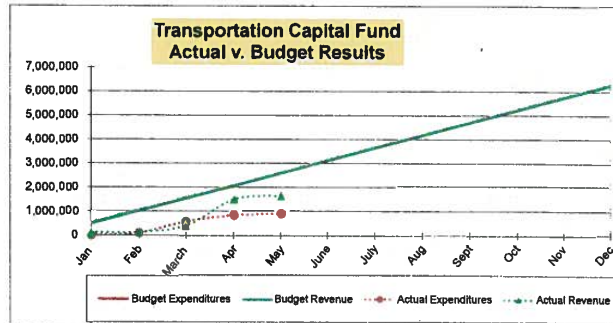
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	138,086	20,826	138,310	33,895
Feb	272,131	50,658	276,620	67,931
March	408,197	135,152	414,931	351,822
Apr	544,263	232,266	553,241	1,519,322
May	680,328	355,188	691,551	1,555,856
June	816,394		829,861	
July	952,460		968,171	
Aug	1,088,525		1,106,481	
Sept	1,224,591		1,244,792	
Oct	1,360,657		1,383,102	
Nov	1,496,722		1,521,412	
Dec	1,632,788		1,659,722	
2013-2014	3,279,126		3,264,173	
Total Actual to Date vs Total Budget		11%		48%



The Street Fund accounts for street maintenance operations, funded by the State's fuel tax and transfers from the General Fund.

TRANSPORTATION CAPITAL FUND

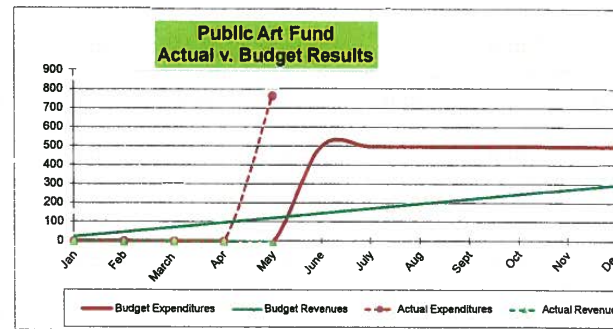
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	525,903	0	524,563	143,512
Feb	1,051,806	108,258	1,049,125	168,545
March	1,577,709	580,440	1,573,688	428,039
Apr	2,103,812	830,508	2,098,250	1,531,290
May	2,629,515	887,923	2,622,813	1,681,280
June	3,155,419		3,147,375	
July	3,681,322		3,671,938	
Aug	4,207,225		4,196,500	
Sept	4,733,128		4,721,063	
Oct	5,259,031		5,245,625	
Nov	5,784,934		5,770,188	
Dec	6,310,837		6,294,750	
2013-2014	11,575,837		11,600,750	
Total Actual to Date vs Total Budget		8%		14%



The Transportation Capital Fund accounts for capital improvements to the City's streets and SR 522, funded by various grants plus City resources from real estate excise tax and transportation impact fees. All phases of improvements to SR 522 are now accounted for in this fund. There is a time lag between project expenditures and reimbursements from grants; this accounts for the lower revenues compared to the expenditures.

PUBLIC ART FUND

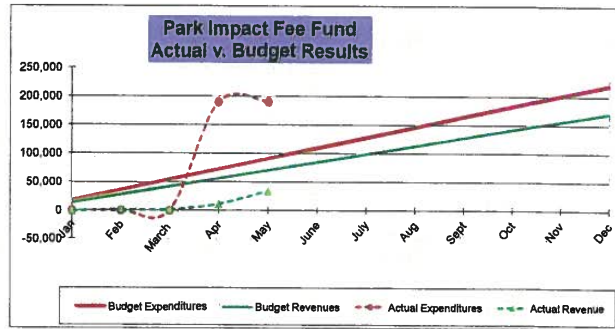
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	0	0	25	0
Feb	0	0	50	0
March	0	0	75	0
Apr	0	0	100	0
May	0	767	125	0
June	500		150	
July	500		175	
Aug	500		200	
Sept	500		225	
Oct	500		250	
Nov	500		275	
Dec	500		300	
2013-2014	1,000		600	
Total Actual to Date vs Total Budget		77%		0%



This fund accounts for public art authorized by Ordinance 01-0115. One percent (1%) of public project construction contracts is contributed to this fund to provide for public art displays or performing arts events as authorized by the City Council.

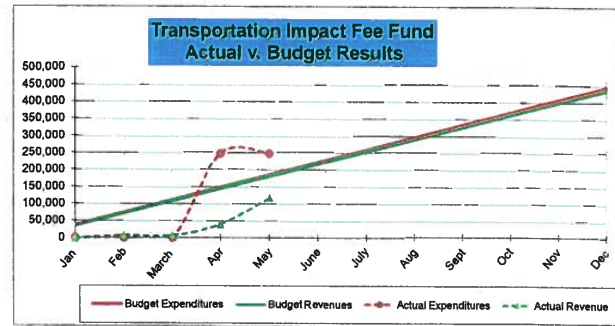
**City of Kenmore, Washington
Other Funds Monthly Activity
May 31, 2013**

PARK IMPACT FEE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	18,333	0	14,351	0
Feb	36,667	0	28,702	2,537
March	55,000	0	43,054	2,537
Apr	73,333	190,000	57,405	12,685
May	91,667	190,000	71,756	35,518
June	110,000		86,107	
July	128,333		100,458	
Aug	146,667		114,809	
Sept	165,000		129,161	
Oct	183,333		143,512	
Nov	201,667		157,863	
Dec	220,000		172,214	
2013-2014	220,000		346,567	
Total Actual to Date vs Total Budget		86%		10%



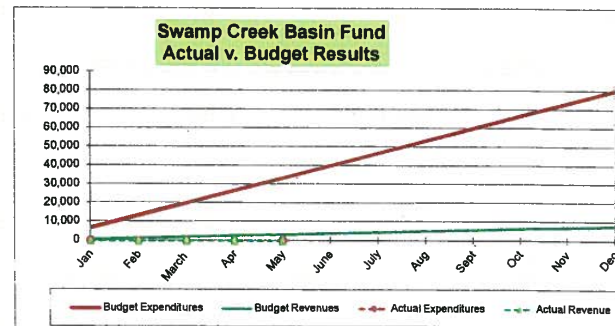
This fund accounts for City imposed park impact fees on new development. Expenditures are for public park acquisitions and improvements. In the 2011-2012 budget, expenditures represent transfers to Municipal Capital Fund for improvements to City parks.

TRANSPORTATION IMPACT FEE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	36,875	0	36,331	0
Feb	73,750	0	72,662	8,434
March	110,625	0	108,993	8,434
Apr	147,500	248,000	145,324	42,170
May	184,375	248,000	181,655	118,076
June	221,250		217,987	
July	258,125		254,318	
Aug	295,000		290,649	
Sept	331,875		326,980	
Oct	368,750		363,311	
Nov	405,625		399,642	
Dec	442,500		435,973	
2013-2014	822,500		876,670	
Total Actual to Date vs Total Budget		30%		13%



This fund accounts for City imposed transportation impact fees on new development. Expenditures are for public transportation improvements.

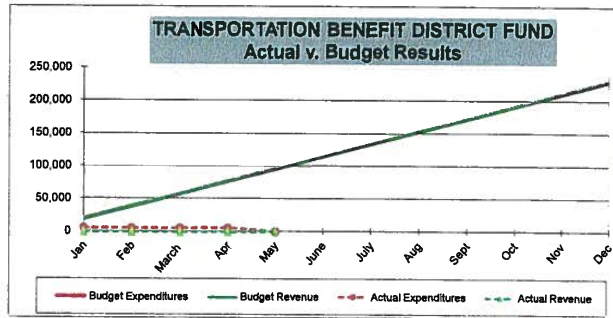
SWAMP CREEK BASIN FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	6,667	0	683	0
Feb	13,333	0	1,367	0
March	20,000	0	2,050	0
Apr	26,667	0	2,733	0
May	33,333	0	3,417	0
June	40,000		4,100	
July	46,667		4,783	
Aug	53,333		5,467	
Sept	60,000		6,150	
Oct	66,667		6,833	
Nov	73,333		7,517	
Dec	80,000		8,200	
2013-2014	160,000		16,000	
Total Actual to Date vs Total Budget		0%		0%



This fund accounts for the Memorandum of Agreement with King County which provided funds reserved for surface water projects, improvements, and maintenance within the Swamp Creek Basin.

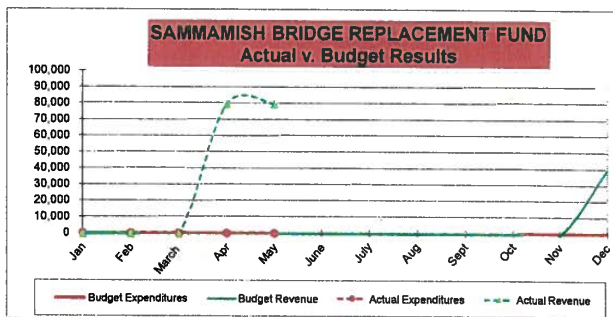
City of Kenmore, Washington
Other Funds Monthly Activity
May 31, 2013

TRANSPORTATION BENEFIT DISTRICT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	19,167	5,000	19,167	0
Feb	38,333	5,000	38,333	0
March	57,500	5,000	57,500	0
Apr	76,667	5,000	76,667	0
May	95,833	0	95,833	772
June	115,000		115,000	
July	134,167		134,167	
Aug	153,333		153,333	
Sept	172,500		172,500	
Oct	191,667		191,667	
Nov	210,833		210,833	
Dec	230,000		230,000	
2013-2014	535,000		535,000	
Total Actual to Date vs Total Budget		0%		0%



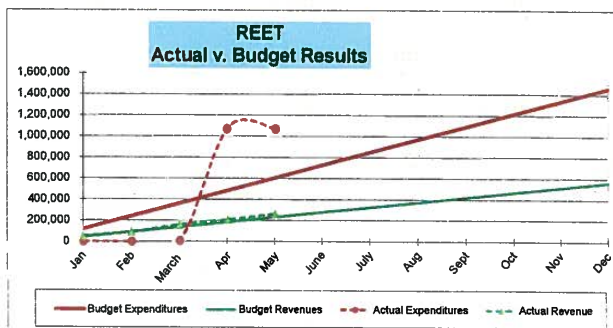
The Transportation Benefit District fund accounts for the \$20 vehicle license tab fees levied on vehicles located in the Kenmore city limits. The revenue generated will be used in maintaining the City's transportation system.

SAMMAMISH BRIDGE REPLACEMENT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	0	0	0	0
Feb	0	0	0	0
March	0	0	0	0
Apr	0	0	0	80,000
May	0	0	0	80,000
June	0			
July	0			
Aug	0			
Sept	0			
Oct	0			
Nov	0			
Dec	0		40,000	
2013-2014	0		80,000	
Total Actual to Date vs Total Budget		0%		100%



The Sammamish Bridge Replacement fund is a fund used to put money aside for the replacement of the West Sammamish bridge.

REAL ESTATE EXCISE TAX FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	121,671	0	47,456	55,801
Feb	243,342	0	94,911	96,082
March	365,013	9,610	142,367	166,028
Apr	486,683	1,070,100	189,823	214,700
May	608,354	1,070,100	237,278	270,878
June	730,025		284,734	
July	851,696		332,190	
Aug	973,367		379,645	
Sept	1,095,038		427,101	
Oct	1,216,708		474,557	
Nov	1,338,379		522,012	
Dec	1,460,050		569,468	
2013-2014	2,365,050		1,147,317	
Total Actual to Date vs Total Budget		45%		24%



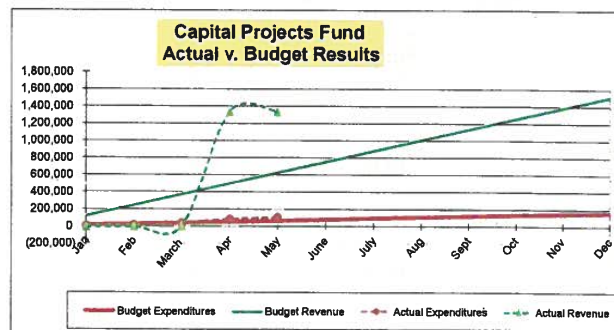
The Real Estate Excise Tax Fund accounts for the 1/2% real estate excise taxes levied by the City which are restricted to capital projects and improvements. Expenditures include park improvements and transfers to the Transportation Capital Fund for transportation improvements.

City of Kenmore, Washington
Other Funds Monthly Activity
May 31, 2013

KENMORE VILLAGE FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	13,467	3,120	126,918	2,050
Feb	26,933	14,302	253,837	4,650
March	40,400	38,391	380,755	9,641
Apr	53,867	82,954	507,673	1,347,548
May	67,333	105,120	634,592	1,348,848
June	80,800		781,510	
July	94,287		888,428	
Aug	107,733		1,015,347	
Sept	121,200		1,142,265	
Oct	134,667		1,269,183	
Nov	148,133		1,396,102	
Dec	161,600		1,523,020	
2013-2014	339,200		1,692,340	
Total Actual to Date vs Total Budget		31%		80%

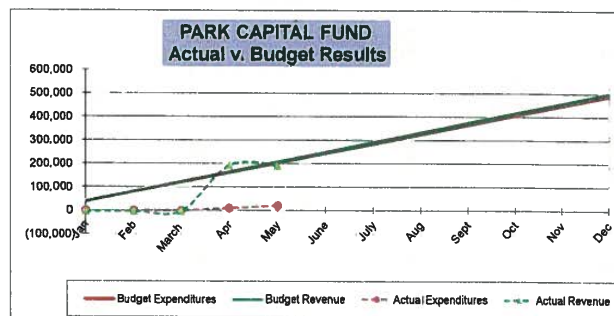
The Kenmore Village Fund accounts for leasing activity within Kenmore Village



PARK CAPITAL FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	40,833	0	41,961	0
Feb	81,667	0	83,922	340
March	122,500	0	125,884	340
Apr	163,333	9,952	167,845	194,803
May	204,167	20,823	209,806	194,803
June	245,000		251,767	
July	285,833		293,728	
Aug	326,667		335,689	
Sept	367,500		377,651	
Oct	408,333		419,612	
Nov	449,167		461,573	
Dec	490,000		503,534	
2013-2014	650,000		663,534	
Total Actual to Date vs Total Budget		3%		29%

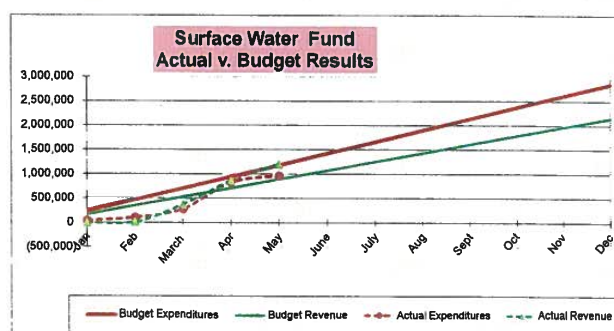
The Park Capital fund will account for Park Capital Projects formerly included in the Municipal Capital fund. In addition, distributions from the King County Proposition 2 Parks Expansion Levy will be receipted into this fund



SURFACE WATER MANAGEMENT FUND

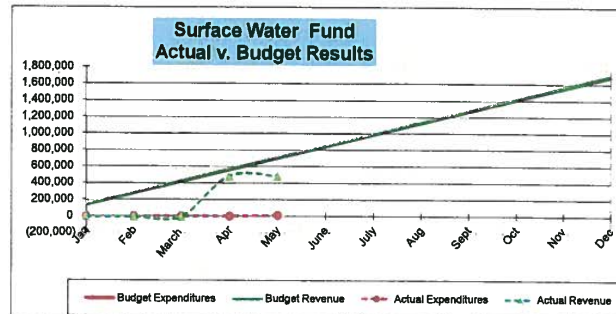
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	237,469	40,806	179,928	11,144
Feb	474,938	109,357	359,856	20,625
March	712,407	284,556	539,784	384,041
Apr	949,875	829,064	719,712	869,859
May	1,187,344	964,357	899,640	1,216,519
June	1,424,813		1,079,569	
July	1,662,282		1,259,497	
Aug	1,899,751		1,439,425	
Sept	2,137,220		1,619,353	
Oct	2,374,688		1,799,281	
Nov	2,612,157		1,979,209	
Dec	2,849,626		2,159,137	
2013-2014	4,919,887		3,799,176	
Total Actual to Date vs Total Budget		20%		32%

This fund accounts for receipts from surface water assessments. The assessments are collected through the property tax billings; the majority of the receipts are collected in May and November. Expenditures are for surface water maintenance activities such as sweeping and drainage as well as capital improvements.



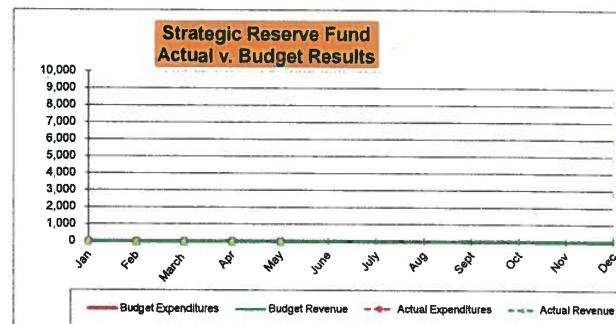
**City of Kenmore, Washington
Other Funds Monthly Activity
May 31, 2013**

SURFACE WATER CAPITAL FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	141,438	0	141,438	0
Feb	282,877	0	282,877	0
March	424,315	632	424,315	0
Apr	565,754	632	565,754	492,011
May	707,192	11,686	707,192	492,011
June	848,631		848,631	
July	990,069		990,069	
Aug	1,131,507		1,131,507	
Sept	1,272,946		1,272,946	
Oct	1,414,384		1,414,384	
Nov	1,555,823		1,555,823	
Dec	1,697,261		1,697,261	
2013-2014	2,369,261		2,369,261	
Total Actual to Date vs Total Budget		0%		21%



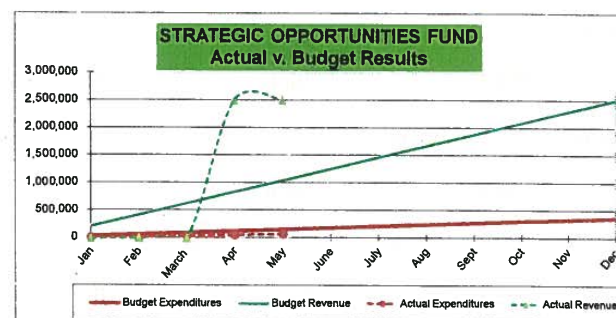
This fund accounts for the expenditures for Surface Water Capital Improvements. Revenue sources for this fund include a variety of federal, state, or local grants, surface water management fees transferred from the Surface Water Management Fund and real estate excise taxes.

STRATEGIC RESERVE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	0	0	0	0
Feb	0	0	0	0
March	0	0	0	0
Apr	0	0	0	0
May	0	0	0	0
June	0		0	
July	0		0	
Aug	0		0	
Sept	0		0	
Oct	0		0	
Nov	0		0	
Dec	0		0	
2013-2014	0		0	
Total Actual to Date vs Total Budget		0%		0%



This fund was created to serve as the City's emergency reserve fund. Per State Statute, the fund cannot exceed \$.375 per \$1,000 of the City's assessed value and is fully funded at \$1,264,464 for 2011. No expenditures are anticipated or have been budgeted at this time.

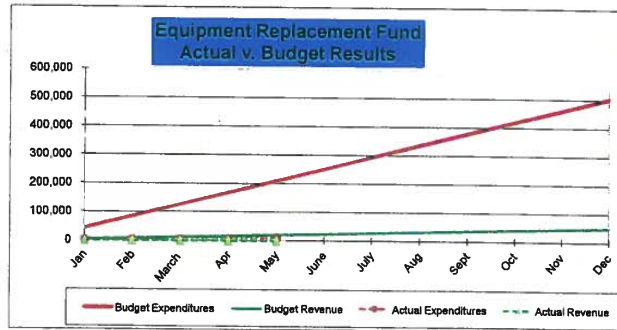
STRATEGIC OPPORTUNITIES FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	30,342	2,856	209,375	0
Feb	60,683	16,847	418,750	1,502
March	91,025	40,110	628,125	1,502
Apr	121,367	51,688	837,500	2,502,352
May	151,708	69,644	1,046,875	2,503,552
June	182,050		1,256,250	
July	212,392		1,465,625	
Aug	242,733		1,675,000	
Sept	273,075		1,884,375	
Oct	303,417		2,093,750	
Nov	333,758		2,303,125	
Dec	364,100		2,512,500	
2013-2014	364,100		2,525,062	
Total Actual to Date vs Total Budget		19%		99%



The purpose of the Strategic Opportunities Fund is to have funds available for "rainy days" and for the City to make key investments or take advantage of strategic opportunities as they present themselves. For 2013-14, the Business Incubator expenditures are budgeted in this fund.

**City of Kenmore, Washington
Other Funds Monthly Activity
May 31, 2013**

EQUIPMENT REPLACEMENT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	41,883	0	4,321	0
Feb	83,767	1,948	8,642	0
March	125,650	1,948	12,963	0
Apr	167,534	4,145	17,283	0
May	209,417	8,191	21,604	0
June	251,301		25,925	
July	293,184		30,246	
Aug	335,067		34,567	
Sept	376,951		38,888	
Oct	418,834		43,208	
Nov	460,718		47,529	
Dec	502,601		51,850	
2013-2014	276,250		155,142	
Total Actual to Date vs Total Budget		3%		0%



This fund is used to maintain a reserve for future replacement of equipment, including, but not limited to furniture, computers and vehicles. Payments are received from various operating departments and funds that benefit from or use the assets.

City of Kenmore, Washington
Cash and Investment Report
May 31, 2013



Fund	Beg. Cash & Inv.	Monthly	Monthly	End. Cash & Inv.
	from Prev. Mo.	Revenues	Expenditures	Current Month
General	\$3,915,167	\$1,085,455	\$555,827	4,444,795
Street	2,799,518	36,534	122,922	2,713,131
Transportation Capital	2,120,105	150,000	57,415	2,212,690
Public Art	68,541	0	767	67,775
Park Impact Fee	1,437,783	22,833	0	1,460,616
Transp Impact Fee	34,706	75,906	0	110,612
Swamp Creek Basin	1,581,067	0	0	1,581,067
Transportation Benefit District	-5,000	772	0	(4,228)
Sammamish Bridge Replacement	80,000	0	0	80,000
Real Estate Excise Tax	121,660	56,178	0	177,838
Kenmore Village	217,466	1,300	22,166	196,600
Park Capital	184,852	0	10,871	173,981
Surface Water Management	1,461,975	346,660	135,294	1,673,341
Surface Water Capital	491,379	0	11,055	480,325
Strategic Reserve	1,264,465	0	0	1,264,465
Strategic Opportunities	2,450,664	1,200	17,956	2,433,908
Equipment Replacement	486,457	0	4,046	482,411
Trust & Agency	252,535	1,683	1,860	252,358
Totals	\$18,963,341	\$1,778,521	\$940,178	\$19,801,683

Fund	Cash, Savings,	(> One Year)	
	Local Govt Investment Pool	Fixed Investments	Total
General	\$1,714,408	\$2,744,068	4,458,476
Street	1,863,131	850,000	2,713,131
Transportation Capital	1,220,907	0	1,220,907
Public Art	52,774	15,000	67,774
Park Impact Fee	525,960	930,000	1,455,960
Transp Impact Fee	80,613	30,000	110,613
Swamp Creek Basin	181,068	1,400,000	1,581,068
Transportation Benefit District	-4,228	0	(4,228)
Sammamish Bridge Replacement	80,000	0	80,000
Real Estate Excise Tax	1,166,582	0	1,166,582
Kenmore Village	-255,186	450,000	194,814
Park Capital	173,981	0	173,981
Surface Water Management	1,161,554	510,000	1,671,554
Surface Water Capital	480,325	0	480,325
Strategic Reserve	414,465	850,000	1,264,465
Strategic Opportunities	2,433,908	0	2,433,908
Equipment Replacement	32,411	450,000	482,411
Trust & Agency	152,358	100,000	252,358
Totals	\$11,475,030	\$8,329,068	\$19,804,098

City of Kenmore, Washington
Schedule of Investments
May 31, 2013

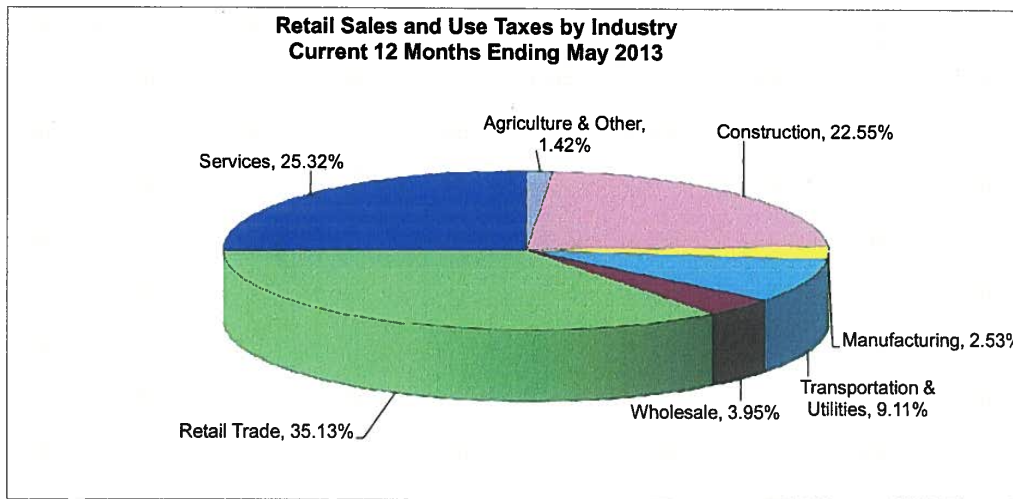


		Average Yield to Maturity-Securities					Overall Average Yield		0.41%
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Possible Call Date	Principal or Balance	Yield Equivalents
Piper Jaffray									
	313371PC4	FHLB	12/12/2014	6/7/2011	0.88%	0.88%	no call	991,238.90	8,722.90
	3136G0QY0	FNMA	7/25/2017	7/25/2012	0.75%	0.75%	7/25/2013	1,000,000.00	7,500.00
	31771J4M9	FICO	9/26/2017	8/14/2012	1.13%	1.13%	non callable	894,731.88	10,137.31
Total Piper Jaffrey Purchases								2,885,970.78	26,360.21
Seattle Northwest Securities									
								-	-
Time Value Investments									
	313586QR3	FNMA	7/5/2014	6/7/2011	1.00%	compounds	no call	998,858.37	9,988.58
	31398A4N9	FNMA	10/15/2013	12/8/2010	1.00%	1.00%	4/15/2011	999,990.00	9,999.90
	31359MEL3	FNMA	4/22/2017	10/22/2012	0.86%	0.86%	no call	999,468.08	8,595.43
Total TVI Purchases								2,998,316.45	28,583.91
Wells Fargo Bank									
								-	-
Total Wells Fargo Purchases								-	-
Banner Bank CD's									
	5740005425	CD	2/6/2013	2/6/2012	0.45%	0.45%		1,195,585.97	5,380.14
Total Banner Bank CD's								1,195,585.97	5,380.14
Sound Community Bank CD's									
	18299229	CD	2/11/2014	8/17/2012	0.65%	0.65%		1,000,000.00	6,500.00
Total Sound Community Bank CD's								1,000,000.00	6,500.00
Opus Bank CD's									
	280140042	CD	3/16/2015	3/15/2011	1.15%	1.15%		249,194.49	2,865.74
Total Cascade Bank CD's								249,194.49	2,865.74
TOTAL ALL SECURITIES								\$ 8,329,067.69	\$ 69,690.00
Banner Checking and Savings						0.07% Banner		7,223,896.21	5,056.73
Opus Bank						0.20%		11,088.04	22.18
Cash								1,005.00	-
Local Government Investment Pool						0.13% LGIP		4,239,038.89	5,684.55
								-	-
Total Accounts								\$ 19,804,095.83	80,453.45

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
May 31, 2013



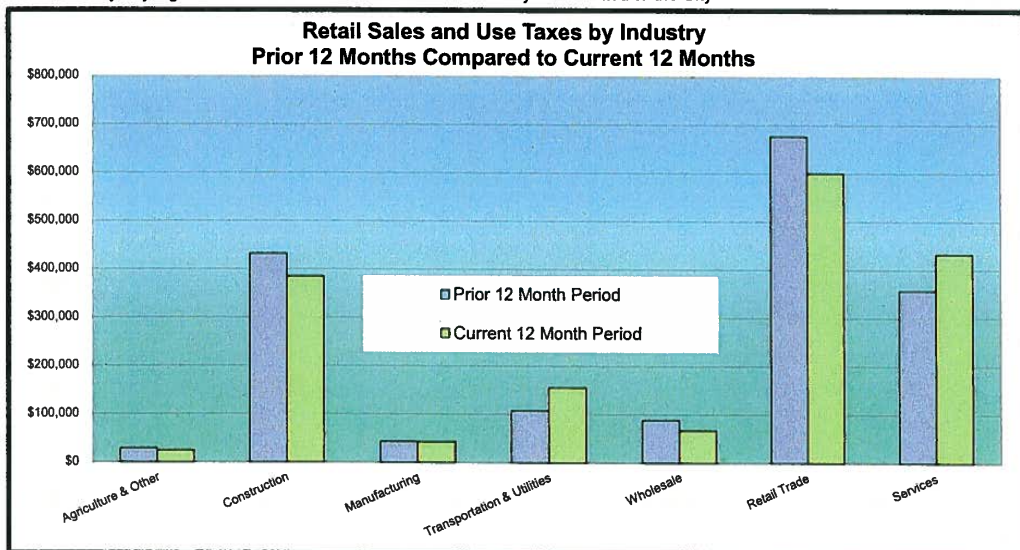
Industry	Prior 12 Months ending May 2012	Current 12 Months ending May 2013	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$29,296	\$24,233	-17.28%	1.42%
Construction	431,963	384,856 *	-10.91%	22.55%
Manufacturing (Printing, Publishing, Other Manuf.)	43,376	43,115	-0.60%	2.53%
Transp/Comm/Utilities (Telecomm., Air Transport.)	107,580	155,591	44.63%	9.11%
Wholesale (Lumber, Other Wholesale)	88,725	67,419	-24.01%	3.95%
Retail Trade (Eating, Merchandise, Food Stores)	676,387	599,668	-11.34%	35.13%
Services (Auction, Recreation, Auto Repair, Financial)	356,838	432,139	21.10%	25.32%
Totals	\$1,734,165	\$1,707,021	-1.57%	100%
Increase/(Decrease)		(\$27,144)	-1.57%	



NOTE: Due to the City's Confidentiality Agreement with the Department of Revenue, specific business information cannot be disclosed.

* Approximately 10% of this is due to the Brightwater project.

There is a sixty-day lag between sales taxes collected and when they are remitted to the City



City of Kenmore, Washington
Real Estate Excise Tax Report
May 31, 2013

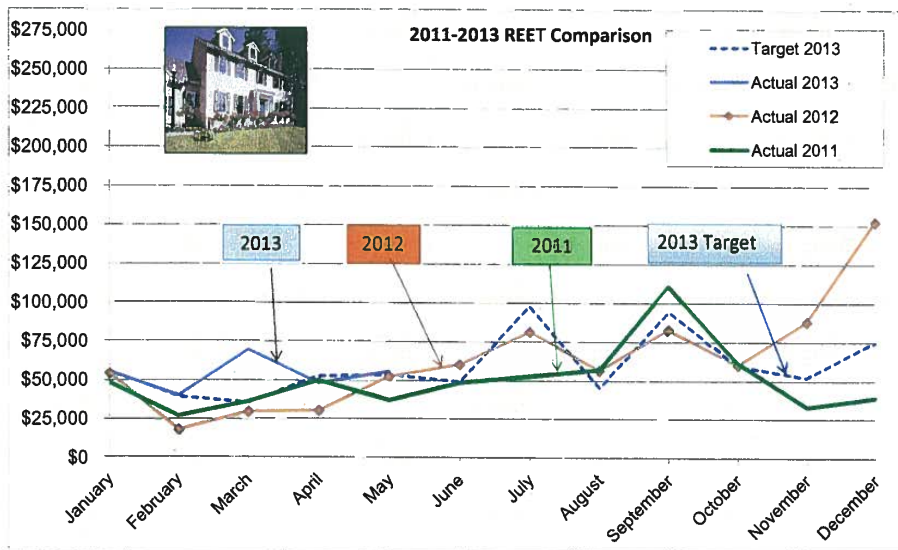


Real Estate Excise Taxes (REET) 2009 - 2013 Monthly Receipts					
	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Target 2013
January	64,792	48,679	54,359	55,801	55,943
February	73,383	27,294	18,064	40,281	39,580
March	41,445	36,507	29,691	69,946	35,881
April	78,233	50,463	30,662	48,671	53,119
May	71,622	37,671	52,575	56,178	53,956
June	38,919	48,938	60,408		49,422
July	158,221	53,012	81,316		97,516
August	23,033	57,471	56,626		45,710
September	87,734	111,107	82,785		93,875
October	57,761	61,805	60,265		59,944
November	35,585	33,475	88,057		52,372
December	32,962	39,510	152,262		74,911
	\$763,689	\$605,931	\$767,070	\$270,878	\$712,230

For 2013, REET is \$81,923 more than the same period last year and more than the 2013 target by \$30,177

* NOTE THE 2013 target is computed on a 3 year average (2010-2012) of actual receipts

Real Estate Excise Taxes (REET)								
2010 - 2013 Property Sales > \$500,000								
sales actually occur in the prior month; there is a 30 day lag between sales and when the City receives the rev								
					Taxes from > \$500,000 Sale Amounts			
	2010	2011	2012	2013	2010	2011	2012	2013
January	3,790,500	1,046,085	5,515,283	3,380,165	18,763	5,178	27,301	16,732
February	4,805,000	547,257	1,152,000	3,417,500	23,785	2,709	5,702	16,917
March	1,149,000	1,100,000	750,000	3,514,000	5,688	5,445	3,713	17,394
April	1,779,000	1,075,000	870,000	1,570,450	8,806	5,321	4,307	7,774
May	1,859,000	2,372,000	2,796,250	3,634,210	9,202	11,741	13,841	17,989
June	540,000	2,605,000	1,215,000		2,673	12,895	6,014	0
July	18,013,000	3,354,950	4,196,500		89,164	16,607	20,773	0
August	1,020,000	3,045,950	1,756,200		5,049	15,077	8,693	0
September	11,276,760	15,691,044	4,859,500		55,820	77,671	24,055	0
October	610,000	7,873,950	3,087,500		3,020	38,976	15,283	0
November	1,020,000	875,000	8,334,960		5,049	4,331	41,258	0
December	2,178,000	2,189,000	23,033,200		10,781	10,836	114,014	0
	\$48,040,260	\$41,775,236	\$57,566,393	\$15,516,325	237,800	206,787	284,954	76,806



City of Kenmore, Washington
Monthly Report for Kenmore Village
May 31, 2013



<u>Revenues</u>	<u>May 2013</u>	<u>Biennium-to- Date</u>	<u>Biennium Budget</u>
Lease Income (USPS & Kenmore Village)	\$ -	\$ 4,241	\$ 317,940
Return of Security Deposit	-	0	0
Other Rent Income	1,300	8,750	15,000
Landlord Expense (CAM*) Reimbursement	-	0	0
Insurance Proceeds	-	0	0
Sale of Property	-	1,335,034	1,250,000
Leasehold Excise Returned	-	822	14,900
Total Revenues	\$ 1,300	\$ 1,348,848	1,597,840
<u>Expenditures</u>			
6700 Building Improvements	\$ -	\$ -	11,000
Property Management	-	3,263	43,200
Utilities and Insurance - Kenmore Village	-	32,006	103,400
Repairs, Maintenance, Other Services	-	-	-
Total Expenditures	\$ -	\$ 35,269	157,600
 Net Income (Loss)	 \$ 1,300	 \$ 1,313,579	 \$ 1,440,240

City of Kenmore, Washington
SR 522 Phase I Revenue and Expenditure History
as of May 31, 2013

Phase I		**Actuals Received on Cash Basis**							
Stage 3 Burke Gilman Trail @73rd Ave NE-nearing completion									
Stage 1 SR 522 Central Segment 65th to 73rd and other improvements, in construction									
Stage 2 SR 522 West Segment 57th to 65th and other improvements, pending funding									
		Cumulative through 2008	2009	2010	2011	Year to Date 2012	May 2013	Year to Date 2013	Life to Date
Revenues:									
Secured:									
Wa State Transportation Improve. Board: to Street Fund	5,047,000	851,786	0	0	0	0	0	0	851,786
to Arterial Street Fund	0	148,214	2,545,308	1,501,692	0	0	0	0	4,195,214
Wa State Gas Tax	4,663,620	3,119,047	1,765,416	0	0	0	0	0	4,884,463
Federal Surface Transportation Prog	12,045,444	1,708,895	8,535,460	1,781,817	0	55	0	0	12,026,227
Brightwater	15,000	15,000	0	0	0	0	0	0	15,000
Federal: Wa State Dept of Trans Signal	357,914	0	0	546,862	0	0	0	0	546,862
King County Parks	906,500	514,616	201,467	0	0	0	0	0	716,083
King County Roads	350,000	350,000	0	0	0	0	0	0	350,000
Northshore Utility District Reimb	432,400	80,559	0	0	0	259,387	0	0	339,946
Puget Sound Energy Reimb	264,100	0	0	0	0	0	0	0	0
Northshore School Dist Reimb	22,258	0	0	0	0	0	0	0	0
Library Reimb	10,000	0	0	0	0	0	0	0	0
Comcast Reimb	168,800	88,620	0	0	0	113,383	0	0	202,003
Urban Partners	75,000	0	25,000	54,438	0	0	0	0	79,438
Fire District Reimb	49,000	0	0	0	0	63,245	0	0	63,245
City Art Fund	126,488	0	0	0	0	0	0	0	0
BWR St. 1 Ph. 1 Settlement		0	0	0	0	0	0	0	0
HDR St. 1 Ph. 1 Settlement		0	0	0	0	0	150,000	150,000	150,000
U of WA IT Reimbursement		0	0	0	0	26,113	0	0	26,113
City Light Reimbursement		0	0	0	0	0	0	23,033	23,033
City Funds:	5,807,250	0	0	0	0	200,000	0	0	200,000
Transfer from REET Muni Cap		1,083,250	0	3,290,000	0	0	0	0	4,373,250
Transfer from Street Fund		0	0	521,870	0	0	0	0	521,870
Stage 1/181st		0	334,000	0	0	0	0	0	334,000
Stage 2	700,000	0	700,000	0	470,174	157,468	0	0	1,327,642
Transfer from Trans Impact Fees		900,000	0	0	0	0	0	0	900,000
								0	0
Total Revenues	30,840,772	8,859,987	14,106,651	7,696,679	470,174	819,651	150,000	173,033	32,126,175
Expenditures:									
Street Fund		15,148,961	1,090	0	0	0	0	0	15,150,051
Street-Interfund Loan Interest		0	0	0	0	0	0	0	0
1% Art Fund		0	0	0	0	0	0	0	0
Arterial Street Fund		253,860	11,708,313	2,874,519	154,162	418,047	0	5,170	15,414,070
Stage 2 Design			483,830	435,358	132,834	102,132	1,108	1,108	1,155,263
Muni Cap Fund		46,782	0	0	0	0	0	0	46,782
Total Expenditures		15,449,603	12,193,233	3,309,877	352,046	520,179	1,108	6,278	31,766,166

City of Kenmore, Washington
SR 522 Phase II Revenue and Expenditure History
as of May 31, 2013

Phase II

SR 522 East Segment, 73rd to 83rd, nearing completion

****Actuals Received on Cash Basis****

Revenues:

	Secured:	Cumulative through 2008	2009	2010	2011	2012	May 2013	Year to Date 2013	Life to Date
Wa State Transportation Improve. Board:	3,450,000	3,145,975	131,526	172,500	0	0	0	0	3,450,000
Sound Transit	8,192,307	8,192,307	0	0	0	0	0	0	8,192,307
Brightwater	250,000	0	0	0	0	0	0	250,000	250,000
Federal Grant via WSDOT	697,312	578,381	91,120	0	6,683	0	0	0	676,184
Federal: WSDOT Signal/Overlay	683,608	185,272	498,322	0	0	0	0	0	683,594
Regional Mobility WSDOT	1,800,000	1,441,827	358,173	0	0	0	0	0	1,800,000
King County Metro	400,000	0	0	400,000	0	0	0	0	400,000
Wa State Gas Tax Grant	8,336,380	4,636,717	2,951,182	439,620	0	0	0	0	8,027,519
Comcast Reimb	147,770	92,680	0	55,090	0	0	0	0	147,770
Northshore Utility District Reimb	1,621,486	1,024,376	441,836	0	0	112,124	0	11,494	1,701,954
Northshore School District Reimb	28,914	0	0	0	2,694	2,444	0	0	5,138
PSE Reimbursement	150,000	0	0	0	0	0	0	0	0
Integra Reimbursement		0	0	0	0	9,144	0	0	9,144
City: Art Fund	161,006	0	0	0	0	0	0	0	0
City:	2,870,793								
Investment Earnings		92,191	15,331	2,532	0	0	0	0	110,054
Fuel Tax		274,153	0	0	0	0	0	0	274,153
Transfer of Trans Impact Fees		512,000	430,698	450,000	387,500	0	0	0	1,392,698
Transfer from Street Fund		0	0	1,000,000	0	0	0	0	1,000,000
Transfer of REET		1,096,420	0	0	215,307	0	0	0	1,096,420
Total Revenues	28,789,576	21,272,299	4,918,188	2,519,742	612,184	123,712	0	261,494	29,216,936

Expenditures:

Arterial Street	22,497,211	4,671,626	1,068,152	1,403,237	48,234	3,244	14,500	29,702,959
Interfund Loan Interest	127,175	0	0	0	0	0	0	127,175
Art 1%	0	0	0	0	0	0	0	0
Transportation Impact Fee Fund	100,000	0	0	0	0	0	0	100,000
Total Expenditures	22,724,386	4,671,626	1,068,152	1,403,237	48,234	3,244	14,500	29,930,134



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: West Samm Bridge - Scour Stabilization Construction Contract		For Council Meeting Agenda of: July 22, 2013
		Department: Engineering & Operations
		Prepared by: Kris Overleese
		Initial & Date Approved by Department Head: KWO 7/17/13 Approved by City Attorney: Approved by Finance Director: JWP 7/17/13 Approved by City Manager: ROK
Proposed Council Action/Motion: Authorize the City Manager to award the West Samm Bridge Scour Stabilization construction contract (13-C1195) for an amount not to exceed \$200,000 cumulative for the design, permitting, and construction of the project.		Exhibits/Attachments: NA
Expenditure Required \$200,000	Amount Budgeted \$200,000	Appropriation Required \$0
<u>INFORMATION/BACKGROUND:</u> To expedite the West Samm Bridge scour stabilization project and meet the construction fish window, Staff is requesting authority to award the construction contract if bids are within the project budget. As there are no City Council meetings in August 2013, staff believes it is prudent to authorize the contract given the short timeframe for the design and construction of the project.		
<u>FISCAL CONSIDERATION</u> The budget for the scour stabilization is \$200,000 which includes permitting, design and construction. Staff received authority from Council on July 15, 2013 to enter into a design agreement with Jacobs Engineering. King County will complete the permitting for the project. The exact design fee is yet unknown, therefore staff recommends that Council authorize the City Manager to execute the construction contract if funds exist within the project budget. If through the design, permitting and bidding process the project budget is not adequate, staff will return to Council to discuss the project.		
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> -Evaluation and maintenance of infrastructure -Planning for critical infrastructure rehabilitation or replacement		



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

Subject/Topic: Surface Water Program update.	For Council Meeting Agenda of: July 22, 2013 Department: Engineering Prepared by: Richard Sawyer To Be Presented By: Richard Sawyer <table style="width: 100%;"><tr><td style="width: 70%;">Approved by Department Head:</td><td style="width: 30%; text-align: right;"><u>Initial & Date</u> <u>KNO 7/12/13</u></td></tr><tr><td>Approved by City Attorney:</td><td style="text-align: right;"><u> </u></td></tr><tr><td>Approved by Finance Director:</td><td style="text-align: right;"><u> </u></td></tr><tr><td>Approved by City Manager:</td><td style="text-align: right;"><u>POK 7/12/13</u></td></tr></table> Exhibits/Attachments: NA	Approved by Department Head:	<u>Initial & Date</u> <u>KNO 7/12/13</u>	Approved by City Attorney:	<u> </u>	Approved by Finance Director:	<u> </u>	Approved by City Manager:	<u>POK 7/12/13</u>
Approved by Department Head:	<u>Initial & Date</u> <u>KNO 7/12/13</u>								
Approved by City Attorney:	<u> </u>								
Approved by Finance Director:	<u> </u>								
Approved by City Manager:	<u>POK 7/12/13</u>								
<table style="width: 100%;"><tr><td style="width: 33%;">Expenditure Required \$165,000</td><td style="width: 33%; text-align: center;">Amount Budgeted see fiscal discussion</td><td style="width: 33%; text-align: right;">Appropriation Required 0</td></tr></table>		Expenditure Required \$165,000	Amount Budgeted see fiscal discussion	Appropriation Required 0					
Expenditure Required \$165,000	Amount Budgeted see fiscal discussion	Appropriation Required 0							
<u>INFORMATION/BACKGROUND:</u> This presentation is to provide Council a summary of Surface Water Program activities occurring in 2013-2014. The City is beginning the process of updating its Surface Water Master Plan (Plan), which was last updated in 2008. Additionally, staff are updating KMC 13.40 to be consistent with current City surface water activities and several policy issues are being reviewed and analyzed. Osborn Consulting and Brown & Caldwell (Consultants) will assist with the Plan, research, investigation and policy recommendations as part of their on-call contract. These Consultants have recently completed surface water plans for other cities including Bellevue, Shoreline, Kirkland and Sammamish. The work will be funded through the Surface Water Master Plan Project, Swamp Creek Basin Plan project, and surface water engineering consultant budget. <u>Surface Water Master Plan:</u> The Plan update will focus on updating the City's Capital Improvement Project (CIP) list and investigating Swamp Creek sedimentation issues. As part of the Plan update, staff and consultants will develop and prioritize surface water capital projects. Many of the projects developed in the 2008 plan have been completed or are planned in the near future. Maintenance records, citizen complaints, staff input and mapping information will be used to identify potential projects. Areas for retrofit projects will also be identified where existing facilities, or lack thereof, leave areas underserved in terms of surface water management. Conceptual plans and cost estimates will be developed as part of the plan update. Staff has observed significant deposition of sediment and debris in Swamp Creek. Private property flooding complaints and surface water facility problems continue to be an issue. In coordination with the Plan update, staff will survey components of the watershed and develop procedures and potential CIP projects associated with Swamp Creek sedimentation issues occurring downstream of the 73RD AVE NE bridge.									

KMC 13.40 Update: Staff and Consultants will update Chapter 13.40 KMC, which pertains to the City's Surface Water Management Program. The chapter was adopted in 1998 from King County and has had minimal change since the City's incorporation. Updates and changes to the code will bring definitions, references, policies and procedures up to current standards. Surface water rate adjustment procedures will be analyzed for potential policy updates. In particular, rate adjustments for privately maintained stormwater treatment facilities and school districts will be reviewed. Many surrounding jurisdictions have changed their rate adjustment procedures in these categories to reflect changes in surface water management technologies and regulations over time. The City still uses the same procedures that King County had in place in the 1990's.

NPDES Permit Compliance: The State's new NPDES Municipal Stormwater Permit will be effective on August 1, 2013. Staff and Consultants will review the permit and applicable regulatory documents, such as Ecology's new Surface Water Design Manual and Puget Sound Partnership's Low Impact Development (LID) Technical Guidance Manual. LID requirements, in particular, will have many impacts in development related issues for the City. Additional permit requirements will require updates to surface water programs including Swamp Creek monitoring, operations & maintenance and public education & outreach. A guidance document will be developed for the City to follow over the next five years to facilitate successful compliance with permit requirements.

Policy and Procedure Evaluation: Staff and Consultants will develop policy recommendations for issues associated with private residential stormwater conveyance system maintenance. King County era development resulted in many privately maintained conveyance systems with no or unclear easement documentation.

Staff and Consultants will also investigate wildlife issues, particularly beaver activity, and develop policies recommendations for managing issues associated with their impacts to City infrastructure and surface water management facilities.

Schedule for future Council review and action:

Council review and public comment for Chapter 13.40 KMC update – November 2013
Council approval for Chapter 13.40 KMC update – December 2013

Council review and public hearing for Plan update – March 2014
Council approval for Plan update – May 2014

FISCAL CONSIDERATION:

This work will be completed as part of the on-call contract with Osborn Consulting approved by Council earlier this year. Sufficient funds exist within the SWM Operating and Capital Budgets, \$1.8 M and \$1.9 M respectively, to complete this work.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

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



City Council Business Agenda Item City of Kenmore, WA

Subject: Status Report on 2013 Planning Commission Work Program

For Council Meeting Agenda of: July 22, 2013

Department: Community Development

Prepared by: Debbie Bent, Community Development Director

Initial & Date

Proposed Council Action/Motion: No Action.

Approved by Department Head:

DB 7/11/13

Approved by City Attorney:

N/A

Approved by Finance Director:

Joe 7/11/13

Approved by City Manager:

ROK

Exhibits/Attachments:

Attachment 1: Planning Commission schedule

Attachment 2: Status of Commercial zoning project

Attachment 3: Status of Park, Recreation and Open Space (PROS) Plan update

Expenditure Required \$0

Amount Budgeted: \$70,000 for implementation of the comprehensive plan and downtown plan

Appropriation Required \$0

INFORMATION/BACKGROUND: On 1/14/13 Council approved the 2013 docket (work program) and assigned two work program items to the Planning Commission, both of which require amendments to the comprehensive plan. Attachment 1 is the Planning Commission calendar, showing key dates and actions for both the commercial zoning project and Park, Recreation and Open Space (PROS) plan update. Council jointly met with the Planning Commission on 2/19/13 to provide feedback on key policy questions for the commercial zoning project and on 4/16/13 to provide feedback on the public process for the PROS plan. Council requested work program updates be scheduled in July. Staff will be available at the 7/22/13 Council meeting to address Council questions on the status of the two work program items.

Commercial Zoning Project: The Commercial Zoning Project will comprehensively review the Regional Business (RB) zone and its relationship to other commercial zones, including a review of the Comprehensive Plan vision; review of uses—including allowed, prohibited, nonconforming and existing legal uses; review of P-suffix conditions, density and other development regulations; review of geographic boundaries for the RB and nearby zones; and review of the relationship to the transportation network. Review of the Transit Oriented District proposal (tabled following a public hearing 9/27/10) is also part of this work program. The commercial zoning project work program will continue in 2014. Attachment 2 provides detail of the Planning Commission's progress on the work program to date.

Park, Recreation and Open Space (PROS) Plan Update: The PROS Plan adopted in 2003 is a companion to the park element in the Comprehensive Plan. The goal is Council adoption of a PROS plan and revised park element in November. The PROS plan provides the policy framework that guides the direction for establishment

of a park and recreation system. The plan will provide goals, objectives, policy actions and recommendations on projects and funding. Attachment 3 provides detail of the Planning Commission's progress on the work program item to date.

FISCAL CONSIDERATION: \$70,000 is budgeted in the 2013-2014 biennial budget for implementation of the downtown plan and comprehensive plan. The intent is that staff will complete the majority of the work related to the 2013 docket. To date the City has executed Contract 13-C1149 with Berk Consulting in the amount of \$22,500 for a market analysis related to the commercial zoning project and contract 13-C1142 with Hebert Research in the amount of \$8,788 for the telephone survey related to the PROS plan update.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED: The work program meets the following Council goals: To implement the Economic Development Plan; To pursue downtown development; To implement a Parks Improvement and Financial Plan; To move the City council's inter-connectivity vision forward; To continue to seek opportunities to complete a successful Lake Pointe development.

Attachment 1**PROPOSED SCHEDULE 2013
(Revised 6/10/13)**

Meetings and Key Dates	Commercial Zoning Project	Parks, Recreation & Open Space Plan
February 5: Planning Commission	Introduction to the commercial zoning project	
February 19: Joint Council/Planning Commission	Review of scope and policy questions for commercial zoning project	
March 5: Planning Commission	Introduction to land use standardization	
March 19: Planning Commission	Agreement on land use standardization/definitions	
April 2: Planning Commission	Background on demographic and economic trends; discuss policy questions affecting land use; discuss potential sub areas in the RB zone	Introduction/background on Comprehensive Plan and PROS plan; outline key areas for planning commission involvement
April 16: Joint Council/Planning Commission		Introduction; outline public involvement strategy; feedback on updating survey questions
May: Park surveys		Phone survey and mailed user/provider survey (updating previous survey information)
May 7: Planning Commission	Agreement on subareas in the RB zone	
May 21: Planning Commission	Introduction to market analysis and identification of key questions	
May 22: Parks open house		Gather public opinion about current and future park and recreation services available to Kenmore residents.
June-August: Expert review	Market analysis by Berk and Associates	
June 4: Planning Commission		Review Public Involvement/surveys
June 18: Planning Commission		Review proposed plan organization, draft park classification and level of service standards.
July 2: Planning Commission		Review draft goals, objectives, policy actions

July 16: Planning Commission	Check-in with Berk and Associates on market analysis progress to date	Continue discussion of draft goals, objectives, policy actions, if necessary
July 22: City Council	Status report	Status report
August 6: Planning Commission field trip		Field trip to city parks, open space, recreation areas
August 20: Planning Commission		Review draft Comprehensive Plan amendments and draft PROS plan
August: Prep for September	Staff review and preparation on uses and the P-Suffix relationship to character/use.	SEPA determination for Comprehensive Plan amendments and draft PROS plan
September 3: Planning Commission	Presentation of market analysis findings	
September 17: Planning Commission		Public Hearing on draft Comprehensive Plan amendments and PROS plan
September 23: Planning Commission	Discuss assignment of land uses in the RB area	
October 1: Planning Commission		Discussion and decision on Comprehensive Plan amendments and PROS plan
October 15: Planning Commission	Finalize draft land uses	
October 21: Joint Council/Planning Commission		Present Planning Commission recommendation on the Comp plan amendments and PROS plan
Late October: Public involvement	Public review of the RB uses	
November 5: Planning Commission	Consider public input; prepare for City Council meeting. Begin development standard review, including P-suffixes	
November 12: Council Meeting (November 11 is Veterans Day)		Public hearing only required if council recommends a modification outside the scope of the alternatives considered at the Planning Commission public

		hearing, otherwise at the Council's discretion.
November 19: Planning Commission	Continue development standard review	
November 25: Joint Council/Planning Commission	Present preliminary use recommendation for Council feedback (before regular meeting)	Council discussion and ordinance adoption for Comprehensive Plan amendments and PROS plan.
December 3: Planning Commission	Continue development standard review.	

Note: Commercial zoning project continues in 2014.

Attachment 2

Commercial Zoning Project (Regional Business Zone)

At their meetings between February and May, the Planning Commission accomplished several major Commercial Zoning Project tasks:

- **Identification of preliminary standardized land uses.** The Commission settled on a preliminary list of standardized land uses--reducing use categories from more than 200 to approximately 50. The final use list will be applied across all zones to simplify the Zoning Code and make it easier to understand and administer. The list also will make zoning discussions easier as everyone will be working off of a consistent, defined set of terms. In establishing the preliminary list of uses, the Planning Commission reviewed use listings from several surrounding jurisdictions.
- **Consideration of form-based codes and performance zoning.** Form-based codes minimize discussion of permitted and prohibited land uses in a zone and focus instead on building form. Performance zoning also focuses less on land uses and more on how uses operate and their impact to surrounding properties and the community. The Commission agreed to move ahead with a "hybrid" zoning approach--establishing permitted/prohibited uses, but also addressing performance standards and building design issues. As a first step, the Planning Commission will consider prohibited uses in the Regional Business zone, then determine if performance requirements or requirements related to building form are needed.
- **Identification of preliminary guiding principles for assigning land uses in the Regional Business zone.** The Planning Commission approved the following preliminary guiding principles to direct their discussion of prohibited/permitted uses in the Regional Business zone.
 1. Limit locations for, or the extent of, new retail.
 2. Allow for conversion of the commercial strip along SR-522 into a more pedestrian/transit-friendly area. Focus new commercial on nodes at significant cross streets.
 3. Consider the impacts of allowing more intensive retail, office and multifamily uses in areas already well-developed with other types of businesses, if long-term preservation is desired.
 4. If light assembly and fabrication is desired, it might be beneficial to identify a protected area, perhaps collocated with other similar uses. Limited light assembly and fabrication in a mixed use area also could be considered to at least provide the opportunity for this use, if not the long-term protection of it.
 5. Restrict warehousing and distribution operations to areas dedicated to light assembly and fabrication and/or construction and trade, if any.

6. Support development of additional multifamily housing.
 7. As uses are assigned to the Regional Business area, their individual operational characteristics should be considered and addressed.
 8. As uses are assigned, consider potential impacts on surrounding areas, particularly with regard to Kenmore Air.
- Identification of eight subareas in the Regional Business zone. These subareas were identified because properties within them share unique opportunities for, and constraints to, development. The subareas will be used to focus discussion, even though eventual zoning uses and standards may be identical.
 - Identification of questions to be addressed in a market analysis by Berk and Associates. Berk (the same consultant who worked on Kenmore's Economic Development Strategy) is conducting a high-level market analysis of land uses and employment opportunities in the Regional Business zone. Berk will be providing an update on their work to the Planning Commission at their meeting on July 16. Berk expects to present their final report to the Commission on September 3.

Attachment 3

Status of Park Recreation and Open Space (PROS) Plan Update

At a joint meeting of the City Council and the Planning Commission held on April 16, 2013, the City Council requested periodic check in on progress towards the development of the draft PROS plan scheduled for adoption in November, 2013.

Milestones completed:

Public Involvement and Demographics

- NCS Survey (see results summary below)
- PROS Plan Telephone Survey (see results summary below)
- On-going
 - Bastyr University Event
 - On-line (Web-site/facebook)
 - Teen Survey (distributed)
- Recreation Provider/User Questionnaire
- Public Hearings (pending)

Review of Park Classifications and Park Inventory

The Commission reviewed the city park and open space inventory organized into six distinct categories examined their organization, definitions, the total acreage and the facilities contained within each.

Review and Analysis of Level of Service Guidelines

The Commission reviewed two levels of service delivery including on a geographic and on a per capita basis. The Commission then reviewed a comparison of past level of service (2003) with existing levels of service (2013) for each park and open space category. The Commission then reviewed proposed level of service in the context of projected service delivery by the year 2035.

Review and Comment on Guiding Fundamentals and Goals, Objectives and Policy

Actions

The Commission reviewed and commented upon proposed overall plan perspectives discussing the principal condition in Kenmore, Key Values of the community, Major Issues related to recreation service needs, and opportunities to meet those needs. The Commission also reviewed the seven goals, thirteen objectives, and over 61 policy actions proposed to lead to the recommendations to be contained within the plan.

Pending Actions:

Park facilities field trip

Review of Recommendations Section

- Capital
- Recreation Programs
- Operations and Maintenance

Review of Draft Plan

Public Hearings

Recommendation to Council

Survey Results

PROs Plan Telephone Survey

While not exhaustive here are some initial themes from the survey:

- The Kenmore Reporter was the top source for recreation information.
- There is a much greater awareness of parks and a much greater visitation rate.
- Overall satisfaction with parks increased.
- Residents believe that good progress has been made regarding parks since the last survey, but want more.
- Top three facilities for improvement by proportion of change from 2006: Picnic facilities, athletic facilities, Water access.
- City was identified as the preferred source for providing recreation programs.
- Rated as most important included: Walking and biking trails, Indoor swimming pool, youth multipurpose fields.
- For acquisition: Combination parks including passive and active facilities together.
- Nearly 40 percent don't participate in recreation programs.
- Rhododendron and Log Boom Parks are the most visited and they were also considered to be within walking distance.
- Volunteer opportunities are not well known.
- The most important facility by age group:
 - 18-24: Picnic Facilities
 - 25-34: Basketball Courts
 - 35-44: Playgrounds
 - 45-54: Walking/Biking Paths
 - 55+ : Restroom

To summarize, citizens generally believed that the city is on a good "trajectory" with respect to park acquisition and development. Residents also have a desire for more local access to recreation programs and certain types of facilities such as athletic facilities. Since the level of awareness and use at certain parks has increased, pressure on specific facilities for availability such as picnic facilities has become more apparent and is reflected in the survey results.

NCS Results

Similar to results in the PROs plan survey, awareness and satisfaction with parks was good. Participation in recreation programs was low, most likely as a result of lack of availability locally. Access to the water, walking trails, off-leash dog areas and athletic fields were identified as needs that were either missing or not being met at all. In general Kenmore service levels and satisfaction were equivalent to other Western Washington Communities, but below nationally.