



City of Kenmore
City Council Regular Meeting
7:00 p.m., Monday, November 19, 2012

Kenmore City Hall, Council Chambers
18120 68th Avenue 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 REGULAR MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. 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.

VI. CONSENT AGENDA

- A. Minutes of the June 11, 2012 Council Regular Meeting; June 18, 2012 Council Regular Meeting Study Session; June 25, 2012 Council Regular Meeting; July 9, 2012 Council Regular Meeting; July 10, 2012 Council Special Meeting Outdoor Public Forum; and July 16, 2012 Council Regular Meeting
- B. Approval of Check Nos. 26783 - 26844 in the Amount of \$942,170.06 and Electronically Transferred Payroll Funds, Which Total \$59,444.85, for the Period Ending November 9, 2012
- C. Memorandum of Agreement with Department of Ecology - Contract No. 12-C1074 - Nancy Ousley, Assistant City Manager
- D. Memorandum of Agreement with City of Lake Forest Park - Contract No. 12-C1088 - Nancy Ousley, Assistant City Manager
- E. Interlocal Agreement with Northshore Utility District for Storm Drain Maintenance Services - Contract No. 12-C1077 - Jennifer Gordon, Public Works Operation Manager
- F. Stormwater System Cleaning and Vector Services Agreement - Contract No. 12-C1075 - Kris Overleese, Engineering & Environmental Services Director

VI. CONSENT AGENDA

- G. Stormwater Pipe Video Inspection Services Agreement - Contract No. 12-C1076 - Kris Overleese, Engineering & Environmental Services Director
- H. Interlocal Agreement with King County for Surface Water Management Services - Contract No. 1086 - Kris Overleese, Engineering & Environmental Services Director
- I. Interlocal Agreement with King County for Surface Water Billing Services - Contract No. 12-C1085 - Kris Overleese, Engineering & Environmental Services Director

VII. BUSINESS AGENDA

- A. Website Plan Update - Leslie Harris, Management Analyst
- B. Review of 2013 Fee Resolution - Resolution No. 12-208 - Bryan Hampson, Development Services Director
- C. Review of 2011-2012 Budget Amendment Ordinance - Ordinance No. 12-0348 - Joanne Gregory, Finance & Administration Director
- D. Interfund Loan - Adopt Ordinance No. 12-0352 - Joanne Gregory, Finance & Administration Director
- E. Review of Proposed 2013 Property Tax Levy Ordinance - Ordinance No. 12-0349 - Joanne Gregory, Finance & Administration Director
- F. Review of 2013-2018 Capital Improvement Program (CIP) - Joanne Gregory, Finance & Administration Director
- G. Review of 2013-2014 Biennial Budget Ordinance - Ordinance No. 12-0351 - Joanne Gregory, Finance & Administration Director

VIII. STAFF REPORT

IX. COUNCILMEMBER COMMENTS/REPORTS

X. ADJOURNMENT

Upcoming Meetings:

November 20, 2012 5:30 p.m. City Council Special Meeting
November 20, 2012 7:00 p.m. Transportation Benefit District Special Meeting
November 26, 2012 7:00 p.m. City Council Regular Meeting
December 3, 2012 7:00 p.m. City Council Special Meeting

**City of Kenmore, Washington
City Council Regular Meeting
Minutes
June 11, 2012**

DRAFT

CALL TO ORDER – Mayor Baker called the regular meeting to order at 7:02 p.m.

Councilmembers Present: Mayor David Baker, Deputy Mayor Bob Hensel, Councilmembers Brent Smith, Laurie Sperry, Milton Curtis, and Allan Van Ness

Councilmember Excused: Councilmember Glenn Rogers

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

It was Council consensus to approve the agenda as submitted.

CITIZEN COMMENTS

Jeanette Eggerman, 6529 NE 191st St., Kenmore, and Maiella Alejandrino, 6424 NE 188th St., Kenmore, were present to announce that the 14th Annual Kenmore Art Show will be held from June 20th through June 24th. They also invited Councilmembers to a Kenmore Art Show reception on June 20th from 6:00 to 8:00 p.m.

Kenny Song, 12440 NE 155th Place, Woodinville, President and Founder of the Inglemoor Buy It Right Nutrition Club, was present to suggest a sugary drinks tax for the City and talk about the benefits of reducing sugar consumption.

Dennis Mendrey, 6410 NE 182nd St., Kenmore, was present to discuss the financial report. He was pleased that expenditures were below projected levels. He observed that a pie graph included in the report reveals how important retail businesses are to revenues. Finally, he stated that he has withdrawn himself from the Kenmore Action Network (KAN) in an effort to keep the lines of communication with the City open.

Dave Crawford, 7534 NE 175th St., Kenmore, was present to give a comparison of the taxes in Cody, Wyoming, with the City of Kenmore. He requested that Council not forget about the Swamp Creek issue. Finally, he expressed concern about the left turn lanes on SR 522.

John Hendrickson, 5919 NE 202nd Lane, Kenmore, was present to state his concerns about the City's compliance with the Public Records Act and citizens' rights to video tape or record public officials in public spaces.

Mayor Baker thanked the citizens for their interest and comments.

At this time, Mayor Baker also welcomed Representative Gerry Pollett, who was present in the audience.

CONSENT AGENDA

Councilmember Smith pulled Item II. A., "Minutes," from the Consent Agenda for separate consideration.

Councilmember Hensel moved to approve the consent agenda as amended.

Councilmember Van Ness seconded the motion to Approve Claim Nos. 25838 - 25956 in the amount of \$577,933.03 and Electronically Transferred Payroll Funds in the Amount of \$136,327.52 for the Period Ending May 31, 2012; Receive and File the April 2012 Financial Report; and Schedule a Special Council Meeting for Thursday, June 14, 2012 at 7:00 p.m. The motion passed.

Councilmember Smith stated that in the May 14, 2012 minutes, the first item listed under "Councilmember Comments and Reports" should be attributed to himself rather than to Deputy Mayor Hensel.

Councilmember Smith moved to approve the revised May 14, 2012 minutes.

Councilmember Sperry seconded the motion. The motion passed.

BUSINESS AGENDA

Presentation by Washington Department of Ecology (DOE) on the Public Participation Plan Process for the Kenmore Industrial Park (LakePointe) – Maura O'Brien, Site

Hydrologist and Site Manager for the Kenmore Industrial Site since 2009, was present to discuss the Public Participation Plan Update. Mayor Baker announced that Ms. O'Brien would take questions from citizens following her presentation. During this process, citizens were not asked to sign in or to give their names.

Ms. O'Brien stated that DOE is in the process of collecting comments from citizens regarding the Draft Public Participation Plan Update and that anyone is welcome to submit comments. She handed out summaries of frequently asked questions for Kenmore Industrial Park and Harbour Village Marina, as well as the Washington Soil Dioxin Study results. She stated that the last site hazard assessment at the Kenmore Industrial site was in the 1980s, and at that time the site was rated as "1." However, she pointed out that the quality of sampling used in the '80s would be questionable today. After an extensive remedial investigation of the site, DOE found elevated levels of petroleum diesel oil and three metals, arsenic, barium and lead. Ms. O'Brien stated that no other known chemicals of concern were found, after quite an extensive sampling for a number of toxic chemicals. She noted that the City is working with a consulting company to do additional sampling and that Ecology is looking for money to do additional sampling.

Motion to Adopt Ordinance No. 12-0341 to Reclassify the Land Use Zoning Designation for the Property Located at 18138 73rd Avenue NE from "Public/Semi-Public" to "R-18" –

Andrew Bauer, Associate Planner, was present to give a brief staff report. He was also available to answer any questions.

Associate Planner Bauer stated that this is the former Kenmore Library property, and that the Kenmore Library relocated in 2011 to a new facility on NE 181st Street. King County retains

ownership of the property. The King County Library System is pursuing a Type 4 Land Use process to rezone the property for wider use, as allowed by the development standards. The Hearing Examiner's recommendation is to approve the rezone to "R-18."

Councilmember Van Ness moved to Adopt Ordinance No. 12-0341 to Reclassify the Land Use Zoning Designation for the Property Located at 18138 73rd Avenue NE from "Public/Semi-Public" to "R-18." Councilmember Hensel seconded the motion. The motion passed 6-0.

Motion to Authorize the City Manager to Execute Contract No. 12-C1033, Animal Services Interlocal Agreement 2013-2015 with King County – Nancy Ousley, Assistant City Manager, and Norm Alberg, King County Records and Licensing Division, were present to give a brief staff report. They were also available to answer any questions.

Assistant City Manager Ousley stated that on April 23, 2012, Council approved signing a nonbinding letter of intent so that a further animal services analysis could go forward, and that since that time there have been several changes, including the cities of Kirkland and Shoreline deciding to stay with the regional system. She summarized that the City's net cost for services, not including PAWS, is estimated to be around \$6,000 per year.

Councilmember Hensel moved that the City Manager be Authorized to Execute Contract No. 12-C1033, Animal Services Interlocal Agreement 2013-2015 with King County. Brent Smith seconded the motion. The motion passed 6-0.

61st Avenue NE and NE 181st Street Traffic Signal Construction Contract Award – Kris Overleese, City Engineer, and Kent Vaughan, Senior Engineer, were present to give a brief staff report. They were also available to answer any questions.

Senior Engineer Vaughan stated that on May 14, 2012, in advance of the bid opening, Council authorized the award of the 61st Avenue NE and NE 181st Street traffic signal construction contract for an amount not to exceed \$1.15 million. On May 22nd, the bid opening was held and three bids were received. The bids were comprised of three schedules, Schedule A, base bid items; Schedule B, utility items, and Schedule C, alternate design to Schedule B. The low bids for both schedule options, A plus B or A plus C, exceeded the previously authorized amount. He stated that staff recommends that the City Council authorize the City Manager or designee to award and sign the contract with Razz Construction for the traffic signal project based upon bid Schedules A plus C in the amount of \$1,190,629.76, with the discretion to award the contract based upon bid Schedules A plus B in the amount of \$1,186,835.80 if the City Manager determines that the NE 181st Street Culvert Replacement Project will be constructed this summer.

Councilmember Van Ness moved to Authorize the City Manager or Designee to Award and Sign the Contract with Razz Construction for the Traffic Signal Project Based Upon Bid Schedules A Plus C in the Amount of \$1,190,629.76, with the Discretion to Award the Contract Based Upon Bid Schedules A Plus B in the Amount of \$1,186,835.80 if the City Manager Determines That the NE 181st Street Culvert Replacement Project, SW6, Will be Constructed This Summer . Councilmember Hensel seconded the motion. The motion passed 6-0.

CITY COUNCILMEMBER COMMENTS/REPORTS

Councilmember Hensel reported on the Eastside Transportation Partnership meeting he attended last week. He requested that the City Manager make available to Council the Puget Sound Regional Funding reports and ranking, as they show two Kenmore projects and their rankings.

Mayor Baker made a presentation, on behalf of the Council, to Councilmember Laurie Sperry for her college graduation. She received a bachelor's degree in communication with a focus on political communication. Her final project was writing a Social Media program for the Washington State Department of Transportation (WSDOT). Mayor Baker also announced that prescription medicine discount cards are now available in several locations for Kenmore residents.

STAFF REPORT

City Manager Karlinsey reminded Council and the public about the Thursday, June 14, 2012 Kenmore Village study session meeting; the Monday, June, 18, 2012 study session; and the Community Meeting regarding Northshore Summit Park to be held at City Hall on Thursday, June 21, 2012 at 7:00 p.m. He noted that a super-card mailing and door hangers were distributed to a wide radius of residents around the park.

EXECUTIVE SESSION

Mayor Baker adjourned the regular meeting at 8:52 p.m. to a special executive session meeting to discuss Property Disposition, pursuant to RCW 42.30.110(1)(c), and Potential Litigation and Litigation, pursuant to RCW 42.30.110(1)(i). He stated that the first executive session will last 20 to 30 minutes and that action will be taken in open session when it concludes. He also stated that a second executive session will follow, which will last approximately 30 minutes.

POSSIBLE ACTION RESULTING FROM EXECUTIVE SESSION

Councilmember Van Ness moved to adopt Resolution No. 12-202, A Resolution of the City of Kenmore, Washington, Approving a Purchase and Sale Agreement with James and Martha Donovan. Councilmember Hensel seconded the motion. The motion passed.

ADJOURNMENT

Mayor Baker adjourned the special meeting at 9:55 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

**City of Kenmore
City Council Regular Meeting
Study Session
Minutes
June 18, 2012**

DRAFT

CALL TO ORDER – Mayor Baker called the meeting to order at 7:00 p.m.

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

*Councilmember Curtis had to leave the meeting at 8:50 p.m.

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Director of Finance; Kris Overleese, City Engineer; Jennifer Gordon, Public Works Operations Manager; and Cliff Sether, Chief of Police

STUDY SESSION AGENDA

City Manager Karlinsey gave a brief introduction to the evening's agenda.

Classification and Compensation Study Update – Joanne Gregory, Director of Finance, and Vance Jacobson, Jacobson, Betts & Company, were present to provide a brief overview of the results of the compensation study, and Finance Director Gregory distributed a memo to the Council detailing her responses to a Councilmember's questions about the Compensation Study. She reviewed that in 2011 the City administration recognized the need to modernize job descriptions, which they realized may have implications for pay ranges and internal equity, so Vance Jacobson was retained. The recommended pay ranges and tools for administration of the pay plan meet the City's competitive philosophy, but also give the City and the administration the ability to control costs. The pay plan has been specifically constructed to reward performance based on merit and also stay within the financial resources of the City. Vance Jacobson briefly outlined how the pay plan was designed and how it is structured. They were also available to answer any questions.

It was Council consensus that they need additional financial data before making a decision on the Classification and Compensation Study, and they would like to discuss it further at the July 9, 2012 Council meeting.

Economic Development Strategy Progress Report – Nancy Ousley, Assistant City Manager, was present to give the first of a series of regular progress reports on implementation of the Economic Development Strategy adopted by Council in June 2009. She was also available to answer any questions.

Social Media Policy – Leslie Harris, Management Analyst, was present to review the proposed social media policy. City Manager Karlinsey noted that the proposed policy was revised this morning in response to Councilmember Rogers suggestions regarding controlling who has the ability to post things to the City's Facebook account. Management Analyst Harris stated that the

City's Facebook account was launched this afternoon. She was also available to answer any questions.

CITY COUNCILMEMBER COMMENTS/REPORTS

As there was no "Councilmember Comments/Reports" section on the agenda, it was Council consensus that they would like to have a "Councilmember Comments/Reports" section included on study session agendas.

Councilmember Rogers would like to see City staff at the table for Council Study Sessions. He also asks that staff have name signs made up for themselves. He is wondering about the progress of updating the Council pictures in the lobby.

Councilmember Van Ness stated that he will go with other Councilmembers to an AWC meeting tomorrow.

Councilmember Sperry commented on the progress the City is making on downtown development.

Mayor Baker stated that, if there are no objections, at the next Suburban Cities Association Public Issues Committee meeting he will vote in favor of supporting a ballot measure renewing the Automated Fingerprint Identification System (AFIS) levy. He reported that Todd Banks, owner of Kenmore Air, has said that every time the President comes to the area, Kenmore Air is shut down, which costs them over \$50,000 per occurrence. Councilmembers and Todd Banks have met with legislators, and recently a decision was made that when the President comes to the area, all Kenmore Air flights will be routed through Friday Harbor, where there is a permanent TSA person. All passengers and crew will deplane and go through screening and will then be able to fly into the air harbor here in Kenmore, and eventually into the Lake Union air harbor as well.

ADJOURNMENT

There being no further business, Mayor Baker adjourned the meeting at 10:10 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Regular Meeting
Minutes
June 25, 2012**

DRAFT

CALL TO ORDER – Mayor Baker called the regular meeting to order at 7:33 p.m.

Councilmembers present: Mayor David Baker, Deputy Mayor Bob Hensel, and Councilmembers Brent Smith, Laurie Sperry, Allan Van Ness, and Glenn Rogers.

Councilmembers excused: Councilmember Milton Curtis

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance Director; Kris Overleese, City Engineer; Debbie Bent, Director of Community Development; Bill Evans, Parks Project Manager; Jennifer Gordon, Public Works Operations Manager; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk.

FLAG SALUTE

Boy Scout Troop 582 led the flag salute.

AGENDA APPROVAL

Councilmember Van Ness requested to add a new Item VII. B., Boy Scout Presentation, to the agenda. Hearing no objections, the agenda was so modified.

The agenda was approved as modified.

PRESENTATION

Recognition of Greg Goode, Outgoing Chief of Staff, Bastyr University – Mayor Baker presented Greg Goode with a Kenmore cap and a plaque commemorating the work he has done at Bastyr University and thanking him for his service to our community.

Boy Scout Presentation – Two members of Boy Scout Troop No. 582 were present to talk about blood drives. They stated that the troop does blood drives as a service to the community and gave reasons for donating blood. They stated that there is a high need for blood in the Puget Sound area, and that they sponsor blood drives every 58 days on Tuesdays. The Boy Scouts passed out flyers for the next blood drive on July 17th. They were also available to answer any questions.

CITIZEN COMMENTS

Dave Crawford, 7534 NE 175th Street, Kenmore, was present to express his concerns about taxes, the property next to Swamp Creek, Squire's Landing Park, and surface water fees.

Garreth Jeffers, Kenmore Senior Center Program Manager, 15527 12th Avenue NE, Shoreline, was present to thank the City Council for all they have done for the Senior Center and Rhododendron Park.

Mayor Baker thanked the citizens for their comments.

CONSENT AGENDA

Councilmember Rogers moved to approve the consent agenda as submitted. Councilmember Sperry seconded the motion to Approve Claim Nos. 25957 - 26043 in the amount of \$247,523.59, Electronically Transferred Payroll Funds in the Amount of \$57,388.53, and Payroll Check No. 4323 in the Amount of \$2,836.85 for the period ending June 14, 2012; to Adopt the 2012-2013 City Council Goals and Accept the January 20 & 21, 2012 Council Retreat Report; and to Authorize Deputy Mayor Hensel, Serving as the Temporary Chair of the Governing Board of the Transportation Benefit District, to Call and Notice a Special Meeting of the District Governing Board for July 23, 2012 at 8:30 p.m. The motion passed unanimously.

CITY COUNCILMEMBER COMMENTS/REPORTS

Councilmember Smith stated he is in awe at how perfect Rhododendron Park is, and it is a great example of how the Council can have a positive impact on families' lives.

Councilmember Sperry noted that her student project for the University of Washington, doing a social media guidebook for the Washington State Department of Transportation (WSDOT), is now on YouTube.

Councilmember Van Ness gave a report on the recent AWC meeting which several Councilmembers and staff attended. He stated that there were a number of excellent presentations on IT, websites, and social media and the legal issues regarding open public meetings and public records requests for these.

Councilmember Rogers handed out his notes on the recent AWC meeting. He also commented on the value of the presentations at the meeting. He noted that the liquor tax monies that were to be given to the cities for safety and police services under the new liquor store law, were taken over by Governor Gregoire.

Mayor Baker stated that a number of State representatives and senators were also at the AWC meeting.

Deputy Mayor Hensel stated that he had the pleasure of officiating at the Kenmore Arts Festival last week and assisted in awarding prizes to the artists. This year the Mayor's Award went to an artist who did a watercolor of a goat in the evening. The event was well attended.

Mayor Baker stated that, as a member of the AWC Board of Directors, he was able to participate in adding support for drug take-back program in the State. He did an interview with Comcast regarding economic development in the community and how this Council believes that we should do everything we can to try to help the businesses in our community. He also discussed the Comcast Internet Essentials program, which subsidizes computer use for kids who are on the assisted lunch program. They also offer very low cost computers if the family does not have one, and free training for parents and children. He will go before the Northshore School Board

tomorrow evening to get information about it out to students. He stated that the Cuckoo Watch Company is new in town. They make wrist watches and key chains that communicate with your smart phone.

STUDY SESSION

Parks Capital Improvement Plan – Rob Karlinsey, City Manager; Debbie Bent, Director of Community Development; Bill Evans, Parks Project Manager; and Jennifer Gordon, Public Works Operations Manager, were present to provide information to the Council for their discussion of this topic. They were also available to answer any questions.

City Manager Karlinsey gave a brief introduction to the three part study session, in which he stated that after the staff reports he would like Council to discuss the CIP and how they would like it to stay the same or change, add projects or drop them. That will allow staff to amend and adjust the CIP in conjunction with the biennial budget preparation and bring it back to Council in the early fall.

Parks Project Manager Evans gave a recap of the discussion at the Northshore Summit Park meeting last Thursday. He stated that staff would like to get the playground construction done this year, but will at least get the plans done so the project is ready for early next year. He stated that he informed the neighborhood that the City will give them quarterly updates on the status of the park project.

Director of Community Development Debbie Bent went through the current CIP and gave a status update, including projects that are budgeted in this biennium.

City Manager Karlinsey asked for Councilmembers' opinions about several specific projects, including Squires' Landing, Rhododendron Park, the City Hall Plaza, and the bridge over SR 522, and was given feedback by them.

ADJOURNMENT

There being no further business, Mayor Baker adjourned the meeting at 10:05 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Special & Regular Meeting
Minutes
July 9, 2012**

DRAFT

CALL TO ORDER - The special meeting of the Kenmore City Council was called to order by Mayor David Baker at 6:01 p.m.

EXECUTIVE SESSION

Mayor Baker adjourned the special meeting at 6:01 p.m. to an executive session to discuss Property Acquisition, pursuant to RCW 42.30.110(1)(b) and Potential Litigation, pursuant to RCW 42.30.110(1)(i). He stated that the executive session will last for approximately one hour and that no action is anticipated when the meeting is convened to regular session.

CALL TO ORDER – Mayor Baker called the regular meeting to order at 7:02 p.m.

Councilmembers present: Mayor David Baker, 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, Director of Finance; Kris Overleese, City Engineer; Debbie Bent, Director of Community Development; Bryan Hampson, Director of Land Development & Permitting; Jennifer Gordon, Public Works Operations Manager; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk.

FLAG SALUTE

Boy Scout Troop 582 led the flag salute.

AGENDA APPROVAL

It was Council consensus to approve the agenda as submitted.

CITIZEN COMMENTS

Dave Crawford, 7534 NE 175th Street, Kenmore, was present to state his concerns about needing backup power for the street light at SR 522 and 61st Avenue NE.

Dennis Mendrey, 6410 NE 182nd Street, Kenmore, was present to read from an e-mail regarding his ideas for a pedestrian bridge from downtown Kenmore. He handed out copies of the e-mail to Council.

John Hendrickson, 5919 NE 202nd Lane, Kenmore, was present to question the circumstances around former city manager Fred Stouder's separation from the City.

CONSENT AGENDA

Councilmember Sperry moved to approve the consent agenda as submitted. Councilmember Curtis seconded the motion to Approve Claim Nos. 26044 – 26106 in the amount of

\$1,413,908.26, Electronically Transferred Payroll Funds Totaling \$77,025.69, and Payroll Check #4360 in the Amount of \$1,145.04 for the Period Ending June 29, 2012; Approve the May 2012 Financial Report; and Authorize the City Manager to Execute a Construction Inspection Agreement with KBA, Inc. for an Amount not to Exceed \$134,000. The motion passed unanimously.

BUSINESS AGENDA

Meeting Room Rental Facilities Rental Report and Resolution No. 12-203 Revising Meeting Room Rental Fees – Nancy Ousley, Assistant City Manager, and Jennifer Gordon, Public Works Operations Manager, were present to give a brief staff report on the use of the rental room facilities in City Hall. They stated that so far our policies have worked well. Resolution No. 12-203 would allow Kenmore residents to book a meeting once at no charge. They would like to be more explicit that a cleaning fee could be assessed, even if no facility fee was charged. Public Works Operations Manager Gordon noted that a very large group serving food may generate extra cleaning, therefore a deposit may be collected. They were also available to answer any questions.

Councilmember Hensel moved to Adopt Resolution No. 12-203 Revising the Fee for Rental of City Hall Meeting Room Facilities, and Amending the Fee Schedule . Councilmember Rogers seconded the motion. The motion passed unanimously.

6-Year Forecast with Compensation Study Follow-up – Rob Karlinsey, City Manager, and Joanne Gregory, Director of Finance, were present to give a brief staff report on the Compensation Study. Chris Swanson, developer of the MuniCast financial model, was present by phone to explain how the model works. They were also available to answer any questions.

City Manager Karlinsey noted that staff will request to bring back the Compensation Study on July 23rd for formal approval. Joanne Gregory noted that the PowerPoint presentation shown tonight is a more updated version of the model than the agenda packet version. They discussed the various options for salary ranges, step increases and cost of living adjustments. A proposal was made to provide staff a temporary 2% increase, in two increments, for the year 2012.

Councilmember Rogers moved to Approve the Salary Ranges at the 60th Percentile for Non-management Staff and at the 50th Percentile for Management Staff. Councilmember Curtis seconded the motion. The motion passed 6-1.

Councilmember Smith moved to Approve a One-Time 2% Increase for the Year 2012. Councilmember Curtis seconded the motion. The motion passed 6-1.

It was Council consensus that a permanent 2% COLA proposal would need to be discussed further during the budget deliberations.

STAFF REPORT

City Manager Karlinsey reminded Council that the Kenmore Village Public Forum is tomorrow evening. He distributed copies of the two posters that will be on easels at that meeting, showing an outline for the meeting and objectives for Kenmore Village.

Director of Finance Gregory noted that the City Clerk position has been filled by Patty Safrin as of today.

CITY COUNCILMEMBER COMMENTS/REPORTS

Councilmember Van Ness discussed a community drive sponsored by Hopelink to collect school supplies for children.

Councilmember Sperry noted that the Northshore School District also collects school supplies, with City participation.

Councilmember Hensel talked about last night's KCTV interview with Police Chief Sether regarding police services in Kenmore.

Mayor Baker mentioned the summer concert series kickoff this Thursday evening at St. Edwards Park with Hawaiian music. He reviewed his recent meeting with Cuckoo Watch Company and the Northshore School Board meeting. He will meet with Representative Clibborn, Chair of the Transportation Committee, tomorrow.

EXECUTIVE SESSION

Mayor Baker adjourned the regular meeting at 8:50 p.m. to a special meeting executive session to discuss Real Property, pursuant to RCW 42.30.110(1)(b), and Pending Litigation, pursuant to RCW 42.30.110(1)(i). He stated that the executive session is expected to last approximately 20 minutes and that no action is anticipated when the meeting reconvenes.

ADJOURNMENT

Mayor Baker adjourned the special meeting at 9:10 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Special Meeting
Kenmore Village Public Forum
Minutes
July 10, 2012**

DRAFT

CALL TO ORDER – Mayor Baker opened the Kenmore Village Public Forum at 7:00 p.m.

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

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Director of Finance; Kris Overleese, City Engineer; Debbie Bent, Director of Community Development; Bryan Hampson, Director of Land Development & Permitting; Leslie Harris, Management Analyst; Lauri Anderson, Senior Planner; Brian Randall, Accountant; and Patty Safrin, City Clerk

Panel Members: Rod Stevens, Spinnaker Strategies (Moderator); Maria Royer, Real Retail; Bob Wallace, Wallace Properties; John Hogan, Citation Management; Joe Borden, Lorig; and Suzanne Britsch, New Home Trends

City Manager Karlinsey gave a brief history of the Kenmore Village Process. He reviewed that the process began in 2003 with the Downtown Plan and assembling property. In 2007 a Downtown Development Agreement was reached with Urban Partners; however, the economic downturn caused milestones to be postponed. In February of 2012, the agreement with Urban Partners was terminated. Finally, the property which was formerly the site of Grocery Outlet was sold to Kenmore Camera in June of 2012. He discussed the City's long-term and short-term goals with regard to the Kenmore Village properties.

Rod Stevens, Spinnaker Strategies, introduced the panel members and asked each one a different question, tailored to their expertise, regarding today's market realities and feasible development possibilities for the Kenmore Village site. Panel members also answered questions from Councilmembers.

The following citizens spoke during the opportunity provided for citizen comments and questions: John Myer, Dave Merrill, Wes Case, Dennis Mendrey, Elizabeth Mooney, Stan Izenhath, John Hendrickson, Dan Dougherty, Janet Hayes, Elmer Skold, and several people whose names were not given. Panel members responded to citizen questions and comments.

ADJOURNMENT

Mayor Baker adjourned the special meeting at 8:47 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

**City of Kenmore
City Council Regular Meeting
Study Session
Minutes
July 16, 2012**

DRAFT

CALL TO ORDER – Mayor Baker called the meeting to order at 7:00 p.m.

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

Staff present: Rob Karlinsey, City Manager; Joanne Gregory, Director of Finance; Kris Overleese, City Engineer; Bryan Hampson, Director of Land Development & Permitting; Jennifer Gordon, Public Works Operations Manager; Richard Sawyer, Surface Water Program Specialist; Lauri Anderson, Senior Planner; Angelo Bonomi, Code Compliance Officer; and Zack Richardson, Civil Engineer; and Patty Safrin, City Clerk.

BUSINESS AGENDA

Cityworks & ESRI GIS Server Software – Kris Overleese, City Engineer; Richard Sawyer, Surface Water Program Specialist; and Matt Harman, Cityworks Account Manager, were present to provide a report on the software. They were also available to answer any questions.

Matt Harman reviewed the company's qualifications and the software. He stated that the software has been proven to reduce costs and simplify operations. Cityworks can help with asset management by quantifying how much it costs to run our systems. The software's service action request can replace our CARS and can generate work orders, inspections, and so on from requests. He noted that the system uses a cloud server with a service request portal. A citizen will be able to find a location on a map, specify the problem from a dropdown menu, and get updates on the request by providing an e-mail address. The system assigns an incident ID and launches the appropriate notifications. This function can be embedded in the City website and also accessed from a mobile phone. Staff or a Councilmember will have the ability to check the status of a citizen's request by inputting the address and viewing the work history and any open work orders or service requests for the address.

Surface Water Program Specialist Sawyer noted that Cityworks and GIS are two different components. Matt Harman clarified that ESRI is the company that produces the GIS and that Cityworks is a platinum partner of ESRI.

City Engineer Overleese stated that if a request comes in that should be directed to the Northshore Utility District (NUD), we will notify the requestor that we've forwarded the request to NUD on their behalf and then close the incident. They reviewed pricing and noted that initially the City will focus on surface water management and then expand after learning how to customize and build what we need to manage other assets.

City Manager Karlinsey pointed out that we will also be laying the foundation for GIS citywide, with the ability to have multiple GIS in the future. He also stated that non-Cityworks applications

will be able access the universal GIS data, which is important for future IT needs and laying the foundation for interactivity with citizens.

Paperless Council Agenda Packets – Joanne Gregory, Director of Finance, was present to give a brief staff report on progress towards paperless agenda packets. She reviewed the use of iPads, the iCompass software, including Agenda Notes, and the GoodReader software. She stated that the goal of paperless agenda packets is to save money and considerably reduce our paper usage. The first year would be a wash as far as savings, due to purchase of the iPads; however, the second and third years would realize savings. This would be a three-year cycle. She noted that other cities have been very happy with paperless agenda packets. She was also available to answer any questions.

It was Council direction that the City move forward with acquiring iPads and working towards going paperless by September.

Proposed Amendments to the City's Grading and Land Alterations Chapter (KMC Chapter 15.25) – Bryan Hampson, Director of Land Development & Permitting; Lauri Anderson, Senior Planner; Angelo Bonomi, Code Compliance Officer; and Zack Richardson, Civil Engineer, were present to give a brief staff report on the proposed amendments. They reviewed the changes in KMC Chapter 15.25, including giving the City Manager authority to administer the code, changing the title to "Land Alterations," deleting obsolete sections and definitions, identifying applicable standards necessary to support the code, and revising the permit section, including adding a new permit for impervious surfaces. They were also available to answer any questions.

CITY COUNCILMEMBER COMMENTS/REPORTS

Councilmember Van Ness reported on the recent Suburban Cities Association (SCA) Public Issues Committee (PIC) and Eastside Transportation Partnership (ETP) meetings he attended.

Councilmember Sperry noted that the new Kenmore library has been in operation for one year as of July 7th.

Councilmember Hensel stated that the consensus in his neighborhood is that the 4th of July fireworks were spectacular. He appreciated the Kenmore Village Public Forum and thanked staff for their efforts, particularly with the great sound system.

Mayor Baker reported on the recent National League of Cities board meeting he attended. He reviewed a presentation from the Economic Development Committee of Northeastern Indiana, which identified five pillars of economic development, streamlined permitting, access to high speed internet, access to the interstate system and airport, downtown redevelopment, and quick startups for entrepreneurs. He noted that this is very similar to the direction the City is taking and that this is very encouraging.

Councilmember Rogers praised Leslie Harris, Management Analyst, for the success of the first summer concert.

Councilmember Van Ness noted that Leslie Harris has had a lot on her plate recently and has done an outstanding job.

Mayor Baker pointed out the new banner outside welcoming the LPGA Legends Tour on July 29th at Inglewood.

City Manager Karlinsey stated that the hard copy City newsletter went out and that another hard copy newsletter is slated to go out in the fall. He would like to resurrect the monthly e-newsletter as well.

ADJOURNMENT

There being no further business, Mayor Baker adjourned the meeting at 9:21 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 26783-26844 which total \$942,170.06, and electronically transferred payroll funds which total \$59,444.85 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.

 11-9-12
 City Manager Date

 11-9-12
 Finance Director Date

Check #	Vendor Name	Description	Check Amount
26752	VOIDED - KENMORE SENIOR CENTER	Reprinted Ck #26806 Northshore Senior Ctr	-
26783	RAZZ CONSTRUCTION	Progress Pymts #2 Culvert & Traffic Signal	518,410.67
26784	CITY OF KENMORE	PERS Reimbursement to City	50.00
26785	NATIONWIDE FINANCIAL 401a	Social Security Replacement Plan	9,980.27
26786	NATIONWIDE RETIREMENT SOLUTIONS 457	Deferred Comp Payroll Deduction	100.00
26787	ICMA RETIREMENT TRUST 457 - 304745	Deferred Comp Payroll Deduction	2,548.06
26788	DRS 457	Deferred Comp Payroll Deduction	1,762.50
26789	CITY OF KENMORE FS	Flexible Spending Medical Plans	153.26
26790	BANK OF AMERICA 941	Payroll Taxes	12,084.05
26791	DEPARTMENT OF RETIREMENT SYSTEMS	WA State Retirement	9,753.75
26792	STATE OF FLORIDA DISBURSEMENT UNIT	Payroll Deduction	275.00
26793	BAKER, DAVID	Business Mtg Mileage - Oct.	128.21
26794	CITY OF BELLEVUE	Q3 2012 My Bldg Permit.com & Human Svcs	24,270.69
26795	CITY OF BELLEVUE	2012 ARCH Housing Trust Fund	75,000.00
26796	CITY OF LAKE FOREST PARK	Oct. Public Works Contract	61,396.09
26797	CODE PUBLISHING COMPANY	Kenmore Municipal Code Publishing	4,322.90
26798	ALLIED WASTE SERVICES #172	Oct. Trash/ Recycling Bills	1,045.52
26799	HOME DEPOT CREDIT SERVICES	Stormwater Tools & Tarps	218.85
26800	JET CITY PRINTING	Posters/ Post Cards/ Door Hangers	646.05
26801	KING COUNTY ANIMAL SVCS	Pet Licensing 10/24-11/5/12	170.00
26802	KING COUNTY FINANCE	Qtr 3 2012 Enhanced Animal Control Svcs	2,946.25
26803	KING COUNTY RADIO COMM SERVICES	Installation Labor & Hardware	432.58
26804	NEXTEL COMMUNICATIONS	Cell Phones 9/25-10/24	421.55
26805	NORTHSHORE FIRE DEPT	October Fire Marshal Plan Review	280.00
26806	NORTHSHORE SENIOR CENTER	Qtr 3 Human Svcs Funding - Transportation	481.25
26807	OFFICE MAX	Office Supplies	146.96
26808	OFFICE MAX	Office Supplies	92.38

VIB. Approval of Check Nos. 26783 - 26844 in the Amount of \$942,170.06 and Electronically Transferred Payroll Funds,

26809	PACIFIC TOPSOILS	Materials 9/28-10/24/12	1,086.25
26810	PUGET SOUND ENERGY	Various Utility Bills Electricity & Gas	13,622.23
26811	CEMEX	Asphalt Materials 18018 62nd NE	38.33
26812	UNITED STATES POSTMASTER	12 mo. P.O. Box Renewal	320.00
26813	WONDERLAND DEVELOPMENT	Qtr 3 2012 Human Services Funding	2,766.50
26814	AURORA RENTS	Gas Post Hole Digger Rental	60.71
26815	SPERRY, LAURIE	Mileage/ Parking Reimbursement	24.10
26816	BIS	October Web Hosting	175.00
26817	A+ CONFERENCING	10/30 Conference Call w/D.O.E.	17.14
26818	HOPE HEALTH/IHAC	2013 Calendars	65.19
26819	UNIVERSAL FIELD SERVICES	ROW Aquisition 181st Culvert Repl.	151.82
26820	SHRED-IT	Shredding Service 10/24/12	49.50
26821	ALCALDE & FAY	10/15-11/15 Govt Affairs Consulting	5,017.43
26822	GORDON THOMAS HONEYWELL	Oct. Govt. Affairs Consulting	3,569.16
26823	IWORQ SYSTEMS	Software -Work Mgmt Citizen Request	3,800.00
26824	SARAH ROBERTS	Sept. 2012 Prosecution & D.V. Services	10,100.00
26825	FRONTIER	10/28-11/27 Phone Bills	840.77
26826	SUSSMAN/PREJZA & CO, INC	Sept. Wayfinding/ Banners Prof. Svcs.	165.00
26827	PAWS	Oct. Animal Sheltering Service	960.00
26828	INDEPENDENT STATIONERS	Calendar, Supplies	249.56
26829	SNOHOMISH COUNTY SHERIFF'S OFFICE	Oct. 2012 Jail Service Fees	28,807.48
26830	MILLER STEPHENS, MARY	Oct. Public Defense Svcs - Snohomish Cty	1,250.00
26831	TRANE U.S. INC.	HVAC Service & Repair	1,120.79
26832	VERIZON WIRELESS	10/27-11/26 P.D., P.W., I-Pad Data Chgs	777.24
26833	HWA GEOSCIENCES INC.	Sept. 61st Signal/ 181st Culvert	1,986.67
26834	KBA INC.	Sept Const Mgt 61st/181st Signal/Culvert	34,344.59
26835	RAZZ CONSTRUCTION	61st/181st Traffic Signal Oct.	64,002.47
26836	OVERLEESE, KRISTEN	APWA Conference Exp. Reimbursement	498.94
26837	SHERWIN-WILLIAMS CO. #8099	Paint for Rhododendron Park	150.75
26838	EJ USA, INC.	Grates - Drainage Materials	2,092.42
26839	BRISBIN PROJECTS	145th Traffic Control & Plant Installation	8,458.20
26840	CRITTER CONTROL OF SEATTLE	10/23 Rodent Abatement	358.08
26841	KRAUSS CRAFT, INC.	Rhododendron Park Playground Equipment	20,896.63
26842	ALLPLAY SYSTEMS LLC	Rhododendron Pk Play Equip Insstallation	3,379.17
26843	ST OF WA DEPT OF FISH & WILDLIFE	HPA for Trib 0057 Channel Relocation	150.00
26844	ASPLUNDH	Tree Trimming 61st/ 181st Signal	3,701.10
11/2/2012	PAYROLL	Direct Deposit	59,444.85
			<u>\$ 1,001,614.91</u>

VIB. Approval of Check Nos. 26783 - 26844 in the Amount of \$942,170.06 and Electronically Transferred Payroll Funds,

2012	PRIOR VENDOR ACTIVITY	Previous YTD
	3CMA	800.00
	A+ CONFERENCING	181.28
	AA PARTY RENTALS	1,453.06
	AAA FLAG & BANNER MFG. CO., INC.	8,977.33
	AABCO BARRICADE COMPANY INC.	6,994.97
	ACTION ENTERTAINMENT	1,790.00
	ACTIVE SHOOTER TRAINING LLC	575.00
	ADAMSON POLICE PRODUCTS	947.00
	ADT SECURITY SERVICES	845.00
	ADVANCE TESTING & SERVICE INC	540.00
	AFLAC	4,926.50
	ALCALDE & FAY	45,595.12
	ALCO PRO, INC.	559.00
	ALLIANCE FOR INNOVATION	499.00
	ALLIANCE OF PEOPLE W/ DISABILITIES	1,443.50
	ALLIED WASTE SERVICES #172	8,800.53
	ALPHA COURIER SERVICES	38.01
	ALTA MAXINE MELVIN	8,126.00
	AM TEST, INC	1,970.00
	AMERICAN GENERAL	5,078.16
	AMERICAN PLANNING ASSOCIATION	842.00
	AMERICAN PUBLIC WORKS ASSOCIATION	850.00
	AMERICAN SOCIETY OF COMPOSERS	311.52
	ANCHOR QEA, LLC	9,748.75
	ARTS OF KENMORE	500.00
	ASBESTO-TEST, INC	1,800.00
	ASP, ANGELA	52.50
	ASSOCIATION OF WA CITIES	14,058.00
	AT WORK	1,804.50
	AURORA RENTS	307.69
	AUTOMATED CONTROLS	516.84
	AWC EMPLOYEE BENEFITS	363,207.82
	BAKER, DAVID	1,576.78
	BANG, ROBERT	595.00
	BANK OF AMERICA 941	265,617.93
	BANNER BANK BAKER	3,149.58
	BANNER BANK BH	2,606.83
	BANNER BANK CS	5,354.35
	BANNER BANK DB	683.45
	BANNER BANK JG	3,508.99
	BANNER BANK JGORDON	5,435.41
	BANNER BANK KENMORE	25,503.23
	BANNER BANK LB	864.62
	BANNER BANK LD	3,051.81
	BANNER BANK NO	7,125.64

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BANNER BANK	PS	139.49
BANNER BANK	ROGERS	440.48
BANNER BANK	VAN NESS	2,949.28
BARCLAY DEAN		711.75
BARKER MARTIN IOLTA TRUST		3,000.00
BARTON, ANDREW		1,641.29
BASTYR UNIVERSITY		50,000.00
BEEGEE TOLPA		700.00
BENT, DEBORAH A		576.00
BIS		3,065.00
BLACKBAUD		4,956.23
BLUE FLAME LLC		28.14
BLUE WAVE CONSTRUCTION, INC		2,273.22
BONOMI, ANGELO		380.93
BRABEC, MARY		3,500.00
BRAVO ENVIRONMENTAL SERVICE		79,070.75
BUCHER, WILLIS & RATLIFF		14,000.00
BUILDERS EXCHANGE OF WASHINGTON INC		222.25
BULGER SAFE & LOCK, INC.		745.34
CALPORTLAND COMPANY		1,143.00
CARLSON, THOMAS G.		653.44
CASCADE PEST CONTROL		1,423.50
CATHOLIC COMMUNITY SERVICES		2,887.00
CB RICHARD ELLIS, INC		7,750.00
CEDARBROOK		287.55
CEMEX		2,522.67
CENTER FOR HUMAN SERVICES		22,806.75
CHAMPION COURIER		21.72
CHANDLER, RONALD		937.47
CHIEF LAW ENFORCEMENT SUPPLY		160.41
CHILDERS, MARK		185.00
CITY OF BELLEVUE		95,958.90
CITY OF KENMORE		900.00
CITY OF KENMORE FS		3,271.06
CITY OF LAKE FOREST PARK		558,014.06
CITY OF SHORELINE		2,389.07
CITY OF VANCOUVER		250.00
CLARITY SIGNS		4,046.93
CLEARWIRE LEGACY, LLC		1,214.00
CLYDE/WEST		1,254.02
COASTAL WEAR PRODUCTS INC		1,356.71
COASTWIDE LABORATORIES		5,342.81
CODE 4 PUBLIC SAFETY EDUCATION		99.00
CODE PUBLISHING COMPANY		11,282.92
COLT DEFENSE, LLC		450.00
COLUMBIA RIDGE LANDFILL		10,126.85
COMCAST		1,169.00
COMMERCIAL SOUND, INC.		205.32
COMPASS POINTE CONDOMINIUM HOA		23,500.00

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CONSEJO COUNSELING & REF	2,526.00
CONSOLIDATED PRESS	5,209.65
COX PRINTING & SIGNS	235.43
CPSWQ	100.00
CROWN PRODUCTS LLC	1,441.60
CSAT, LLC	800.00
CUSTER SPORTSMEN'S CLUB, INC	340.00
DAILY JOURNAL OF COMMERCE	1,740.85
DANSOUND INC	6,843.77
DAY & NITE PLUMBING & HEATING	3,259.82
DAY WIRELESS SYSTEMS	207.62
DEPARTMENT OF ECOLOGY	10,831.60
DEPARTMENT OF LABOR AND INDUSTRIES	31,814.62
DEPARTMENT OF LICENSING	18,339.20
DEPARTMENT OF RETIREMENT SYSTEMS	204,220.45
DIGITAL REPROGRAPHICS SERVICES INC.	410.01
DIVISION 9 INC.	1,782.36
DRS 457	34,750.00
DUNN LUMBER COMPANY	458.97
DURRANT, JEFF	168.00
EARTHCORPS	842.03
EFFICIENCY INC	967.98
ELWAY RESEARCH, INC.	8,300.00
EMERGENCY FEEDING PROGRAM	1,804.50
EMERGENCY SERVICE COORDINATING AGCY	47,288.00
EMPLOYMENT SECURITY DEPT	1,972.46
ENTERPRISE SEATTLE	5,000.00
ENTERTAINMENT FIREWORKS INC	12,050.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	2,956.50
ESA ADOLFSON	5,851.93
ESPRESSO WORKS	75.00
EVERGREEN PRINT SOLUTIONS	910.67
EVERGREEN SAFETY COUNCIL	175.00
EVER-MARK, LLC	1,491.61
EXTREME PROMOTIONS	767.98
FAST WATER HEATER	24.21
FAZZARI MARKETING	123.63
FEDEROV, LYUBIM	5,063.50
FEDEX OFFICE	62.33
FERGUSON ENTERPRISES INC	6,489.02
FINANCIAL CONSULTANTS INT'L INC	76.02
FIRE CHIEF EQUIPMENT CO., INC.	6,369.22
FIRE PROTECTION, INC	4,245.05
FIRST AMERICAN TITLE	594.60
FIRST ROMANIAN CHURCH	3,706.00
FLEX ONE/AFLAC BENEFIT SERVICES	550.00
FOMOCO, LLC	396.00
FPOD LLC	15,000.00
FRAUSE	3,458.50

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FRONTIER	8,990.30
FRUHLING SAND & TOPSOIL	1,894.02
FULL MAINTENANCE GARDENING	3,360.60
GALLS, LLC	26.25
GEOENGINEERS INC	3,561.50
GEOLINE, INC	257.30
GORDON DERR	5,411.50
GORDON THOMAS HONEYWELL	32,794.55
GOVERNMENT FINANCE RESEARCH GROUP	2,185.00
GOVERNMENTAL ACCT STANDARDS BOARD	215.00
GRAINGER	371.38
GRAY & OSBORNE, INC	48,077.34
GREATER BOTHELL CHAMBER OF COMMERCE	575.00
GREENWOOD HEATING & AC	39.45
GREGORY, JOANNE	695.15
H.W. LOCHNER, INC.	147,587.54
HAMPSON, BRYAN	2,500.00
HARRIS COMPUTER SYSTEMS	6,569.74
HARRIS, LESLIE	3,519.21
HAWAII MUSIC LIVE	2,000.00
HAWTHORNE LANE LLC	22,162.50
HDR	39,907.16
HERO HOUSE	1,119.00
HIGHLAND EST COFFEE TRADERS/CANTEEN	1,404.46
HOME DEPOT CREDIT SERVICES	837.68
HONEY BUCKET	840.98
HOPELINK	41,166.75
HORIZON DISTRIBUTORS INC	268.93
HWA GEOSCIENCES INC.	3,944.15
ICMA RETIREMENT TRUST 457 - 304745	49,019.45
ICOMPASS TECHNOLOGIES, INC.	8,000.00
INDEPENDENT STATIONERS	2,642.66
INGALLINAS BOX LUNCH	159.76
INGLEMOOR VIKING BASKETBALL BOOSTER	50.00
INGLEWOOD GOLF COURSE	1,047.92
INSLEE, BEST, DOEZIE & RYDER, P.S.	258,534.12
INSTITUTE FOR FAMILY DEVELOPMENT	8,661.00
INTEGRA TELECOM	7,671.52
INTERNATIONAL CITY/CNTY MGMT ASSOC	2,204.57
INTERNATIONAL INST OF MUNI CLERKS	175.00
iWORQ SYSTEMS	1,000.00
J TAYLOR CONSULTING, LLC	10,219.35
JACOBSON, BETTS & COMPANY	5,830.40
JAU JOU, STANLEY	222.80
JEFF DURRANT	739.90
JET CITY PRINTING	2,577.40
JOY KILLS SORROW	1,500.00
JOYCE ZIKER PARKINSON	27,591.00
JURASSIC PARLIAMENT	235.34

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KAMINS CONSTRUCTION	259,174.52
KAUBOY PRODUCTIONS LLC	400.00
KBA INC.	34,402.65
KEEP POSTED INC	220.00
KELLY PRINTING & GRAPHICS	1,878.51
KENMORE AIR	275.00
KENMORE CAMERA	1,729.68
KENMORE ELEMENTARY PTA	3,849.34
KENMORE HERITAGE SOCIETY	225.00
KESSELRING'S	343.47
KING COUNTY	200.00
KING COUNTY W.L.R.D.	130,930.12
KING COUNTY ANIMAL SVCS	3,210.00
KING COUNTY D.D.E.S.	13.24
KING COUNTY DISTRICT COURT	39,266.00
KING COUNTY FINANCE	400,480.47
KING COUNTY FINANCE/ GIS	2,313.21
KING COUNTY LIBRARY SYS	220,842.00
KING COUNTY MUNICIPAL CLERKS ASSOC	25.00
KING COUNTY OFFICE OF FINANCE	8,787.63
KING COUNTY RADIO COMM SERVICES	739.74
KING COUNTY RECORDER'S OFFICE	773.00
KING COUNTY SHERIFF	2,282,170.98
KING COUNTY SUPERIOR COURT	5,400.00
KING COUNTY TREASURY	42,970.40
KOMPAN, INC	471.40
KONICA MINOLTA BUSINESS SOLUTIONS	5,461.80
KREIDLER FAMILY TRUST	24,701.00
LAKE CITY PICTURE FRAMING	59.13
LANTER ELECTRIC	13,600.00
LAWRENCE, HENRY	752.54
LEONARD, JAMES & MICHELE	207.22
LIGHTHOUSE CONSULTING INC	22,413.07
LIGHTING GROUP NORTHWEST	16,880.52
MAIL FINANCE	2,507.60
MAILSAFE LLC	1,461.83
MCALLISTER, TERESA	58.83
McKEE & SCHALKA	4,000.00
MILLER STEPHENS, MARY	10,000.00
MILNE ELECTRIC, INC	210.00
MINZGHOR, NICHOLAS	2,636.98
MOBILE ELECTRICAL DISTRIBUTORS INC	136.94
MR. T'S TROPHIES	1,072.88
MUNICIPAL RESEARCH & SERVICES CINTER	40.00
NAMI EASTSIDE	1,155.00
NATIONAL ASSOC OF PARLIAMENTARIANS	85.00
NATIONAL BARRICADE CO	1,160.04
NATIONAL IMPRINT CORPORATION	1,001.72
NATIONAL LEAGUE OF CITIES	2,674.00

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NATIONAL LIFE OF VERMONT	2,909.60
NATIONWIDE FINANCIAL 401a	228,964.94
NATIONWIDE RETIREMENT SOLUTIONS 457	16,210.00
NEXTEL COMMUNICATIONS	7,363.27
NEXXPOST	58.21
NORTH COAST ELECTRIC	1,147.57
NORTHSHORE FIRE DEPT	6,649.00
NORTHSHORE PARK & REC SERVICE AREA	1,360.00
NORTHSHORE SCHOOL DISTRICT	333.53
NORTHSHORE SENIOR CENTER	16,840.75
NORTHSHORE UTILITY DIST	67,157.56
NORTHSHORE YMCA	5,121.00
NORTHSHORE YOUTH & FAMILY SERVICES	21,651.75
NRC ENVIRONMENTAL SERVICES, INC.	2,059.86
OAC SERVICES, INC	2,356.25
OAKSTONE WELLNESS	128.07
O'CONNOR CONSULTING GROUP	1,950.00
OFFICE CLEANING CREW	8,640.00
OFFICE MAX	6,735.06
OFFICE TEAM	1,304.66
OLYMPIC ENVIRONMENTAL RESOURCES INC	41,407.77
OM WORKSPACE	858.47
ORB ARCHITECTS	94,287.84
OTAK	56,776.57
OUSLEY, NANCY	821.33
PACIFIC TOPSOILS	8,662.52
PANEFULLY CLEAN LLC	2,285.00
PASSPORT TRAVEL AND TOURS	12,713.12
PAWS	5,600.00
PENDLETON, MICHAEL	7,476.13
PEOPLES STORAGE	1,858.50
PERKINS COIE	109.00
PERTEET INC.	37,064.81
PETERSON, JANET	550.00
PETTY CASH CUSTODIAN	1,263.60
PHOTOTAINMENT	963.60
PHSI PURE WATER FINANCE	905.67
PLYWOOD SUPPLY INC	511.97
PORTER, GREG H.	125.00
PRIDE ELECTRIC INC	2,207.72
PRIMA PLUMBING	955.50
PRIME PACIFIC BANK	60.00
PROTECTION TECHNOLOGIES, INC	6,955.27
PROTHMAN COMPANY	14,247.96
PRUDENTIAL	373.13
PSR MECHANICAL	2,256.81
PUGET SOUND BUSINESS JOURNAL	95.00
PUGET SOUND CLEAN AIR AGENCY	11,308.00
PUGET SOUND ENERGY	482,003.07

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PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PUGET SOUND REGIONAL COUNCIL	7,373.00
PURDY, MICHAEL E.	3,600.00
QUALITY BUSINESS SYSTEMS	6,396.89
RAINIER INDUSTRIES, LTD.	27,922.50
RANDALL, BRIAN	300.97
RAZZ CONSTRUCTION	85,453.68
RCS VALUATION CORP	750.00
RICHARDSON, ZACK	676.28
ROGERS, GLENN	2,507.79
ROLLABELS	37.15
RONGERUDE, JOHN	150.00
SARAH ROBERTS	80,800.00
SCHADEMAN HOMES LLC	7,500.00
SCHINDLER ELEVATOR CORPORATION	897.13
SCHNEE, CARLA	30.52
SEATTLE TIMES	6,514.42
SEES TREES AND EXCAVATION INC	12,811.67
SEITZ, DON	92.01
SESAC	15.00
SEWER KNOWLEDGE SERVICES	900.00
SHRED-IT	495.00
SIGNS NOW	93.63
SIMPSON, ARTHUR	150.00
SITELINES	3,461.30
SMITH, BRENT	219.23
SNOHOMISH COUNTY SHERIFF'S OFFICE	228,947.34
SOUND LAW CENTER	2,233.00
SOUND PUBLISHING, INC.	4,910.74
SOUND SAFETY PRODUCTS, INC.	233.43
SPINNAKER STRATEGIES	36,459.70
STAPLES ADVANTAGE	278.15
STARLIGHT CHILDRENS FOUNDATION	190.00
STATE OF FLORIDA DISBURSEMENT UNIT	5,775.00
STATE OF WA DEPARTMENT OF LICENSING	30.00
STEPHENS, MARY	2,500.00
STEWART BEALL MACNICHOLS	24,800.00
STOUDER, FRED	154.00
STRIPE RITE, INC.	3,969.38
SUBURBAN CITIES ASSOC	11,722.64
SUNBELT	259.13
SUSSMAN/PREJZA & CO, INC	2,982.90
TALAKAI CONSTRUCTION, LLC	16,720.00
TELESYSTEMS WEST	492.75
TERREBONNE LIMITED	321.27
THE BILLIONS CORPORATION	2,000.00
THE BROTHERS COMATOSE	1,500.00
THE FRAUSE GROUP, INC.	787.00
THE KIPLINGER TAX LETTER	99.00

VIB. Approval of Check Nos. 26783 - 26844 in the Amount of \$942,170.06 and Electronically Transferred Payroll Funds,

THE SWEETBACK SISTERS	1,750.00
THE WATERSHED COMPANY	1,842.50
TIMEMARK INCORPORATED	136.92
TOTAL LANDSCAPE CORP	54,209.00
TOWN & COUNTRY FENCE, INC	366.83
TOWNE CENTRE HARDWARE	2,230.69
TRANE U.S. INC.	7,810.56
TYCO INTEGRATED SECURITY	579.28
TYMCO, INC.	186,275.00
UNITED RENTALS NW, INC	178.49
UNITED STATES POSTMASTER	2,933.41
UNITED WAY OF KING COUNTY	986.00
UNITY ELECTRIC	870.53
UNIVERSAL FIELD SERVICES	12,802.14
URBAN LAND INSTITUTE	225.00
US POSTAL SERVICE (HASLER)	3,971.41
VAN NESS FELDMAN, P.C.	14,239.17
VAN NESS, ALLAN	2,918.09
VERGARA, FELIPE & RUBY	4,500.00
VERIZON SELECT SERVICES INC.	724.86
VERIZON WIRELESS	2,052.79
W.S.S.O. Advanced Training	500.00
WA ASSOC OF CODE ENFORCEMENT	275.00
WA CITIES INSURANCE AUTHORITY	148,699.00
WA FINANCE OFFICERS ASSOCIATION	550.00
WA GUARANTEED EDUCATION TUITION	4,150.00
WA RECREATION & PARK ASSOCIATION	104.00
WA STATE DEPT OF ENTERPRISE SVCS	11,011.17
WA STATE DEPT OF LABOR & INDUSTRIES	120.20
WA STATE DEPT OF TRANSPORTATION	35,633.75
WASHINGTON ENERGY SERVICES	56.28
WASHINGTON MUNICIPAL CLERKS ASSOC	75.00
WASHINGTON STATE DEPT OF INFO SERV	5,078.32
WASHINGTON STATE DEPT OF REVENUE	7,981.38
WASHINGTON STATE OFFICE CASH MGMT	531.00
WASHINGTON STATE PATROL	50.00
WASHINGTON STATE TREASURER	30.00
WELLS FARGO FINANCIAL	8,232.74
WELWEST CONSTRUCTION INC.	66,170.35
WESTERN METAL ART & SIGN	557.14
WESTHOFF, DOUG	2,500.00
WESTOWER COMMUNICATIONS	3,741.99
WETLANDS & WOODLANDS INC	2,029.86
WILDCLIFFE SHORES ASSOCIATION	1,677.00
WONDERLAND DEVELOPMENT	5,533.00
ZONAR SYSTEMS	525.33
ZORNES, GARY	547.40
ZUMAR	188.27
TOTAL	<u><u>\$ 8,933,404.68</u></u>

VIB. Approval of Check Nos. 26783 - 26844 in the Amount of \$942,170.06 and Electronically Transferred Payroll Funds,



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Approve Contract No. 12-C1074, a Memorandum of Agreement with the Department of Ecology regarding Sediment Testing and Analysis	For Council Meeting Agenda of: 13 November 2012 Department: Executive Prepared by: Nancy Ousley <table border="0"><tr><td></td><td><u>Initial & Date</u></td></tr><tr><td>Approved by Department Head:</td><td><u>AKG</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>In review</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>mg 11/9/12</u></td></tr><tr><td>Approved by City Manager:</td><td><u>POK</u></td></tr></table>		<u>Initial & Date</u>	Approved by Department Head:	<u>AKG</u>	Approved by City Attorney:	<u>In review</u>	Approved by Finance Director:	<u>mg 11/9/12</u>	Approved by City Manager:	<u>POK</u>
	<u>Initial & Date</u>										
Approved by Department Head:	<u>AKG</u>										
Approved by City Attorney:	<u>In review</u>										
Approved by Finance Director:	<u>mg 11/9/12</u>										
Approved by City Manager:	<u>POK</u>										
Proposed Council Action/Motion: Approve Contract No. 12-C1074, a Memorandum of Agreement with the Department of Ecology regarding Sediment Testing and Analysis	Exhibits/Attachments: Proposed Contract No. 12-C1074										
<table border="0"><tr><td>Expenditure Required \$n/a</td><td>Amount Budgeted \$</td><td>Appropriation Required \$</td></tr></table>		Expenditure Required \$n/a	Amount Budgeted \$	Appropriation Required \$							
Expenditure Required \$n/a	Amount Budgeted \$	Appropriation Required \$									
<u>INFORMATION/BACKGROUND:</u> The proposed Memorandum of Agreement outlines expectations and responsibilities of the City and the Washington Department of Ecology with respect to Sediment and Water testing and analysis in Lake Washington and Sammamish River locations in the Kenmore area. The Department is participating with \$35,000 in funding in this effort, which is being performed under the City's contract with Anchor QEA. Sampling is expected to take place in November, with subsequent reports completed in 2013. The City's environmental counsel and the State Attorney General's Office prepared the Memorandum.											
<u>FISCAL CONSIDERATION:</u> Efficiencies can be realized by performing the testing funded by both agencies under one contract.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Economic Development, Lakepointe development, watershed issues											



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic:

Contract No. 12-CI088, a Memorandum of Agreement with the City of Lake Forest Park Regarding Sediment Sampling and Analysis

Proposed Council Action/Motion:

Authorize the City Manager to Execute Contract No. 12-CI088, a Memorandum of Agreement with the City of Lake Forest Park regarding Sediment Sampling and Analysis

For Council Meeting Agenda of: 19 November 2012

Department: Executive

Prepared by: Nancy Ousley

Initial & Date

Approved by Department Head:

NKO

Approved by City Attorney:

In review

Approved by Finance Director:

Jmg 11/9/12

Approved by City Manager:

Desk

Exhibits/Attachments:

- 1) Proposed Contract No. 12-CI088
- 2) Letter from Mayor Goss

Expenditure Required \$0 Lake Forest Park will reimburse the City the cost, estimated at \$5700

Amount Budgeted \$

Appropriation Required \$

INFORMATION/BACKGROUND:

The proposed Memorandum of Agreement outlines the roles and expectations of the City of Lake Forest Park and the City of Kenmore with respect to Lake Forest Park's request to have two sediment samples collected and analyzed in conjunction with the City of Kenmore's contract with Anchor QEA for sediment sampling and analysis in Lake Washington. During the review period for the Draft Sediment Sampling and Analysis Plan in late October, the City of Lake Forest Park requested that samples near Lyon Creek Park in Lake Washington be collected and analyzed while other samples were being taken as requested by the City and Department of Ecology.

Lake Forest Park agrees to pay for the incremental cost of adding the two samples to the project, which is estimated at \$5700. On November 5, 2012 the City Council approved Amendment #2 to Contract No. 12-CI030 with Anchor QEA to include the added scope and overall cost of the contract resulting from adding Lake Forest Park's requested samples.

FISCAL CONSIDERATION:

The total contract amount with Anchor QEA is \$145,014. The City of Kenmore is responsible for \$96,064. Reimbursements are expected from the WA Department of Ecology (\$35,000); the property owner of North Lake Marina (\$8,250) and City of Lake Forest Park (\$5700).

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

COPY

MEMORANDUM OF AGREEMENT
BETWEEN
CITY OF KENMORE
AND
CITY OF LAKE FOREST PARK

THIS AGREEMENT is made and entered into by and between the CITY OF KENMORE, WASHINGTON hereinafter "Kenmore" and the CITY OF LAKE FOREST PARK, WASHINGTON, hereinafter "Lake Forest Park."

Recitals

A. The City of Kenmore is a party to a Memorandum of Agreement with the Washington State Department of Ecology ("DOE"), in which DOE will reimburse Kenmore for a portion of the costs of sediment and water sampling in Lake Washington adjacent to certain privately and publicly-owned properties in Kenmore, and chemical analysis of such samples, for the purpose of determining which substances, if any, are present in said water and/or sediments; and

B. Kenmore has entered into a contract with Anchor QEA to perform such sampling pursuant to a sampling plan attached hereto as Exhibit A; and

C. Lake Forest Park wishes to have sediment samples taken on Lake Forest Park property within Lake Washington and adjacent to Lake Forest Park's Lyon Creek Park, to determine which substances, if any, are present in such sediments; and

D. The parties can achieve economies of scale if such sampling and chemical analysis is performed by Anchor QEA as part of Anchor's work for Kenmore; and

E. Kenmore is willing to include in its contract with Anchor provisions for sediment sampling at two locations on Lake Forest Park's Lyon Creek Park property, subject to reimbursement by Lake Forest Park for the cost of such additional samples and chemical analysis of the same;

THEREFORE, IT IS MUTUALLY AGREED THAT:

STATEMENT OF WORK

Kenmore shall furnish the necessary environmental consulting personnel, equipment, material and/or service(s) and otherwise do all things necessary for or incidental to the performance of the work set forth in Attachment "A" attached hereto and incorporated herein.

PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall commence on November 1, 2012 and be completed on June 30, 2013.

PAYMENT

Compensation for the work provided in accordance with this Agreement has been established under the terms of RCW 39.34.130. The work will consist of sampling two sediment locations designated by Lake Forest Park. The parties have determined that the total cost of accomplishing the work herein will not exceed \$6,000. Lake Forest Park will remit payment not to exceed this amount upon completion of the work unless the parties mutually agree to a higher amount.

BILLING PROCEDURE

Upon completion of the work provided in accordance with this Agreement, Kenmore shall submit a complete invoice to Lake Forest Park. Payment to Kenmore will be made by warrant or account transfer by Lake Forest Park within 30 days of receipt of the invoice.

FORM OF DATA DELIVERY

Kenmore shall submit all sampling data obtained pursuant to this Agreement to Lake Forest Park in both print and electronic formats upon request.

RECORDS MAINTENANCE

Kenmore shall maintain books, records, documents, and other evidence that sufficiently and reasonably reflects the costs expended in the performance of the service(s) described herein. These records shall be subject to inspection as authorized by law.

RIGHTS IN DATA

Unless otherwise provided, data originating from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by Kenmore and Lake Forest Park. Data shall include, but is not limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copy, patent, register, and transfer of these rights.

INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party. In addition, Kenmore and Lake Forest Park agree that Anchor QEA shall remain as Kenmore's technical consultant and expert, as applicable, in connection with any regulatory or litigation matter without objection from Lake Forest Park on any basis.

AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended or extended only by mutual written agreement of the parties by personnel authorized to bind each of the parties.

ENTIRE AGREEMENT

This Agreement contains and represents the entire agreement between the parties, and supersedes all prior agreements, representations, understandings or discussions, oral or written, express or implied, with respect to the subject matter hereof. No other agreement, representation, discussion or understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind the parties thereto, or modify this Agreement except pursuant to binding, written amendment as provided above.

TERMINATION

Either party may terminate this Agreement upon 30 days' prior written notice to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of the Agreement prior to the effective date of termination.

TERMINATION FOR CAUSE

If for any cause either party does not fulfill its obligations under this Agreement, or if either party violates the terms and conditions of this Agreement, the aggrieved party will give the other party written notice of such failure or violation. The responsible party may correct the violation or failure within 15 business days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

GOVERNANCE

This Agreement is entered pursuant to and under authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws. Venue for any action taken for its enforcement shall be in King County Superior Court.

ASSIGNMENT

The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express written consent of the other party, which consent shall not be unreasonably withheld; provided, however, that the parties agree that the sediment sampling and chemical analysis described in Exhibit A shall be performed by Anchor QEA.

WAIVER

Failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party.

SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, illegal, or unenforceable for any reason, such invalidity, illegality, or unenforceability shall not affect the other provisions of this Agreement which can be given effect without the provision.

AGREEMENT MANAGEMENT

The project managers listed below for each party shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

The Project Manager for Kenmore is:

Nancy K. Ousley
Assistant City Manager
City of Kenmore
18120 68th Avenue NE
Kenmore, WA 98028
Tel.: 425-398-8900
Email: nousley@kenmorewa.gov

The Project Manager for Lake Forest Park is:

Pete Rose
City Administrator
City of Lake Forest Park
17425 Ballinger Way NE
Lake Forest Park, WA 98155
Tel.: 206-368-5440
Email: prose@ci.lake-forest-park.wa.us

IN WITNESS WHEREOF, the parties have executed this Agreement.

THE CITY OF KENMORE

By and through its _____

Approved as to form:

City of Kenmore

City Attorney

THE CITY OF LAKE FOREST PARK

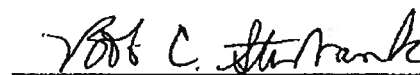
By and through its Mayor



Mary Jane Goss, Mayor

Dated: 11/13/2012

City of Lake Forest Park



Bob Sterbank, City Attorney

Dated: 11/13/2012



VIE. Interlocal Agreement with Northshore Utility District for Storm Drain Maintenance Services - Contract No. 12-C1077 - Jennifer

COPY

City of Kenmore Contract No. 12-C1077

STORM DRAIN MAINTENANCE SERVICE AGREEMENT

This agreement (the "Agreement") is entered into this 6th day of November, 2012 between Northshore Utility District, a Washington municipal corporation, ("District"), and the City of Kenmore, a Washington municipal corporation, ("City"). City and District are collectively referred to as "Parties."

BACKGROUND

1. City operates a public storm water drainage system ("System") within City limits. City desires to contract with an outside service provider for maintenance of the System.
2. District provides public water and sewer services to an area including City, and is authorized by RCW 57.08.005(7) and 57.08.044 to maintain and operate storm water drainage systems.
3. District has the personnel and equipment necessary to provide maintenance services for the System and is willing to provide such services under certain conditions.
4. City and District are authorized by Chapter 39.34 RCW, the Interlocal Cooperation Act, to enter into cooperative agreements.

AGREEMENT

The Parties agree as follows:

- (a) District will provide maintenance services for the System as requested by City through a work request ("WR"), specifying the approximate length of pipe to receive service, the nature and extent of service, the desired completion date and specific instructions and requests, if any. The WR shall include a map identifying the "on-from-to" location of the System segment to be serviced, and the date of issuance followed by an alphabet letter, with the first WR using the letter "a" (for example: 12-12-03-a). City shall provide a separate WR for each contiguous section of the System to be serviced. WR's are to be sent to:

Attention: Dispatcher
Northshore Utility District
Email: knesbitt@nud.net
Fax: (425)398-4432
Phone: (425)398-4400 extension 231

- (b) District reserves the right to refuse any WR from City due to workload. District shall notify City of its inability to complete any WR within 24 hours of receipt. Otherwise, District shall issue a work order to City and District employees to track the use of labor, equipment, material, and third party costs. Upon execution, District will provide to City a copy of the written agreement, if any, between District and District's contractor for waste or material decanting and disposal. District shall provide a copy of any amendment to such agreement before the amendment becomes effective. If District uses a new or additional contractor for waste or material decanting and

disposal, District shall provide a copy of the written agreement, if any, between District and the new or additional contractor before it becomes effective, as well as a copy of any amendment thereto before it becomes effective. For all other third party work or services, District shall notify City of the type and estimated cost of third party work or services before commencing such work or services. District shall schedule the WR along with other District work. District shall give scheduling priority to WR's involving services and work designated as an emergency by City; provided, that if both District and City have emergency work, District has discretion to schedule the respective emergency work.

- (c) In the month following completion of the service, District shall send an invoice to City. City shall pay the invoice within 30 days of the date of the invoice. Labor, equipment, material, and third party costs shall be itemized for each WR.
- (d) City shall be billed on a time and material basis in accordance with District's rate resolution in effect at the time when the services or work was performed. District's rate resolutions are published on its website www.nud.net. District charges for decanting and disposal of waste and material shall be District's actual cost of such decanting and disposal, plus overhead of 20%. District's actual cost of such decanting and disposal shall be \$25 per cubic yard through December 31, 2012, unless the parties agree to a different rate per cubic yard. District shall notify City on or before December 10, 2012 of the rate for decanting and disposal of waste and material after December 31, 2012. City may require District to decant and dispose of waste and material by a different contractor and at a different site, with District billing for the charges.
- (e) Either party can cancel this Agreement at any time with a 30-day written notice.
- (f) Both parties are members of the Washington Cities Insurance Authority ("WCIA") and agree to maintain membership in WCIA for the duration of this Agreement. Upon request by City, District shall authorize WCIA to release to City information regarding District's insurance types, coverage and limits.
- (g) District shall defend, indemnify and hold City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of City. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of District and City, its officers, officials, employees and volunteers, District's liability hereunder shall be only to the extent of District's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes District's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties. The provisions of this section shall survive the expiration or termination of this Agreement. City shall defend,

indemnify and hold harmless District in the same manner and to the same extent as District shall defend, indemnify and hold harmless City in this section.

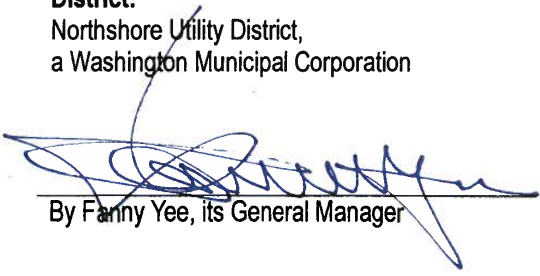
- (h) If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or illegal, such action shall not affect the validity or enforceability of any other provision of this Agreement.
- (i) This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Jurisdiction and venue for any dispute shall be in the King County, Washington Superior Court, Seattle Division.
- (j) Any individual signing this Agreement on behalf of an entity represents and warrants to the other that such individual has authority to do so and, upon such individual's execution, this Agreement shall be binding upon and enforceable against the Party on behalf of whom such individual is signing.
- (k) This Agreement shall be effective from and after its execution by both Parties, and listing by City and District on their websites pursuant to RCW 39.34.040, through December 31, 2013. It shall be automatically extended for additional one-year terms unless either Party notifies the other on or before July 31 of the calendar year of its termination that this Agreement will not be extended.
- (l) This Agreement contains the entire written agreement of the Parties and supersedes all prior discussions and agreements. This Agreement may be amended only in writing, signed by both Parties.
- (m) This Agreement is solely for the benefit of the Parties and gives no right to any other person or entity.
- (n) During this Agreement, District shall be performing a governmental function on behalf of City. No joint venture or partnership is formed as a result of this Agreement. No employees or agents of one Party or any of its contractors or subcontractors shall be deemed, or represent themselves to be, employees or agents of the other Party.

IN WITNESS WHEREOF this Agreement has been executed the date and year first above written.

City:
City of Kenmore,
a Washington Municipal Corporation

District:
Northshore Utility District,
a Washington Municipal Corporation

By Rob Karlinsey, its City Manager



By Fanny Yee, its General Manager



City Council Business Agenda Item
City of Kenmore, WA

Subject: Two year (with option for one year renewal) agreement for Stormwater System Cleaning and Vactor Services.

Proposed Council Action/Motion:
Authorize the City Manager to execute agreement 12-C1075 for Stormwater System Cleaning and Vactor Services in an amount not to exceed \$150,000, annually.

For Council Meeting Agenda of: November 19, 2012

Department: Engineering and Environmental Services

Prepared by: Richard Sawyer

Initial & Date

Approved by City Manager:

RSK

Approved by City Attorney:

NA

Approved by Finance Director:

gms 11/1/12

Approved by Department Head:

KMO 11/1/12

Exhibits/Attachments:

Expenditure Required \$150,000/yr Amount Budgeted \$150,000/yr Appropriation Required \$0

INFORMATION/BACKGROUND:

The City is responsible for inspection and maintenance of over 73 miles of stormwater pipe and 4,200 catch basins. In order to maintain compliance with City maintenance standards, permit requirements, prevent flooding and protect water quality, the City must clean and inspect stormwater pipes as needed.

The City's agreement with Bravo Environmental for stormwater system cleaning and vactor services, which began in November 2009, expired on October 26, 2012. In order to continue these services, the City announced a request for proposals on October 22, 2012 which closed on November 2, 2012. This agreement will be with the successful bidder of that RFP. The agreement will expire at the end of 2014, but will include a provision for a one year extension.

The City is also creating a vactoring agreement with the Northshore Utility District for provision of vactor services for emergency situations, if needed.

FISCAL CONSIDERATION:

The proposed 2013-2014 biennium budget allocates \$150,000 annually for stormwater cleaning and vactor services.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Provide effective and efficient services.

Council Goal 10: Address watershed issues affecting the City.



City Council Business Agenda Item
City of Kenmore, WA

Subject: Two year (with option for one year renewal) agreement for Stormwater Pipe Video Inspection Services. Proposed Council Action/Motion: Authorize the City Manager to execute agreement 12-C1076 for Stormwater Pipe Video Inspection Services in an amount not to exceed \$18,000, annually.	For Council Meeting Agenda of: <u>November 19, 2012</u> Department: Engineering and Environmental Services Prepared by: Richard Sawyer <u>Initial & Date</u> Approved by City Manager: <u>ROK</u> Approved by City Attorney: <u>NA</u> Approved by Finance Director: <u>Sping 11/1/12</u> Approved by Department Head: <u>KMO 11/1/12</u> Exhibits/Attachments: None
Expenditure Required \$18,000/yr Amount Budgeted \$18,000/yr Appropriation Required \$0	
<u>INFORMATION/BACKGROUND:</u> The City is responsible for inspection and maintenance of over 73 miles of stormwater pipe. In order to maintain compliance with City maintenance standards, permit requirements, prevent flooding and protect water quality, the City must inspect stormwater pipes as needed. The City's agreement with Bravo Environmental for stormwater pipe video inspection services, which began in November 2009, expired on October 26, 2012. In order to continue these services, the City announced a request for proposals on October 22, 2012 which closed on November 2, 2012. Agreement 12-C1076 will be with the successful bidder of the RFP. The agreement will expire at the end of 2014, but will include a provision for a one year extension.	
<u>FISCAL CONSIDERATION:</u> The proposed 2013-2014 biennium budget allocates \$18,000 annually for stormwater pipe video inspection services.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Provide effective and efficient services. Council Goal 10. Address Watershed issues affecting the City.	



City Council Business Agenda Item
City of Kenmore, WA

Subject: Five year agreement between King County and the City for surface water management services.

Proposed Council Action/Motion:
Authorize the City Manager to execute agreement 12-C1086 for surface water management services.

For Council Meeting Agenda of: November 19, 2012

Department: Engineering and Environmental Services

Prepared by: Richard Sawyer

Initial & Date

Approved by City Manager: RSK

Approved by City Attorney: NA

Approved by Finance Director: 11/17/12

Approved by Department Head: RMB 11/1/12

Exhibits/Attachments:

Expenditure Required \$12,000/yr

Amount Budgeted \$12,000/yr

Appropriation Required \$0

INFORMATION/BACKGROUND:

The City is responsible for enforcing water quality regulations on over 400 commercial, industrial and multi-family parcels in the City. In response to water quality violations (or the potential for a water quality violation), enforcement often involves the use of water quality audits, which may include business inspections, education and technical assistance. The City's 2009 Stormwater Pollution Prevention Manual outlines many of the best management practices used during this process.

King County has a long running and well established program providing water quality audits for both unincorporated county businesses and municipalities. The City has phased out most of the surface water services previously provided by King County Water and Land Resources, but City staff request that the Council continue use of this service.

Water quality audits can vary from case to case depending on the complexity of the issue, but the City would expect that 5 to 8 cases per year would be required.

FISCAL CONSIDERATION:

The proposed 2013-2014 biennium budget allocates \$12,000 annually for King County surface water management services.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Provide effective and efficient services.

Council Goal 10: Address watershed issues affecting the City.



City Council Business Agenda Item
City of Kenmore, WA

Subject: Five year agreement between King County and the City for surface water billing services.

Proposed Council Action/Motion:
Authorize the City Manager to execute agreement 12-C1085 for surface water billing services.

For Council Meeting Agenda of: November 19, 2012

Department: Engineering and Environmental Services

Prepared by: Richard Sawyer

Initial & Date

Approved by City Manager:

RJK

Approved by City Attorney:

NA

Approved by Finance Director:

eng 11/7/12

Approved by Department Head:

KMO 11/7/12

Exhibits/Attachments:

Expenditure Required \$27,000/yr

Amount Budgeted \$27,000/yr

Appropriation Required \$0

INFORMATION/BACKGROUND:

Chapter 13.40 Kenmore Municipal Code authorizes the City to collect surface water service charges to fund the City's surface water management program. The City, along with many other King County municipalities, utilizes King County's existing property tax billing system in order to collect SWM service charges. Kenmore property owners see the SWM service charge listed on their property tax statement and submit payment to the County. The county then disburses the SWM service charge portion to the City.

The current agreement with the County expires on December 31, 2012. This agreement will expire at the end of 2017.

FISCAL CONSIDERATION:

The proposed 2013-2014 biennium budget allocates \$27,000 annually for King County to collect and disburse surface water service charges for the City.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Provide effective and efficient services.

Council Goal 10: Address watershed issues affecting the City.



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Website Plan Update Proposed Council Action/Motion: Discussion	For Council Meeting Agenda of: 19 November 2012 Department: Executive Prepared by: Leslie Harris <table border="0"><tr><td></td><td><u>Initial & Date</u></td></tr><tr><td>Approved by Department Head:</td><td><u>AKO 9 Nov 2012</u></td></tr><tr><td>Approved by City Attorney:</td><td></td></tr><tr><td>Approved by Finance Director:</td><td><u>AKO 11/9/12</u></td></tr><tr><td>Approved by City Manager:</td><td><u>AKO</u></td></tr></table> Exhibits/Attachments: Staff Memo		<u>Initial & Date</u>	Approved by Department Head:	<u>AKO 9 Nov 2012</u>	Approved by City Attorney:		Approved by Finance Director:	<u>AKO 11/9/12</u>	Approved by City Manager:	<u>AKO</u>
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<table border="0"><tr><td>Expenditure Required \$TBD</td><td>Amount Budgeted \$25,000 in Preliminary 2013-2014 Budget</td><td>Appropriation Required \$</td></tr></table>		Expenditure Required \$TBD	Amount Budgeted \$25,000 in Preliminary 2013-2014 Budget	Appropriation Required \$							
Expenditure Required \$TBD	Amount Budgeted \$25,000 in Preliminary 2013-2014 Budget	Appropriation Required \$									
<u>INFORMATION/BACKGROUND:</u> The Council directed staff to update the City's website as part of economic development efforts. The attached memo provides an update on the website plan. The plan includes transitioning to a more user-friendly content management tool, redesign of pages, reorganization of content to make it easier for users to find information and addition of new features and navigation tools. Estimated timeline – design process: first quarter, 2013; projected implementation: third quarter 2013.											
<u>FISCAL CONSIDERATION:</u> The fiscal impact of the website project is estimated in the Preliminary 2013-2014 Budget. Depending on the final scope of work additional funding may be needed.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Implement the Economic Development Strategy; Establish a contemporary Information Technology Program											



City Of Kenmore, Washington

Memorandum

To: Rob Karlinsey, City Manager
From: Leslie Harris, Management Analyst *LH*
Date: November 9, 2012
Subject: Website Plan Update

The website is a main pillar to enhancing the City's image and connecting with the resident and business community. It is important that the website sets us apart from other jurisdictions through design and functionality and provides useful information. The following is an update on the website plan. The plan includes transitioning to a more user-friendly content management tool, redesign of pages, reorganization of content to make it easier for users to find information and addition of new features and navigation tools.

Summary of Features

Content Management System

The current Content Management System (CMS) will be replaced with a product that offers a large number of modules to provide better capabilities and a greater level of customization to meet functionality needs.

Responsive Design

A great new feature is the flexibility to design the website so it can be viewed from multiple platforms such as a desktop, tablet, and phone.

Home Page

The design of the home page will incorporate ideas provided through feedback and data gathered through Goggle Analytics on pages visited by website users. Feedback includes a "fresh" design, drop down menus, friendly URLs, news, multimedia, and quick access to highly visited pages such as Council meeting information. The home page will also stay consistent with the City's new branding. Staff recommends that the Council website subcommittee meets to review the draft designs. The anticipated timeframe for this review is February.

Council Audio and Agendas

Currently, the audio, agendas, and minutes are not available in a single location on the City's website. Staff is looking at options to integrate meeting audio with the agenda and minutes. The City's meeting management software provider has recommended AV Capture All (AVA). AVA has software available to capture meetings, synchronize the audio with the agenda packet and meeting minutes, and publish the audio for the public to listen. The cost of this service is estimated to be \$199 a month for the software with a limited number of recorded audio hours and \$399 a month for unlimited hours. Staff believes the software at the lower cost will meet the

current needs of the City. If needs change, the City will be able to upgrade at that time. These costs will be included in the City Clerk's budget.

GIS

The City would like to provide access to GIS map information via the Internet through an interactive mapping tool. Information may include zoning and property, construction permit and construction activity, parks and trails, commercial property, and environmental. A GIS expert needs to be brought in to determine what data is available and needed in order to incorporate the interactive mapping tool into the website. Business Internet Services has an experienced GIS specialist on staff that can provide the service needed to help with this process.

Social Media, Multimedia, & Calendar

Social media will be promoted throughout the website with the option to share information through Facebook, Twitter or other outlets, and post a feed to the City's pages. Another feature is rotating photos and the ability to create galleries that contain photos, video, and/or audio files. The website will also include a calendar. The public will be able to submit information about community events through an online form for staff to review and publish.

Google Analytics

The City will use Google Analytics to track the usage of the website. This is a powerful tool that provides valuable information on how users navigate the website and what pages are visited.

Additional Assistance

Frause has been working with the City on the development of key messages and other projects. The city is seeking Frause professional consultation to ensure the final website blends with new branding, key messages and multiple audience engagement. Consultation will occur during the website development process and may include copywriting and editing.

Council Website Subcommittee

The Council website subcommittee provided wonderful feedback and has been incorporated into the draft scope of work. I would like to utilize the Council website subcommittee to review the draft website design and meet if any additional questions arise. The draft website design is anticipated to be ready for review in February.

Budget

The preliminary 2013-2014 biennial budget includes \$25,000 for the redesign of the website. The project budget funding amount was inserted prior to the development of the detailed scope of work. It was communicated through previous correspondence with Council that additional funding may be requested during budget discussions. The estimated project cost with Business Internet Services is between \$21,645 and \$27,595 depending on the final scope of work and hours spent on development. The cost estimate for consultant services with Frause is between \$2,250 and \$5,200 depending on the final scope of work. The cost of using a GIS expert to advise how to incorporate the interactive mapping tool is unknown at this time. This project may require \$10,000 to \$15,000 more than is currently budgeted. Staff recommends that we stay with the current amount budgeted for now and assess the project budget once consultant scopes are developed.

Next Steps

Phase 1

- Scope of Work: Develop a detailed scope of work for Business Internet Services.

- **Site Architecture:** Begin outlining the layout of the website. This will provide a guide for what information will be included on each page and help determine what features are needed.
- **Design:** Staff will take the feedback gathered from Council, community and staff and will meet with Frause and Business Internet Services to discuss the design of the website. A draft design will be prepared by Business Internet Services. It is recommended that the Council website subcommittee meets to review the draft designs in February.

Phase 2

Once phase one is complete, Business Internet Services will begin designing the website and developing the CMS tool.



**Business of the City Council
City of Kenmore, WA**

Subject: Review 2013 Fee Schedule	For Council Meeting Agenda of: <u>November 19, 2012</u>	
Proposed Council Action/Motion: Review the City of Kenmore's 2013 Fee Schedule	Department: <u>City-wide</u> Prepared by: <u>Bryan Hampson</u> Initial & Date Approved by Department Head: <u>BA 11/9/12</u> Approved by City Attorney: <u>N.A.</u> Approved by Finance Director: <u>[Signature] 11/9/12</u> Approved by City Manager: <u>RSK</u> Exhibits/Attachments: 1: Proposed 2013 Fee Schedule 2. 2012 Fee Schedule	
Expenditure Required \$ NA	Amount Budgeted \$ NA	Appropriation Required \$ NA
<u>INFORMATION/BACKGROUND:</u> Annually the City of Kenmore's fee schedule is reviewed and updated as provided for in Ordinance 02-0139. We are not proposing to increase the 2013 fees by the Consumer Price Index (CPI). The City Staff is proposing the following revisions to the 2012 Fee Schedule: Note: Solid vertical lines () in the margin of the fee schedule indicate a change from the 2012 schedule, and a plus sign (+) in the margin of the fee schedule indicates a new fee for 2013.		
1. Page 5 – Establish a site plan review fee for construction permits. Currently there is no fee for building, engineering and right-of-way site plan reviews. The proposed fee is \$100. A site plan review is performed by a planner for building permits to verify the setbacks, impervious surface area calculations, landscaping requirements, building heights, utilities and critical areas. 2. Page 5 – Allow hourly development services fees to be billed in ¼ hour intervals. Currently hourly services are billed at 1 hour intervals. This could allow a lower rate for the recipient. 3. Page 5 – Establish development agreement fees. This is a new service. Currently there are no fees established for development agreements. The proposed fee is a \$200 application fee plus \$5000 and City Attorney fees for agreements requested by the applicant. In the instance where the City approaches an applicant or developer, requests an agreement, we are recommending there would be no fee. 4. Page 6 –Establish a fee for a zoning verification letter or interpretation letter. Currently there is no		

administrative fee for this type of service. The proposed fee is \$100. This is for instances when a perspective purchaser is interested in a parcel, inquirers to the allowed uses, and requests a letter of confirmation from the City.

5. Page 8 – Establish a legal lot status request fee. Similar to a zoning inquiry currently there is no fee; the proposed fee is \$100; and is for instances when a perspective purchaser is interested in a parcel, inquirers to the legal status of the lot, and requests a letter of confirmation from the City.
6. Page 9 – Establish a fee for road and drainage standard variances. Currently there is no administrative fee for this service. The proposed fee is \$200. This would apply to a development requesting a deviation or variance to a road or drainage standard.
7. Page 14 – Establish a base fee for plumbing and mechanical permits for new dwellings and townhomes. Currently each fixture needs to be accounted for prior to construction. If/when there are modifications to the count such as adding an exhaust fan or sink during construction, the applicant needs to come in and pay the additional \$10 fee. This ends up costing the City and the applicant more time and money to process and is also an inconvenience for the customer. The proposed fee is \$225 each, this is an average amount based on an average size new house in Kenmore.
8. Page 18 – Reduced the access right-of-way use fee from 80% to 25% of the assessed valuation of the adjacent property. 80 % was intended for a more permanent use. Access right-of-way permits are for a temporary use such as installing access to a property along an unopened City owned right-of-way.
9. Page 18 – Revised the encroachment right-of-way use fee from 80% of the assessed valuation of the adjacent property to 12% times the number of years intended to use it. This will allow a reduced fee for a shorter duration and still be consistent with fair market values. The fee will balance out at 6.7 years and thereafter will be more. An encroachment is a permanent structure, vehicle or similar.
- 10 Page 18 – Fixed typo on Utility Franchise ROW Application fee from 2012 schedule, (0 to \$200).
10. Page 21 – Established a fee for using City owned property, other than right-of-way, for event parking, storage or similar use. An example would be the use of the Kenmore Village parking lot or old park-and-ride lot for parking. Currently there is no formal fee established. The proposed fee is \$100 per day regardless of size or area needed. We will continue to review and process the requests through a special event permit.

FISCAL CONSIDERATION:

The proposed annual review and adjustments to the City's fee schedule are needed to ensure the City is recovering costs necessary with performing associated services.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

To continue to improve City services and processes.

I:\City Clerk\AGENDA ITEMS\Finance & Administration\2012 Council Meetings\November 19, 2012\Agenda Bill Summary_ Review 2013 Fee Schedule.docx
(Attachments are located in I:\City Clerk\AGENDA ITEMS\Finance & Administration\2012 Council Meetings\November 19, 2012)

ATTACHMENT 1

City of Kenmore, Washington 2013 Fee Schedule



Resolution No. 12-0208

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Note: Solid vertical lines (|) in the margin of the fee schedule indicate a change from the 2012 schedule, and a plus sign (+) in the margin of the fee schedule indicates a new fee for 2013.

1. BUSINESS LICENCES

Type	2013 Fee
Adult Entertainment	
Device	\$50 each
Operator	\$500/year
Premises	\$200/year
Panoram Manager License	\$50/year
Adult Cabaret	
Operator	\$500/year
Cabaret Manager License	\$50/year
Cabaret Entertainer License	\$50/year
Adult Retail Business License	\$500/year
Dance	\$200/year \$100/six months \$50/day
Dance (non-profit, educational or City-sponsored)	Exempt
Live Entertainment: music (other than mechanical); boxing or wrestling; exhibition skating; video arcades; pool halls; bowling alleys; race tracks and drag strips (if attendance more than 2,000 at a single event). Covers more than one skating rink, shooting gallery.	\$200/year \$100/six months \$50/day
Amusement Parks – Permanent	
For one to 10 units, inclusive	\$200/year \$100/six months
For more than 10 units	\$400/year \$200/six months
Carnivals	
For one to 10 units, inclusive	\$40.00/day
For more than 10 units	\$100/day
Closing out sales	
Closing out sale license – original license	\$300/year
First 30-day renewal	\$200/year
Second 30-day renewal	\$200/year
Junk Shop License	\$300/year
Junk Wagon License	\$40/year
Massage Parlor/Bathhouse	\$150/year
Massage Practitioner	\$50/year
Theaters	\$100/each screen
Outdoor Musical Event (not sponsored by the City and with an admission fee)	\$750/year
Pawnbroker	\$500/year
Peddler/Solicitor	No fee
Secondhand dealer	\$40/year
Shuffleboard License	\$50/year
Renewal of License, registration or permit late penalty	10% of required fee
Transferability of license of permit	\$25

2. CODE ENFORCEMENT

Code Enforcement	2013 Fee
Inspection/Posting	\$50
Re-inspection	\$50
Abatement	Actual City costs
Abatement Hearing	\$360
Hearing Officer	\$215/hour
Notice of Violation Appeal Hearing	\$125
Removal of Declaration	\$20
Violation of a stop work order	\$500

Housing Code Enforcement	2013 Fee
Inspection/Posting	\$255/hour
Re-Inspection plus Notice and Order	\$510
Hourly Rate	\$255
Appeal Fee	\$150/each
Closing Fee	\$255
Contract Abatement Fee	\$15% of the contract
Late Fee	\$25% of amount due
Hearing Officer	\$215/hour

The following fees apply to all enforcement actions:	2013 Fee
Inspection Warrant	\$350/each
Attorney Fees	Rate per hour to be determined as established by the City Attorney contract for legal services
Paralegal Services	\$60/hour
Notary Services	\$10
Abatement	Actual cost of labor

3. COMPREHENSIVE PLAN AND DEVELOPMENT REGULATION AMENDMENTS

Type	2013 Fee
Prescreening/threshold review fee	\$200
Annual amendment cycle fee (applicants whose amendment proposals are approved for consideration by the City Council)	\$400

4. DEVELOPMENT SERVICES

General Fees	2013 Fee
Development Review Technology Fee Applies to development permits and is based on development plan review fees and permit fees, not to include impact fees or land use decisions.	3%
P-Suffix and other required site plan reviews	
Initial plan review	\$1,078
Each additional review for compliance, including signs and tenant improvements.	\$163
Amend adopted P-suffix conditions	\$2,241
Mobile home park and RV park plan review	\$3,561
Site plan application fee (Land-use permit associated to KMC 18.105)	\$364
Construction permit site plan review	\$100
Landscape and tree management plan review	
Initial plan review based on site area	
0 – 1 site acre	\$211
> 1 – 2 site acres	\$337
> 2 – 5 site acres	\$507
> 5 – 10 site acres	\$676
More than 10 site acres	\$1,352
Each plan revision review	\$324
Request for modification requiring public notice	\$673.00
Landscape and tree management inspections	
Landscape installation inspection	\$269
Landscape maintenance bond release inspection	\$269
Additional excessive reviews and inspection fees Applies to all development permits; additional plan review or inspections required by changes, additions or revisions to the plans or excess reviews of re-submittals will be billed at an hourly rate.	\$100/hour
Hourly fees throughout this section may be billed in ½ hour intervals	

Development Agreement	2013 Fee
Threshold review with City Council	\$200
Development Agreement requested by the applicant (proposal is approved for consideration by the City Council)	\$5,000 + City Attorney fees
Development Agreement requested by the City	No Fee

Pre-Application	2013 Fee
Pre-application review fee	No Fee

Zoning and Land Use	2013 Fee
Request for site specific rezone	\$3,000
Conditional use permits (CUP) and special use permits (SUP)	
Administrative CUP	\$3,633
SUP with public hearing	\$8,501
Daycare with 24 children or less	\$1,365
Request for time extension	\$146
Variances (including variances from KMC 18.55)	
Application review	\$2,500
Added fee when public hearing required	\$1,626
Request for time extension	\$146
Boundary line adjustment	\$574
Communications facility application fee	\$364
Accessory dwelling unit	\$50
Change of use (zoning only)	\$50
Reuse of closed public school facilities	\$1,400
Land use inspections	\$100/hour
Reasonable use exception	\$2,500
Public agency and utility exception	\$1,953
Zoning letter inquiry/request	\$100
Design review	\$100/hour

Subdivision – Preliminary Application Review	2013 Fee
Preliminary short subdivisions	
Short subdivision 4 lots or less	
Base fee	\$1,111
Plus per lot	\$140
Short subdivision 5 to 9 lots	
Base fee	\$7,033
Plus per lot	\$153
Revision to approved preliminary	\$898
Short subdivision alteration	\$1,245
Request for time extension	\$100
Preliminary subdivisions	
Initial application	
50 lots or less	
Base fee	\$12,955
Plus per lot	\$167
More than 50 lots	
Base fee	\$22,208
Plus per lot	\$37
Surcharge for applications utilizing lot clustering or flexible yard provisions (percent of initial fee)	10%
Major revision requiring new public hearing	\$3,886
Minor revisions submitted after preliminary approval (not	\$925

necessitating additional hearings)	
Request for time extension	\$100
Subdivision alterations or subdivision vacations	
With public hearing	\$3,886
Without public hearing	\$1,944
Supplemental fee – a surcharge for applications involving significant environmentally sensitive areas (percentage of total initial fee)	10%
Supplemental fee – remanded applications (percentage of initial fee)	50%
Binding site plan	
Building permit, as-built or site plan review based plan	\$4,862
Conceptual plan	\$5,733
Revision to a preliminary approved plan	\$1,112
Revision to a final binding site plan	\$1,996

Shoreline Management Permit	2013 Fee
Substantial development permit	
Total cost of proposed development:	
Up to \$10,000	\$1,280
\$10,001 to \$100,000	\$2,560
\$100,001 to \$500,000	\$6,399
\$500,001 to \$1,000,000	\$9,598
\$1,000,001 or more	\$12,797
Single family joint-use dock	\$2,560
Shoreline conditional use permit	
Non-forest practices	\$7,219
Forest practices	\$1,313
Shoreline variance	
Up to \$10,000 project value	\$2,166
\$10,001 or more project value	\$7,219
Shoreline re-designation	
Base fee	\$14,438
Per shoreline lineal foot	\$27.60
Maximum	\$54,144
Shoreline review of other permits or approvals for conditions	\$177
Shoreline exemption	\$276
Supplemental fees	
Request for an extension of a permit, calculated as a percentage of the original permit	20%
Shoreline permit revision, calculated as a percentage of the original permit	20%
Surcharge when public hearing required	12%
Minimum	\$2,048
Permit compliance inspections	
Hourly rate (including travel time)	\$100/hour
Plus per mile	\$0.50/mile

Special Reviews	2013 Fee
State Environmental Policy Act (SEPA) review	
Environmental checklist	
Base fee	\$600
After six hours	\$100/hour
Supplemental Determination of Nonsignificance (DNS), Mitigated Determination of Nonsignificance (MDNS), or Determination of Significance (DS) review	\$100/hour
MDNS deposit	\$1,313
Environmental Impact Statement (EIS) deposit – a percentage of total estimated cost	33%
Draft Environmental Impact Statement (DEIS), Final Environmental Impact Statement (FEIS), Supplemental Environmental Impact Statement (SEIS) or addenda preparation and review costs – including scoping, writing, editing, publishing, mailing, distributing and contract administration:	
All fixed and contract costs, and time costs, per hour	\$100/hour
Post MDNS, DEIS, FEIS or SEIS publication work preparing or consulting on staff reports, permit conditions or public hearing testimony, per hour	\$100/hour
Critical areas review	
Applicants will be eligible for a refund of the portion of the base fee that is less than the city's costs (including consultants, public notice (as necessary) and other associated expenses).	
Review of residential building permits, shoreline permits, individual short subdivision, boundary line adjustments and right-of-way use permits:	
Site review base fee	\$1,000
Plus, per hour	\$100/hour
Review of commercial building permits, grading permits, engineering permits, subdivisions, PUDs, declassifications, variances, conditional use permits and unclassified use permits:	
Site review base fee	\$1,000
Plus, per hour	\$100/hour
Flood plain determination – certificate of elevation	\$100
Plus, per hour	\$100/hour
Review of mitigation plan compliance, per hour	\$100/hour
Critical areas inspection	\$100/hour
Inspection and monitoring, per hour	\$100/hour
Appeals	
Appeals to the hearing examiner from decisions of the City	\$125
Departmental review of non-departmental permits	\$100/hour
Review and monitoring of master drainage plans, per hour	\$100/hour
Legal lot status request	\$200



Engineering: General Permitting & Inspections			2013 Fee
Parking review			
New or additional spaces			
	First 0-25 spaces		\$23/each space
	Next 26-50		\$20.70/each space
	Next 51-75		\$16.30/each space
	Next 76-150		\$16.30/each space
	Anything above 150		\$11.80/each space
	Minimum fee		\$296.10
Clearing			
0 – 5 site acres			
	Base fee		\$73.50
	Hourly fee		No fee
5.1 site acres or more			
	Base fee		\$367.50
	Hourly fee		\$100/hour
Field inspections			\$100/hour
Tree removal			\$73.50
Drainage review			
Residential drainage requirement review base fee			\$238
	Small site drainage review		\$143
	Targeted drainage review		\$234
Full drainage review			
	Simplex review		\$293
	Complex review		\$676
Commercial drainage plan review base fee			\$570
Total distributed area	Targeted drainage review #1, 2 and 3	Full drainage review and targeted drainage review for #4	
0 – .50 site acre	\$895	\$1,119	
.51 – 1 site acre	\$1,234	\$1,543	
1.1 – 2 site acres	\$2,255	\$2,819	
2.1 – 5 site acres	\$4,951	\$6,189	
5.1 – 10 site acres	\$5,964	\$7,456	
More than 10 acres	\$6,640	\$8,300	
Traffic impact analysis review			
	Level 1 (10 P.M. peak hour trips or less)		\$337
	Level 2 (11-75 P.M. peak hour trips)		\$800
	Level 3 (Over 75 P.M. peak hour trips)		\$1,600
Road standards/drainage standards variance			\$200
Grading permit (based on the total of the two tables listed below)			
Table 1			
Volume	Base fee	Per 100 cubic yards	
0 to 500 cubic yards	\$0	+	
501 to 3,000 cubic yards	\$54	+	
3,001 to 10,000 cubic yards	\$339	+	
10,001 to 20,000 cubic yards	\$2,159	+	
20,001 to 40,000 cubic yards	\$3,319	+	

40,001 to 80,000 cubic yards	\$3,599	+	\$1.40
80,001 cubic yards or more	\$4,239	+	\$0.60
Table 2			
Disturbed Area	Base fee	+	Per acre
Up to 1 acre	\$176	+	\$819.40
1.1 to 10 acres	\$381	+	\$614.30
10.1 to 40 acres	\$2,916	+	\$360.80
40.1 to 120 acres	\$10,428	+	\$176
120.1 to 360 acres	\$22,944	+	\$68.70
360.1 acres or more	\$34,716		\$36
Grading plan revision Hourly rate			\$100/hour
Grading permit operation monitoring (inspection)			
The operation monitoring fee shall be calculated by adding the applicable amount from the Annual Volume Table (below) to an amount equal to \$215 per acre distributed and not rehabilitated during the monitoring period, to a maximum of \$10,000.			
Annual Volume Table			
Volume deposited or removed	Base fee		Per 100 cubic yards
0 to 3,000 cubic yards	\$0	+	\$102.20
3,001 to 10,000 cubic yards	\$2,550	+	\$17.20
10,001 to 20,000 cubic yards	\$3,760	+	\$5.10
20,001 to 40,000 cubic yards	\$4,280	+	\$2.50
40,001 cubic yards or more	\$4,680	+	\$1.50
Reclamation bond release inspection			\$255
Re-inspection of non-bonded actions			\$225
Construction inspections			
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond		
\$0 – \$30,000	\$213 + \$119 / \$1,000 bond		
\$30,001 – 120,000	\$2,253 + \$51 / \$1,000 bond		
\$120,001 or more	\$6,693 + \$1,400 / \$1,000 bond		
Addition inspection after 1 year	\$100/hour		
Maintenance bond inspections			
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond		
\$0 – \$30,000	\$461 + \$15.30 / \$1,000 bond		
\$30,001 – 120,000	\$770 + \$5 / \$1,000 bond		
\$120,001 or more	\$1,166 + \$1.70 / \$1,000 bond		

Engineering: Subdivision Plan Review and Inspections	2013 Fee
Short subdivision engineering plan review	
Short subdivision 4 lots or less	
Base fee	\$2,087
Plus per lot	\$209
Short subdivision 5 to 9 lots	
Base fee	\$4,148
Plus per lot	\$209
Additional review in excess of initial fees	\$100/hour
Subdivision engineering plan review	
Subdivision 30 lots or less	
Base fee	\$6,209
Plus per lot	\$33.60
Subdivision 31 lots or more	
Base fee	\$6,710
Plus per lot	\$16.90
Revisions and re-submittals	
Each occurrence	\$119
Additional review in excess of initial fees	\$100/hour
Planned unit development engineering plan review	
30 units or less	
Base fee	\$6,209
Plus per unit	\$46.10
31 units or more	
Base fee	\$6,911
Plus per unit	\$22.70
Revisions and re-submittals	
Each occurrence	\$119
Additional review in excess of initial fees	\$100/hour
Conceptual binding site plan	
(including conceptual commercial binding site plan)	
Plan and profile base fee	\$4,132
Revisions and re-submittals	
Each occurrence	\$119
Additional review in excess of initial fees	\$100/hour
Subdivision final approval	
Final short subdivision 4 lots or less	\$1,922
Final short subdivision 5 to 9 lots	\$3,873
Final short subdivision alteration	\$714
Final subdivision 30 lots or less	
Base fee	\$5,825
Plus per lot	\$69.10
Final subdivision 31 lots or more	
Base fee	\$6,470
Plus per lot	\$47.60

Subdivision alteration	\$1,077
Modification of a recorded building envelope	\$541
Request for name change	\$192
Final planned unit development	\$4,530
Request for time extension	\$145
Request for name change	\$192
Final building site plan	\$3,081
Subdivision – post final fees	
Maintenance bond inspection	
Bond amount	Initial fee + additional fee based on bond
\$0 – \$30,000	\$461 + \$15.30 / \$1,000 bond
\$30,001 – 120,000	\$770 + \$5 / \$1,000 bond
\$120,001 or more	\$1,166 + \$1.70 / \$1,000 bond

Building Permits		2013 Fee
Building permit fees are based on valuation. The table below establishes the permit fee from the valuation. Valuation is determined by type of construction and square footage or from a contractor's bid. The most recent edition of the Building Safety Journal determines the type of construction and square footage factor.		
Total valuation	fee	
\$1 – \$500	\$23.50	
\$501 – \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, to and including \$2,000.	
\$2,001 – \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000 or fraction thereof, to and including \$25,000.	
\$25,001 – \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof, to and including \$50,000.	
\$50,001 – \$100,000	\$643.75 for the first \$50,000 plus \$7 for each additional \$1,000 or fraction thereof, to and including \$100,000.	
\$100,001 – \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000.	
\$500,001 – \$1,000,000	\$3,223.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.	
\$1,000,001 or more	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000 or fraction thereof.	
Building plan review		
Plan review fees shall be 65% of the building permit fee (this does not include other review type costs). If the plan is a "basic", as determined by the Building Official, the plan check fee shall be 25% of the permit fee.		
Additional plan review required for changes, additions or revisions to plans (minimum charge ½ hour)		\$100/hour
For use of outside consultants for plan review and inspections		Actual costs
Building code change in use or occupancy	Minimum 2 hour inspection charge (\$200) plus actual inspections at hourly rate (\$100/hour)	

Mobile homes	
Mobile home permit	\$216
Temporary mobile home permit	\$263
Temporary mobile home for hardship	\$263
Non-insignia mobile home inspection	\$263
Re-Roof permits	
Single family residential	\$94
Commercial and multi-family	Based on permit per fee valuation table
Special review of oversized buildings	\$138
Condominium conversion review	
Project fee	
1 to 30 units	\$667
31 to 99 units	\$1,665
100 or more units	\$3,332
Plus per unit	\$332
Special plan review	\$100/hour
Pre-inspections	
Fire or flood damage	\$311
Minimum housing or other code compliance	\$311
Relocation of structures	\$311
Demolition inspection	\$94
Re-inspection (Ordinance 00-0098)	\$100/hour
Inspections outside of normal hours	\$100/hour
Inspections for which no fee is specifically indicated	\$100/hour
Billboard alteration or relocation site review	\$667
Certification of permit completion	
Temporary occupancy certificate, per building or tenant space	\$284
Final occupancy certification when more than one building permit, each additional building	\$284
Final occupancy certification for individual condominium or other portions of buildings, per unit	\$128
Letter of completion for shell construction permits when more than one building permit, each additional building	\$284
Extension and renewal	
Extensions for final inspection only	
Single family residential	\$100
All other permits	\$100
All other extensions or renewals (including temporary reinstatement)	
Single family residential and all other permits	\$100
Temporary mobile home	\$131
Temporary hardship mobile home	\$119

Plumbing Permits		2013 Fee
Commercial and Multi-family (Non one- and two-family dwellings and townhouses)	Based on actual valuation of all fixtures materials and installation as submitted and determined by the Building Official. When plan review is required, as determined by the Building Official, the plan review fee for all permits will be 65% of the permit fee.	
New one- and two-family dwellings and townhouses		\$225/dwelling
Alterations or additions to one- and two-family dwellings and townhouses		Based on the table below
Base fee		\$23.50
Plus:		
For each plumbing fixture on one trap or set of fixtures on one trap		\$10/each
Roof drain		\$10/each
Electric water heater		\$10/each
Grease trap		\$10/each
Alteration or repair of water piping or water treating equipment		\$10/each
Back flow devices (other than atmospheric vacuum breakers)		\$10/each
Other		\$10/each

Mechanical Permits		2013 Fee
Commercial and Multi-family (Non one- and two-family dwellings and townhouses)	Based on actual valuation of all fixtures materials and installation as submitted and determined by the Building Official. When plan review is required, as determined by the Building Official, the plan review fee for all permits will be 65% of the permit fee.	
New one- and two-family dwellings and townhouses		\$225/dwelling
Alterations or additions to one- and two-family dwellings and townhouses		Based on the table below
Base fee		\$23.50
Plus:		
Furnaces		
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)		\$14.80
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3kW)		\$18.20
For the installation or relocation of each floor furnace, including vent		\$14.80
For the installation or relocation of each suspended heating, recessed wall heater or floor-mounted unit heater		\$14.80

Appliance vent	
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$7.25
Repairs, alterations and additions	
For the repair or alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$13.70
Boilers, compressors and absorption systems	
For the installation and relocation of each boiler or compressor to and including 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$14.70
For the installation and relocation of each boiler or compressor to and including 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$27.15
For the installation and relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (512.9 kW)	\$37.25
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.45
For the installation or relocation of each boiler or compressor over 50 horse power (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$92.65
Air handlers	
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 Us), including ducts attached thereto. Note: this fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code)	\$10.65
For each air-handling unit over 10,000 cfm (4719 Us)	\$18.10
Evaporative Coolers	
For each evaporative cooler other than the portable type	\$10.65
Ventilation and exhaust	
For each ventilation fan connected to a single duct	\$7.25
For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	\$10.65
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$10.65

Incinerators		
	For the installation or relocation of each domestic-type incinerator	\$18.20
	For the installation or relocation of each commercial or industrial-type incinerator	\$14.50
Gas piping		
	Gas pipe (1-5 outlets)	\$10.65
	Gas pipe (outlets over 5)	\$1/each
Miscellaneous		
	For each appliance of piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table	\$10.65
	Gas water heater	\$10.65

Transportation Impact Fees	ITE Code	2013 Fee
Single family residence	210	\$8,434.02/unit
Multi-family	220	\$5,462.31/unit
Per peak hour trip		
General light industrial	110	\$11.93/sq. ft.
Manufacturing	140	\$9.01/sq. ft.
Mini-warehousing	151	\$3.16/sq. ft.
Condominium/townhouse	230	\$4,581.29/unit
Mobile home park	240	\$4,926.81/unit
Hotel	310	\$5,650/unit
Motel	320	\$4,500.85/unit
Marina	420	\$1,411.92/berth
Golf course	430	\$2,298.31/acre
Movie Theater	444	\$28.79/sq. ft.
Racquet club	492	\$4.76/sq. ft.
High School	530	\$4.61/sq. ft.
Church	560	\$5.81/sq. ft.
Hospital	610	\$14.10/sq. ft.
Nursing home	620	\$1,466.32/bed
General office building	710	\$18.15/sq. ft.
Medical-dental building	720	\$42.74/sq. ft.
Shopping center	820	\$9.30/sq. ft.
Restaurant	932	\$49.66/sq. ft.
Fast food restaurant without drive through	933	\$64.58/sq. ft.
Fast food restaurant with drive through	934	\$83.91/sq. ft.
Gas station	944	\$33,765.80/pump
Gas station with convenience store	945	\$25,533.86/pump
Supermarket	850	\$28.62/sq. ft.
Convenience market	851	\$62.64/sq. ft.
Drive-in bank	912	\$83.99/sq. ft.

Park Impact Fees	2013 Fee
Single family residence	\$2,537/unit
Multi-family	\$1,658.82/unit
Mobile home	\$788.25/unit

Fire Department Review	2013 Fee
The fire review fee will be assessed per the approved contract with the Northshore Fire District #16 for all single family, multi-family and commercial projects.	

Limited Right-of-Way Permits	2013 Fee
Type A permit may be issued for activities within the right-of-way which will alter the surface or subsurface of the right-of-way. Examples include: - Open cut trenching - Culvert installation - Driveways - Shoulder improvements - Sidewalks - Above ground pedestals or utility boxes - Paving operations in right-of-way - Landscaping - Beautification (no fee)	
Application fee (includes review and 1 hour inspection)	\$200
Inspections in excess of 1 hour	\$100/hour
Type B permit may be issued for temporary use of the right-of-way (24 hours or less) for activities that will not alter the right-of-way surface or subsurface. Examples include: - Parade - Block party - Temporary parking - Temporary storage of dumpster/storage container	
Application fee (includes review and inspection)	\$75
Type C permit may be issued for temporary use of the right-of-way (more than 24 hours) for activities that will not alter the right-of-way surface or subsurface. Also includes activities that require traffic plan and traffic plan review. Examples include: - Street closures - Extended storage in the right-of-way - Commercial activities in the right-of-way - Right-of-way used as construction site for private development	
Application fee (includes 1 hour inspection)	\$150
Inspection in excess of 1 hour	\$100/hour
Use fee	$\text{Fee} = (\text{use area}) \times \$20 \text{ per sq. ft.} \times \text{days of usage} / 365 \text{ or a minimum of } \$100, \text{ whichever is greater}$

Access Right-of-Way Permits		2013 Fee
Application fee (includes 1 hour review and 1 hour inspection)		\$200
Review fee in excess of 1 hour		\$100/hour
Inspection fee in excess of 1 hour		\$100/hour
Use fee		
Open to the public		No fee
Limited (not open to the public)		Fee = (use area) x value* x 25% or a minimum of \$100 whichever is greater

*value of adjacent land (in area, sq ft) according to the County Assessor records

Encroachment Right-of-Way Permits		2013 Fee
Application fee (includes 1 hour review and 1 hour inspection)		\$200
Review fee in excess of 1 hour		\$100/hour
Inspection fee in excess of 1 hour		\$100/hour
Use fee		Fee = (use area) x value* x No. of Years x 12% or a minimum of \$100 whichever is greater

*value of adjacent land (in area, sq ft) according to the County Assessor records

Utility Franchise Right-of-Way Permits		2013 Fee
Application fee		\$200
Review fee		\$100/hour
Inspection fee		\$100/hour
Use fee		No fee

State Route 522 driveway connection permit		2013 Fee
Fee structure. The following nonrefundable fee structure is established for the processing, review and inspection of the connection permit application. A description of each category can be found in section 12.85.040 of the KMC. Due to the potential complexity of Category II and Category III connection proposals, and required mitigation measures that may involve construction on SR 522, the city may require a developer agreement in addition to the connection permit. The developer agreement may include, but is not limited to: plans; specifications; maintenance requirements; bonding requirements; inspection requirements; division of costs by the parties, where applicable; and provisions for payment by the applicant of actual costs incurred by the city in the review and administration of the applicant's proposal that exceed the required base fees in the following schedule:		
Category I – Base fee for one connection:		
• Agricultural, forest, utility operation and maintenance		\$50
• Residential dwelling units (up to 10)- single connection		\$50/dwelling
• Other, with 100 average weekday vehicle trip ends		\$500
• Fee per additional connection point		\$50
Category II – Base fee for one connection:		
• Less than 1,000 average weekday vehicle trip ends		\$1,000

• 1,000 to 1,500 average weekday vehicle trip ends	\$1,500
• Fee per additional connection point	\$250
Category III - Base fee for one connection:	
• 1,500 to 2,500 average weekday vehicle trip ends	\$2,500
• Over 2,500 average weekday vehicle trip ends	\$4,000
• Fee per additional connection point	\$1,000
Category IV – Base fee per connection:	\$100
Surety Bond. Prior to the beginning of construction of any connection, the city may require the permit holder to provide a surety bond as specified in WAC 468-34-020(3).	

Special Event Permit	2013 Fee
Application fee	\$100

5. ANIMAL CARE AND CONTROL

Animal License and Registration	2013 Fee
Pet license – dog or cat	
Unaltered	\$60
Altered	\$30
Juvenile pet license – dog or cat	\$15
Discounted pet license – dog or cat	\$15
Replacement tag	\$5
Transfer fee	\$3
Guard dog registration	\$100
Exotic pet	
New	\$500
Renewal	\$250
Service animal	No fee
K-9 police dog	No fee
Late fees	
Received 45-90 days following license expiration	\$15
Received 90-135 days following license expiration	\$20
Received more than 135 days following license expiration	\$30
Received more than 365 days following license expiration	\$30 plus license fee(s) for any previous year pet was unlicensed

Animal Business and Activity Permits	2013 Fee
Hobby kennel and hobby cattery license	\$50
Private animal placement permit	No fee

Civil Penalties	2013 Fee
General	
No previous similar code violation within one year	\$50
One previous similar code violation within one year	\$100
Two previous similar code violation within one year	Double the rate of the previous penalty, up to a maximum of \$1,000.
Vicious animal or animal cruelty violations	
First violation within one year	\$500
Subsequent violations within one year	\$1,000
Dog leash law violations	
First violation within one year	\$25
Additional violation within one year	\$50
Animal abandonment	\$500
Unlicensed cat or dog	
Altered cat or dog	\$125
Unaltered cat or dog	\$250

Service Fees	2013 Fee
Adoptions—including licensing and spaying or neutering or the animal	\$75-\$250 based upon adoptability/animal
Spay or neutering deposit	\$150/animal
Impound or redemption – dogs, cats or other small animals	
First impound within one year	\$45
Second impound within one year	\$85
Third impound within one year	\$125
Impound or redemption – livestock, small	\$45
Impound or redemption – livestock, large	\$45 or actual cost of sheltering, whichever is greater
Kenneling at King County animal shelter – per 24 hours or portion thereof in-field pick-up of an owner's deceased unlicensed pet or pick-up of an unlicensed pet released voluntarily to the regional animal service section.	\$20
Owner-requested euthanasia (unlicensed pets)	\$50
Optional micro-chipping for adopted pets	\$25

6. MISCELLANEOUS

Type	2013 Fee
NSF (insufficient check)	\$25
Reports, copies, maps, etc.	
Accident reports, case reports	\$0.15/page
Ordinances, resolutions or findings	\$0.15/page
Copies or computer printouts	\$0.15/page
Audio or Electronic duplications	\$5 per tape or CD (other than budget documents)
Recording documents	Actual costs or \$100 minimum, whichever is greater
Note: any maps, plans, blueprints, as-built maps, or budget documents to be provided at cost. Other items not specifically listed will be charged at a rate that will reimburse the City's total cost of duplicating that item. Additionally, if any requested items are to be mailed, the cost of the envelope and postage shall be charged to the requestor.	
Use of City owned property, other than right-of-way, for event parking, storage or similar use	\$100/day



ATTACHMENT 2

City of Kenmore, Washington 2012 Fee Schedule



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1. Business Licenses

Type:

Adult Entertainment:

Device	\$50.00 each
Operator	\$500.00 per year
Premises	\$200.00 per year
Panoram Manager License	\$50.00 per year

Adult Cabaret:

Operator	\$500.00 per year
Cabaret Manager License	\$50.00 per year
Cabaret Entertainer License	\$50.00 per year
Adult Retail Business License	\$500.00 per year

Dance	\$200.00 per year
	\$100 per six months
	\$50.00 per one night

Dance (non-profit, educational or City-sponsored)	Exempt
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Go Kart Track	\$500.00 per year
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Live Entertainment: music (other than mechanical); boxing or wrestling; exhibition skating; video arcades; pool halls; bowling alleys; race tracks and drag strips (if attendance is more than 2,000 people at a single event). Covers more than one skating rink, shooting gallery.	\$200.00 per year
	\$100 per six months
	\$50.00 per one night

Amusement Parks – Permanent

For one to 10 units, inclusive	\$200.00 per year
	\$100.00 per six months
For more than 10 units	\$400.00 per year
	\$200 per six months

Carnivals

For one to 10 units, inclusive	\$40.00 per day
For more than 10 units	\$100.00 per day

Closing out sales

Closing out sale license – original license	\$300.00 per year
First 30-day renewal	\$200.00 per year
Second 30-day renewal	\$200.00 per year

Junk Shop License	\$300.00 per year
Junk Wagon License	\$40.00 per year

Massage Parlor/Bathhouse	\$150.00 per year
Massage Practitioner	\$50.00 per year
Theaters	\$100.00 per screen
Outdoor Musical Event (not sponsored by the City and with an admission fee)	\$750.00 per year
Pawnbroker	\$500.00 per year
Peddler/Solicitor	No fee
Secondhand Dealer	\$40.00 per year
Shuffleboard License	\$50.00 per year
Renewal of License, registration or permit late penalty	10% of the required fee
Transferability of license or permit	\$25.00

2. Code Enforcement Fees

Code Enforcement

Inspection/Posting	\$50.00 each
Re-inspection	\$50.00 each
Abatement	Actual City costs
Abatement Hearing	\$360.00 each
Hearing Officer	\$215.00 per hour
Notice of Violation Appeal Hearing	\$125.00
Removal of Declaration	\$20.00
Violation of a stop work order	\$500.00

Housing Code Enforcement

Inspection/Posting	\$255.00 per hour
Re-Inspection plus Notice and Order	\$510.00
Hourly Rate	\$255.00
Appeal Fee	\$150.00 each
Closing Fee	\$255.00
Contract Abatement Fee	15% of the contract
Late Fee	25% of the amount due
Hearing Officer	\$215.00 per hour

The following fees apply to all enforcement actions:

Inspection Warrant	\$350.00 each
Attorney Fees	Rate per hour to be determined as established by the City Attorney contract for legal services.
Paralegal Services	\$60.00 per hour

Notary Services	\$10.00
Abatement	Actual cost of labor

3. Comprehensive Plan and Development Regulation Amendments

<u>Prescreening / threshold review fee:</u>	\$200.00
<u>Annual amendment cycle fee:</u> (applicants whose amendment proposals are approved for consideration by the City Council)	\$400.00

4. Land Development and Permitting

A. General

<u>Development Review Technology fee:</u> Applies to development permits and is based on development plan review fees and permit fees, not to include impact fees or land use decisions.	3.00%
<u>P-Suffix, and other required site plan reviews:</u>	
Initial plan review	\$1,078.00
Each additional review for compliance, including signs and tenant improvements.	\$163.00
<u>Mobile home park and RV park plan review:</u>	\$3,561.00
<u>Site Plan Application Fee:</u>	\$364.00
<u>Landscape plan review:</u>	
Initial plan review based on site area	
0 – 1 site acre	\$211.00
1.1 – 2 site acres	\$337.00
2.1 – 5 site acres	\$507.00
5.1 – 10 site acres	\$676.00
More than 10 site acres	\$1,352.00
Each plan revision review	\$324.00
Request for modification requiring public notice	\$673.00
<u>Landscape Construction Inspections</u>	
Landscape installation inspection	\$269.00
Landscape maintenance bond release inspection	\$269.00
<u>Additional/excessive reviews and inspection fees:</u> Applies to all development permits; additional plan review or inspections required by changes, additions or revisions to plans or excess reviews of re-submittals will be billed at an hourly rate.	\$100.00 per hour

B. Pre-Application Fees:

No fee

C. Zoning and Land Use Permits

Request for Site Specific Rezones:

\$3,000.00

Conditional Use Permits (CUP) and Special Use Permits (SUP):

Administrative CUP	\$3,633.00
SUP with public hearing	\$8,501.00
Daycare with 24 children or less	\$1,365.00
Request for time extension	\$146.00

Variances: (including variances from KMC 18.55)

Application review	\$2,500.00
Added fee when public hearing required	\$1,626.00
Request for time extension	\$146.00

Boundary line adjustment:

\$574.00

Communications Facility Application Fee:

\$364.00

Accessory dwelling unit: (ORD99-0052)

\$50.00

Change of use: (zoning only)

\$50.00

Amend adopted P-suffix conditions:

\$2,241.00

Reuse of closed public school facilities:

\$1,400.00

Land use inspections:

\$100.00 per hour

Reasonable use exceptions:

Reasonable use exception:	\$2,500.00
Reasonable use exception – additional when combined with variance request.	\$903.00
Public agency and utility exception:	\$1,953.00

Transfer of development credit: sending site certification applications (up to a maximum of \$500.00) to qualify a proposed sending site and determine the number of credits available for transfer per application.

\$100.00 per hour

Master plan review:

\$10,000.00 deposit

Master plan review fees shall be an hourly fee to cover the cost of intake, development of scope of work, and all work performed under the scope of work. The deposit of \$10,000 shall be made at the time of application. The hourly fee shall be billed monthly. Staff time to be charged at an hourly rate of \$100.00 per hour, consultant time to be charged at the consultant's rate.

D. Subdivision – Preliminary Application Review Fees:

Preliminary Short Subdivisions:

Short subdivision 4 lots or less	
Base fee:	\$1,111.00
Plus per lot:	\$140.00
Short subdivision 5 to 9 lots	
Base fee:	\$7,033.00
Plus per lot:	\$153.00
Revision to approved preliminary:	\$898.00
Short subdivision alteration:	\$1,245.00
Request for time extension:	\$100.00

Preliminary Subdivisions:

Initial Application	
50 lots or less	
Base fee:	\$12,955.00
Plus per lot:	\$167.00
More than 50 lots	
Base fee:	\$22,208.00
Plus per lot:	\$37.00
Surcharge for applications utilizing lot clustering or flexible yard provisions (percent of initial fee):	10.00%
Major revision requiring new public hearing:	\$3,886.00
Minor revisions submitted after preliminary approval (not necessitating additional hearings):	\$925.00
Request for time extension:	\$100.00
Subdivision alterations or subdivision vacations:	
With public hearing:	\$3,886.00
Without public hearing:	\$1,944.00
Supplemental fee – a surcharge for applications involving significant environmental sensitive areas (percent of total initial fee).	10.00%
Supplemental fee – remanded applications (percent of total application fee).	50.00%

Binding Site Plan:

Building permit, as-built or site plan review based plan:	\$4,862.00
Conceptual plan:	\$5,733.00
Revision to a preliminary approved plan:	\$1,112.00
Revision to a final binding site plan:	\$1,996.00

E. Shoreline Management Permit

Substantial Development Permit

Total cost of proposed development:	
Up to \$10,000	\$1,280.00
\$10,001 to \$100,000	\$2,560.00
\$100,001 to \$500,000	\$6,399.00
\$500,001 to \$1,000,000	\$9,598.00
\$1,000,001 or more	\$12,797.00

Single family Joint-Use Dock

\$2,560.00

Shoreline Conditional Use Permit

Non-forest practices	\$7,219.00
Forest practices	\$1,313.00

Shoreline Variance

Up to \$10,000 project value	\$2,166.00
\$10,001 or more project value	\$7,219.00

Shoreline re-designation:

Base fee:	\$14,438.00
Per shoreline lineal foot:	\$27.60
Maximum:	\$54,144.00

Shoreline review of other permits or approvals for conditions:

\$177.00

Shoreline Exemption:

\$276.00

Supplemental Fees:

Request for an extension of a permit, calculated as a percentage of the original permit:	20.00%
Shoreline permit revision, calculated as a percentage of the original permit:	20.00%
Surcharge when public hearing required:	12.00%
Minimum	\$2,048.00
Permit compliance inspections	
Hourly rate (including travel time)	\$100.00 per hour
Plus per mile rate	\$0.50 per mile

F. Special Review Fees

State Environment Policy Act (SEPA) Review:

Environmental checklist:	
Base fee:	\$600.00
After six hours	\$100.00 per hour
Supplemental Determination of Nonsignificance (DNS), Mitigated Determination of Nonsignificance (MDNS), or Determination of Significance (DS) review	\$100.00 per hour
MDNS deposit	\$1,313.00
Environmental Impact Statement (EIS) deposit – a percentage of total estimated cost	33.00%
Draft Environmental Impact Statement (DEIS), Final Environmental Impact Statement (FEIS), Supplemental Environmental Impact Statement (SEIS) or addenda preparation and review costs – including scoping, writing, editing, publishing, mailing, distributing and contract administration:	
All fixed and contract costs, and time costs, per hour	\$100.00 per hour
Post MDNS, DEIS, FEIS OF SEIS publication work preparing or consulting on staff reports, permit conditions or public hearing testimony, per hour	\$100.00 per hour

Critical Areas Review:

Applicants will be eligible for a refund of the portion of the base fee that is less than the city's costs (including consultants, public notice (as necessary) and other associated expenses).

Review of residential building permits, shoreline permits, individual short subdivision, boundary line adjustments, right-of-way use permits:

Site review base fee	\$1,000.00
Plus, per hour	\$100.00 per hour

Review of commercial building permits, grading permits, engineering permits, subdivisions, PUDs, declassifications, variances, conditional use permits and unclassified use permits:

Site review base fee	\$1,000.00
Plus, per hour	\$100.00 per hour

Flood plain determination – certificate of elevation:

Plus, per hour	\$100.00
	\$100.00 per hour

Review of mitigation plan compliance, per hour	\$100.00 per hour
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<u>Critical Areas inspections:</u>	\$100.00 per hour
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<u>Inspection and monitoring, per hour:</u>	\$100.00 per hour
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Appeals:

Appeals to the hearing examiner from decisions of the City:	\$125.00
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<u>Departmental review of non-departmental permits:</u>	\$100.00 per hour
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<u>Review and monitoring of master drainage plans, per hour</u>	\$100.00 per hour
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G. Engineering General Permitting & Inspection Fees

Parking Review Fee:

New or additional spaces:

First 0-25 spaces	\$23.00 each space
Next 26-50	\$20.70 each space
Next 51-75	\$16.30 each space
Next 76-150	\$16.30 each space
Anything above 150	\$11.80 each space
Minimum fee	\$296.10

Alterations, change in use or increase area, with no additional spaces.

\$296.00

Clearing Permit:

	<u>Base fee</u>		<u>Hourly Fee</u>
Permit plan review (minimum 1 acre)			
1 – 5 acres	\$73.50	+	\$0.00
5.1 acres or more	\$367.50	+	\$100.00 per hour
Field inspections			\$100.00 per hour

Drainage Review:

Residential drainage requirement review base fee:	\$238.00
Small site drainage review	\$143.00
Targeted drainage reviews	\$234.00

Full drainage review:	
Simple review	\$293.00
Complex review	\$676.00

Commercial drainage plan review base fee: \$570.00

Total distributed area:	Targeted drainage review #1, 2, and 3	Full drainage review and targeted drainage review for #4
0 - .50 site acre	\$ 895.00	\$1,119.00
.51 - 1 site acre	\$ 1,234.00	\$1,543.00
1.1 - 2 site acres	\$ 2,255.00	\$2,819.00
2.1 - 5 site acres	\$ 4,951.00	\$6,189.00
5.1 - 10 site acres	\$ 5,964.00	\$7,456.00
More than 10 acres	\$ 6,640.00	\$8,300.00

Traffic Impact Analysis review:

Level 1 (10 P.M. Peak Hour Trips or Less)	\$337.00
Level 2 (11-75 P.M. Peak Hour Trips)	\$800.00
Level 3 (Over 75 P.M. Peak Hour Trips)	\$1,600.00

Grading Permit:

Grading permit review fees are based on the total of the two tables listed below:

Table 1:

Volume	Base fee		Per 100 cubic yards
0 to 500 cubic yards	\$0.00	+	\$28.40
501 to 3,000 cubic yards	\$54.00	+	\$39.20
3,001 to 10,000 cubic yards	\$339.00	+	\$26.10
10,001 to 20,000 cubic yards	\$2,159.00	+	\$7.90
20,001 to 40,000 cubic yards	\$3,319.00	+	\$2.10
40,001 to 80,000 cubic yards	\$3,599.00	+	\$1.40
80,001 cubic yards or more	\$4,239.00	+	\$0.60

Table 2:

Disturbed Area	Base fee		Per acre
Up to 1 acre	\$176.00	+	\$819.40
1.1 to 10 acres	\$381.00	+	\$614.30
10.1 to 40 acres	\$2,916.00	+	\$360.80
40.1 to 120 acres	\$10,428.00	+	\$176.00
120.1 to 360 acres	\$22,944.00	+	\$68.70
360.1 acres or more	\$34,716.00	+	\$36.00

Grading Plan Revision fee:

Hourly rate	\$100.00 per hour
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Grading permit operation monitoring fees (inspection fees):

The operation monitoring fee shall be calculated by adding the applicable amount from the Annual Volume Table (below) to an amount equal to \$215.00 per acre distributed and not rehabilitated during the monitoring period, to a maximum of \$10,000.00.

Annual Volume Table:

Volume deposited or removed	Base fee	Per 100 cubic yards
0 to 3,000 cubic yards	\$0.00	+ \$102.20
3,001 to 10,000 cubic yards	\$2,550.00	+ \$17.20
10,001 to 20,000 cubic yards	\$3,760.00	+ \$5.10
20,001 to 40,000 cubic yards	\$4,280.00	+ \$2.50
40,001 cub yards or more	\$4,680.00	+ \$1.50

Reclamation bond release inspection	\$225.00
Re-inspection of non-bonded actions	\$225.00

Construction Inspections Fees:

Bond quantities worksheet amount (line "T")	Initial fee + additional fee based on bond
\$0 – \$30,000	\$213.00 + \$119.00 / \$1,000.00 bond
\$30,001 - \$120,000	\$2,253.00 + \$51.00 / \$1,000.00 bond
\$120,001 or more	\$6,693.00 + \$1400 / \$1,000.00 bond
Additional inspection after 1-year	\$100.00 per hour

Maintenance bond inspection fees:

Bond quantities worksheet amount (line "T")	Initial fee + additional fee based on bond
\$0 – \$30,000.	\$461.00+\$15.30 / \$1,000.00 bond
\$30,001 - \$120,000	\$770.00+\$5.00 / \$1,000.00 bond
\$120,001 or more	\$1,166.00+\$1.70 / \$1,000 bond

H. Engineering Subdivision Plan Review and Inspection Fees

Short Subdivision:

Short subdivision 4 lots or less	
Base fee:	\$2,087.00
Plus per lot:	\$209.00
Short subdivision 5 to 9 lots	
Base fee:	\$4,148.00
Plus per lot:	\$209.00
Additional review in excess of initial fees	\$100.00 per hour

Subdivision:

Engineering plan review:	
30 lots or less	
Base fee:	\$6,209.00
Plus per lot	\$33.60
31 lots or more	
Base fee:	\$6,710.00
Plus per lot	\$16.90
Revisions and re-submittals	
Each occurrence	\$119.00
Additional review in excess of initial fees	\$100.00 per hour

Planned Unit Development:

Engineering plan review:	
30 units or less	
Base fee:	\$6,209.00
Plus per unit	\$46.10
31 units or more	

Base fee:	\$6,911.00		
Plus per unit	\$22.70		
Revisions and re-submittals			
Each occurrence	\$119.00		
Additional review in excess of initial fees	\$100.00 per hour		
<u>Conceptual Binding Site Plan:</u>			
(Including conceptual commercial binding site plan)			
Plan and profile base fee:	\$4,132.00		
Revisions and re-submittals			
Each occurrence	\$119.00		
Plus per hour	\$100.00 per hour		
<u>Subdivision construction permit fee:</u>			
Landscape installation inspection	\$269.00		
Landscape maintenance bond release inspection	\$269.00		
<u>Subdivision – final approval fees:</u>			
Final short subdivision 4 lots or less	\$1,922.00		
Final short subdivision 5 to 9 lots	\$3,873.00		
Final short subdivision alteration	\$714.00		
Final subdivision			
30 lots or less			
Base fee:	\$5,825.00		
Plus per lot:	\$69.10		
31 lots or more			
Base fee:	\$6,470.00		
Plus per lot:	\$47.60		
Subdivision alteration	\$1,077.00		
Modification of a recorded building envelope:	\$541.00		
Request for name change	\$192.00		
Final planned unit development:	\$4,530.00		
Request for time extension	\$145.00		
Request for name change	\$192.00		
Final building site plan:	\$3,081.00		
<u>Subdivision – post final fees:</u>			
Maintenance bond inspection fees:			
Bond amount:	Initial Fee		
\$0 - \$30,000	\$461.00	+	\$15.30 per
			\$1,000.00 bond
\$30,001 - \$120,000	\$770.00	+	\$5.00 per
			\$1,000.00 bond
\$120,001 or more	\$1,166.00	+	\$1.70 per \$1,000.00 bond

I. Building Permit Fees:

Building permit fees are based on valuation. The table below establishes the permit fee from the valuation. Valuation is determined by type of construction and square footage or from a contractor's bid. The most recent edition of the Building Safety Journal determines the type of construction and square footage factor.

Total Valuation	Fee
\$1.00 - \$500.00	\$23.50
\$501.00 - \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.
\$2,001.00 - \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001.00 - \$50,000.00	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and
\$50,001.00 - \$100,000.00	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including
\$100,001.00-\$500,000.00	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,001.00 - \$1,000,000.00	\$3,223.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000, or fraction thereof.

Building Plan Check Fees:

Plan check fees shall be 65% of the building permit fee plus the calculated cost of drainage review (if required). If the plan is a "basic", as determined by the Building Official, the plan check fee shall be 25% of the permit fee.

J. Plumbing Permit Fees:

The fee for single-family residential plumbing permit is based on the following table, non-single-family residential permits are based on actual valuation of all fixtures, materials and installation as submitted to and determined by the Building Official. The permit fee for non-single-family residential permits shall be based on valuation and determined by the Building Permit Table on page 5. When plan check is required, as determined by the Building Official, the plan check fee for all permits will be 65% of the permit fee.

Base fee	\$23.50
Plus:	
For each plumbing fixture on one trap or set of fixtures on one trap.	\$10.00
Roof drain	\$10.00 each
Electrical water heater	\$10.00 each
Grease trap	\$10.00 each
Alteration or repair of water piping or water treating equipment.	\$10.00 each fixture
Back flow devices (other than atmospheric vacuum breakers).	\$10.00 each
Other	\$10.00 each

K. Mechanical Permit Fees:

The fees for each permit shall be set forth in the following table, except non-single-family residential permits, which shall be based on actual valuation of all equipment and installation as submitted to and determined by the Building Official. The permit fee for non-residential permits shall be based on valuations and determined by the Building Permit Table. When plan check is required, as determined by the Building Official, the plan check fee for all permits will be 65% of the permit fee.

Base Fee:	\$23.50
Plus:	
<u>Furnaces:</u>	
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW).	\$14.80
For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3kW):	\$18.20
For the installation or relocation of each floor furnace, including vent:	\$14.80
For the installation or relocation of each suspended heating, recessed wall heater or floor-mounted unit heater.	\$14.80
<u>Appliance Vents:</u>	
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit.	\$7.25
<u>Repairs or Additions:</u>	
For the repair or alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code.	\$13.70
<u>Boilers, Compressors and Absorption Systems:</u>	
For the installation and relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3kW).	\$14.70
For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW).	\$27.15
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (512.9 kW).	\$37.25
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW).	\$55.45
For the installation or relocation of each boiler or compressor over 50	\$92.65

horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW).

Air Handlers:

For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 Us), including ducts attached there to. Note: this fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code).	\$10.65
For each air-handling unit over 10,000 cfm (4719 Us).	\$18.10

Evaporative Coolers:

For each evaporative cooler other than the portable type.	\$10.65
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Ventilation and Exhaust:

For each ventilation fan connected to a single duct.	\$7.25
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit.	\$10.65
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood.	\$10.65

Incinerators:

For the installation or relocation of each domestic-type incinerator.	\$18.20
For the installation or relocation of each commercial or industrial-type incinerator.	\$14.50

Gas Piping:

Gas pipe (1-5 outlets)	\$10.65
Gas pipe (outlets over 5)	\$1.00 each

Miscellaneous:

For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table.	\$10.65
Gas water heater.	\$10.65

L. General Building Fees:

Building Code Change in Use or Occupancy fee:

Minimum 2 hour inspection charge (\$200.00) plus actual inspections at hourly rate (\$100.00 per hour).

Mobile Homes:

Mobile home permit	\$216.00
Temporary mobile home permit	\$263.00
Temporary mobile home for hardship	\$263.00
Non-insignia mobile home inspection	\$263.00

Re-Roof Permit Fees:

Single family residential	\$94.00
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Commercial and Multifamily	Based on building permit fee valuation table.
<u>Special Review of Oversized Buildings:</u>	\$138.00
<u>Condominium Conversion Review Fee:</u>	
Project fee	
1 to 30 units	\$667.00
31 to 99 units	\$1,665.00
100 or more units	\$3,332.00
Per unit fee	\$332.00
<u>Special Plan Review:</u>	\$100.00 per hour
<u>Pre-inspection Fees:</u>	
Fire or flood damage	\$311.00
Minimum housing or other code compliance	\$311.00
Relocation of structures	\$311.00
<u>Demolition Inspection Fee:</u>	\$94.00
<u>Billboard alteration or relocation site review:</u>	\$667.00
<u>Certification of Permit Completion:</u>	
Temporary occupancy certificate, per building or tenant space.	\$284.00
Final occupancy certification when more than one building permit, each additional building.	\$284.00
Final occupancy certification for individual condominiums or other portions of buildings, per unit.	\$128.00
Letter of completion for shell construction permits when more than one building permit, each additional building.	\$284.00
<u>Allowable Residential Discounts</u>	
Granted for the permit categories listed below based on the plan check amount calculated from the valuations.	
Registered plans and basic permits for single-family	25.00%
<u>Extension/Renewal Fee:</u>	
Extensions for final inspection only:	
Single-family residential	\$100.00
All other permits	\$100.00
All other extensions/renewals (including temporary reinstatement):	
Single-family residential / all other permits	\$100.00
Extension of temporary mobile home	\$131.00
Extension of temporary hardship mobile home	\$119.00
<u>Design Review Fees:</u>	\$100.00 per hour
<u>Other:</u>	

Inspections outside of normal hours	\$100.00 per hour
Re-inspection fees (Ordinance 00-0098)	\$100.00 per hour
Inspections for which no fee is specifically indicated	\$100.00 per hour
Additional plan review required by changes, additions or revisions to plans (minimum charge ½ hour).	\$100.00 per hour
For use of outside consultants for plan checking and inspections	Actual costs

M. Impact Fees:

<u>Transportation:</u>	<u>ITE Code</u>	
Single family residence	210	\$8,434.02 per unit
Multifamily	220	\$5,462.31 per unit
Per peak hour trip:		\$7,661.02 per trip
General light industrial	110	\$11.93 per sq. ft.
Manufacturing	140	\$9.01 per sq. ft.
Mini-warehousing	151	\$3.16 per sq. ft.
Condominium/townhouse	230	\$4,581.29 per unit
Mobile home park	240	\$4,926.81 per unit
Hotel	310	\$5,650.00 per unit
Motel	320	\$4,500.85 per unit
Marina	420	\$1,411.92 per berth
Golf course	430	\$2,298.31 per acre
Movie Theater	444	\$28.79 per sq. ft.
Racquet club	492	\$4.76 per sq. ft.
High School	530	\$4.61 per sq. ft.
Church	560	\$5.81 per sq. ft.
Hospital	610	\$14.10 per sq. ft.
Nursing home	620	\$1,466.32 per bed
General office building	710	\$18.15 per sq. ft.
Medical-dental building	720	\$42.74 per sq. ft.
Shopping center	820	\$9.30 per sq. ft.
Restaurant	932	\$49.66 per sq. ft.
Fast food restaurant without drive through	933	\$64.58 per sq. ft.
Fast food restaurant with drive through	934	\$83.91 per sq. ft.
Gas station	944	\$33,765.80 per pump
Gas station with convenience store	945	\$25,533.86 per pump
Supermarket	850	\$28.62 per sq. ft.
Convenience market	851	\$62.64 per sq. ft.
Drive-in bank	912	\$83.99 per sq. ft.
<u>Park:</u>		
Single family residence		\$2,537.00 per unit
Multifamily		\$1,658.82 per unit
Mobile home		\$788.25 per unit

N. Fire Department Review Fees:

Fire review fees will be assessed per the approved contract with the Northshore Fire District #16 for all single family, multifamily, and commercial projects.

O. Right-of-Way Permits and Fees

Limited Right of Way Permit

Type A permit may be issued for activities within the right-of-way which will alter the surface or subsurface of the right-of-way. Examples include:

- Open cut trenching
- Culvert installation
- Above ground pedestals or utility boxes
- Paving operations in right-of-way
- Driveways
- Sidewalks
- Landscaping
- Shoulder improvements
- Beautification (no fee)

Application fee (includes review and 1 hour inspection):

\$200.00

Inspection fee in excess of 1 hour

\$100.00 per hour

Type B permit may be issued for temporary use of the right-of-way (24 hours or less) for activities that will not alter the right-of-way surface or sub-surface. Examples include:

- Parade
- Block party
- Temporary parking
- Temporary storage of dumpster/storage container

Application fee (includes review and inspection):

\$75.00

Type C permit may be issued for temporary use of the right-of-way (more than 24 hours) which does not change the surface or subsurface. Also includes activities that require traffic plan and traffic plan review. Examples include:

- Street closures
- Commercial activities in the right-of-way
- Extended storage in right-of-way
- Right of way used as construction site for private development

Application fee (includes 1 hour inspection):

\$150.00

Inspection in excess of 1-hour

\$100.00 per hour

Use fee:

Fee = (use area) x \$20
per s.f. x days of
usage/365 or a
minimum of \$100
whichever is greater.

Access Right of Way Permit

Application fee (includes 1 hour review and 1 hour inspection)

\$200.00

Review fee in excess of 1 hour

\$100.00 per hour

Inspection fee in excess of 1 hour

\$100.00 per hour

Use fee:

- Open to the public
- Limited (not open to the public)

\$0.00

Fee = (use area) x
value* x 80% or a
minimum of \$100
whichever is greater.

*Value of adjacent land according to the County Assessor records

Encroachment Permit

Application fee (includes 1 hour review and 1 hour inspection)	\$200.00
Review in excess of 1 hour	\$100.00 per hour
Inspection in excess of 1 hour	\$100.00 per hour
Use fee:	Fee = (use area) x value* x 80% or a minimum of \$100 whichever is greater.
*Value of adjacent land according to the County Assessor	

Utility Franchise Fees:

Application fee	\$0.00
Review fee	\$100.00 per hour
Inspection fee:	\$100.00 per hour
Use fee:	\$0.00

State Route 522 Driveway Connection Permit Fee

Fee structure. The following nonrefundable fee structure is established for the processing, review and inspection of the connection permit application. A description of each category can be found in section 12.85.040 of the KMC. Due to the potential complexity of Category II and Category III connection proposals, and required mitigation measures that may involve construction on SR 522, the city may require a developer agreement in addition to the connection permit. The developer agreement may include, but is not limited to: plans; specifications; maintenance requirements; bonding requirements; inspection requirements; division of costs by the parties, where applicable; and provisions for payment by the applicant of actual costs incurred by the city in the review and administration of the applicant's proposal that exceed the required base fees in the following schedule:

Category I – Base fee for one connection:	
• Agricultural, forest, utility operation and maintenance	\$50.00
• Residential dwelling units (up to 10)- single connection	\$50.00 per dwelling
• Other, with 100 average weekday vehicle trip ends	\$500.00
• Fee per additional connection point	\$50.00
Category II – Base fee for one connection:	
• Less than 1,000 average weekday vehicle trip ends	\$1,000.00
• 1,000 to 1,500 average weekday vehicle trip ends	\$1,500.00
• Fee per additional connection point	\$250.00
Category III - Base fee for one connection:	
• 1,500 to 2,500 average weekday vehicle trip ends	\$2,500.00
• Over 2,500 average weekday vehicle trip ends	\$4,000.00
• Fee per additional connection point	\$1,000.00
Category IV – Base fee per connection:	
	\$100.00

Surety Bond. Prior to the beginning of construction of any connection, the city may require the permit holder to provide a surety bond as specified in WAC 468-34-020(3).

P. Special Events Permits

<u>Special Events Application Fee:</u>	\$100.00
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5. Animal Care and Control

A. Animal License and Registration Fees

<u>Pet License – Dog or Cat</u>	
Unaltered	\$60.00
Altered	\$30.00
<u>Juvenile Pet License – Dog or Cat</u>	\$15.00
<u>Discounted Pet License – Dog or Cat</u>	\$15.00
<u>Replacement Tag</u>	\$5.00
<u>Transfer Fee</u>	\$3.00
<u>Guard Dog Registration</u>	\$100.00
<u>Exotic Pet</u>	
New	\$500.00
Renewal	\$250.00
<u>Service Animal</u>	No Charge
<u>K-9 Police Dog</u>	No Charge
<u>Late Fees</u>	
Received 45-90 days following license expiration	\$15.00
Received 90-135 days following license expiration	\$20.00
Received more than 135 days following license expiration	\$30.00
Received more than 365 days following license expiration	\$30.00 plus license fee(s) for any year the pet was unlicensed

B. Animal Business and Activity Permit Fees

<u>Hobby Kennel and Hobby Cattery License</u>	\$50.00
<u>Private Animal Placement Permit</u>	No Charge

C. Civil Penalties

<u>General</u>	
No previous similar code violation within one year	\$50.00
One previous similar code violation within one year	\$100.00
Two or more similar code violation within one year	Double the rate of the previous penalty, up to a maximum of \$1000.00
<u>Vicious Animal or Animal Cruelty Violations</u>	
First violation within one year	\$500.00
Subsequent violations within one year	\$1000.00
<u>Dog Leash Law Violations</u>	
First violation within one year	\$25.00
Additional violations within one year	\$50.00
<u>Animal Abandonment</u>	\$500.00
<u>Unlicensed Cat or Dog</u>	
Altered cat or dog	\$125.00
Unaltered cat or dog	\$250.00

D. Service Fees

<u>Adoptions- per Animal, Including licensing and Spaying or Neutering of the Animal</u>	\$75.00-\$250.00 based upon adoptability
<u>Spay or Neutering Deposit – per Animal</u>	\$150.00

Impound or Redemption – Dogs, Cats, or Other Small Animals

First impound within one year	\$45.00
Second impound within one year	\$85.00
Third impound within one year	\$125.00

Impound or Redemption – Livestock, Small

\$45.00

Impound or Redemption – Livestock, Large

\$45.00 or actual cost of
sheltering, whichever is
greater

Kenneling at King County Animal Shelter – per 24 hours or portion thereof In-Field

Pick-up of an Owner's Deceased Unlicensed Pet or Pick-up of an Unlicensed Pet

Released Voluntarily to the Regional Animal Service Section

\$20.00

Owner-requested Euthanasia (Unlicensed Pets)

\$50.00

Optional Microchipping for Adopted Pets

\$25.00

5. Miscellaneous Fees

NSF (insufficient check) fee:

\$25.00

Reports, copies, maps, etc.

Accident reports, case reports	\$0.15 per page
Ordinances, resolutions of findings	\$0.15 per page
Copies or computer printouts	\$0.15 per page
Audio duplications	\$5.00 per tape / CD (other than budget documents).

Recording Documents fee:

Actual costs or \$100
minimum whichever
is greater

Note: any maps, plans, blueprints, as-built maps, or budget documents to be provided at cost. Other items not specifically listed will be charged at a rate that will reimburse the City's total cost of duplicating that item. Additionally, if any requested items are to be mailed, the cost of the envelope and postage shall be charged to the requestor.



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Review Ordinance No. 12-0348
Amending the 2011-2012 Biennial Budget

For Council Meeting Agenda of: November 19, 2012

Department: Finance and Administration

Prepared by: Joanne M. Gregory

Proposed Council Action/Motion:

Review Ordinance No. 12-0348 of the City of Kenmore, Washington, Amending Ordinance No. 10-0319 Adopting the 2011-2012 Biennial Budget on November 22, 2010, Amended by Ordinance No. 11-0331 Adopted by the City Council on November 28, 2011

Initial & Date
Approved by Department Head: [Signature] 11/19/12
Approved by City Attorney: [Signature] 11/19/12
Approved by Finance Director: [Signature] 11/19/12
Approved by City Manager: [Signature] 11/19/12

Exhibits/Attachments:

Memorandum dated November 7, 2012 with
Attachment A
Draft Budget Amendment Ordinance No. 12-0348

Expenditure Required
\$0

Amount Budgeted
\$41,198,917
All Funds Expenditures

Appropriation Required
\$1,500,833
Increase in All Funds Expenditures

INFORMATION/BACKGROUND:

On November 22, 2010, the City of Kenmore adopted the 2011-2012 biennial budget. The budget included revenue (\$33,682,086) and expenditure (\$37,128,077) estimates for both years which support the City Council priorities, departmental work programs, various municipal obligations, as well as Federal and State mandates. On November 28, 2011, the City Council adopted a mid biennial budget amendment as prescribed by State law which included adjustments resulting from proposed and Council authorized changes to the adopted budget. Prior to the close of 2012, which will be the end of the 2011-2012 biennial budget period, it is important to review all funds' budgets, consider actions taken by the City Council since the mid biennium review, and adjust fund budgets accordingly so as not to exceed approved fund appropriations. This is an opportunity for the City Council to review the recommendation and the Ordinance prior to adoption on November 26, 2012. If the City Council has no objection, the Ordinance will be on the November 26, 2012 consent agenda.

FISCAL CONSIDERATION:

No adjustments are recommended to the General Fund as expenditures are expected to be less than budget. In three other funds, the Swamp Creek Basin Fund, the Capital Projects Fund, and the Equipment Replacement Fund, the proposed expenditure adjustments represent an increase of \$1,500,833 to the 2011-2012 total amended biennial expenditure budget of \$41,198,917, bringing the amended expenditure budget, for all funds, to \$42,699,750. The adjustments are described in more detail on the attached memorandum.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

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

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The City of Kenmore

PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager

FROM: Joanne Gregory, Finance Director

DATE: November 7, 2012

RE: Recommended 2011-2012 Final Budget Amendments

On November 22, 2010, the City of Kenmore adopted the 2011-2012 biennial budget. The budget included revenue (\$33,682,086) and expenditure (\$37,128,077) estimates for both years which support the City Council priorities, departmental work programs, various municipal obligations, as well as Federal and State mandates. A mid biennial review of the biennial budget as prescribed by State law (RCW 35A.34.130), occurred on November 28, 2011 at which time a budget amendment ordinance was approved by the City Council.

The purpose of this recommended 2011-2012 budget amendment is to ensure that no budgeted funds exceed their appropriation limits. The management team has reviewed the budgets and recommends the adjustments outlined below. Only three funds require additional budget appropriations: Swamp Creek Basin Fund, Capital Projects Fund, and Equipment Replacement Fund. Expenditures in the General Fund are projected to be about \$500,000 under budget.

The recommended adjustments will be reviewed at the November 19 meeting. At that time discussion, questions, and direction can be provided prior to the public hearing and final adoption on November 26, 2012.

SWAMP CREEK BASIN FUND

The proposed adjustment to the Swamp Creek Basin Fund is as follows:

1. \$202,500 is projected to be expended for dredging in Swamp Creek in 2011 and 2012. These costs were paid out of the Surface Water Management Fund. The MOA (Memorandum of Agreement) with King County provided resources for permanent maintenance activities in Swamp Creek which total \$1,638,918. Per the agreement \$1,290,000 is a permanent maintenance fund and \$348,918 of earned interest is available for this purpose. It is recommended that the actual costs be paid from the Swamp Creek Basin Fund instead of the Surface Water Fund, therefore a budget amendment in this fund is proposed.

This expenditure adjustment decreases the projected ending fund balance by \$202,500 to \$1,595,760.

Note	Swamp Creek Basin Fund Expenditures:	2011-2012 Budget	Change: Increase or (Decrease)	One Time or Ongoing	Proposed 2011-2012 Budget
1.	Swamp Creek Dredging	\$0	\$202,500	One-time	\$202,500
	Ending Fund Balance	\$1,798,260	(\$202,500)		\$1,595,760

CAPITAL PROJECT FUND (Name will be changed to Kenmore Village Fund in 2013)
Proposed adjustments to the Capital Project Fund are as follows.

1. The City and RECP/UP Kenmore, LP, agreed to terminate the disposition and development agreement (DDA) for the Kenmore Village by the Lake Project, along with the associated ground lease for part of the property. On February 23, 2012, the City Council authorized the execution of three agreements including a settlement agreement, an agreement to terminate the May 24, 2010 development agreement and an agreement to terminate the ground lease. This resulted in a payment to RECP/UP Kenmore, LP of \$700,000.
2. As a result of the termination of the development agreement and the ground lease, the City again assumed direct operational responsibility for the leases, tenants, and facilities at Kenmore Village until retaining JSH Properties as property manager in September. Unbudgeted utilities, repairs, maintenance, and taxes are conservatively estimated to be \$180,000 for the biennium.
3. The City incurred expenses during the negotiation of the termination of the agreements with RECP/UP Kenmore, LP and in exploring new strategies to enhance and market Kenmore Village. These efforts have resulted in a purchase and sale agreement with Kenmore Camera, in the amount of \$1,250,000 for one of the parcels which is projected to close in January 2013. The expenses (approximately \$330,000) have been paid out of the General Fund and the recommendation is to reclassify the expenses to this fund, reimbursed from the proceeds of the purchase and sale agreement. Some of the expenses, such as the architectural costs, will be directly reimbursed to the City by Kenmore Camera when the agreement closes. Because the closing date of the property sale will be in a new fiscal period, a short term interfund loan from the General Fund is also proposed to compensate for the cash shortfall in this fund, projected to be (\$1,149,020). An ordinance approving the interfund loan will be presented for Council action.

Note	Capital Projects Fund Expenditures:	2011-2012 Budget	Change: Increase or (Decrease)	One Time or Ongoing	Proposed 2011-2012 Budget
1.	Payment to RECP/UP Kenmore, LP	\$0	\$700,000	One-time	\$700,000
2.	Kenmore Village operations and maintenance	\$0	\$180,000	One-time	\$180,000
3.	Kenmore Village development services	\$0	\$330,000	One-time	\$330,000
	Ending Fund Balance	\$60,980	(\$1,210,000)		(\$1,149,020)

EQUIPMENT REPLACEMENT FUND

Proposed adjustments to the Equipment Replacement Fund are as follows.

1. In February, 2012 the City Council approved the purchase of a street sweeper which cost \$204,564 with licensing fees. As stated at the time the City Council approved the purchase, the cost exceeds the original budget of \$116,667. See February 27, 2012 agenda bill Attachment A.

Note	Equipment Replacement Fund Expenditures:	2011-2012 Budget	Change: Increase or (Decrease)	One Time or Ongoing	Proposed 2011-2012 Budget
1.	Replacement Street Sweeper	\$116,667	\$88,333	One-time	\$205,000
	Ending Fund Balance	\$542,334	(\$88,333)		\$454,001

The proposed expenditure adjustments, for all funds, represent an increase of \$1,500,833 to the 2011-2012 amended biennial expenditure budget of \$41,198,917, bringing the total amended expenditure budget to \$42,699,750.

This represents the second amendment to the adopted 2011-2012 biennial budget.

Please let me know if there are questions that can be addressed prior to the November 19, 2012 City Council meeting.

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
Authorize the City Manager to purchase a Tymco Model 600 Regenerative Air Sweeper in the amount of \$203,971.13 under Contract No. 12-C979 Interlocal Agreement with HGAC for Cooperative Purchasing.			February 27, 2012
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Public Works	Jennifer Gordon	Jennifer Gordon	425-398-8900
COST OF PROPOSAL: Administrative Staff Time \$203,971.13		ACCOUNT NUMBER: 50.00.7110 \$116,667.00 41.00.7006 \$87,304.13	
AMOUNT BUDGETED: \$116,667.00		NAME AND FUND #: Equipment Replacement Fund 50 Surface Water Management Fund 41	
ATTACHMENT(S) TO AGENDA PACKET ITEM: HGACBuy Contract Pricing Worksheet			
SUMMARY STATEMENT: To increase the level of service and efficiencies, the City purchased its first street sweeper (2004 Tymco 600) in 2004. The work had been done previously by contract with King County. Aggressive street sweeping is an important part of routine maintenance. Street sweeping not only helps keep city streets clean, but also aids in keeping debris out of the surface water system. Leaves and woody debris can easily cover and clog the inlets to the surface water system. Keeping our surface water systems clean and functioning is important for complying with the Phase II NPDES permit. The 2004 Tymco 600 street sweeper was originally scheduled for replacement during the 2009-2010 biennium, but it was decided to not purchase the replacement until 2012. Street sweepers can last between 6 to 9 years before the cost of maintenance starts to increase rapidly. Staff has researched and has demoed several street sweepers, two of which are available for purchase through the Washington State General Administration Contracts, the Elgin and Allianz (no longer available on the contract). The current model of the Tymco 600 sweeper that is available through the HGACbuy cooperative purchasing contract, was also demoed. After much consideration staff recommends the purchase of a new Tymco 600 Regenerative Air Sweeper to best fit the needs of the City based on both equipment performance and cost. In general, the cost of street sweepers has greatly increased in eight years since the last street sweeper was purchased. The increase in price is due to many factors such as the increase in cost for steel, fuel, tires and chassis options, but the biggest cause of the inflation is a result of the new emission requirements for engines. The cost of the new street sweeper is \$203, 971.13. \$116,667.00 is available in the street sweeper replacement fund. It is unclear how the replacement fund was set up when the 2004 Tymco 600			

was purchased, but it is not enough to purchase the new street sweeper.

Staff would recommend to surplus and auction the 2004 Tymco street sweeper with the anticipation of receiving \$30,000 to \$40,000 in revenue that would go towards the purchase of the new street sweeper. The remaining funds (\$50,000 to \$60,000) would come out of the Surface Water Fund.

The street sweeper has been used in both the City of Kenmore and the City of Lake Forest Park. The City of Lake Forest Park is charged an hourly usage rate for the street sweeper (\$38.62 per hour); this brings in approximately \$15,000.00 in revenue annually. With the purchase of a new sweeper the City would increase the usage rate charged to the City of Lake Forest Park to \$59.00 per hour, increasing total annual revenue to approximately \$23,000 (the hourly usage rate for the sweeper is based on the current FEMA Schedule of Equipment Rates). The revenue generated goes directly back to the Surface Water Management Fund.

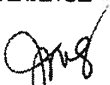
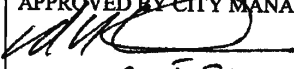
Staff will set up a new replacement program to adequately fund a future sweeper purchase.

CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION:

Effective and efficient services

RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION:

Authorize the City Manager to purchase a Tymco Model 600 Regenerative Air Sweeper in the amount of \$203,971.13 under Contract No. 12-C979 Interlocal Agreement with HGAC for Cooperative Purchasing.

REVIEWED BY FINANCE DIRECTOR: 	REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER:  G. F. Stouder
TODAY'S DATE: 2/1/2012	REVISION DATE(S):	FILE NAME & PATH (HYPERLINK): i:\city clerk\agenda items\public works\2012 council meetings\02.27.12\agenda bill street sweeper purchase.docm

HGACBuy		CONTRACT PRICING WORKSHEET		Contract No.:		SW04-10		Date Prepared:		12/8/2011	
For MOTOR VEHICLES Only This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.											
Buying Agency: City of Kenmore, WA Contact Person: Jennifer Gordon Phone: Fax: Email: jgordon@kenmorewa.gov				Contractor: TYMCO, Inc. (ISSUE P.O. TO TYMCO, Inc.- email below) Prepared By: Kaye Morgan Phone: 254-799-5546 Fax: 254-799-2722 Email: kaye.morgan@tymco.com							
Product Code: BH06		Description: TYMCO Model 600 Regenerative Air Sweeper									
A. Product Item Base Unit Price Per Contractor's H-GAC Contract:										\$ 87,200.00	
B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if											
Description				Cost		Description				Cost	
Abrasion Protection Package				\$ 1,175.00		Air Purge				\$ 205.00	
Broom Assist Pick-Up Head				\$ 4,350.00		Auxiliary Hand Hose w/Hydraulic Boom				\$ 4,080.00	
Gutter Broom Drop Downs - Left & Right				\$ 1,850.00		Gutter Broom Tilt Adjuster - Left & Right				\$ 1,530.00	
Hi/Low Pressure Wash Down System				\$ 1,125.00		Variable speed Gutter Brooms				\$ 775.00	
Hopper Drain				\$ 565.00		Pick-Up Head Curtain Lifter				\$ 1,605.00	
High Output Water				\$ 850.00		Arrow Stick - LED				\$ 975.00	
High Capacity Dust Separator standard on HGAC Contract						International 4300-M7 COMDEX				\$ 78,740.00	
						Subtotal From Additional Sheet(s):					
										Subtotal B: \$ 97,825.00	
C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.											
Description				Cost		Description				Cost	
Rear Camera/Monitor System				\$ 1,400.00		Auto Sweep Interrupt				\$ 1,500.00	
Amber Bar Light - Cab mounted				\$ 550.00		Auto Hose Reel				\$ 1,000.00	
(2) 12" Parabolic Mirrors				\$ 100.00		Dump Switch in Cab				\$ 200.00	
						Subtotal From Additional Sheet(s):					
										Subtotal C: \$ 4,750.00	
Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the; For this transaction the percentage is: 3%											
D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)										\$ 189,775.00	
Quantity Ordered: 1		X		Subtotal of A + B + C:		\$ 189,775.00		=		Subtotal D: \$ 189,775.00	
E. Trade-In / Other Allowances / Special Discounts / Freight / Installation											
Description				Cost		Description				Cost	
Freight/PDI/Inservice				Included							
Special Truck Discount				\$ (3,500.00)							
						Subtotal F: \$ (3,500.00)					
Delivery Date: 60-90 Days						G. Total Purchase Price (D+E-F):				\$ 186,275.00	

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 12-0348

DRAFT

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AMENDING ORDINANCE NUMBER 10-0319, ADOPTING THE 2011-2012 BIENNIAL BUDGET, AS AMENDED BY ORDINANCE NUMBER 11-0331 ADOPTED BY THE CITY COUNCIL ON NOVEMBER 28, 2011 TO ADJUST APPROPRIATIONS FOR THE SWAMP CREEK BASIN FUND, THE CAPITAL PROJECT FUND, AND THE EQUIPMENT REPLACEMENT FUND, PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

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

WHEREAS the amount of revenue and appropriations can only be estimated at the time of finalization of the budget and subsequent budget amendments; and

WHEREAS, the City Council finds it in the best interest of the City of Kenmore to adjust appropriations in the Swamp Creek Basin Fund, the Capital Projects Fund, and the Equipment Replacement Fund;

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

Section 1. Funds Appropriated. The 2011-2012 biennial budget, adopted by Ordinance No. 10-0319, for the period January 1, 2011 through December 31, 2012, and amended by Ordinance No. 11-0331 on November 28, 2011 is hereby amended by fund to reflect the adjustments to appropriations as follows:

FUND	2011-2012 Budgeted Revenues as Amended 11/28/2011	Change	Amended 2011-2012 Budgeted Revenues
General Fund	\$18,945,595	0	\$18,945,595
Street Fund	2,394,724	0	2,394,724
Arterial Street Fund	7,574,163	0	7,574,163
Public Art Fund	3,979	0	3,979
Park Impact Fee Fund	440,942	0	440,942
Transportation Impact Fee Fund	943,962	0	943,962
Swamp Creek Basin Fund	35,619	0	35,619
Municipal Capital Reserve Fund	2,038,341	0	2,038,341

Capital Projects Fund	508,079	0	508,079
Surface Water Management Fund	3,743,334	0	3,743,334
Strategic Reserve Fund	0	0	0
Equipment Replacement Fund	161,520	0	161,520
Total Budget	\$36,790,258	\$0	\$36,790,258

FUND	2011-2012 Budgeted Expenditures as Amended 11/28/2011	Change	Amended 2011-2012 Budgeted Expenditures
General Fund	\$18,914,946	0	\$18,914,946
Street Fund	3,160,790	0	3,160,790
Arterial Street Fund	8,420,240	0	8,420,240
Public Art Fund	1,000	0	1,000
Park Impact Fee Fund	700,000	0	700,000
Transportation Impact Fee Fund	1,221,255	0	1,221,255
Swamp Creek Basin Fund	0	202,500	202,500
Municipal Capital Reserve Fund	3,262,894	0	3,262,894
Capital Projects Fund	507,820	1,210,000	1,717,820
Surface Water Management Fund	4,866,475	0	4,866,475
Strategic Reserve Fund	0	0	0
Equipment Replacement Fund	143,497	88,333	231,830
Total Budget	\$41,198,917	\$1,500,833	\$42,699,750

The City Manager is hereby authorized and instructed to effectuate the necessary changes to the 2011-2012 biennial budget, adopted by Ordinance No. 10-0319, for the period January 1, 2011 through December 31, 2012, and amended by Ordinance No. 11-0331 on November 28, 2011, and make any necessary and appropriate line item entries and adjustments in order to reflect the amendments in this ordinance.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of the publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 26th DAY OF NOVEMBER, 2012.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

Approved as to form:

Rod Kaseguma, City Attorney



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Approve Interfund Loan

For Council Meeting Agenda of: November 19, 2012

Department: Finance and Administration

Prepared by: Joanne M. Gregory

Proposed Council Action/Motion:

Adopt Ordinance No. 12-0352 Approving an Interfund Loan from the General Fund to the Capital Projects Fund in the Amount of \$1,200,000 at .19 Percent Annual Interest

Approved by Department Head:

Approved by City Attorney:

Approved by Finance Director:

Approved by City Manager:

Initial & Date

AmB 11/19/12

Ja Review

AmB 11/19/12

JKR

Exhibits/Attachments:

Draft Ordinance No. 12-0352

Expenditure Required

Amount Budgeted

Appropriation Required

INFORMATION/BACKGROUND:

An interfund loan from the General Fund to the Capital Projects Fund, in the amount of \$1,200,000, is requested to cover a cash shortfall as of December 31, 2012 due to the following transactions:

1. The City and RECP/UP Kenmore, LP, agreed to terminate the disposition and development agreement (DDA) for the Kenmore Village by the Lake Project, along with the associated ground lease for part of the property. On February 23, 2012, the City Council authorized the execution of three agreements including a settlement agreement, an agreement to terminate the May 24, 2010 development agreement and an agreement to terminate the ground lease. This resulted in a payment to RECP/UP Kenmore, LP of \$700,000.
2. As a result of the termination of the development agreement and the ground lease, the City again assumed direct operational responsibility for the leases, tenants, and facilities at Kenmore Village until retaining JSH Properties as property manager in September. Unbudgeted utilities, repairs, maintenance, and taxes are conservatively estimated to be \$180,000 for the biennium.
3. The City incurred expenses during the negotiation of the termination of the agreements with RECP/UP Kenmore, LP and in exploring new strategies to enhance and market Kenmore Village. These efforts have resulted in a purchase and sale agreement, in the amount of \$1,250,000 for one of the parcels which is projected to close in January 2013. The expenses (approximately \$330,000) have been paid out of the General Fund and the recommendation is to reclassify the expenses to this fund, reimbursed from the proceeds of the purchase and sale agreement. Because the closing date will be in a new fiscal period, a short term interfund loan from the General Fund is also proposed to compensate for the cash shortfall in this fund, projected to total approximately \$1,149,020.

The State Budgeting and Accounting Requirements (BARS) specify that the Council must pass a resolution or ordinance approving the interfund loan. The City's practice has been to pass an ordinance, therefore a proposed ordinance is attached.

FISCAL CONSIDERATION:

Kenmore Municipal Code Section 3.60 provides authority for an interfund loan from one city fund to another city fund for periods not to exceed three month. The code also provides that interfund loans may be authorized without interest however the City practice (in compliance with BARS) has been to include interest at a rate that coincides with the State Government Investment Pool earnings rate. For November that rate is .19%. A loan of \$1,200,000 is recommended as a conservative projection of a cash shortfall of \$1,149,020.

It is anticipated that this interfund loan will be repaid in January with the closing of the purchase and sale agreement, in the amount of \$1,250,000, for the Kenmore Camera parcel in Kenmore Village. The ordinance provides for a repayment date of no later than March 31, 2013.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Kenmore Municipal Code Section 3.60.010 provides Interfund loan authority.

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CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 12-0352

DRAFT

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
PROVIDING FOR AN INTERFUND LOAN FROM THE GENERAL FUND
TO THE CAPITAL PROJECTS FUND IN THE AMOUNT OF \$1,200,000
AT .19% ANNUAL INTEREST; PROVIDING FOR SEVERABILITY;
AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the Capital Projects Fund as established in the 2011-2012 City of Kenmore biennial budget is temporarily in need of cash pending the sale of property in Kenmore Village; and

WHEREAS, the General Fund has excess cash sufficient to meet the needs of the Capital Projects Fund; and

WHEREAS, this loan is authorized by statute;

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

Section 1. Interfund Loan Authorization. There is hereby authorized a loan in the amount of \$1,200,000 from the General Fund to the Capital Projects Fund. The term of the loan shall be from the date that any loan funds are transferred through and including March 31, 2013. Interest shall accrue on the unpaid principal amount at the rate of .19 percent per annum. The principal amount, plus interest, shall be due and payable on March 31, 2013. There shall be no penalty for pre-payment of the loan.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 26th DAY OF NOVEMBER, 2012.

City of Kenmore

David Baker, Mayor

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

Approved as to form:

Rod P. Kaseguma

City Council Business Agenda Item
City of Kenmore, WA



The City of Kenmore

PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Mayor David Baker, Deputy Mayor Bob Hensel,
Councilmembers Milton Curtis, Glenn Rogers, Brent Smith, Laurie
Sperry, and Allan Van Ness

FROM: Joanne Gregory, Finance Director

DATE: November 8, 2012

RE: City of Kenmore 2013 Property Tax Levy and Previous Levy History

The 2013-2014 biennial budget was prepared and approved with the assumption that there would be no increase in the property tax levy for 2013 and 2014, other than increases that King County will add for new construction. A levy increase is limited to the lesser of inflation (defined by the implicit price deflator (IPD) or 1% per RCW 84.55.005 and WAC 458-19-005.

For tax year 2013, the IPD limit factor is 2.95%; therefore the limit on the property tax levy is 101% of the 2012 levy. The 2011 levy was \$4,172,184. Applying the 1% increase would result in a 2013 levy of \$4,213,906, an increase of \$41,722, before adding in the benefit of new construction. Only about \$18.5 million in new construction is expected to be added to the tax rolls in 2013, adding \$29,508 to the levy, the lowest in many years. A simple majority vote would be required to approve the ordinance increasing the levy by the allowable 1%.

In order to provide the context for future policy considerations on revenue alternatives to meet citywide needs and community expectations, it may be helpful to understand the current and cumulative effect of the State allowable 1% increase in the City property tax levy.

The 2003 and 2004 annual budgets included and approved a 1% increase in the property tax levy; however the City Council has not approved a levy increase since that time. This has resulted in approximately \$1,562,494 in revenues given up over this period of time:

<u>Year</u>	<u>Annual</u>	<u>Cumulative</u>
0% 2005:	\$34,651	\$34,651
0% 2006:	70,732	105,384
0% 2007:	108,140	213,525
0% 2008:	146,802	360,328
0% 2009:	187,039	547,367

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0% 2010:	213,275	760,642
0% 2011	238,540	999,183
0% 2012	265,688	1,264,872
0% 2013	297,622	1,562,494

The 1% increase in the property tax levy does not have a dramatic increase on the tax that a homeowner pays. In fact, the significant increases in city wide assessed valuation, prior to last three years, compared to the 1% increase in the levy, have had the effect of **reducing** the annual tax rate over time. The 2012 tax liability on a \$311,000 home in Kenmore, the 2012 median home value, was \$4,096. Only \$497 of this tax bill went to the City of Kenmore.

In 2002 the tax rate was set at \$1.85 and the rate declined annually to its 2009 lowest level of \$1.199. For the first time the rate **increased** in 2010 due to the 16% **decrease** in the assessed valuation of real property in the City. The current economic conditions and deflation in the housing market continued to devalue real property in the City by another 1.7% this year.

With no action taken to increase the tax levy, the tax rate will increase from \$1.59 to about \$1.63 per \$1,000 of assessed value; the City will lose \$41,722; and this will have a cumulative effect on future years. Increasing the tax levy by 1% would result in a tax rate of approximately \$1.65 and the City would gain the \$41,722 in additional tax revenue and increase the base for future years.

As the Council knows, basic city public works/infrastructure needs require continual maintenance and rebuilding. Expenditures for basic service levels continue to increase. Revenue opportunities are limited, and state and federal grants are also becoming more limited and more competitive. The City's ability to contribute to street maintenance, balance the general fund operational budget, and maintain healthy reserves is challenging. If the City had taken and directed a 1% increase to capital improvements or maintenance, an additional \$1,562,494 could have been accumulated over the past nine years.

Thank you. If you have any questions, please do not hesitate to contact me at JGregory@Kenmorewa.gov or the City Manager Rob Karlinsey at RKarlinsey@Kenmorewa.gov.

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 12-0349

DRAFT

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
RELATING TO THE 2013 REGULAR PROPERTY TAX LEVY;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Kenmore has considered its biennial budget for calendar years 2013-2014; and

WHEREAS, the City Council held public hearings on October 22, 2012 and November 26, 2012, to consider the City's current expense budget and revenue sources pursuant to RCW 84.55.120; and

WHEREAS, after a public hearing, and after duly considering all relevant evidence and testimony presented, the City Council determined that the City of Kenmore requires an estimated regular tax levy in the amount of \$4,201,692 which includes a zero (0%) increase in property tax revenue from the previous year except for amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest (the actual levy to be calculated by the King County Assessor's Office once the City's assessed value is certified by the Assessor);

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

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2013 levy in the amount of \$0, which is a percentage increase of 0% from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or

otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

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

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 26th DAY OF NOVEMBER, 2012.

City of Kenmore

David Baker, Mayor

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

Approved as to form:

Rod P. Kaseguma



VIIF. Review of 2013-2018 Capital Improvement Program (CIP) -
Joanne Gregory, Finance & Administration Director

Parks

There were fourteen parks projects, totaling \$5,260,000, proposed in the 2013-2018 Parks Capital Improvement Program. Inclusion of these projects, funding and schedule was based on the following principles and priorities.

Projects identified at the 6/25/12 Council meeting are included in the CIP. Projects that were started but not completed during the prior biennium (2011-2012) are identified as priorities to complete in 2013, which are the Tolt Trail Phase I project and the Northshore Summit Park Phase I project. Moving forward with a signature downtown public park/square is a priority related to the Kenmore Village action plan and stimulating downtown development with funding identified in 2013-2015. Updating the Park and Recreation Open Space (PROS) plan is a work program priority for 2013 to become eligible for State grant funding in 2014 through 2020. Funding for Moorlands Park ballfield improvements, Rhododendron Park waterfront improvements, and several projects at Log Boom Park is based on an assumption of partial grant funding and the construction phase is based on anticipated grant funding cycles. Update of the PROS plan will be a priority for the Parks Project Manager (new position) and therefore keeping the number of parks projects (seven identified) to a manageable number in 2013 was a consideration.

On October 29, 2012 the City Council directed that \$75,000 allocated for the City Hall Plaza Improvements (as amended from City Hall Plaza Water Feature) be moved out two years and \$40,000 be provided for a restroom at the Sammamish River Boat Launch. Real estate excise tax is the funding source. A revised Park Capital Improvement Program Schedule is Attachment A.

Transportation

There are ten transportation projects, which total \$26,789,200, proposed within the 2013-2018 CIP. The projects include the completion of the 181st/68th Avenue signal, the annual Sidewalk Program, 2013 Juanita Overlay, the Wayfinding/Banner project, City Gateways, addition of a right turn pocket at Inglemoor High, the 2013 Safety Improvements (completely grant funded), and the 68th Avenue queue jump (extension of right turn pocket) between the Sammamish Bridge and Highway 522, and the west segment of Highway 522 improvements.

Staff proposes an annual Sidewalk Program funding of \$100,000 a year which is less than the historic level. However, Staff believes there are sidewalk segments within the City that would be grant competitive. A more strategic and sustainable approach to the Sidewalk Program would be to leverage City resources for sidewalk grant match. See the attached grant memo (Attachment C). Also, there is a Council Goal to create a 20-30 year Sidewalk Plan. Staff is developing a list of sidewalk segments that meet the Comprehensive Plan criteria. This list will be presented at a later date and will be included as a component of the CIP Sidewalk Program.

Staff also proposes to streamline the west Highway 522 project into two discrete segments: 522 West A (61st to 65th Avenues NE including north and south legs of the signalized 61st/522 intersection and West B (61st Avenue NE west to the City limits, including the Burke Gilman Trail wall). The West A segment includes the 61st/522 signal improvements. The City has applied for a Transportation Improvement Board (TIB) grant for the West A segment and is utilizing the \$1,100,000 appropriation from the legislature as match funds within the TIB application (Attachment C). The City will learn late in 2012 if the TIB application is successful. As mentioned, surface water funds are to be utilized within the West 522 project to pay for surface water components. The City could not have pulled a TIB application together that was within the guidance given by TIB staff if it were not for the inclusion of surface water funds.

As of November 9, 2012 no modifications to the Transportation CIP have been proposed. Following City Council review and discussion of the Transportation CIP on November 13, 2012 an updated CIP Summary will be provided to the City Council on November 19, 2012.

Surface Water

There are twelve projects, totaling \$2,389,350, proposed within the 2013-2018 Surface Water component of the CIP. The bulk of the projects were identified in the Surface Water Management Plan which was adopted in 2008

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and is scheduled to be updated in 2013. There are no planned or proposed Swamp Creek property acquisitions. There are several culvert replacement projects identified as well as stabilization projects. A shift in funding strategy from the current CIP is the utilization of surface water fund resources to pay for surface water components of sidewalk projects and Highway 522 improvements. Not only is this allowable, but it is necessary to help these projects move forward given that Real Estate Excise Tax (REET) funds continue to come in lower than in the past.

As of November 9, 2012 no modifications to the Surface Water CIP have been proposed. Following City Council review and discussion of the Surface Water CIP on November 13, 2012 an updated CIP Summary will be provided to the City Council on November 19, 2012.

FISCAL CONSIDERATION:

The City's goal is to adopt a fiscally balanced Capital Improvement Program that can be used by staff to prioritize and pursue projects. The CIP balances City resources including Park and Transportation Impact Fees, Real Estate Excise Tax, General Fund revenues, Surface Water Utility fees, and grant funds. While a project may show need in future years for grant funds to complete, the project and budget is considered "balanced" and provides a tool to pursue outside funding. The CIP should be considered a programming document with the City of Kenmore adopted budget being the document that actually appropriates funds for project expenditures.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

The proposed Capital Improvement Program is consistent with Council Goals, specifically:

- Seek funds to move forward on SR 522 project.
- Implement a parks improvement and financial plan
- Establish a 20 - to 30 year Sidewalk Plan
- Move the City Council's interconnectivity vision forward toward implementation (parks, trails, open space, institutions, and shuttle bus)

**CITY OF KENMORE, WASHINGTON
PARK CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2013-2018**

Attachment A

yellow indicates modifications

Project Description	2013 Proposed	2014 Proposed	2015 Proposed	2016 Proposed	2017 Proposed	2018 Proposed	2013-2018 Totals
P 1 Twin Springs(Portal 44)	\$0	\$0	\$45,000	\$360,000	\$0	\$0	\$405,000
P 2 Tolt Pipeline Trail Phase One	120,000	0	0	0	0	0	120,000
P 6 Moorlands Park Ballfield Improvements	20,000		300,000	0	0	0	320,000
P 9 Northshore Summit Design Phase One	190,000	0	0	0	0	0	190,000
P 10 Park Land Acquisition	30,000	0	0	800,000	0	0	830,000
P 11 Log Boom Park Pedestrian Bridge Replacement	0	40,000	150,000		0	0	190,000
P 13 Skate Park	0	20,000	250,000	0	0	0	270,000
P 17 Tolt Pipeline Trail Phase Two	0	0	30,000	190,000	0	0	220,000
P 18 Rhododendron Park Waterfront	0	0	20,000	200,000	0	0	220,000
P 19 Log Boom Park Waterfront	0	0	30,000	75,000	75,000	1,000,000	1,180,000
P 20 18804 73rd Ave NE Improvements (Abagobez)	10,000		40,000	0	0	0	50,000
P 21 Kenmore Village Public Square	50,000	100,000	800,000	0	0	0	950,000
P 22 City Hall Plaza Improvements	0	0	75,000	0	0	0	75,000
P 23 Squires Landing Trail	0	0	0	0	40,000	200,000	240,000
P 24 Sammamish River Boat Launch Restroom	40,000	0	0	0	0	0	40,000
Total Project Costs	\$460,000	\$160,000	\$1,740,000	\$1,625,000	\$115,000	\$1,200,000	\$5,300,000
Funding:							
Park Impact Fees	\$230,000	\$0	\$85,000	\$1,322,345	\$0	\$0	\$1,637,345
Real Estate Excise Tax	60,000	60,000	350,000	175,000	115,000	200,000	960,000
Kenmore Village Sale Proceeds	50,000	100,000	800,000	0	0	0	950,000
Grants	0	0	475,000	100,000	0	1,000,000	1,575,000
King County Levy	120,000	0	30,000	27,655	0	0	177,655
Total Project Funding	\$460,000	\$160,000	\$1,740,000	\$1,625,000	\$115,000	\$1,200,000	\$5,300,000



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**CITY OF KENMORE
WASHINGTON
ORDINANCE NO.12-0351**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
ADOPTING A BIENNIAL BUDGET FOR THE PERIOD JANUARY
1, 2013 THROUGH DECEMBER 31, 2014; ESTABLISHING
APPROPRIATIONS OF FUNDS FOR THE 2013-2014 BIENNIUM;
ADOPTING A SIX YEAR CAPITAL IMPROVEMENT PROGRAM,
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, a Capital Improvement Program was submitted to the City Council and the City Clerk on September 17, 2012; and

WHEREAS, a Preliminary 2013-2014 Biennial Budget was submitted to the City Council and the City Clerk on September 24, 2012; and

WHEREAS, the City Council scheduled and held Public Hearings on the Preliminary 2013-2014 Biennial Budget and the Capital Improvement Program on October 22, 2012 and November 26, 2012;

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

Section 1. Funds Appropriated. The Budget for January 1, 2013 through December 31, 2014 is appropriated by fund as follows:

FUND	2013-2014 Revenue Budget
General Fund	\$19,241,694
Street Fund	\$3,850,173
Public Art Fund	\$600
Park Impact Fee Fund	\$346,567
Transportation Impact Fee Fund	\$876,670
Swamp Creek Basin Fund	\$16,000
Strategic Reserve Fund	\$0
Strategic Opportunities Fund	\$2,525,062
Real Estate Excise Tax Fund	\$1,147,317
Kenmore Village Fund	\$352,340
Park Capital Fund	\$698,534
Transportation Capital Fund	\$11,387,950
Surface Water Management Fund	\$3,499,176
Surface Water Capital Fund	\$1,902,250
Equipment Replacement Fund	\$155,142
Total Budget	\$45,999,475

2013-2014 Budget Ordinance

FUND	2013-2014 Expenditure Budget
General Fund	\$21,714,108
Street Fund	\$3,840,126
Public Art Fund	\$1,000
Park Impact Fee Fund	\$230,000
Transportation Impact Fee Fund	\$792,500
Swamp Creek Basin Fund	\$160,000
Strategic Reserve Fund	\$0
Strategic Opportunities Fund	\$0
Real Estate Excise Tax Fund	\$2,192,250
Kenmore Village Fund	\$339,200
Park Capital Fund	\$655,000
Transportation Capital Fund	\$10,900,750
Surface Water Management Fund	\$4,477,876
Surface Water Capital Fund	\$1,902,250
Equipment Replacement Fund	\$276,250
Total Budget	\$47,481,310

Section 2. Capital Improvement Program. The Capital Improvement Program as contained in the 2013-2014 Preliminary Budget amends and replaces the six year Capital Improvement Program adopted June 27, 2011.

Section 3. Wage Adjustment. The 2013-2014 Biennial Budget includes a annual 2% market wage adjustment for city employees, effective January 1, 2013.

Section 4. Transmittal. A complete copy of the budget as adopted, together with a copy of this adopting Ordinance, shall be transmitted by the City Clerk to the Division of Municipal corporations of the Office of the State Auditor and to the Association of Washington Cities.

Section 5. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 6. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 26th DAY OF NOVEMBER 2012.

CITY OF KENMORE

Mayor David Baker

2013-2014 Budget Ordinance

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

Approved as to form:

Rod P. Kaseguma, City Attorney