

City of Kenmore

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

City of Kenmore
City Council Special Meeting Agenda
6:00 p.m., Monday, June 9, 2014
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

City of Kenmore
City Council Regular Meeting Agenda
7:00 p.m., Monday, June 9, 2014
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

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

- I. 6:00 p.m. - CALL SPECIAL MEETING TO ORDER**
- II. EXECUTIVE SESSION**
Pursuant to RCW 42.30.110(1)(i), Potential Litigation
- III. ADJOURN SPECIAL MEETING**
- IV. 7:00 p.m. - CALL REGULAR MEETING TO ORDER**
- V. SWEARING IN CEREMONY - STACEY DENUSKI - COUNCIL POSITION NO. 7**
- VI. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION**
- VII. ROLL CALL**
- VIII. FLAG SALUTE**
- IX. AGENDA APPROVAL**
- X. PROCLAMATION**
 - A. Proclamation Honoring Inglemoor High School DECA
[Proclamation](#)

XI. CITIZEN COMMENTS

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

XII. CONSENT AGENDA

- A. Adopt Minutes for the April 28, 2014; May 12, 2014; and May 19, 2014 City Council Meetings
[DRAFT 04 28 2014 Minutes](#)
[DRAFT 05 12 2014 Minutes](#)
[DRAFT 05 19 2014 Minutes](#)
- B. Approve Check Nos. 29975 - 30071 in the Amount of \$779,449.99 and Payroll Check No. 211342 in the Amount of \$658.73 and Electronically Transferred Payroll Funds Totaling \$71,532.81 for the Period Ending May 23, 2014
[Checks for Approval](#)
- C. Receive and File April 2014 Financial Report for the City of Kenmore, Washington
[Agenda Bill & Attachment](#)
- D. Approve Amendment No. 3 to Contract No. 11-C971 with Frause Full Spectrum Communications
[Agenda Bill & Attachments](#)
- E. Adopt Resolution No. 14-240, Approving Trust Fund Awards for A Regional Coalition of Housing (ARCH) Projects
[Agenda Bill & Attachments](#)
- F. Adopt Resolution No. 14-241, Granting Final Plat Approval for Northlake Landing
[Agenda Bill & Attachments](#)

XIII. BUSINESS AGENDA

- A. Priority-Based Budgeting Presentation and Exercise - Joanne Gregory, Finance & Administration Director, with Chris Fabian, Co-Founder, Center for Priority-Based Budgeting
[Agenda Bill](#)
[PBB Exercise 1 of 2](#)
[PBB Exercise 2 Of 2](#)

XIV. STAFF REPORT

XV. COUNCILMEMBER REPORTS & COMMENTS

XVI. COUNCILMEMBER INITIATIVES

XVII. ADJOURNMENT

Upcoming Meetings:

Tues., June 10, 2014 Planning Commission Regular Meeting 7:00 p.m.

Mon., June 16, 2014 City Council Regular & Special Joint Planning Comm. Mtg. 7:00 p.m.

Tues., June 17, 2014 Planning Commission Regular Meeting 7:00 p.m.

Mon., June 23, 2014 City Council Regular Meeting 7:00 p.m.

City of Kenmore Proclamation

WHEREAS, DECA, which stands for “An Association of Marketing Students,” is an international organization with over 210,000 high school student members, and the mission of DECA is to connect classroom learning and activities to the world of work; and

WHEREAS, According to Dennis Rockwood, Inglemoor High School ‘s IB Business & Management-Marketing/DECA Advisor, DECA competition is as engaging for students as any sport in high school; and

WHEREAS, over 16,000 of the best marketing, business, and DECA students from around the world gathered in May 2014 in Atlanta, Georgia to compete in the 68th International Career Development Conference; and

WHEREAS, to be invited to Atlanta, students had to win competitions at the regional and state levels; and

WHEREAS, Inglemoor High School DECA participated in the competition, with 77 students in 30 of the 45 DECA marketing and business events; and

WHEREAS, of those 77 students, 42 were recognized as finalists in their event and 35 were recognized as earning top-ten honors or better in their event; and

WHEREAS, despite heavy competition, Inglemoor led the competition with five first-place wins, four second-place wins, and four third-place wins; and

WHEREAS, Inglemoor High School DECA earned first place overall at the International competition,

NOW, THEREFORE, BE IT RESOLVED that the Kenmore City Council does hereby congratulate and honor the Inglemoor High School DECA students and their advisor for developing their individual and team marketing and business skills and their ability to apply those skills to real world situations and win this international event.

IN WITNESS WHEREOF, signed this 9th day of June, 2014.

Signed: _____
David Baker, Mayor

Attested: _____
Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Special & Regular Meeting
Minutes
April 28, 2014**

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

REVIEW OF PEDESTRIAN & BICYCLE SAFETY AD HOC COMMITTEE APPLICATIONS – Council review and discussion.

ADJOURNMENT – Mayor Baker adjourned the special meeting at 7:00 p.m.

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

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

Councilmembers on leave of absence: Deputy Mayor Glenn Rogers

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance & Administration Director; Kris Overleese, Engineering & Environmental Services Director; Debbie Bent, Community Development Director; Lauri Anderson, Senior Planner; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

It was Council consensus to approve the agenda as submitted.

PROCLAMATION

Records and Information Management Month, April 2014 – Mayor Baker read the proclamation into the record.

CITIZEN COMMENTS

Stephanie Simpson Krambrink, 6108 NE 188th Place, Kenmore, was present to read a citizen statement into the record in support of the “Target Zero” resolution and to thank the Council for their efforts on pedestrian and bicycle safety.

Karissa Webster, 15325 75th Avenue NE, Kenmore, was present to state her concerns about the proposed placement of the Rectangular Rapid Flashing Beacons and that the City is not considering putting in any new crosswalks at this time. She submitted a Cascade Bicycle Club petition to support “Target Zero” in Kenmore.

Mayor Baker thanked the citizens for their comments.

CONSENT AGENDA

Councilmember Van Ness moved to Adopt the Minutes for the March 24, 2014 and April 7, 2014 City Council Meetings; Approve Check Nos. 29749 - 29813 in the Amount of \$300,468.57, Payroll Check Nos. 211215 and 211216 Totaling \$1,133.98, and Electronically Transferred Payroll Funds Totaling \$64,525.97 for the Period Ending April 11, 2014; and Cancel the City Council Regular (Holiday Schedule) Meeting for Tuesday, May 27, 2014. Mayor Baker seconded the motion. The motion passed unanimously.

PUBLIC HEARING

Public Hearing to Receive Public Testimony on Ordinance No. 14-380, Extending the Moratorium on Marijuana Businesses Under Washington State Initiative No. 502 - Debbie Bent, Community Development Director, and Lauri Anderson, Senior Planner, were present to provide a brief background of the moratorium and the current status of applications for marijuana retail outlets in Kenmore. Senior Planner Anderson reported that the State did not take action to integrate the medical and recreational marijuana regulations. She stated that the moratorium is requested to give the City time to conduct research and analysis in order to develop the appropriate framework for permitting and licensing marijuana businesses within the City. They were also available to answer any questions.

Mayor Baker opened the public hearing to receive public testimony on this issue at 7:16 p.m.

The following citizens spoke:

Alan Zelt, 16011 67th Lane NE, Kenmore, was present to state his concern that the City will go against the wishes of the citizens. He stated that a survey showed that 62% of Kenmore citizens would like to allow marijuana to be sold in the City.

Joshua Shade, 15102 62nd Place, Lake Stevens, was present to request that the City not adopt the ordinance to extend the moratorium on marijuana businesses. He submitted a handout regarding potential marijuana businesses in Kenmore.

Ken Van Gerpen, 18522 62nd Avenue NE, Kenmore, was present to testify as a citizen who benefits from medical marijuana and does not want to have to go to a regular marijuana business to obtain his marijuana.

As there was no further testimony, Mayor Baker closed the public hearing at 7:23 p.m.

- **Adopt Ordinance No. 14-0380 to Extend the Moratorium on Marijuana Businesses Through November 7, 2014** - Debbie Bent, Community Development Director, and Lauri Anderson, Senior Planner, were available to answer any further questions.

Councilmember Curtis moved to Adopt Ordinance No. 14-0380 to Extend the Moratorium on Marijuana Businesses Through November 7, 2014. Councilmember Van Ness seconded the motion. The motion passed 5-1, with Councilmember Herbig voting no.

Public Hearing to Receive Public Testimony on Ordinance No. 14-381, Extending the Interim Zoning Regulation Prohibiting Marijuana Businesses in the R-1, R-4 and R-6 Single-Family Residential Zoning Districts - Debbie Bent, Community Development Director, and Lauri Anderson, Senior Planner, were present to provide a brief background of the moratorium. Senior

Planner Anderson stated that State regulations require a 1,000-foot separation from certain locations; however, they do not address single-family residential neighborhoods. The moratorium extension is requested to give staff time to research and prepare such regulations. They were available to answer any questions.

Mayor Baker opened the public hearing to receive public testimony on this issue at 7:29 p.m.

The following citizen spoke:

Joshua Shade, 15102 62nd Place, Lake Stevens, was present to ask the Council if they were prepared to be sued by a potential marijuana business.

As there was no further testimony, Mayor Baker closed the public hearing at 7:30 p.m.

- **Adopt Ordinance No. 14-0381 to Extend the Interim Zoning Regulation Prohibiting Marijuana Businesses in the R-1, R-4 and R-6 Single-Family Residential Zoning Districts** - Debbie Bent, Community Development Director, and Lauri Anderson, Senior Planner, were available to answer any further questions.

Councilmember Sperry moved to Adopt Ordinance No. 14-381, Extending the Interim Zoning Regulation Prohibiting Marijuana Businesses in the R-1, R-4 and R-6 Single-Family Residential Zoning Districts. Mayor Baker seconded the motion. The motion passed 6-0.

BUSINESS AGENDA

Discussion and Direction on the Regulation of Marijuana Businesses and Medical Marijuana Collective Gardens in the City of Kenmore – Debbie Bent, Community Development Director, and Lauri Anderson, Senior Planner, were present to provide a brief report. Senior Planner Anderson listed the possible alternatives that the City has for both recreational marijuana and medical marijuana collective gardens and the pros and cons of each. She stated that the Liquor Control Board is hoping to issue the first licenses in July of this year. They were also available to answer any questions.

Councilmember Curtis moved to have staff prepare an ordinance banning all medical marijuana collective gardens in the City of Kenmore. Councilmember Sperry seconded the motion. The motion failed 1-5, with Councilmember Curtis voting yes.

Adopt Resolution No. 14-235, Setting a “Target Zero” Goal for Pedestrian and Bicycle Deaths Within the City – Rob Karlinsey, City Manager, was present to give a brief report. He stated that the intent of the “Target Zero” goal is to achieve zero pedestrian and bicycle fatalities and serious injuries within our community. He stated that it sends a message to the community that we are all responsible for ourselves and for each other, and that the City takes seriously its role of positively influencing the safety of its roads for all users. He was also available to answer any questions.

Councilmember Herbig moved to Adopt Resolution No. 14-235, Setting a “Target Zero” Goal for Pedestrian and Bicycle Deaths Within the City. Councilmember Curtis seconded the motion. The motion passed 6-0.

Kenmore Business Incubator Report and Discussion for 2015-2016 Budget Development – Nancy Ousley, Assistant City Manager, and Barry Weisband, Business Incubator Consultant, were present to provide a PowerPoint presentation. Assistant City Manager Ousley provided some

statistics about business incubators in response to Council questions from their discussion at the February 10, 2014 Council meeting. She noted some of the highlights of the first quarter of 2014, including presentations to “angel” investors and a joint grant proposal with Bastyr University to the Jones Foundation. She listed some options for the development of the 2015-2016 budget for Council to consider. Mr. Weisband stated that they are continuing to work on identifying additional grant funding sources. They were also available to answer any questions.

Adopt Resolution No. 14-236 Authorizing a Grant Funding Application to the Washington State Recreation & Conservation Office (RCO), Wildlife & Recreation Program (WWRP), for a Potential Property Acquisition for the Squires Landing Park Expansion Project – Rob Karlinsey, City Manager, was present to give a brief report. He was also available to answer any questions. He stated that the City is in negotiations for a potential park property right now, and this grant would help to pay for that property, in addition to City park impact fees. He noted that we would use park impact fees to pay for the property even if we don’t get the grant funding.

Councilmember Van Ness moved to Adopt Resolution No. 14-236 Authorizing a Grant Funding Application to the Washington State Recreation & Conservation Office (RCO), Wildlife & Recreation Program (WWRP), for a Potential Property Acquisition for the Squires Landing Park Expansion Project. Councilmember Sperry seconded the motion. The motion passed 6-0.

STAFF REPORT

City Manager Karlinsey announced several upcoming City activities. He stated that the City just received word that Main Street Property Group, LLC is looking at groundbreaking for the Spencer68 development on May 20th.

CITY COUNCILMEMBER REPORTS & COMMENTS

Mayor Baker stated that he will be gone next week lobbying, pursuing recreational funding, and laying the groundwork for dredging.

CITY COUNCILMEMBER INITIATIVES

Discussion of City Council Vacancy Policy and Procedures – Council discussion.

ADJOURNMENT

Mayor Baker adjourned the regular meeting at 9:37 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Regular Meeting
Minutes
May 12, 2014**

CALL TO ORDER – The regular meeting of the Kenmore City Council was called to order by Mayor David Baker at 7:00 p.m.

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

Councilmember on leave of absence: Deputy Mayor Glenn Rogers

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance & Administration Director; Debbie Bent, Community Development Director; Bryan Hampson, Development Services Director; Seyed Safavian, Engineering Construction Manager; Greg Lum, Building & Code Compliance Inspector; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

It was Council consensus to amend the agenda by adding Business Item VIII. I., Kenmore Air Appeal Withdrawal Agreement, and moving Business Items VIII. H. and VIII. I. up to whenever Representative Gerry Pollet arrived.

It was Council consensus to approve the agenda as amended.

The presentation, which would have been next on the agenda, was delayed by technical problems.

CITIZEN COMMENTS

Jason T. Morgan, 600 University Street, Suite 360, Seattle, was present, representing Cemex, to state that they are opposed to the Interlocal Agreement with Puget Sound Clean Air Agency.

Berit McAllister, 5830 NE Arrowhead Drive, Kenmore, was present to state that she is so proud of Kenmore and the fact that we have water activities for everyone here, and to express her support for Resolution No. 14-239, Approving the Waterfront Park Property Purchase and Sale Agreement.

Duncan Cox, President of the Kenmore Canoe and Crew Club, 8801 NE 150th Street, Kenmore, was present to state his support for Resolution No. 14-239, Approving the Waterfront Park Property Purchase and Sale Agreement.

Ken Smith, 15816 70th Avenue NE, Kenmore, was present to state his support of the City's decision to move forward with priority-based budgeting. He also commented on a number of other things.

Elizabeth Mooney, 5934 NE 201st Street, Kenmore, was present to state her support for the Interlocal Agreement with Puget Sound Clean Air Agency and to state her concerns about dredging.

Janet M. Hayes, 6303 NE 181st Street, #301, Kenmore, was present to state her support for adding more sediment testing along the shoreline, and for the Interlocal Agreement with Puget Sound Clean Air Agency, and to state her concerns about the Cemex fumes.

Mayor Baker thanked the citizens for their comments.

After Citizen Comments, Mayor Baker moved up Business Items VIII. H. and VIII. I. due to the presence of Representative Gerry Pollet.

BUSINESS AGENDA, Items H. & I.

Approve Amendment to the City of Kenmore Legislative Agenda for the 2013-2015

Legislative Biennia – Rob Karlinsey, City Manager, was present to give a brief report in which he stated that this amendment is for proposed approval of funding in the Department of Ecology budget for additional sediment testing in the shoreline area. This is part of the agreement with the appellants to withdraw their appeal regarding the proposed Kenmore Air hangar facility, Business Item VIII.I. He was also available to answer any questions.

Councilmember Herbig moved to Approve the Amendment to the City of Kenmore Legislative Agenda for the 2013-2015 Legislative Biennia. Councilmember Curtis seconded the motion. The motion passed 6-0.

Kenmore Air Appeal Withdrawal Agreement – Rob Karlinsey, City Manager, was present to give a brief staff report in which he stated that the hearing examiner has said that Council must approve this agreement in order to move forward with withdrawal of the appeal regarding the Kenmore Air hangar. He noted that the handwritten changes on the agreement were made by him, as the first signer, and that all other signers saw these changes before signing. He and Nancy Ousley, Assistant City Manager, were available to answer any questions. Representative Gerry Pollet was present to comment in support of the agreement.

Councilmember Van Ness moved to Approve the Kenmore Air Appeal Withdrawal Agreement. Councilmember Sperry seconded the motion. The motion passed 6-0.

PRESENTATION

Highlights of Slough Race Event – A. Gaul Culley was present to provide a PowerPoint presentation. She gave a recap of the history of the Sammanish Slough races and reviewed the event kickoff and the opening ceremonies. She stated that approximately 1500 spectators attended the event, and the event received national attention in spite of having a very rainy and windy day. She thanked the people who made the event happen and the many community sponsors. She was also available to answer any questions.

CONSENT AGENDA

Councilmember Sperry moved to approve the consent agenda as submitted. Councilmember Van Ness seconded the motion to Adopt the Minutes for the April 14 and April 21, 2014 City Council Meetings; Approve Check Nos. 29814 - 29903 in the Amount of \$401,354.45 and Payroll Check No. 211257 in the Amount of \$442.94 and Electronically Transferred Payroll Funds Totaling \$65,834.09 for the Period Ending April 25, 2014; Authorize a Community Development Block Grant (CDBG) Funding Application to Partially Fund Sidewalk Improvements on the South Side of NE 181st Street between 68th Avenue NE and 73rd Avenue NE; and Adopt Resolution No. 14-234, Final Plat Approval for East Creek Village Plat. The motion passed unanimously.

BUSINESS AGENDA, Items A. through G.

Approve Contract No. 14-C1261, Interlocal Agreement with Puget Sound Clean Air Agency (PSCAA) for Cooperative Odor Complaint Investigations – Bryan Hampson, Development Services Director; Greg Lum, Building & Code Compliance Inspector; and Mario Petrosa, Inspection Supervisor for PSCAA, were present to give a brief report. Director Hampson noted that, while Kenmore is not mandated to handle complaints and the City has limited resources, Greg Lum could take original statements for complaints regarding odors from the Cemex plant. He stated that Mr. Lum's time would be limited by his other duties. Mr. Petrosa stated that PSCAA has other agreements such as this one. They view it as another tool in helping with enforcement, as odor issues are difficult because they are time sensitive. He detailed their four-level system for odor complaints. They were also available to answer any questions.

Councilmember Smith moved to Approve the current language of Contract No. 14-C1261, Interlocal Agreement with Puget Sound Clean Air Agency (PSCAA) for Cooperative Odor Complaint Investigations, subject to the insertion of an indemnification and defense provision that is agreeable to the City Manager and the City Attorney; and if unable to come up with such a provision, the agreement would be brought back to the City Council. Councilmember Herbig seconded the motion. The motion passed 6-0.

Adopt Resolution No. 14-237, Reconfirming Surplus Property and Authorizing City Manager to Execute Documents to Close Sale of the Former Park & Ride Property – Bryan Hampson, Development Services Director, and Jackson Bennett, Attorney with Inslee, Best, Doezie & Ryder, were present to give a brief report. Director Hampson reviewed the resolution and the process going forward. They were also available to answer any questions.

Councilmember Curtis moved to Adopt Resolution No. 14-237, Reconfirming Surplus Property and Authorizing the City Manager to Execute Documents to Close the Sale of the Former Park & Ride Property. Mayor Baker seconded the motion. The motion passed 6-0.

Award Citywide Safety Construction Contract No. 14-C1269 – Seyed Safavian, Engineering Construction Manager, was present to give a brief report. He pointed out that the agenda bill contains a typographic error; the bid opening should have been listed as 2014, not 2012. He reviewed the project descriptions, budget and expenditures, coordination of the project with overlays, and the project schedule. He was also available to answer any questions.

Councilmember Van Ness moved to Award Citywide Safety Construction Contract No. 14-C1269. Mayor Baker seconded the motion. The motion passed 6-0.

March 2014 Financial Report Presentation – Joanne Gregory, Finance & Administration Director, was present to give a brief report. She stated that year-to-date revenues are exceeding year-to-date expenditures. Property taxes, the City’s major revenue source, are due in July. She noted that she will have some franchise activity to report in June. She stated that State and local economies seem to be maintaining steady improvement. She was also available to answer any questions.

Councilmember Curtis moved to receive and file the March 2014 Financial Report. Mayor Baker seconded the motion. The motion passed unanimously.

Adopt Ordinance No. 14-0382, Amending 2013-2014 Biennial Budget - Joanne Gregory, Finance & Administration Director, was present to give a brief report. She noted that this is the third amendment to the 2013-2014 Biennial Budget. She reviewed the proposed adjustments in revenue and expenditure and the reasons for those adjustments. She was also available to answer any questions.

Councilmember Van Ness moved to Adopt Ordinance No. 14-0382, Amending the 2013-2014 Biennial Budget. Mayor Baker seconded the motion. The motion passed 6-0.

Adopt Resolution No. 14-239, Approving Waterfront Park Property Purchase & Sale Agreement, Contract No. 14-C1276 – Rob Karlinsey, City Manager, was present to give a brief report. He stated that this property has been in Charles Twedt’s family for many decades. Mr. Twedt and his wife are now willing to sell the property. The purchase of this property fits with Council goals to advance the City’s connection to the waterfront. He gave a PowerPoint presentation detailing the property, its location, and the reasons for recommending this purchase. He was also available to answer any questions.

Councilmember Sperry moved to Adopt Resolution No. 14-239, Approving the Waterfront Park Property Purchase & Sale Agreement, Contract No. 14-C1276. Councilmember Curtis seconded the motion. The motion passed 6-0.

Adopt Resolution No. 14-238, Council Vacancy and Leave of Absence Policy & Procedure – Council discussion. Note: This item was broken up towards the end by “Staff Report” and “Councilmember Reports & Comments” while waiting for Attorney Rod Kaseguma to draft some new language for the policy.

Councilmember Curtis moved to Adopt Resolution No. 14-238, Council Vacancy and Leave of Absence Policy & Procedure with Attorney Kaseguma’s revisions. The policy document incorporating those revisions will be brought back to an upcoming meeting as a “receive and file” item. Mayor Baker seconded the motion. The motion passed 5-1, with Councilmember Herbig voting no.

STAFF REPORT

City Manager Karlinsey stated that the Wellness Assessment scheduled for this Wednesday at City Hall still has three open slots. He announced the upcoming Northshore Summit Park dedication, the Employment Resource & Education Fair, and the Council Mid-Year Retreat.

CITY COUNCILMEMBER REPORTS & COMMENTS

Councilmember Smith stated that he would like the City Council to do a proclamation for the Inglemoor DECA Award at the June 9th meeting. He stated that the waterfront fair was really great and that he was impressed with the number of people who came and their enthusiasm.

Councilmember Sperry stated that she found a marijuana ordinance from another city that she will share.

Mayor Baker reported on a meeting with a group of citizens at Bastyr over the weekend. He stated that County Executive Constantine appointed him to a strategic stakeholder group with the Ferry District. The Colman Dock is being upgraded, and the Ferry District is building two new boats that will come online in 2015. They received approval from the State to transfer the authority and functions of the Ferry District to King County, and the City of Kenmore may have the opportunity to get a passenger ferry to the University District. He stated that he and other cities have been asked to sign a letter against building a new waste transfer station in Redmond, which he will sign unless there are objections.

ADJOURNMENT

Mayor Baker adjourned the regular meeting at 10:27 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Special & Regular Meeting
Minutes
May 19, 2014**

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

EXECUTIVE SESSION

Mayor Baker recessed the special meeting to an executive session at 6:00 p.m. to discuss Potential Litigation, pursuant to RCW 42.30.110(1)(i), and Property Disposition, pursuant to RCW 42.30.110(1)(c). He stated that the executive session will last for approximately one hour and that no action is anticipated when the meeting is reconvened.

ADJOURNMENT – Mayor Baker adjourned the special meeting at 7:00 p.m.

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

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

Councilmember on leave of absence: Deputy Mayor Glenn Rogers

Staff present: Rob Karlinsey, City Manager; Kris Overleese, Engineering & Environmental Services Director; Debbie Bent, Community Development Director; Jennifer Gordon, Public Works Operations Manager; Brett Lee, Management Intern; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

It was Council consensus to approve the agenda as submitted.

PROCLAMATION

Proclaiming June 2014 Art Awareness Month in Kenmore – Mayor Baker read the proclamation into the record. Julien Loh, District Director of Congresswoman Suzan DelBene's Bothell office, was present to thank the City for recognizing the two Inglemoor High School students, Sonny Hong and Zhanpei Fang, for their awards from the 35th Congressional Art Competition, "An Artistic Discovery." He stated that it is the people who really make a community and that these students have contributed to the community. Mayor Baker asked him to thank Congresswoman DelBene for everything she has done for our community. The students and their teacher will receive framed copies of the proclamation.

CITIZEN COMMENTS

Ben Shoop, 5533 NE 195th Street, Kenmore, was present to thank the City for the extra patrol presence on our streets and crosswalks.

Mayor Baker thanked him for his comments.

CONSENT AGENDA

Councilmember Sperry moved to approve the consent agenda as submitted. Mayor Baker seconded the motion to Adopt the Minutes for the May 5, 2014 City Council Special Meeting; Approve Check Nos. 29904 - 29974 in the Amount of \$257,711.20 and Payroll Check No. 211299 in the Amount of \$1,256.28 and Electronically Transferred Payroll Funds Totaling \$66,894.29 for the Period Ending May 9, 2014; Approve Interlocal Agreement, Contract No. 14-C1277, with Washington State Patrol for Weight Limit Enforcement of the West Sammamish River Bridge; Approve Amendment No. 1 to Contract No. 12-C1082 with Perteet for Traffic Engineering, Transportation, and Parks On-Call Services; and Receive and File the final City Council Vacancy & Leave of Absence Policy, Attachment to Resolution No. 14-238. The motion passed unanimously.

BUSINESS AGENDA

Adopt Ordinance No. 14-0383 Amending the 2013-2018 Capital Improvement Program (CIP) to Allocate Funding for the West Sammamish River Bridge Project – Kris Overleese, Engineering & Environmental Services Director, was present to give a brief report. She stated that this ordinance takes the same numbers that have been approved for the West Sammamish River Bridge Project and plugs them into the CIP. She was also available to answer any questions.

STAFF REPORT

Pedestrian & Bicycle Safety Update – Rob Karlinsey, City Manager; Kris Overleese, Engineering & Environmental Services Director; and Jennifer Gordon, Public Works Operations Manager, were present to give a brief report. City Manager Karlinsey stated that they want to update the Council at least monthly on the City's progress on the pedestrian and bicycle safety next steps and longer term steps. He stated that the first project will be the rechannelization and restriping of 61st Avenue NE. He and Director Overleese detailed other planned projects and goal dates. Karlinsey noted that an internal staff team is working hard on a communications and outreach program for pedestrian and bicycle safety, and the City is implementing it. They were also available to answer any questions.

City Manager Karlinsey stated that the Log Boom Park pier is getting a new float, approximately 42' long by 10' wide, installed as of today. The last piece is the removal of the creosote pilings, which is a Fish & Wildlife mitigation requirement that will probably happen in July.

CITY COUNCILMEMBER REPORTS & COMMENTS

Councilmember Sperry reported on last weekend's Employment Education & Resource Fair.

Councilmembers Curtis, Smith, Herbig and Van Ness commented on the Northshore Summit Park dedication and opening ceremonies.

Mayor Baker stated that there is hope for some type of ferry service to and from Kenmore.

COUNCILMEMBER INITIATIVES

Mayor Baker noted that the Council now has procedures in place to appoint a temporary person to fill Councilmember Rogers' leave of absence vacancy. He stated that Councilmember Rogers has specifically requested that the City fill the vacancy.

Councilmember Curtis moved that Council find a temporary person to fill the vacancy, using the processes as outlined in the new policy. Councilmember Herbig seconded the motion. The motion passed 5-1, with Councilmember Smith voting no.

Councilmember Curtis moved to make the length of the process two weeks from the publication of the vacancy. Mayor Baker seconded the motion. The motion passed 5-1, with Councilmember Smith voting no.

EXECUTIVE SESSION

Mayor Baker recessed the regular meeting to an executive session at 8:00 p.m. to discuss Potential Litigation, pursuant to RCW 42.30.110(1)(i), and Property Disposition, pursuant to RCW 42.30.110(1)(c). He stated that the executive session will last for approximately 15 minutes and that no action is anticipated when the meeting is reconvened.

Mayor Baker extended the Executive Session for 30 minutes at 8:30 p.m.; for an additional 15 minutes at 9:00 p.m.; and for an additional 15 minutes at 9:15 p.m.

ADJOURNMENT

Mayor Baker adjourned the regular meeting at 9:30 p.m.

David Baker, Mayor

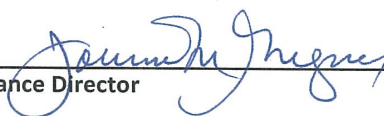
ATTEST:

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 29975-30071 which total \$779,449.99, and payroll check #211342 in the amount of \$658.73 and electronically transferred payroll funds totalling \$71,532.81, are just, due and unpaid obligations against the City of Kenmore/King County/Washington, and that I am authorized to authenticate and certify to said claims.


 City Manager 5/23/14
 Date


 Finance Director 5/23/14
 Date

Check #	Vendor Name	Description	Check Amount
29975	CHICAGO TITLE	Escrow Pymt - Contract 14-C1276	10,000.00
29976	NATIONWIDE FINANCIAL 401a	Social Security Replacement Plan	10,324.12
29977	NATIONWIDE RETIREMENT SOLUTIONS 457	Deferred Comp Payroll Deduction	285.00
29978	ICMA RETIREMENT TRUST 457 - 304745	Deferred Comp Payroll Deduction	2,892.81
29979	DRS 457	Deferred Comp Payroll Deduction	875.00
29980	AFLAC	Private Medical/ Disability Plans	512.27
29981	CITY OF KENMORE FS	Flexible Spending Medical Plans	232.15
29982	BANK OF AMERICA 941	Payroll Taxes	15,984.67
29983	WA GUARANTEED EDUCATION TUITION	WA Pre-Tax Education Plan	50.00
29984	DEPARTMENT OF RETIREMENT SYSTEMS	WA State Retirement	13,395.28
29985	NATIONAL LIFE OF VERMONT	Life Insurance	234.89
29986	AMERICAN GENERAL	Life Insurance	435.06
29987	STATE OF FLORIDA DISBURSEMENT UNIT	Payroll Deduction	275.00
29988	AWC EMPLOYEE BENEFITS	Employee Health Insurance	39,164.46
29989	AMERICAN PLANNING ASSOCIATION	7/1/14-6/30/15 Membership Renewal	450.00
29990	BAKER, DAVID	5/14-5/21 Mileage Reimbursement	132.16
29991	CASCADE PEST CONTROL	May Rhododendron Park Pest Control	142.35
29992	CENTER FOR HUMAN SERVICES	1st Qtr 2014 13-C1118 & 13-C1119	6,250.00
29993	CITY OF BELLEVUE	1st Qtr 2014 Human Svcs Pooled Program	13,763.00
29994	CITY OF BELLEVUE	MBP Surcharge Qtr 1 2014	1,430.19
29995	COASTWIDE LABORATORIES	Maintenance & Parks Supplies	1,446.89
29996	CONSOLIDATED PRESS	Newsletter	3,096.07
29997	FIRST AMERICAN TITLE	SR522 West A 6270 NE Bothell Way	163.00
29998	FRUHLING SAND & TOPSOIL	Brush Disposal from Juanita Dr Overlay	240.00
29999	GRAY & OSBORNE, INC	Trib. 0057 Mar/Apr Professional Svcs	3,638.86
30000	HOME DEPOT CREDIT SERVICES	PW Tools & Equipment	151.69
30001	INSLEE, BEST, DOEZIE & RYDER, P.S.	March Legal Services	25,314.00
30002	KING COUNTY FINANCE	1/1-3/31 2% Liquor Profits	941.34
30003	KING COUNTY FINANCE	Apr. Road Svcs -Signs/Traffic/Ped/Signals	40,070.43

30004	SOUND PUBLISHING, INC.	April Advertising	1,247.75
30005	LIGHTHOUSE CONSULTING INC	April Software Subscriptions/ IT Services	3,327.54
30006	MR. T'S TROPHIES	Council Chambers Name Plate	34.44
30007	NORTHSHORE FIRE DEPT	Annual Fire Permit	200.00
30008	NORTHSHORE SENIOR CENTER	Qtr 1 2014 Human Svcs Program	5,500.00
30009	NORTHSHORE SENIOR CENTER	Qtr 1 2014 Transportation	1,650.00
30010	NORTHSHORE UTILITY DIST	April Vehicle Fuel/Maint. & Utility Bills	3,821.68
30011	NORTHSHORE UTILITY DIST	SR522 West A Release of Easement	160,000.00
30012	NORTHSHORE YOUTH & FAMILY SERVICES	1st Qtr 2014 Human Svcs 13-C1128	6,250.00
30013	OFFICE DEPOT	Office Supplies	246.51
30014	PEOPLES STORAGE	June Storage Unit Rent - C304	184.00
30015	PUGET SOUND ENERGY	4/15-5/14 Street/Traffic Lights/Electricity	9,379.23
30016	CEMEX	Asphalt	76.65
30017	SEATTLE TIMES	Legal Notices 5/2/14	864.57
30018	TOTAL LANDSCAPE CORP	May Parks & City Hall Landscaping	5,002.61
30019	WA STATE DEPT OF TRANSPORTATION	April Traffic Signal Maintenance	288.44
30020	COLUMBIA RIDGE LANDFILL	Dump Fees	720.21
30021	WONDERLAND DEVELOPMENT	Qtr 1 2014 Human Svcs 13-C1129	2,250.00
30022	PART WORKS INC	Logboom Park Restroom Repair Parts	106.99
30023	ARTS OF KENMORE	Contribution to Kenmore Art Exhibit	100.00
30024	MAIL FINANCE	6/14-7/13 Postage Machine Lease	250.76
30025	HARRIS, LESLIE	Council Photo Framing	102.35
30026	KONICA MINOLTA BUSINESS SOLUTIONS	Apr Business Incubator Copier	209.32
30027	AA PARTY RENTALS	Tables for Volunteer Event	190.53
30028	HDR	SR 522 West A 13-C1214 2/23-3/29	104,785.18
30029	BANNER BANK NO	Mtg. Expense/ Cab Fare	17.20
30030	OUSLEY, NANCY	3/21-4/18 Expense Reimbursement	287.52
30031	QUALITY BUSINESS SYSTEMS	1st Floor Xerox Machine Copy Charges	84.62
30032	BANNER BANK JG	Computers/ Monitor/ Airfare	2,582.39
30033	TOPIA TECHNOLOGY/ BIS	May Web Hosting	200.00
30034	BANNER BANK KENMORE	Meals & Business Open House Expense	334.91
30035	GREGORY, JOANNE	Mileage/ Meal Expense Reimbursement	358.11
30036	A+ CONFERENCING	5/12/14 Conference Call	5.02
30037	BANNER BANK JGORDON	Supplies/ Equipment/ Dues	771.52
30038	EVERGREEN SAFETY COUNCIL	Membership	199.00
30039	KENMORE ELEMENTARY PTA	Qtr 1 2014 13-C1125 Human Svcs	2,000.00
30040	ZUMAR	Pedestrian Flags/ Reflective Tape	1,604.72
30041	HERO HOUSE	Qtr 1 2014 13-C1120 Human Svcs	350.00
30042	COMCAST	5/14-6/13 City Hall Internet/Phone	130.80
30043	SARAH ROBERTS	April 2014 Prosecution Service	10,302.00
30044	FIRE PROTECTION, INC	Fire Alarm/ Sprinkler Inspection	2,343.32
30045	PHSI PURE WATER FINANCE	Qtrly Billing Filtered Water Service	301.89
30046	PAWS	April Animal Sheltering Services	330.00
30047	WASHINGTON STATE DEPT OF REVENUE	Business Registration Expense	1.56
30048	INDEPENDENT STATIONERS	Office/Breakroom Supplies	269.56
30049	SNOHOMISH COUNTY SHERIFF'S OFFICE	April Inmate Medical Billing	4,766.83
30050	BANNER BANK BH	TV for Development Svcs Project Tracking	686.95
30051	MILLER STEPHENS, MARY	April Snohomish Cty Public Defense Svc	1,250.00
30052	ADVANCE TESTING & SERVICE INC	Annual Backflow Assembly Testing	540.00

30053	PERTEET INC.	1/27-3/30 12-C1082 Engineering Services	69,730.68
30054	BANNER BANK VAN NESS	AWC Conference Registration	375.00
30055	BANNER BANK BAKER	Lodging/ Transportation/ Meals	856.16
30056	BANNER BANK ROGERS	Registration Baker/Herbig/Council	810.00
30057	GREATER BOTHELL CHAMBER OF COMMERCE	Open House Display Tables	150.00
30058	JOYCE ZIKER PARKINSON	April Svc/ Kenmore Vill & Lk WA Sediment	5,470.00
30059	WEISBAND, BARRY	April Business Incubator Consulting	3,000.00
30060	UTILITIES UNDERGROUND LOCATION CTR	April Utility Locates	159.96
30061	BUENA VISTA SERVICES, INC.	April Business Incubator Janitorial	495.00
30062	OSBORN CONSULTING INC.	Feb/Mar 2014 On Call Svcs 12-C1081	43,934.31
30063	NORTHWEST LANDSCAPE SERVICES	May SR 522 ROW Landscaping Service	1,199.81
30064	BETHANY BIBLE CHURCH	SR522 W. A ROW Parcel 80-83	35,850.00
30065	NORTHWEST VENTURES, LLC	SR522 W. A Proj Parcel 89 & 104-106	9,500.00
30066	WANG, YU SHENG & HUI KUAN	SR522 W. A ROW Parcel #91	8,850.00
30067	MARINE FLOATS CORPORATION	Logboom Park Ramp and Float	68,748.76
30068	BANNER BANK CS	Meals/ Supplies	123.84
30069	SHRED-IT	Shredding Service 4/30/14	55.69
30070	INTEGRA TELECOM	5/8-6/7/14 City Hall Phone Service	795.62
30071	VERIZON WIRELESS	4/27-5/26 Cell Phones/I-Pads	947.79
211342	BRETT LEE	Payroll Check	658.73
5/16/2014	PAYROLL	Direct Deposit	71,532.81
			<u>\$ 851,641.53</u>

2014	PRIOR VENDOR ACTIVITY	TOTAL	FOR 2014
	6270 BOTHELL WAY LLC		10,000.00
	A+ CONFERENCING		46.40
	ACADEMI TRAINING CENTER, LLC		800.00
	ACF WEST INC		113.88
	ACTION ENTERTAINMENT		395.00
	AFLAC		2,049.08
	ALCALDE & FAY		20,540.26
	ALPHAGRAPHICS US718		162.47
	AMERICAN GENERAL		1,740.24
	AMERICAN PLANNING ASSOCIATION		1,540.00
	AMERICAN PUBLIC WORKS ASSOCIATION		780.00
	ANDERSON, LAURI		142.38
	ARTS OF KENMORE		100.00
	ASSOCIATION OF WA CITIES		16,706.62
	AURORA RENTS		794.63
	AV CAPTURE ALL, INC.		2,176.87
	AWC EMPLOYEE BENEFITS		156,091.03
	BAKER, DAVID		1,292.04
	BANK OF AMERICA 941		110,695.02
	BANNER BANK BAKER		6,277.52
	BANNER BANK BH		786.80
	BANNER BANK CS		1,845.27
	BANNER BANK DB		972.95
	BANNER BANK JG		1,401.49
	BANNER BANK JGORDON		6,561.93
	BANNER BANK KENMORE		9,977.14
	BANNER BANK LD		1,831.71
	BANNER BANK NO		3,877.60
	BANNER BANK PS		1,238.13
	BANNER BANK ROGERS		1,726.68
	BANNER BANK VAN NESS		3,591.71
	BASTYR UNIVERSITY		50,200.00
	BAYE ENTERPRISES, INC.		833.30
	BINW		1,138.63
	BIOBAG AMERICAS INC.		710.83
	BRIEN, GAYLYNN		200.00
	BUENA VISTA SERVICES, INC.		1,485.00
	BUILDERS EXCHANGE OF WASHINGTON INC		45.70
	BULGER SAFE & LOCK, INC.		356.48
	CALPORTLAND COMPANY		167.72
	CAMPOS APPRAISALS, INC.		3,200.00
	CANTEEN REFRESHMENT SERVICES		1,624.00
	CASCADE PEST CONTROL		996.45
	CEMEX		1,040.57
	CHARLENE COLLINS FREEMAN		50.00
	CITY OF BELLEVUE		35,012.01
	CITY OF KENMORE		988,899.41

CITY OF KENMORE FS	1,857.20
CITY OF LAKE FOREST PARK	284,921.67
CITY OF SHORELINE	974.15
CITYWORKS/ AZTECA SYSTEMS INC.	9,995.00
CLARITY SIGNS	394.20
CLK CONSTRUCTION LLC	3,171.48
COASTAL WEAR PRODUCTS INC	1,356.71
COASTWIDE LABORATORIES	1,117.75
CODE PUBLISHING COMPANY	350.00
COLUMBIA BANK	9,863.82
COLUMBIA RIDGE LANDFILL	1,376.53
COMCAST	1,215.78
COMPUCOM	1,164.14
CONSOLIDATED PRESS	718.77
CONTOUR FENCE CO. INC.	2,318.12
CPS CONSTRUCTION LLC	4,000.00
CROWN PRODUCTS LLC	811.32
CULLEY, AMBERLY	4,000.00
CUNNINGHAM, ED	250.00
CURTIS, DR. MILTON	67.76
DAILY JOURNAL OF COMMERCE	1,608.40
DAY WIRELESS SYSTEMS	229.32
DEPARTMENT OF ECOLOGY	5,790.74
DEPARTMENT OF LABOR AND INDUSTRIES	9,026.34
DEPARTMENT OF RETIREMENT SYSTEMS	98,658.23
DEVELOPMENTAL RESOURCES, INC.	350.00
DIGITAL REPROGRAPHICS SERVICES INC.	192.05
DRS 457	7,000.00
DURRANT, JEFF	167.75
EMERGENCY SERVICE COORDINATING AGCY	48,964.00
EVERGREEN PRINT SOLUTIONS	741.14
FASTSIGNS	105.12
FERGUSON ENTERPRISES INC #1539	2,125.51
FIRE PROTECTION, INC	2,934.86
FIRST AMERICAN TITLE	2,541.15
FRAUSE	7,218.75
FRONTIER	3,911.61
FRUHLING SAND & TOPSOIL	591.45
GEOENGINEERS INC	8,017.75
GLOCK PROFESSIONAL, INC	390.00
GOODSELL POWER EQUIPMENT #2 INC.	26.21
GORDON THOMAS HONEYWELL	14,732.31
GOVERNMENT FINANCE OFFICERS ASSOC	190.00
GOVERNMENTAL ACCT STANDARDS BOARD	225.00
GRAINGER	103.00
GRAY & OSBORNE, INC	1,414.44
GREATER BOTHELL CHAMBER OF COMMERCE	25.00
HARRIS COMPUTER SYSTEMS	7,105.83
HARRIS, LESLIE	2,657.25

HDR	80,319.63
HERBIG, NIGEL	149.79
HESTON VISUAL ARTS	700.80
HIGHWIRE	5,439.96
HOFFMAN, GAYLE	1,500.00
HOME DEPOT CREDIT SERVICES	53.55
HOPELINK	11,437.50
HOUGH BECK & BAIRD INC	8,321.25
HWA GEOSCIENCES INC.	900.00
ICMA RETIREMENT TRUST 457 - 304745	23,142.48
INDEPENDENT STATIONERS	410.41
INGLEMOOR HIGH SCHOOL MUSIC BOOSTER	100.00
INNOVAC	12,686.18
INSLEE, BEST, DOEZIE & RYDER, P.S.	43,398.05
INTEGRA TELECOM	3,145.32
iWORQ SYSTEMS	1,000.00
JACOBS ENGINEERING GROUP	64,921.99
JET CITY PRINTING	505.89
JOHN E. REID & ASSOCIATES	420.00
JOYCE ZIKER PARKINSON	9,187.50
KARLINSEY, ROB	612.50
KCDA PURCHASING COOP	95,358.31
KENMORE COMMERCIAL LLC	13,124.00
KENMORE ELEMENTARY PTA	2,000.00
KING COUNTY ANIMAL SVCS	1,820.00
KING COUNTY FINANCE	211,329.16
KING COUNTY FINANCE W.L.R.D.	2,182.00
KING COUNTY MUNICIPAL CLERKS ASSOC	25.00
KING COUNTY OFFICE OF FINANCE	1,852.42
KING COUNTY RADIO COMM SERVICES	271.95
KING COUNTY RECORDER'S OFFICE	549.00
KING COUNTY SHERIFF	13,967.70
KING COUNTY TREASURY	33,246.11
KING CTY EASTSIDE TRANSP PARTNERSH	200.00
KONICA MINOLTA BUSINESS SOLUTIONS	630.41
KUSTOM SIGNALS, INC.	9,260.26
LANGUAGE LINE SERVICES, INC.	182.22
LIGHTHOUSE CONSULTING INC	14,971.06
MACDONALD MILLER FACILITY SOLUTIONS	896.02
MAIL FINANCE	1,253.80
MILLER STEPHENS, MARY	3,750.00
MINZGHOR, NICHOLAS	343.75
MR. T'S TROPHIES	288.42
MULVIHILL, MARJORIE	250.00
NATIONAL LIFE OF VERMONT	939.56
NATIONWIDE FINANCIAL 401a	79,472.25
NATIONWIDE RETIREMENT SOLUTIONS 457	2,140.00
NEW PIG	3,440.64
NORTH COAST ELECTRIC	1,154.78

NORTHSHORE FIRE DEPT	1,320.00
NORTHSHORE PARK & REC SERVICE AREA	1,360.00
NORTHSHORE PAVING INC	6,099.11
NORTHSHORE ROTARY CLUB	202.00
NORTHSHORE SENIOR CENTER	3,300.00
NORTHSHORE UTILITY DIST	12,488.31
NORTHWEST LANDSCAPE SERVICES	4,799.24
OFFICE DEPOT	3,030.72
OLYMPIC ENVIRONMENTAL RESOURCES INC	5,995.89
OLYMPUS PURSUITS/ SHAWN JOHNSON	600.00
OSBORN CONSULTING INC.	37,539.22
OUSLEY, NANCY	283.66
OVERLEESE, KRISTEN	103.86
PACIFIC TOPSOILS	4,393.16
PART WORKS INC	703.74
PASSPORT TRAVEL AND TOURS	540.00
PAWS	2,145.00
PENDLETON, MICHAEL	3,253.14
PEOPLES STORAGE	736.00
PERTEET INC.	27,310.38
PETTY CASH CUSTODIAN	435.07
PHAM, NY THI	500.00
PHSI PURE WATER FINANCE	503.13
PUGET SOUND CLEAN AIR AGENCY	11,500.00
PUGET SOUND ENERGY	59,373.02
PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PURE WATER TECHNOLOGY OF PUGET SOUND	224.26
QUALITY BUSINESS SYSTEMS	1,945.62
RAZZ CONSTRUCTION	23,077.53
REPUBLIC SERVICES	3,401.02
ROAD CONSTRUCTION NW, INC.	206,153.81
ROD STEVENS	950.00
ROGERS, GLENN	64.96
RONGERUDE, JOHN	300.00
SAMYN, DR. JEFFREY	250.00
SARAH ROBERTS	30,906.00
SCHUMACHER, JAMIE	2,710.25
SCHWARZWALTER, MARK	180.00
SEATTLE TIMES	5,181.39
SEES TREES AND EXCAVATION INC	700.80
SESAC	343.00
SHARAM FAMILY	3,484.30
SHELTON, CINDY	34.72
SHRED-IT	204.19
SMITH, BRENT	68.32
SNOHOMISH COUNTY	3,764.00
SNOHOMISH COUNTY SHERIFF'S OFFICE	4,994.48
SNOHOMISH COUNTY TREASURER/ SHERIFF	44,513.99
SOUND CITIES ASSOC	11,850.97

SOUND LAW CENTER	3,573.50
SOUND PUBLISHING, INC.	1,099.82
SPERRY, LAURIE	63.84
ST OF WA DEPT OF FISH & WILDLIFE	22,620.50
STATE OF FLORIDA DISBURSEMENT UNIT	2,200.00
STATE OF WA DEPT. OF LICENSING	30.00
STEWART MACNICHOLS HARMELL, INC.	11,000.00
SUSSMAN/PREJZA & CO, INC	1,450.75
TELESYSTEMS WEST	1,042.99
THE KIPLINGER LETTER	99.00
TIMEMARK INCORPORATED	111.58
TITAN OUTDOOR, LLC	1,505.95
TOPIA TECHNOLOGY/ BIS	800.00
TOTAL LANDSCAPE CORP	20,930.24
TOWNE CENTRE HARDWARE	879.54
TRAILER BOSS	2,933.81
TRANE U.S. INC.	6,156.62
TRINITY CONTRACTORS, INC.	141,225.28
UNITED RENTALS NW, INC	1,232.03
UNITED STATES POSTMASTER	1,665.71
UNITED WAY OF KING COUNTY	2,052.00
UNIVERSAL FIELD SERVICES	12,087.52
UPS STORE	312.74
URBAN LAND INSTITUTE	215.00
US POSTAL SERVICE (HASLER)	5,118.83
UTILITIES UNDERGROUND LOCATION CTR	326.37
VAN NESS, ALLAN	695.80
VERIZON WIRELESS	3,739.10
VERTICAL VISUAL SOLUTIONS INC.	6,030.71
WA ASSOC OF BUILDING OFFICIALS	600.00
WA ASSOC OF PUBLIC RECORDS OFFICERS	140.00
WA CITIES INSURANCE AUTHORITY	186,543.00
WA FINANCE OFFICERS ASSOCIATION	150.00
WA GUARANTEED EDUCATION TUITION	450.00
WA STATE CONSOLIDATED TECH SVCS	700.00
WA STATE DEPT OF LABOR & INDUSTRIES	125.30
WA STATE DEPT OF TRANSPORTATION	3,056.91
WA WILDLIFE & RECREATION COALITION	125.00
WAGE WORKS	200.00
WALL, JOHN	1,792.84
WASHINGTON MUNICIPAL CLERKS ASSOC	75.00
WASHINGTON TOURISM ALLIANCE	500.00
WEISBAND, BARRY	9,258.74
WELLS FARGO FINANCIAL	5,709.84
WESTERBECK ARCHITECTURE LLC	704.47
WILDCLIFFE MANOR, LLC	7,956.00
WINDOW CLEANING & MORE	2,400.00
WONDERLAND DEVELOPMENT	2,250.00
ZONAR SYSTEMS	525.33
ZUMAR	131.37
	<u>3,780,895.47</u>

Subject/Topic: April 2014 Financial Report Presentation

Department: Finance and Administration

Approved by Department Head: Initial & Date
 Approved by City Attorney: Jmg 5/30/14
 Approved by Finance Director: Jmg 5/30/14
 Approved by City Manager: [Signature]

Receive and File April 2014 Financial Report
for the City of Kenmore, Washington

Exhibits/Attachments:
April 2014 Financial Report for the City of Kenmore,
Washington.

Appropriation Required N/A

\$54,932,142 Expenditures, as amended

The April 2014 monthly financial report is presented for Council review. This provides the opportunity for the City Council and the community to receive information on the City of Kenmore's biennium to date revenues and expenditures in comparison to the City's 2013-2014 amended biennial budget. The adopted budget was amended on March 25, 2013 and again on December 2, 2013 during the mid biennial review; and this report reflects the amended appropriations. It also provides an opportunity to identify any potential variances or fluctuations from the budget.

This April marks the 16th month of the 24 month 2013-2014 biennium and, as a benchmark, the City is 66.7% through the budget period. The monthly schedules attached include the Transportation Benefit District Fund for informational purposes although it is a separate entity.

As of the end of April, the unemployment rate had dropped from 6.7% to 6.3% and the Dow Jones closed higher than March at 16,580.

Kenmore Budget Policy 9a: A revenue/expenditure report will be produced monthly so that it can be directly compared to the actual results of the fiscal year to date. Kenmore Budget Policy 9b: All budget amendments, both revenues and expenditures, will be noted in the monthly report.



The City of Kenmore

PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: May 27, 2014
RE: April 2014 Financial Reports for the City of Kenmore, Washington

April 2014 financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

- General Fund Summary
- General Fund Revenue Graphs
- General Fund Expenditure Graphs
- All Funds Cash Summary
- Street Fund Summary - New
- Other Funds Monthly Activity
- Cash and Investment Report
- Schedule of Investments
- Sales Tax Receipts by Business Type
- Retail Sales and Use Tax Distribution
- Real Estate Excise Tax Report
- Monthly Report for Kenmore Village
- Monthly Report for Transportation Benefit District

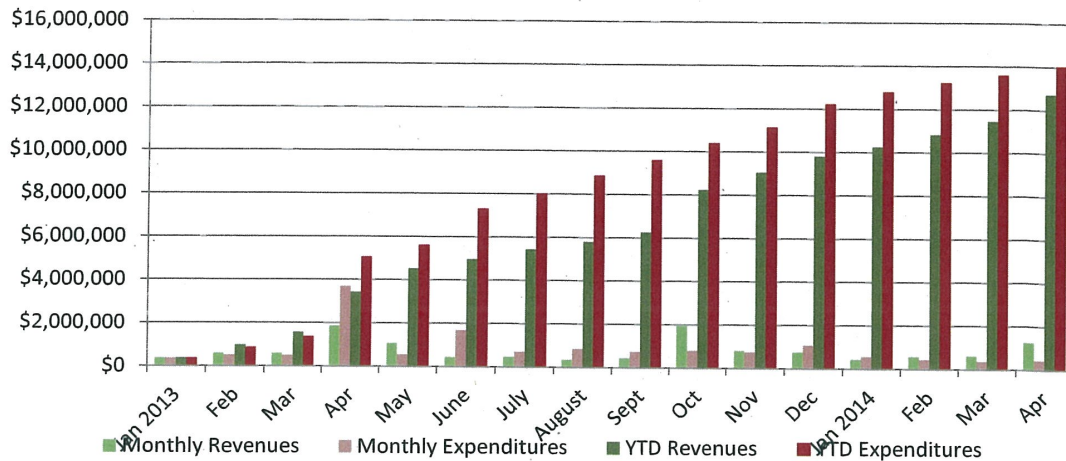
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the monthly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, April is the sixteenth month (66%) of the 2013-2014 biennial budget period. For the month of April, revenues exceeded expenditures in the General Fund by \$829,609. Biennium expenditures exceed revenue by \$1,316,423, however removing the one-time \$2.5M transfer to the Strategic Opportunities Fund from the comparison shows that biennium to date revenues exceed expenditures by \$1,183,577.

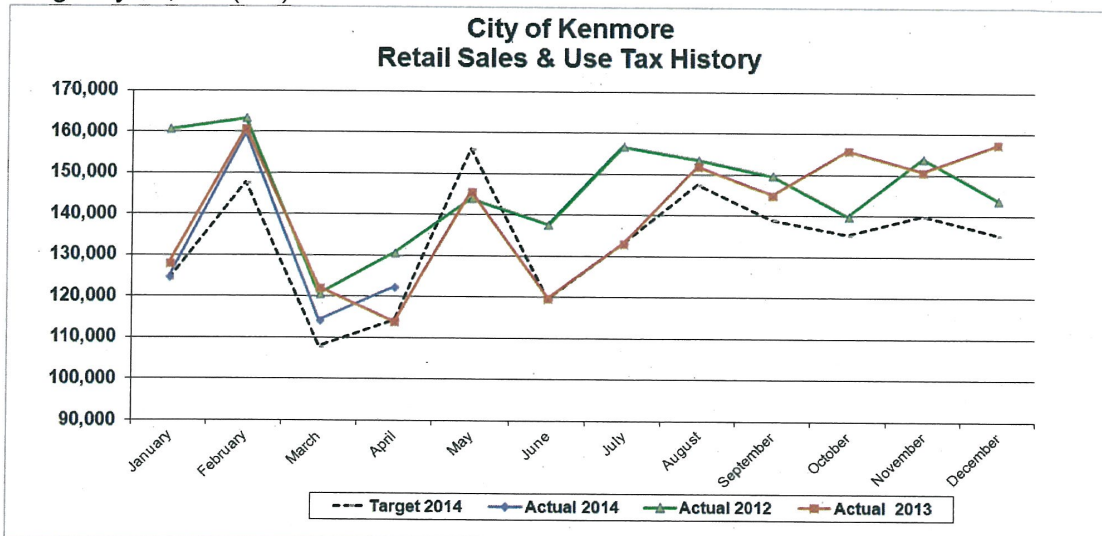
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through April 2014.

City of Kenmore, Washington
Monthly Financial Report
April 2014



Total **revenues** for the month were **\$1,264,002**. Biennium to date revenues are \$12,729,525 which is 66.4% of the budgeted revenues of \$19,162,391. Primary sources of revenue for the month included property taxes in the amount of \$792,927 development fees & permits in the amount of \$78,070, retail sales and use taxes in the amount of \$122,414, Franchise Fees in the amount of \$77,652 and utility taxes in the amount of \$126,292.

A summary of sales tax revenues received in April is attached. These receipts are based on February sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2014 line is a monthly average of actual receipts during 2011, 2012, and 2013. The blue line represents 2014 actual receipts which are \$8,431 (7.4%) above 2013, and ahead of budget by \$7,989 (7%).

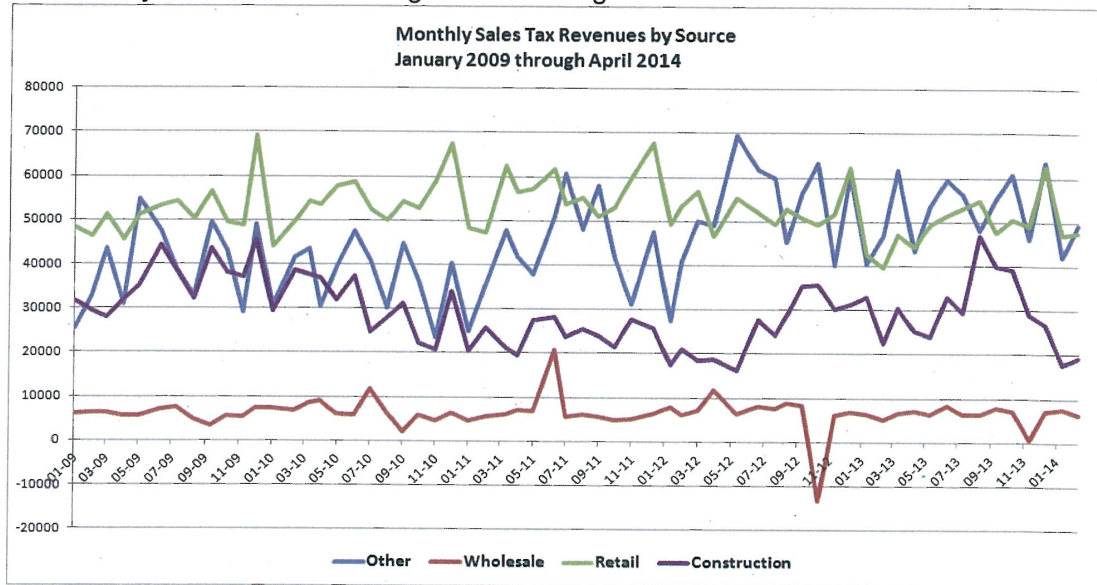


The following chart illustrates the historical trends of sales tax receipts from the major segments: construction, retail, wholesale, other (agriculture, services, manufacturing,

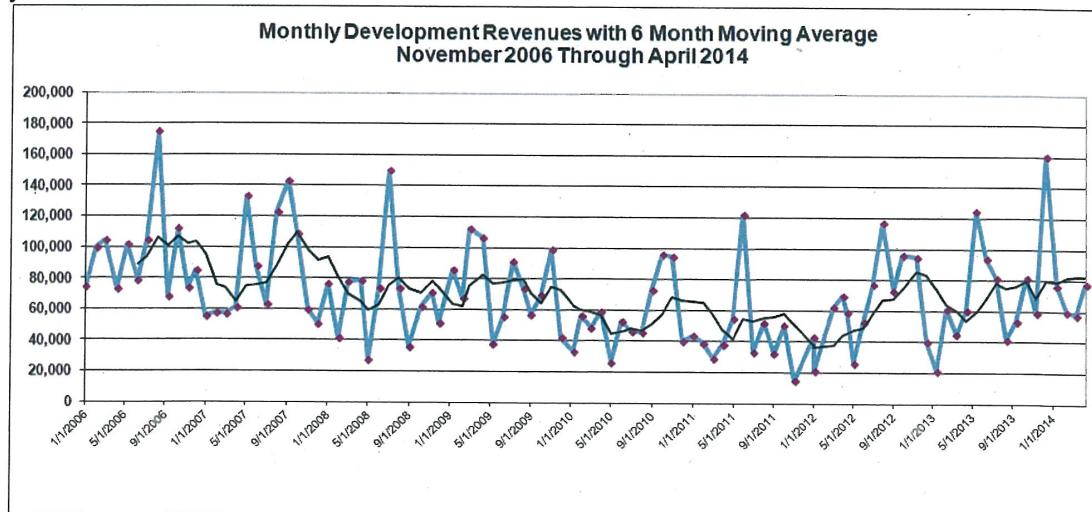
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City of Kenmore, Washington
Monthly Financial Report
April 2014

transportation and utilities) from January 2009 through April 2014. Construction sales taxes are shown without the benefit of the Brightwater construction project from prior years. The construction segment and "Other" (includes agriculture, services, manufacturing, transportation and utilities) are showing a positive trend of improvement recently. In December 2013, \$20,000 was deducted from the City's sales tax receipts by Department of Revenue to correct a prior error (see the dip in the wholesale line). The \$20k adjustment was related to a refund request received by the Department of Revenue to reclassify income from retailing to wholesaling.



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



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City of Kenmore, Washington
 Monthly Financial Report
 April 2014

April 2014 expenditures were \$434,393. Biennium to date expenditures are \$14,045,948, which is 64.1% of the amended budget expenditures of \$21,914,645, a high percentage due to the \$3M interfund transfers recorded in April 2013. Removing the one-time \$2.5M transfer to the Strategic Opportunities Fund from the expenditure balance indicates that expenditures are right at 53% of the biennial budget.

OTHER FUNDS

The April cash activity for all funds is presented on the attached All Funds Cash Summary. Total City cash (\$6,986,617) and investments (\$11,091,032), at the end of April, totaled \$18,077,649. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2013-2014 biennial budget.

Total non-General Fund revenues were \$746,399 and total non-General Fund expenditures were \$766,155.

In the **Street Fund** revenue from gas tax distributions was \$30,369. The attached Street Fund Summary Report is a new report that illustrates the monthly and budget-to-date activity of the fund.

There was \$0 in revenues for the **Park Impact Fee** fund during the month of April. Revenues are not meeting budget projections and are presently at 52% of the biennial budget or about \$49,628 less than expected for biennium. This fund has a significant fund balance that is supporting current park projects so the shortfall does not have an immediate impact.

There was \$0 in revenues for the **Transportation Impact Fee** fund during the month of April. The revenues are at 65% of the budget or about \$16,516 less than the expected amount for the biennium. There are adequate funds available for the projects currently budgeted and proposed in the CIP.

The **Real Estate Excise Tax** Fund received \$45,118 of real estate excise taxes (REET) in April from sales activity that occurred in March. 24 transactions were reported this month. Year to date revenue exceeds the 2013-14 budget by \$333,802.

The **Park Capital** Fund received a budgeted transfer from the Parks Impact Fee Fund of \$361,079.

The **Transportation Benefit District** Fund received \$26,057 in vehicle license fees during the month bringing the biennium to date revenues to \$250,268 which is 47% of the \$535,000 budgeted for biennium.

The **Surface Water Fund** revenues are tracking ahead of budget (64%) and operating expenditures are at 45%.

SUMMARY

This concludes the financial report for the City of Kenmore as of **April 30, 2014**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

**City of Kenmore, Washington
General Fund Summary Report
April 30, 2014**



	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH April 2014	BIENNIUM TO DATE 2013-2014	% of BUDGET	BUDGET 2013-2014	CURRENT April 2012	BIENNIUM TO DATE 2011-2012	% of BUDGET	BIENNIUM BUDGET 2011-2012
REVENUES								
Beginning Fund Balance		5,539,954		5,338,942				4,941,884
Property Taxes	792,927	5,369,199	63.4%	8,469,973	1,377,862	5,774,789	70.0%	8,254,387
Sales and Use Taxes	157,621	2,833,010	71.5%	3,960,331	161,316	2,844,212	65.5%	4,339,202
Utility Taxes	126,292	1,902,958	64.7%	2,942,395	138,124	1,980,777	66.0%	3,002,082
Other Taxes	132	60,956	99.4%	61,300	871	35,638	34.2%	104,104
Development Fees & Permits	78,070	1,161,337	79.3%	1,465,185	59,439	771,667	53.6%	1,439,095
Franchise Fees	77,652	458,320	46.2%	992,405	64,367	524,129	80.6%	650,588
Intergovernmental and Grants	27,865	479,277	74.9%	639,866	40,842	483,518	63.5%	761,476
Investment Interest	603	60,676	103.9%	58,400	6,012	63,863	114.0%	56,000
Fines and Forfeitures	0	-1,910	0.0%	0	0	667	n/a	0
Transfers and Other Revenues	2,840	405,703	70.9%	572,536	3,033	204,941	60.5%	338,662
Total Revenues	1,264,002	12,729,525	66.4%	19,162,391	1,851,867	12,684,202	67.0%	18,945,596
Total Revenues & Beginning Fund Balance		18,269,479		24,501,333				23,887,480

	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH April	BIENNIUM TO DATE 2013-2014	% of BUDGET	BUDGET 2013-2014	CURRENT April	BIENNIUM TO DATE 2011-2012	% of BUDGET	BIENNIUM BUDGET 2011-2012
EXPENDITURES								
Cost Center								
City Council	10,948	144,162	67.4%	213,950	10,613	165,832	76.2%	217,644
City Manager	74,533	1,398,892	65.7%	2,129,379	54,143	1,214,980	67.6%	1,796,600
City Clerk	7,985	134,458	55.3%	243,139	18,546	342,484	63.9%	536,261
Finance	24,846	421,804	57.4%	735,429	25,188	404,621	63.3%	639,213
Legal	15,604	309,630	72.0%	430,000	6,426	334,730	67.7%	494,285
Non-Departmental	25,676	1,184,992	77.3%	1,533,487	22,693	1,327,035	86.6%	1,532,818
Interfund Transfers*	0	3,316,000	81.8%	4,056,101	0	600,000	38.4%	1,564,000
Public Safety	78,668	3,958,434	52.4%	7,553,348	39,769	3,549,974	49.4%	7,179,563
Engineering	46,296	850,151	62.4%	1,361,385	46,778	685,694	65.6%	1,045,741
Planning & Community Dev	35,996	619,806	66.0%	939,441	25,352	433,175	60.8%	712,632
Land Dev & Permitting	60,059	824,980	60.6%	1,361,715	42,279	732,455	48.8%	1,501,147
Parks & Facility Maintenance	53,782	882,640	65.0%	1,357,271	54,204	912,244	53.8%	1,695,042
Total Expenditures	434,393	14,045,948	64.1%	21,914,645	345,991	10,703,223	56.6%	18,914,946
Ending Fund Balance		4,223,531		2,586,688			0.0%	4,972,534
Total Expenditures and Ending Fund Balance		18,269,479		24,501,333				23,887,480

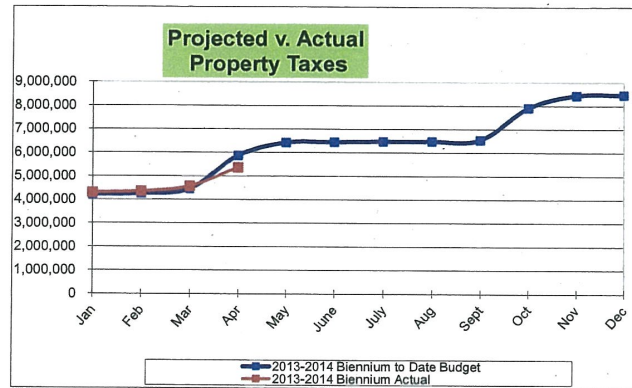
*Interfund Transfers in 2013 include one time \$2.5M transfer to Strategic Opportunities Fund.

City of Kenmore, Washington
General Fund Revenue Graphs
April 30, 2014

PROPERTY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	4,213,917	4,286,383
Jan	4,225,990	4,303,470
Feb	4,273,536	4,360,664
Mar	4,467,727	4,576,272
Apr	5,875,364	5,369,199
May	6,429,342	
June	6,454,230	
July	6,482,012	
Aug	6,489,617	
Sept	6,550,467	
Oct	7,912,125	
Nov	8,449,892	
Dec	8,469,973	

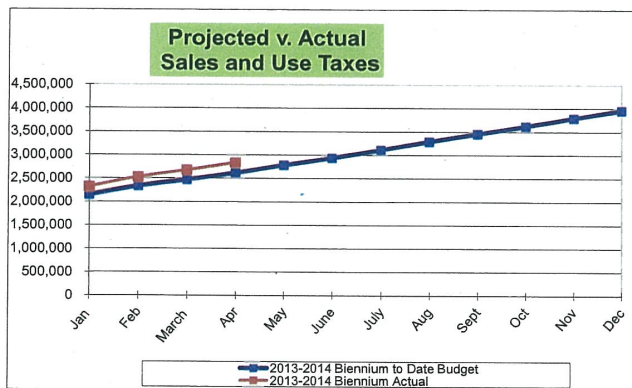
Year To Date
 Actual v. Projected 91%



SALES, USE, CRIM JUSTICE TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	1,975,227	2,151,641
Jan	2,151,044	2,315,482
Feb	2,338,721	2,524,411
March	2,475,114	2,675,389
Apr	2,621,639	2,833,010
May	2,785,165	
June	2,939,366	
July	3,114,057	
Aug	3,288,505	
Sept	3,458,591	
Oct	3,620,443	
Nov	3,796,178	
Dec	3,960,331	

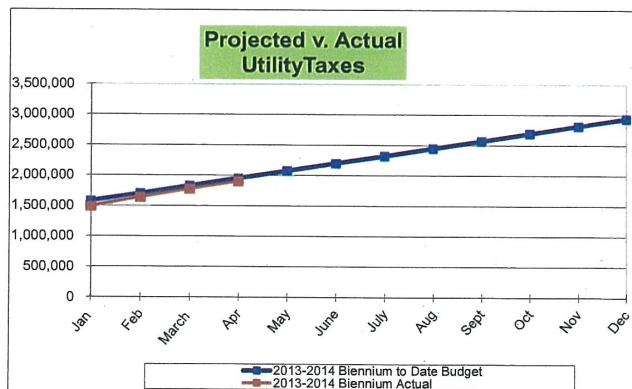
Year To Date
 Actual v. Projected 108%



UTILITY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	1,458,389	1,352,891
Jan	1,582,056	1,489,689
Feb	1,705,723	1,639,874
March	1,829,391	1,776,666
Apr	1,953,058	1,902,958
May	2,076,725	
June	2,200,392	
July	2,324,059	
Aug	2,447,726	
Sept	2,571,394	
Oct	2,695,061	
Nov	2,818,728	
Dec	2,942,395	

Year To Date
 Actual v. Projected 97%

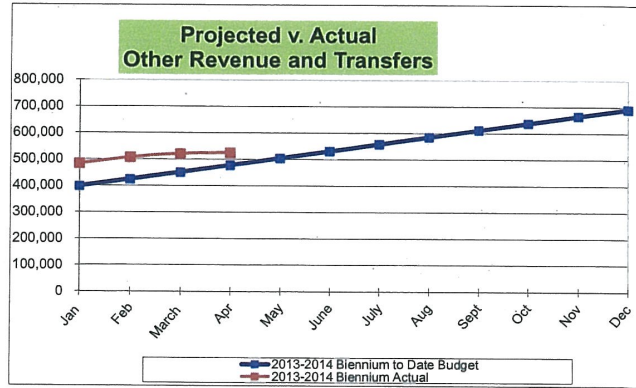


**City of Kenmore, Washington
General Fund Revenue Graphs
April 30, 2014**

OTHER REVENUES AND TRANSFERS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	371,901	472,991
Jan	398,596	483,827
Feb	425,290	507,647
March	451,985	521,850
Apr	478,679	525,425
May	505,374	
June	532,069	
July	558,763	
Aug	585,458	
Sept	612,152	
Oct	638,847	
Nov	665,541	
Dec	692,236	

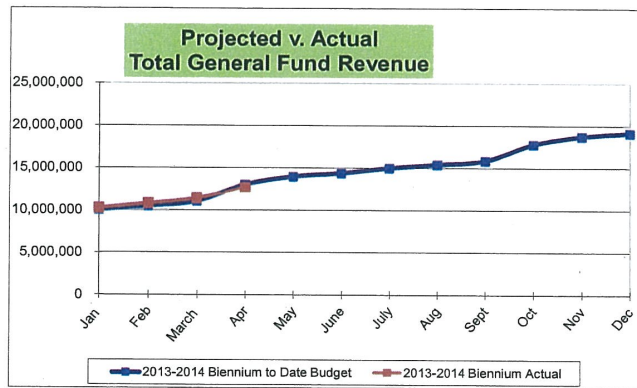
Year To Date
Actual v. Projected 110%



TOTAL GENERAL FUND REVENUE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	10,044,143	10,263,636
Feb	10,509,463	10,835,183
March	11,070,146	11,465,523
Apr	13,032,373	12,729,526
May	13,979,975	
June	14,389,162	
July	14,999,699	
Aug	15,411,850	
Sept	15,872,885	
Oct	17,804,460	
Nov	18,748,059	
Dec	19,162,390	

Year To Date
Actual v. Projected 98%

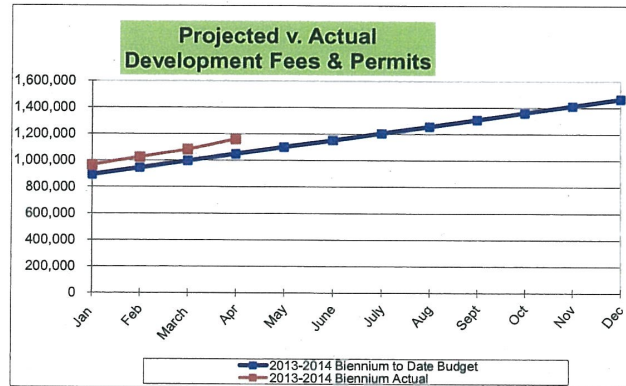


**City of Kenmore, Washington
General Fund Revenue Graphs
April 30, 2014**

DEVELOPMENT FEES & PERMITS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	842,335	888,463
Jan	894,239	965,292
Feb	946,143	1,025,424
March	998,048	1,083,266
Apr	1,049,952	1,161,337
May	1,101,856	
June	1,153,760	
July	1,205,664	
Aug	1,257,568	
Sept	1,309,473	
Oct	1,361,377	
Nov	1,413,281	
Dec	1,465,185	

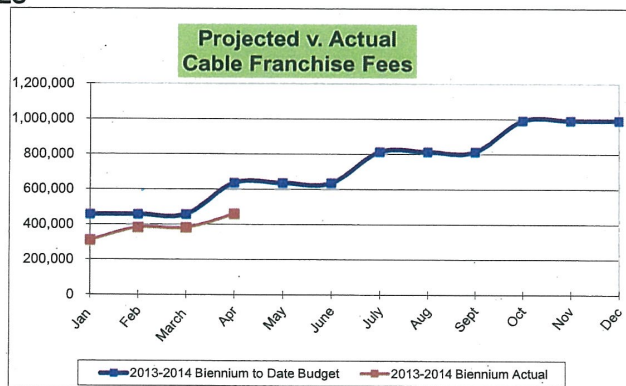
Year To Date
Actual v. Projected 111%



CABLE/WATER/SEWER FRANCHISE FEES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	280,537	303,218
Jan	458,504	309,382
Feb	458,504	380,667
March	458,504	380,667
Apr	636,471	458,319
May	636,471	
June	636,471	
July	814,438	
Aug	814,438	
Sept	814,438	
Oct	992,405	
Nov	992,405	
Dec	992,405	

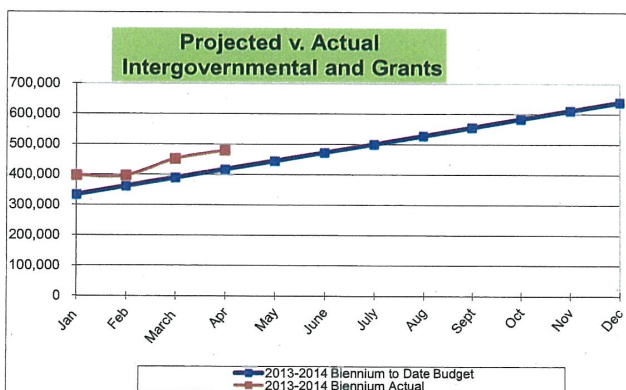
Year To Date
Actual v. Projected 72%



INTERGOVERNMENTAL & GRANTS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	305,882	366,889
Jan	333,714	396,495
Feb	361,546	396,495
March	389,378	451,412
Apr	417,210	479,277
May	445,042	
June	472,874	
July	500,706	
Aug	528,538	
Sept	556,370	
Oct	584,202	
Nov	612,034	
Dec	639,866	

Year To Date
Actual v. Projected 115%

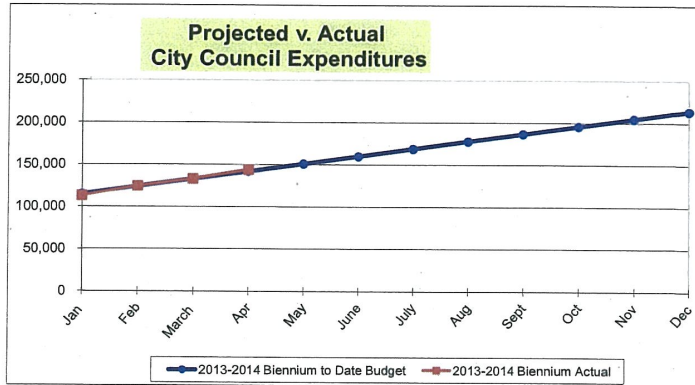


City of Kenmore, Washington
General Fund Expenditure Graphs
April 30, 2014

CITY COUNCIL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	106,114	105,395
Jan	115,100	113,127
Feb	124,087	124,585
March	133,073	133,214
Apr	142,059	144,162
May	151,046	
June	160,032	
July	169,018	
Aug	178,005	
Sept	186,991	
Oct	195,977	
Nov	204,964	
Dec	213,950	

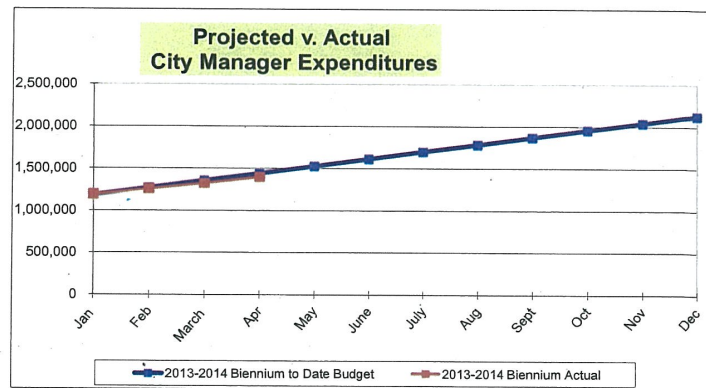
Year To Date
 Actual v. Projected 101%



CITY MANAGER

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	1,097,895	1,130,965
Jan	1,183,852	1,189,496
Feb	1,269,809	1,257,866
March	1,355,766	1,324,359
Apr	1,441,723	1,398,892
May	1,527,680	
June	1,613,637	
July	1,699,594	
Aug	1,785,551	
Sept	1,871,508	
Oct	1,957,465	
Nov	2,043,422	
Dec	2,129,379	

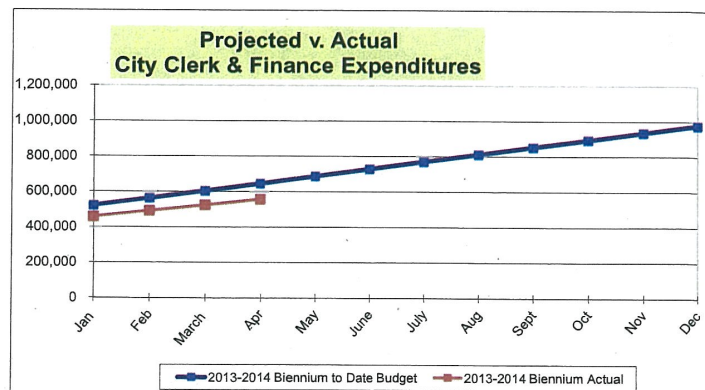
Year To Date
 Actual v. Projected 97%



CITY CLERK & FINANCE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	480,650	425,025
Jan	522,143	457,052
Feb	563,636	490,739
March	605,130	523,431
Apr	646,623	556,263
May	688,116	
June	729,609	
July	771,102	
Aug	812,595	
Sept	854,089	
Oct	895,582	
Nov	937,075	
Dec	978,568	

Year To Date
 Actual v. Projected 86%

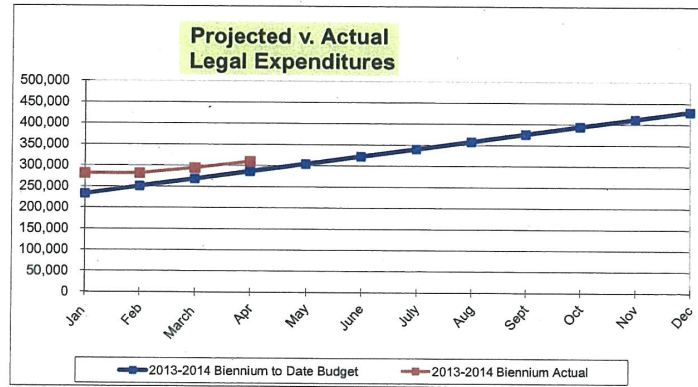


City of Kenmore, Washington
General Fund Expenditure Graphs
April 30, 2014

LEGAL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	215,000	281,017
Jan	232,917	281,092
Feb	250,833	281,317
March	268,750	294,026
Apr	286,667	309,629
May	304,583	
June	322,500	
July	340,417	
Aug	358,333	
Sept	376,250	
Oct	394,167	
Nov	412,083	
Dec	430,000	

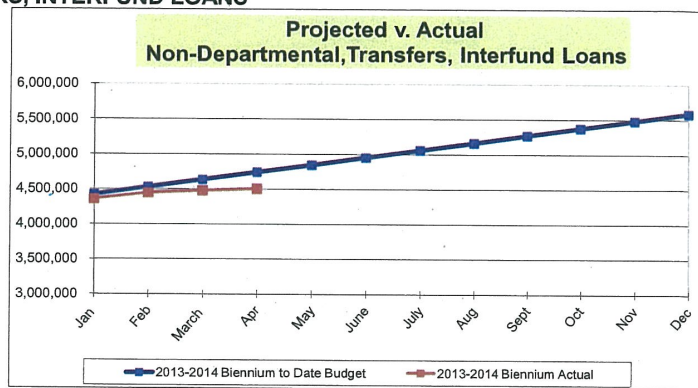
Year To Date
 Actual v. Projected 108%



NON-DEPARTMENTAL, TRANSFERS, INTERFUND LOANS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	4,318,276	4,104,765
Jan	4,424,219	4,357,541
Feb	4,530,161	4,443,879
March	4,636,104	4,475,316
Apr	4,742,047	4,500,992
May	4,847,989	
June	4,953,932	
July	5,059,875	
Aug	5,165,817	
Sept	5,271,760	
Oct	5,377,703	
Nov	5,483,645	
Dec	5,589,588	

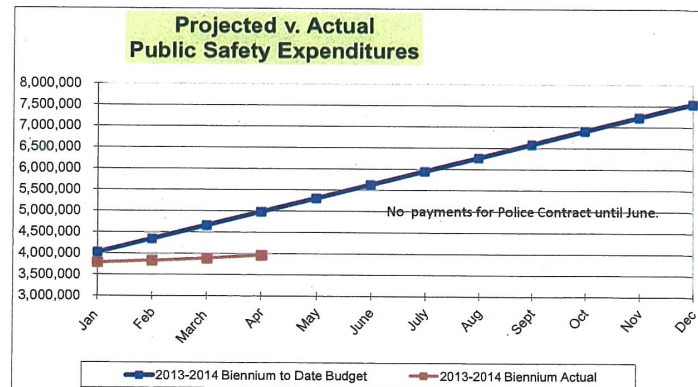
Year To Date
 Actual v. Projected 95%



PUBLIC SAFETY

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	3,707,398	3,758,635
Jan	4,027,894	3,779,350
Feb	4,348,390	3,826,193
March	4,668,886	3,879,765
Apr	4,989,381	3,958,434
May	5,309,877	
June	5,630,373	
July	5,950,869	
Aug	6,271,365	
Sept	6,591,861	
Oct	6,912,356	
Nov	7,232,852	
Dec	7,553,348	

Year To Date
 Actual v. Projected 79%



City of Kenmore, Washington
General Fund Expenditure Graphs
April 30, 2014

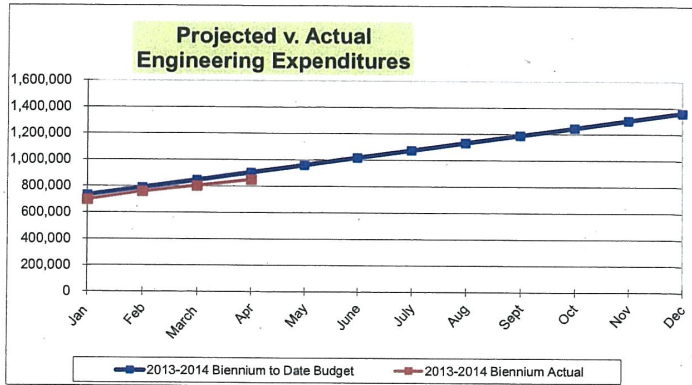
ENGINEERING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	676,151	654,546
Jan	733,254	698,559
Feb	790,357	759,345
March	847,460	803,854
Apr	904,562	850,150
May	961,665	
June	1,018,768	
July	1,075,871	
Aug	1,132,974	
Sept	1,190,077	
Oct	1,247,179	
Nov	1,304,282	
Dec	1,361,385	

Year To Date

Actual v. Projected

94%



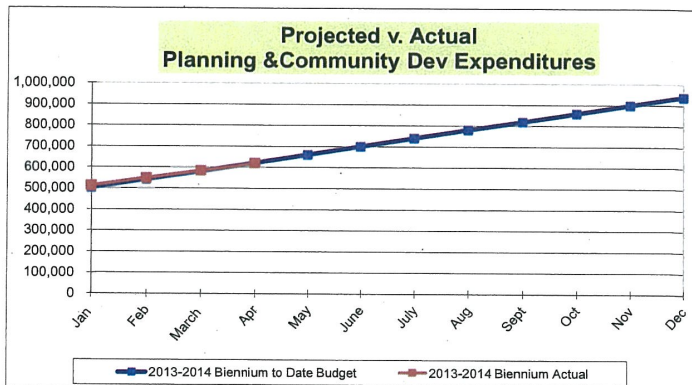
PLANNING & COMMUNITY DEV

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	462,482	477,890
Jan	502,229	512,492
Feb	541,975	549,038
March	581,722	583,810
Apr	621,468	619,806
May	661,215	
June	700,962	
July	740,708	
Aug	780,455	
Sept	820,201	
Oct	859,948	
Nov	899,694	
Dec	939,441	

Year To Date

Actual v. Projected

100%



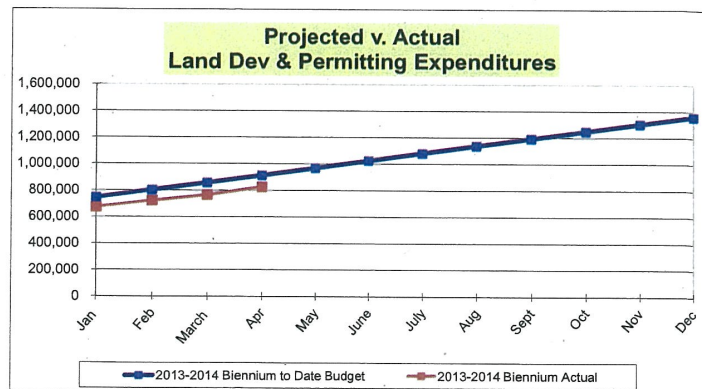
LAND DEV & PERMITTING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	691,577	629,252
Jan	747,422	672,655
Feb	803,267	721,497
March	859,112	764,921
Apr	914,956	824,980
May	970,801	
June	1,026,646	
July	1,082,491	
Aug	1,138,336	
Sept	1,194,181	
Oct	1,250,025	
Nov	1,305,870	
Dec	1,361,715	

Year To Date

Actual v. Projected

90%

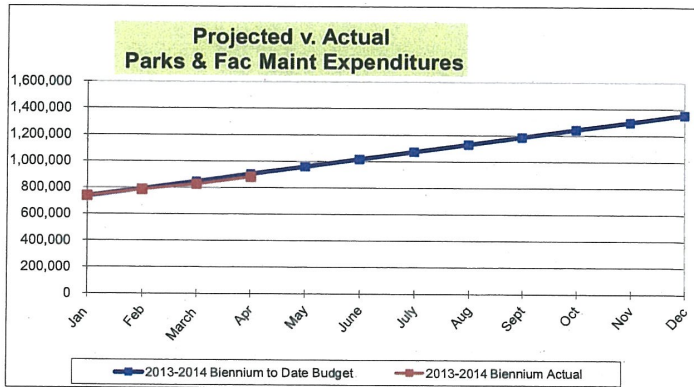


**City of Kenmore, Washington
General Fund Expenditure Graphs
April 30, 2014**

PARKS & FACILITY MAINT

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	678,530	671,352
Jan	735,092	738,323
Feb	791,654	787,241
March	848,215	828,858
Apr	904,777	882,640
May	961,339	
June	1,017,901	
July	1,074,462	
Aug	1,131,024	
Sept	1,187,586	
Oct	1,244,148	
Nov	1,300,709	
Dec	1,357,271	

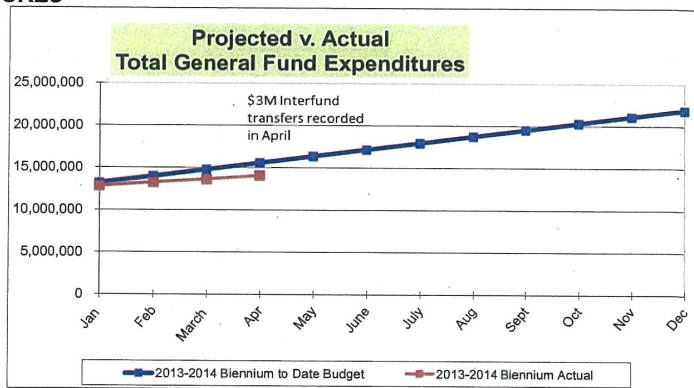
Year To Date
Actual v. Projected 98%



TOTAL GENERAL FUND EXPENDITURES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	13,224,121	12,799,687
Feb	14,014,168	13,241,700
March	14,804,216	13,611,555
Apr	15,594,264	14,045,948
May	16,384,311	
June	17,174,359	
July	17,964,407	
Aug	18,754,454	
Sept	19,544,502	
Oct	20,334,550	
Nov	21,124,597	
Dec	21,914,645	
2013-2014	21,914,645	

Year To Date
Actual v. Projected 90%



City of Kenmore, Washington
All Funds Cash Summary
April 30, 2014



	2011-2012 BIENNIUM TO DATE	BUDGET	April	2013-2014 BIENNIUM TO DATE
GENERAL FUND				
Beginning Cash	4,941,884	4,337,249		4,337,249
Interfund Loan Repayment	0	0		1,200,000
Revenues	18,860,927	19,162,390	1,264,002	12,729,525
Total Sources	23,802,811	23,499,639	1,264,002	18,266,774
Interfund Loans	1,200,000	0		0
Expenditures	18,262,857	21,914,645	434,393	14,045,948
Ending Cash	4,339,954	1,584,994		4,220,826
Total Uses	23,802,811	23,499,639	434,393	18,266,774
STREET FUND				
Beginning Cash	2,040,582	1,513,938		1,513,938
Interfund Loan	0	0		0
Revenues	2,144,716	3,264,173	30,369	1,969,055
Total Sources	4,185,298	4,778,111	30,369	3,482,993
Expenditures	2,672,835	3,279,126	61,085	1,454,197
Ending Cash	1,512,463	1,498,985		2,028,796
Total Uses	4,185,298	4,778,111	61,085	3,482,993
TRANSPORTATION CAPITAL FUND				
Beginning Cash	1,209,197	427,539		427,539
Revenues	4,657,682	12,656,875	0	2,127,659
Total Sources	5,866,879	13,084,414	0	2,555,198
Expenditures	4,447,557	12,246,837	195,708	1,990,022
Ending Cash	1,419,322	837,577		565,176
Total Uses	5,866,879	13,084,414	195,708	2,555,198
PUBLIC ART FUND				
Beginning Cash	68,244	68,540		68,540
Revenues	1,296	600	0	447
Total Sources	69,540	69,140	0	68,987
Expenditures	1,000	1,000	0	1,507
Ending Cash	68,540	68,140		67,480
Total Uses	69,540	69,140	0	68,987
PARK IMPACT FEE FUND				
Beginning Cash	1,354,455	1,610,440		1,610,440
Revenues	285,604	346,567	0	180,704
Total Sources	1,640,059	1,957,007	0	1,791,144
Expenditures	29,620	1,059,000	361,079	659,000
Ending Cash	1,610,439	898,007		1,132,144
Total Uses	1,640,059	1,957,007	361,079	1,791,144
TRANSPORTATION IMPACT FEE FUND				
Beginning Cash	545,655	240,535		240,535
Revenues	916,135	876,670	0	566,357
Total Sources	1,461,790	1,117,205	0	806,892
Expenditures	1,221,255	822,500	0	248,000
Ending Cash	240,535	294,705		558,892
Total Uses	1,461,790	1,117,205	0	806,892
SWAMP CREEK BASIN FUND				
Beginning Cash	1,762,640	1,581,067		1,581,067
Revenues	16,536	16,000	0	10,057
Total Sources	1,779,176	1,597,067	0	1,591,124
Expenditures	198,109	160,000	0	109,873
Ending Cash	1,581,067	1,437,067		1,481,251
Total Uses	1,779,176	1,597,067	0	1,591,124
TRANSPORTATION BENEFIT DISTRICT FUND				
Beginning Cash	0	0		0
Revenues	0	535,000	26,057	250,267
Total Sources	0	535,000	26,057	250,267
Expenditures	0	535,000	0	7,500
Ending Cash	0	0		242,767
Total Uses	0	535,000	0	250,267
SAMMAMISH BRIDGE REPLACEMENT FUND				
Beginning Cash	0	0		0
Revenues	0	80,000	0	80,264
Total Sources	0	80,000	0	80,264
Expenditures	0	80,000	0	0
Ending Cash	0	0		80,264
Total Uses	0	80,000	0	80,264

City of Kenmore, Washington
All Funds Cash Summary
April 30, 2014



	2011-2012			2013-2014
	BIENNIUM TO DATE	BUDGET	April	BIENNIUM TO DATE
REAL ESTATE EXCISE TAX FUND				
Beginning Cash	1,866,318	1,965,806		1,965,806
Revenues	1,497,557	1,147,317	45,118	1,095,886
Total Sources	3,363,874	3,113,123	45,118	3,061,692
Expenditures	2,386,812	2,757,050	0	1,181,929
Ending Cash	977,062	356,073		1,879,763
Total Uses	3,363,874	3,113,123	0	3,061,692
KENMORE VILLAGE FUND				
Beginning Cash	60,725	163,588		163,588
Interfund Loan	1,200,000			0
Revenues	555,153	4,576,500	1,012	1,496,055
Total Sources	1,815,878	4,740,088	1,012	1,659,643
Interfund Loans	0	0		1,200,000
Expenditures	1,663,002	2,450,686	47,675	287,787
Ending Cash	152,875	2,289,402		171,856
Total Uses	1,815,878	4,740,088	47,675	1,659,643
PARK CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	1,840,534	361,079	814,763
Total Sources	0	1,840,534	361,079	814,763
Expenditures	0	1,797,000	26,895	754,427
Ending Cash	0	43,534		60,336
Total Uses	0	1,840,534	26,895	814,763
SURFACE WATER MANAGEMENT FUND				
Beginning Cash	1,590,280	1,419,392		1,419,392
Revenues	3,739,336	3,824,176	279,816	2,460,553
Total Sources	5,329,616	5,243,568	279,816	3,879,945
Expenditures	3,908,437	4,908,887	39,734	2,214,283
Ending Cash	1,421,179	334,681		1,665,662
Total Uses	5,329,616	5,243,568	39,734	3,879,945
SURFACE WATER CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	1,988,261	0	493,045
Total Sources	0	1,988,261	0	493,045
Expenditures	0	1,988,261	31,729	224,777
Ending Cash	0	0		268,269
Total Uses	0	1,988,261	31,729	493,045
STRATEGIC RESERVE FUND				
Beginning Cash	1,264,464	1,264,464		1,264,464
Interfund Loan Repayment	0			0
Revenues	0	0	0	0
Total Sources	1,264,464	1,264,464	0	1,264,464
Interfund Loans	0			0
Expenditures	0	0	0	0
Ending Cash	1,264,464	1,264,464		1,264,464
Total Uses	1,264,464	1,264,464	0	1,264,464
STRATEGIC OPPORTUNITIES FUND				
Beginning Cash	0	0		0
Revenues	0	3,301,862	2,090	2,527,934
Total Sources	0	3,301,862	2,090	2,527,934
Expenditures	0	1,190,900	(1,126)	952,557
Ending Cash	0	2,110,962		1,575,376
Total Uses	0	3,301,862	(1,126)	2,527,934
EQUIPMENT REPLACEMENT FUND				
Beginning Cash	524,310	490,603		490,603
Revenues	188,365	155,142	0	52,858
Total Sources	712,675	645,745	0	543,461
Expenditures	222,072	276,250	417	62,104
Ending Cash	490,603	369,495		481,357
Total Uses	712,675	645,745	417	543,461
TRUST AND AGENCY (NON BUDGETED FUND)*				
Beginning Cash	278,859	247,209		247,209
Revenues	122,994	0	858	110,413
Total Sources	401,854	247,209	858	357,622
Expenditures	154,645	0	2,960	25,054
Ending Cash	247,209	247,209		332,568
Total Uses	401,854	247,209	2,960	357,622
TOTALS				
Beginning Cash	17,507,613	15,330,369		15,330,369
Interfund Loan	0	0		1,200,000
Revenues	32,986,301	53,772,067	2,010,401	26,965,841
Total Sources	50,493,914	69,102,436	2,010,401	43,496,210
Interfund Loans	1,200,000	0		1,200,000
Expenditures	34,970,092	55,467,142	1,200,548	24,218,963
Ending Cash	15,325,713	13,635,294		18,077,247
Total Uses	51,495,805	69,102,436	1,200,548	43,496,210

I:\Admin & Finance\Monthly Reports\2014\Apr.xlsx All Funds

**City of Kenmore, Washington
Street Fund Summary Report
April 30, 2014**

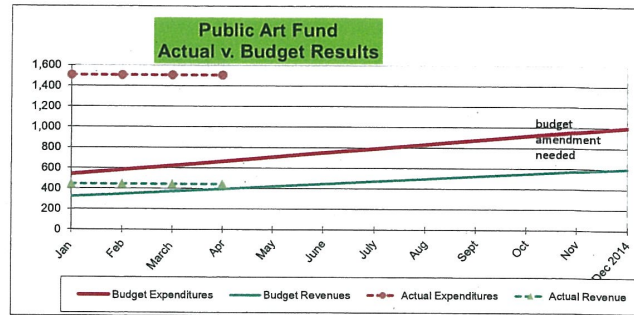


	MONTH	BIENNIUM TO DATE	% of	BUDGET
	<u>April 2014</u>	<u>2013-2014</u>	<u>BUDGET</u>	<u>2013-2014</u>
REVENUES				
Beginning Fund Balance		1,512,154		1,513,938
Fuel Tax	30,369	570,551	67.7%	843,072
FEMA Assistance	0	100	-	0
Brightwater Mitigation	0	250,000	-	0
Investment Interest	0	11,941	59.7%	20,000
Miscellaneous	0	462	-	0
Transfer from General Fund	0	736,000	49.9%	1,476,101
Transfer from REET	0	400,000	100.0%	400,000
Transfer from TBD	0	0	0.0%	525,000
Total Revenues	30,369	1,969,054	60.3%	3,264,173
Total Revenues & Beginning Fund Balance		3,481,208		4,778,111

	MONTH	BIENNIUM TO DATE	% of	BUDGET
	<u>April</u>	<u>2013-2014</u>	<u>BUDGET</u>	<u>2013-2014</u>
EXPENDITURES				
Salary and Benefits	13,552	234,197	69.7%	335,821
Maintenance & Operations	47,125	880,843	62.6%	1,406,305
Overlay	0	289,253	20.9%	1,386,000
Capital (Wayfinding and Banners)	408	24,904	62.3%	40,000
Transfer to Transportation Capital	0	0	0.0%	86,000
Transfer to Surface Water Mgt.	0	25,000	100.0%	25,000
Total Expenditures	61,085	1,454,197	44.3%	3,279,126
Ending Fund Balance		2,027,012		1,498,985
Total Expenditures and Ending Fund Balance		3,481,208		4,778,111

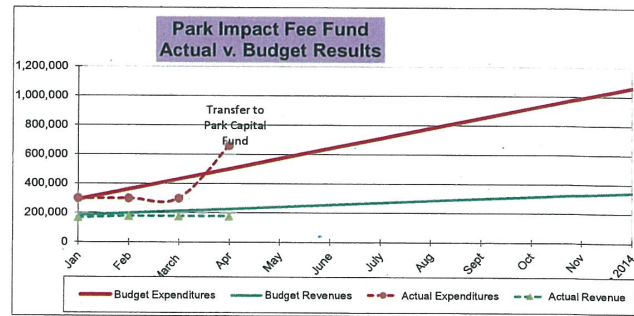
**City of Kenmore, Washington
Other Funds Monthly Activity
April 30, 2014**

PUBLIC ART FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	500	1,507	300	447
Jan	542	1,507	325	447
Feb	583	1,507	350	447
March	625	1,507	375	447
Apr	667	1,507	400	447
May	708		425	
June	750		450	
July	792		475	
Aug	833		500	
Sept	875		525	
Oct	917		550	
Nov	958		575	
Dec 2014	1,000		600	
2013-2014	1,000		600	
Total Actual to Date vs Total Budget		151%		75%



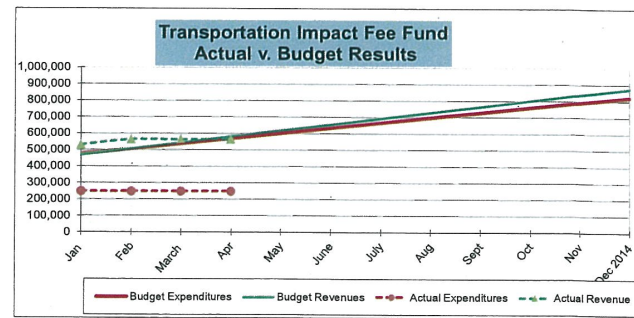
This fund accounts for public art authorized by Ordinance 01-0115. One percent (1%) of public project construction contracts is contributed to this fund to provide for public art displays or performing arts events as authorized by the City Council.

PARK IMPACT FEE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	220,000	297,921	172,214	145,576
Jan	289,917	297,921	186,743	170,556
Feb	359,833	297,921	201,273	180,704
March	429,750	297,921	215,802	180,704
Apr	499,667	659,000	230,332	180,704
May	569,583		244,861	
June	639,500		259,391	
July	709,417		273,920	
Aug	779,333		288,449	
Sept	849,250		302,979	
Oct	919,167		317,508	
Nov	989,083		332,038	
Dec 2014	1,059,000		346,567	
2013-2014	1,059,000		346,567	
Total Actual to Date vs Total Budget		62%		52%



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

TRANSPORTATION IMPACT FEE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	442,500	248,000	435,973	423,858
Jan	474,167	248,000	472,698	532,620
Feb	505,833	248,000	509,423	566,356
March	537,500	248,000	546,147	566,356
Apr	569,167	248,000	582,872	566,356
May	600,833		619,597	
June	632,500		656,322	
July	664,167		693,046	
Aug	695,833		729,771	
Sept	727,500		766,496	
Oct	759,167		803,221	
Nov	790,833		839,945	
Dec 2014	822,500		876,670	
2013-2014	822,500		876,670	
Total Actual to Date vs Total Budget		30%		65%

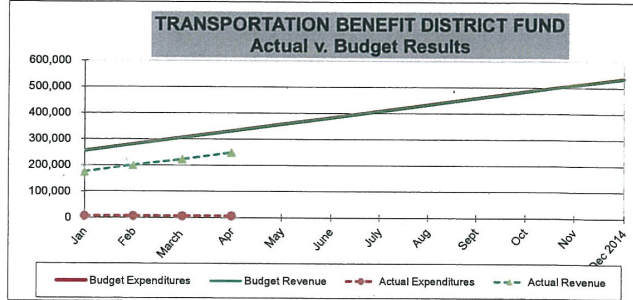


This fund accounts for City imposed transportation impact fees on new development. Expenditures are for public transportation improvements.

**City of Kenmore, Washington
Other Funds Monthly Activity
April 30, 2014**

TRANSPORTATION BENEFIT DISTRICT FUND

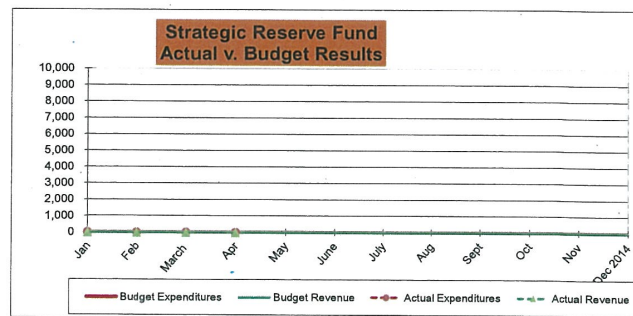
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	230,000	5,000	230,000	151,178
Jan	255,417	7,500	255,417	175,714
Feb	280,833	7,500	280,833	201,632
March	306,250	7,500	306,250	224,211
Apr	331,667	7,500	331,667	250,268
May	357,083		357,083	
June	382,500		382,500	
July	407,917		407,917	
Aug	433,333		433,333	
Sept	458,750		458,750	
Oct	484,167		484,167	
Nov	509,583		509,583	
Dec 2014	535,000		535,000	
2013-2014	535,000		535,000	
Total Actual to Date vs Total Budget		1%		47%



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

STRATEGIC RESERVE FUND

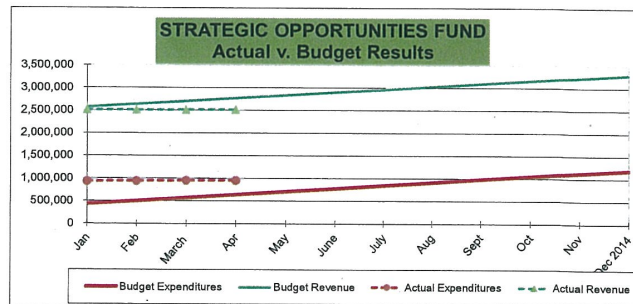
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	0	0	0	0
Jan	0	0	0	0
Feb	0	0	0	0
March	0	0	0	0
Apr	0	0	0	0
May	0		0	
June	0		0	
July	0		0	
Aug	0		0	
Sept	0		0	
Oct	0		0	
Nov	0		0	
Dec 2014	0		0	
2013-2014	0		0	
Total Actual to Date vs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



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

STRATEGIC OPPORTUNITIES FUND

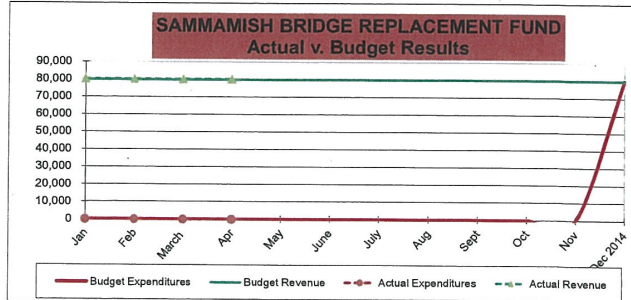
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	364,100	928,553	2,512,500	2,521,694
Jan	433,000	932,712	2,578,280	2,522,844
Feb	501,900	941,850	2,644,060	2,523,544
March	570,800	953,684	2,709,841	2,525,634
Apr	639,700	952,558	2,775,621	2,527,724
May	708,600		2,841,401	
June	777,500		2,907,181	
July	846,400		2,972,961	
Aug	915,300		3,038,741	
Sept	984,200		3,104,522	
Oct	1,053,100		3,170,302	
Nov	1,122,000		3,236,082	
Dec 2014	1,190,900		3,301,862	
2013-2014	1,190,900		3,301,862	
Total Actual to Date vs Total Budget		80%		77%



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

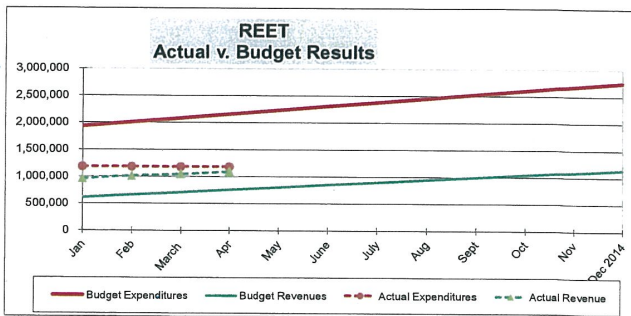
**City of Kenmore, Washington
Other Funds Monthly Activity
April 30, 2014**

SAMMAMISH BRIDGE REPLACEMENT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	0	0	80,000	80,264
Jan	0	0	80,000	80,264
Feb	0	0	80,000	80,264
March	0	0	80,000	80,264
Apr	0	0	80,000	80,264
May	0		80,000	
June	0		80,000	
July	0		80,000	
Aug	0		80,000	
Sept	0		80,000	
Oct	0		80,000	
Nov	0		80,000	
Dec 2014	80,000		80,000	
2013-2014	80,000		80,000	
Total Actual to Date vs Total Budget		0%		100%



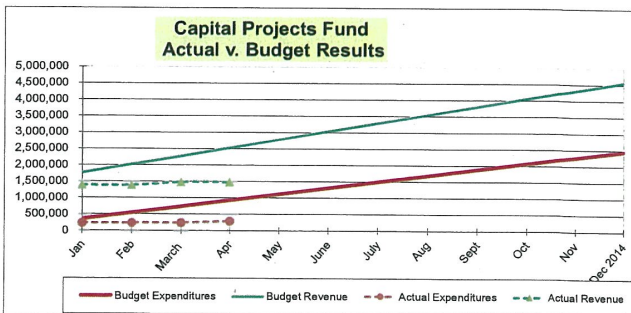
The Sammamish Bridge Replacement fund is a fund used to put money aside for the replacement of the West Sammamish bridge.

REAL ESTATE EXCISE TAX FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	1,852,050	1,181,929	569,468	894,198
Jan	1,927,467	1,181,929	617,622	966,304
Feb	2,002,883	1,181,929	665,776	1,020,343
March	2,078,300	1,181,929	713,930	1,050,769
Apr	2,153,717	1,181,929	762,084	1,095,886
May	2,229,133		810,238	
June	2,304,550		858,393	
July	2,379,967		906,547	
Aug	2,455,383		954,701	
Sept	2,530,800		1,002,855	
Oct	2,606,217		1,051,009	
Nov	2,681,633		1,099,163	
Dec 2014	2,757,050		1,147,317	
2013-2014	2,757,050		1,147,317	
Total Actual to Date vs Total Budget		43%		96%



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

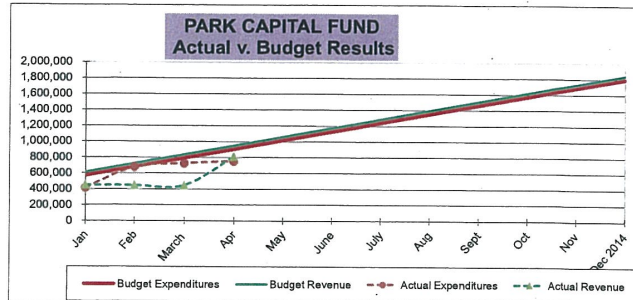
KENMORE VILLAGE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	161,600	223,689	1,523,020	1,403,543
Jan	352,357	228,343	1,777,477	1,403,543
Feb	543,114	232,785	2,031,933	1,404,293
March	733,872	240,111	2,286,390	1,495,043
Apr	924,629	287,786	2,540,847	1,496,055
May	1,115,386		2,795,303	
June	1,306,143		3,049,760	
July	1,496,900		3,304,217	
Aug	1,687,657		3,558,673	
Sept	1,878,415		3,813,130	
Oct	2,069,172		4,067,587	
Nov	2,259,929		4,322,043	
Dec 2014	2,450,686		4,576,500	
2013-2014	2,450,686		4,576,500	
Total Actual to Date vs Total Budget		12%		33%



The Kenmore Village Fund accounts for leasing activity and property transactions within Kenmore Village

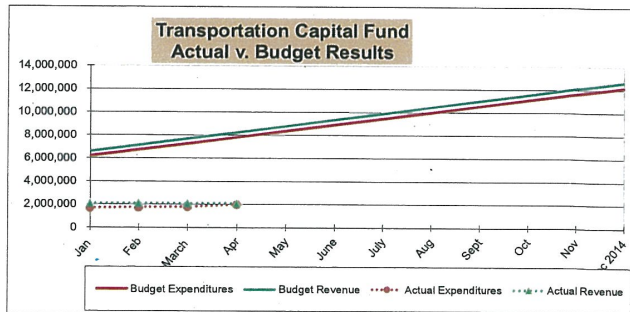
**City of Kenmore, Washington
Other Funds Monthly Activity
April 30, 2014**

PARK CAPITAL FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	460,000	416,605	503,534	435,869
Jan	571,417	416,605	614,951	453,684
Feb	682,833	681,756	726,367	453,684
March	794,250	727,532	837,784	453,684
Apr	905,667	754,427	949,201	814,763
May	1,017,083		1,060,617	
June	1,128,500		1,172,034	
July	1,239,917		1,283,451	
Aug	1,351,333		1,394,867	
Sept	1,462,750		1,506,284	
Oct	1,574,167		1,617,701	
Nov	1,685,583		1,729,117	
Dec 2014	1,797,000		1,840,534	
2013-2014	1,797,000		1,840,534	
Total Actual to Date vs Total Budget		42%		44%



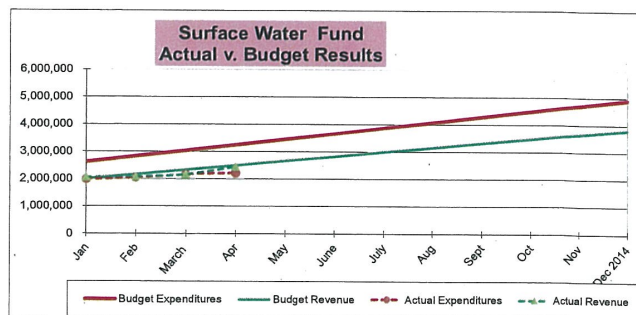
The Park Capital fund will account for Park Capital Projects formerly included in the Municipal Capital fund. In addition, distributions from the King County Proposition 2 Parks Expansion Levy will be receipted into this fund

TRANSPORTATION CAPITAL FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	5,635,750	1,671,348	6,081,950	2,127,659
Jan	6,179,174	1,679,339	6,629,860	2,127,659
Feb	6,722,598	1,739,110	7,177,771	2,127,659
March	7,266,022	1,794,315	7,725,681	2,127,659
Apr	7,809,446	1,990,022	8,273,592	2,127,659
May	8,352,870		8,821,502	
June	8,896,294		9,369,413	
July	9,439,717		9,917,323	
Aug	9,983,141		10,465,233	
Sept	10,526,565		11,013,144	
Oct	11,069,989		11,561,054	
Nov	11,613,413		12,108,965	
Dec 2014	12,156,837		12,656,875	
2013-2014	12,156,837		12,656,875	
Total Actual to Date vs Total Budget		16%		17%



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

SURFACE WATER MANAGEMENT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	2,407,615	1,947,517	1,859,138	2,068,281
Jan	2,616,054	1,984,043	2,022,891	2,072,887
Feb	2,824,494	2,048,468	2,186,644	2,100,032
March	3,032,933	2,174,549	2,350,398	2,180,736
Apr	3,241,372	2,214,282	2,514,151	2,460,553
May	3,449,812		2,677,904	
June	3,658,251		2,841,657	
July	3,866,690		3,005,410	
Aug	4,075,130		3,169,163	
Sept	4,283,569		3,332,917	
Oct	4,492,008		3,496,670	
Nov	4,700,448		3,660,423	
Dec 2014	4,908,887		3,824,176	
2013-2014	4,908,887		3,824,176	
Total Actual to Date vs Total Budget		45%		64%

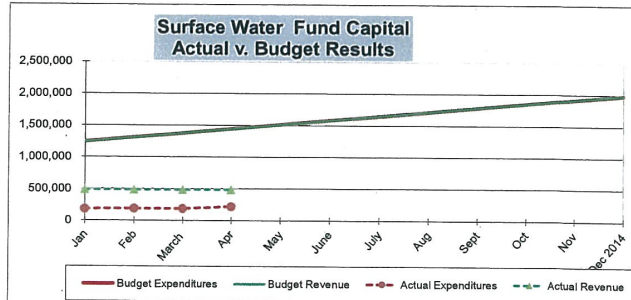


This fund accounts for receipts from surface water assessments. The assessments are collected through the property tax billings; the majority of the receipts are collected in May and November. Expenditures are for surface water maintenance activities such as sweeping and drainage as well as capital improvements.

**City of Kenmore, Washington
Other Funds Monthly Activity
April 30, 2014**

SURFACE WATER CAPITAL FUND

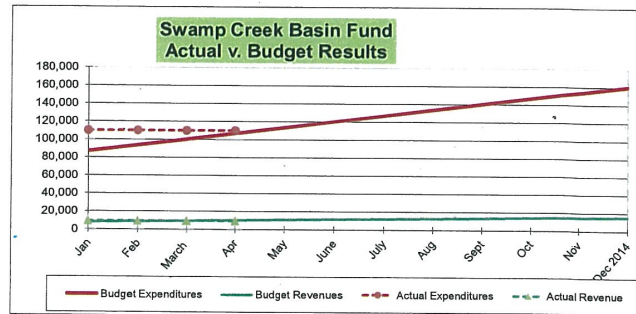
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	1,175,250	178,118	1,175,250	493,045
Jan	1,243,001	186,350	1,243,001	493,045
Feb	1,310,752	192,993	1,310,752	493,045
March	1,378,503	193,047	1,378,503	493,045
Apr	1,446,254	224,776	1,446,254	493,045
May	1,514,005		1,514,005	
June	1,581,756		1,581,756	
July	1,649,506		1,649,506	
Aug	1,717,257		1,717,257	
Sept	1,785,008		1,785,008	
Oct	1,852,759		1,852,759	
Nov	1,920,510		1,920,510	
Dec 2014	1,988,261		1,988,261	
2013-2014	1,988,261		1,988,261	
Total Actual to Date vs Total Budget		11%		25%



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

SWAMP CREEK BASIN FUND

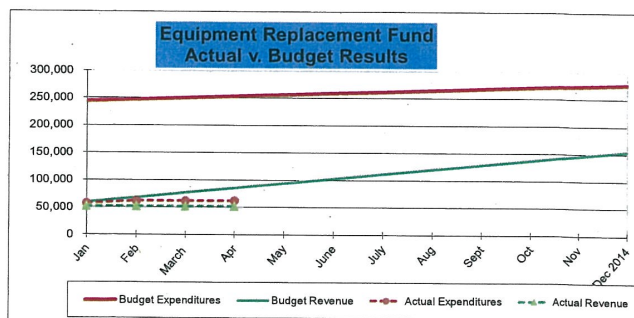
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	80,000	109,873	8,200	10,057
Jan	86,667	109,873	8,850	10,057
Feb	93,333	109,873	9,500	10,057
March	100,000	109,873	10,150	10,057
Apr	106,667	109,873	10,800	10,057
May	113,333		11,450	
June	120,000		12,100	
July	126,667		12,750	
Aug	133,333		13,400	
Sept	140,000		14,050	
Oct	146,667		14,700	
Nov	153,333		15,350	
Dec 2014	160,000		16,000	
2013-2014	160,000		16,000	
Total Actual to Date vs Total Budget		69%		63%



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

EQUIPMENT REPLACEMENT FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	241,250	57,389	51,850	52,858
Jan	244,167	57,389	60,458	52,858
Feb	247,083	61,687	69,065	52,858
March	250,000	61,687	77,673	52,858
Apr	252,917	62,104	86,281	52,858
May	255,833		94,888	
June	258,750		103,496	
July	261,667		112,104	
Aug	264,583		120,711	
Sept	267,500		129,319	
Oct	270,417		137,927	
Nov	273,333		146,534	
Dec 2014	276,250		155,142	
2013-2014	276,250		155,142	
Total Actual to Date vs Total Budget		22%		34%



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

City of Kenmore, Washington
Cash and Investment Report
April 30, 2014



Fund	Beg. Cash & Inv. from Prev. Mo.	Monthly Revenues	Monthly Expenditures	End. Cash & Inv. Current Month
General	\$3,391,914	\$1,264,002	\$434,393	4,221,523
Street	2,058,036	30,369	61,085	2,027,320
Transportation Capital	1,752,667	0	195,708	1,556,960
Public Art	67,481	0	0	67,481
Park Impact Fee	1,497,881	0	361,079	1,136,802
Transportation Impact Fee	558,893	0	0	558,893
Swamp Creek Basin	1,481,252	0	0	1,481,252
Transportation Benefit District	216,711	26,057	0	242,767
Sammamish Bridge Replacement	80,264	0	0	80,264
Real Estate Excise Tax	845,900	45,118	0	891,018
Kenmore Village	207,804	1,012	47,675	161,141
Park Capital	-273,848	361,079	26,895	60,336
Surface Water Management	1,427,367	279,816	39,734	1,667,450
Surface Water Capital	299,998	0	31,729	268,269
Strategic Reserve	1,264,465	0	0	1,264,465
Strategic Opportunities	1,572,160	2,090	-1,126	1,575,376
Equipment Replacement	481,773	0	417	481,356
Trust & Agency	334,667	858	2,960	332,564
Totals	\$17,265,384	\$2,010,401	\$1,200,548	\$18,075,236

Fund	Cash, Savings, Local Govt Investment Pool	(> One Year) Fixed Investments	Total
General	-\$1,270,828	\$5,506,032	4,235,204
Street	1,177,320	850,000	2,027,320
Transportation Capital	565,177	0	565,177
Public Art	52,481	15,000	67,481
Park Impact Fee	202,146	930,000	1,132,146
Transportation Impact Fee	528,894	30,000	558,894
Swamp Creek Basin	81,252	1,400,000	1,481,252
Transportation Benefit District	242,767	0	242,767
Sammamish Bridge Replacement	80,264	0	80,264
Real Estate Excise Tax	1,879,762	0	1,879,762
Kenmore Village	-290,646	450,000	159,354
Park Capital	60,336	0	60,336
Surface Water Management	1,155,663	510,000	1,665,663
Surface Water Capital	268,269	0	268,269
Strategic Reserve	414,465	850,000	1,264,465
Strategic Opportunities	1,575,376	0	1,575,376
Equipment Replacement	31,356	450,000	481,356
Trust & Agency	232,564	100,000	332,564
Totals	\$6,986,619	\$11,091,032	\$18,077,651

City of Kenmore, Washington
Schedule of Investments
April 30, 2014



Report by Security	Investment #	Type	Average Yield to Maturity-Securities				Possible Call Date	Overall Average Yield	0.59%
			Maturity Date	Purchase Date	Rate	Yield		Principal or Balance	Yield Equivalents
Piper Jaffray									
	313371PC4	FHLB	12/12/2014	6/7/2011	0.88%	0.88%	no call	991,238.90	8,722.90
	3136G0QY0	FNMA	7/25/2017	7/25/2012	0.75%	0.75%	7/25/2013	1,000,000.00	7,500.00
	31771J4M9	FICO	9/26/2017	8/14/2012	1.13%	1.13%	non callable	894,731.88	10,137.31
Total Piper Jaffrey Purchases								2,885,970.78	26,360.21
Time Value Investments									
	313586QR3	FNMA	7/5/2014	6/7/2011	1.00%	compounds	no call	998,858.37	9,988.58
	3136G1BT5	FNMA	8/7/2017	7/2/2013	1.30%	1.30%	8/7/2013	982,099.00	12,767.29
	3135G0XK4	FNMA	5/25/2018	11/25/2013	1.38%	1.38%	2/25/2014	985,750.00	13,583.64
	3135G0XK4	FNMA	5/25/2018	2/27/2014	1.30%	1.30%	2/25/2014	989,691.00	12,865.98
	31359MEL3	FNMA	4/22/2017	10/22/2012	0.86%	0.86%	no call	999,468.08	8,595.43
Total TVI Purchases								4,955,866.45	57,800.91
Bank of America									
	3133XTV45	FHLB	6/3/2011	6/16/2009	1.13%	1.45%			-
Total Bank of America Purchases								-	-
Banner Bank CD's									
	5740005425	CD	2/6/2016	2/6/2014	0.32%	0.32%		1,000,000.00	3,200.00
Total Banner Bank CD's								1,000,000.00	3,200.00
Sound Community Bank CD's									
	18299229	CD	2/11/2016	2/14/2014	0.80%	0.80%		1,000,000.00	8,000.00
Total Sound Community Bank CD's								1,000,000.00	8,000.00
Opus Bank CD's									
	280140042	CD	3/16/2015	3/15/2011	1.15%	1.15%		249,194.49	2,865.74
	11495975	CD	8/10/2015	2/10/2014	0.35%	0.35%		1,000,000.00	3,500.00
Total Cascade Bank CD's								1,249,194.49	6,365.74
TOTAL ALL SECURITIES								\$ 11,091,031.72	\$ 101,726.87
Banner Checking and Savings						0.07% Banner		5,743,672.75	4,020.57
Cash								1,005.00	-
Local Government Investment Pool						0.13% LGIP		1,241,939.62	1,665.44
Total Accounts								\$ 18,077,649.09	107,412.88

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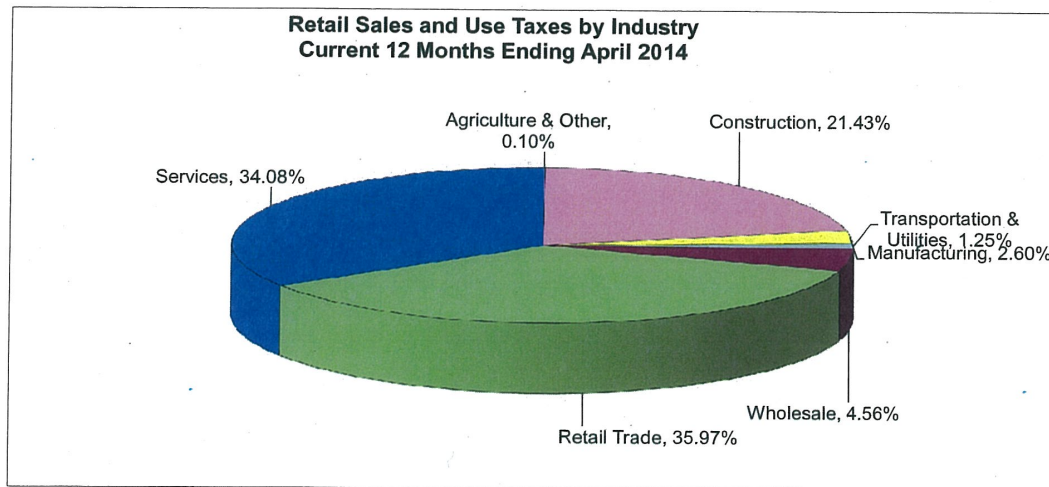
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 April 2014

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	29.22	0.00	29.22	0.0%
CONSTRUCTION	18,744.00	505.32	19,249.32	15.7%
MANUFACTURING	2,291.05	1.07	2,292.11	1.9%
TRANSPORTATION & UTILITIES	-88.11	295.95	207.84	0.2%
WHOLESALE	6,252.61	81.02	6,333.64	5.2%
RETAIL TRADE	47,432.79	76.81	47,509.60	38.8%
SERVICES	34,818.31	945.84	35,764.15	29.2%
INFORMATION	8,482.78	26.38	8,509.16	7.0%
PUBLIC SERVICES	5.54	2,513.66	2,519.20	2.1%
	117,968.20	4,446.04	122,414.24	100.0%

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
April 30, 2014

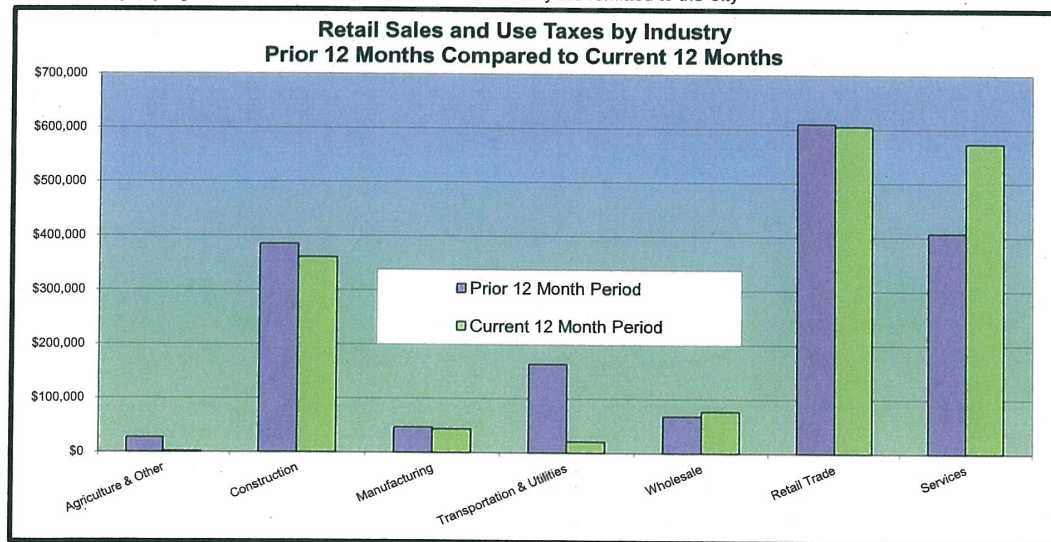


<u>Industry</u>	<u>Prior 12 Months ending April 2013</u>	<u>Current 12 Months ending April 2014</u>	<u>% Increase/ (Decrease)</u>	<u>% of Total</u>
Agriculture & Other (Landscaping, Animal Hospitals)	\$26,705	\$1,744	-93.47%	0.10%
Construction	384,591	360,335 *	-6.31%	21.43%
Manufacturing (Printing, Publishing, Other Manuf.)	46,447	43,667	-5.99%	2.60%
Transp/Comm/Utilities (Telecomm., Air Transport.)	163,264	20,987	-87.15%	1.25%
Wholesale (Lumber, Other Wholesale)	67,809	76,742	13.17%	4.56%
Retail Trade (Eating, Merchandise, Food Stores)	609,465	604,787	-0.77%	35.97%
Services (Auction, Recreation, Auto Repair, Financial)	407,159	573,033	40.74%	34.08%
Totals	\$1,705,441	\$1,681,294	-1.42%	100%
Increase/(Decrease)		(\$24,147)	-1.42%	



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

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



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City of Kenmore, Washington
Real Estate Excise Tax Report
April 30, 2014

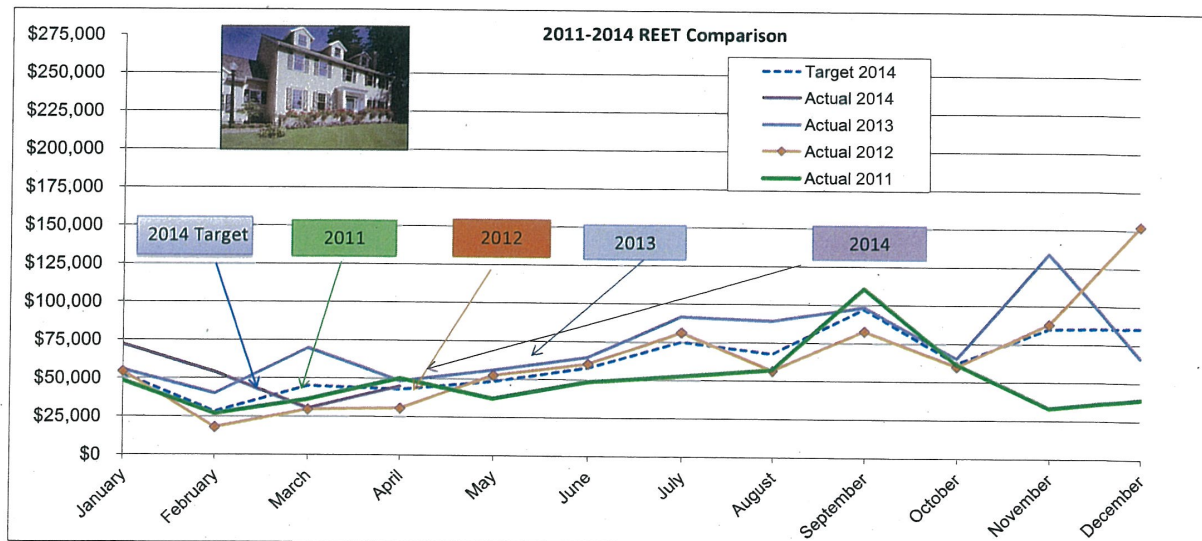


Real Estate Excise Taxes (REET) 2011 - 2014 Monthly Receipts					
	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Target 2014
January	48,679	54,359	55,801	72,106	52,921
February	27,294	18,064	40,281	54,038	28,533
March	36,507	29,691	69,946	30,426	45,360
April	50,463	30,662	48,671	45,118	43,245
May	37,671	52,575	56,178		48,785
June	48,938	60,408	64,938		58,067
July	53,012	81,316	91,779		75,333
August	57,471	56,626	89,496		67,832
September	111,107	82,785	98,573		97,442
October	61,805	60,265	65,596		62,525
November	33,475	88,057	134,286		85,232
December	39,510	152,262	66,342		85,997
	\$605,931	\$767,070	\$881,886		\$751,629

For 2014, REET is \$13,011 less than the same period last year and more than the 2014 target by \$31,629

* NOTE THE 2014 target is computed on a 3 year average (2011-2013) of actual receipts

Real Estate Excise Taxes (REET) 2011 - 2014 Property Sales > \$500,000 (The sales actually occur in the prior month; there is a 30 day lag between sales and when the City receives the revenue)								
Taxes from > \$500,000 Sale Amounts								
	2011	2012	2013	2014	2011	2012	2013	2014
January	1,046,085	5,515,283	3,380,165	4,699,850	5,178	27,301	16,732	23,264
February	547,257	1,152,000	3,417,500	3,930,920	2,709	5,702	16,917	19,458
March	1,100,000	750,000	3,514,000	2,175,430	5,445	3,713	17,394	10,768
April	1,075,000	870,000	1,570,450	4,266,725	5,321	4,307	7,774	21,120
May	2,372,000	2,796,250	3,634,210		11,741	13,841	17,989	0
June	2,605,000	1,215,000	2,761,500		12,895	6,014	13,669	0
July	3,354,950	4,196,500	8,478,706		16,607	20,773	41,970	0
August	3,045,950	1,756,200	6,131,455		15,077	8,693	30,351	0
September	15,691,044	4,859,500	10,911,500		77,671	24,055	54,012	0
October	7,873,950	3,087,500	5,568,400		38,976	15,283	27,564	0
November	875,000	8,334,960	18,620,230		4,331	41,258	92,170	0
December	2,189,000	23,033,200	4,606,450		10,836	114,014	22,802	0
	\$41,775,236	\$57,566,393	\$72,594,566	\$15,072,925	206,787	284,954	359,344	74,610



City of Kenmore, Washington
Monthly Report for Kenmore Village Fund
April 30, 2014



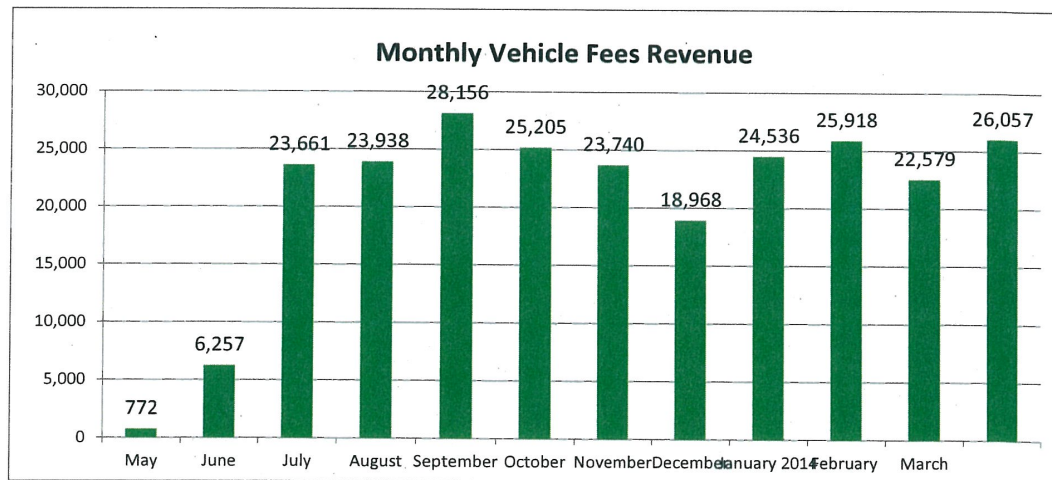
<u>Revenues</u>	<u>April 2014</u>	<u>Biennium-to- Date</u>	<u>Biennium Budget</u>
Lease Income (USPS & Kenmore Village)	0	50,750	102,100
Return of Security Deposit	0	0	0
Other Rent Income	0	15,100	15,000
Landlord Expense (CAM*) Reimbursement	0	0	0
Investment Interest	0	933	4,500
Sale of Property	0	1,425,034	4,440,000
Leasehold Excise Returned	1,012	4,238	14,900
Total Revenues		1,496,056	4,576,500
<u>Expenditures</u>			
6700 Building Improvements	0	0	11,000
Downtown Plan Services	15,058	202,853	228,168
Property Management	0	3,263	43,200
Utilities and Insurance - Kenmore Village	12,334	44,965	6,600
Repairs, Maintenance, Other Services	20,283	20,283	34,918
Transfers to Other Funds	0	0	926,800
Total Expenditures	47,675	271,364	1,250,686
Net Income (Loss)	-47,675	1,224,692	3,325,814

NOTE: This schedule only reflects activity occurring on the City books and does not include the lease revenue and expenditures accounted for by the property management firm.

**Kenmore Transportation Benefit District
Quarterly Report
April 30, 2014**



<u>Revenues</u>	<u>April 2014</u>	<u>Biennium-to- Date</u>	<u>Biennium Budget</u>
Vehicle Fees			
Total Revenues	\$ 26,057	\$223,730	\$535,000
<u>Expenditures</u>			
WCIA Insurance	0	7,500	10,000
Reimbursement to Street Fund	0	0	525,000
Total Expenditures	0	7,500	535,000
Net Income (Loss)	\$ 26,057	\$216,230	\$0



XII. D. Approve Amendment No. 3 to Contract No. 11-C971 wit...

- Develop Downtown
- Support Existing Businesses
- Advance the City's Connection to the Waterfront

**Contract No. 11-C971
Amendment No. 3**

The following section of the marketing and communications consulting services contract dated December 19, 2011, between the City of Kenmore and Frause Full Spectrum Communications is amended to read in its entirety as set forth (i.e. below or in attachment). All other terms and conditions of the underlying contract shall remain in full force and effect.

Section 2: The maximum amount of the contract is \$74,700

DATED this ____ day of _____, 20__.

CITY OF KENMORE:

CONSULTANT:

BY: _____
Rob Karlinsey
Title: City Manager

By: _____
Title: _____

Address: _____

Attest/Authenticated:

Patty Safrin, City Clerk

Approved as to Form:

Rod Kaseguma, City Attorney

FRAUSE Contract No. 11-C971 AMENDMENTS**JUNE 2014**

December 2011 Contract Maximum	\$4550
Amendment #1	\$3950
Contract Maximum with Amendment #1	\$8500

Amendment #2:*Website*

Website Development Support	\$2250
Website Copywriting and Editing	\$2950
Total Website Scope	\$5200

Media Relations

Media Kit	\$5000
Media Relations 10 months @ \$3200 per month	\$32,000
Total Media Relations Scope	\$37,000
Total Amendment #2	\$42,200
Contract Maximum with Amendment #2	\$50,700

Amendment #3

Media Relations through 2014 7 months@ \$3200	\$22,400*
Media Kit Completion	\$ 1,600
Total Amendment #3	\$24,000
Contract Maximum with Amendment #3	\$74,700

*Budget Amendment Approved by Council in May 2013

CONTRACT FOR CONSULTANT SERVICES
Contract No. 11-C971

This Agreement is entered into by and between the City of Kenmore, Washington, a municipal corporation ("City") and Frause Full Spectrum Communications, whose principal office is located at 1411 Fourth Avenue, Suite 1210, Seattle, WA 98101 ("Consultant").

WHEREAS, the City desires to have certain services performed for its citizens;
and

WHEREAS, the City has selected the Consultant to perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties agree as follows:

1. Scope of Services to be Performed by Consultant. The Consultant shall perform the services described in Exhibit "A" of this Agreement. In performing the services, the Consultant shall comply with all federal, state and local laws and regulations applicable to the services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance.

2. Compensation and Method of Payment. The Consultant shall request payment for work performed using the billing invoice form at Exhibit "C."

The City shall pay Consultant:

[Check applicable method of payment]

☐ According to the rates set forth in Exhibit "B".

☒ A sum not to exceed \$4550

☐ Other (describe): _____

The Consultant shall complete and return to the City Exhibit "D," Tax Identification Number," prior to or along with the first billing invoice. The City shall pay the Consultant for services rendered within ten (10) days after City Council voucher approval.

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on December 1, 2011 and ending June 30, 2012 unless sooner

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Frause.doc

terminated under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

4. Ownership and Use of Documents. Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City whether the project for which they were created is executed or not.

5. Independent Contractor. The Consultant and the City agree that the Consultant is an independent contractor with respect to the services provided pursuant to this Agreement. The Consultant will be solely responsible for its acts and for the acts of its agents, employees, subconsultants or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties.

6. Indemnification.

A. The Consultant shall protect, defend, indemnify and save harmless the City, its officers, employees and agents from any and all costs, claims, suits, losses or liabilities of any nature, including attorneys' fees, arising out of or in connection with the negligent acts or omissions of the Consultant, its officers, employees and agents in performing this Agreement.

B. The City shall protect, defend, indemnify and save harmless the Consultant, its officers, employees and agents from any and all costs, claims, suits, losses or liabilities of any nature, including attorneys' fees, arising out of or in connection with the negligent acts or omissions of the City, its officers, employees and agents in performing this Agreement.

7. Insurance.

The Consultant shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives or employees.

A. Minimum Scope of Insurance.

Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

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2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, and personal injury and advertising injury. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance.

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provisions.

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability, and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance or insurance pool coverage maintained by the City shall be in excess of the Consultant's insurance and shall not contribute with it.

2. The Consultant's insurance shall be endorsed to state that coverage shall not be canceled by either party except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. Verification of Coverage.

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

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8. Record Keeping and Reporting.

A. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven (7) years after termination of this Agreement, unless permission to destroy them is granted by the Office of the Archivist in accordance with Chapter 40.14 RCW and by the City.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review or audit by the City during the performance of this Agreement.

10. Termination.

A. The City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon seven (7) days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City.

B. In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be canceled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The Consultant reserves the right to terminate this Agreement with not less than fourteen (14) days written notice, or in the event that outstanding invoices are not paid within sixty (60) days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

11. Discrimination Prohibited. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual

orientation, age, national origin, marital status, or presence of any sensory, mental or physical disability.

12. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

13. Conflict of Interest. The Consultant represents to the City that it has no conflict of interest in performing any of the services set forth in Exhibit "A." In the event that the Consultant is asked to perform services for a project with which it may have a conflict, Consultant will immediately disclose such conflict to the City.

14. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

15. Non-appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of the provision are effectuated.

16. Entire Agreement. This Agreement contains the entire agreement between the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

17. Notices. Notices to the City of Kenmore shall be sent to the following address:

City Manager, City of Kenmore

With a copy to:

City Clerk

City of Kenmore

P.O. Box 82607

Kenmore, Washington 98028-0607

Notices to the Consultant shall be sent to the following address:

FRANSE
1411 4th Ave, Suite 1210
Seattle, WA 98101

18. Applicable Law; Venue; Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit, which shall be fixed by the judge hearing the case and such fee shall be included in the judgment.

19. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

CITY OF KENMORE, WASHINGTON

By: 

Frederick C. Stouder

Title: City Manager

Date: 19 Dec 2011

CONSULTANT

By: 

ROBERT D. FRAUSE

Title: CHAIRMAN CEO

Date: 11.21.11

ATTEST AS TO FORM:

Rod Kaseguma, City Attorney

EXHIBIT A

Scope of Services to be Provided by Consultant. The Consultant shall furnish services including, but not limited to, the following: See Attached

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Files\Content.Outlook\0M89UEMB\Contract 11-C971 Phase.doc

7

EXHIBIT B

Rates for Services to be Provided by Consultant. The Consultant shall furnish the services in accordance with the following rates:

Maximum Amount: \$4550

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EXHIBIT C

**City of Kenmore
Billing Invoice**

To: City of Kenmore
PO Box 82607
Kenmore, Washington 98028
Phone: (425) 398-8900
Fax: (425) 481-3236

Invoice Number: _____ Date of Invoice: _____

Consultant: _____

Mailing Address: _____

Telephone: () _____

Contract Period: _____ Reporting Period: _____

Amount requested this invoice: \$ _____

Attach itemized description of services provided.

Specific Program: _____

Authorized signature

For Department Use Only

BUDGET SUMMARY

Total contract amount	\$ _____
Previous payments	\$ _____
Current request	\$ _____
Balance remaining	\$ _____

Approved for Payment by: _____ Date: _____

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EXHIBIT D

CITY OF KENMORE
P.O. Box 82607
Kenmore, WA 98028
Phone: (425) 398-8900
Fax: (425) 481-3236

TAX IDENTIFICATION NUMBER

In order for you to receive payment from the City of Kenmore, the must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Service Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires the City to withhold 20% on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

Please complete the following information request form and return it to the City of Kenmore prior to or along with the submittal of the first billing invoice.

Please check the appropriate category:

☒ Corporation or Corp. ☐ Partnership ☐ Government Consultant
☐ Individual/Proprietor ☐ Other (explain)

TIN No.: 91-1922251

Social Security No.: _____

Print Name: ROBERT FRAUSE

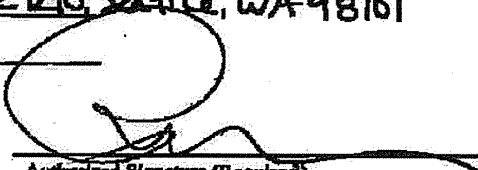
Title: CHAIRMAN CED

Business Name: FRAUSE

Business Address: 1411 4th Ave, Suite 210, Seattle, WA 98101

Business Phone: 206-352-6402

11-21-11
Date


Authorized Signature (Required)

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Contract No. 11-C971

FRAUSE

PROJECT ESTIMATE

Client: Maple Valley Chamber of

Project: Brochure

Date: May 17, 2011

**City of Kenmore
Economic Development Brochure**

Design

Frause will work with the client to create a revised view brochure to support the City's economic development efforts. The brochure will feature existing City photos and will build off the design of recent wayfinding signage. Frause will work with the client to edit and refine existing copy. Design costs include two rounds of editing and two meetings to discuss content, copy and design.

Specifications:

- Final size is 8 1/2" x 11"; Overall size is 11" x 17"
- Single fold
- Full-color
- Photos/graphics supplied by the client
- Use existing brand/match wayfinding sign coloring
- Copy editing included
- No printing included

Timeline: Two months completion schedule. Delivery early February, 2012

Cost: \$4,500

1411 Fourth Avenue :: Suite 1210 :: Seattle, WA 98101 www.frause.com V 206.352.6402

Prices do not include tax. Frause will provide an updated estimate or change order based on mutually agreed upon creative direction changes. This estimate is valid for 30 days.



CERTIFICATE OF LIABILITY INSURANCE

OP ID: NG
DATE REISSUED
11/22/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ROGERS & NORMAN 1601 Fourth Ave Suite 2400 Seattle, WA 98101 Brenda Gonzalez	206-443-2800 206-441-8762	CONTRACT POLICY NO. POLICY DATE POLICY PERIOD POLICY TYPE POLICY CLASS	INSURED The Fraus Group, Inc. 1411 Fourth Avenue Suite 1210 Seattle, WA 98101	INSURER A: American Casualty Co INSURER B: National Fire Ins. Co INSURER C: Azle Surplus Ins Co INSURER D: INSURER E: INSURER F:	INSURER A: 20457 INSURER B: 20478 INSURER C: INSURER D: INSURER E: INSURER F:
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE	TYPE OF INSURANCE	POLICY PERIOD	POLICY NUMBER	START DATE	END DATE	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIM-MADE ☒ OCCUR		20902646704	06/01/11	06/01/12	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (per occurrence) \$ 300,000 MED EXP (per occurrence) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPOUND AGG \$ 4,000,000
A	ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRE/AUTOS NON-OWNED AUTOS		20902646704	06/01/11	06/01/12	COMBINED SINGLE & LIMIT \$ 1,000,000 Per accident BODILY INJURY (per person) \$ BODILY INJURY (per accident) \$ PROPERTY DAMAGE (per accident) \$ AGGREGATE \$
	LIABILITY LIMIT BODILY INJURY CLAIMS-MADE CREDIBLE					EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
B	INDUSTRIAL OPERATION AND EXPLORATION LIABILITY ANY PRODUCTION/TRANSPORTATION OCCURRENCE EXCLUSIONS EXCLUSIONS IN POLICY		WC2090103987 20902646704 W/A STOP GAP	03/20/11 06/01/11	03/20/12 06/01/12	X WC-BENEFIT \$ 1,000,000 EL EACH ACCIDENT \$ EL DISEASE - EX EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000 Occurrence \$ 1,000,000 Aggregate \$ 1,000,000
C	Product \$10k		MCN000094161001	12/02/10	12/02/11	Aggregate \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS (Verify with ACORD 101, Additional Information Schedule, if more space is required)
City of Kenmore is additional insured as required by written contract on the general liability. Insurance is primary as required by written contract.

CERTIFICATE HOLDER	BLANK	CANCELLATION
City of Kenmore P.O. Box 82807 Kenmore, WA 98028		SINCE ANY OF THE ABOVE DESCRIBED POLICES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Wanda Jorgensen</i>

**Contract No. 11-C971
Amendment No. 1**

The following section of the communications and marketing contract dated 12/19, 2011, between the City of Kenmore and Frause Full Spectrum Communications is amended to read in its entirety as set forth (i.e. below or in attachment). All other terms and conditions of the underlying contract shall remain in full force and effect.

Section 2 The maximum amount of the contract is \$8500

Section 3 Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on December 1, 2011 and ending December 31, 2012 unless sooner terminated under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

Exhibit A: Scope is amended to include Key Messaging Development: background research with City Manager/Assistant City Manager; 3 hour session with City leadership plus follow up contacts with Councilmembers who are unable to attend the session; draft messages with proof points that back up the statements; and final key message document. Copies or other third party costs included.

DATED this 15 day of Aug, 2012

CITY OF KENMORE:

BY: [Signature]

Rob Karlinsey

Title: City Manager

CONSULTANT:

By: [Signature] ROBERT D FRAUSE

Title: CHAIRMAN CED

Address: 1411 4th Ave, Suite 1210
Seattle, WA 98101

Attest/Authenticated:

[Signature]
Patty Safrin, City Clerk

Approved as to Form:

Rod Kaseguma, City Attorney

**Contract No. 11-C971
Amendment No. 2**

The following section of the communications and marketing consulting services contract dated December 19, 2011, between the City of Kenmore and Frause Full Spectrum Communications is amended to read in its entirety as set forth (i.e. below or in attachment). All other terms and conditions of the underlying contract shall remain in full force and effect.

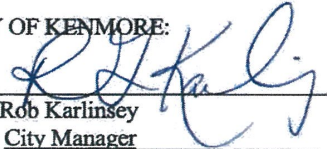
Section 2 The maximum amount of the contract is \$50,700

Section 3 Duration of Agreement. This Agreement will be in full force and effect for a period commencing December 1, 2011 and ending December 31, 2014 unless sooner terminated under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

Exhibit A: Scope of Services is amended as attached.

DATED this 28th day of May, 2013.

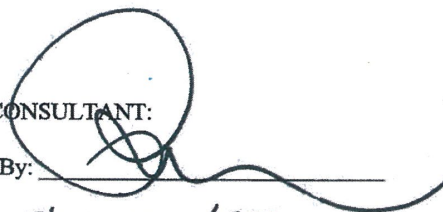
CITY OF KENMORE:

BY: 

Rob Karlinsey

Title: City Manager

CONSULTANT:

By: 

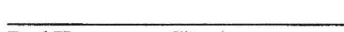
Title: Chairman / CEO

Address: 1411 4th Ave
Unit 1210
Seattle, WA 98101

Attest/Authenticated:


Patty Saffin, City Clerk

Approved as to Form:


Rod Kaseguma, City Attorney



PROJECT ESTIMATE

Client: City of Kenmore

Project: Website

Date: 10/19/12

Project Overview

City of Kenmore's website is undergoing a transformation. The city is seeking Frause professional consultation to ensure the final website blends with new branding (in use on street banners and signage), key messages and multiple audience engagement. Frause is offering two different budgets within this project assignment, both of which are independent from each other. One is for the website development support and the other is for copywriting and editing.

Website Development Support

Consulting during the website development process	\$2,250
---	---------

Estimate Includes 15 hours of time for Erika Schmidt.

Copywriting and Editing

Website copy development and editing for core pages	\$2,950
---	---------

Estimate includes 15 hours of time for Erika Schmidt and 10 hours for Kate Hudson.

1411 Fourth Avenue :: Suite 1210 :: Seattle, WA 98101 www.frause.com V 206.352.6402

This estimate is valid for 30 days.



Steps to City of Kenmore Media Relations Work

Step One: City Leadership Priorities

To ensure synchronized media relations work between Frause and the city, it will be essential to determine the priorities of leadership. Once the leadership is able to identify the most important items, the Frause team will collaborate to help define an implementation strategy.

Step Two: Media Kit

The development of a media kit is the second step. We seek to build the city story from many perspectives – business, resident, economic development and tourism, to name a few. The media kit will share key messages and story elements. The kit will include fact sheets on the city and its business environment, community demographics, testimonials from local business owners, economic development opportunities, marketing materials, photos and contact information. Media kits are the foundational documents used in a media relations campaign.

Step Three: Media Relations

With a media kit in hand, Frause will work with the City of Kenmore economic development staff to implement a media relations or publicity effort to generate media coverage on the city:

- Research, write and distribute an average of one news release per month. This includes one-on-one follow-up to all appropriate reporters, writers and editors by email, phone and conversation.
- Research, write and distribute an average of one local/regional feature story pitch per month. This includes follow-up with reporters, writers and editors.
- Train economic development staff to act as expert sources for quotes in top real estate, economic development and natural health publications.
- Develop and pitch one national feature story per quarter, assuming there is editorial content of interest to national business publications.
- Respond to media inquiries and connect reporters, writers and editors with appropriate City of Kenmore staff and/or local businesses.
- Maintain the city's economic development media database.
- Develop and maintain an editorial calendar for the placement of feature stories.
- Provide news clippings in electronic and print format to share online and to council members and staff members.



Subject/Topic:	For Council Meeting Agenda of: 28 May 2013	
Amendment #2 to Contract No. 11-C971 with Frause Full Spectrum Communications	Department: Executive	
	Prepared by: Nancy Ousley	
	Approved by Department Head: <u>NKO 16 May 2013</u>	
	Approved by City Attorney:	
	Approved by Finance Director: <u>[Signature] 5/17/13</u>	
Proposed Council Action/Motion:	Approved by City Manager: <u>RDK</u>	
Authorize the City Manager to Execute Amendment #2 to Contract No. 11-C971 with Frause Full Spectrum Communications	Exhibits/Attachments:	
	1. Budget Summary Chart	
	2. Proposed Amendment #2	
	3. Contract No. 11-C971 including Amendment #1	
Expenditure Required \$42,200	Amount Budgeted \$144,900 for Economic Development 2013- 2014/\$33,000 for Website Services 2013-2014	Appropriation Required \$0
<u>INFORMATION/BACKGROUND:</u>		
The City has worked with Frause since late 2011 on marketing and strategic communications related to Economic Development, and the proposed amendment covers media relations services and website messaging. This work is a major component of implementing the 2009 Economic Development Strategy goal of promoting the image of Kenmore to attract economic investment. The scope of this amendment covers work through December, 2013. The proposed amendment also extends the term of the contract through December 2014; the scope and budget for additional services in 2014 will be developed later this year.		
Previous work with the firm has focused on developing key messages and updating information for promotional materials. Frause produced concise fact sheets to promote the Kenmore Village property offering and the Town Green proposal for the State Capital Budget for the 2013 Legislative Session.		
<u>FISCAL CONSIDERATION:</u>		
The 2013-2014 Budget includes funds for marketing and website development.		
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u>		
Continue to Implement the Economic Development Strategy		

ATTACHMENT
#1**FRAUSE Contract No. 11-C971 AMENDMENTS****MAY 2013**

December 2011 Contract Maximum	\$4550
Amendment #1	\$3950
Contract Maximum with Amendment #1	\$8500

Amendment #2:*Website*

Website Development Support	\$2250
Website Copywriting and Editing	\$2950
Total Website Scope	\$5200

Media Relations

Media Kit	\$5000
Media Relations 10 months @ \$3200 per month	\$32,000
Total Media Relations Scope	\$37,000

Total Amendment #2	\$42,200
Contract Maximum with Amendment #2	\$50,700

ATTACHMENT
#2

**Contract No. 11-C971
Amendment No. 2**

The following section of the communications and marketing consulting services contract dated December 19, 2011, between the City of Kenmore and Frause Full Spectrum Communications is amended to read in its entirety as set forth (i.e. below or in attachment). All other terms and conditions of the underlying contract shall remain in full force and effect.

Section 2 The maximum amount of the contract is \$50,700

Section 3 Duration of Agreement. This Agreement will be in full force and effect for a period commencing December 1, 2011 and ending December 31, 2014 unless sooner terminated under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

Exhibit A: Scope of Services is amended as attached.

DATED this ____ day of _____, 20__.

CITY OF KENMORE:

CONSULTANT:

BY: _____

By: _____

Rob Karlinsey

Title: City Manager

Title: _____

Address: _____

Attest/Authenticated:

Patty Safrin, City Clerk

Approved as to Form:

Rod Kaseguma, City Attorney



PROJECT ESTIMATE

Client: City of Kenmore

Project: Website

Date: 10/19/12

Project Overview

City of Kenmore's website is undergoing a transformation. The city is seeking Frause professional consultation to ensure the final website blends with new branding (in use on street banners and signage), key messages and multiple audience engagement. Frause is offering two different budgets within this project assignment, both of which are independent from each other. One is for the website development support and the other is for copywriting and editing.

Website Development Support

Consulting during the website development process	\$2,250
---	---------

Estimate includes 15 hours of time for Erika Schmidt.

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---	---------

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1411 Fourth Avenue :: Suite 1210 :: Seattle, WA 98101 www.frause.com V 206.352.6402

This estimate is valid for 30 days.



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Step One: City Leadership Priorities

To ensure synchronized media relations work between Frause and the city, it will be essential to determine the priorities of leadership. Once the leadership is able to identify the most important items, the Frause team will collaborate to help define an implementation strategy.

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- Develop and pitch one national feature story per quarter, assuming there is editorial content of interest to national business publications.
- Respond to media inquiries and connect reporters, writers and editors with appropriate City of Kenmore staff and/or local businesses.
- Maintain the city's economic development media database.
- Develop and maintain an editorial calendar for the placement of feature stories.
- Provide news clippings in electronic and print format to share online and to council members and staff members.

January 9, 2009

CONTRACT FOR CONSULTANT SERVICES
Contract No. 11-C971

This Agreement is entered into by and between the City of Kenmore, Washington, a municipal corporation ("City") and Frause Full Spectrum Communications, whose principal office is located at 1411 Fourth Avenue, Suite 1210, Seattle, WA 98101 ("Consultant").

WHEREAS, the City desires to have certain services performed for its citizens;
and

WHEREAS, the City has selected the Consultant to perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties agree as follows:

1. Scope of Services to be Performed by Consultant. The Consultant shall perform the services described in Exhibit "A" of this Agreement. In performing the services, the Consultant shall comply with all federal, state and local laws and regulations applicable to the services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance.

2. Compensation and Method of Payment. The Consultant shall request payment for work performed using the billing invoice form at Exhibit "C."

The City shall pay Consultant:

[Check applicable method of payment]

☐ According to the rates set forth in Exhibit "B".

☒ A sum not to exceed \$4550

☐ Other (describe): _____

The Consultant shall complete and return to the City Exhibit "D," Tax Identification Number," prior to or along with the first billing invoice. The City shall pay the Consultant for services rendered within ten (10) days after City Council voucher approval.

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on December 1, 2011 and ending June 30, 2012 unless sooner

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Frause.doc

terminated under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

4. Ownership and Use of Documents. Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City whether the project for which they were created is executed or not.

5. Independent Contractor. The Consultant and the City agree that the Consultant is an independent contractor with respect to the services provided pursuant to this Agreement. The Consultant will be solely responsible for its acts and for the acts of its agents, employees, subconsultants or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties.

6. Indemnification.

A. The Consultant shall protect, defend, indemnify and save harmless the City, its officers, employees and agents from any and all costs, claims, suits, losses or liabilities of any nature, including attorneys' fees, arising out of or in connection with the negligent acts or omissions of the Consultant, its officers, employees and agents in performing this Agreement.

B. The City shall protect, defend, indemnify and save harmless the Consultant, its officers, employees and agents from any and all costs, claims, suits, losses or liabilities of any nature, including attorneys' fees, arising out of or in connection with the negligent acts or omissions of the City, its officers, employees and agents in performing this Agreement.

7. Insurance.

The Consultant shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives or employees.

A. Minimum Scope of Insurance.

Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

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2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, and personal injury and advertising injury. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance.

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provisions.

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability, and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance or insurance pool coverage maintained by the City shall be in excess of the Consultant's insurance and shall not contribute with it.

2. The Consultant's insurance shall be endorsed to state that coverage shall not be canceled by either party except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. Verification of Coverage.

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

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8. Record Keeping and Reporting.

A. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven (7) years after termination of this Agreement, unless permission to destroy them is granted by the Office of the Archivist in accordance with Chapter 40.14 RCW and by the City.

9. **Audits and Inspections.** The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review or audit by the City during the performance of this Agreement.

10. Termination.

A. The City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon seven (7) days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City.

B. In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be canceled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The Consultant reserves the right to terminate this Agreement with not less than fourteen (14) days written notice, or in the event that outstanding invoices are not paid within sixty (60) days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

11. **Discrimination Prohibited.** The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual

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orientation, age, national origin, marital status, or presence of any sensory, mental or physical disability.

12. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

13. Conflict of Interest. The Consultant represents to the City that it has no conflict of interest in performing any of the services set forth in Exhibit "A." In the event that the Consultant is asked to perform services for a project with which it may have a conflict, Consultant will immediately disclose such conflict to the City.

14. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

15. Non-appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of the provision are effectuated.

16. Entire Agreement. This Agreement contains the entire agreement between the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

17. Notices. Notices to the City of Kenmore shall be sent to the following address:

City Manager, City of Kenmore

With a copy to:

City Clerk
City of Kenmore
P.O. Box 82607
Kenmore, Washington 98028-0607

Notices to the Consultant shall be sent to the following address:

FRANSE
1411 4th Ave, Suite 1210
Seattle, WA 98101

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Frans.doc

18. **Applicable Law; Venue; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit, which shall be fixed by the judge hearing the case and such fee shall be included in the judgment.

19. **Severability.** Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

CITY OF KENMORE, WASHINGTON

By: 

Frederick C. Stouder

Title: City Manager

Date: 19 Dec 2011

CONSULTANT

By: 

ROBERT D. PRAYLE

Title: CHAIRMAN CEO

Date: 11.21.11

ATTEST AS TO FORM:

Rod Kasaguma, City Attorney

EXHIBIT A

Scope of Services to be Provided by Consultant. The Consultant shall furnish services including, but not limited to, the following: See Attached

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EXHIBIT B

Rates for Services to be Provided by Consultant. The Consultant shall furnish the services in accordance with the following rates:

Maximum Amount: \$4550

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EXHIBIT C

**City of Kenmore
Billing Invoice**

To: City of Kenmore
PO Box 82607
Kenmore, Washington 98028
Phone: (425) 398-8900
Fax: (425) 481-3236

Invoice Number: _____ Date of Invoice: _____

Consultant: _____

Mailing Address: _____

Telephone: () _____

Contract Period: _____ Reporting Period: _____

Amount requested this invoice: \$ _____

Attach itemized description of services provided.

Specific Program: _____

Authorized signature

For Department Use Only

BUDGET SUMMARY

Total contract amount	\$ _____
Previous payments	\$ _____
Current request	\$ _____
Balance remaining	\$ _____

Approved for Payment by: _____ Date: _____

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EXHIBIT D

CITY OF KENMORE
P.O. Box 82607
Kenmore, WA 98028
Phone: (425) 398-8900
Fax: (425) 481-3236

TAX IDENTIFICATION NUMBER

In order for you to receive payment from the City of Kenmore, you must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Service Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires the City to withhold 20% on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

Please complete the following information request form and return it to the City of Kenmore prior to or along with the submittal of the first billing invoice.

Please check the appropriate category:

☒ Corporation or LLP ☐ Partnership ☐ Government Consultant
☐ Individual/Proprietor ☐ Other (explain)

TIN No.: 91-1922251

Social Security No.: _____

Print Name: ROBERT FRANSE

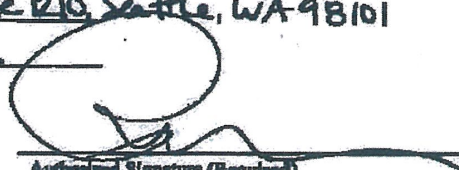
Title: CHAIRMAN CED

Business Name: FRANSE

Business Address: 111 4th Ave, Suite 210, Seattle, WA 98101

Business Phone: 206-352-6452

11.21.11
Date


Authorized Signature (Required)

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Contract No. 11-C971

FRAUSE

PROJECT ESTIMATE

Client: Maple Valley Chamber of

Project: Brochure

Date: May 17, 2011

**City of Kenmore
Economic Development Brochure**

Design

Frause will work with the client to create a revised view brochure to support the City's economic development efforts. The brochure will feature existing City photos and will build off the design of recent wayfinding signage. Frause will work with the client to edit and refine existing copy. Design costs include two rounds of editing and two meetings to discuss content, copy and design.

Specifications:

- Final size is 8 1/2" x 11"; Overall size is 11" x 17"
- Single fold
- Full-color
- Photos/graphics supplied by the client
- Use existing brand/match wayfinding sign coloring
- Copy editing included
- No printing included

Timeline: Two months completion schedule. Delivery early February, 2012

Cost: \$4,500

1411 Fourth Avenue • Suite 1210 • Seattle, WA 98101 www.frause.com V 206 352 6402

Prices do not include tax. Frause will provide an updated estimate or change order based on mutually agreed upon creative direction changes. This estimate is valid for 30 days.

ACORD		CERTIFICATE OF LIABILITY INSURANCE		OF ID: NG	
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.				DATE (mm/dd/yyyy) 11/22/11	
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).					
PRODUCER ROGERS & NORMAN 1801 Fourth Ave Suite 2400 Seattle, WA 98101 Nanci Gonzalez		206-443-2800 206-441-6752		CONTACT PHONE FAX E-MAIL FRAUS-1	
INSURED The Frause Group, Inc. 1411 Fourth Avenue Suite 1210 Seattle, WA 98101		INSURERS ATTORNEY COVERAGE		WAC #	
		INSURER A: American Casualty Co		20427	
		INSURER B: National Fire Ins. Co		20478	
		INSURER C: Axis Surplus Ins Co			
		INSURER D:			
		INSURER E:			
		INSURER F:			

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
TYPE	TYPE OF INSURANCE	PRODUCER	POLICY NUMBER	POLICY PERIOD	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC	X	2090848704	08/01/11 08/01/12	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ex contract) \$ 300,000 MED EXP (Per one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPROP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS		2090848704	08/01/11 08/01/12	COMBINED SINGLE LIMIT (Ex accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB EXCESS LIAB DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY EMPLOYER/PARTISAN/EXECUTIVE OFFICERS/OWNERS EXCLUDED? (Mandatory in WA) Description of operations below	Y/N N/A	WC2080103887 2090848704 WA STOP GAP	03/28/11 08/01/11 08/01/11 08/01/12	☒ WC STATUTORY LIMITS ☐ OTHER EL EACH ACCIDENT \$ 1,000,000 EL DISEASE - EA EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability Deduct \$10k		MCN000084101001	12/02/10 12/02/11	Occurring 1,000,000 Aggregate 1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Requestor Schedule, if names appear in completed) City of Kenmore is additional insured as required by written contract on the general liability. Insurance is primary as required by written contract.					

CERTIFICATE HOLDER		CANCELLATION	
BLANK		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
City of Kenmore P.O. Box 82907 Kenmore, WA 98028		AUTHORIZED REPRESENTATIVE <i>Nanci Gonzalez</i>	

ACORD 25 (2008/09)

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**Contract No. 11-C971
Amendment No. 1**

The following section of the communications and marketing contract dated 12/19, 2011, between the City of Kenmore and Frause Full Spectrum Communications is amended to read in its entirety as set forth (i.e. below or in attachment). All other terms and conditions of the underlying contract shall remain in full force and effect.

Section 2 The maximum amount of the contract is \$8500

Section 3 Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on December 1, 2011 and ending December 31, 2012 unless sooner terminated under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

Exhibit A: Scope is amended to include Key Messaging Development: background research with City Manager/Assistant City Manager; 3 hour session with City leadership plus follow up contacts with Councilmembers who are unable to attend the session; draft messages with proof points that back up the statements; and final key message document. Copies or other third party costs included.

DATED this 15 day of Aug, 20 12

CITY OF KENMORE:

BY: [Signature]
Rob Karlinsey
Title: City Manager

CONSULTANT:

By: [Signature] ROBERT D FRAUSE
Title: CHAIRMAN CEO

Address: 1411 4th Ave, Suite 1210
Seattle, WA 98101

Attest/Authenticated:

[Signature]
Patty Safran, City Clerk

Approved as to Form:

Rod Kaseguma, City Attorney

Subject/Topic: Resolution 14-240 authorizing execution of documents necessary to fund housing projects recommended by A Regional Coalition for Housing (ARCH) Executive Board. Proposed Council Action/Motion: Council motion to approve Resolution 14-240 authorizing execution of documents necessary to fund housing projects recommended by A Regional Coalition for Housing (ARCH) Executive Board.	For Council Meeting Agenda of: 6/9/14 Department: Executive Prepared by: Debbie Bent, Community Development Director Initial & Date Approved by Department Head: <u>NKS 28 MAY 2014</u> Approved by City Attorney: <u>[Signature]</u> Approved by Finance Director: <u>[Signature]</u> Approved by City Manager: <u>[Signature]</u> Exhibits/Attachments: 1. Resolution 14-240 with Exhibit A, Memo dated 4/29/14 Out of Cycle 2014 Housing Trust Fund Recommendation, from the ARCH Executive Board
Expenditure Required \$0 Amount Budgeted \$100,000 in the Appropriation Required \$0 general fund	
<u>INFORMATION/BACKGROUND:</u> The City of Kenmore approved an Amended and Restated Interlocal Agreement with ARCH on 3/8/10 (Contract 10-C866) with an effective date of 7/1/10. One outcome of the Interlocal agreement was that the City of Bellevue would keep in trust and administer the accumulated funds annually set aside by the City of Kenmore. The ARCH Executive Board Out of Cycle 2014 Housing Trust Fund recommendation (See Exhibit 1 of Attachment 1) includes funding the King County Housing Authority application to the Trust Fund for funding renovations of two recently acquired federally assisted preservation properties one in downtown Bellevue and one in downtown Redmond. The total funding recommendation is \$1,334,749. The actual amount will depend on final action by City Councils. The City of Kenmore requested funding contribution is \$17,069. Staff recommends that Council approve Resolution 14-240 (Attachment 1) providing authorization for the duly appointed administering agency for ARCH (City of Bellevue) to execute all documents necessary to enter into agreements for the funding of affordable housing projects in the amount of \$17,069 as recommended by the ARCH Executive Board, utilizing funds from the City's Housing Trust Fund available balance which is held in trust by the City of Bellevue. This action has no budgetary impact as the funds are already set aside. The City's Housing Trust Fund 2013 year end available balance was \$119,431. On 2/10/14 the Council approved Resolution 14-230 which authorized execution of documents to contribute \$99,452 of funds from the City's Housing Trust Fund balance towards three projects from the 2013 fall funding round (Habitat for Humanity Sammamish Cottage Demonstration \$36,784; Providence/SRI Redmond Senior Apartments \$53,472 and Friends of Youth Extended Foster Care \$9,196). The City's remaining Housing Trust Fund balance is \$19,979 after deduction of the fall 2013 commitments. The \$17,069 of requested funding would be withdrawn from this balance leaving \$2,910 before earned interest and before the City's 2014 contribution of \$50,000.	
<u>FISCAL CONSIDERATION:</u> The City's adopted 2013-2014 biennial budget includes \$100,000 in the General Fund as a contribution to the ARCH Housing Trust Fund. \$50,000 was transferred from the City's General Fund to the ARCH Trust Fund in 2013. The 2014 \$50,000 contribution from the City's General Fund has not yet been transferred to the ARCH Housing Trust Fund.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Consistent with the ARCH Interlocal Agreement (Contract 10-C866). Consistent with adopted 2013-2014 budget.	

Attachment 1

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 14-240**

A RESOLUTION authorizing the duly-appointed Administering agency for ARCH to execute all documents necessary to enter into Agreements for the funding of affordable housing projects, as recommended by the ARCH Executive Board, utilizing funds from the City's Housing Trust Fund.

WHEREAS, A Regional Coalition for Housing (ARCH) was created by interlocal agreement to help coordinate the efforts of Eastside cities to provide affordable housing; and

WHEREAS, the ARCH Executive Board has recommended that the City of Kenmore participate in the funding of certain affordable housing projects and programs hereinafter described; and

WHEREAS, the ARCH Executive Board has developed a number of recommended conditions to ensure that the City's affordable housing funds are used for their intended purpose and that projects maintain their affordability over time; and

WHEREAS, the City Council took action on March 8, 2010 approving the Amended and Restated Interlocal Agreement for ARCH; and

WHEREAS, the City Council desires to use \$17,069 from City funds as designated below to finance the projects recommended by the ARCH Executive Board; now, therefore,

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

Section 1. The City Council authorizes the duly-appointed administering agency of ARCH pursuant to the Amended and Restated Interlocal Agreement for ARCH to execute all documents and take all necessary actions to enter into Agreements on behalf of the City with: King County Housing Authority Bellevue Manor and Patricia Harris Manor in an amount not to exceed \$17,069.

Section 2. The Agreements entered into pursuant to Section 1 of this resolution shall be funded in a combined amount not to exceed that set forth in Section 1. Such Agreements shall include terms and conditions to ensure that the City's funds are used for their intended purpose and that the project maintains its affordability over time. In determining what conditions should be included in the Agreements, the duly-appointed administering agency of ARCH shall be guided by the recommendations set forth in the ARCH Executive Board's memorandum of April 29, 2014, a copy of which is attached hereto as Exhibit A.

**PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE,
WASHINGTON, AT A REGULAR MEETING THEREOF THIS 9th DAY OF
JUNE, 2014.**

CITY OF KENMORE

Mayor David Baker

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

EXHIBIT
A



Together Center Campus
16225 NE 87th Street, Suite A-3 ♦ Redmond, Washington 98052
(425) 861-3677 ♦ Fax: (425) 861-4553 ♦ WEBSITE: www.archhousing.org

MEMORANDUM

TO: City of Bellevue Council Members
City of Clyde Hill Council Members
Town of Hunts Point Council Members
City of Issaquah Council Members
City of Kenmore Council Members
City of Kirkland Council Members
City of Medina Council Members
City of Mercer Island Council Members
City of Newcastle Council Members
City of Redmond Council Members
City of Sammamish Council Members
City of Woodinville Council Members
Town of Yarrow Point Council Members

FROM: Lyman Howard, Chair, and ARCH Executive Board

DATE: April 29, 2014

RE: Out of Cycle 2014 Housing Trust Fund (HTF) Recommendation

The ARCH Executive Board (EB) has completed its review of the King County Housing Authority (KCHA) application to the Trust Fund for funding renovations to two recently acquired federally assisted preservation properties. The EB recommends funding for these projects. Recommendations total \$1,334,749 as summarized in the attached table, Proposed Funding Sources. The actual amount will depend on final action by the City Councils.

Following is a summary of the application, the EB recommendation and rationale, and proposed contract conditions for the proposal. Also enclosed is an economic summary for the project recommended for funding, leveraging chart, project summary table, and a summary of funded projects to date.

KCHA Bellevue Manor and Patricia Harris Manor

Funding Request: \$1,400,000 unspecified
105 Units, plus two unrestricted manager's units

EB Recommendation: \$1,334,749
\$1,000,000 City general funds and Bellevue CDBG (deferred loan)
\$ 334,749 King County and Redmond consortium CDBG Funds
See attached Funding Chart for distribution of City Funds

BEAUX ARTS VILLAGE ♦ BELLEVUE ♦ BOTHELL ♦ CLYDE HILL ♦ HUNTS POINT ♦ ISSAQUAH ♦ KENMORE ♦ KIRKLAND
MEDINA ♦ MERCER ISLAND ♦ NEWCASTLE ♦ REDMOND ♦ SAMMAMISH ♦ WOODINVILLE ♦ YARROW POINT ♦ KING COUNTY

Project Summary:

KCHA is proposing renovations of two recently acquired three story projects totaling 105 affordable senior units located in downtown Bellevue and downtown Redmond. Both properties are within walking distance of shopping, public transportation, employment and services.

The properties were built by a private developer between 1977 and 1980 and are supported by Federal rental assistance. The previous owner's original contract for federal assistance has expired and the owner had the option to opt out of the contract and convert the property to market rate housing. Preserving privately owned, federally assisted housing has been an ongoing priority use of the ARCH Trust Fund.

The residential projects are designed to serve seniors living independently, aged 55 or over and 10 percent of the units may be available to disabled persons without age restriction. Because of the federal assistance, residents pay 30% of their monthly gross income as rent. Federal rental assistance makes up the difference between what the residents can afford and a fair market rent.

Funding will be used for rehabilitation costs such as site repairs, windows, flooring, water heaters, plumbing fixtures, cabinets, fire alarm systems, etc.

Funding Rationale:

The EB supported the intent of this application for the following reasons:

- Preserves existing federally assisted affordable housing which assists households with very low incomes.
- Preservation of privately owned, federally assisted housing has been an ongoing top priority of ARCH Trust Funds. Completion of this project will mean that of 641 privately owned, federally assisted, privately owned affordable housing units in East King County, 590 will have been preserved long term for federal assistance.
- Experienced applicant
- Applicant owns the site and is well located near transit, shopping and services.
- City funds will be highly leveraged because the Agency is using a creative financing structure that results in KCHA internally financing \$10 million of the acquisition cost. This results in a relatively small amount of ARCH funding per unit. In addition the financing structure results in repayment of \$600,000 to Bellevue for two other projects funded in the past that can be reused for this project.

Proposed Conditions:

Special Conditions:

1. The funding commitment shall continue for twelve (12) months from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to City staff no later than sixty (60) days prior to the expiration date. City staff will consider an extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion.
2. Funds shall be used by KCHA toward design, construction management, construction and permitting/impact fees. Funds may not be used for any other purpose unless city staff has given written authorization for the alternate use.

3. Terms for making funds available will account for various factors, including terms from other fund sources and available cash flow. Final terms shall be determined prior to release of funds and must be approved by City Staff. Based on the preliminary development budget, it is anticipated that loan payments on City general revenues and Bellevue CDBG will be based on a set repayment schedule, with repayment starting in year 21 with 0% interest in years 1 through 20, and 1% interest thereafter with a 20 year amortization period. There will be separate loans for each property. The King County subregional CDBG and Redmond CDBG funds shall be administered by King County and with terms comparable to other funds made available by the County for the project. The City terms will also include a provision for the Agency to a deferment of a payment if certain conditions are met (e.g. low cash flow due to unexpected costs). Any requested deferment of loan payment is subject to approval by City Staff, and any deferred payment would be repaid from future cash flow or at the end of the amortization period.
4. Submit for review and approval a management plan for each property. The plan for Patricia Harris should include how the office building will be used and managed. Each plan shall address how parking will be managed on an ongoing basis including monitoring/controlling use by non-residents. Each plan shall also include management procedures to address tenant needs; services provided for or required of tenants; management and operation of the premises; community and neighbor relations procedures; a summary of ARCH's affordability requirements as well as annual monitoring procedure requirements.
5. A covenant is recorded ensuring affordability for at least 50 years, with affordability as shown in the following tables. During this time, the project shall maintain Section 8 federal funding so long as it is available and the contract rents, less normal operating costs, are sufficient to cover debt service. If Section 8 federal funding is no longer available, or no longer feasible for reasons stated above, then all of the units shall be at 60% of median income. Affordability levels will be defined using the requirements for tax credits, and utility costs will be based on King County Housing Authority allowances, unless otherwise approved by City Staff.

<u>BELLEVUE MANOR</u>	<u>Number of Bedrooms</u>	<u>Number of Units</u>
<u>Percent of Median</u>		
Section 8 or 60%	1	65
Mgr Units	1	1
TOTAL		66

<u>PATRICIA HARRIS MANOR</u>	<u>Number of Bedrooms</u>	<u>Number of Units</u>
<u>Percent of Median</u>		
Section 8 or 60%	1	40
Mgr Units	1	1
TOTAL		41

Standard Conditions

1. The Applicant shall provide revised development and operating budgets based upon actual funding commitments, which must be approved by city staff. If the Applicant is unable to adhere to the budgets, City or Administering Agency must be immediately notified and (a) new budget(s) shall be submitted by the Applicant for the City's approval. The City shall not unreasonably withhold its approval to (a) revised budget(s), so long as such new budget(s) does not materially adversely change the Project. This shall be a continuing obligation of the Applicant. Failure to adhere to the budgets, either original or as amended may result in withdrawal of the City's commitment of funds.
2. In the event federal funds are used, and to the extent applicable, federal guidelines must be met, including but not limited to: contractor solicitation, bidding and selection; wage rates; and Endangered Species Act (ESA) requirements. CDBG funds may not be used to repay (bridge) acquisition finance costs.
3. The Applicant shall maintain documentation of any necessary land use approvals and permits required by the city where the homes are located.
4. Submit monitoring reports quarterly through completion of the project, and annually thereafter. Submit a final budget upon project completion. If applicable, submit initial tenant information as required by City or Administering Agency.

**ARCH HOUSING TRUST FUND (HTF) APPLICATIONS
Out of Cycle 2014**

Applicant	Funds Requested (Grant/Loan) / Recommendation	Housing Type/ # of units/ bdrms	Income Served	Project Location	Duration of benefit	Total cost per unit	HTF cost per affordable unit	Project completion
King County Housing Authority Bellevue Manor and Patricia Harris Manor	Recommendation: \$1,334,749 o \$1,000,000 City funds /Bellevue CDBG (deferred loan) o \$334,749 KC / Redmond CDBG Funds	Preservation of 2 federally assisted senior rental properties 105 + 2 Mgr Units	105 @ 60% Project Based Section 8 Supported	143 Bellevue Way SE Bellevue 16304 NE 81 st St Redmond	50 Years	\$171,429/ affordable unit	\$12,712	Spring 2015

**2014 OUT OF CYCLE HOUSING TRUST FUND:
PROPOSED FUNDING SOURCES**

SOURCE		KCHA Senior Preservation	
Sub-Regional CDBG		\$	259,749
Bellevue			
	CDBG	\$	157,902
	General Fund	\$	746,256
Issaquah			
	General Fund	\$	18,291
Kirkland			
	General Fund	\$	44,193
Mercer Is.			
	General Fund	\$	3,022
Redmond			
	General Fund		
	CDBG	\$	75,000
Newcastle			
	General Fund	\$	4,058
Kenmore			
	General Fund	\$	17,069
Woodinville			
	General Fund	\$	1,904
Sammamish			
	General Fund	\$	2,272
Clyde Hill			
	General Fund	\$	2,265
Medina			
	General Fund	\$	1,801
Yarrow Point			
	General Fund	\$	588
Hunts Point			
	General Fund	\$	378
TOTAL		\$	1,334,749
	CDBG	\$	492,651
	General Fund	\$	842,098

ARCH HOUSING TRUST FUND, Out of Cycle 2014

Leveraging Funds - -

	King County Housing Authority Bell, Manor & Patricia Harris
City Land and Fee waiver	
New ARCH Request	\$1,334,749
ARCH TOTAL	\$ 1,334,749
King County	
Prior KC Commitment	
HOF/HOME/CDBG	\$665,251
2060/2163	
Veterans/Human Services	
Other	
KC TOTAL	\$ 665,251
Prior WA Commitment	
WA HAP	
WA HTF	
WA HFC (Equity Fund)	
WSHFC Washington Works	
WA TOTAL	\$ -
Federal/HUD	
Section 811	
McKinney	
Other (VA Per Diem)	
FEDERAL TOTAL	\$ -
Tax Credits	
Prior Tax Credit Commitment	
TCAP	
Bonds	
Bank Loans	\$5,800,000
Deferred Developer Fee	
Private	
Other	\$10,200,000
TOTAL COST	\$ 18,000,000

ECONOMIC SUMMARY: KCHA PRESERVATION OF SENIOR APARTMENTS**1. Applicant/Description:**

KCHA proposes renovation of 105 units of affordable senior rental housing, plus 2 manager units, in two properties acquired by KCHA to preserve existing affordable units with expiring contracts

2. Project Location:

143 Bellevue Way SE, Bellevue
16304 NE 81st St., Redmond

3. Financing Information:

Funding Source	Funding Amount	Commitment
ARCH	\$1,334,749	Applied for Jan 2014
King County	\$665,251	Committed Fall 2013
Commercial Loan	\$5,800,000	Committed
Organization Operations	\$10,200,000	Committed
TOTAL	\$18,000,000	Total

4. Development Budget:

ITEM	TOTAL	PER UNIT	HTF
Acquisition	\$16,000,000	\$152,381	
Construction	\$1,728,686	\$16,464	\$1,063,435
Design	\$233,372	\$2,223	\$233,372
Consultants	\$30,442	\$290	\$30,442
Developer fee	\$0	\$0	
Finance costs	\$0	\$0	
Reserves	\$0	\$0	
Permits/Fees/Other	\$7,500	\$71	\$7,500
TOTAL	\$18,000,000	\$171,429	\$1,334,749

5. Debt Service Coverage: Deferred loan. Repayment year 21 out of available cash flow.

6. Security for City Funds:

- A recorded covenant to ensure affordability and use for targeted population for 50 years.
- A promissory note with KCHA but not secured by a deed of trust due to structure of KCHA corporate loan used to acquire the properties.

7. Rental Subsidy: Project-based Section 8

FIGURE 24**EAST KING COUNTY: HUD SECTION 8 - PROJECT BASED HOUSING**

PROJECT NAME	CITY	TOTAL UNITS	SECTION 8 UNITS	POPULATION SERVED	EXPIRATION YEAR (1)	PRIVATE OWNER	Preservation
Hidden Village	Bellevue	78	60	Fam/Individuals	1996		X
Newport Apts	Bellevue	23	16	Fam/Individuals	1997		X
Spiritwood Manor	Bellevue	130	119	Fam/Individuals	1997		X
Bellevue Manor	Bellevue	65	65	Elderly/Disable	2008		X
Eastwood Square	Bellevue	48	48	Fam/Individuals	2000	X	X
Wildwood Court	Bellevue	36	36	Fam/Individuals	2002		X
Champion House	Bellevue	8	8	DD	2003		
Elbert House	Bellevue	50	49	Elderly/Disable	2003		
Halcyon Group Home	Bellevue	8	8	DD	2007		
UCP Eastside Homes	Bellevue	9	9	DD	2016		
Heritage Park Apts	Bothell	77	36	Fam/Individuals	2001	X	X
Alpine Ridge	Bothell	42	19	Fam/Individuals	2001	X	X
Northwood	Bothell	34	34	Elderly/Disable	2003		
Northlake House	Bothell	38	38	Elderly/Disable	2011		
Issaquah Gardens	Issaquah	21	21	Elderly/Disable	1996	X	
Residence East	Issaquah	9	8	DD	2003		
Mine Hill	Issaquah	27	27	Fam/Individuals	2008		X
Hutchinson House	Issaquah	90	90	Elderly/Disable	2002		
Juniperwood Apts	Issaquah	20	20	CMI	2012		
Juanita View	Kirkland	94	60	Fam/Individuals	1996		
Kirkland Heights	Kirkland	180	107	Fam/Individuals	1996		
Kirkland Plaza	Kirkland	24	24	Elderly/Disable	1997		X
Westwood Square	Kirkland	70	14	Fam/Individuals	2003	X	
Ellsworth House	Mercer Is.	59	59	Elderly/Disable	1997		X
Parkway	Redmond	41	41	Fam/Individuals	2000		X
Patricia Harris Manor	Redmond	40	40	Elderly/Disable	2010		X
Willowmoor Manor	Redmond	80	16	Fam/Individuals	2002	Converted	2006
Emma McRedmond Manor	Redmond	32	32	Elderly/Disable	2008		
TOTAL		1433	1104	(35: Privately owned/ 590:Preserved / 463 Non profit owned / 16 converted)			

NOTE: Shaded rows indicates Project Based, Section 8 Housing that is privately owned.

(1) Year that original HUD contract expires

data/housingdata/kcha/section 8 expiring use

FIGURE 1
ARCH: EAST KING COUNTY TRUST FUND SUMMARY
 LIST OF CONTRACTED PROJECTS FUNDED (1993 - Fall 2013)

Project	Location	Owner	Units/Beds	Funding	Pct of Total Allocation	Distribution Target
1. Family Housing						
Andrews Heights Apartments	Bellevue	Imagine Housing	24	\$400,000		
Garden Grove Apartments	Bellevue	DASH	18	\$180,000		
Overlake Townhomes	Bellevue	Habitat of EKC	10	\$120,000		
Glendale Apartments	Bellevue	DASH	82	\$300,000		
Wildwood Apartments	Bellevue	DASH	36	\$270,000		
Somerset Gardens (Kona)	Bellevue	KC Housing Authority	198	\$700,000		
Pacific Inn	Bellevue *	Pacific Inn Assoc. *	118	\$600,000		
Eastwood Square	Bellevue	Park Villa LLC	48	\$600,000		
Chalet Apts	Bellevue	Imagine Housing	14	\$163,333		
Andrew's Glen	Bellevue	Imagine Housing	10 /11	\$387,500		
Bellevue Apartments	Bellevue ***	LIHI ***	45	\$800,000		
YWCA Family Apartments	K.C. (Bellevue Sphere)	YWCA	12	\$100,000		
Highland Gardens (Klahanie)	K.C. (Issaquah Sphere)	Imagine Housing	54	\$291,281		
Crestline Apartments	K.C. (Kirkland Sphere)	Shelter Resources	22	\$195,000		
Parkway Apartments	Redmond	KC Housing Authority	41	\$100,000		
Habitat - Patterson	Redmond **	Habitat of EKC **	24	\$446,629		
Avon Villa Mobile Home Park	Redmond **	MHCP **	93	\$525,000		
Terrace Hills	Redmond	Imagine Housing	18	\$442,000		
Village at Overlake Station	Redmond **	KC Housing Authority **	308	\$1,645,375		
Summerwood	Redmond	DASH	166	\$1,187,265		
Coal Creek Terrace	Newcastle **	Habitat of EKC **	12	\$240,837		
RoseCrest (Talus)	Issaquah **	Imagine Housing **	40	\$918,846		
Mine Hill	Issaquah	Imagine Housing	28	\$450,000		
Clark Street	Issaquah	Imagine Housing	30	\$355,000		
Lauren Heights (Iss Highlands)	Issaquah **	Imagine Housing/SRI **	45	\$657,343		
Habitat Issaquah Highlands	Issaquah **	Habitat of EKC **	10	\$318,914		
Issaquah Family Village I	Issaquah **	YWCA **	87	\$4,382,584		
Issaquah Family Village II	Issaquah **	YWCA **	47	\$2,760,000		
Greenbrier Family Apts	Woodinville **	DASH **	50	\$286,892		
Plum Court	Kirkland	DASH	61 /66	\$1,000,000		
Francis Village	Kirkland	Imagine Housing	15	\$375,000		
South Kirkland Park n Ride	Kirkland **	Imagine Housing **	46	\$901,395		
Copper Lantern	Kenmore **	LIHI **	33	\$452,321		
Habitat Sammamish	Sammamish ***	Habitat of KC ***	10	\$853,000		
Homeowner Downpayment Loan	Various	KC/WSHFC/ARCH	87 est	\$615,000		
SUB-TOTAL			1,942	\$24,020,516	56.3% (56%)	
2. Senior Housing						
Cambridge Court	Bellevue	Resurrection Housing	20	\$160,000		
Ashwood Court	Bellevue *	DASH/Shelter Resources *	50	\$1,070,000		
Evergreen Court (Assisted Living)	Bellevue	DASH/Shelter Resources	64 /84	\$2,480,000		
Vasa Creek	K.C. (Bellevue Sphere)	Shelter Resources	50	\$190,000		
Riverside Landing	Bothell **	Shelter Resources	50	\$225,000		
Kirkland Plaza	Kirkland	Imagine Housing	24	\$610,000		
Totem Lake Phase 2	Kirkland ***	Imagine Housing ***	80	\$736,842		
Heron Landing	Kenmore	DASH/Shelter Resources	50	\$65,000		
Ellsworth House Apts	Mercer Island	Imagine Housing	59	\$900,000		
Providence Senior Housing	Redmond **	Providence **	74	\$2,239,000		
Greenbrier Sr Apts	Woodinville **	DASH/Shelter Resources **	50	\$196,192		
SUB-TOTAL			571	\$8,872,034	20.8% (19%)	

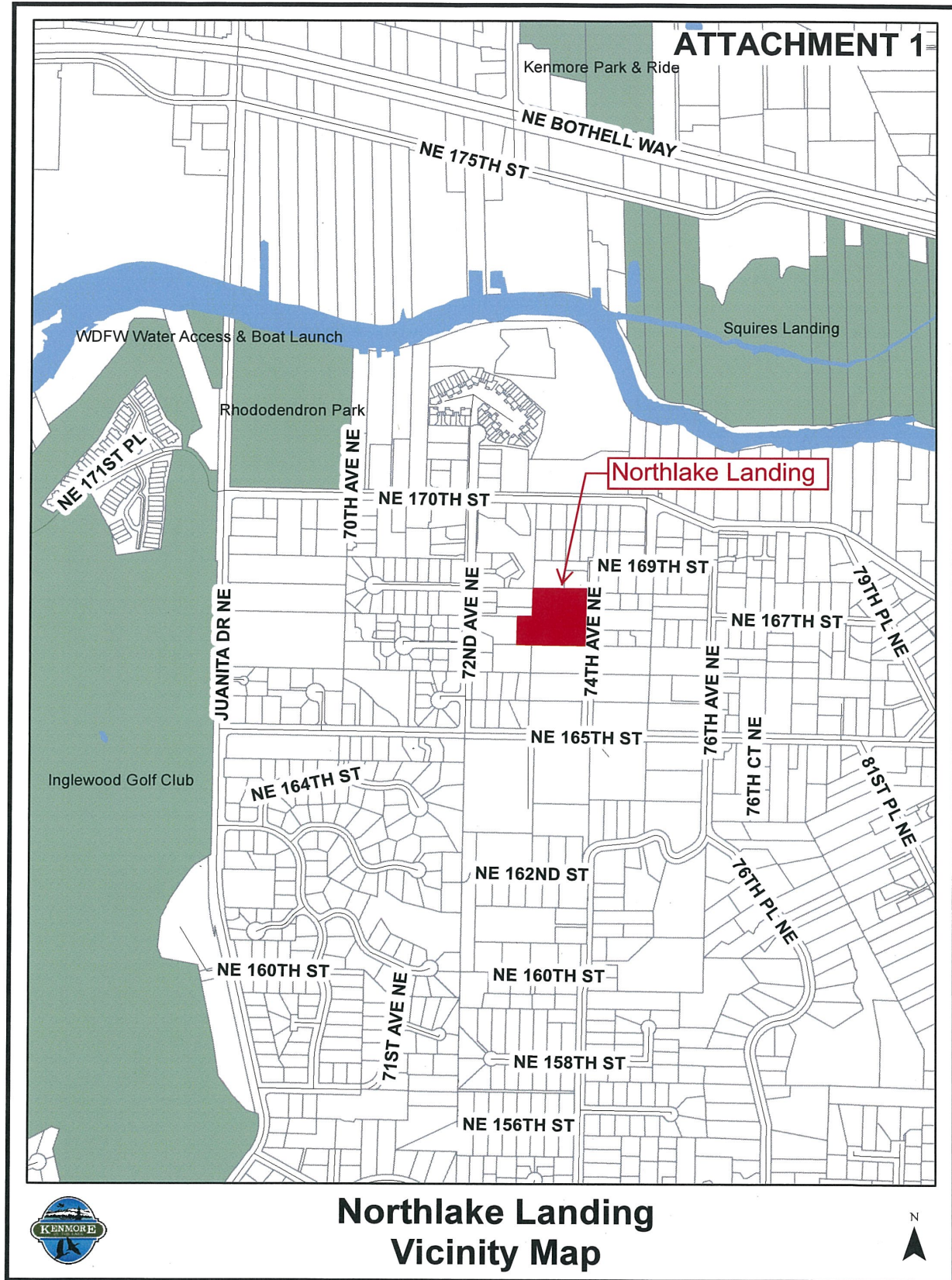
FIGURE 1
ARCH: EAST KING COUNTY TRUST FUND SUMMARY
 LIST OF CONTRACTED PROJECTS FUNDED (1993 - Fall 2013)

Project	Location	Owner	Units/Beds	Funding	Pct of Total Allocation	Distribution Target
3. Homeless/Transitional Housing						
Hopelink Place	Bellevue	**	Hopelink	**	20	\$500,000
Chalet	Bellevue		Imagine Housing		4	\$46,667
Kensington Square	Bellevue		Housing at Crossroads		6	\$250,000
Andrew's Glen	Bellevue		Imagine Housing		30	\$1,162,500
Bellevue Apartments	Bellevue	***	LIHI	***	12	\$200,000
Sophia Place	Bellevue		Sophia Way		20	\$250,000
Dixie Price Transitional Housing	Redmond		Hopelink		4	\$71,750
Avondale Park	Redmond		Hopelink (EHA)		18	\$280,000
Avondale Park Redevelopment	Redmond	**	Hopelink (EHA)	**	60	\$1,502,469
Petter Court	Kirkland		KITH		4	\$100,000
Francis Village	Kirkland		Imagine Housing		45	\$1,125,000
South Kirkland Park n Ride	Kirkland	***	Imagine Housing	***	12	\$225,349
Totem Lake Phase 2	Kirkland		Imagine Housing		15	\$138,158
Rose Crest (Talus)	Issaquah	**	Imagine Housing	**	10	\$229,712
Lauren Heights (Iss Highlands)	Issaquah	**	SRI	**	5	\$73,038
Issaquah Family Village I	Issaquah	**	YWCA	**	10	\$503,745
SUB-TOTAL			257	\$6,658,387	15.6% (13%)	
4. Special Needs Housing						
My Friends Place	K.C.		EDVP		6 Beds	\$65,000
Stillwater	Redmond		Eastside Mental Health		19 Beds	\$187,787
Foster Care Home	Kirkland		Friends of Youth		4 Beds	\$35,000
FOY New Ground	Kirkland		Friends of Youth		6 Units	\$250,000
DD Group Home 7	Kirkland		Community Living		5 Beds	\$100,000
Youth Haven	Kirkland		Friends of Youth		10 Beds	\$332,133
FOY Transitional Housing	Kirkland	**	Friends of Youth	**	10 Beds	\$252,624
FOY Extended Foster Care	Kirkland	**	Friends of Youth	**	10 Beds	\$112,624
DD Group Home 4	Redmond		Community Living		5 Beds	\$111,261
DD Group Homes 5 & 6	Redmond/KC (Bothell)		Community Living		10 Beds	\$250,000
United Cerebral Palsy	Bellevue/Redmond		UCP		9 Beds	\$25,000
DD Group Home	Bellevue		Residence East		5 Beds	\$40,000
AIDS Housing	Bellevue/Kirkland		AIDS Housing of WA		10 Units	\$130,000
Harrington House	Bellevue		AHA/CCS		8 Beds	\$290,209
DD Group Home 3	Bellevue		Community Living		5 Beds	\$21,000
Parkview DD Condos III	Bellevue		Parkview		4	\$200,000
IERR DD Home	Issaquah		IERR		6 Beds	\$50,209
FFC DD Homes	NE KC		FFC		8 Beds	\$300,000
Oxford House	Bothell		Oxford/Compass Ctr.		8 Beds	\$80,000
Parkview DD Homes VI	Bothell/Bellevue		Parkview		6 Beds	\$150,000
FFC DD Home II	TBD		FFC		4 Beds	\$168,737
SUB-TOTAL			158 Beds/Units	\$3,151,584	7.4% (12%)	
TOTAL			2,928	\$42,702,521	100.0%	
* Funded through Bellevue Downtown Program				10%		
** Also, includes in-kind contributions (e.g. land, fee waivers, infrastructure improvements)						
*** Amount of Fee Waiver still to be finalized						

Subject/Topic: Northlake Landing Final Plat – Resolution No. 14-241

Appropriation Required	\$ N/A
------------------------	--------

XII. F. Adopt Resolution No. 14-241, Granting Final Plat Ap...



ATTACHMENT 2

CITY OF KENMORE

WASHINGTON

RESOLUTION NO. 14-241

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, GRANTING FINAL PLAT APPROVAL FOR
THE NORTHLAKE LANDING PLAT (File FLP2006-087)**

WHEREAS, the City Council desires to grant final plat approval for the Northlake Landing Plat;

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

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON,
AT A REGULAR MEETING THEREOF THIS 9TH DAY OF JUNE 2014.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

Approved as to form:

Rod Kaseguma, City Attorney

NORTHLAKE LANDING
PORTION OF SE 1/4, SW 1/4, SEC. 12, TWP. 26 N., RGE. 4 E., W.M.
CITY OF KENMORE, KING COUNTY, WASHINGTON

ATTACHMENT 3
EXHIBIT A RESOLUTION 14-241

DEDICATION

KNOW ALL PEOPLE BY THESE PRESENTS THAT WE, THE UNDERSIGNED OWNERS OF INTEREST IN THE LAND HEREBY SUBDIVIDED, HEREBY DECLARE THIS PLAT TO BE THE GRAPHIC REPRESENTATION OF THE SUBDIVISION MADE HEREBY, AND DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS AND AVENUES NOT SHOWN AS PRIVATE HEREON AND DEDICATE THE USE THEREOF FOR ALL PUBLIC PURPOSES NOT INCONSISTENT WITH THE USE THEREOF FOR PUBLIC HIGHWAY PURPOSES, AND ALSO THE RIGHT TO MAKE ALL NECESSARY SLOPES FOR CUTS AND FILLS UPON THE LOTS SHOWN THEREON IN THE ORIGINAL REASONABLE GRADING OF SAID STREETS AND AVENUES, AND FURTHER DEDICATE TO THE USE OF THE PUBLIC ALL THE EASEMENTS AND TRACTS SHOWN ON THIS PLAT FOR ALL PUBLIC PURPOSES AS INDICATED THEREON, INCLUDING BUT NOT LIMITED TO PARKS, OPEN SPACE, UTILITIES AND DRAINAGE UNLESS SUCH EASEMENTS OR TRACTS ARE SPECIFICALLY IDENTIFIED ON THIS PLAT AS BEING DEDICATED OR CONVEYED TO A PERSON OR ENTITY OTHER THAN THE PUBLIC, IN WHICH CASE WE DO HEREBY DEDICATE SUCH STREETS, EASEMENTS, OR TRACTS TO THE PERSON OR ENTITY IDENTIFIED AND FOR THE PURPOSE STATED.

FURTHER, THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBDIVIDED, WAIVE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS AND ANY PERSON OR ENTITY DERIVING TITLE FROM THE UNDERSIGNED, ANY AND ALL CLAIMS FOR DAMAGES AGAINST THE CITY OF KENMORE, ITS SUCCESSORS AND ASSIGNS WHICH MAY BE OCCASIONED BY THE ESTABLISHMENT, CONSTRUCTION, OR MAINTENANCE OF ROADS AND/OR DRAINAGE SYSTEMS WITHIN THIS SUBDIVISION OTHER THAN CLAIMS RESULTING FROM INADEQUATE MAINTENANCE BY THE CITY OF KENMORE.

FURTHER, THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBDIVIDED, AGREE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS TO INDEMNIFY AND HOLD THE CITY OF KENMORE, ITS SUCCESSORS AND ASSIGNS, HARMLESS FROM ANY DAMAGE, INCLUDING ANY COSTS OF DEFENSE, CLAIMED BY PERSONS WITHIN OR WITHOUT THIS SUBDIVISION TO HAVE BEEN CAUSED BY ALTERATIONS OF THE GROUND SURFACE, VEGETATION, DRAINAGE, OR SURFACE OR SUB-SURFACE WATER FLOWS WITHIN THIS SUBDIVISION OR BY ESTABLISHMENT, CONSTRUCTION OR MAINTENANCE OF THE ROADS WITHIN THIS SUBDIVISION. PROVIDED, THIS WAIVER AND INDEMNIFICATION SHALL NOT BE CONSTRUED AS RELEASING THE CITY OF KENMORE, ITS SUCCESSORS OR ASSIGNS, FROM LIABILITY FOR DAMAGES, INCLUDING THE COST OF DEFENSE, RESULTING IN WHOLE OR IN PART FROM THE NEGLIGENCE OF THE CITY OF KENMORE, ITS SUCCESSORS OR ASSIGNS.

IN WITNESS WHEREOF WE SET OUR HANDS AND SEALS.

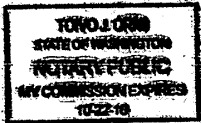
Michael B. Jacobsen
JAKOBSEN DEVELOPMENT, INC.

BY: MICHAEL B. JACOBSEN
ITS: PRESIDENT

ACKNOWLEDGMENTS

STATE OF WASHINGTON }
COUNTY OF KING } SS

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT MICHAEL B. JACOBSEN SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE/SHE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AS THE PRESIDENT OF JAKOBSEN DEVELOPMENT, INC., AND ACKNOWLEDGED IT TO BE THE FREE AND VOLUNTARY ACT OF SUCH PRESIDENT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.



DATED JANUARY 17TH 2014
SIGNATURE OF Travis J. Orni
NOTARY PUBLIC
PRINTED NAME OF TRAVIS J. ORNI
NOTARY PUBLIC
TITLE NOTARY PUBLIC
MY APPOINTMENT EXPIRES OCTOBER 22ND 2016

LEGAL DESCRIPTION

PARCEL A:

PORTIONS OF GOVERNMENT LOT 3 IN SECTION 12, TOWNSHIP 26 NORTH, RANGE 4 EAST W.M., IN KING COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT WHICH IS 1,348.24 FEET EAST AND 502.5 FEET NORTH OF THE SOUTHWEST CORNER OF SAID SECTION 12;
THENCE NORTH PARALLEL WITH THE WEST LINE OF SAID SECTION, 157.5 FEET;
THENCE EAST PARALLEL WITH THE SOUTH LINE OF SAID SECTION 314.06 FEET TO THE NORTHWEST CORNER OF A TRACT OF LAND DEEDED TO JENNIE B. ERNST, UNDER INSTRUMENT RECORDED UNDER KING COUNTY RECORDING NO. 2920757;
THENCE SOUTH PARALLEL WITH SAID TRACT 157.5 FEET;
THENCE WEST PARALLEL WITH THE SOUTH LINE OF SAID SECTION, 314.06 FEET TO THE POINT OF BEGINNING;

EXCEPT THE WEST 233 FEET THEREOF;

(BEING KNOWN AS LOT 4 IN BLOCK 3 OF THE MOORLANDS, AS PER THE UNRECORDED PLAT THEREOF;

EXCEPT THE WEST 233 FEET THEREOF);

PARCEL B:

BEGINNING AT A POINT IN THE SOUTH LINE OF SAID GOVERNMENT LOT 3 IN SECTION 12, TOWNSHIP 26 NORTH, RANGE 4 EAST W.M., IN KING COUNTY, WASHINGTON, 658.12 FEET NORTH 89°46'00" WEST OF THE SOUTHEAST CORNER THEREOF;
THENCE NORTH 00°13'30" EAST PARALLEL WITH THE EAST LINE OF SAID GOVERNMENT LOT 3, 502.5 FEET TO THE TRUE POINT OF BEGINNING;
THENCE CONTINUING NORTH 00°13'30" EAST 315.00 FEET;
THENCE NORTH 89°46'00" WEST 314.06 FEET;
THENCE SOUTH 00°13'30" WEST 315.00 FEET;
THENCE SOUTH 89°46'00" EAST 314.06 FEET TO THE TRUE POINT OF BEGINNING;

EXCEPT THE EAST 30 FEET THEREOF CONVEYED TO KING COUNTY FOR ROAD PURPOSES BY DEED RECORDED UNDER KING COUNTY RECORDING NO. 3061594;

AND EXCEPT THAT PORTION DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 2 OF KING COUNTY SHORT PLAT #L9750026 AS RECORDED UNDER RECORDING NO. 8804079014;
THENCE SOUTH 00°13'30" WEST 1.00 FOOT;
THENCE SOUTH 87°33'17" EAST 23.47 FEET;
THENCE SOUTH 89°15'25" EAST 62.21 FEET;
THENCE NORTH 89°38'46" EAST 94.02 FEET;
THENCE NORTH 89°59'27" EAST 88.51 FEET;
THENCE NORTH 89°35'57" EAST 14.95 FEET TO THE WEST RIGHT-OF-WAY MARGIN OF 74TH AVENUE NE;
THENCE NORTH 00°13'30" EAST ALONG SAID MARGIN 0.95 FEET TO THE SOUTHEAST CORNER OF TRACT 'A' OF SAID SHORT PLAT #L9750026;
THENCE NORTH 89°46'00" WEST 284.06 FEET TO THE POINT OF BEGINNING

(BEING KNOWN AS LOT 11 AND A PORTION OF LOT 12, IN BLOCK 3 OF THE MOORLANDS, AS PER THE UNRECORDED PLAT THEREOF, IN KING COUNTY, WASHINGTON);

TOGETHER WITH AN EASEMENT FOR ROAD PURPOSES OVER AND ACROSS THE FOLLOWING DESCRIBED TRACT:

BEGINNING AT A POINT 658.12 FEET WEST AND 502.5 FEET NORTH OF THE SOUTHEAST CORNER OF SAID GOVERNMENT LOT 3;
THENCE WEST PARALLEL IN THE SOUTH LINE OF SAID GOVERNMENT LOT, 314.06 FEET TO THE TRUE POINT OF BEGINNING;
THENCE EAST PARALLEL WITH SAID SOUTH LINE, 16 FEET;
THENCE SOUTHWESTERLY IN A STRAIGHT LINE TO A POINT WHICH IS SOUTH 00°13'30" WEST 16 FEET FROM THE TRUE POINT OF BEGINNING;
THENCE NORTH 00°13'30" EAST 16 FEET, MORE OR LESS, TO THE TRUE POINT OF BEGINNING;

(BEING KNOWN AS A PORTION OF LOT 10 IN BLOCK 3 OF THE MOORLANDS, AS PER THE UNRECORDED PLAT THEREOF IN KING COUNTY, WASHINGTON);

SITUATE IN THE CITY OF KENMORE, COUNTY OF KING, STATE OF WASHINGTON.

APPROVALS

CITY OF KENMORE

EXAMINED AND APPROVED THIS _____ DAY OF _____ 20____

DEVELOPMENT SERVICES DIRECTOR, CITY OF KENMORE

EXAMINED AND APPROVED THIS _____ DAY OF _____ 20____

CITY MANAGER, CITY OF KENMORE

EXAMINED AND APPROVED THIS _____ DAY OF _____ 20____

CITY CLERK, CITY OF KENMORE

KING COUNTY DEPARTMENT OF ASSESSMENTS

EXAMINED AND APPROVED THIS _____ DAY OF _____ 20____

KING COUNTY-ASSESSOR

DEPUTY KING COUNTY ASSESSOR

ACCOUNT NUMBER: _____

FINANCE DIVISION CERTIFICATE

I HEREBY CERTIFY THAT ALL PROPERTY TAXES ARE PAID, THAT THERE ARE NO DELINQUENT SPECIAL ASSESSMENTS CERTIFIED TO THIS OFFICE FOR COLLECTION AND THAT ALL SPECIAL ASSESSMENTS CERTIFIED TO THIS OFFICE FOR COLLECTION ON ANY OF THE PROPERTY HEREIN CONTAINED, DEDICATED AS STREETS, ALLEYS OR FOR ANY OTHER USE, ARE HEREBY PAID IN FULL

THIS _____ DAY OF _____ 20____

MANAGER FINANCE DIVISION

DEPUTY

LAND SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT OF NORTHLAKE LANDING IS BASED ON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 12, TOWNSHIP 26 NORTH, RANGE 4 EAST, W.M., THAT THE COURSES AND DISTANCES ARE SHOWN CORRECTLY THEREON, THAT THE MONUMENTS WILL BE SET AND THE LOT AND BLOCK CORNERS WILL BE STAKED CORRECTLY ON THE GROUND AS CONSTRUCTION IS COMPLETED AND THAT I FULLY COMPLIED WITH THE PROVISIONS OF THE PLATTING REGULATIONS.

Bruce E. Bailey
BRUCE E. BAILEY, PLS
AXIS SURVEYING AND MAPPING
13005 NE 126TH PL
KIRKLAND, WA 98034
(425)823-5700

DATE
1-8-14

CERTIFICATE NUMBER: 38479



RECORDER'S CERTIFICATE

FILED FOR RECORD AT THE REQUEST OF AXIS SURVEYING AND MAPPING

THIS _____ DAY OF _____ 20____

IN VOLUME _____ OF PLATS, PAGES _____, RECORDS OF KING COUNTY, WASHINGTON

DIVISION OF RECORDS AND ELECTIONS

MANAGER

SUPERINTENDENT OF RECORDS



www.axismap.com
13005 NE 126th PL
KIRKLAND, WA 98034
TEL 425.823-5700
FAX 425.823-6700

JOB NO.
12-023

DATE
11/8/13

DRAWN BY
JM

CHECKED BY
BEB

SCALE
N/A

SHEET
1 OF 3

VOL. / PG.

CITY OF KENMORE FILE NUMBER: FLP2006-087

NORTHLAKE LANDING

PORTION OF SE 1/4, SW 1/4, SEC. 12, TWP. 26 N., RGE. 4 E., W.M.
CITY OF KENMORE, KING COUNTY, WASHINGTON

TITLE REPORT NOTES

4. AGREEMENT AND THE TERMS AND CONDITIONS THEREOF:
RECORDED: MAY 23, 1930
RECORDING NO.: 2606518
REGARDING: USE AND MAINTENANCE OF A WATER SYSTEM
5. RIGHT TO ENTER THE LAND TO MAKE REPAIRS AND CUT BRUSH AND TREES WHICH THREATEN OR ENDANGER THE ELECTRIC TRANSMISSION LINE ADJOINING THE LAND, AS GRANTED IN INSTRUMENT RECORDED UNDER RECORDING NO. 2618054.
6. EASEMENT AND THE TERMS AND CONDITIONS THEREOF:
PURPOSE: ROADWAY
AREA AFFECTED: A PORTION OF SAID PREMISES
RECORDING NO.: 3092785
7. MATTERS DISCLOSED BY SURVEY:
RECORDED: FEBRUARY 01, 1994
RECORDING NO.: 9402019010
8. MATTERS DISCLOSED BY SURVEY:
RECORDED: APRIL 07, 1998
RECORDING NO.: 9804079014
9. DECLARATION OF COVENANT REGARDING THE USE AND MAINTENANCE OF PUBLIC STORM DRAINAGE SYSTEMS ON PRIVATE PROPERTY IMPOSED BY INSTRUMENT RECORDED ON JUNE 06, 2006, UNDER RECORDING NO. 20060606000327.
10. TERMS AND CONDITIONS OF "AGREEMENT TO PROVIDE SEWER EASEMENT" IMPOSED BY INSTRUMENT RECORDED ON SEPTEMBER 19, 2006, UNDER RECORDING NO. 20060919002054.
11. EASEMENT AND THE TERMS AND CONDITIONS THEREOF:
GRANTEE: NORTHSORE UTILITY DISTRICT
PURPOSE: SEWER LINES
AREA AFFECTED: A PORTION OF SAID PREMISES
RECORDED: MARCH 14, 2012
RECORDING NO.: 20120314000879
12. EASEMENT AND THE TERMS AND CONDITIONS THEREOF:
GRANTEE: NORTHSORE UTILITY DISTRICT
PURPOSE: SEWER LINES
AREA AFFECTED: A PORTION OF SAID PREMISES
RECORDED: MARCH 14, 2012
RECORDING NO.: 20120314000880
13. EASEMENT AND THE TERMS AND CONDITIONS THEREOF:
GRANTEE: PUGET SOUND ENERGY, INC.
PURPOSE: TRANSMISSION, DISTRIBUTION AND SALE OF GAS AND ELECTRICITY
AREA AFFECTED: A PORTION OF SAID PREMISES
RECORDED: OCTOBER 25, 2012
RECORDING NO.: 20121025000643
14. TERMS AND CONDITIONS OF MEMORANDUM OF RIGHT OF FIRST REFUSAL IMPOSED BY INSTRUMENT RECORDED ON FEBRUARY 06, 2013, UNDER RECORDING NO. 20130206001750.

PLAT NOTES

1. TRAFFIC AND PARK IMPACT FEES SHALL BE ASSESSED AT THE TIME OF BUILDING PERMIT APPLICATION AND SHALL BE PAID AT THE TIME OF BUILDING PERMIT ISSUANCE FOR ALL LOTS WITHIN THIS PLAT. CREDIT WILL BE GIVEN TO LOT 5 FOR THE EXISTING HOUSE.
2. SCHOOL FEES: SCHOOL IMPACT FEES DUE FOR THE FINAL PLAT SHALL BE ASSESSED AND COLLECTED BY THE NORTHSORE SCHOOL DISTRICT AT THE TIME OF BUILDING PERMIT ISSUANCE, USING THE FEE SCHEDULES IN EFFECT WHEN THE BUILDING PERMIT IS SUBMITTED TO THE CITY OF KENMORE.
3. RESIDENTIAL DRIVEWAYS: NEW DRIVEWAYS SHALL CONFORM TO THE REQUIREMENTS OUTLINED IN KRS 3.01, KMC 12.50.080, KMC 18.30.030.B.B AND KMC 18.30.200. VERIFICATION OF THESE STANDARDS WILL BE COMPLETED AT TIME OF BUILDING PERMIT APPLICATION.
4. THE LOTS WITHIN THE PLAT ARE SUBJECT TO AN APPROVED TREE PROTECTION PLAN ON FILE WITH THE CITY OF KENMORE.
5. ALL LOTS SHALL MEET MINIMUM SETBACK, DIMENSIONAL, BUILDING HEIGHT, PARKING, AND MAXIMUM IMPERVIOUS SURFACE REQUIREMENTS OF THE R-8 ZONE.
6. STREET TREES SHALL BE OWNED AND MAINTAINED BY THE ADJUTING LOT OWNERS UNLESS CITY OF KENMORE OR ITS SUCCESSOR AGENCY HAS ADOPTED A MAINTENANCE PROGRAM.
7. LOTS 5-7 SHALL MEET THE BUILDING SETBACK REQUIREMENTS FROM TRACT A PER THE ENVIRONMENTALLY CRITICAL AREA STANDARDS IN KMC 18.55
8. ROOF DOWNSPOUTS AND INDIVIDUAL LOT DRAINAGE FOR ALL LOTS SHALL GENERALLY COMPLY WITH THE APPROVED DRAINAGE PLAN ON FILE WITH THE CITY OF KENMORE.
9. THE FIRE DEPARTMENT WILL REQUIRE ALL NEW CONSTRUCTION TO BE EQUIPPED WITH APPROVED FIRE SPRINKLER SYSTEMS DESIGNED AND INSTALLED IN ACCORDANCE WITH NFPA 13D. FIRE SPRINKLER PERMITS ARE ISSUED BY THE NORTHSORE FIRE DEPARTMENT.
10. A PERMANENT ADDRESS SIGN SHALL BE INSTALLED AT THE CONNECTION OF "TRACT D" AND THE CUL-DE-SAC BULB. THE SIGN SHALL DISPLAY THE ADDRESSES OF EACH OF THE HOMES THAT ACCESS FROM "TRACT D". THE NUMERALS SHALL BE AT LEAST 4-INCHES HIGH AND SHOULD EITHER BE LIGHTED OR REFLECTIVE.
11. THE MAINTENANCE OF ANY STORM DRAINAGE FACILITIES NOT OTHERWISE DEDICATED, SHALL BE THE RESPONSIBILITY OF THE NORTHLAKE LANDING HOMEOWNER'S ASSOCIATION

EASEMENT NOTES

A PUBLIC EASEMENT IS HEREBY GRANTED TO THE NORTHSORE UTILITY DISTRICT, PUGET SOUND ENERGY, QWEST AND COMCAST AND THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, UNDER AND UPON THE EXTERIOR 10 FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF ALL LOTS, TRACTS AND PARCELS IN WHICH TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN UNDERGROUND CONDUITS, CABLES, PIPE, AND WIRES WITH THE NECESSARY FACILITIES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THIS SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC, TELEPHONE, AND UTILITY SERVICE TOGETHER WITH THE RIGHT TO ENTER UPON SAID LOTS, TRACTS AND PARCELS AT ALL TIME FOR THE PURPOSES HEREIN STATED.

THE 10 FOOT PRIVATE STORM DRAINAGE EASEMENT ACROSS LOTS 2 AND 3 IS FOR THE BENEFIT OF LOTS 1, 2 AND 3 FOR PRIVATE STORM DRAINAGE FACILITIES. THE OWNERS OF SAID LOTS 1, 2 AND 3 ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.

THE 10 FOOT PRIVATE STORM DRAINAGE EASEMENT ACROSS LOT 5 IS FOR THE BENEFIT OF LOTS 4 AND 5 FOR PRIVATE STORM DRAINAGE FACILITIES. THE OWNERS OF SAID LOTS 4 AND 5 ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.

THE 10 FOOT PRIVATE STORM DRAINAGE EASEMENT ACROSS LOT 6 IS FOR THE BENEFIT OF LOTS 6 AND 7 FOR PRIVATE STORM DRAINAGE FACILITIES. THE OWNERS OF LOTS 6 AND 7 ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.

THE 10 FOOT PRIVATE STORM DRAINAGE EASEMENT ACROSS LOTS 9 AND 10 IS FOR THE BENEFIT OF LOTS 8, 9, 10 AND 11 FOR PRIVATE STORM DRAINAGE FACILITIES. THE OWNERS OF LOTS 8, 9, 10 AND 11 ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.

THE RIGHT OF REASONABLE ACCESS (INGRESS AND EGRESS) IS HEREBY GRANTED TO THE CITY OF KENMORE, OR ITS SUCCESSORS, OVER ALL TRACTS WITHIN THE DEVELOPMENT FOR THE PURPOSES OF INSPECTING SURFACE RUNOFF CONDITIONS, VEGETATION AND HABITAT CONDITIONS, AND THE CONDITIONS OF ALL IMPROVEMENTS INSTALLED WITHIN THE TRACT.

AN EASEMENT IS HEREBY GRANTED TO THE CITY OF KENMORE OVER THE PUBLIC DRAINAGE FACILITIES LOCATED WITHIN TRACT A AND B. THE CITY OF KENMORE MAINTAINS ONLY THE DRAINAGE FACILITIES FORMALLY ACCEPTED FOR MAINTENANCE. THE SURFACE IMPROVEMENTS LOCATED WITHIN TRACT A AND B ARE THE RESPONSIBILITY OF THE NORTHLAKE LANDING HOMEOWNER'S ASSOCIATION.

TRACT NOTES

TRACTS A, B, C & D ARE CONSIDERED "TRACTS". A "TRACT" IS LAND RESERVED FOR SPECIFIC USES INCLUDING, BUT NOT LIMITED TO, RESERVE TRACTS, RECREATION, OPEN SPACE, SENSITIVE AREAS, SURFACE WATER RETENTION, UTILITY FACILITIES AND ACCESS. TRACTS ARE NOT CONSIDERED LOTS OR BUILDING SITES FOR PURPOSES OF RESIDENTIAL DWELLING CONSTRUCTION.

TRACT "A" IS AN ENVIRONMENTALLY CRITICAL AREA TRACT AND SUBJECT TO THE CRITICAL AREA STANDARDS IN KMC 18.55. THE OWNERSHIP, MAINTENANCE, AND PROTECTION OF TRACT A ARE ASSIGNED TO THE INCORPORATED HOMEOWNER'S ASSOCIATION. UPON RECORDING, TRACT A IS DEDICATED TO THE NORTHLAKE LANDING HOMEOWNER'S ASSOCIATION.

TRACT "B" IS A DETENTION TRACT FOR STORM WATER RUNOFF. THE OWNERSHIP, MAINTENANCE, AND PROTECTION OF TRACT B ARE ASSIGNED TO THE INCORPORATED HOMEOWNER'S ASSOCIATION. UPON RECORDING, TRACT B IS DEDICATED TO THE NORTHLAKE LANDING HOMEOWNER'S ASSOCIATION.

TRACT "C" IS AN OPEN SPACE AND RECREATION TRACT. THE OWNERSHIP, MAINTENANCE, AND PROTECTION OF TRACT C ARE ASSIGNED TO THE INCORPORATED HOMEOWNER'S ASSOCIATION. UPON RECORDING, TRACT C IS DEDICATED TO THE NORTHLAKE LANDING HOMEOWNER'S ASSOCIATION.

TRACT "D" IS A JOINT USE DRIVEWAY TRACT FOR THE BENEFIT OF LOTS 6 AND 7. OWNERSHIP OF LOT 6 AND 7 WITHIN THE PLAT INCLUDES AN EQUAL AND UNDIVIDED OWNERSHIP INTEREST IN TRACT D AND AN EQUAL AND UNDIVIDED RESPONSIBILITY FOR THE MAINTENANCE THEREOF. TRACT D ALSO CONTAINS PRIVATE WATER SERVICES FOR LOTS 7 AND 8. THE OWNERS OF SAID LOTS 7 AND 8 ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE WATER SERVICES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE WATER SERVICES USED IN COMMON WITHIN SAID EASEMENT.

SHOULD THE NORTHLAKE LANDING HOMEOWNER'S ASSOCIATION CEASE TO EXIST FOR ANY REASON, THE OWNER'S OF EACH LOT OF THIS DEVELOPMENT SHALL BE INTERPRETED TO HAVE AN EQUAL, UNDIVIDED INTEREST IN ALL LANDS AND RESPONSIBILITIES ASSIGNED TO THE NORTHLAKE LANDING HOMEOWNER'S ASSOCIATION UNLESS OTHERWISE NOTED ON THIS DOCUMENT OR ON FUTURE DOCUMENTS, PREPARED IN ACCORDANCE WITH CITY, STATE, AND FEDERAL REGULATIONS, AND RECORDED WITH KING COUNTY. A COPY OF ANY SUCH DOCUMENTS SHALL BE PROVIDED TO THE CITY OF KENMORE UPON RECORDING.

NO DIRECT ACCESS TO LOT 8, 9, 10 OR 11 SHALL BE PERMITTED FROM TRACT D.



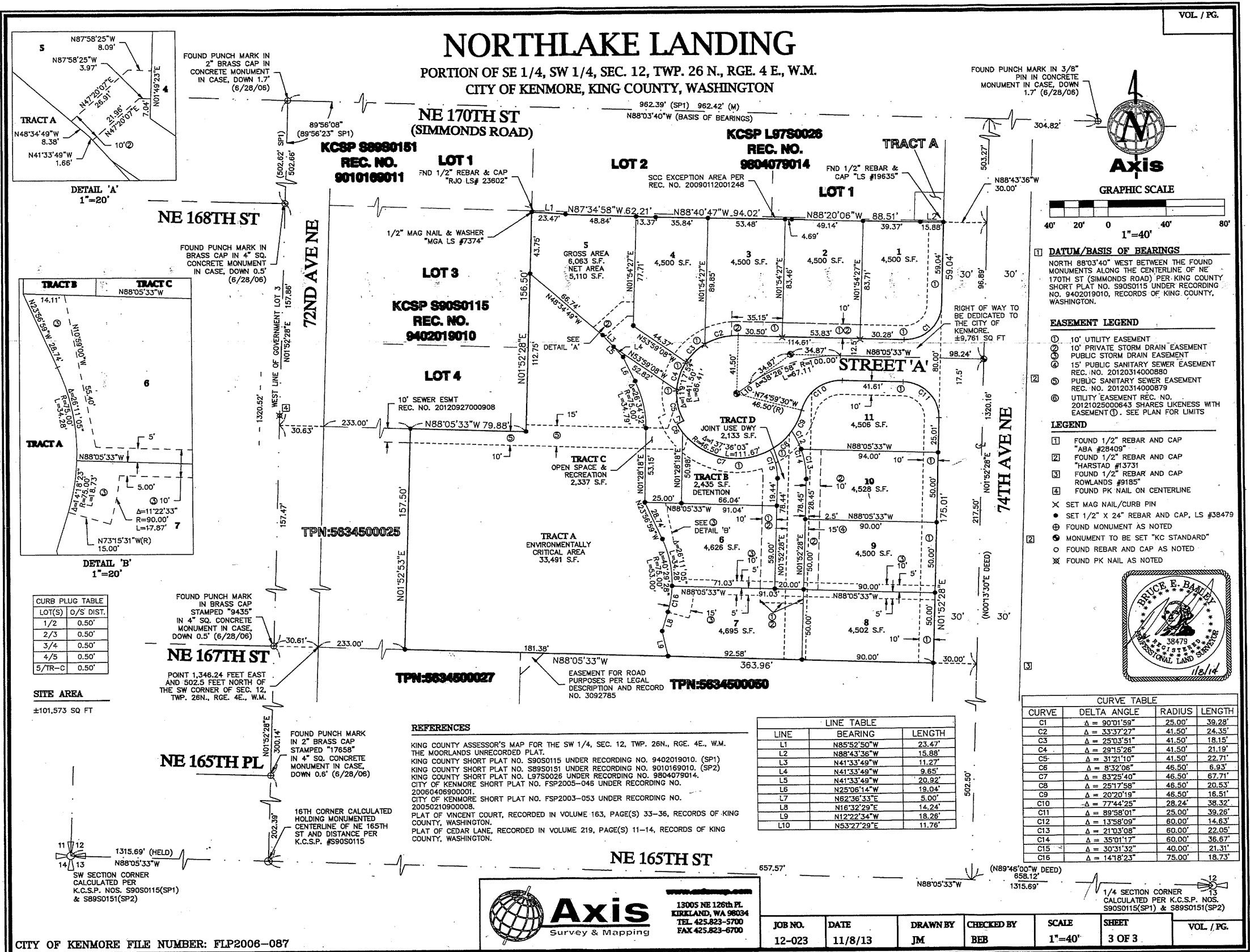
VICINITY MAP
N.T.S.



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JOB NO.	DATE	DRAWN BY	CHECKED BY	SCALE	SHEET	VOL. / PG.
12-023	11/8/13	JM	BEB	N/A	2 OF 3	



Subject/Topic: Priority Based Budgeting: Presentation and Exercise	For Council Meeting Agenda of: June 9, 2014 Department: Finance and Administration Prepared by: Joanne Gregory, Director of Finance and Administration
Proposed Council Action/Motion: Participation in Priority Based Budgeting Presentation and Exercise	Initial & Date Approved by Department Head: [Signature] 5/28/14 Approved by City Attorney: _____ Approved by Finance Director: [Signature] 5/28/14 Approved by City Manager: [Signature] Exhibits/Attachments: None
Expenditure Required \$0	Amount Budgeted \$38,500 Appropriation Required \$0
<u>INFORMATION/BACKGROUND:</u> Priority based budgeting is a program that establishes program priorities as part of the budgeting process. The City has entered into a contract with The Center for Priority Based Budgeting to provide consultation services to the City Council and Management Team. On June 9, the City Council will receive a presentation and participate in an exercise as described below: Presentation - City of Kenmore's Priority Based Budgeting Process: Review and Discussion The Center for Priority Based Budgeting will provide an orientation to the process for the City of Kenmore's City Council, describing the process, discussing outcomes in the organizations who have implemented the process, and having discussion with the elected officials to answer their questions and ensure there's a comfort level. Exercise – Identifying the City of Kenmore’s “Results of Government” The Center for Priority Based Budgeting will work with the City Council on an exercise to identify and validate the City’s “Results of Government.” In this exercise, participants are being asked to help identify the Results that the City of Kenmore strives to achieve for its residents, businesses and visitors. These Results will then be used as the City implements its Priority Based Budgeting process. The Center for Priority Based Budgeting recognizes that the City has already conducted extensive efforts in the <i>City’s Vision, Goals and Objectives</i> – concepts from this work will be directly utilized in their PBB process.	
<u>FISCAL CONSIDERATION:</u> None	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Implement Priority Based Budgeting as directed at City Council meeting April 7, 2014.	

Priority Based Budgeting

City of Kenmore, Washington

AGENDA: June 9, 2014

Presentation - City of Kenmore's Priority Based Budgeting Process: Review and Discussion

The Center for Priority Based Budgeting will provide an orientation to the process for the City of Kenmore's City Council, describing the process, discussing outcomes in the organizations who have implemented the process, and having discussion with the elected officials to answer their questions and ensure there's a comfort level.

Exercise – Identifying the City of Kenmore's "Results of Government"

The Center for Priority Based Budgeting will work with the City Council on an exercise to identify and validate the City's "Results of Government." In this exercise, participants are being asked to help identify the Results that the City of Kenmore strives to achieve for its residents, businesses and visitors. These Results will then be used as the City implements its Priority Based Budgeting process. The Center for Priority Based Budgeting recognizes that the City has already conducted extensive efforts in the **City's Vision, Goals and Objectives** – concepts from this great work will be directly utilized in their PBB process.

The Center for Priority Based Budgeting begins work June 9 with the City Council on an exercise to identify and validate the City's "Results of Government." In this exercise, participants are being asked to help identify the Results that the City of Kenmore strives to achieve for its residents, businesses and visitors. These Results will then be used as the City implements its Priority Based Budgeting process.

The sample Results shown in the attached build directly from the City's extensive efforts in the City's Mission, Vision, and 2014-2015 Council Goals - these are concepts that can be directly utilized in their PBB process. For this exercise, imagine that you have 100 points to allocate in identifying the City's Results. Where would you allocate your points? You can distribute these 100 points to any of the Results identified from other communities if you feel these reflect what is expected by your community. You may also list any additional Results that are not reflected in the offered examples if you feel they describe why the City of Kenmore "exists" in the eyes of the community. Results not assigned points represent a belief that this is NOT one of the reasons the City of Kenmore offers programs and services to the community. Allocate your 100 points using the box to the right of the Results column until you have allocated your full allotment of points.

The exercise may be completed ahead of time, or during the workshop on Monday, June 9th. If you choose to complete the exercise ahead of Monday's meeting, please email your exercise to cfabian@pbbcenter.org

City of Kenmore, Washington

Identifying the Results of Kenmore City Government

June, 2014



DIRECTIONS: In this exercise, you are being asked to help identify the **RESULTS** that the **CITY of KENMORE** strives to achieve for its residents, businesses and visitors. These **Results** will then be used as the **City** implements its **PRIORITY BASED BUDGETING** process. The sample **Results** shown below build directly from the City's extensive efforts in the **City's Mission, Vision, and 2014-2015 Council Goals** - these are concepts that can be directly utilized in their **PBB** process. For this exercise, imagine that you have 100 points to allocate in identifying the **City's Results**. Where would you allocate your points? You can distribute these 100 points to any of the **Results** identified from other communities if you feel these reflect what is expected by your community. You may also list any additional **Results** that are not reflected in the offered examples if you feel they describe why the **City of Kenmore** "exists" in the eyes of the community. **Results** not assigned points represent a belief that this is **NOT** one of the reasons the **City of Kenmore** offers programs and services to the community. Allocate your 100 points using the box to the right of the **Results** column until you have allocated your full allotment of points.

COMMUNITY ORIENTED RESULTS

"When the CITY of KENMORE _____, then it fulfills the role of local government of the community."

Points Allocated to each Result

ACCESS to QUALITY CULTURAL, RECREATIONAL, EDUCATIONAL and LEISURE OPPORTUNITIES

(an) ATTRACTIVE, WELL-PLANNED, ENDURING and DESIRABLE PLACE TO LIVE and WORK

(a) CONNECTED, INVOLVED and FAMILY-FRIENDLY COMMUNITY that VALUES DIVERSITY

EFFECTIVE MOBILITY and CONNECTED, RELIABLE TRANSPORTATION SYSTEMS

(a) PROSPEROUS, VIBRANT and SUSTAINABLE ECONOMY

(a) SAFE, SECURE and HEALTHY COMMUNITY

(a) SUSTAINABLE, HEALTHY ENVIRONMENT and the PRESERVATION of NATURAL RESOURCES

COMMUNITY ORIENTED RESULTS	
<i>"When the CITY of KENMORE _____, then it fulfills the role of local government of the community."</i>	Points Allocated to each Result
ADDITIONAL RESULTS	

Remember, as Results are developed, there is a distinction made between “Community-oriented Results”, which help define why certain programs are offered directly to the community, and “Governance-oriented Results”, which help define why internally focused programs are offered by various support functions such as Finance, Human Resources, and Information Technology.

Through its research and work with other local governments, CPBB has found it imperative in achieving the best outcomes from its Priority Based Budgeting process that an organization distinguish between “Community Programs” (i.e. programs that directly serve the community) and “Governance Programs” (i.e. programs that are more internal in nature and generally support the administration, elected officials and departments within the organization).

In order to understand the relevance of Governance Programs, we need to evaluate them against different Results than Community Programs, because Governance Programs exist within the organization for fundamentally different reasons than do the Community Programs. Even though the scoring criteria might be different for each of these two types of programs, the process allows you to ultimately look at all offered programs from an overall City-wide perspective in the eventual program prioritization array.

The exercise may be completed ahead of time, or during the workshop on Monday, June 9th. If you choose to complete the exercise ahead of Monday’s meeting, please email your exercise to cfabian@pbbcenter.org

City of Kenmore, Washington

Identifying the Results of Kenmore City Government

June, 2014



DIRECTIONS: The proposed "**Governance Results**" that the CITY of KENMORE strives to achieve are suggested in the table below. In this exercise, we are asking you to help identify those Results against which the City's internally focused programs and services should be evaluated for the purposes of program prioritization. For this exercise, imagine that you have 100 points to allocate in identifying the City's **Governance Results**. Where would you allocate your points? You can distribute your 100 points evenly to all the Results or you can assign those points towards the various Results in varying quantities for each individual Result to demonstrate the varying degree of importance you would assign. If you choose not to allocate points to a Result, this indicates your belief that this is NOT one of the reasons for which the City offers programs and services to its internal departments. You may also choose to write in an additional Result not already identified if you believe that it describes one of the reasons these Governance functions exist in the eyes of the organization. Allocate your 100 points until they are all used by indicating the amount you intend to assign to the Result in the box to the right of the statement.

GOVERNANCE RESULTS

"When the CITY of KENMORE _____, then it achieves the expectations of the internal organization"

Points Allocated to
each Result

FOSTERS OPEN, RESPONSIVE and TRANSPARENT GOVERNMENT by ENSURING ACCOUNTABILITY, EFFICIENCY, EFFECTIVENESS and INTEGRITY IN ALL OPERATIONS

PROTECTS, MANAGES, OPTIMIZES and INVESTS in its FINANCIAL, HUMAN, PHYSICAL and TECHNOLOGY RESOURCES

SUPPORTS DECISION-MAKING with TIMELY and ACCURATE SHORT-TERM and LONG-RANGE ANALYSIS that ENHANCES VISION and PLANNING

PROVIDES ASSURANCE of REGULATORY and POLICY COMPLIANCE

ATTRACTS, MOTIVATES, DEVELOPS and RETAINS a HIGH-QUALITY, ENGAGED and PRODUCTIVE WORKFORCE

PROVIDES RESPONSIVE and ACCESSIBLE LEADERSHIP, FOCUSED COMMUNITY PRIORITIES and FACILITATES TIMELY, WELL-UTILIZED TWO-WAY COMMUNICATION and INPUT with ALL STAKEHOLDERS

ADDITIONAL RESULTS

GOVERNANCE RESULTS	
<i>"When the CITY of KENMORE _____, then it achieves the expectations of the internal organization"</i>	Points Allocated to each Result

AGENDA: June 10, 2014

Results Definition Workshop

CPBB will facilitate a workshop with staff (usually department heads and key staff, up to around 20-30 participants is best) to begin to identify all the ways the organization "achieves" each of the stated Results. CPBB will lead the workshop, addressing each Result, one-by-one, soliciting feedback from the participants which form the basis for the creation of Results Definitions.

Program Inventory Training "Workshop"

While on-site, CPBB will provide a training to staff, teaching departments how to identify "programs" at a level most effective for PBB. Following this training session, departments are provided a "Program Inventory Template," as well as examples from other organizations that will aid departments in completing the exercise.

CITY of KENMORE, WASHINGTON
RESULTS IDENTIFICATION

When the CITY of KENMORE offers or provides _____, then it will have successfully achieved the expectations of the community

ACCESS to QUALITY CULTURAL, RECREATIONAL, EDUCATIONAL and LEISURE OPPORTUNITIES	(an) ATTRACTIVE, WELL-PLANNED, ENDURING and DESIRABLE PLACE TO LIVE and WORK	(a) CONNECTED, INVOLVED and FAMILY-FRIENDLY COMMUNITY that VALUES DIVERSITY	EFFECTIVE MOBILITY and CONNECTED, RELIABLE TRANSPORTATION SYSTEMS	MISSION STATEMENT (a) PROSPEROUS, VIBRANT and SUSTAINABLE ECONOMY	VISION STATEMENT (a) SAFE, SECURE and HEALTHY COMMUNITY	2014-2015 COUNCIL GOALS (a) SUSTAINABLE, HEALTHY ENVIRONMENT and the PRESERVATION of NATURAL RESOURCES	EFFECTIVE GOVERNANCE
Commercial, Civic, Cultural spaces	Community-generated plan for future	Forum for citizen participation and involvement	Regional & local mobility well-connected	Fair and friendly services	Public Safety	Sustainable legacy	FOSTERS OPEN, RESPONSIVE and TRANSPARENT GOVERNMENT by ENSURING ACCOUNTABILITY, EFFICIENCY, EFFECTIVENESS and INTEGRITY IN ALL OPERATIONS
Parks	Represent interests through local and regional partnerships	Diverse needs	Manages traffic	Economic base providing for needs of its citizens	Health, safety and welfare	Actively protects natural and environmental sensitive areas	Effective & efficient services
Trails	Preserved character of neighborhoods	Family-friendly	Effective system of streets, transit routes, sidewalks and trails	Employment opportunities		Air & water quality	Open, responsive government
Quality schools	Attractive vital and pedestrian oriented	Small town feel	Increase funding for transportation	Promote city image		Noise pollution	
Diverse and continuing life-long learning	Commercial, Civic, Cultural spaces	Sense of belonging and pride	Sidewalk plan	Develop downtown		Watershed issues	PROTECTS, MANAGES, OPTIMIZES and INVESTS in its FINANCIAL, HUMAN, PHYSICAL and TECHNOLOGY RESOURCES
Recreational facilities - passive and active opportunities	Clear design standards	Clear public priorities		Support existing business			Efficiently and effectively utilizes its resources
Network of trails, parks, open spaces, waterfront access	Attractive, functional and enduring	Partners with citizens		Advance connection to waterfront			Contemporary Information Technology program
Access and connection to waterfront	Recognizes its history	Values diversity		Complete Lake Pointe			
Parks Improvement Plan		Volunteerism		Regional business zone review			SUPPORTS DECISION-MAKING with TIMELY and ACCURATE SHORT-TERM and LONG-RANGE ANALYSIS that ENHANCES VISION and PLANNING
Cultural diversity		Informed citizenry					6-year financial plan
		Participation and Outreach					
		Celebration					PROVIDES ASSURANCE of REGULATORY and POLICY COMPLIANCE
							ATTRACTS, MOTIVATES, DEVELOPS and RETAINS a HIGH-QUALITY, ENGAGED and PRODUCTIVE WORKFORCE
							PROVIDES RESPONSIVE and ACCESSIBLE LEADERSHIP, FOCUSED COMMUNITY PRIORITIES and FACILITATES TIMELY, WELL-UTILIZED TWO-WAY COMMUNICATION and INPUT with ALL STAKEHOLDERS
							Seeks & integrated public input
							Clear public priorities
							Partners with regional entities