

City of Kenmore



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

City of Kenmore
REVISED City Council Special Meeting
5:30 p.m., Monday, November 18, 2013
REVISED City Council Regular Meeting
7:00 p.m., Monday, November 18, 2013
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

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

- I. 5:30 p.m. - CALL SPECIAL MEETING TO ORDER**
- II. EXECUTIVE SESSION**
Pursuant to RCW 32.40.110(1)(g), Personnel and RCW 32.40.110(1)(c), Property Disposition
- III. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION**
- IV. ADJOURN SPECIAL MEETING**
- V. 7:00 p.m. - CALL REGULAR MEETING TO ORDER**
- VI. ROLL CALL**
- VII. FLAG SALUTE**
- VIII. AGENDA APPROVAL**
- IX. PRESENTATION**
 - A. Let's Move Cities, Towns & Counties Award - Stacy Denuski
 - B. 2013 City of Kenmore Inaugural Beautification Awards Presentation - Bryan Hampson
- X. PROCLAMATION**
 - A. Pancreatic Cancer Awareness Month - November 2013

XI. CITIZEN COMMENTS

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

XII. CONSENT AGENDA

- A. Adopt Minutes for the October 21, 2013 City Council Regular Meeting & Joint Planning Commission Special Meeting
- B. Approve Check Nos. 28936 - 28996 in the Amount of \$224,847.03 and Electronically Transferred Payroll Funds Totaling \$65,184.57 for the Period Ending November 8, 2013
- C. Approve Amendment No. 1 to Contract No. 13-C1103 with H.W. Lochner

XIII. BUSINESS AGENDA

- A. Approve Contract No. 13-C1232 for 68th Avenue NE Sidewalks - Kris Overleese, City Engineer
- B. Approve City Acceptance of Department of Ecology Grant - Richard Sawyer, Surface Water Program Manager
- C. September Financial Report - Joanne Gregory, Finance & Administration Director
- D. Approve Amendment No. 1 to Contract No. 12-C1062 with Weisband Consulting for Business Incubator - Nancy Ousley, Assistant City Manager

XIV. STAFF REPORT**XV. COUNCILMEMBER REPORTS & COMMENTS****XVI. COUNCILMEMBER INITIATIVES****XVII. EXECUTIVE SESSION**

Pursuant to RCW 32.40.110(1)(g), Personnel and RCW 32.40.110(1)(c), Property Disposition

XVIII. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION**XIX. ADJOURNMENT****Upcoming Meetings:**

Tuesday, November 19, 2013	Planning Commission Regular Meeting	7:00 p.m.
Monday, November 25, 2013	City Council Regular Meeting	7:00 p.m.
Monday, December 2, 2013	Joint City Council & Planning Commission Special Meeting	7:00 p.m.



City Of Kenmore, Washington

INAUGURAL BEAUTIFICATION AWARDS

“Building a sense of community by keeping Kenmore a beautiful place to live and work”



CATEGORIES:

- *Best in City*
- *Curb Appeal*
- *Transformation*
- *Art*
- *Sense of Community*
- *Environmental Sustainability*

Kenmore’s inaugural Beautification Awards Program promotes beautification efforts in the City by recognizing residents & businesses who take pride in maintaining their properties. Any residence or business may be nominated for one of the categories. The Beautification Nomination Committee selected properties that exemplify the efforts to enhance the overall beauty of the property and its landscaping. This year, following rigorous judging of the nominated properties, nine property and business owners have been selected. Awards will be presented to the winners at the Tuesday, Nov 18, 2013 Council Meeting.

CONGRATULATIONS TO THE 2013 BEAUTIFICATION AWARD WINNERS!

CHRISTOPHER BREEN AND SUSAN BLAKE, BEST IN CITY
CATHY COTTINGHAM, CURB APPEAL, RESIDENTIAL
TOM & KAREN HYDE, TRANSFORMATION
ANA VAZQUEZ, ART
RUDY MADAYAG, SENSE OF COMMUNITY, RESIDENTIAL
JAN TROXELL, CURB APPEAL, BUSINESS, PASSPORT TRAVEL
KYLA MCADAMS, SENSE OF COMMUNITY, BUSINESS, DOLCE VITA ESPRESSO
JOCELYN NADIR, SENSE OF COMMUNITY, MULTI-FAMILY, NORTSHORE APARTMENTS
KERRI BERLIN, ENVIRONMENTAL SUSTAINABILITY, NORTHLAKE GROVE TOWNHOMES

NEXT YEAR’S PROGRAM AND NOMINATIONS WILL KICK-OFF IN THE SPRING

City of Kenmore, Washington Proclamation

WHEREAS, in 2013, an estimated 45,220 people will be diagnosed with pancreatic cancer in the United States and 38,460 will die from the disease; and

WHEREAS, pancreatic cancer is one of the deadliest cancers, is the fourth leading cause of cancer death in the United States, and is the only major cancer with a five-year relative survival rate in the single digits at just six percent; and

WHEREAS, when symptoms of pancreatic cancer present themselves, it is late stage, and 73 percent of pancreatic cancer patients die within the first year of their diagnosis while 94 percent of pancreatic cancer patients die within the first five years; and

WHEREAS, approximately 850 deaths will occur in Washington in 2013; and

WHEREAS, the incidence and death rate for pancreatic cancer are increasing, and pancreatic cancer is anticipated to move from the fourth to the second leading cause of cancer death in the U.S. by 2020; and

WHEREAS, the U.S. Congress passed the *Recalcitrant Cancer Research Act* last year, which calls on the National Cancer Institute to develop a scientific frameworks, or strategic plans, for pancreatic cancer and other deadly cancers, which will help provide the strategic direction and guidance needed to make true progress against these diseases; and

WHEREAS, the Pancreatic Cancer Action Network is the national organization serving the pancreatic cancer community in Kenmore and nationwide through a comprehensive approach that includes public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer; and

WHEREAS, the Pancreatic Cancer Action Network and its affiliates in Kenmore support those patients currently battling pancreatic cancer, as well as to those who have lost their lives to the disease, and are committed to nothing less than a cure; and

WHEREAS, the good health and well-being of the residents of Kenmore are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments,

NOW, THEREFORE, I, David Baker, Mayor of the City of Kenmore, Washington, on behalf of the City Council, designate the month of November 2013 as

"Pancreatic Cancer Awareness Month"

in the City of Kenmore, and I urge all citizens to join with the City Council in this observance.

IN WITNESS WHEREOF, signed this 18th day of November, 2013.

Signed: _____
David Baker, Mayor

Attested: _____
Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Regular Meeting
Minutes
October 21, 2013**

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

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

Councilmembers excused: Mayor David Baker

Planning Commissioners present: Chairperson Doug Nugent, Vice Chairperson Angela Kugler, and Commissioners Doug Huxtable, Mark Ohrenschall, and Mike Vanderlinde

Planning Commissioners excused: Commissioners Dennis Mendrey and Jim Howard

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance & Administration Director; Kris Overleese, Engineering & Environmental Services Director; Debbie Bent, Director of Community Development; Leslie Harris, Management Analyst; Marc Connelly, Parks Projects Manager; Cindy Shelton, Volunteer Coordinator; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Deputy Mayor Hensel led the flag salute.

AGENDA APPROVAL

It was Council consensus to approve the agenda as submitted.

PRESENTATION

Art Presentation and Event Proposal – A. Gaul Culley; Jan Shaw, Seattle Outboard Association; and Megan Tanner were present to discuss the proposed “Portraits of a River” multimedia community engagement project and the proposed “Return to the Slough, A Competition” project, featuring an outboard race from Log Boom Park on April 5, 2014, as well as other activities. A. Gaul Culley also presented the City with a paper quilt book, which was created by residents who attended the City’s 15th Anniversary celebration at St. Edward State Park this summer. The 88 residents who participated created narrative paper quilt squares describing why they call Kenmore home.

CITIZEN COMMENTS

Dave Crawford, 7534 NE 175th Street, Kenmore, was present to speak about the loss of a Kenmore citizen and to state his concerns regarding fines and surface water management.

Terry Pottmeyer, CEO, Friends of Youth, 15507 70th Avenue NE, Kenmore, was present to talk about the Youthhaven Program. He stated that Friends of Youth is very grateful to the City of Kenmore for providing grant funds to the agency and for hosting the Youthhaven Program for the past 24 years. The program is now moving to a brand new home in Kirkland but will continue to serve Kenmore citizens.

John Hendrickson, 5919 NE 202nd Lane, Kenmore, was present to state his concerns regarding a bond issue for parks and pedestrian safety.

Deputy Mayor Hensel thanked the citizens for their comments and noted that Councilmembers are available via e-mail and phone.

CONSENT AGENDA

It was Council consensus to Adopt the Minutes of the September 9, 2013 City Council Regular & Special Meeting; Approve Check Nos. 28557 – 28657 in the Amount of \$678,344.08 and Electronically Transferred Payroll Funds Totaling \$66,953.04 and Payroll Check No. 210620 in the Amount of \$65.06 for the Period Ending September 20, 2013; and Receive and File the August 2013 Financial Report. There were no objections.

BUSINESS AGENDA

City of Kenmore Volunteer Policy, Resolution No. 13-223 – Plan and Overview – Leslie Harris, Management Analyst, and Cindy Shelton, Special Events Coordinator, were present provide a PowerPoint presentation giving an overview of the volunteer policy and introducing Resolution No. 13-223. They were also available to answer any questions.

Councilmember Smith moved to Adopt Resolution No. 13-223, City of Kenmore Volunteer Policy. Councilmember Van Ness seconded the motion. The motion passed unanimously.

Playground Equipment for Northshore Summit Park, Contract No. 13-C1216 – Debbie Bent, Community Development Director, and Marc Connelly, Parks Projects Manager, were present to give a brief staff report. They were also available to answer any questions.

Director Bent stated that the project is currently under budget and that a KABOOM! grant has been received. Part of the grant would be a community event to help install the playground equipment. She stated that a notice to proceed has been issued and they are hoping to at least get a start before the weather gets bad.

Councilmember Curtis moved to Approve Contract No. 13-C1216 with KCDA for Northshore Summit Park Playground Equipment. Councilmember Rogers seconded the motion. The motion passed unanimously.

JOINT PLANNING COMMISSION SPECIAL MEETING AGENDA

Parks, Recreation and Open Space (PROS) Plan – Planning Commission Presentation and Discussion - Debbie Bent, Community Development Director, and Marc Connelly, Parks Projects Manager, were present to give some background on the PROS Plan and its purpose and

a PowerPoint presentation. Planning Commission members were present to discuss their recommendations. They were also available to answer any questions.

Public access to the waterfront; linking assets to create a network, including waterfront/trail connections; pedestrian and bicycle access; ball fields; a balance between active and passive recreational facilities; and amenities that could be added now in order to make the City more competitive for economic development were all things that the Planning Commission focused on in preparing the Plan.

It was Council consensus that staff make some minor requested edits, including adding language regarding reevaluating the Plan every five years, and bring the final PROS Plan ordinance back to Council for adoption later this year.

STAFF REPORT

City Manager Karlinsey stated the Kenmore has a newly formed canoe and kayak club and also some crew club enthusiasts who asked to be a part of that group and were accepted. He announced that this coming Saturday is Jack Crawford Day, with the annual cleanup of Log Boom Park taking place from 9:00 a.m. to noon that day. There will be a Business After Hours meeting on Thursday, November 7th and a free seminar with John Marshall for Kenmore businesses on Thursday, November 14th. The annual tree lighting ceremony will be on Friday, December 6th at 6:00 p.m. He noted that Representative Jessyn Farrell will be in Kenmore tomorrow morning for a tour of the waterfront, and that he gave the same tour to Representative Pollett and Senator Frockt a month or so ago.

CITY COUNCILMEMBER COMMENTS/REPORTS

Councilmember Smith would like Council to have a discussion soon about what it would take to kick off waterfront projects and what funding would be needed.

Deputy Mayor Hensel noted that that discussion could be a retreat agenda item.

ADJOURNMENT

There being no further business, Deputy Mayor Hensel adjourned the meeting at 9:05 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 28936-28996 which total \$224,847.03 and electronically transferred payroll funds totalling \$65,184.57 are just, due and unpaid obligations against the City of Kenmore/King County/Washington, and that I am authorized to authenticate and certify to said claims.


11/8/13

 City Manager Date


11/8/13

 Finance Director Date

Check #	Vendor Name	Description	Check Amt
28936	BANNER BANK LD	Newsletter	75.21
28937	DEPARTMENT OF LABOR AND INDUSTRIES	3rd Qtr 2013 Volunteer Hours	31.70
28938	NATIONWIDE FINANCIAL 401a	Social Security Replacement Plan	9,390.80
28939	NATIONWIDE RETIREMENT SOLUTIONS 457	Deferred Comp Payroll Deduction	200.00
28940	ICMA RETIREMENT TRUST 457 - 304745	Deferred Comp Payroll Deduction	2,594.83
28941	DRS 457	Deferred Comp Payroll Deduction	1,783.33
28942	CITY OF KENMORE FS	Flexible Spending Medical Plans	253.08
28943	BANK OF AMERICA 941	Payroll Taxes	14,496.19
28944	DEPARTMENT OF RETIREMENT SYSTEMS	WA State Retirement	12,478.38
28945	STATE OF FLORIDA DISBURSEMENT UNIT	Payroll Deduction	275.00
28946	ACTION ENTERTAINMENT	DJ/Entertainment Kenmore Jr. High Dance	395.00
28947	CASCADE PEST CONTROL	Oct. Pest Control @ Rhododendron Park	142.35
28948	COASTWIDE LABORATORIES	City Hall Maintenance Supplies	353.88
28949	REPUBLIC SERVICES	Oct. City Hall & Rhod. Park Solid Waste Svc	842.68
28950	FERGUSON ENTERPRISES INC #1539	Pipe Install/Materials-Catch Basin	460.14
28951	GEOENGINEERS INC	Environ. Svcs Former Shell Site 4/1-8/9/13	25,043.45
28952	CALPORTLAND COMPANY	Materials for Catch Basin Installation	234.44
28953	INSLEE, BEST, DOEZIE & RYDER, P.S.	Sept. Legal Services	26,088.06
28954	JET CITY PRINTING	City Logo/Return Address Envelopes	330.69
28955	KING COUNTY ANIMAL SVCS	Pet Licenses/ Renewals 10/8-10/30/13	355.00
28956	KING COUNTY FINANCE	September Road Services	25,095.79
28957	KING COUNTY FINANCE	2013 Primary Voter's Pamphlets	630.81
28958	KING COUNTY FINANCE	Sept CWP 2.5 days added/billed LFP in error	1,505.00
28959	KING COUNTY FINANCE	Sept. CWP Adult/Juvenile Detention	6,321.00
28960	MR. T'S TROPHIES	Eagle Scout Plaque for Swamp Creek Park	24.97
28961	NORTHSHORE FIRE DEPT	October Fire Marshal Review	320.00
28962	NORTHSHORE SCHOOL DISTRICT	Ice Cream Social 10/18/13	415.30

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling

28963	NORTHSHORE SENIOR CENTER	13-C1126 2nd & 3rd Qtr Human Svc Program	11,000.00
28964	NORTHSHORE YMCA	13-C1130 Qtr 3 2013 Human Svc Program	1,625.00
28965	OFFICE DEPOT	Office/ Breakroom Supplies/ Paper	821.97
28966	PACIFIC TOPSOILS	Wood Chips for Log Boom & Squires Landing	1,115.81
28967	PUGET SOUND ENERGY	Street Lights/ Traffic Signals/ City Hall Gas	1,163.87
28968	SIGN UP, SIGN CO, INC	Construction Hours Sign/N.S. Summit Park	295.65
28969	UNITED STATES POSTMASTER	12 Month PO Box Fee	330.00
28970	VIBRANT PLANTS INC	Jack Crawford Day/Log Boom Park Plants	500.74
28971	COLUMBIA RIDGE LANDFILL	October Dump Fees	648.58
28972	UPS STORE	Copies & Shipping Charges - October	73.53
28973	BERK & ASSOCIATES	Sept. Market Analysis Professional Services	1,096.47
28974	DAY WIRELESS SYSTEMS	Radar Calibration	76.44
28975	MOBILE ELECTRICAL DISTRIBUTORS INC	Kenmore Senior Center Lighting	84.12
28976	INGALLINAS BOX LUNCH	SR522 W Consultant Interview Panel Lunches	60.63
28977	STARLIGHT CHILDRENS FOUNDATION	Santa Booking - 12/6 Tree Lighting Ceremony	240.00
28978	TOPIA TECHNOLOGY/ BIS	Nov. Web Hosting	200.00
28979	SUNBELT	Rentals/Irr. Winterization/Catch Basin Work	886.61
28980	COMCAST	10/30-11/29 Incubator Cable/Internet/Voice	172.60
28981	SARAH ROBERTS	October Prosecution Services	10,302.00
28982	STANSFIELD, CLAYTON	Refund Permit Fees Rec. #23813	1,388.91
28983	PHSI PURE WATER FINANCE	Incubator Filtered Water System	50.31
28984	FRONTIER	10/28-11/27 City Hall & Elevator Phone Svc.	975.74
28985	EARTHCORPS	Sept. Weed/Brush Removal @ Swamp Crk Pk	654.26
28986	INDEPENDENT STATIONERS	Office Supplies	66.25
28987	SNOHOMISH COUNTY SHERIFF'S OFFICE	October, 2013 Jail Service Fees	18,987.89
28988	MCALLISTER, TERESA	Reimbursement of Mileage	94.81
28989	PERTEET INC.	9/2-9/29 12-C1082 Consulting Services	7,166.05
28990	SCHNEE, CARLA	Mileage Reimbursement	49.16
28991	FRAUSE	Sept. Media Relations/ Website Support	3,620.79
28992	ALPHAGRAPHICS US718	Police Officer Business Cards	61.00
28993	INNOVAC	Vactor/Catch Basin Cleaning/Video Insp.	8,700.41
28994	CITYWORKS/ AZTECA SYSTEMS INC.	Cityworks configuration/user training	14,375.00
28995	A. GAUL CULLEY	15th Anniversary Book Quilt Project	219.56
28996	TACHTEVRENIDOU, PROMISE	Cash Deposit Release #VAR2012-095	7,605.79
11/1/13	PAYROLL	Direct Deposit	65,184.57
			<u>\$ 290,031.60</u>

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling

2013	PRIOR VENDOR ACTIVITY	TOTAL	FOR 2013
	A. GAUL CULLEY		985.50
	A+ CONFERENCING		376.92
	AA ASPHALTING, INC		11,291.64
	AA PARTY RENTALS		1,252.68
	AAA PRINTING		192.10
	ACF WEST INC		394.20
	ACTION ENTERTAINMENT		395.00
	ACTIVE SHOOTER TRAINING LLC		940.20
	ADVANCE TESTING & SERVICE INC		540.00
	AFLAC		4,589.00
	AL KING, PE		711.75
	ALCALDE & FAY		50,422.99
	ALLIED WASTE SERVICES #172		1,682.74
	ALLPLAY SYSTEMS LLC		91.98
	ALPHAGRAPHICS US718		846.06
	AM TEST, INC		1,975.00
	AMERICAN GENERAL		5,307.90
	AMERICAN PLANNING ASSOCIATION		1,990.00
	AMERICAN PUBLIC WORKS ASSOCIATION		1,115.67
	ANCHOR QEA, LLC		91,508.81
	ARC - PACIFIC NORTHWEST		508.31
	ARTS OF KENMORE		740.00
	ASP, ANGELA		420.00
	ASSOCIATED BOAT TRANSPORT		1,440.00
	ASSOCIATED UNDERWATER SERVICES, INC		6,652.13
	ASSOCIATION OF WA CITIES		15,549.34
	AT HOME ARTIST MANAGEMENT, INC.		1,750.00
	AURORA RENTS		3,349.59
	AWC EMPLOYEE BENEFITS		383,952.56
	BADGLEY'S LANDSCAPE LLC		2,491.13
	BAKER, DAVID		3,044.46
	BANANA ENTERPRISES, INC.		8,200.00
	BANK OF AMERICA 941		290,552.82
	BANNER BANK BAKER		10,099.09
	BANNER BANK BH		4,424.10
	BANNER BANK CS		6,208.66
	BANNER BANK DB		936.64
	BANNER BANK JG		10,045.08
	BANNER BANK JGORDON		11,703.63
	BANNER BANK KENMORE		25,816.91
	BANNER BANK LD		2,906.43
	BANNER BANK NO		8,609.58
	BANNER BANK PS		2,430.20
	BANNER BANK ROGERS		6,242.60
	BANNER BANK VAN NESS		5,343.65
	BARCLAY DEAN		711.75

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of \$224,847.03 and Electronically Transferred Payroll Funds Totaling

BASTYR UNIVERSITY	50,899.35
BEARCOM	70.08
BEEGEE TOLPA	700.00
BENT, DEBORAH A	26.00
BERK & ASSOCIATES	21,403.53
BINW	16,528.79
BIS	175.00
BLACKBAUD	5,204.11
BLACKLINE, INC.	43,615.60
BONOMI, ANGELO	545.04
BOOGIE BROWN PRODUCTIONS, INC.	2,000.00
BOTELHO, PAULA	1,850.00
BRABEC, MARY	3,500.00
BRIEN, GAYLYNN	325.00
BROWN, ANDY	250.00
BUENA VISTA SERVICES, INC.	3,465.00
BULGER SAFE & LOCK, INC.	245.94
C. ANDERSON & CO.	930.75
CALPORTLAND COMPANY	190.80
CANTEEN REFRESHMENT SERVICES	2,026.72
CAPITAL ONE COMMERCIAL/ COSTCO	325.31
CARLSON, THOMAS G.	100.00
CASCADE PEST CONTROL	1,281.15
CEMEX	2,729.16
CENTER FOR HUMAN SERVICES	18,750.00
CHAMPION COURIER	51.53
CHICAGO TITLE	15,000.00
CHIEF LAW ENFORCEMENT SUPPLY	188.21
CITY OF BELLEVUE	139,590.30
CITY OF KENMORE	210.58
CITY OF KENMORE FS	5,314.68
CITY OF KENT	500.00
CITY OF LAKE FOREST PARK	625,653.02
CITY OF SHORELINE	2,075.28
CITYWORKS/ AZTECA SYSTEMS INC.	15,620.00
CLARITY SIGNS	5,635.32
CLOWNS UNLIMITED, INC.	2,805.30
COASTAL WEAR PRODUCTS INC	1,356.71
COASTWIDE LABORATORIES	8,664.24
CODE PUBLISHING COMPANY	3,754.90
COLUMBIA RIDGE LANDFILL	4,465.42
COMCAST	2,242.80
CONNELLY, MARC	48.14
CONSOLIDATED PRESS	6,659.21
CONTOUR FENCE CO. INC.	2,011.52
CORNERSTONE ROOFING	101.32
CROWN PRODUCTS LLC	1,216.98
CSAT, LLC	500.00
CUES	12,537.75

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
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CULLEY, AMBERLY	1,000.00
CURTIS, DR. MILTON	322.24
DAILY JOURNAL OF COMMERCE	1,257.40
DANSOUND INC	5,913.00
DAY WIRELESS SYSTEMS	1,372.38
DEPARTMENT OF ECOLOGY	5,540.78
DEPARTMENT OF LABOR AND INDUSTRIES	29,349.19
DEPARTMENT OF LICENSING	52.00
DEPARTMENT OF RETIREMENT SYSTEMS	229,325.60
DIGITAL REPROGRAPHICS SERVICES INC.	452.58
DRS 457	35,622.02
DUGAN, GERALD & GAIL	1,650.00
DURRANT, JEFF	855.58
EARTHCORPS	9,706.47
EASTSIDE TRANSP PARTNERSHIP	200.00
ECONOMIC DEV COUNCIL OF SEATTLE/KC	10,000.00
EFFICIENCY INC	987.69
EJ USA, INC.	1,549.96
EMERGENCY SERVICE COORDINATING AGCY	49,476.00
EMIL'S CONCRETE CONSTRUCTION CO.	2,589.68
ENTERPRISE SEATTLE	5,000.00
ENTERTAINMENT FIREWORKS INC	17,000.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	4,779.00
ESA ADOLFSON	1,815.00
EVERGREEN HEALTH	25.00
EVERGREEN PRINT SOLUTIONS	754.02
EVERGREEN SAFETY COUNCIL	175.00
EVER-MARK, LLC	1,165.88
FASTSIGNS	1,051.38
FAZZARI MARKETING	244.85
FERGUSON ENTERPRISES INC #1539	1,403.81
FINANCIAL CONSULTANTS INT'L INC	206.72
FIRE PROTECTION, INC	3,083.54
FIRST AMERICAN TITLE	9,142.60
FOLK, BRADFORD LEE	1,750.00
FOUR PARK AVENUE	363.07
FRAUSE	27,954.98
FRONTIER	37,610.31
FRUHLING SAND & TOPSOIL	1,339.50
G & H PRINTING	71.45
GAMETIME	5,779.30
GARMIRE IRON WORKS, INC.	6,958.73
GEODESIGN INC.	2,816.80
GEOENGINEERS INC	7,495.75
GLACIER PEAK CONSTRUCTION LLC	29,055.04
GOODSELL POWER EQUIPMENT #2 INC.	98.43
GORDON THOMAS HONEYWELL	32,682.60
GORDON, JENNIFER	174.02
GOVERNMENT FINANCE OFFICERS ASSOC	190.00

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling

GRAINGER	60.07
GRAY & OSBORNE, INC	18,468.81
GREATER BOTHELL CHAMBER OF COMMERCE	595.00
GREGORY, JOANNE	806.65
H.W. LOCHNER, INC.	347,414.11
HAMBLETON RESOURCES, INC.	10,500.00
HAMPSON, BRYAN	3,694.29
HANDY ANDY RENT-A-TOOL INC	134.40
HARBOR HISTORY MUSEUM	400.00
HARRIS & SMITH PUBLIC AFFAIRS	14,771.17
HARRIS COMPUTER SYSTEMS	6,832.20
HEBERT RESEARCH, INC.	8,788.00
HERO HOUSE	1,050.00
HOME DEPOT CREDIT SERVICES	2,324.99
HONEY BUCKET	881.13
HOPELINK	34,312.50
HORIZON DISTRIBUTORS INC	512.45
HO'S PLUMBING COMPANY	33.34
HOVDE, RICHARD	106.21
HP'S SMOKEHOUSE BBQ	187.00
HWA GEOSCIENCES INC.	5,934.41
ICMA RETIREMENT TRUST 457 - 304745	54,348.35
iCOMPASS TECHNOLOGIES, INC.	8,120.00
INDEPENDENT STATIONERS	1,817.76
INGALLINAS BOX LUNCH	223.01
INNOVAC	31,400.58
INSLEE, BEST, DOEZIE & RYDER, P.S.	279,417.48
INTEGRA TELECOM	7,887.69
INTERNATIONAL CITY/CNTY MGMT ASSOC	2,285.02
INTERNATIONAL INST OF MUNI CLERKS	185.00
iWORQ SYSTEMS	1,000.00
JACOBS ENGINEERING GROUP	9,994.44
JAYMARC - AV	260.07
JBS INSTRUMENTS	1,052.00
JET CITY PRINTING	1,776.54
JOYCE ZIKER PARKINSON	62,847.32
JRW ENTERPRISES	2,250.23
JSH PROPERTIES, INC.	22,448.99
KARLINSEY, ROB	7,826.60
KAUBOY PRODUCTIONS LLC	550.00
KBA INC.	112,831.49
KCDA PURCHASING COOP	2,298.13
KEATING, BUCKLIN & MCCORMACK	1,504.75
KEEP POSTED INC	246.00
KENMORE AIR	337.50
KENMORE CAMERA	250.00
KENMORE COMMERCIAL LLC	28,560.00
KENMORE ELEMENTARY PTA	4,000.00
KENMORE SENIOR CENTER	5,500.00

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling

KING COUNTY ANIMAL SVCS	4,905.00
KING COUNTY DISTRICT COURT	46,337.00
KING COUNTY FINANCE	540,640.86
KING COUNTY FINANCE W.L.R.D.	51,550.62
KING COUNTY MUNICIPAL CLERKS ASSOC	25.00
KING COUNTY OFFICE OF FINANCE	10,269.81
KING COUNTY RADIO COMM SERVICES	762.51
KING COUNTY RECORDER'S OFFICE	653.00
KING COUNTY SHERIFF	2,347,198.11
KING COUNTY SHERIFF'S OFFICE	21,428.41
KING COUNTY SUPERIOR COURT CLERK	11,000.00
KING COUNTY TREASURY	37,566.63
KING COUNTY UTILITY COORDINATION CO	40.00
KING CTY DEPT OF PERMITTING/ENVIRON.	9.38
KONICA MINOLTA BUSINESS SOLUTIONS	4,080.27
KUSTOM SIGNALS, INC.	2,111.17
KVO INDUSTRIES, INC	365.00
LAMB, BARBARA	2,000.00
LIGHTHOUSE CONSULTING INC	38,829.18
LIGHTING GROUP NORTHWEST	3,095.13
LOU'S GLOVES, INC.	89.00
LOWE SABRA	250.00
MACLEOD RECKORD	7,529.00
MAIL FINANCE	2,758.36
MEEHAN, NANCY	182.16
MILLER STEPHENS, MARY	11,250.00
MINZGHOR, NICHOLAS	740.26
MOBILE ELECTRICAL DISTRIBUTORS INC	20.53
MOBILE MINI, INC.	961.92
MORGAN SOUND INC	1,888.88
MR. T'S TROPHIES	442.66
NATIONAL BARRICADE CO	689.85
NATIONAL BUSINESS INCUBATION ASSOC.	525.00
NATIONAL CITIZEN SURVEY	9,025.00
NATIONAL IMPRINT CORPORATION	292.30
NATIONAL LEAGUE OF CITIES	3,038.00
NATIONAL LIFE OF VERMONT	2,348.90
NATIONWIDE FINANCIAL 401a	213,440.78
NATIONWIDE RETIREMENT SOLUTIONS 457	4,200.00
NEXTEL COMMUNICATIONS	885.09
NEXXPOST	300.76
NORTH COAST ELECTRIC	1,964.60
NORTH LAKE MARINA	1,520.51
NORTHSHORE FIRE DEPT	7,755.00
NORTHSHORE PARK & REC SERVICE AREA	1,360.00
NORTHSHORE SENIOR CENTER	3,300.00
NORTHSHORE UTILITY DIST	73,592.26
NORTHSHORE YMCA	3,250.00
NORTHSHORE YOUTH & FAMILY SERVICES	18,750.00

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling

NORTHWEST LANDSCAPE SERVICES	8,375.89
NORTHWEST MARINE TRADE ASSOCIATION	460.00
OFFICE CLEANING CREW	248.00
OFFICE MAX	8,762.43
OFFICE TEAM	12,740.45
OLYMPIC ENVIRONMENTAL RESOURCES INC	42,072.30
OSBORN CONSULTING INC.	126,729.87
OTAK	17,956.91
OUSLEY, NANCY	705.55
OVERLEESE, KRISTEN	255.67
PACIFIC NORTHWEST WATERWAYS ASSOC	360.00
PACIFIC TOPSOILS	9,539.51
PART WORKS INC	544.62
PASSPORT TRAVEL AND TOURS	1,093.60
PATTY PAN GRILL	80.00
PAWS	5,940.00
PENDLETON, MICHAEL	6,751.16
PEOPLES STORAGE	1,886.50
PERSONAL BEST/ TOPHEALTH	395.54
PERTEET INC.	146,620.80
PETTY CASH CUSTODIAN	854.23
PHAM, NY THI	5,500.00
PHOTOTAINMENT	1,231.88
PHSI PURE WATER FINANCE	1,277.84
PICKLEBALL STUFF, LLC	384.00
PLANNING ASSOCIATION OF WASHINGTON	85.00
POTELCO, INC.	1,240.27
PRIMA PLUMBING	851.91
PROTECTION TECHNOLOGIES, INC	17,493.42
PRSA	307.00
PUBLIC HEALTH DEPT. OF KING COUNTY	100.00
PUGET SOUND BUSINESS JOURNAL	96.00
PUGET SOUND CLEAN AIR AGENCY	11,309.00
PUGET SOUND ENERGY	173,438.32
PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PUGET SOUND REGIONAL COUNCIL	7,414.00
PURE WATER TECHNOLOGY OF PUGET SOUND	239.82
QUALITY BUSINESS SYSTEMS	5,681.45
RAZZ CONSTRUCTION	818,977.12
REPUBLIC SERVICES	5,961.14
RNR CONSULTING	29,842.00
ROD STEVENS	5,895.70
ROGERS, GLENN	104.41
ROLLABELS	37.15
SAFEWAY	84.00
SAFRIN, PATTY	467.11
SARAH ROBERTS	92,718.00
SAUVE, GAYLEN	300.00
SCHINDLER ELEVATOR CORPORATION	922.17

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling

SCHWARZWALTER, MARK	90.00
SEATTLE TIMES	8,110.04
SEES TREES AND EXCAVATION INC	1,319.48
SELECT AIR SERVICES DBA GREENWOOD	119.19
SERGOVIA, CARLOS	1,650.00
SESAC	327.00
SHELTON, CINDY	249.88
SHRED-IT	495.00
SIGN UP, SIGN CO, INC	1,340.29
SKAGIT GARDENS	1,266.61
SMITH, BRENT	91.03
SMITH, JARRETT	150.00
SMS	2,934.51
SNOHOMISH COUNTY	9,547.00
SNOHOMISH COUNTY SHERIFF'S OFFICE	278,409.89
SOUND CITIES ASSOC	11,767.00
SOUND LAW CENTER	12,631.50
SOUND PUBLISHING, INC.	7,526.60
SPATIAL DEVELOPMENT	1,945.00
SPERRY, LAURIE	68.77
SPINNAKER STRATEGIES	11,799.40
ST EDWARD STATE PARK	11,180.94
ST OF WA DEPT OF FISH & WILDLIFE	300.00
STANSFIELD, CLAYTON	1,230.39
STATE AUDITOR'S OFFICE	24,064.23
STATE OF FLORIDA DISBURSEMENT UNIT	5,775.00
STATE OF WA DEPARTMENT OF LICENSING	116.00
STEWART MACNICHOLS HARMELL, INC.	42,370.00
SUNBELT	384.08
SUSSMAN/PREJZA & CO, INC	3,465.00
TELESYSTEMS WEST	1,058.06
THE KIPLINGER LETTER	99.00
TIMEMARK INCORPORATED	119.59
TITAN OUTDOOR, LLC	1,352.39
TOPIA TECHNOLOGY/ BIS	22,347.50
TOTAL LANDSCAPE CORP	51,843.80
TOWN & COUNTRY FENCE, INC	416.10
TOWNE CENTRE HARDWARE	2,478.54
TRANE U.S. INC.	8,211.13
UNITED RENTALS NW, INC	579.81
UNITED STATES POSTMASTER	4,637.74
UNITED WAY OF KING COUNTY	2,877.00
UNIVERSITY OF WASHINGTON	1,654.00
UPS STORE	2,441.41
URBAN LAND INSTITUTE	225.00
US POSTAL SERVICE (HASLER)	4,211.60
UTILITIES UNDERGROUND LOCATION CTR	890.33
VAN NESS, ALLAN	1,759.70
VERIZON WIRELESS	8,480.52

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling

VIBRANT PLANTS INC	254.42
VIKING GRIDIRON CLUB	250.00
VOLGISTICS, INC	372.00
W.S.S.O. Advanced Training	500.00
WA ASPHALT PAVEMENT ASSOC.	180.00
WA ASSOC OF BUILDING OFFICIALS	128.09
WA ASSOC OF CODE ENFORCEMENT	305.00
WA CITIES INSURANCE AUTHORITY	161,086.00
WA FINANCE OFFICERS ASSOCIATION	575.00
WA GUARANTEED EDUCATION TUITION	1,290.00
WA RECREATION & PARK ASSOCIATION	104.00
WA STATE ASSOC OF PERMIT TECHNICIAN	95.00
WA STATE CONSOLIDATED TECH SVCS	875.00
WA STATE DEPARTMENT OF AGRICULTURE	33.00
WA STATE DEPT OF ENTERPRISE SVCS	6,057.54
WA STATE DEPT OF LABOR & INDUSTRIES	125.30
WA STATE DEPT OF TRANSPORTATION	19,549.73
WAFFLE WAGON	45.00
WAGE WORKS	450.00
WASHINGTON ENERGY SERVICES	28.14
WASHINGTON MUNICIPAL CLERKS ASSOC	75.00
WASHINGTON STATE DEPT OF INFO SERV	700.00
WASHINGTON STATE OFFICE CASH MGMT	843.00
WASHINGTON TREE SERVICE INC	1,423.50
WEINSTEIN AU	1,057.50
WEISBAND, BARRY	24,000.00
WELLS FARGO FINANCIAL	9,342.66
WELWEST CONSTRUCTION INC.	109,872.85
WESTERN ENTRANCE TECHNOLOGY	3,460.20
WILCOX, ROBERTA	933.84
WINTERBOURNE LANDSCAPE	1,626.09
WONDERLAND DEVELOPMENT	6,750.00
ZEP SALES AND SERVICE	865.49
ZONAR SYSTEMS	525.33
ZORNES, GARY	239.52
ZUMAR	3,402.54
	<u>9,703,941.80</u>

XIIB. Approve Check Nos. 28936 - 28996 in the Amount of
\$224,847.03 and Electronically Transferred Payroll Funds Totaling



City Council Business Agenda Item City of Kenmore, WA

Subject/Topic: Lochner Agreement 13-C1103: Supplement No. 1 Proposed Council Action/Motion: Authorize the City Manager to execute deductive Supplement No. 1 to Lochner Agreement 13-C1103	For Council Meeting Agenda of: 11/18/2013 Department: <u>Engineering & Environmental Services</u> Prepared by: <u>Kris Overleese, PE</u> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Approved by Department Head:</td> <td style="width: 30%; text-align: right;"><u>Initial & Date</u> <u>KMO 11/6/13</u></td> </tr> <tr> <td>Approved by City Attorney:</td> <td style="text-align: right;"><u>via email</u></td> </tr> <tr> <td>Approved by Finance Director:</td> <td style="text-align: right;"><u>[Signature] 11/1/13</u></td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: right;"><u>[Signature]</u></td> </tr> </table> Exhibits/Attachments: None	Approved by Department Head:	<u>Initial & Date</u> <u>KMO 11/6/13</u>	Approved by City Attorney:	<u>via email</u>	Approved by Finance Director:	<u>[Signature] 11/1/13</u>	Approved by City Manager:	<u>[Signature]</u>
Approved by Department Head:	<u>Initial & Date</u> <u>KMO 11/6/13</u>								
Approved by City Attorney:	<u>via email</u>								
Approved by Finance Director:	<u>[Signature] 11/1/13</u>								
Approved by City Manager:	<u>[Signature]</u>								
Expenditure Required NA	Amount Budgeted NA See 'Fiscal Consideration' Below	Appropriation Required NA							
<u>INFORMATION/BACKGROUND:</u> The City executed Agreement 13-C1103 with Lochner in January 2013 for an amount not to exceed \$699,283 to complete design of the SR 522 West A Project (61st to 65th Avenues NE) and to complete right of way acquisition for the entire West Segment (57th to 65th Avenues NE). Lochner was not able to meet the City's timeline and quality requirements for work completion and Lochner was notified in October 2013 that their services would no longer be utilized to complete the project. Staff recommends that Council authorize the City Manager to execute a deductive supplement to Lochner's agreement to remove the remainder of the work. This deductive supplement would be Supplement No. 1 to Agreement 13-C1103 and would reduce the agreement from <u>\$699,283 to \$343,126.06</u>. Supplement No. 1 reserves the City's contractual rights. Staff has contracted with Universal Field Services during the prime consultant transition to continue right of way acquisition. Staff has since performed a Request for Qualifications (RFQ) selection process and HDR will complete the work. HDR will first evaluate the design for the SR 522 West Segment (57th to 65th Avenues NE). They will identify steps to complete West A design and coordinate with our project partners. This initial work is within the City Manager's authority to approve and will cost approximate \$30,000. Staff will come to Council early in 2014 to recommend a more significant HDR design/right of way agreement to complete the identified work for West A. Staff has coordinated with our SR 522 West A funding partners as construction advertisement for the project will not occur until the fall of 2014. The \$1.1 Million in federal funding for the 61st Avenue/SR 522 intersection has been approved for a fall 2014 funding obligation date. The Transportation Improvement Board (TIB) is also satisfied with the fall 2014 ad date for the \$5.2 Million award from them.									
<u>FISCAL CONSIDERATION:</u> Upon execution of Lochner Supplement No. 1, there will be \$356,156.94 remaining (of the original \$699,238) to be put towards the HDR and ongoing Universal Field Services work. When HDR's review of the current design is complete in early 2014, City staff will understand the level of effort and cost required to finish West A design and right of way acquisition. As mentioned, the City's project funding partners									

XIIC. Approve Amendment No. 1 to Contract No. 13-C1103 with
H.W. Lochner

are aware that advertisement for the SR 522 West A Project contractor will occur in the fall of 2014.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

City Council Goal #2 –To continue to seek transportation funding and mitigation for State impacts on the city's transportation system, air-water quality, and noise to include but not limited to SR 522, Sammamish River Bridge, local roads and Lake Washington sediment depths.



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: 68 th Avenue NE Sidewalk Improvements CIP Project No. T 27-182 Kenmore Contract No. 13-C1232 Proposed Council Action/Motion: Authorize the City Manager to execute construction contract no. 13-C1232 with lowest responsive bidder for an amount not to exceed \$145,000.	For Council Meeting Agenda of: 11/18/2013 Department: <u>Engineering</u> Prepared by: <u>T. Paananen</u> <table><tr><td>Approved by Department Head:</td><td><u>Initial & Date</u> <u>KV for 1/10</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>N/A</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>11/8/13</u></td></tr><tr><td>Approved by City Manager:</td><td><u>[Signature]</u></td></tr></table> Exhibits/Attachments: Attachment A: TIB Updated Cost Estimate Form	Approved by Department Head:	<u>Initial & Date</u> <u>KV for 1/10</u>	Approved by City Attorney:	<u>N/A</u>	Approved by Finance Director:	<u>11/8/13</u>	Approved by City Manager:	<u>[Signature]</u>
Approved by Department Head:	<u>Initial & Date</u> <u>KV for 1/10</u>								
Approved by City Attorney:	<u>N/A</u>								
Approved by Finance Director:	<u>11/8/13</u>								
Approved by City Manager:	<u>[Signature]</u>								
Expenditure Required NA	Amount Budgeted NA	Appropriation Required NA							
See 'Fiscal Consideration' Below									
INFORMATION/BACKGROUND: Bids were opened on October 31, 2013 for the 68 th Avenue NE Sidewalk Improvement project. This project will improve pedestrian safety by adding an 8-foot wide sidewalk along the east side of 68 th Avenue NE between NE 182 nd Street and NE 185 th Street. The new sidewalk will be an extension of the existing sidewalk fronting City hall, and will include curb and gutter, street trees, undergrounding of the overhead Frontier Communication line and removal of its poles. There were five bidders on this project and bids range between \$144,992 and \$174,000. Bids are currently being reviewed, which includes contacting references to ensure responsiveness. Trinity Construction, Inc. submitted the apparent low bid of \$144,992, which is less than the Engineer's Estimate of \$168,000 (not including contingency). It is requested that Council authorize the City Manager to execute a construction contract up to \$145,000.									
FISCAL CONSIDERATION: The project budget as originally submitted to the Transportation Improvement Board (TIB) was for a total cost of \$237,943 of which \$178,457 was to be provided by TIB. The remaining \$59,486 was to be the City's match from the City's Sidewalk Program. No construction contingency was included in these numbers. Subsequent to bid opening, the project budget was revised (design and construction, including \$10,000 in construction contingency) and currently totals \$218,485, of which \$137,009 will be funded by the City's Transportation Improvement Board (TIB) grant. TIB will not participate in the contingency. The City's participation will now be \$81,476 (\$21,990 more than shown in the original TIB application estimate). TIB policy calls for a reduction of their participation if bids come in under the estimate. In addition, TIB participation for engineering costs is set at a percentage of the construction bid. When a bid comes in lower than the Engineer's Estimate, as in this case, TIB participation in engineering is proportionately reduced. The result is that even though the bid is lower than estimated, the City's costs increased. There is \$274,950 in REET funds in the adopted CIP Sidewalk Program (T-27) for 2013/14 Biennium and the									

XIIIA. Approve Contract No. 13-C1232 for 68th Avenue NE Sidewalks

City's match (\$81,476) will be provided through this program. No other sidewalk projects are currently funded in the T-27 Sidewalk line item of the REET Fund.

Table 1. 68th Sidewalks Project Budget Summary

	Prior to Bid Opening	After Bid Opening	Difference
City Contribution from REET Fund	\$59,486	\$81,476	\$21,990*
WA State Transportation Improvement Board (TIB) Contribution	\$178,457	\$137,009	(\$41,448)
TOTAL PROJECT BUDGET	\$237,943	\$218,485	(\$19,458)

*This additional -\$22k (plus the original obligated amount of \$59,486) will be funded by the \$274,950 allocated for sidewalks in the 2013-14 biennium budget, leaving a remaining amount of \$193,474 for sidewalks.

Table 2. T-27 Sidewalks Summary

	Before	After
68 th Sidewalks	-\$59.5k	-\$81.5k
Amount Remaining for Other Sidewalk Projects (TBD)	-\$215.5k	-193.5k
TOTAL	-\$275k	-275k

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

#4 – To continue to pursue downtown development, with an emphasis on Kenmore Village: This section of 68th Avenue NE borders the Kenmore Village site. The new sidewalk will be constructed on the east side of 68th Avenue NE in front of the James G Murphy Company property. This project will provide improved pedestrian safety and access along 68th Avenue NE between NE 182nd Street and NE 185th Street and will connect to the future Tolt pipeline trail improvements.

#7 – To establish a 20 to 30 year sidewalk plan: This project connects with, and extends existing sidewalks in the downtown area.

ATTACHMENT A



Transportation Improvement Board Updated Cost Estimate

Form generated on 30 Oct 2013

Agency **KENMORE**

Project Name **68th Avenue NE - NE 182nd Street to NE 185th Street**

BID OPENING

Submit form PRIOR to award of contract

TIB Project No **P-P-206(P02)-1**

Current TIB Commitment

\$ **178,457**

TOTAL COST ESTIMATE AT BID OPENING

DESIGN PHASE		CONSTRUCTION PHASE		
Design Engineering	Right of Way	Construction Engineering	Construction Other	Contract Amount
38,031	0	27,462		142,992
Phase Total	38,031	Phase Total		170,454
		Total Project Cost		208,485

Include a cost breakdown of **Construction Other costs**

DETERMINATION OF ELIGIBLE COST

Enter the current estimated totals for Landscaping and Other Noneligible Cost

Noneligible Engineering	Other Noneligible Cost	Total Landscaping Cost	Allowable Landscaping	Noneligible Landscaping	Total Noneligible Cost
22,595	0	10,360	7,150	3,210	25,806
Total Eligible Project Cost					182,679

Include a cost breakdown of **Other Noneligible costs**

Change in Eligible Total Project Cost (Total Eligible Project Cost - Previous Phase Eligible Cost) **-55,264**

Calculated total TIB funds **137,009**

Based on the project ratio the calculated surplus amount is \$41,448. Enter **-41,448** in Requested Change cell

Requested Change **-41,448**

Requested total TIB funds **137,009**

Enter explanation and justification for the change in Total Project Cost in the space below

Based on the cost information shown above, the agency requests a TIB fund surplus of \$41,448

Bid Award Updated Cost Estimate

Funding Partners	Previous Commitment	Current Participation
TIB	178,457	137,009
KENMORE	59,486	71,476
WSDOT	0	
	0	
	0	
	0	
	0	
	0	
	0	
	0	
TOTALS	\$237,943	\$208,485
Funding Partner Total is Correct		

- ▶ Submit BID TABULATIONS with Updated Cost Estimate
- ▶ Include a cost breakdown of Other Noneligible costs in cell B24
- ▶ Enter brief explanation for COST DECREASE in cell B32

11/6/2013
Date

XIIIA. Approve Contract No. 13-C1232 for 68th Avenue NE Sidewalks



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

Subject/Topic: Department of Ecology Grant Acceptance.	For Council Meeting Agenda of: November 18, 2013 Department: Engineering & Environmental Svcs Prepared by: Richard Sawyer To Be Presented By: NA Initial & Date Approved by Department Head: <u>ICW for KO</u> Approved by City Attorney: _____ Approved by Finance Director: <u>[Signature] 11/17/13</u> Approved by City Manager: <u>[Signature]</u> Exhibits/Attachments: Proposed Project Map
Expenditure Required \$170,000 Amount Budgeted \$50,000 Appropriation Required \$120,000	
<u>INFORMATION/BACKGROUND:</u> The Washington State Department of Ecology (Ecology) is offering the City a municipal stormwater capacity grant in the amount of \$170,000. The grant is non-competitive and does not require any matching funds by the City. Ecology has awarded similar grants to the City in the past, including \$50,000 in 2007 and \$174,586 in 2010. \$50,000 will be available to the City, as a reserve, for development and implementation of surface water management programs including: public education, public involvement, illicit discharge detection & elimination, development, operations & maintenance, water quality monitoring and reporting. Eligible expenditures for this portion of the grant must occur between July 1, 2013 and January 31, 2015. These programs are in the current budget and no additional appropriation is required. Ecology recently notified the City that an additional \$120,000 is available to the City for development of 90 percent design plans for a surface water project that has a preference for low impact development (LID) best management practices (BMP). Ecology's intent is for Cities to have a LID project designed and ready for submittal in 2014 when Ecology offers competitive grant funds for project construction. City staff and Osborn Consulting staff analyzed the City's current stormwater conveyance system and associated treatment facilities to determine where a project could be designed that would both meet Ecology's criteria and provide the City with a project that addressed existing surface water issues. Many areas in need of surface water improvements were investigated; however, LID techniques are not appropriate for all areas (areas with steep slopes, shallow groundwater, or poor infiltration). Staff narrowed the selection down to a 50 acre sub-basin of Swamp Creek west of 68TH Avenue NE and north of NE 185TH Street (see the attached map). The area was developed from 1958 through 1980 and is predominantly residential. Existing flow control facilities serve portions of the sub-basin but they do not meet current design standards. There are no water quality control facilities in the sub-basin. This project will evaluate what LID BMPs could work within this sub-basin with a LID focus on NE 185TH Street. BMPs such as bioretention, permeable pavements (including a sidewalk between 64TH and 68TH) and reduction of impervious areas will be	

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XIIIB. Approve City Acceptance of Department of Ecology Grant

considered. Existing flow control facilities will also be evaluated for retrofit potential in order to bring flow control and water quality treatment up to current standards in the sub-basin.

The area immediately downstream to the sub-basin at NE 185TH ST & 68TH AVE NE experiences flooding each year between Northshore Utility District and Murphy's Auction. Surface water improvements along NE 185TH Street will reduce this sub-basin's contribution to flooding in this area. The City has plans to develop a pedestrian trail along the Tolt pipeline connecting 68TH Avenue NE and 73RD Avenue NE.

This project will offer an excellent opportunity for City staff to gain experience in designing and constructing (should an Ecology construction grant be awarded) a project that implements a suite of LID techniques. LID techniques are becoming the new standard in contemporary surface water management. As part of the project development, staff will also investigate the opportunity to improve pedestrian facilities along NE 185th Street (west of 68th Avenue NE) in the project.

City staff will be working with Osborn Consulting to develop this project as part of their on-call agreement. Thirty percent plans are due to Ecology by January 31, 2014 for review and 90 percent design plans are due to Ecology by August 1, 2014. The City will apply for Ecology grant funds in late 2014 to construct the project.

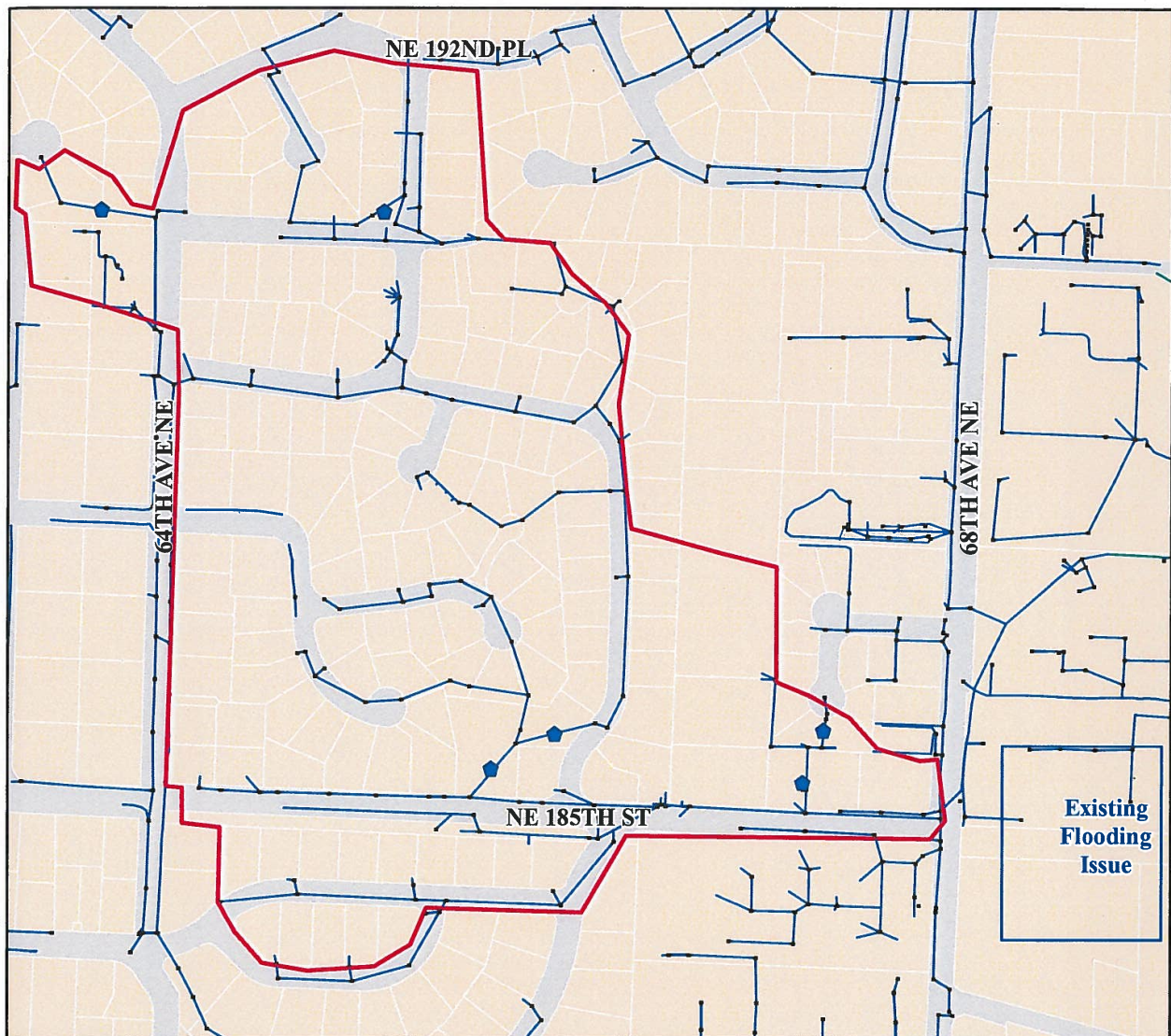
FISCAL CONSIDERATION:

Staff will return to Council later in 2013 to request an increase to the City's surface water on-call consultant services (Osborn Consulting) contract to complete this work and other budgeted items. Given the recent timing of this grant (additional \$120,000) and staff's need to find a suitable project location, the funding is not included in the mid-biennium update. Both the revenue (grant) and the associated expenditures will be formally incorporated into the budget during an early 2014 budget amendment.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council Goal #2: continue to seek transportation funding and mitigation for State impacts on the city's transportation system, air-water quality, and noise to include but not limited to SR 522, Sammamish River Bridge, local roads and Lake Washington sediment depths.

Council Goal #12: To address watershed issues affecting the City.



City of Kenmore

Proposed Project Map Grant G1400218

- Project Basin Boundary
- ◆ Existing Flow Control Facility
- Existing Drainage Conveyance
- Existing Catch Basin



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: September 2013 Financial Report		For Council Meeting Agenda of: November 18, 2013	
		Department:	Finance and Administration
		Prepared by:	Joanne Gregory
		Approved by Department Head:	<u>Initial & Date</u> <i>JG</i> 11/18/13
		Approved by City Attorney:	
		Approved by Finance Director:	<i>JG</i> 11/18/13
		Approved by City Manager:	<i>POK</i>
Proposed Council Action/Motion: Presentation of September 2013 Financial Report for the City of Kenmore, Washington		Exhibits/Attachments: September 2013 Financial Report for the City of Kenmore, Washington. Attachment I: City of Kenmore, Washington 6 Year Projection	
Expenditure Required N/A	Amount Budgeted \$47,793,286 Revenues \$49,274,877 Expenditures	Appropriation Required N/A	
<u>INFORMATION/BACKGROUND:</u> The September monthly financial report is presented for Council review. This provides the opportunity for the City Council and the community to receive information on the City of Kenmore's biennium to date revenues and expenditures in comparison to the City's 2013-2014 amended biennial budget. The adopted budget was amended on March 25, 2013 and this report reflects the amended appropriations. It also provides an opportunity to identify any potential variances or fluctuations from the budget.			
<u>FISCAL CONSIDERATION:</u> September marks the ninth month of the 24 month 2013-2014 biennium. The monthly schedules attached include the Transportation Benefit District Fund for informational purposes although it is a separate entity. On the national level, the unemployment rate dropped to 7.2% in September from 7.3% in August. Dow Jones bounced back up to 15,129 from its August close of 14,810. This third quarter financial report coincides with the preparation of the mid biennial budget review. It is also an appropriate time to review the financial forecast using the first nine months of 2013 to estimate the annual revenue and expenditure outcomes. Attached are a variety of charts and graphs for the General Fund and Street Fund, for the period 2013 (Estimate) to 2019, to assist in the discussion.			
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Kenmore Budget Policy 9a: A revenue/expenditure report will be produced monthly so that it can be directly compared to the actual results of the fiscal year to date. Kenmore Budget Policy 9b: All budget amendments, both revenues and expenditures, will be noted in the monthly report.			

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The City of Kenmore

PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: November 7, 2013
RE: September 2013 Financial Reports for the City of Kenmore, Washington

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

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

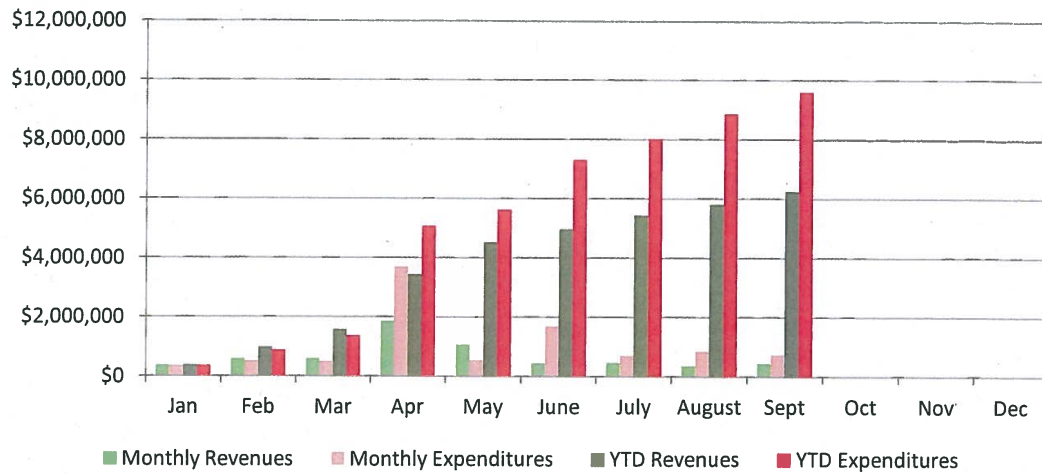
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the monthly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, September is the ninth month (38%) of the 2013-2014 biennial budget period. For the month of September, expenditures exceeded revenues in the General Fund by \$290,475.

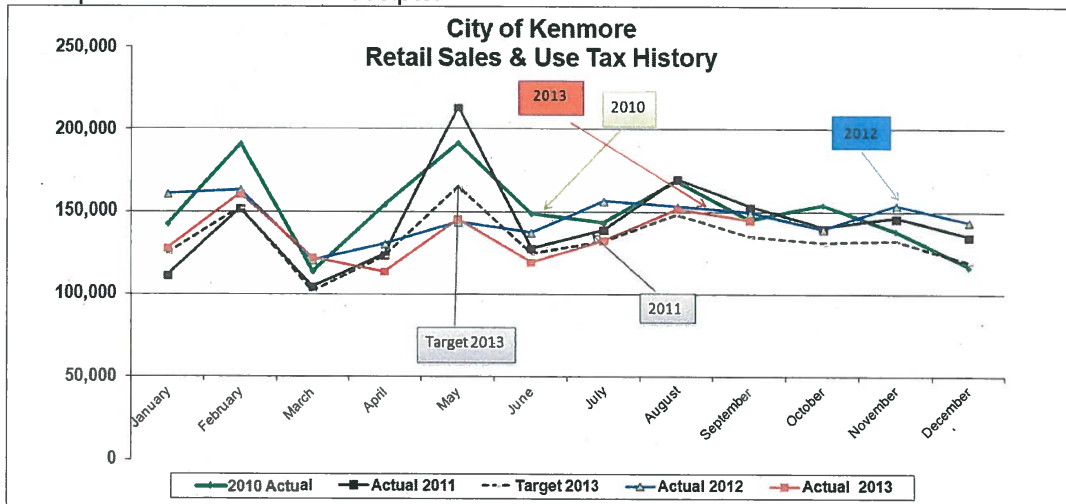
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through September 2013.

City of Kenmore, Washington
Monthly Financial Report
September 2013



Total **revenues** for the month were **\$448,698**. Biennium to date revenues are \$6,259,252, which is 32.5% of the budgeted revenues of \$19,241,695. Primary sources of revenue for the month included property taxes in the amount of \$53,614, development fees & permits in the amount of \$53,731, retail sales and use taxes in the amount of \$145,063, and utility taxes in the amount of \$91,575.

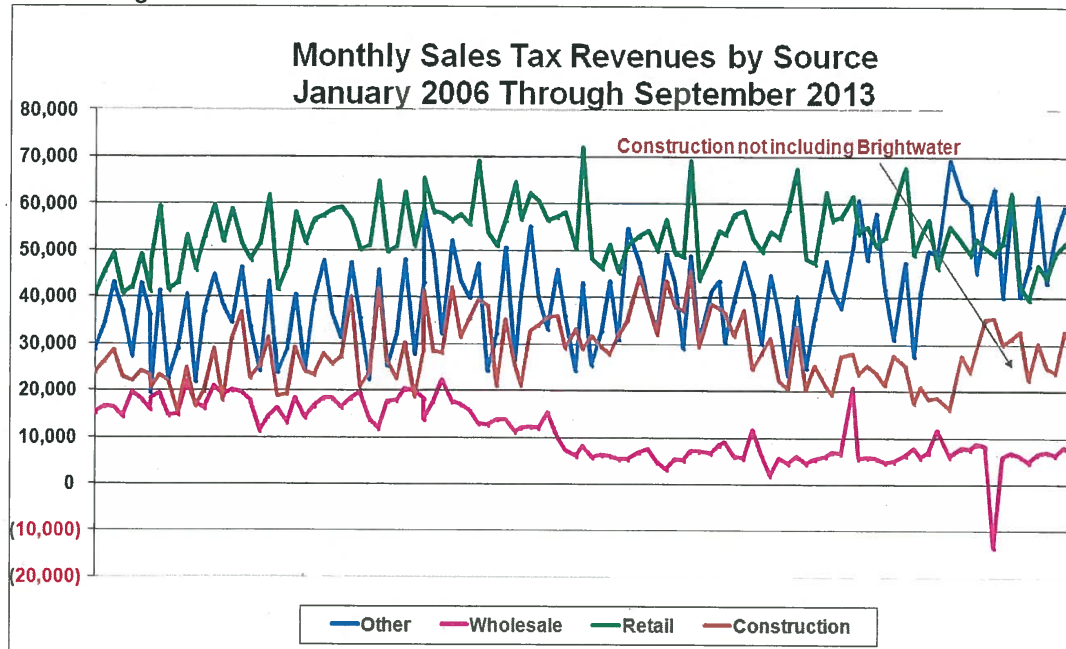
A summary of sales tax revenues received in September is attached. These receipts are based on July sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2013 line is a monthly average of actual receipts by month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



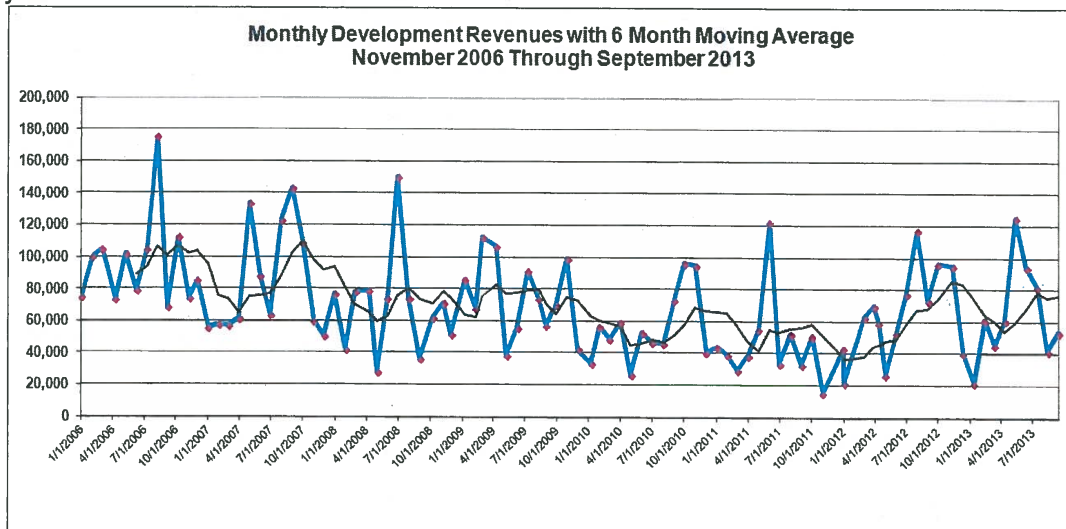
The following chart illustrates the historical trends of sales tax receipts from the major segments: construction, retail, wholesale, other (agriculture, services, manufacturing, transportation and utilities) from January 2006 through September 2013. Construction sales taxes are shown without the benefit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

City of Kenmore, Washington
Monthly Financial Report
September 2013

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



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



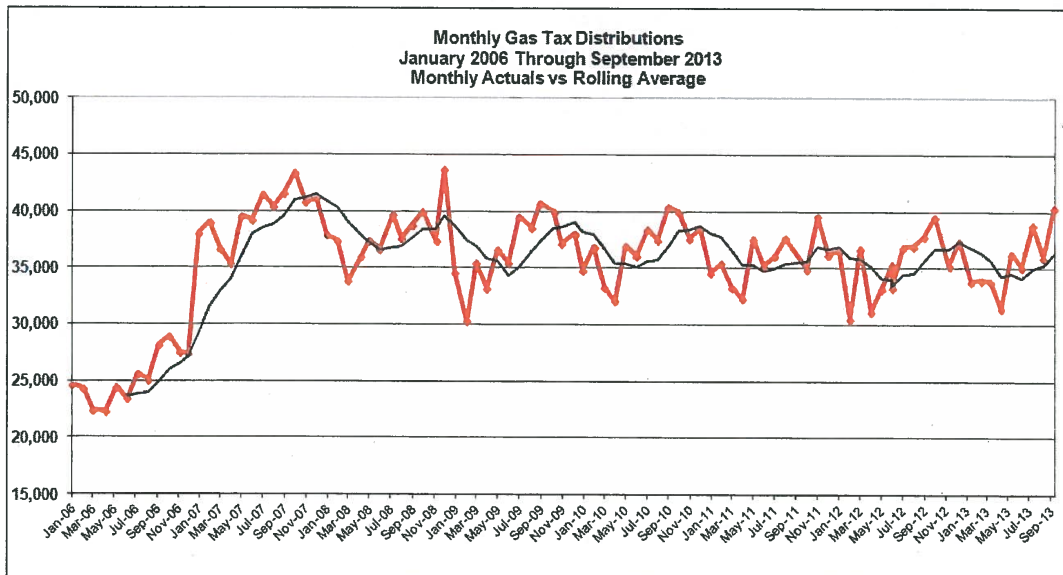
September 2013 expenditures were **\$739,173**. Biennium to date expenditures are \$9,604,675, which is 44% of the amended budget expenditures of \$21,857,666, a high percentage due to the \$3M interfund transfers recorded in April.

OTHER FUNDS

The September cash activity for all funds is presented on the attached All Funds Cash Summary. Total City cash and investments, at the end of September, totaled \$16,263,249. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2013-2014 biennial budget.

The following transactions and activities were of note during the month of September. Total non General Fund revenues were \$272,907 and total non-General Fund expenditures were \$305,761.

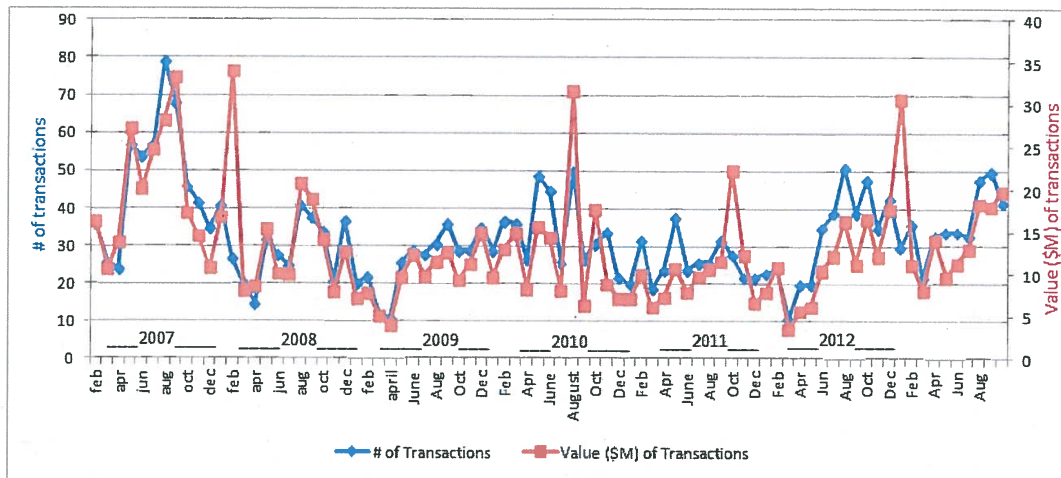
In the **Street Fund** revenue from gas tax distributions was \$40,388. The following chart shows recent gas tax receipts through September 2013. The revenues reflect economizing by the public and increased use of fuel efficient vehicles.



In the **Transportation Capital** fund, the revenues consisted of \$74,448 in TIB grant reimbursements for the SR 522 West A Project (61st Ave NE – 65th Ave. NE).

City of Kenmore, Washington
Monthly Financial Report
September 2013

The **Real Estate Excise Tax** Fund received \$98,573 of real estate excise taxes (REET) in September from sales activity that occurred in August. 42 transactions were reported this month.



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

The **Transportation Benefit District** Fund received \$28,156 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **September 30, 2013**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore, Washington
General Fund Summary Report
September 30, 2013



	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH September 2013	BIENNIUM TO DATE 2013-2014	% of BUDGET	BUDGET 2013-2014	MONTH September 2011	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	53,614	2,360,492	27.9%	8,469,973	69,088	2,290,582	27.7%	8,254,387
Sales and Use Taxes	186,476	1,564,438	39.5%	3,960,331	188,303	1,608,830	37.1%	4,339,202
Utility Taxes	91,575	1,044,431	35.5%	2,942,395	96,790	1,103,199	36.7%	3,002,082
Other Taxes	0	36,120	58.9%	61,300	0	21,411	20.6%	104,104
Development Fees & Permits	53,731	586,424	47.8%	1,227,303	32,797	447,787	31.1%	1,439,095
Franchise Fees	0	225,909	17.3%	1,309,591	0	330,421	50.8%	650,588
Intergovernmental and Grants	60,708	262,429	41.0%	639,866	35,398	265,224	34.8%	761,476
Investment Interest	261	89,314	152.9%	58,400	5,706	59,071	105.5%	56,000
Fines and Forfeitures	-432	-699	0.0%	0	0	664	n/a	0
Transfers and Other Revenues	2,766	90,393	15.8%	572,536	2,311	15,978	4.7%	338,662
Total Revenues	448,698	6,259,252	32.5%	19,241,695	430,393	6,143,167	32.4%	18,945,596
Total Revenues & Beginning Fund Balance		11,799,206		24,580,637				23,887,480

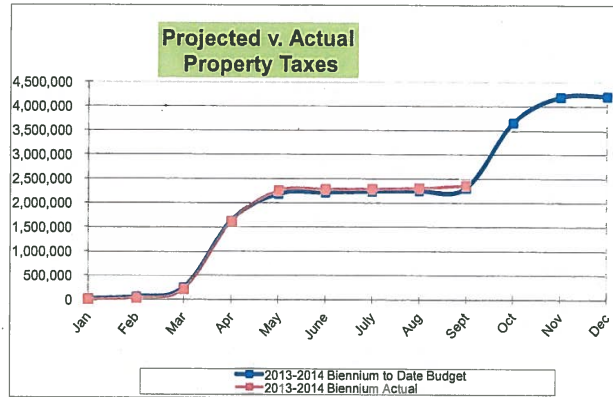
	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH September	BIENNIUM TO DATE 2013-2014	% of BUDGET	BUDGET 2013-2014	MONTH September	BIENNIUM TO DATE 2011-2012	% of BUDGET	BIENNIUM BUDGET 2011-2012
EXPENDITURES								
Cost Center								
City Council	6,621	76,458	35.7%	213,950	6,929	82,181	37.8%	217,644
City Manager	76,840	793,429	37.3%	2,129,379	66,248	674,097	37.5%	1,796,600
City Clerk	18,083	79,095	32.5%	243,139	27,828	189,160	35.3%	536,261
Finance	24,364	236,499	32.2%	735,429	24,009	196,974	30.8%	639,213
Legal	27,831	231,146	53.8%	430,000	19,042	204,280	41.3%	494,285
Non-Departmental	27,982	607,603	39.6%	1,533,487	44,659	533,037	34.8%	1,532,818
Interfund Transfers	0	3,316,000	81.8%	4,056,101	0	600,000	38.4%	1,564,000
Public Safety	346,620	2,538,557	33.6%	7,553,348	304,511	2,286,667	31.8%	7,179,563
Engineering	50,574	447,063	32.8%	1,361,385	44,098	361,705	34.6%	1,045,741
Planning & Community Dev	50,255	355,327	37.8%	939,441	26,448	241,931	33.9%	712,632
Land Dev & Permitting	53,723	448,382	34.4%	1,304,736	46,570	406,195	27.1%	1,501,147
Parks & Facility Maintenance	56,280	475,116	35.0%	1,357,271	39,417	603,964	35.6%	1,695,042
Total Expenditures	739,173	9,604,675	43.9%	21,857,666	649,759	6,380,191	33.7%	18,914,946
Ending Fund Balance		2,194,532		2,722,971			0.0%	4,972,534
Total Expenditures and Ending Fund Balance		11,799,206		24,580,637				23,887,480

**City of Kenmore, Washington
General Fund Revenue Graphs
September 30, 2013**

PROPERTY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	11,954	5,892
Feb	59,028	34,243
Mar	251,297	220,879
Apr	1,644,997	1,622,899
May	2,193,491	2,254,841
June	2,218,132	2,282,513
July	2,245,638	2,289,283
Aug	2,253,168	2,306,878
Sept	2,313,416	2,360,492
Oct	3,661,593	
Nov	4,194,035	
Dec	4,213,917	
2013	4,213,917	

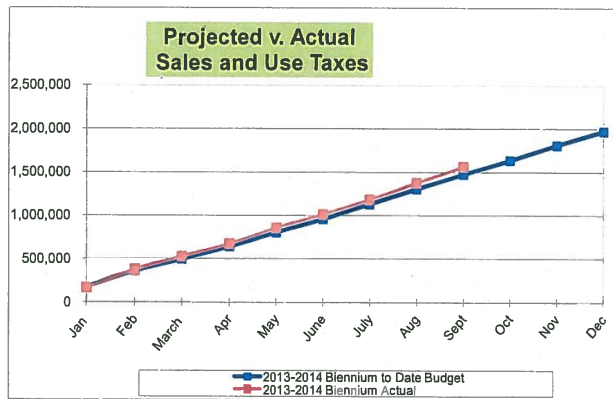
Year To Date
Actual v. Projected 102%



SALES, USE, CRIM JUSTICE TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	174,942	165,280
Feb	361,685	371,653
March	497,400	527,785
Apr	643,196	674,402
May	805,908	858,526
June	959,342	1,014,013
July	1,133,164	1,185,231
Aug	1,306,744	1,377,962
Sept	1,475,984	1,564,438
Oct	1,637,030	
Nov	1,811,890	
Dec	1,975,227	
2013	1,975,227	

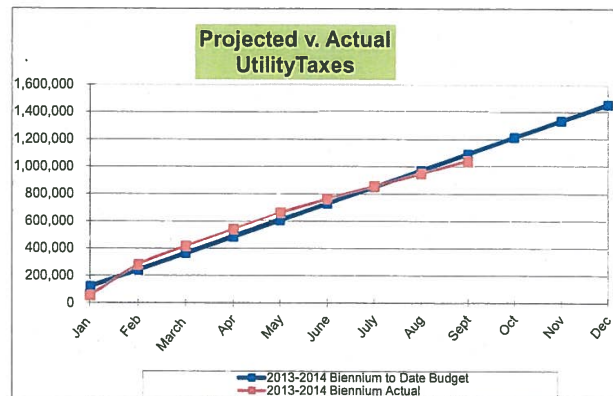
Year To Date
Actual v. Projected 106%



UTILITY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	121,532	56,742
Feb	243,065	281,331
March	364,597	417,703
Apr	486,130	540,614
May	607,662	662,265
June	729,195	764,596
July	850,727	858,001
Aug	972,259	952,855
Sept	1,093,792	1,044,431
Oct	1,215,324	
Nov	1,336,857	
Dec	1,458,389	
2013	1,458,389	

Year To Date
Actual v. Projected 95%



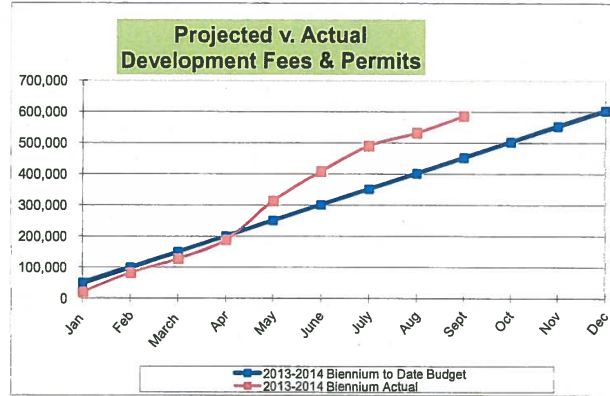
City of Kenmore, Washington
General Fund Revenue Graphs
September 30, 2013

DEVELOPMENT FEES & PERMITS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	50,371	21,332
Feb	100,742	82,718
March	151,113	128,247
Apr	201,484	189,092
May	251,855	314,404
June	302,227	408,466
July	352,598	490,433
Aug	402,969	532,694
Sept	453,340	586,424
Oct	503,711	
Nov	554,082	
Dec	604,453	
2013	604,453	

Year To Date
 Actual v. Projected 129%

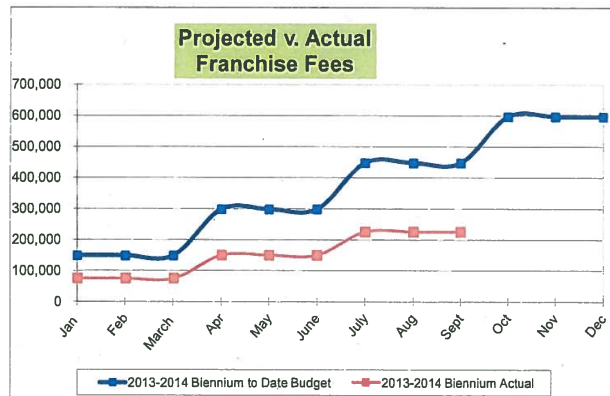


FRANCHISE FEES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	149,431	75,656
Feb	149,431	75,656
March	149,431	75,656
Apr	298,862	150,633
May	298,862	150,633
June	298,862	150,633
July	448,292	225,909
Aug	448,292	225,909
Sept	448,292	225,909
Oct	597,723	
Nov	597,723	
Dec	597,723	
2013	597,723	

Year To Date
 Actual v. Projected 50%

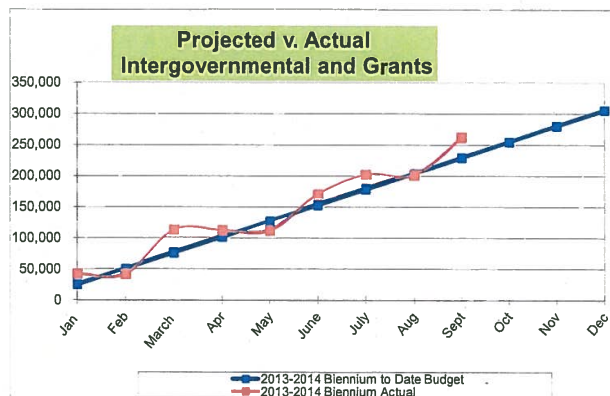


INTERGOVERNMENTAL & GRANTS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	25,490	42,428
Feb	50,980	42,428
March	76,471	113,326
Apr	101,961	112,627
May	127,451	112,627
June	152,941	170,380
July	178,431	201,722
Aug	203,921	201,722
Sept	229,412	262,429
Oct	254,902	
Nov	280,392	
Dec	305,882	
2013	305,882	

Year To Date
 Actual v. Projected 114%



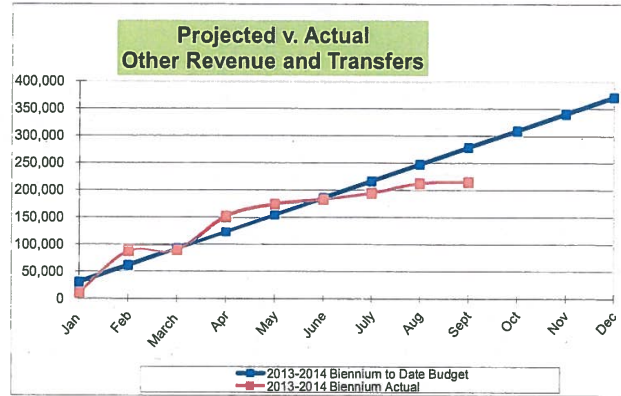
**City of Kenmore, Washington
General Fund Revenue Graphs
September 30, 2013**

OTHER REVENUES AND TRANSFERS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	30,992	11,617
Feb	61,984	87,759
March	92,975	89,956
Apr	123,967	152,398
May	154,959	174,826
June	185,951	183,258
July	216,942	194,627
Aug	247,934	212,534
Sept	278,926	215,129
Oct	309,918	
Nov	340,909	
Dec	371,901	
2013	371,901	

Year To Date
Actual v. Projected 77%

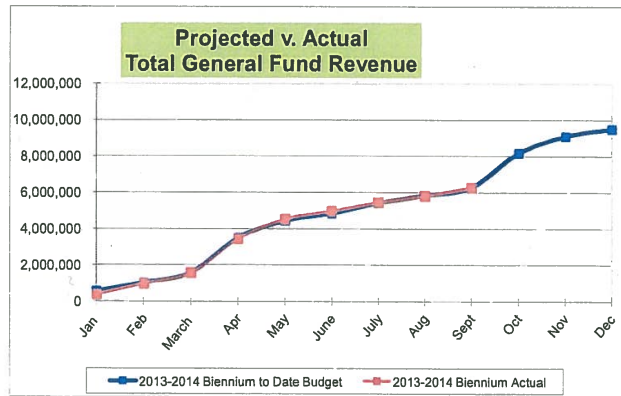


TOTAL GENERAL FUND REVENUE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	564,712	378,947
Feb	1,026,915	975,789
March	1,583,284	1,573,552
Apr	3,500,596	3,442,666
May	4,440,187	4,528,121
June	4,846,648	4,973,858
July	5,425,792	5,445,205
Aug	5,835,288	5,810,554
Sept	6,293,161	6,259,252
Oct	8,180,200	
Nov	9,115,888	
Dec	9,527,491	
2013	9,527,491	

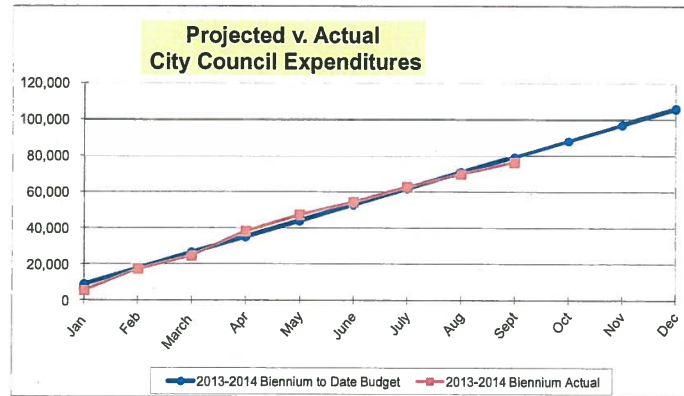
Year To Date
Actual v. Projected 99%



**City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2013**

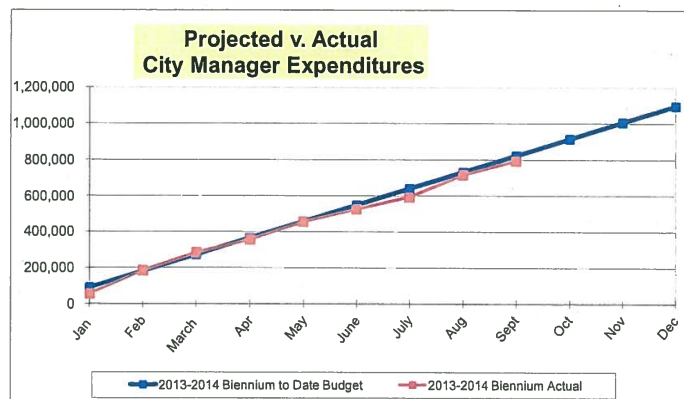
CITY COUNCIL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	8,843	5,410
Feb	17,686	17,346
March	26,529	24,746
Apr	35,371	38,240
May	44,214	47,402
June	53,057	54,296
July	61,900	62,704
Aug	70,743	69,838
Sept	79,586	76,458
Oct	88,428	
Nov	97,271	
Dec	106,114	
2013	106,114	
Year To Date		
Actual v. Projected		96%



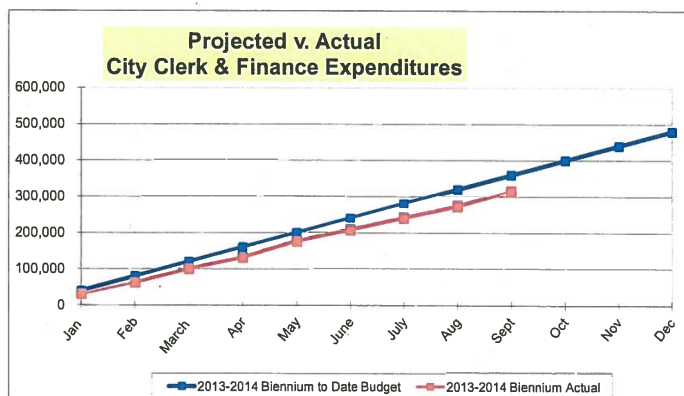
CITY MANAGER

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	91,491	56,142
Feb	182,983	185,503
March	274,474	285,244
Apr	365,965	358,096
May	457,456	456,223
June	548,948	526,145
July	640,439	592,412
Aug	731,930	716,589
Sept	823,421	793,429
Oct	914,913	
Nov	1,006,404	
Dec	1,097,895	
2013	1,097,895	
Year To Date		
Actual v. Projected		96%



CITY CLERK & FINANCE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	40,054	30,652
Feb	80,108	62,343
March	120,163	100,274
Apr	160,217	132,079
May	200,271	177,097
June	240,325	208,229
July	280,379	240,545
Aug	320,433	273,147
Sept	360,488	315,594
Oct	400,542	
Nov	440,596	
Dec	480,650	
2013	480,650	
Year To Date		
Actual v. Projected		88%



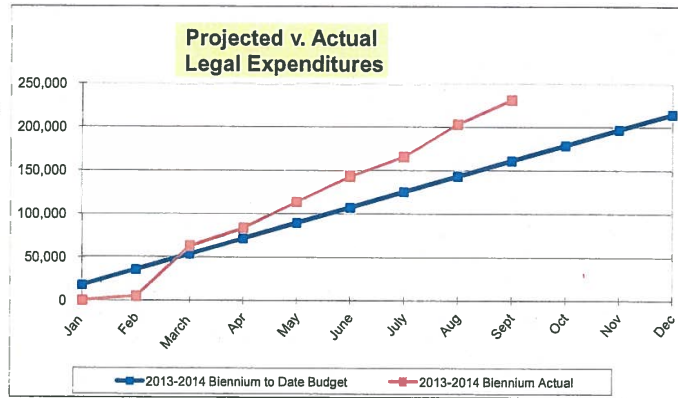
City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2013

LEGAL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	17,917	0
Feb	35,833	4,956
March	53,750	62,981
Apr	71,667	83,627
May	89,583	113,901
June	107,500	143,005
July	125,417	165,919
Aug	143,333	203,315
Sept	161,250	231,146
Oct	179,167	
Nov	197,083	
Dec	215,000	
2013	215,000	

Year To Date
 Actual v. Projected

143%

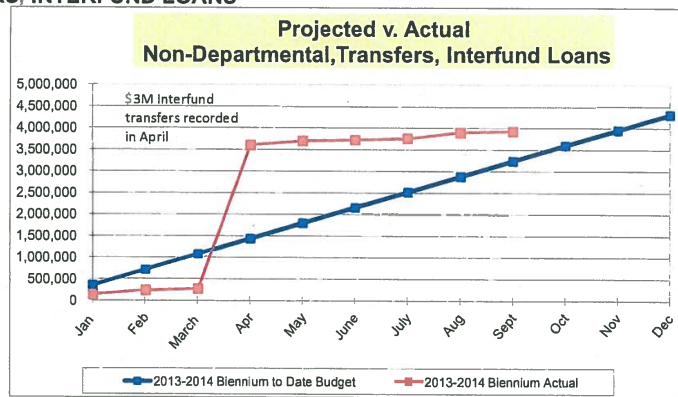


NON-DEPARTMENTAL, TRANSFERS, INTERFUND LOANS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	359,856	142,864
Feb	719,713	240,538
March	1,079,569	277,232
Apr	1,439,425	3,606,644
May	1,799,282	3,700,514
June	2,159,138	3,723,691
July	2,518,994	3,757,978
Aug	2,878,851	3,895,621
Sept	3,238,707	3,923,603
Oct	3,598,563	
Nov	3,958,420	
Dec	4,318,276	
2013	4,318,276	

Year To Date
 Actual v. Projected

121%

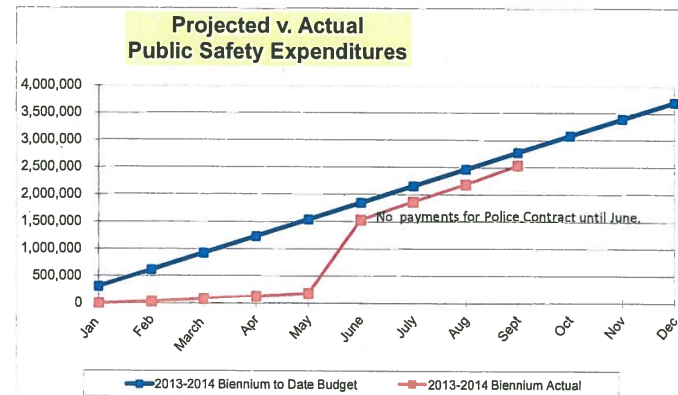


PUBLIC SAFETY

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	308,950	537
Feb	617,900	35,598
March	926,850	87,710
Apr	1,235,799	130,739
May	1,544,749	183,224
June	1,853,699	1,537,280
July	2,162,649	1,872,670
Aug	2,471,599	2,191,937
Sept	2,780,549	2,538,557
Oct	3,089,498	
Nov	3,398,448	
Dec	3,707,398	
2013	3,707,398	

Year To Date
 Actual v. Projected

91%



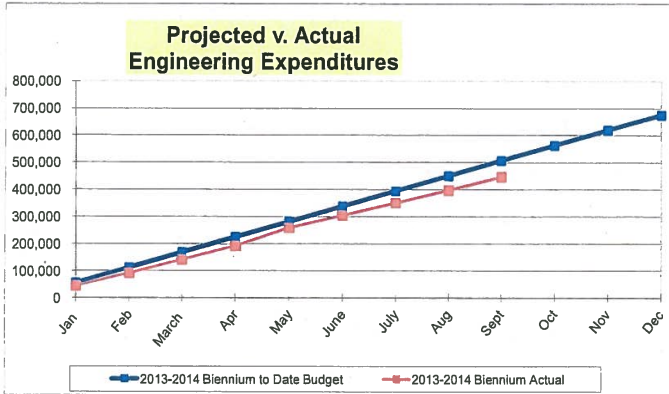
**City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2013**

ENGINEERING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	56,346	45,402
Feb	112,692	92,037
March	169,038	141,604
Apr	225,384	192,328
May	281,730	258,476
June	338,076	304,242
July	394,421	350,457
Aug	450,767	396,489
Sept	507,113	447,063
Oct	563,459	
Nov	619,805	
Dec	676,151	
2013	676,151	

Year To Date
Actual v. Projected 88%

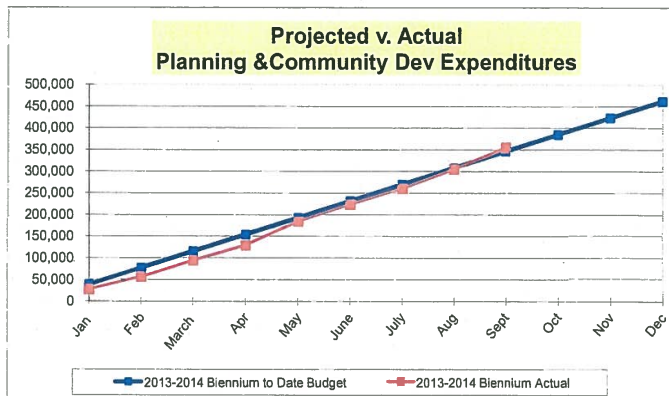


PLANNING & COMMUNITY DEV

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	38,540	27,290
Feb	77,080	56,350
March	115,621	94,369
Apr	154,161	128,628
May	192,701	183,613
June	231,241	223,359
July	269,781	260,218
Aug	308,321	305,073
Sept	346,862	355,327
Oct	385,402	
Nov	423,942	
Dec	462,482	
2013	462,482	

Year To Date
Actual v. Projected 102%

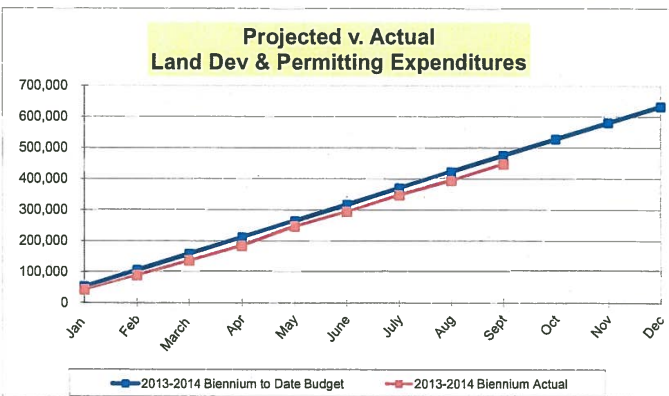


LAND DEV & PERMITTING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
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Jan	52,883	43,452
Feb	105,766	89,527
March	158,650	137,049
Apr	211,533	184,360
May	264,416	247,076
June	317,299	294,559
July	370,182	347,687
Aug	423,065	394,658
Sept	475,949	448,382
Oct	528,832	
Nov	581,715	
Dec	634,598	
2013	634,598	

Year To Date
Actual v. Projected 94%

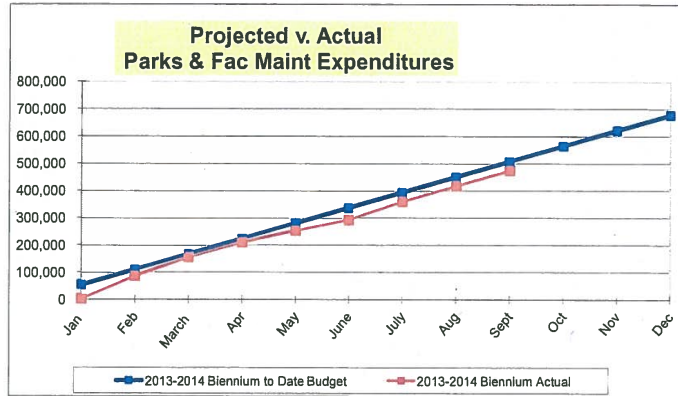


City of Kenmore, Washington
General Fund Expenditure Graphs
September 30, 2013

PARKS & FACILITY MAINT

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	56,544	3,386
Feb	113,088	87,019
March	169,633	156,047
Apr	226,177	210,704
May	282,721	253,744
June	339,265	293,489
July	395,809	361,014
Aug	452,353	418,836
Sept	508,898	475,116
Oct	565,442	
Nov	621,986	
Dec	678,530	
2013	678,530	

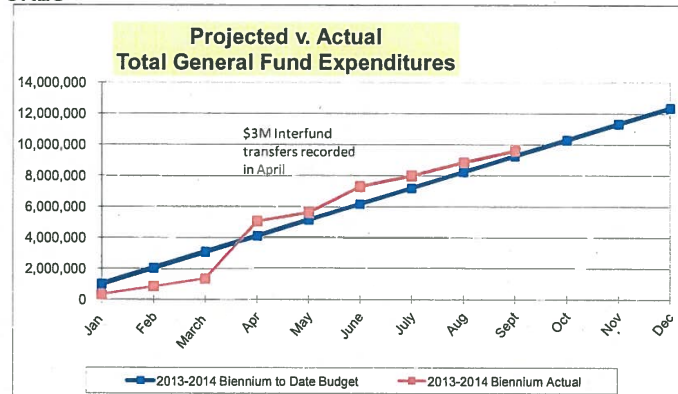
Year To Date
 Actual v. Projected 93%



TOTAL GENERAL FUND EXPENDITURES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	1,031,425	355,135
Feb	2,062,849	871,215
March	3,094,274	1,367,258
Apr	4,125,698	5,065,445
May	5,157,123	5,621,271
June	6,188,547	7,308,294
July	7,219,972	8,011,606
Aug	8,251,396	8,865,502
Sept	9,282,821	9,604,675
Oct	10,314,245	
Nov	11,345,670	
Dec	12,377,094	
2013	12,377,094	

Year To Date
 Actual v. Projected 103%



City of Kenmore, Washington
All Funds Cash Summary
September 30, 2013



	2011-2012			2013-2014
	BIENNIUM TO DATE	BUDGET	SEPTEMBER	BIENNIUM TO DATE
GENERAL FUND				
Beginning Cash	4,941,884	4,351,224		4,351,224
Interfund Loan Repayment	0	0		1,200,000
Revenues	18,860,927	19,241,694	448,698	6,259,252
Total Sources	23,802,811	23,592,918	448,698	11,810,476
Interfund Loans	1,200,000	0		0
Expenditures	18,262,857	21,857,666	739,173	9,604,675
Ending Cash	4,339,954	1,735,252		2,205,801
Total Uses	23,802,811	23,592,918	739,173	11,810,476
STREET FUND				
Beginning Cash	2,040,582	1,512,463		1,512,463
Interfund Loan	0	0		0
Revenues	2,144,716	3,264,173	40,388	1,706,485
Total Sources	4,185,298	4,776,636	40,388	3,218,948
Expenditures	2,672,835	3,279,126	137,799	919,252
Ending Cash	1,512,463	1,497,510		2,299,697
Total Uses	4,185,298	4,776,636	137,799	3,218,948
TRANSPORTATION CAPITAL FUND				
Beginning Cash	1,209,197	427,539		427,539
Revenues	4,657,682	11,600,750	74,448	1,807,456
Total Sources	5,866,879	12,028,289	74,448	2,234,995
Expenditures	4,447,557	11,665,837	25,060	1,271,176
Ending Cash	1,419,322	362,452		963,819
Total Uses	5,866,879	12,028,289	25,060	2,234,995
PUBLIC ART FUND				
Beginning Cash	68,244	68,540		68,540
Revenues	1,296	600	0	0
Total Sources	69,540	69,140	0	68,540
Expenditures	1,000	1,000	0	767
Ending Cash	68,540	68,140		67,774
Total Uses	69,540	69,140	0	68,540
PARK IMPACT FEE FUND				
Beginning Cash	1,354,455	1,610,440		1,610,440
Revenues	285,604	346,567	5,074	98,943
Total Sources	1,640,059	1,957,007	5,074	1,709,383
Expenditures	24,963	220,000	0	190,000
Ending Cash	1,615,096	1,737,007		1,519,383
Total Uses	1,640,059	1,957,007	0	1,709,383
TRANSPORTATION IMPACT FEE FUND				
Beginning Cash	545,655	240,535		240,535
Revenues	916,135	876,670	16,868	328,927
Total Sources	1,461,790	1,117,205	16,868	569,462
Expenditures	1,221,255	822,500	0	248,000
Ending Cash	240,535	294,705		321,462
Total Uses	1,461,790	1,117,205	0	569,462
SWAMP CREEK BASIN FUND				
Beginning Cash	1,762,640	1,581,067		1,581,067
Revenues	16,536	16,000	0	0
Total Sources	1,779,176	1,597,067	0	1,581,067
Expenditures	198,109	160,000	5,320	109,873
Ending Cash	1,581,067	1,437,067		1,471,194
Total Uses	1,779,176	1,597,067	5,320	1,581,067
TRANSPORTATION BENEFIT DISTRICT FUND				
Beginning Cash	0	0		0
Revenues	0	535,000	28,156	82,784
Total Sources	0	535,000	28,156	82,784
Expenditures	0	535,000	0	5,000
Ending Cash	0	0		77,784
Total Uses	0	535,000	0	82,784
SAMMAMISH BRIDGE REPLACEMENT FUND				
Beginning Cash	0	0		0
Revenues	0	80,000	0	80,000
Total Sources	0	80,000	0	80,000
Expenditures	0	0	0	0
Ending Cash	0	80,000		80,000
Total Uses	0	80,000	0	80,000

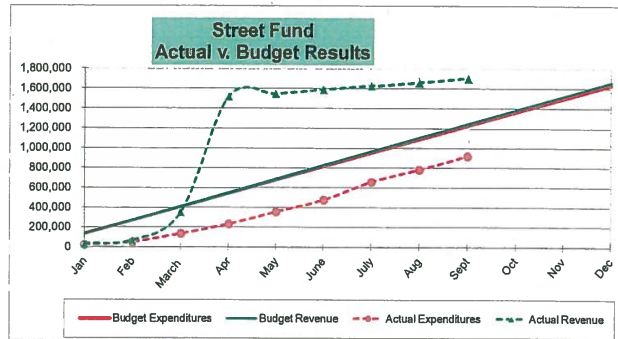
City of Kenmore, Washington
All Funds Cash Summary
September 30, 2013



	2011-2012			2013-2014
	BIENNIUM TO DATE	BUDGET	SEPTEMBER	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	98,573	615,663
Total Sources	3,363,874	3,113,123	98,573	2,581,469
Expenditures	2,386,812	2,365,050	0	1,076,956
Ending Cash	977,062	748,073		1,504,513
Total Uses	3,363,874	3,113,123	0	2,581,469
KENMORE VILLAGE FUND				
Beginning Cash	60,725	151,088		151,088
Interfund Loan	1,200,000			0
Revenues	555,153	1,692,340	(16,215)	1,348,805
Total Sources	1,815,878	1,843,428	(16,215)	1,499,893
Interfund Loans	0	0		1,200,000
Expenditures	1,663,002	339,200	13,312	145,296
Ending Cash	152,875	1,504,228		154,597
Total Uses	1,815,878	1,843,428	13,312	1,499,893
PARK CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	678,534	0	213,319
Total Sources	0	678,534	0	213,319
Expenditures	0	635,000	25,234	121,792
Ending Cash	0	43,534		91,527
Total Uses	0	678,534	25,234	213,319
SURFACE WATER MANAGEMENT FUND				
Beginning Cash	1,590,280	1,419,392		1,419,392
Revenues	3,739,336	3,799,176	15,919	1,307,451
Total Sources	5,329,616	5,218,568	15,919	2,726,843
Expenditures	3,908,437	4,919,887	88,936	1,192,665
Ending Cash	1,421,179	298,681		1,534,178
Total Uses	5,329,616	5,218,568	88,936	2,726,843
SURFACE WATER CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	2,369,261	0	492,011
Total Sources	0	2,369,261	0	492,011
Expenditures	0	2,369,261	0	170,027
Ending Cash	0	0		321,984
Total Uses	0	2,369,261	0	492,011
STRATEGIC RESERVE FUND				
Beginning Cash	1,264,464	1,264,464		1,264,464
Interfund Loan Repayment	0			0
Revenues	0	0	0	0
Total Sources	1,264,464	1,264,464	0	1,264,464
Interfund Loans	0			0
Expenditures	0	0	0	0
Ending Cash	1,264,464	1,264,464		1,264,464
Total Uses	1,264,464	1,264,464	0	1,264,464
STRATEGIC OPPORTUNITIES FUND				
Beginning Cash	0	0		0
Revenues	0	2,525,062	1,750	2,508,912
Total Sources	0	2,525,062	1,750	2,508,912
Expenditures	0	364,100	7,640	879,149
Ending Cash	0	2,160,962		1,629,763
Total Uses	0	2,525,062	7,640	2,508,912
EQUIPMENT REPLACEMENT FUND				
Beginning Cash	524,310	490,603		490,603
Revenues	188,365	155,142	0	0
Total Sources	712,675	645,745	0	490,603
Expenditures	222,072	276,250	671	44,287
Ending Cash	490,603	369,495		446,316
Total Uses	712,675	645,745	671	490,603
TRUST AND AGENCY (NON BUDGETED FUND)*				
Beginning Cash	278,859	247,209		247,209
Revenues	122,994	0	7,947	68,374
Total Sources	401,854	247,209	7,947	315,583
Expenditures	154,645	0	1,790	6,990
Ending Cash	247,209	247,209		308,593
Total Uses	401,854	247,209	1,790	315,583
TOTALS				
Beginning Cash	17,507,613	15,330,369		15,330,369
Interfund Loan	0	0	0	1,200,000
Revenues	32,986,301	48,328,286	721,605	16,918,382
Total Sources	50,493,914	63,658,655	721,605	33,448,751
Interfund Loans	1,200,000	0	0	1,200,000
Expenditures	34,965,435	49,809,877	1,044,934	15,985,904
Ending Cash	15,330,370	13,848,778		16,262,847
Total Uses	51,495,805	63,658,655	1,044,934	33,448,751

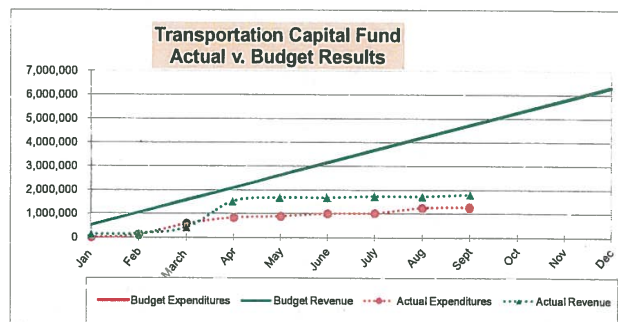
**City of Kenmore, Washington
Other Funds Monthly Activity
September 30, 2013**

STREET FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	136,066	20,826	138,310	33,895
Feb	272,131	50,658	276,620	67,931
March	408,197	135,152	414,931	351,822
Apr	544,263	232,266	553,241	1,519,322
May	680,328	355,188	691,551	1,555,856
June	816,394	475,859	829,861	1,591,157
July	952,460	656,994	968,171	1,630,035
Aug	1,088,525	781,453	1,106,481	1,666,097
Sept	1,224,591	919,252	1,244,792	1,706,485
Oct	1,360,657		1,383,102	
Nov	1,496,722		1,521,412	
Dec	1,632,788		1,659,722	
2013-2014	3,279,126		3,264,173	
Total Actual to Date vs Total Budget		28%		52%



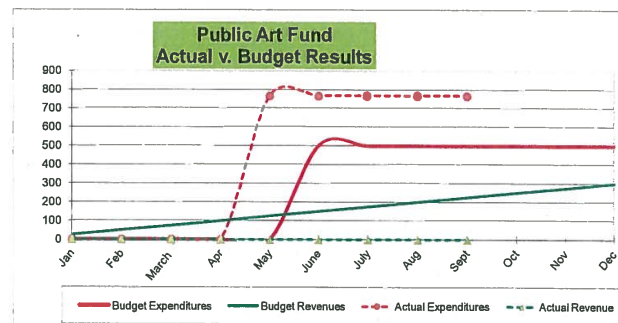
The Street Fund accounts for street maintenance operations, funded by the State's fuel tax and transfers from the General Fund.

TRANSPORTATION CAPITAL FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	525,903	0	524,563	143,512
Feb	1,051,806	108,258	1,049,125	166,545
March	1,577,709	580,440	1,573,688	428,039
Apr	2,103,612	830,508	2,098,250	1,531,290
May	2,629,515	887,923	2,622,813	1,681,290
June	3,155,419	1,002,868	3,147,375	1,681,290
July	3,681,322	1,022,496	3,671,938	1,733,008
Aug	4,207,225	1,246,115	4,196,500	1,733,008
Sept	4,733,128	1,271,176	4,721,063	1,807,456
Oct	5,259,031		5,245,625	
Nov	5,784,934		5,770,188	
Dec	6,310,837		6,294,750	
2013-2014	11,575,837		11,600,750	
Total Actual to Date vs Total Budget		11%		16%



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

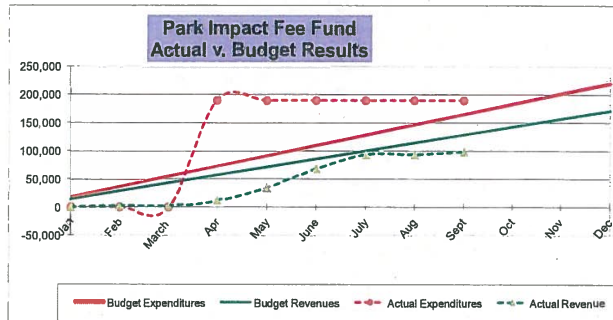
PUBLIC ART FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	0	0	25	0
Feb	0	0	50	0
March	0	0	75	0
Apr	0	0	100	0
May	0	767	125	0
June	500	767	150	0
July	500	767	175	0
Aug	500	767	200	0
Sept	500	767	225	0
Oct	500		250	
Nov	500		275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



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

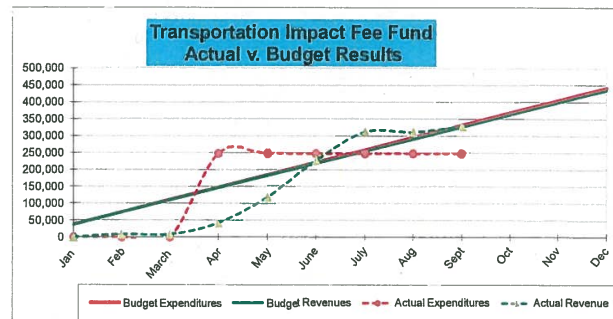
**City of Kenmore, Washington
Other Funds Monthly Activity
September 30, 2013**

PARK IMPACT FEE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	18,333	0	14,351	0
Feb	36,667	0	28,702	2,537
March	55,000	0	43,054	2,537
Apr	73,333	190,000	57,405	12,685
May	91,667	190,000	71,756	35,518
June	110,000	190,000	86,107	68,499
July	128,333	190,000	100,458	93,869
Aug	146,667	190,000	114,809	93,869
Sept	165,000	190,000	129,161	98,943
Oct	183,333		143,512	
Nov	201,667		157,863	
Dec	220,000		172,214	
2013-2014	220,000		346,567	
Total Actual to Date vs Total Budget		86%		29%



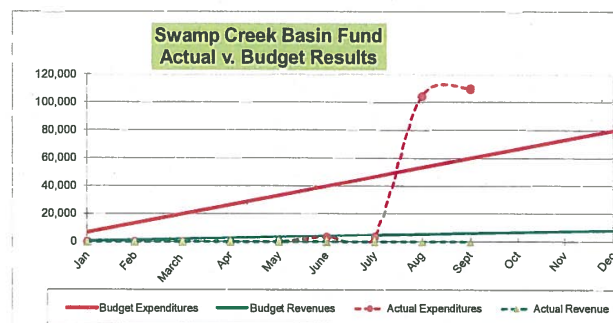
This fund accounts for City imposed park impact fees on new development. Expenditures are for public park acquisitions and improvements. In the 2011-2012 budget, expenditures represent transfers to Municipal Capital Fund for improvements to City parks.

TRANSPORTATION IMPACT FEE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	36,875	0	36,331	0
Feb	73,750	0	72,662	8,434
March	110,625	0	108,993	8,434
Apr	147,500	248,000	145,324	42,170
May	184,375	248,000	161,655	118,076
June	221,250	248,000	217,987	227,719
July	258,125	248,000	254,318	312,059
Aug	295,000	248,000	290,649	312,059
Sept	331,875	248,000	326,980	328,927
Oct	368,750		363,311	
Nov	405,625		399,642	
Dec	442,500		435,973	
2013-2014	822,500		876,670	
Total Actual to Date vs Total Budget		30%		38%



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

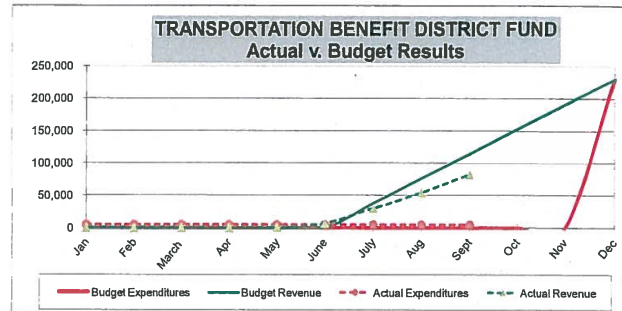
SWAMP CREEK BASIN FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	6,667	0	683	0
Feb	13,333	0	1,367	0
March	20,000	0	2,050	0
Apr	26,667	0	2,733	0
May	33,333	0	3,417	0
June	40,000	3,483	4,100	0
July	46,667	3,483	4,783	0
Aug	53,333	104,553	5,467	0
Sept	60,000	109,873	6,150	0
Oct	66,667		6,833	
Nov	73,333		7,517	
Dec	80,000		8,200	
2013-2014	160,000		16,000	
Total Actual to Date vs Total Budget		69%		0%



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

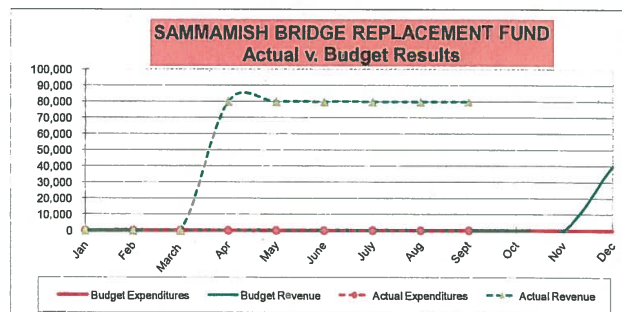
**City of Kenmore, Washington
Other Funds Monthly Activity
September 30, 2013**

TRANSPORTATION BENEFIT DISTRICT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	0	5,000	0	0
Feb	0	5,000	0	0
March	0	5,000	0	0
Apr	0	5,000	0	0
May	0	5,000	0	772
June	0	5,000	0	7,029
July	0	5,000	38,333	30,690
Aug	0	5,000	76,666	54,628
Sept	0	5,000	114,999	82,784
Oct	0		153,332	
Nov	0		191,665	
Dec	230,000		230,000	
2013-2014	535,000		535,000	
Total Actual to Date vs Total Budget		1%		15%



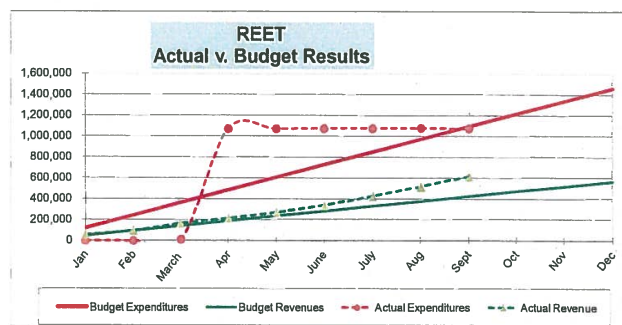
The Transportation Benefit District fund accounts for the \$20 vehicle license tab fees levied on vehicles located in the Kenmore city limits. The revenue generated will be used in maintaining the City's transportation system.

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



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

REAL ESTATE EXCISE TAX FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	121,671	0	47,456	55,801
Feb	243,342	0	94,911	96,082
March	365,013	9,610	142,367	166,028
Apr	486,683	1,070,100	189,823	214,700
May	608,354	1,070,100	237,278	270,878
June	730,025	1,076,956	284,734	335,816
July	851,696	1,076,956	332,190	427,594
Aug	973,367	1,076,956	379,645	517,090
Sept	1,095,038	1,076,956	427,101	615,663
Oct	1,216,708		474,557	
Nov	1,338,379		522,012	
Dec	1,460,050		569,468	
2013-2014	2,365,050		1,147,317	
Total Actual to Date vs Total Budget		46%		54%



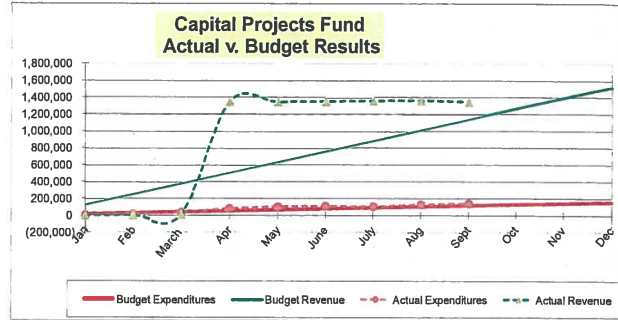
The Real Estate Excise Tax Fund accounts for the 1/2% real estate excise taxes levied by the City which are restricted to capital projects and improvements. Expenditures include park improvements and transfers to the Transportation Capital Fund for transportation improvements.

**City of Kenmore, Washington
Other Funds Monthly Activity
September 30, 2013**

KENMORE VILLAGE FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	13,467	3,120	126,918	2,050
Feb	26,933	14,302	253,837	4,650
March	40,400	38,391	380,755	9,641
Apr	53,867	82,954	507,673	1,347,548
May	67,333	105,120	634,592	1,348,848
June	80,800	112,981	761,510	1,353,497
July	94,267	108,461	888,428	1,360,779
Aug	107,733	131,984	1,015,347	1,365,020
Sept	121,200	145,296	1,142,265	1,348,805
Oct	134,667		1,269,183	
Nov	148,133		1,396,102	
Dec	161,600		1,523,020	
2013-2014	339,200		1,692,340	
Total Actual to Date vs Total Budget		43%		80%

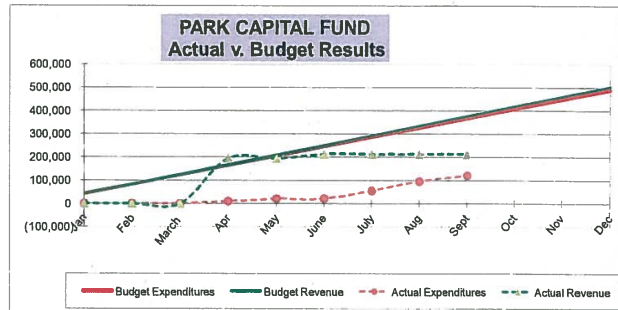
The Kenmore Village Fund accounts for leasing activity within Kenmore Village



PARK CAPITAL FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	40,833	0	41,961	0
Feb	81,667	0	83,922	340
March	122,500	0	125,884	340
Apr	163,333	9,952	167,845	194,803
May	204,167	20,823	209,806	194,803
June	245,000	21,888	251,767	212,810
July	285,833	56,492	293,728	212,810
Aug	326,667	96,559	335,689	213,319
Sept	367,500	121,792	377,651	213,319
Oct	408,333		419,612	
Nov	449,167		461,573	
Dec	490,000		503,534	
2013-2014	650,000		663,534	
Total Actual to Date vs Total Budget		19%		32%

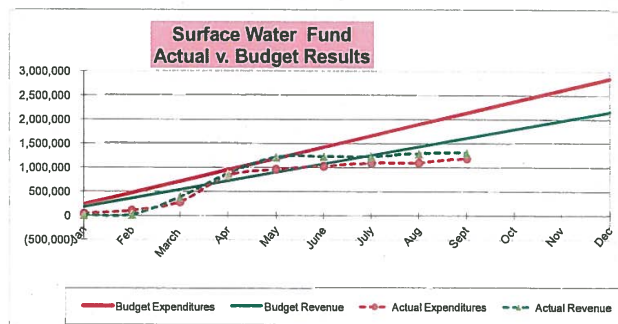
The Park Capital fund will account for Park Capital Projects formerly included in the Municipal Capital fund. In addition, distributions from the King County Proposition 2 Parks Expansion Levy will be receipted into this fund



SURFACE WATER MANAGEMENT FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	237,469	40,806	179,928	11,144
Feb	474,938	109,357	359,856	20,625
March	712,407	284,556	539,784	384,041
Apr	949,875	829,064	719,712	869,859
May	1,187,344	964,357	899,640	1,216,519
June	1,424,813	1,030,493	1,079,569	1,230,077
July	1,662,282	1,092,286	1,259,497	1,233,370
Aug	1,899,751	1,103,730	1,439,425	1,291,532
Sept	2,137,220	1,192,665	1,619,353	1,307,451
Oct	2,374,688		1,799,281	
Nov	2,612,157		1,979,209	
Dec	2,849,626		2,159,137	
2013-2014	4,919,887		3,799,176	
Total Actual to Date vs Total Budget		24%		34%

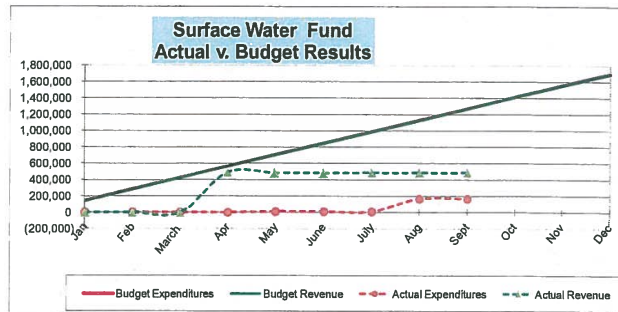
This fund accounts for receipts from surface water assessments. The assessments are collected through the property tax billings; the majority of the receipts are collected in May and November. Expenditures are for surface water maintenance activities such as sweeping and drainage as well as capital improvements.



**City of Kenmore, Washington
Other Funds Monthly Activity
September 30, 2013**

SURFACE WATER CAPITAL FUND

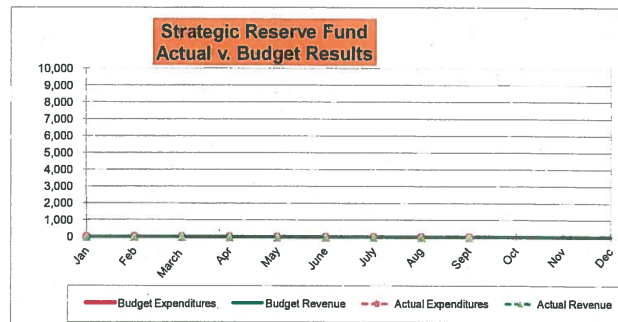
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	141,438	0	141,438	0
Feb	282,877	0	282,877	0
March	424,315	632	424,315	0
Apr	565,754	632	565,754	492,011
May	707,192	11,686	707,192	492,011
June	848,631	11,686	848,631	492,011
July	990,069	11,686	990,069	492,011
Aug	1,131,507	170,027	1,131,507	492,011
Sept	1,272,946	170,027	1,272,946	492,011
Oct	1,414,384		1,414,384	
Nov	1,555,823		1,555,823	
Dec	1,697,261		1,697,261	
2013-2014	2,369,261		2,369,261	
Total Actual to Date vs Total Budget		7%		21%



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

STRATEGIC RESERVE FUND

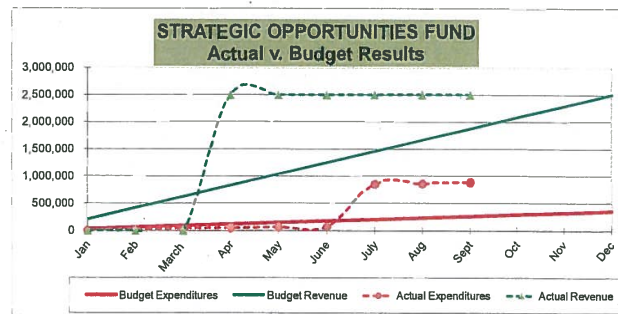
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	0	0	0	0
Feb	0	0	0	0
March	0	0	0	0
Apr	0	0	0	0
May	0	0	0	0
June	0	0	0	0
July	0	0	0	0
Aug	0	0	0	0
Sept	0	0	0	0
Oct	0		0	
Nov	0		0	
Dec	0		0	
2013-2014	0		0	
Total Actual to Date vs Total Budget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



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

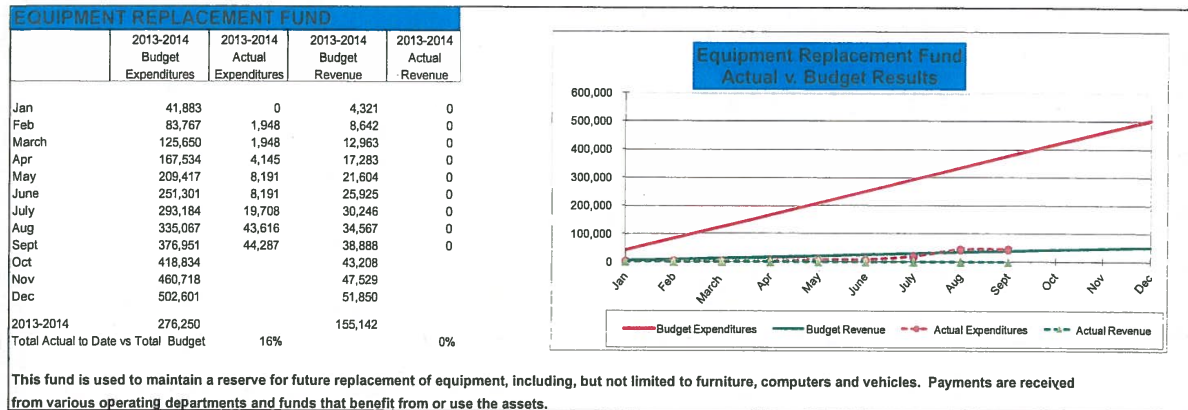
STRATEGIC OPPORTUNITIES FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
Jan	30,342	2,856	209,375	0
Feb	60,683	16,847	418,750	1,502
March	91,025	40,110	628,125	1,502
Apr	121,367	51,688	837,500	2,502,352
May	151,708	69,644	1,046,875	2,503,552
June	182,050	77,510	1,256,250	2,504,402
July	212,392	860,293	1,465,625	2,505,602
Aug	242,733	871,509	1,675,000	2,507,162
Sept	273,075	879,149	1,884,375	2,508,912
Oct	303,417		2,093,750	
Nov	333,758		2,303,125	
Dec	364,100		2,512,500	
2013-2014	364,100		2,525,062	
Total Actual to Date vs Total Budget		241%		99%



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

**City of Kenmore, Washington
Other Funds Monthly Activity
September 30, 2013**



City of Kenmore, Washington
Cash and Investment Report
September 30, 2013



<u>Fund</u>	Beg. Cash & Inv. from Prev. Mo.	Monthly Revenues	Monthly Expenditures	End. Cash & Inv. Current Month
General	\$2,482,998	\$448,698	\$739,173	2,192,523
Street	2,397,107	40,388	137,799	2,299,696
Transportation Capital	1,906,216	74,448	25,060	1,955,603
Public Art	67,775	0	0	67,775
Park Impact Fee	1,518,967	5,074	0	1,524,041
Transp Impact Fee	304,595	16,868	0	321,463
Swamp Creek Basin	1,476,514	0	5,320	1,471,194
Transportation Benefit District	49,628	28,156	0	77,784
Sammamish Bridge Replacement	80,000	0	0	80,000
Real Estate Excise Tax	417,195	98,573	0	515,768
Kenmore Village	185,909	-16,215	13,312	156,382
Park Capital	116,761	0	25,234	91,527
Surface Water Management	1,608,982	15,919	88,936	1,535,965
Surface Water Capital	321,984	0	0	321,984
Strategic Reserve	1,264,465	0	0	1,264,465
Strategic Opportunities	1,635,652	1,750	7,640	1,629,763
Equipment Replacement	446,986	0	671	446,315
Trust & Agency	302,433	7,947	1,790	308,589
Totals	\$16,584,165	\$721,605	\$1,044,934	\$16,260,836

<u>Fund</u>	Cash, Savings, Local Govt Investment Pool	(> One Year) Fixed Investments	Total
General	-\$5,517,107	\$7,723,311	2,206,204
Street	1,449,696	850,000	2,299,696
Transportation Capital	963,821	0	963,821
Public Art	52,774	15,000	67,774
Park Impact Fee	589,385	930,000	1,519,385
Transp Impact Fee	291,464	30,000	321,464
Swamp Creek Basin	71,195	1,400,000	1,471,195
Transportation Benefit District	77,784	0	77,784
Sammamish Bridge Replacement	80,000	0	80,000
Real Estate Excise Tax	1,504,512	0	1,504,512
Kenmore Village	-295,405	450,000	154,595
Park Capital	91,527	0	91,527
Surface Water Management	1,024,178	510,000	1,534,178
Surface Water Capital	321,984	0	321,984
Strategic Reserve	414,465	850,000	1,264,465
Strategic Opportunities	1,629,763	0	1,629,763
Equipment Replacement	-3,685	450,000	446,315
Trust & Agency	208,589	100,000	308,589
Totals	\$2,954,939	\$13,308,311	\$16,263,250

City of Kenmore, Washington
Schedule of Investments
September 30, 2013



		Average Yield to Maturity-Securities						Overall Average Yield	
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Possible Call Date	Principal or Balance	Yield Equivalents
Piper Jaffray									
	313371PC4	FHLB	12/12/2014	6/7/2011	0.88%	0.88%	no call	991,238.90	8,722.90
	3136G0QY0	FNMA	7/25/2017	7/25/2012	0.75%	0.75%	7/25/2013	1,000,000.00	7,500.00
	313383MV0	FHLB	7/10/2018	7/10/2013	1.00%	1.00%	10/10/2013	1,000,000.00	10,000.00
	31771J4M9	FICO	9/26/2017	8/14/2012	1.13%	1.13%	non callable	894,731.88	10,137.31
Total Piper Jaffrey Purchases								3,885,970.78	36,360.21
Morgan Stanley									
	3134G4CY2	FDMC	10/25/2016	7/25/2013	1.00%	1.00%	10/25/2013	1,000,000.00	10,000.00
								1,000,000.00	10,000.00
Time Value Investments									
	313586QR3	FNMA	7/5/2014	6/7/2011	1.00%	compounds	no call	998,858.37	9,988.58
	31398A4N9	FNMA	10/15/2013	12/8/2010	1.00%	1.00%	4/15/2011	999,990.00	9,999.90
	3136G1BT5	FNMA	8/7/2017	7/2/2013	1.30%	1.30%	8/7/2013	982,099.00	12,767.29
	3135GOVB6	FNMA	3/28/2016	7/1/2013	0.70%	0.70%	8/28/2013	998,644.00	6,990.51
	3136G1T25	FNMA	8/26/2016	8/26/2013	0.90%	0.90%	2/26/2014	998,500.00	
	31359MEL3	FNMA	4/22/2017	10/22/2012	0.86%	0.86%	no call	999,468.08	8,595.43
Total TVI Purchases								5,977,559.45	48,341.70
Banner Bank CD's									
	5740005425	CD	2/6/2014	2/6/2013	0.45%	0.45%		1,195,585.97	5,380.14
Total Banner Bank CD's								1,195,585.97	5,380.14
Sound Community Bank CD's									
	18299229	CD	2/11/2014	8/17/2012	0.65%	0.65%		1,000,000.00	6,500.00
Total Sound Community Bank CD's								1,000,000.00	6,500.00
Opus Bank CD's									
	280140042	CD	3/16/2015	3/15/2011	1.15%	1.15%		249,194.49	2,865.74
Total Cascade Bank CD's								249,194.49	2,865.74
TOTAL ALL SECURITIES								\$ 13,308,310.69	\$ 99,447.79
						Banner Checking and Savings		0.07% Banner	1,701,724.69
						Opus Bank		0.20%	11,094.58
						Cash			1,005.00
						Local Government Investment Pool		0.13% LGIP	1,241,113.60
						Total Accounts			\$ 16,263,248.56
									102,325.52

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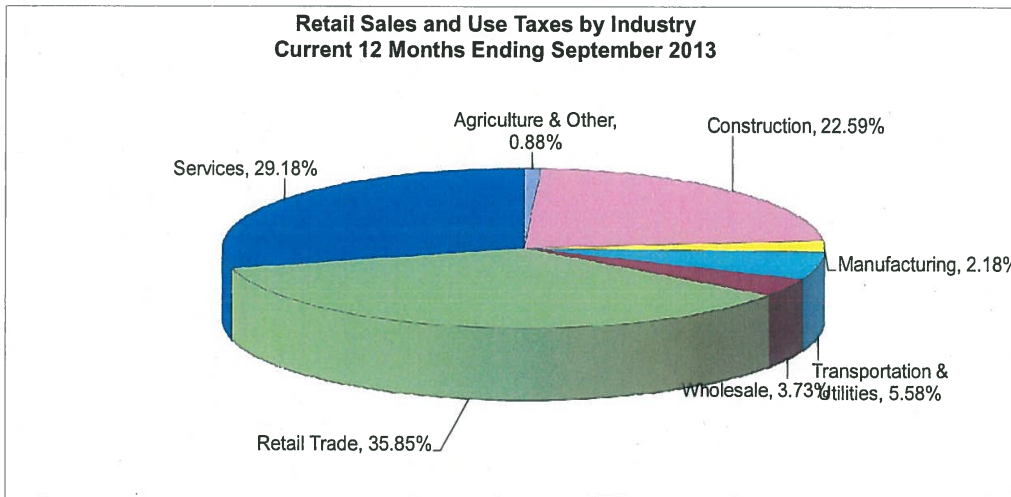
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 September 2013

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	169.45	0.00	169.45	0.1%
CONSTRUCTION	29,128.94	402.59	29,531.53	20.4%
MANUFACTURING	2,015.07	17.75	2,032.83	1.4%
TRANSPORTATION & UTILITIES	1,458.64	1,714.55	3,173.20	2.2%
WHOLESALE	6,204.92	94.89	6,299.81	4.3%
RETAIL TRADE	52,825.71	177.41	53,003.11	36.5%
SERVICES	41,150.25	563.41	41,713.65	28.8%
INFORMATION	7,192.38	85.40	7,277.78	5.0%
PUBLIC SERVICES	3.07	1,858.64	1,861.71	1.3%
	<u>140,148.43</u>	<u>4,914.64</u>	<u>145,063.07</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
September 30, 2013



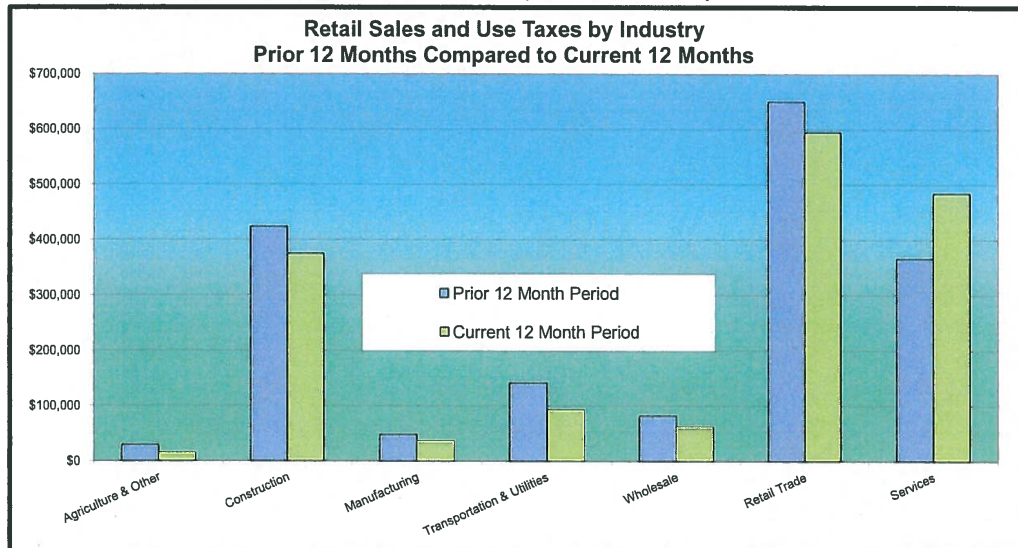
Industry	Prior 12 Months ending Sept 2012	Current 12 Months ending Sept 2013	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$29,637	\$14,605	-50.72%	0.88%
Construction	423,192	374,815 *	-11.43%	22.59%
Manufacturing (Printing, Publishing, Other Manuf.)	48,130	36,167	-24.86%	2.18%
Transp/Comm/Utilities (Telecomm., Air Transport.)	141,385	92,614	-34.50%	5.58%
Wholesale (Lumber, Other Wholesale)	81,973	61,869	-24.53%	3.73%
Retail Trade (Eating, Merchandise, Food Stores)	649,995	594,715	-8.50%	35.85%
Services (Auction, Recreation, Auto Repair, Financial)	<u>366,329</u>	<u>484,126</u>	32.16%	29.18%
Totals	<u>\$1,740,641</u>	<u>\$1,658,910</u>	-4.70%	100%
Increase/(Decrease)		<u>(\$81,732)</u>	-4.70%	



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

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

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



City of Kenmore, Washington
Real Estate Excise Tax Report
September 30, 2013

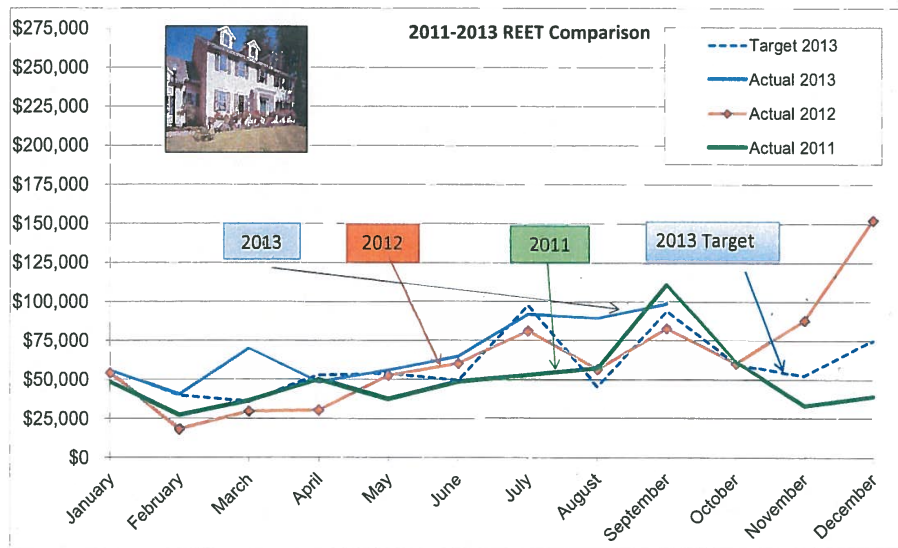


Real Estate Excise Taxes (REET) 2009 - 2013 Monthly Receipts					
	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Target 2013
January	64,792	48,679	54,359	55,801	55,943
February	73,383	27,294	18,064	40,281	39,580
March	41,445	36,507	29,691	69,946	35,881
April	78,233	50,463	30,662	48,671	53,119
May	71,622	37,671	52,575	56,178	53,956
June	38,919	48,938	60,408	64,938	49,422
July	158,221	53,012	81,316	91,779	97,516
August	23,033	57,471	56,626	89,496	45,710
September	87,734	111,107	82,785	98,573	93,875
October	57,761	61,805	60,265		59,944
November	35,585	33,475	88,057		52,372
December	32,962	39,510	152,262		74,911
	\$763,689	\$605,931	\$767,070	\$615,663	\$712,230

For 2013, REET is \$149,177 more than the same period last year and more than the 2013 target by \$90,661

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

Real Estate Excise Taxes (REET) 2010 - 2013 Property Sales > \$500,000								
sales actually occur in the prior month; there is a 30 day lag between sales and when the City receives the rev								
					Taxes from > \$500,000 Sale Amounts			
	2010	2011	2012	2013	2010	2011	2012	2013
January	3,790,500	1,046,085	5,515,283	3,380,165	18,763	5,178	27,301	16,732
February	4,805,000	547,257	1,152,000	3,417,500	23,785	2,709	5,702	16,917
March	1,149,000	1,100,000	750,000	3,514,000	5,688	5,445	3,713	17,394
April	1,779,000	1,075,000	870,000	1,570,450	8,806	5,321	4,307	7,774
May	1,859,000	2,372,000	2,796,250	3,634,210	9,202	11,741	13,841	17,989
June	540,000	2,605,000	1,215,000	2,761,500	2,673	12,895	6,014	13,669
July	18,013,000	3,354,950	4,196,500	8,478,706	89,164	16,607	20,773	41,970
August	1,020,000	3,045,950	1,756,200	6,131,455	5,049	15,077	8,693	30,351
September	11,276,760	15,691,044	4,859,500	10,911,500	55,820	77,671	24,055	54,012
October	610,000	7,873,950	3,087,500		3,020	38,976	15,283	0
November	1,020,000	875,000	8,334,960		5,049	4,331	41,258	0
December	2,178,000	2,189,000	23,033,200		10,781	10,836	114,014	0
	\$48,040,260	\$41,775,236	\$57,566,393	\$43,799,486	237,800	206,787	284,954	216,808



City of Kenmore, Washington
Monthly Report for Kenmore Village
September 30, 2013



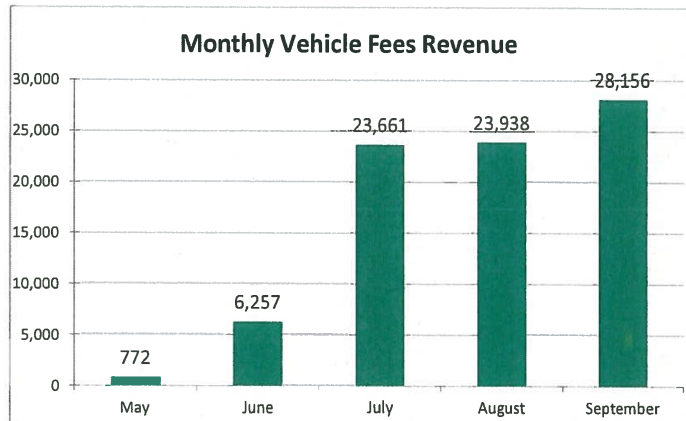
<u>Revenues</u>	<u>September</u> <u>2013</u>	<u>Biennium-to-</u> <u>Date</u>	<u>Biennium Budget</u>
Lease Income (USPS & Kenmore Village)	\$ (16,965)	\$ 0	\$ 317,940
Return of Security Deposit	-	0	0
Other Rent Income	750	11,650	15,000
Landlord Expense (CAM*) Reimbursement	-	0	0
Insurance Proceeds	-	0	0
Sale of Property	-	1,335,034	1,250,000
Leasehold Excise Returned	-	2,121	14,900
Total Revenues	\$ (16,215)	\$ 1,348,806	1,597,840
<u>Expenditures</u>			
6700 Building Improvements	\$ -	\$ -	11,000
Property Management	-	3,263	43,200
Utilities and Insurance - Kenmore Village	-	32,006	103,400
Repairs, Maintenance, Other Services	-	-	-
Total Expenditures	\$ -	\$ 35,269	157,600
Net Income (Loss)		\$ 1,313,537	\$ 1,440,240

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
September 30, 2013



<u>Revenues</u>	<u>September 2013</u>	<u>Biennium-to- Date</u>	<u>Biennium Budget</u>
Vehicle Fees			
Total Revenues	<u>\$ 28,156</u>	<u>\$82,784</u>	<u>\$535,000</u>
<u>Expenditures</u>			
WCIA Insurance	0	5,000	10,000
Reimbursement to Street Fund	0	0	525,000
Total Expenditures	<u>0</u>	<u>5,000</u>	<u>535,000</u>
Net Income (Loss)	<u>\$ 28,156</u>	<u>\$77,785</u>	<u>\$0</u>



City of Kenmore, Washington
SR 522 Phase I Revenue and Expenditure History
as of September 30, 2013

Phase I		**Actuals Received on Cash Basis**							
Stage 3 Burke Gilman Trail @ 73rd Ave NE-nearing completion									
Stage 1 SR 522 Central Segment 65th to 73rd and other improvements, in construction									
Stage 2 SR 522 West Segment 57th to 65th and other improvements, pending funding									
		Cumulative through 2008	2009	2010	2011	Year to Date 2012	September 2013	Year to Date 2013	Life to Date
Revenues:									
Secured:									
Wa State Transportation Improve. Board:									
to Street Fund	5,047,000	851,786	0	0	0	0	0	0	851,786
to Arterial Street Fund	0	148,214	2,545,308	1,501,692	0	0	0	0	4,195,214
Wa State Gas Tax	4,663,620	3,119,047	1,765,416	0	0	0	0	0	4,884,463
Federal Surface Transportation Prog	12,045,444	1,708,895	8,535,460	1,781,817	0	55	0	0	12,026,227
Brightwater	15,000	15,000	0	0	0	0	0	0	15,000
Federal: Wa State Dept of Trans Signal	357,914	0	0	546,862	0	0	0	0	546,862
King County Parks	906,500	514,616	201,467	0	0	0	0	0	716,083
King County Roads	350,000	350,000	0	0	0	0	0	0	350,000
Northshore Utility District Reimb	432,400	80,559	0	0	0	259,387	0	0	339,946
Puget Sound Energy Reimb	264,100	0	0	0	0	0	0	0	0
Northshore School Dist Reimb	22,258	0	0	0	0	0	0	0	0
Library Reimb	10,000	0	0	0	0	0	0	0	0
Comcast Reimb	168,800	88,620	0	0	0	113,383	0	0	202,003
Urban Partners	75,000	0	25,000	54,438	0	0	0	0	79,438
Fire District Reim	49,000	0	0	0	0	63,245	0	0	63,245
City Art Fund	126,486	0	0	0	0	0	0	0	0
BWR St. 1 Ph. 1 Settlement	0	0	0	0	0	0	0	0	0
HDR St. 1 Ph. 1 Settlement	0	0	0	0	0	0	0	150,000	150,000
U of WA IT Reimbursement	0	0	0	0	0	26,113	0	0	26,113
City Light Reimbursement	0	0	0	0	0	0	0	23,033	23,033
City Funds:	5,607,250	0	0	0	0	200,000	0	0	200,000
Transfer from REET Muni Cap		1,083,250	0	3,290,000	0	0	0	0	4,373,250
Transfer from Street Fund		0	0	521,870	0	0	0	0	521,870
Stage 1/181st		0	334,000	0	0	0	0	0	334,000
Stage 2		0	700,000	0	470,174	157,468	0	0	1,327,642
Transfer from REET Muni Cap	700,000	0	700,000	0	0	0	0	0	900,000
Transfer from Trans Impact Fees		900,000	0	0	0	0	0	0	900,000
								0	0
Total Revenues	30,840,772	8,859,987	14,106,651	7,696,679	470,174	819,651	0	173,033	32,126,175
Expenditures:									
Street Fund		15,148,961	1,090	0	0	0	0	0	15,150,051
Street-Interfund Loan Interest		0	0	0	0	0	0	0	0
1% Art Fund		0	0	0	0	0	0	0	0
Arterial Street Fund		253,860	11,708,313	2,874,519	154,162	418,047	0	11,082	15,419,983
Stage 2 Design			483,830	435,358	132,834	102,132	0	1,108	1,155,263
Arterial Street Fund									
Muni Cap Fund		46,782	0	0	0	0	0	0	46,782
Total Expenditures		15,449,603	12,193,233	3,309,877	352,046	520,179	0	12,191	31,772,079

City of Kenmore, Washington
SR 522 Phase II Revenue and Expenditure History
as of September 30, 2013

Phase II

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

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

Revenues:

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

Expenditures:

Arterial Street	22,497,211	4,671,626	1,068,152	1,403,237	48,234	0	38,431	29,726,890
Interfund Loan Interest	127,175	0	0	0	0	0	0	127,175
Art 1%	0	0	0	0	0	0	0	0
Transportation Impact Fee Fund	100,000	0	0	0	0	0	0	100,000
Total Expenditures	22,724,386	4,671,626	1,068,152	1,403,237	48,234	0	38,431	29,954,065

CITY OF KENMORE, WASHINGTON 6 YEAR PROJECTION AS OF SEPTEMBER 30, 2013

CITY OF KENMORE, WA, GENERAL & STREET FUNDS FINANCIAL SUMMARY, BY ACCOUNT GROUP \$ IN THOUSANDS

01-GENERAL FUND

INDEX

	2013E	2014E	2015F	2016F	2017F	2018F	2019F
REVENUES & SOURCES							
01-PROPERTY TAXES	4,214	4,256	4,299	4,363	4,407	4,473	4,518
02-SALES TAX	2,084	1,985	2,145	2,021	2,143	2,076	2,118
03-UTILITY TAX	1,334	1,484	1,505	1,532	1,559	1,587	1,615
04-OTHER TAXES	52	31	31	31	32	32	32
05A-COMCAST FRANCHISE	258	265	271	276	281	287	293
05B-FRONTIER FRANCHISE	23	24	24	25	25	26	26
05C-WATER/SEWER FRANCHISE	-	423	431	440	449	458	467
05D-FEES, LICENSES & PERMITS-OTHER	801	781	775	731	738	745	752
06-INTERGOVERNMENTAL	346	334	337	340	343	346	348
07-OTHER REVENUE	35	15	15	15	15	15	15
08-CHARGES FOR SERVICE	-	-	-	-	-	-	-
09-FINES & FORFEITURES	(1)	-	-	-	-	-	-
10-USE OF MONEY & PROPERTY	185	35	36	36	37	38	38
11-OTHER FINANCING SOURCES	1,230	1	1	1	1	1	1
12-TRANSFERS-IN	288	236	241	246	251	256	261
TOTAL REVENUES AND SOURCES	10,847	9,871	10,111	10,057	10,280	10,339	10,485
% ANNUAL CHANGE	13.2%	-9.0%	2.4%	-0.5%	2.2%	0.6%	1.4%
EXPENDITURES & USES							
01-PERSONNEL COSTS	2,828	2,738	2,899	3,027	3,161	3,301	3,447
02-SERVICES AND SUPPLIES	6,238	6,111	6,274	6,442	6,615	6,793	6,976
03-CAPITAL OUTLAY	76	78	0	0	-	-	-
04-DEBT	-	-	-	-	-	-	-
05-TRANSFERS-OUT	3,635	473	431	463	500	538	578
TOTAL EXPENDITURES AND USES	12,777	9,400	9,605	9,932	10,275	10,631	11,001
% ANNUAL CHANGE	22.8%	-26.4%	2.2%	3.4%	3.5%	3.5%	3.5%
SURPLUS/(DEFICIT)	(1,929)	472	506	125	5	(293)	(516)
% ANNUAL REVENUES & SOURCES	-17.8%	4.8%	5.0%	1.2%	0.0%	-2.8%	-4.9%
ADJUSTMENTS (TO BALANCE WITH TAB 12 BALANCES)	(0)	(0)	0	0	(0)	0	(0)
FUND BALANCE	3,610	4,081	4,588	4,713	4,718	4,425	3,909
% ANNUAL CHANGE	-34.8%	13.1%	12.4%	2.7%	0.1%	-6.2%	-11.7%

Major Assumptions

Revenue:

Property Tax	Increases 1% except 1.5% in years 2016 and 2018
Sales Tax	Increases 2% except 2015-2018
Utility Tax	Cell: 1-2%, Gas: 2% Electric: 2% Telephone: 0%
Franchise Fees	2% Increase
Development Fees	Generally 1% increase after drop in 2015

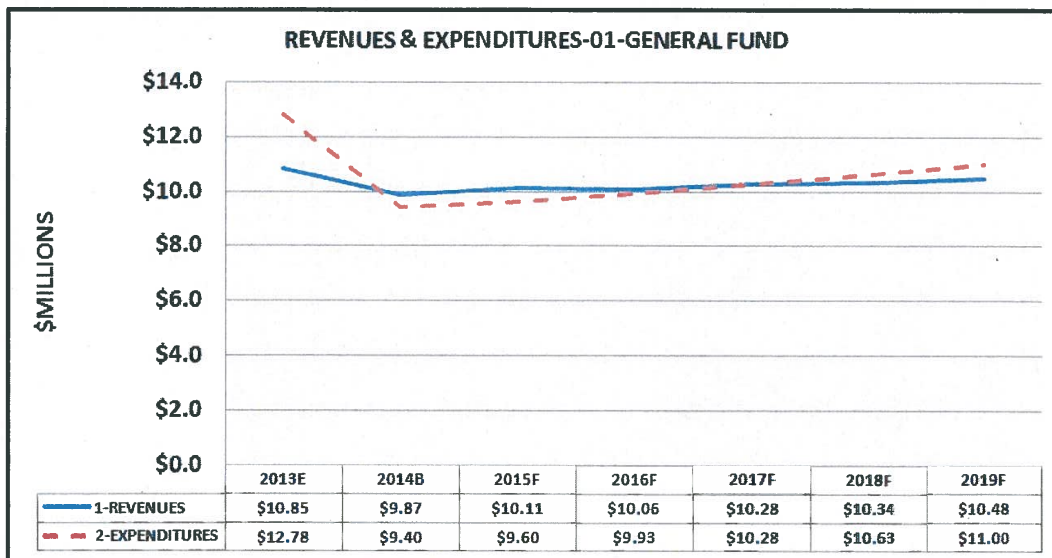
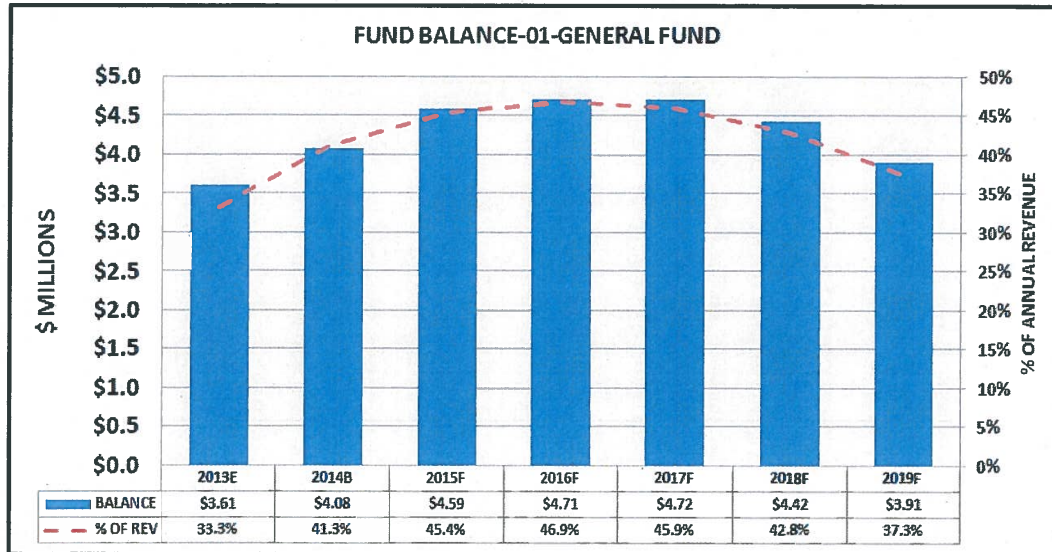
Expenditures:

Salaries	4%
Benefits	6% (composite of 8% health, 0-5% other)
Services and Supplies	2-3%
Police Contract	3%

November 8, 2013

[Sept forecast.docx](#)

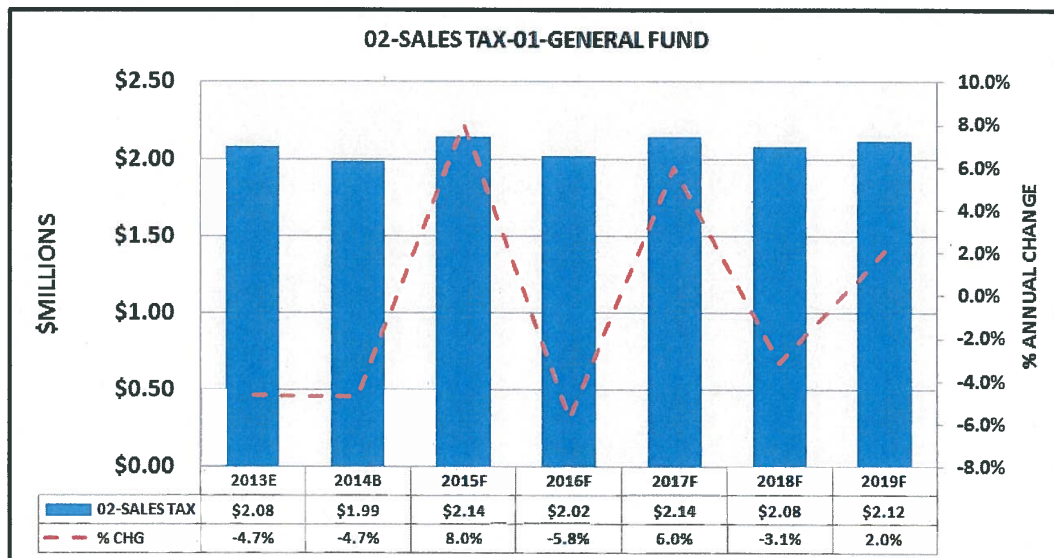
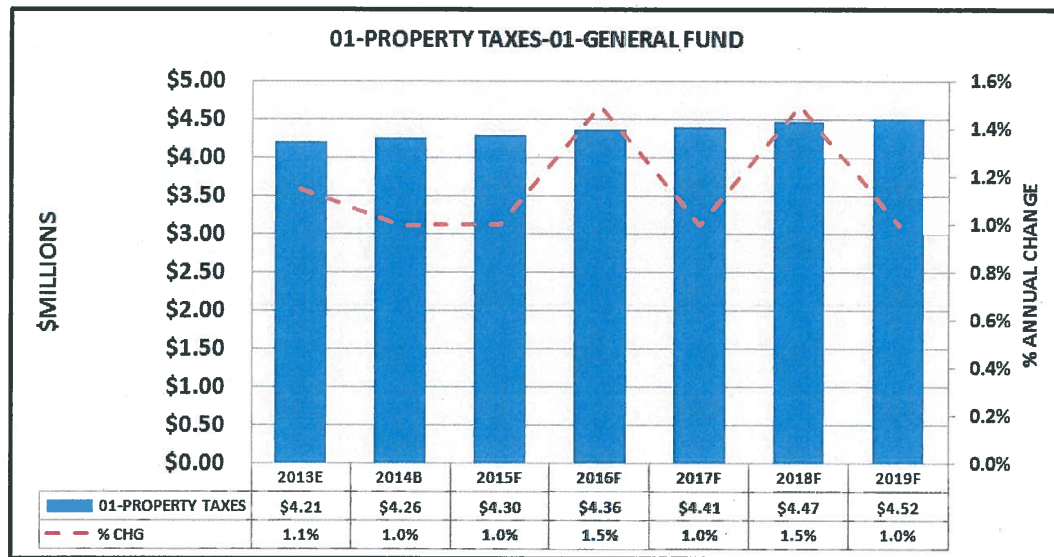
**CITY OF KENMORE, WASHINGTON 6 YEAR PROJECTION
AS OF SEPTEMBER 30, 2013**



November 8, 2013

[Sept forecast.docx](#)

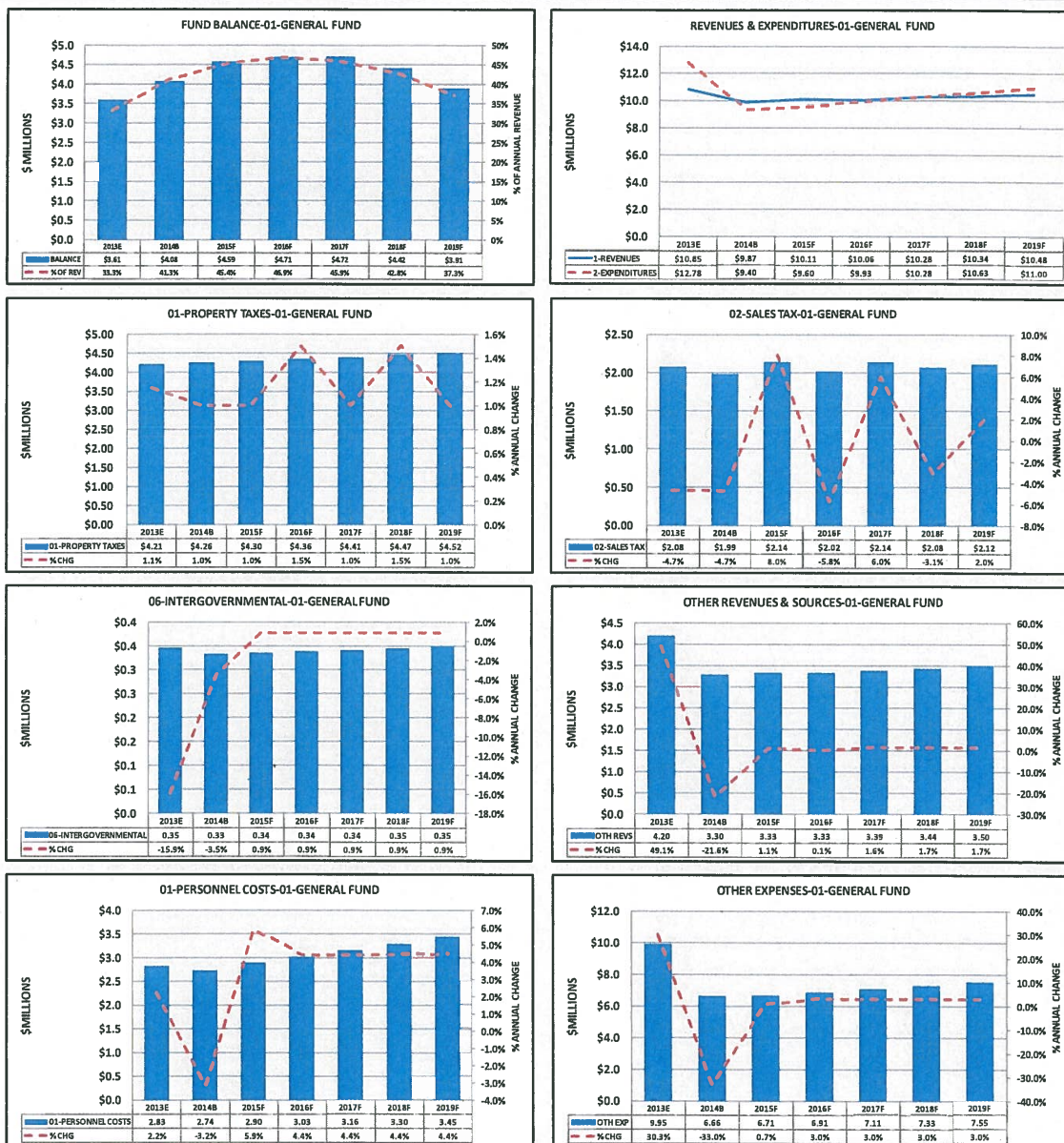
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November 8, 2013

[Sept forecast.docx](#)

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November 8, 2013

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**CITY OF KENMORE, WASHINGTON 6 YEAR PROJECTION
AS OF SEPTEMBER 30, 2013**

CITY OF KENMORE, WA, GENERAL & STREET FUNDS

FINANCIAL SUMMARY, BY ACCOUNT GROUP

\$ IN THOUSANDS

10-STREET FUND

INDEX

	2013E	2014B	2015F	2016F	2017F	2018F	2019F
REVENUES & SOURCES							
06-INTERGOVERNMENTAL	677	422	422	422	422	422	422
07-OTHER REVENUE	-	-	-	-	-	-	-
08-CHARGES FOR SERVICE	-	-	-	-	-	-	-
09-FINES & FORFEITURES	-	-	-	-	-	-	-
10-USE OF MONEY & PROPERTY	10	10	10	10	11	11	11
11-OTHER FINANCING SOURCES	0	-	-	-	-	-	-
12-TRANSFERS-IN	1,628	773	1,220	1,261	1,307	1,355	1,405
TOTAL REVENUES AND SOURCES	2,316	1,204	1,652	1,693	1,739	1,787	1,837
% ANNUAL CHANGE	108.9%	-48.0%	37.2%	2.5%	2.7%	2.7%	2.8%
EXPENDITURES & USES							
01-PERSONNEL COSTS	184	129	135	141	147	154	162
02-SERVICES AND SUPPLIES	1,601	1,455	1,493	1,532	1,572	1,613	1,655
03-CAPITAL OUTLAY	20	20	20	20	20	20	20
04-DEBT	-	-	-	-	-	-	-
05-TRANSFERS-OUT	25	-	-	-	-	-	-
TOTAL EXPENDITURES AND USES	1,830	1,604	1,647	1,693	1,739	1,787	1,837
% ANNUAL CHANGE	43.2%	-12.4%	2.7%	2.7%	2.8%	2.8%	2.8%
SURPLUS/(DEFICIT)							
	486	(399)	5	0	0	(0)	0
% ANNUAL REVENUES & SOURCES	21.0%	-33.1%	0.3%	0.0%	0.0%	0.0%	0.0%
ADJUSTMENTS (TO BALANCE WITH TAB 12 BALANCES)							
	-	-	-	-	-	0	-
FUND BALANCE	1,998	1,599	1,604	1,604	1,604	1,604	1,604
% ANNUAL CHANGE	32.1%	-20.0%	0.3%	0.0%	0.0%	0.0%	0.0%

Major Assumptions:

Revenue:

Street Fuel Tax	0% Increase
TBD	10% to \$330,000 2015 then 0% increase
Transfers from REET	\$459,000 in 2015 then 2% increase
Transfers from General Fund	Equal to Water Sewer Franchise Fee plus \$265,000 from 2016-2019

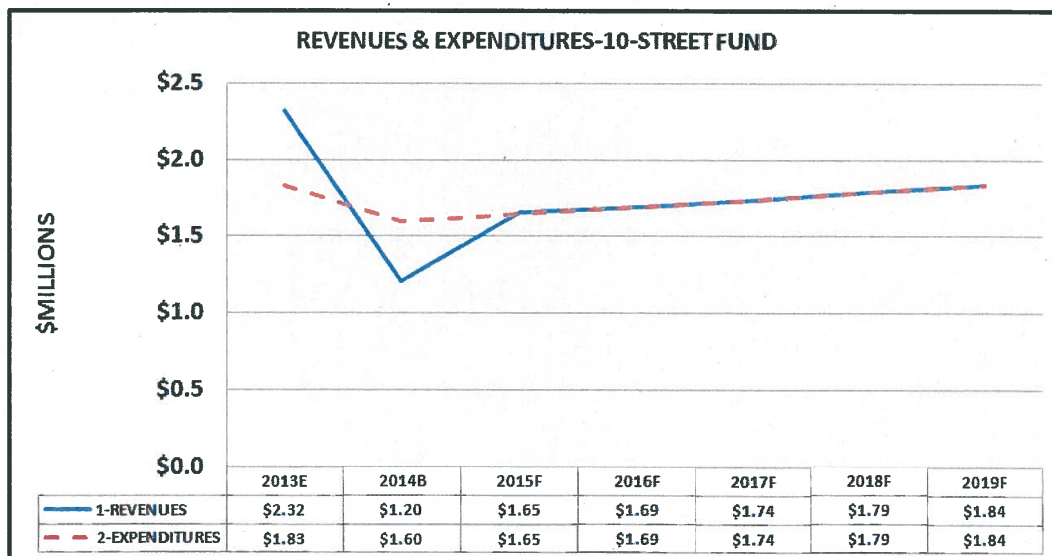
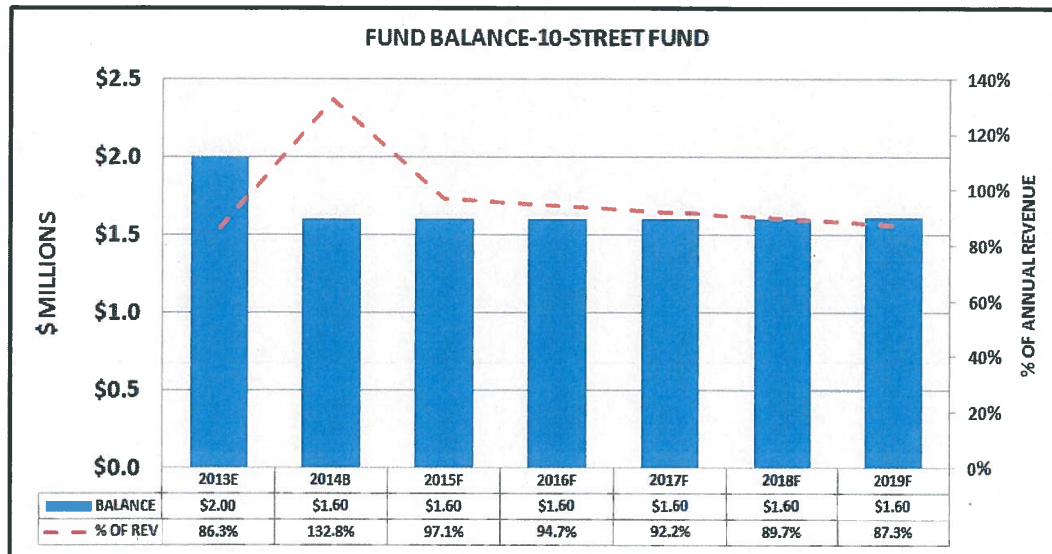
Expenditures:

Salaries	4%
Benefits	6% (composite of 8% health, 0-5% other)
Services and Supplies	2-3%
Overlay	\$459,000 in 2015 then 2% increase

November 8, 2013

[Sept forecast.docx](#)

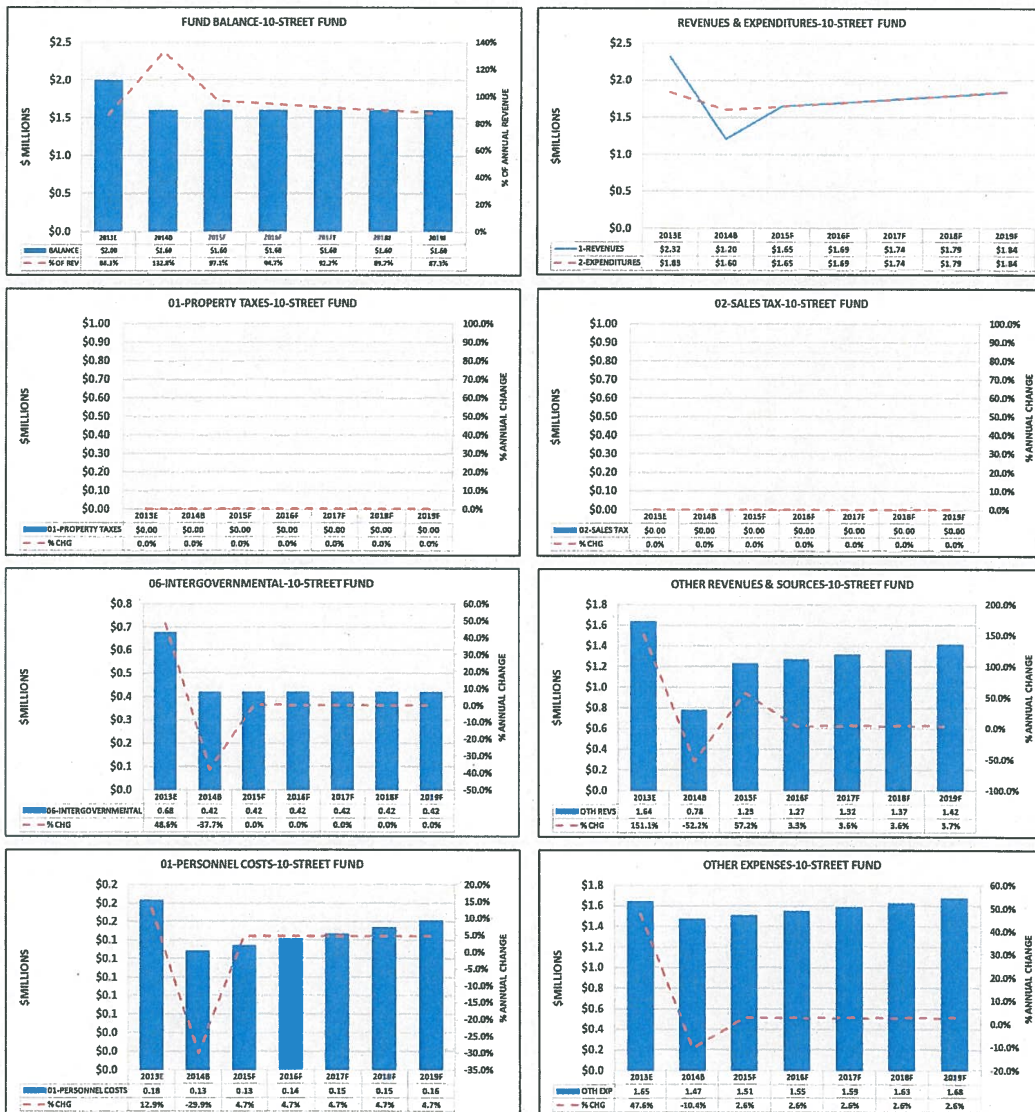
**CITY OF KENMORE, WASHINGTON 6 YEAR PROJECTION
AS OF SEPTEMBER 30, 2013**



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AS OF SEPTEMBER 30, 2013**



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City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Amendment No. 1 to Contract No. 12-C1062 with Weisband Consulting Proposed Council Action/Motion: Approve Amendment No. 1 to Contract No.12-1062	For Council Meeting Agenda of: 18 November 2013 Department: Executive Prepared by: Nancy Ousley Approved by Department Head: <u>NKO 8 Nov 2013</u> Approved by City Attorney: Approved by Finance Director: <u>[Signature] 11/8/13</u> Approved by City Manager: <u>[Signature]</u> Exhibits/Attachments: 1. Proposed Amendment No. 1 2. 5 November 2013 Agenda Bill for Contract No. 12-C1062 with Weisband Consulting
Expenditure Required \$36,000 Amount Budgeted \$36,000 for 2014 incubator consulting Appropriation Required \$0	
<u>INFORMATION/BACKGROUND:</u> Barry Weisband is Program Consultant for the Kenmore Business Incubator, and the proposed contract amendment extends the contract term to December 31, 2014 and amends the scope of services for 2014, as anticipated in the original contract. The scope continues program operation duties in 2014 in addition to finalizing the business incubator plan, actively seeking funding partners/investors for a potential ongoing incubator program and monthly reporting of hours, activities and progress.	
<u>FISCAL CONSIDERATION:</u> The 2013-2014 City of Kenmore Budget includes consultant funding at the proposed level of \$36,000 through 2014. The Kenmore Business Incubator total budget for 2013-2014 is \$238,000 in the Strategic Opportunities Fund.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Continue to Implement the Economic Development Strategy	

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XIIID. Approve Amendment No. 1 to Contract No. 12-C1062 with
Weisband Consulting for Business Incubator - Nancy Ousley,

**CITY OF KENMORE CONTRACT NO. 12-C1062
AMENDMENT NO. 1**

The following section of the Professional Services contract dated December 17, 2012, between the City of Kenmore and Barry Weisband/Weisband Consulting 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 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.

Section 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]

X According to the rates set forth in Exhibit "A".

X A sum not to exceed \$ 83,000 through December 31, 2014

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 September 1, 2012 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.

DATED this ____ day of _____, 20__.

CONSULTANT:

CITY OF KENMORE:

BY: _____

BY: _____

Rob Karlinsey

Title: _____

Title: City Manager

Address: _____

EXHIBIT A

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

Business incubators accelerate the successful development of entrepreneurial companies through an array of business support resources and services. A business incubator's main goal is to produce successful firms that graduate from the incubation program as financially viable growth oriented companies. In a nutshell, it is commonly accepted known though tried and proven incubator models that graduates commercialize technologies, create jobs, and strengthen local economies.

Critical to the definition of an incubator is the provision of business assistance that comes in the form of management guidance, technical assistance, and consulting tailored to young, growing companies. Incubators may also involve facilities and facilitybased services that provide clients with appropriate rental space and flexible leases, shared business services and equipment, technology support services, and assistance in obtaining financing necessary for company growth.

The City of Kenmore sees a distinct benefit and advantage to plan for and ultimately sponsor a business incubator with potential partners who may be but not limited to private sector firms, public agencies, individual business people, higher educational institutions and charitable foundations.

*Monthly cost estimates for Tasks 1-3 assume a minimum of 16-20 hours per month spent on the project

I. PILOT INCUBATOR STARTUP

- a. Period September 2012 through December 2012
- b. Cost @ \$2,500 per month
- c. Total cost \$ 10,000

- Research different models of incubators: including meeting with Surf, other research, and recommend practical alternatives for pilot program in a memo
- Council presentation Sept 10 and subsequent reports to Council as necessary
- Propose/develop client application process and criteria for selection, evaluation and graduation
- Participate in client selection
- Assist in developing incubator client agreement and client fee structure
- Consult on physical space set up and equipment
- Consult with City on pilot program operating and facility budget

II. PILOT INCUBATOR OPERATION

- a. Period —January 2013 through December 2013
- b. Cost \$3,000 per month
- c. Total Cost \$36,000

- Continue client selection and meeting with potential applicants

- Assess mentoring needs of client companies and provide regular check-in's, direct support and/or access to business support expertise or networking opportunities
- Advise City on graduation potential timelines of businesses
- Provide monthly reports to City
- With City staff, finalize the pilot program business plan and assessment points for potential longer term program by December 31, 2013 for presentation to Council in Q1 2014

III. OPERATION, EVALUATION AND LONGER TERM PROGRAM DEVELOPMENT

- a. Period January 2014 through December 2014
 - b. Cost \$3000 per month
 - c. Total Cost \$36,000
- Continue Operation tasks from II.
 - Work with City, Bastyr University and other entities to propose structure for potential post pilot program
 - Evaluate pilot program at agreed upon intervals and recommend program elements for future program
 - Develop projected capital and operating budgets for long term program
 - Actively seek funding partners/investors for an ongoing incubator program
 - Prepare grant applications and make contacts with potential funders
 - Update the business plan quarterly as the program progresses and evolves
 - Provide monthly written reports to the City Manager's Office on business incubator activities, including business plan implementation, contacts and progress with potential funding partners/investors, services provided to program participants, contacts with potential participants and recruitment efforts. The monthly written report will include hours devoted to tasks.
 - With City staff, present quarterly report to Council on business incubator activities and progress

IV. TRAINING SESSIONS FOR LOCAL BUSINESSES

Conduct 2 sessions per year for local business people/Bastyr students and graduates on business planning or other relevant topics. City will provide meeting space, publicity and other logistics for these sessions.

- a. Period —January 2013 through December 2014
- b. Cost—\$0
- c. Total Cost--\$0

Reasonable expenses and mileage to be reimbursed by the City, subject to Consultant estimate and agreement. \$1000 is allocated for expenses through December 2014.

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XIIID. Approve Amendment No. 1 to Contract No. 12-C1062 with Weisband Consulting for Business Incubator - Nancy Ousley,

CONTRACT FOR CONSULTANT SERVICES

Contract No. 12-C1062

This Agreement is entered into by and between the City of Kenmore, Washington, a municipal corporation ("City") and Barry Weisband, whose principal office is located at 4039 NE 178th Street, Lake Forest Park, WA 98155.

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 "A".

☒ A sum not to exceed \$ 47,000 through December 31, 2013

☐ 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 September 1, 2012 and ending June 30, 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.

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.

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.

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.

C. Other Insurance Provisions.

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile 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.

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 thirty (30) 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 thirty (30) 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 Clerk
City of Kenmore
P.O. Box 82607
Kenmore, Washington 98028-0607

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

4039 NE 178th Street
Lake Forest Park, WA 98155

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

CONSULTANT

By: _____

Rob Karlinsey

Title: City Manager

Date: _____

By: _____

Barry Weisband

Title: Owner/Consultant

Date: _____

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:

Business incubators accelerate the successful development of entrepreneurial companies through an array of business support resources and services. A business incubator's main goal is to produce successful firms that graduate from the incubation program as financially viable growth oriented companies. In a nutshell, it is commonly accepted known though tried and proven incubator models that graduates commercialize technologies, create jobs, and strengthen local economies.

Critical to the definition of an incubator is the provision of business assistance that comes in the form of management guidance, technical assistance, and consulting tailored to young, growing companies. Incubators may also involve facilities and facility-based services that provide clients with appropriate rental space and flexible leases, shared business services and equipment, technology support services, and assistance in obtaining financing necessary for company growth.

The City of Kenmore sees a distinct benefit and advantage to plan for and ultimately sponsor a business incubator with potential partners who may be but not limited to private sector firms, public agencies, individual business people, higher educational institutions and charitable foundations.

*Monthly cost estimates for Tasks 1 and 2 assume a minimum of 16-20 hours per month spent on the project

I. PILOT INCUBATOR START UP

- a. Period – September 2012 through December 2012
- b. Cost – @ \$2,500 per month
- c. Total cost \$ 10,000

Research different models of incubators: including meeting with Surf, other research, and recommend practical alternatives for pilot program in a memo Council presentation Sept 10 and subsequent reports to Council as necessary
Propose/develop client application process and criteria for selection, evaluation and graduation
Participate in client selection
Assist in developing incubator client agreement and client fee structure
Consult on physical space set up and equipment
Consult with City on pilot program operating and facility budget

II. PILOT INCUBATOR OPERATION

- a. Period – January 2013 through December 2013
- b. Cost – \$3,000 per month
- c. Total Cost – \$36,000

Assess mentoring needs of client companies and offer regular check-in's, direct support and/or access to business support expertise or networking opportunities
Advise City on graduation potential timelines of businesses
Reports to City

III. EVALUATION AND LONGER TERM PROGRAM DEVELOPMENT (final scope and costs to be determined)

- a. Period – January 2014 through June 2014
- b. Cost – \$1,000 per month
- c. Total Cost – \$6,000

Work with City, Bastyr University and other entities to develop structure for potential post pilot program
Evaluate pilot program at agreed upon intervals and recommend program elements for future program
Develop projected capital and operating budgets for long term program
Participate in preparing grant applications and make contacts with potential funders

IV. TRAINING SESSIONS FOR LOCAL BUSINESSES

Conduct 2 sessions per year for local business people/graduates on business planning or other relevant topics. City will provide meeting space, publicity and other logistics for these sessions.

- a. Period – January 2013 through June 2014
- b. Cost – \$0
- c. Total Cost – \$0

Reasonable expenses and mileage to be reimbursed by the City, subject to Consultant estimate and agreement. \$1000 is allocated for expenses through December 2013.

EXHIBIT B

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

See Exhibit A