



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
Regular City Council Meeting Agenda
7:00 p.m., Monday, September 17, 2018
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

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

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PRESENTATION

- A. Award for Arthur Sullivan for his Upcoming Retirement from ARCH - Mayor David Baker

VI. CITIZEN COMMENTS

- A. This is an opportunity to express your views on issues that are important to you and to the community. Please limit your comments to three (3) minutes.
(Note: Spanish Speaking Interpreter will be Available)

VII. CONSENT AGENDA

- A. Total Check #s 40607 through 40697 in the amount of \$685,366.93.
Total Payroll/Taxes/Flexible Spending & Health Savings Account Electronic Deposits Dated: 8/31/2018 in the amount of \$110,581.58.
[Check vouchers](#)
- B. Ordinance 18-0469 Adopting the 2019-2024 Capital Improvement Program for Surface Water, Parks, Transportation, and City Facilities
[Agenda Item](#)
- C. Receive and File July 2018 Financial Report for the City of Kenmore,

Washington
[Agenda Item](#)

VIII. BUSINESS AGENDA

- A. Lake City Partners Ending Homelessness Request for \$2,000 - Rob Karlinsey, City Manager
[Agenda Item](#)
- B. Mobile Home Park (MHP) Approaches - Debbie Bent, Community Development Director and Lauri Anderson, Senior Planner
[Agenda Item](#)
- C. Authorize the City Manager to Execute Amendment No. 2 to Contract 18-C1832 with the Johnston Group - Nancy Ousley, Assistant City Manager
[Agenda Item](#)

IX. COUNCILMEMBER REPORTS & COMMENTS & INITIATIVES

X. STAFF REPORT

XI. ADJOURNMENT

Upcoming Meetings:

- A. Monday, September 24, 2018 - Council Meeting
Monday, October 8, 2018 - Council Meeting
Monday, October 15, 2018 - Council Meeting
Monday, October 22, 2018 - Council Meeting



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

08/25/2018 - 09/07/2018

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, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and the the claim is a just, due and unpaid obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim. The following checks and electronic payments are approved for payment:

Total Check #s 40607 through 40697: \$685,366.93

Total Payroll/Taxes/Flexible Spending & Health Savings Acct. Electronic Deposits Dated: 08/31/2018: \$ 110,581.58

City Manager / Date

RJ Kog 9/7/18

Finance Director / Date

Donna Gregory 9/7/18

Vendor Name	Check #	Date	Description	Amount
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	36.98
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Ins Contributions	1,275.97
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Ins Contributions	108.73
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Ins Contributions	77.13
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	43.50
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	4.63
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	4.94
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	5.58
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	36.98
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	3,350.45
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	436.96
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	374.29
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Ins Contributions	(80.51)
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Ins Contributions	1,275.96
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Ins Contributions	108.72
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Ins Contributions	77.15
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	3,247.39
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	30,086.54
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	3,683.55
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	3,256.92
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	43.50
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	4.62
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	4.95
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	5.58
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	441.77
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	54.13
AWC EMPLOYEE BENEFITS	40607	08/28/2018	Employee Health Insurance	50.14
AWC EMPLOYEE BENEFITS	40608	08/28/2018	Void	-
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	240.89
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	37.66
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	66.10
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	928.15
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	145.15
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	254.89
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	104.09
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	1.62
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	0.63

DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	189.69
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	2.98
DEPARTMENT OF LABOR AND INDUSTRIES	40609	08/31/2018	City of Kenmore	1.07
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	1,937.29
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	15,629.08
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	1,662.63
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	1,436.47
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	374.48
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	141.70
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	857.77
DEPARTMENT OF RETIREMENT SYSTEMS	40610	08/31/2018	Public Employees Retirement	1,354.35
ICMA RETIREMENT TRUST 457 - 304745	40611	08/31/2018	ICMA 457 Deferred Comp	2,717.30
ICMA RETIREMENT TRUST 457 - 304745	40611	08/31/2018	ICMA 457 Deferred Comp	692.08
NATIONWIDE FINANCIAL 401a	40612	08/31/2018	City of Kenmore 401a Loan	240.68
NATIONWIDE FINANCIAL 401a	40612	08/31/2018	City of Kenmore 401a Loan	219.19
NATIONWIDE FINANCIAL 401a	40612	08/31/2018	City of Kenmore 401a	10,181.46
NATIONWIDE FINANCIAL 401a	40612	08/31/2018	City of Kenmore 401a	945.79
NATIONWIDE FINANCIAL 401a	40612	08/31/2018	City of Kenmore 401a	1,057.62
NATIONWIDE RETIREMENT SOLUTIONS 457	40613	08/31/2018	Nationwide 457 Deferred Comp	250.00
NATIONWIDE RETIREMENT SOLUTIONS 457	40613	08/31/2018	Nationwide 457 Deferred Comp	75.00
STATE OF FLORIDA DISBURSEMENT UNIT	40614	08/31/2018	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	40615	08/31/2018	Employee Charitable Contribution	74.61
A & G PROPERTY, LLC	40616	09/07/2018	Property Aquisition -Temp. Const. Easement	2,600.00
A & G PROPERTY, LLC	40616	09/07/2018	Property Aquisition -Temp. Const. Easement	39,000.00
A & G PROPERTY, LLC	40616	09/07/2018	Property Aquisition -Temp. Const. Easement	12,700.00
A+ CONFERENCING	40617	09/07/2018	8/27/18 Planning Commission Conf. Call	28.76
ABBAY PARTY RENTS OF WA, INC.	40618	09/07/2018	Fence Rental- #WhyILove Kenmore Beer Garden	1,433.19
ALCALDE & FAY	40619	09/07/2018	August Government Affairs Consulting	5,020.63
ALCALDE & FAY	40620	09/07/2018	June Government Affairs Consulting	5,022.38
AM TEST, INC	40621	09/07/2018	August Swamp Creek Water Sample Testing	225.00
ASSOCIATION OF WA CITIES	40622	09/07/2018	Public Works MW Pro-Rated Membership	33.33
BANNER BANK SKROGH	40623	09/07/2018	Amazon Craft Supplies for Movie Night	15.28
BANNER BANK SKROGH	40623	09/07/2018	vCita - Reservation Software for Hangar	64.91
BANNER BANK SKROGH	40623	09/07/2018	COSTCO - Snacks for Play Day	392.19
BANNER BANK SKROGH	40623	09/07/2018	Survey Monkey - Monthly Subscription	37.00
BANNER BANK SKROGH	40623	09/07/2018	Event Experience Federal Way	463.92
BANNER BANK SKROGH	40623	09/07/2018	Bearcom Rentals - Fireworks Show Radios	100.10
BANNER BANK SKROGH	40623	09/07/2018	Uber - to Pick Up Rental Car	9.98
BANNER BANK SKROGH	40623	09/07/2018	Uber Trip to Return from Rental Drop Off	10.86
BANNER BANK SKROGH	40623	09/07/2018	Canva - Pastry Icon Art for Poster	10.00
BANNER BANK SKROGH	40623	09/07/2018	Enterprise Rent-A-Car Bothell - Car Rental	381.16
BANNER BANK SKROGH	40623	09/07/2018	Pandora Subscription for Events	60.38
BANNER BANK SKROGH	40623	09/07/2018	Wix.com Analytics for Hangar Website	4.99
BARCLAY DEAN ARCHITECTURAL PRODUCTS,	40624	09/07/2018	Partition Wall Repair	495.00
BRIEN, GAYLYNN	40625	09/07/2018	June Sales Tax Data Conversion Svc.	50.00
BRUCE C ALLEN & ASSOC INC	40626	09/07/2018	17-C1786 Leung Property/Squire's Landing	3,000.00
CASCADE PEST CONTROL	40627	09/07/2018	Monthly Rhododendron Park Pest Control	143.00
CHG SF LLC	40628	09/07/2018	Refund Deposit PRJ2006-003/ENG2011-0371	10,128.90
COLUMBIA RIDGE LANDFILL	40629	09/07/2018	Street Sweeper Debris Disposal	2,391.02
COMCAST BUSINESS	40630	09/07/2018	August City Hall Phone Service	368.51

VII. A. Total Check #s 40607 through 40697 in the amount of \$685,366.93....

COMCAST BUSINESS	40631	09/07/2018	Aug. City Hall/Hangar/Incubator Internet	781.57
COMCAST BUSINESS	40631	09/07/2018	Aug. City Hall/Hangar/Incubator Internet	463.52
COMCAST BUSINESS	40631	09/07/2018	Aug. City Hall/Hangar/Incubator Internet	563.41
CONTRACT LAND STAFF LLC	40632	09/07/2018	17-C1795 Squire's Landing 5/20-6/16 Aquisition	1,033.12
CONTRACT LAND STAFF LLC	40632	09/07/2018	17-C1795 6/17-7/14 Squire's Landing Aquisition	155.00
DIGITAL REPROGRAPHICS SERVICES INC.	40633	09/07/2018	Signs for Log Boom Pier Closure	129.20
EARTHWORKS	40634	09/07/2018	Monthly SR522 153rd-155th Landscaping	4,722.55
EVER-MARK, LLC	40635	09/07/2018	#WhyILoveKenmore T-Shirts	2,873.42
FIRE PROTECTION, INC	40636	09/07/2018	Repairs to Fire Sprinkler @ Hangar Bldg.	529.50
FRELARD TAMALES	40637	09/07/2018	#WhyILoveKenmore Volunteer Meals	24.00
GRAND EVENT RENTALS	40638	09/07/2018	Rentals for Summer Party	2,505.56
HANSEN, COREY	40639	09/07/2018	August Incubator Consulting Services	4,180.00
HAULAWAY STORAGE CONTAINERS, INC.	40640	09/07/2018	7/24-8/20 Log Boom Park Storage Rental	191.40
HOPKINS, CRAIG	40641	09/07/2018	Police Volunteer Mileage Reimbursement	92.65
HOPKINS, CRAIG R.	40642	09/07/2018	Property #451 Temporary Construction Easement	22,800.00
HYAS GROUP, LLC	40643	09/07/2018	17-C1729 Retirement Study	7,500.00
INGLEWOOD CONDOMINIUM ASSOCIATION	40644	09/07/2018	Pymt. Consideration for Option to Purchase Land	100.00
INGLEWOOD GOLF CLUB	40645	09/07/2018	Parcel #441 Prop. Aquisition/Const. Easement	300.00
INGLEWOOD GOLF CLUB	40645	09/07/2018	Parcel #441 Prop. Aquisition/Const. Easement	750.00
INGLEWOOD GOLF CLUB	40645	09/07/2018	Parcel #441 Prop. Aquisition/Const. Easement	5,700.00
INNOVAC	40646	09/07/2018	8/13 Vactor Services	1,421.75
INNOVAC	40646	09/07/2018	8/30 Vactor Services	558.25
INNOVAC	40646	09/07/2018	8/16 Vactor/Video Services	1,567.50
INNOVAC	40646	09/07/2018	8/20 Vactor Services	2,642.75
INNOVAC	40646	09/07/2018	8/30 Vactor Services	863.50
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Services	3,100.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Svcs - Executive	3,051.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Svcs - Public Works	129.50
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Svcs - Public Works	782.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Svcs - Community Development	3,507.27
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Svcs - LakePointe	299.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Svcs - Development Svcs	621.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	40647	09/07/2018	July Legal Svcs - David Thompson IV	703.00
J. A. BRENNAN ASSOCIATES, PLLC	40648	09/07/2018	18-C1831 KCO Grant Support	8,194.25
JACOBS ENGINEERING GROUP	40649	09/07/2018	15-C1411 6/30-7/27 W. Sammamish Bridge Svcs	113,598.69
JET CITY PRINTING	40650	09/07/2018	Envelopes	20.06
JET CITY PRINTING	40650	09/07/2018	Envelopes	15.05
JET CITY PRINTING	40650	09/07/2018	Envelopes	105.34
JET CITY PRINTING	40650	09/07/2018	Envelopes	45.14
JET CITY PRINTING	40650	09/07/2018	Envelopes	20.06
JET CITY PRINTING	40650	09/07/2018	Envelopes	70.22
JET CITY PRINTING	40650	09/07/2018	Envelopes	40.13
JET CITY PRINTING	40650	09/07/2018	Envelopes	85.27
JET CITY PRINTING	40650	09/07/2018	Envelopes	30.10
JET CITY PRINTING	40650	09/07/2018	Envelopes	40.13
JET CITY PRINTING	40650	09/07/2018	Envelopes	30.10
JOHNSTON GROUP, LLC	40651	09/07/2018	August Public Affairs Svcs - Retainer	2,915.00
KING COUNTY ANIMAL SVCS	40652	09/07/2018	June Pet Licenses	465.00

KING COUNTY ANIMAL SVCS	40653	09/07/2018	July Pet Licenses	210.00
KING COUNTY FINANCE	40654	09/07/2018	July Road Svcs - Signs/Markings	543.30
KING COUNTY FINANCE	40654	09/07/2018	July Road Svcs - Signs/Markings	5.50
KING COUNTY FINANCE	40655	09/07/2018	July Road Svcs - Overlay	7,854.71
KING COUNTY FINANCE	40656	09/07/2018	July Road Services - Bridge Inspection	866.45
KING COUNTY FINANCE	40657	09/07/2018	July Road Svcs - Signs/Signals	2,658.85
KING COUNTY FINANCE	40657	09/07/2018	July Road Svcs - Signs/Signals	552.30
KING COUNTY RADIO COMM SERVICES	40658	09/07/2018	8/1-10/31 Emergency Telecommunications	300.30
KING COUNTY RECORDER'S OFFICE	40659	09/07/2018	W. Sammamish Bridge Proj. Recording Fees	788.00
KPFF CONSULTING ENGINEERS	40660	09/07/2018	15-C1484 Ped/Bike Prof. Svcs through 7/27/18	46,696.16
LEGACY HOMES	40661	09/07/2018	Refund Deposit PRJ2014-029/ENG2014-0668	7,500.00
MAIL FINANCE	40662	09/07/2018	9/19-12/18/18 Postage Meter Lease	706.20
MILLER STEPHENS, MARY	40663	09/07/2018	August Public Defense Svcs @ SCORE	1,250.00
MORGAN SOUND INC	40664	09/07/2018	Sound Services for #WhyILoveKenmore	1,992.10
MOTT MACDONALD GROUP, INC.	40665	09/07/2018	17-C1656 July Log Boom Park Waterfront	6,552.41
MOTT MACDONALD GROUP, INC.	40666	09/07/2018	17-C1657 June Squire's Landing Waterfront Svcs	24,529.01
MOTT MACDONALD GROUP, INC.	40667	09/07/2018	17-C1657 July Squire's Landing Waterfront Svcs	16,536.71
MOTT MACDONALD GROUP, INC.	40668	09/07/2018	17-C1656 June Log Boom Park Waterfront	21,892.25
MR. T'S TROPHIES	40669	09/07/2018	Employee Name Tags	15.35
MR. T'S TROPHIES	40669	09/07/2018	Employee Name Tags	30.69
NORTHSHORE SENIOR CENTER	40670	09/07/2018	2nd Qtr 2018 Human Svcs Program	1,650.00
OFFICE DEPOT	40671	09/07/2018	Chair	657.06
OHNO CONSTRUCTION	40672	09/07/2018	17-C1662 Rhododendron Park Retainage Release	14,472.42
OHNO CONSTRUCTION	40672	09/07/2018	17-C1662 Rhododendron Park Retainage Release	3,535.65
OHNO CONSTRUCTION	40672	09/07/2018	17-C1662 Rhododendron Park Retainage Release	30,244.69
PACE ENGINEERS, INC.	40673	09/07/2018	15-C1483 July On-Call Engineering Svcs	13,537.98
PACE ENGINEERS, INC.	40673	09/07/2018	15-C1483 July On-Call Engineering Svcs	223.86
PACE ENGINEERS, INC.	40673	09/07/2018	15-C1483 July On-Call Engineering Svcs	5,100.05
PACE ENGINEERS, INC.	40673	09/07/2018	15-C1483 July On-Call Engineering Svcs	223.86
PACE ENGINEERS, INC.	40673	09/07/2018	15-C1483 July On-Call Engineering Svcs	14,385.35
PACE ENGINEERS, INC.	40673	09/07/2018	15-C1483 July On-Call Engineering Svcs	21.37
PACE ENGINEERS, INC.	40673	09/07/2018	15-C1483 July On-Call Engineering Svcs	4,736.78
PACE ENGINEERS, INC.	40674	09/07/2018	15-C1483 June Engineering Services	22,896.41
PACE ENGINEERS, INC.	40674	09/07/2018	15-C1483 June Engineering Services	1,789.37
PACE ENGINEERS, INC.	40674	09/07/2018	15-C1483 June Engineering Services	10,349.94
PACE ENGINEERS, INC.	40674	09/07/2018	15-C1483 June Engineering Services	648.74
PACE ENGINEERS, INC.	40674	09/07/2018	15-C1483 June Engineering Services	816.30
PACE ENGINEERS, INC.	40674	09/07/2018	15-C1483 June Engineering Services	1,583.49
PACIFIC TOPSOILS	40675	09/07/2018	Vegetation Disposal & Mulch Purchase	72.60
PACIFIC TOPSOILS	40675	09/07/2018	Vegetation Disposal & Mulch Purchase	294.00
PACIFIC TOPSOILS	40675	09/07/2018	Vegetation Disposal & Mulch Purchase	63.00
PACIFIC TOPSOILS	40675	09/07/2018	Vegetation Disposal & Mulch Purchase	31.50
PENINSULA FINANCIAL CONSULTING	40676	09/07/2018	2018 Stormwater Rate Study	2,832.12
PUGET SOUND ENERGY	40677	09/07/2018	6/30-7/31 Street Lights	9,172.29
PUGET SOUND ENERGY	40677	09/07/2018	7/13-8/14 Remainder of Street Lights	49.30
PUGET SOUND ENERGY	40677	09/07/2018	7/13-8/14 Parks Electricity Charges	344.42
PUGET SOUND ENERGY	40677	09/07/2018	7/13-8/14 Traffic Signals	369.02

PUGET SOUND ENERGY	40677	09/07/2018	7/14-8/14 School Crosswalks	61.32
PUGET SOUND ENERGY	40677	09/07/2018	7/13-8/14 Radar Speed Signs	84.05
PUGET SOUND ENERGY	40677	09/07/2018	7/13-8/14 Tree Receptacles	76.35
PUGET SOUND REGIONAL COUNCIL	40678	09/07/2018	Annual Membership Dues	8,616.00
SEATTLE TIMES	40679	09/07/2018	8/24 Legal Ad for W. Samm. Bridge Replacement	309.66
SEATTLE TIMES	40679	09/07/2018	8/27 SEPA 18-0111 Notice	274.29
SHANNON & WILSON, INC.	40680	09/07/2018	18-C1850 Critical Areas & Shoreline Updates	9,540.80
SHRED-IT USA LLC	40681	09/07/2018	Shredding Service	70.05
SIGN UP, SIGN CO, INC	40682	09/07/2018	Land Use Sign for 68th/Ped/Bike Improvements	363.00
SMS CLEANING, INC.	40683	09/07/2018	City Hall/Hangar Bldg. Monthly Janitorial Svcs	3,900.00
SMS CLEANING, INC.	40683	09/07/2018	City Hall/Hangar Bldg. Monthly Janitorial Svcs	1,800.00
STAPLES ADVANTAGE	40684	09/07/2018	Office Supplies	26.06
STAPLES ADVANTAGE	40685	09/07/2018	City Hall & Hangar Bldg. Maint. Supplies	44.46
STAPLES ADVANTAGE	40686	09/07/2018	City Hall & Hangar Bldg. Maint. Supplies	176.59
STAPLES ADVANTAGE	40686	09/07/2018	City Hall & Hangar Bldg. Maint. Supplies	88.30
STAPLES ADVANTAGE	40687	09/07/2018	City Hall & Hangar Bldg. Maint. Supplies	22.03
STAPLES ADVANTAGE	40687	09/07/2018	City Hall & Hangar Bldg. Maint. Supplies	46.88
STARDOM SERVICES, INC.	40688	09/07/2018	August Incubator Janitorial Svcs	510.00
STUDIO 3 SIGNS	40689	09/07/2018	Sign for Abandoned Boat/CE18-0036	187.17
TOWN CENTER HARDWARE	40690	09/07/2018	August Public Works Supplies	19.79
TOWN CENTER HARDWARE	40690	09/07/2018	August Public Works Supplies	43.98
TOWN CENTER HARDWARE	40690	09/07/2018	August Public Works Supplies	90.08
TOWN CENTER HARDWARE	40690	09/07/2018	August Public Works Supplies	8.79
TOWN CENTER HARDWARE	40690	09/07/2018	August Public Works Supplies	74.62
ULINE	40691	09/07/2018	Supplies for #WILK Event	399.14
ULINE	40692	09/07/2018	Wristbands for #WILK Event	64.48
UPS STORE	40693	09/07/2018	Shipping Fee for Coast Guard Plaque	21.03
WASHINGTON TREE SERVICE INC	40694	09/07/2018	Rhod. Park Annual Pest Control Application	1,540.00
WELLS FARGO FINANCIAL	40695	09/07/2018	8/21-9/20 2nd Floor Copier Lease Pymt.	619.73
WILLIAMS, MARLA J.	40696	09/07/2018	Refund Overpayment of BLA18-0127	40.00
YUMMY BOX FOOD TRUCK LLC	40697	09/07/2018	Volunteer Meals #WILK Event	48.00
NAVIA	DFT0000171	08/31/2018	Employee Flexible Spending Account	173.50
NAVIA	DFT0000171	08/31/2018	Employee Flexible Spending Account	153.85
NAVIA	DFT0000171	08/31/2018	Employee Flexible Spending Account	85.38
NAVIA	DFT0000171	08/31/2018	Employee Flexible Spending Account	96.15
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	1,555.56
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	3,142.42
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	10,003.51
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	620.88
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	249.54
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	38.32
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	219.46
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	336.30
BANK OF AMERICA 941	DFT0000172	08/31/2018	Federal Taxes	801.64
PAYROLL	ACH Transaction 8/31/2018	Direct Deposit		93,105.07
				<u>\$ 795,948.51</u>



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2018 - 12/31/2018

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	500.00
0014	AMERICAN PLANNING ASSOCIATION	1,778.00
0022	ASSOCIATION OF WA CITIES	17,772.40
0024	BAKER, DAVID	3,122.69
0025	BAKER, SHERI	12,000.00
0037	BASTYR UNIVERSITY	200.00
0047	BRAVO ENVIRONMENTAL , NW INC.	96.00
0050	BRUCE C ALLEN & ASSOC INC	3,000.00
0054	BULGER SAFE & LOCK, INC.	997.66
0064	CASCADE PEST CONTROL	1,144.00
0067	CENTER FOR HUMAN SERVICES	15,750.00
0076	CITY OF BELLEVUE	104,979.75
0083	CITY OF LAKE FOREST PARK	637,649.20
0086	CITY OF SHORELINE	8,796.90
0092	CODE PUBLISHING COMPANY	2,767.69
0099	CONSOLIDATED PRESS	11,406.74
0106	CROWN PRODUCTS LLC	2,106.12
0111	DEPARTMENT OF ECOLOGY	14,412.00
0121	REPUBLIC SERVICES	8,916.82
0137	FERGUSON ENTERPRISES INC #1539	1,946.93
0145	FRUHLING SAND & TOPSOIL	3,932.50
0151	CALPORTLAND COMPANY	1,002.93
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190.00
0173	HOME DEPOT CREDIT SERVICES	1,177.36
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	133,885.24
0197	JET CITY PRINTING	3,060.21
0201	KCDA PURCHASING COOP	16,919.77
0206	KENMORE MIDDLE SCHOOL	7,463.62
0212	KING COUNTY FINANCE W.L.R.D.	22,283.75
0213	KING COUNTY ANIMAL SVCS	2,620.00
0218	KING COUNTY FINANCE	3,019.71
0219	KING COUNTY FINANCE	206,216.51
0224	SOUND PUBLISHING, INC.	4,261.90
0229	KING COUNTY OFFICE OF FINANCE	2,370.19
0230	KING COUNTY RADIO COMM SERVICES	900.90
0233	KING COUNTY SHERIFF	2,060,441.65
0235	KING COUNTY TREASURY	24,269.72
0237	FEDEX OFFICE	88.84
0246	LAKE CITY PICTURE FRAMING	257.85
0251	LIGHTHOUSE CONSULTING INC	42,693.14
0261	MICHAEL PENDLETON	6,038.50
0265	MORGAN SOUND INC	3,733.95
0267	MR. T'S TROPHIES	324.96
0285	NORTHSHORE FIRE DEPT	6,494.96
0287	NORTHSHORE SENIOR CENTER	23,700.00
0288	NORTHSHORE UTILITY DIST	102,218.57
0289	NORTHSHORE YMCA	4,875.00
0290	NORTHSHORE YOUTH & FAMILY SERVICES	12,000.00
0292	HONEY BUCKET	3,390.40
0299	EBIX, INC./ TOPHEALTH	118.27
0300	OFFICE DEPOT	5,828.43
0302	OFFICE TEAM	15,274.47

Vendor Purchasing Report

For Date Range 01/01/2018 - 12/31/2018

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	15,680.08
0310	PACIFIC TOPSOILS	2,870.56
0314	PETTY CASH CUSTODIAN	766.98
0327	PUGET SOUND CLEAN AIR AGENCY	18,341.00
0328	PUGET SOUND ENERGY	122,256.32
0329	PUGET SOUND FINANCE OFFICERS ASSOC	50.00
0331	PUGET SOUND REGIONAL COUNCIL	8,616.00
0345	SEATTLE TIMES	6,243.21
0346	SECRETARY OF STATE	5,115.40
0350	SIGN UP, SIGN CO, INC	363.00
0355	STAPLES ADVANTAGE	6,748.75
0356	STATE AUDITOR'S OFFICE	2,339.26
0357	STEWART MACNICHOLS HARMELL, INC.	40,000.00
0359	SOUND CITIES ASSOC	45.00
0365	TOTAL LANDSCAPE CORP	74,809.60
0370	UNITED RENTALS NW, INC	905.61
0371	UNITED STATES POSTMASTER	9,883.33
0374	URBAN LAND INSTITUTE	440.00
0375	US POSTAL SERVICE (HASLER)	5,008.86
0386	WA ASSOC OF CODE ENFORCEMENT	280.00
0387	WA CITIES INSURANCE AUTHORITY	274,278.00
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	630.00
0390	WA FINANCE OFFICERS ASSOCIATION	150.00
0391	WASHINGTON MUNICIPAL CLERKS ASSOC	75.00
0401	WA STATE DEPT OF TRANSPORTATION	3,123.75
0412	COLUMBIA RIDGE LANDFILL	5,592.17
0419	WONDERLAND DEVELOPMENT	3,750.00
0422	NATIONWIDE FINANCIAL 401a	240,043.23
0423	NATIONWIDE RETIREMENT SOLUTIONS 457	5,850.00
0424	ICMA RETIREMENT TRUST 457 - 304745	74,834.52
0425	DRS 457	10,020.00
0426	AFLAC	2,616.80
0428	BANK OF AMERICA 941	287,211.36
0429	AWC EMPLOYEE BENEFITS	370,588.57
0431	DEPARTMENT OF RETIREMENT SYSTEMS	412,404.69
0432	DEPARTMENT OF LABOR AND INDUSTRIES	28,429.47
0434	UNITED WAY OF KING COUNTY	1,342.98
0436	NATIONAL LIFE OF VERMONT	985.36
0448	UPS STORE	198.67
0449	ACF WEST INC	1,113.75
0450	AURORA RENTS	259.35
0473	ARTS OF KENMORE	5,900.00
0480	WASHINGTON TREE SERVICE INC	1,540.00
0484	CITY WIDE FENCE COMPANY, INC	3,724.60
0494	SECRETARY OF STATE	3,818.83
0497	DAY WIRELESS SYSTEMS	76.79
0501	MACLEOD RECKORD	12,332.49
0542	AMERICAN SOCIETY OF COMPOSERS	352.38
0550	KING COUNTY RECORDER'S OFFICE	1,174.00
0558	SNOHOMISH COUNTY	4,179.00
0564	AMERICAN PUBLIC WORKS ASSOCIATION	120.00
0575	FUNRENT	1,532.30
0586	MAIL FINANCE	2,118.60
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5,720.00
0594	RANDALL, BRIAN	2,441.11
0617	KING COUNTY FINANCE	210.82
0639	KONICA MINOLTA BUSINESS SOLUTIONS	1,800.60
0641	TELESYSTEMS WEST	137.51

Vendor Purchasing Report

For Date Range 01/01/2018 - 12/31/2018

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0675	BANNER BANK CS	612.44
0685	PACE ENGINEERS, INC.	319,799.91
0689	DIGITAL REPROGRAPHICS SERVICES INC.	396.45
0690	BUILDERS EXCHANGE OF WASHINGTON INC	90.00
0692	HDR ENGINEERING, INC	515,282.78
0696	AMERICAN GENERAL LIFE GPO-400S	2,647.80
0699	BANNER BANK DB	716.03
0743	BANNER BANK NO	9,374.71
0764	OUSLEY, NANCY	1,676.18
0781	QUALITY BUSINESS SYSTEMS INC.	9,140.21
0785	FINANCIAL CONSULTANTS INT'L INC	196.02
0788	CURTIS, DR. MILTON	175.52
0791	NORTHSHORE ROTARY CLUB	220.00
0800	BANNER BANK JG	14,293.94
0817	GRAINGER	1,596.99
0833	VAUGHAN, KENT	34.88
0834	BANNER BANK KENMORE	27,606.18
0851	EVER-MARK, LLC	3,688.62
0852	GREGORY, JOANNE	404.60
0858	A+ CONFERENCING	375.56
0868	JAYMARC - AV	11,485.16
0869	BANNER BANK JGORDON	9,971.21
0892	JACOBS ENGINEERING GROUP	850,967.79
0898	ZONAR SYSTEMS	527.73
0899	SHRED-IT USA LLC	835.92
0912	ALCALDE & FAY	40,449.53
0913	KENMORE ELEMENTARY PTA	2,500.00
0937	ZUMAR	508.99
0981	COMCAST BUSINESS	20,055.93
0983	PASSPORT TRAVEL AND TOURS	2,487.99
0994	GORDON THOMAS HONEYWELL	27,959.29
1000	JRW ENTERPRISES	3,017.43
1003	IWORQ SYSTEMS	2,800.00
1010	TOWN CENTER HARDWARE	1,515.10
1032	SAWYER, RICHARD	614.30
1034	EMERALD FIRE LLC	393.80
1045	HORIZON DISTRIBUTORS INC	1,784.87
1047	SARAH ROBERTS	78,128.19
1052	FIRE PROTECTION, INC	10,653.53
1068	WA STATE DEPT OF LABOR & INDUSTRIES	141.60
1114	PHSI PURE HEALTH SOLUTIONS INC.	817.91
1116	FRONTIER	7,418.84
1123	AM TEST, INC	1,775.00
1131	SUSSMAN/PREJZA & CO, INC	1,350.00
1140	PAWS	2,418.00
1148	AGORA NW LLC	225.28
1152	WASHINGTON ENERGY SERVICES CO. LLC	36.75
1161	INDEPENDENT STATIONERS	166.01
1168	SCHINDLER ELEVATOR CORPORATION	3,715.82
1177	WELLS FARGO FINANCIAL	5,085.08
1181	BANNER BANK BH	4,026.62
1192	HOPKINS, CRAIG	497.07
1193	DEVRIES, DENIS	226.20
1197	MILLER STEPHENS, MARY	11,250.00
1215	STATE OF FLORIDA DISBURSEMENT UNIT	4,950.00
1216	ADVANCE TESTING & SERVICE INC	1,188.00
1222	OLSON BROTHERS PRO-VAC	9,681.10
1259	PERTEET INC.	72,213.67

VII. A. Total Check #s 40607 through 40697 in the amount of \$685,366.93....

Vendor Purchasing Report

For Date Range 01/01/2018 - 12/31/2018

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1266	AAA FLAG & BANNER MFG. CO., INC.	3,022.34
1269	KAMINS CONSTRUCTION INC.	8,802.72
1291	SCHNEE, CARLA	661.96
1299	VERIZON WIRELESS	3,720.83
1309	BANNER BANK BAKER	9,908.66
1311	WASHINGTON STATE PATROL	1,961.38
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	4,100.00
1322	AABCO BARRICADE COMPANY INC.	1,848.00
1326	JOYCE ZIKER PARKINSON	692.50
1327	HWA GEOSCIENCES INC.	1,120.44
1331	KBA INC.	14,654.99
1333	WELWEST CONSTRUCTION INC.	2,148.81
1337	STATE OF WA DEPT. OF LICENSING	7.56
1339	STATE OF WA DEPARTMENT OF LICENSING	30.00
1342	PETERSON, JANET	350.00
1356	KARLINSEY, ROB	868.64
1357	KENMORE COMMERCIAL LLC	26,411.69
1358	ALPHAGRAPHS	1,149.78
1360	GOODSELL POWER EQUIPMENT #2 INC.	1,656.82
1363	INNOVAC	32,803.79
1370	WINTERBOURNE LANDSCAPE	1,836.47
1377	D.R. HORTON	7,500.00
1383	CHICAGO TITLE	50,000.00
1385	CITYWORKS/ AZTECA SYSTEMS INC.	22,000.00
1390	UTILITIES UNDERGROUND LOCATION CTR	1,598.31
1402	NORTHWEST MARINE TRADE ASSOCIATION	450.00
1403	OSBORN CONSULTING INC.	44,446.59
1411	INTERNATIONAL BUSINESS INNOVATION	525.00
1412	SKAGIT GARDENS	3,159.97
1416	MOBILE MINI, INC.	959.75
1420	SAUVE, GAYLEN	400.00
1431	BRIEN, GAYLYNN	450.00
1437	VOLGISTICS, INC	540.00
1452	CITY OF KENT	500.00
1456	HESTON VISUAL ARTS	863.50
1457	LANGUAGE LINE SERVICES, INC.	22.61
1459	FLEMINGS HOLIDAY LIGHTING LLC	5,768.62
1478	HERBIG, NIGEL	64.25
1479	A V CAPTURE ALL	4,740.12
1480	VERTICAL VISUAL SOLUTIONS INC.	11,811.25
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	350.00
1500	MARINE FLOATS CORPORATION	4,074.40
1504	SCORE	203,772.61
1521	SPOT HOT DOG & BRATS	12.00
1533	314 PIE	48.00
1540	A-1 LANDSCAPING AND CONSTRUCTION, INC	137,299.73
1541	HEWITT	2,255.00
1544	METROPOLITAN TRANS. COMMISSION	1,500.00
1550	HANSEN, COREY	41,140.00
1552	DENUSKI, STACEY	46.70
1555	LINCOLN NATIONAL LIFE INSURANCE	8,255.97
1577	MUMMA, RYAN	459.15
1580	NORTHWEST TROPHY	361.59
1581	STARDOM SERVICES, INC.	4,080.00
1584	STUDIO 3 SIGNS	1,178.07
1590	HERMANSON COMPANY, LLP	7,339.75
1591	ULINE	1,008.65
1596	NW ENVIRONMENTAL TRAINING CENTER	700.00

VII. A. Total Check #s 40607 through 40697 in the amount of \$685,366.93....

Vendor Purchasing Report

For Date Range 01/01/2018 - 12/31/2018

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1598	HELMETS R US INC	208.97
1606	GALLATIN PUBLIC AFFAIRS	28,580.00
1607	SCHOCK, BRETT	829.47
1609	MARSHBANK CONSTRUCTION	31,952.47
1629	WESTERN DISPLAY FIREWORKS, LTD.	18,000.00
1634	SREBNIK, DEBRA	314.42
1655	CATHOUSE PIZZA	30.00
1657	STEWART TITLE COMPANY	8,405.10
1661	WHITEMAN, TELA	400.43
1667	PRINTWEST	545.60
1673	KPFF CONSULTING ENGINEERS	252,895.62
1678	VICENTE, JOHN	522.07
1689	MOTT MACDONALD GROUP, INC.	343,057.42
1690	SITTS & HILL ENGINEERS, INC.	5,756.47
1704	BANNER BANK RK	8,044.78
1711	SOFTWAREONE, INC.	8,925.18
1715	THE WIDE FORMAT COMPANY	770.00
1718	RESOURCE EXPLORATION, LLC	20,000.00
1719	SALTER, JON	1,202.40
1721	GOOD TO GO	50.80
1726	UNITED STATES TREASURY	30.30
1731	NORTHWEST ARBORICULTURE LLC	17,809.42
1732	PERFORMANCE SYSTEMS INTEGRATION LLC	973.50
1733	BELMARK, LLC	7,832.80
1734	TOP TO BOTTOM JANITORIAL, INC.	21,447.00
1738	MUNIMANAGE, LLC	113,550.00
1739	FIX AUTO	2,875.38
1754	RFI ENTERPRISES INC.	9,603.00
1759	CORT PARTY RENTAL	541.87
1762	BAKER, BRIDGIT	149.16
1774	OWEN EQUIPMENT COMPANY	1,591.70
1782	SWANK MOTION PICTURES, INC.	1,128.60
1785	ECOSS	7,183.50
1786	TYLER TECHNOLOGIES, INC.	17,341.50
1795	CABOT DOW ASSOCIATES, INC.	2,929.25
1796	EXPONENT, INC.	6,027.50
1798	OLBRECHTS & ASSOCIATES, PLLC	1,072.50
1806	RYCO EQUIPMENT, INC.	1,155.00
1810	ABBEY PARTY RENTS OF WA, INC.	2,318.68
1814	YSI INCORPORATED, A XYLEM BRAND	1,417.82
1816	NAVIA	14,584.84
1818	GORLIN, LARRY N.	82.50
1819	COSTTREE, LLC	3,000.00
1822	ECO-COUNTER	840.00
1824	URBAN FORESTRY SERVICES, INC.	842.47
1826	MCCLURE AND SONS, INC.	5,794.00
1828	QUALITY BUSINESS SYSTEMS - WELLS FARGO	4,237.91
1829	SHI INTERNATIONAL CORP.	351.81
1843	TUFF SHED, INC	6,046.70
1848	STANLEY PATRICK STRIPING COMPANY	23,417.50
1852	STANTON, ANN	57.77
1855	OFFICE DEPOT	657.06
1859	IRON CREEK CONSTRUCTION LLC	1,820.63
1863	HAULAWAY STORAGE CONTAINERS, INC.	1,036.20
1864	INTERNATIONAL SOC. OF ARBORICULTURE	185.00
1873	ENGINEERING/REMEDICATION RES. GROUP	12,276.05
1879	HOLMBERG COMPANY	12,575.10
1884	CADMAN MATERIALS, INC.	2,276.21

Vendor Purchasing Report

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
1889	WILLIAMS, KASTNER & GIBBS PLLC	21,553.20
1892	DEVON LEGER	3,600.00
1893	YUNUSOV, SURIYA	36.00
1900	ASPECT CONSULTING LLC	3,619.57
1901	NORTH COAST ELECTRIC COMPANY	1,119.15
1907	CHRISTOPHER, MARINA	1,300.00
1908	VAUGHAN, KENT	700.00
1913	GRAND EVENT RENTALS	4,109.03
1914	MCNAMARA SIGNS	440.40
1920	BERGER PARTNERSHIP	12,270.82
1921	CITY OF MARYSVILLE PARKS, CULTURE & RECREATION	2,800.00
1926	GUARDIAN SECURITY SYSTEMS, INC.	339.91
1930	T-MOBILE USA, INC.	707.81
1932	U.S. BANK N.A. - CUSTODY	464.00
1935	YUMMY BOX FOOD TRUCK LLC	612.00
1936	SUPERION, LLC	2,249.21
1942	THE VET CHEF LLC	120.00
1944	OHNO CONSTRUCTION	66,558.74
1946	FALL PROZ INC	3,886.00
1955	HUIZENGA ENTERPRISES, LLC	115,904.13
1960	WALTER E. NELSON CO.	554.75
1961	WESTERN ENTRANCE TECHNOLOGY, LLC	605.00
1962	BANNER BANK SKROGH	7,979.67
1964	EARTHWORKS	42,502.95
1969	CAPITOL ASSET & PAVEMENT SERVICES INC.	3,460.00
1970	CROSSROAD SIGN	1,516.90
1975	COMMUNITY ATTRIBUTES INC.	32,645.12
1979	MSPT VI, LLC	7,500.00
1980	HRA VEBE TRUST	27,675.00
1982	CRAWFORD ELECTRIC	366.55
1985	CONTRACT LAND STAFF LLC	5,699.35
1987	KITSAP CONFERENCE CENTER	124.69
1989	WA TRAFFIC SAFETY COMMISSION	103.49
1990	GLOCK PROFESSIONAL, INC.	500.00
1991	WASHINGTON STATE TREASURER	6,570.28
1993	HYAS GROUP, LLC	7,500.00
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2,000.00
1995	REY TRANSLATIONS	4,752.79
1996	SEQUOYAH ELECTRIC LLC	7,477.80
1997	BARCLAY DEAN ARCHITECTURAL PRODUCTS, LLC	610.50
1998	JOHNSTON GROUP, LLC	21,547.50
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	20.00
2000	WILLIAMS MECHANICAL, INC.	2,931.50
2001	PETERSEN BROTHERS, INC.	1,994.16
2002	GHORBANI, FARIBA	472.00
2003	INNOVATIVE COMFORT SYSTEMS, INC.	255.15
2004	RED BARN ENGINEERING, INC.	291.77
2005	VAN DYK, JOE	850.00
2006	SOMOL HAMASAKI, KRIS	36.75
2007	HYDROPOINT DATA SYSTEMS, INC.	517.01
2008	MEAD GILMAN & ASSOCIATES	40.00
2009	O'CONNOR CONSULTING GROUP, LLC	22,500.00
2010	JUDHA OF LION LANDSCAPING	356,378.27
2011	PLAN TO PERMIT, LLC	4,235.00
2012	DDK DESIGNS, LLC	35.38
2013	THE POTTING SHED	1,787.50
2015	INGLEWOOD VILLAGE III CONDOMINIUMS	13,111.20
2017	DARRELL THOMSON	5,781.00

Vendor Purchasing Report

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
2018	LAKE HARRISON ESTATES	7,500.00
2019	EMERALD CITY STATEWIDE	2,046.00
2020	KELLY ATKINSON	1,180.00
2021	GEOTERRA, INC.	4,121.14
2022	JA BRENNAN ASSOCIATES, PLLC	2,274.00
2023	HR&A ADVISORS, INC	129,925.00
2024	DFR LAW GROUP, LLC	3,600.00
2025	LOCAL PROS PAINTING	8,789.00
2026	HEAT FLOW MECHANICAL LLC	113.40
2027	MERIT HOMES, INC.	7,747.90
2028	PRIDE ELECTRIC INC.	4,565.28
2029	HAWTHORNE GLEN 12, LLC	7,500.00
2030	ZEP SALES & SERVICE	869.44
2031	ANDREW POGUE PHOTOGRAPHY LLC	2,050.00
2032	DOOR PROS INC.	971.85
2033	DUGAN, GERALD & GAIL	3,000.00
2034	GEO GROUP NORTHWEST INC.	10.60
2035	JURASSIC PARLIAMENT	1,458.35
2037	PRO-LONG ROOF CARE & GUTTERS	1,097.80
2038	SKEFFINGTON, ELAINE	300.00
2039	ATTORNEY & NOTARY SUPPLY, INC.	80.30
2040	SEAPLANE LLC	96.25
2041	LAKE UNION SEA RAY	14,740.15
2042	CRITERION PICTURES USA	940.00
2043	LIGHTING GROUP NORTHWEST	2,431.19
2044	THE PART WORKS, INC.	67.12
2045	PERFORMANCE JOURNEYS, INC.	9,000.00
2047	PUGET SOUND PLANTS	34,832.05
2048	SMS CLEANING, INC.	22,800.00
2049	SUNBELT RENTALS	952.39
2050	NORCAN-OSINT	280.00
2051	PANTAC, LLC	128.57
2052	J. A. BRENNAN ASSOCIATES, PLLC	26,293.00
2053	WINDOW COVERINGS USA	1,463.00
2054	BLUE FLAME HEATING, AIR & ELECTRIC	255.15
2055	WESTERN CENTURIES	1,250.00
2056	J3 ARCHITECTS LLC	850.00
2057	WIRTHLIN CONSULTING GROUP LLC	4,489.00
2058	FLAMENCO SEATTLE LLC	500.00
2059	JARRETT, WINSTON	1,300.00
2060	LEVA, VIVIAN	1,750.00
2061	SQUIRREL BUTTER LLC	250.00
2062	YOGOMAN	1,000.00
2065	AMY'S ARTISTIC EXPRESSIONS	200.00
2066	COUSINEAU, NICK	131.63
2067	CRAWFORD, KRISTIN	121.21
2068	DITCH MAINTENANCE SERVICES	18,743.70
2069	EMERSON, DEVIN	76.99
2070	GREEN SOLUTIONS HEATING & COOLING	255.15
2071	GRETTE ASSOCIATES LLC	2,177.64
2072	GRAPPONE, RAYMOND	1,750.00
2073	HOOPSMILES	237.00
2074	KATO, CATHERINE	142.60
2075	LANDEZA, PATRICK	2,200.00
2076	THE CHEESE PIT	78.00
2077	THEO'S GYROS	216.00
2078	WA RECREATION & PARK ASSOC.	580.00
2079	ZESBAUGH, INC.	275.00

Vendor Purchasing Report

For Date Range 01/01/2018 - 12/31/2018

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2080	PLAYOUT FOUNDATION	1,886.50
2081	SHANNON & WILSON, INC.	37,018.51
2082	FRELARD TAMALES	72.00
2083	THE 12TH DAWG MOBILE FOOD TRUCK	114.00
2084	Lakeland Restoration Services, LLC	51,892.50
2086	BOND, STEPHANIE	59.95
2087	BOYER, ANDREW	170.64
2088	DCI PLUMBING	1,736.70
2089	DRUMMOND, NICHOLAS D.	1,000.00
2090	SARA SOLUM HAYASHI	1,500.00
2091	MCDONALD, DON & BEVERLY	265.33
2092	PETERSON, DAVID A.	300.00
2093	THE WARREN G. HARDINGS	1,500.00
2094	THORSON BARNETT & MCDONALD, P.C.	712.50
2095	TRANSPO GROUP USA INC.	1,733.75
2096	TUPLING, SANDRA	56.90
2097	ROBINSON NOBLE	14,332.44
2098	A & G PROPERTY, LLC	54,300.00
2099	INGLEWOOD GOLF CLUB	6,750.00
2100	HOPKINS, CRAIG R.	22,800.00
2101	PENINSULA FINANCIAL CONSULTING	2,832.12
2102	CHG SF LLC	10,128.90
2103	WILLIAMS, MARLA J.	40.00
2104	INGLEWOOD CONDOMINIUM ASSOCIATION	100.00
2105	LEGACY HOMES	7,500.00
Vendor Set Vendor Set 01 Total:		10,885,169.38



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

Subject/Topic: Approve Ordinance No. 18-0469 Adopting the 2019-2024 Capital Improvement Program for Surface Water, Parks, Transportation, and City Facilities	For Council Meeting Agenda of: September 17, 2018 Departments: City Manager, Finance and Administration, Community Development, Public Works Prepared by: Rob Karlinsey, City Manager Joanne Gregory, Finance and Administration Director Debbie Bent, Community Development Director John Vicente, City Engineer Richard Sawyer, Surface Water Program Manager <u>Initial & Date</u> Approved by Department Head: <u>[Signature] 9-12-18</u> Approved by City Attorney: <u>[Signature] 9-12-18</u> Approved by Finance Director: <u>[Signature] 9-12-18</u> Approved by City Manager: <u>[Signature] 9-12-18</u>
Proposed Council Action/Motion: Approve Ordinance No. 18-0469 Adopting the 2019-2024 Capital Improvement Program for Surface Water, Parks, Transportation, and City Facilities	Exhibits/Attachments: Ordinance No. 16-0430 with Exhibit A September 10, 2018 Agenda Bill with Attachments and Presentation
INFORMATION/BACKGROUND: A six -year update for the period 2019-2024, of the entire Capital Improvement Program (CIP), was presented for the City Council's review and discussion on September 10, 2018. A public hearing was also held on September 10 to provide an opportunity for citizen comment. The proposed Capital Improvement Program includes 28 individual projects which total \$95,490,470 over the six- year planning horizon. \$53,635,137 is programmed for the upcoming 2019-2020 biennium and, if adopted, will be appropriated in the biennial budget. The project costs and funding sources are displayed in Exhibits A through E and projections of Impact Fees and Real Estate Excise Tax are Exhibits F, G and H as attached to the September 10, 2018 Agenda Bill.	
<u>FISCAL CONSIDERATION:</u> The City's goal is to adopt and maintain a fiscally balanced Capital Improvement Program that can be used by staff to prioritize and pursue projects. The CIP balances City resources including Park and Transportation Impact Fees, Real Estate Excise Tax, General Fund revenues, Surface Water Utility fees, and grant funds. While a project may show need in future years for grant funds to complete, the project and budget is considered	

“balanced” and provides a tool to pursue outside funding. The CIP should be considered a programming document with the City of Kenmore adopted budget being the document that actually appropriates funds for project expenditures.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

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

1. To focus on and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.
 - Implement the Sidewalk Plan
2. To implement the Walkways and Waterways projects.
3. To update and continue to implement the Economic Development Plan, with an emphasis on the following key points:
 - Advance public access to water
 - Create a vibrant, walkable downtown
 - Attract new businesses and support existing businesses
 - Promote the image of Kenmore
4. To continue to implement a Parks Improvement Plan.
5. To protect and enhance the water, air and forest environment.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 18-0469**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
ADOPTING A SIX-YEAR CAPITAL IMPROVEMENT PROGRAM;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, a Proposed 2019-2024 Six-Year Capital Improvement Program was submitted to the City Council and the City Clerk on September 10, 2018, and

WHEREAS, the City Council scheduled and held a Public Hearing on the Proposed 2019-2024 Six-Year Capital Improvement Program on September 10, 2018,

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

Section 1. Adoption of City of Kenmore, Washington, Capital Improvement Program. The City of Kenmore hereby adopts a new City of Kenmore, Washington, Capital Improvement Program, attached as Exhibit "A."

Section 2. City of Kenmore, Washington, Capital Improvement Program. To the extent the City of Kenmore, Washington, Capital Improvement Program ("Capital Improvement Program") is different from the Capital Facilities Element of the City's Comprehensive Plan, including but not limited to the Capital Facilities Plan portion thereof ("Capital Facilities Element"), the Capital Improvement Program shall supersede and amend the Capital Facilities Element accordingly.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

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

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 17th DAY OF SEPTEMBER, 2018.

CITY OF KENMORE

Mayor David Baker

Six-Year Capital Improvement Program

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

Approved as to form:

Rod P. Kaseguma, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 18-0469

EXHIBIT A

**CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024**

EXPENDITURES	2019 Adopted	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Adopted	2019-2024 Totals
<u>PARKS</u>							
P 1 Twin Springs Interim Use Plan	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
P 6 Moorlands Park Improvements	50,000	0	0	0	0	0	50,000
P 18 Rhododendron Park Waterfront Mitigation	72,000	8,000	8,000	8,000	0	0	96,000
P18a Rhododendron Park Float Mitigation	2,000	2,000	2,000	2,000	0	0	8,000
P 26 Squire Landing Float Mitigation	4,000	4,000	4,000	4,000	0	0	16,000
P 27 Squires Landing Park Waterfront & Open Space	500,000	220,000	690,000	3,940,000	40,000	360,000	5,750,000
P 28 Log Boom Park Waterfront Access and Viewing	300,000	120,000	590,000	1,330,000	40,000	360,000	2,740,000
P 29 St Edward Ballfield Improvements	300,000	0	0	0	0	500,000	800,000
P 30 Rhododendron Park Boathouse Pavilion	474,000	3,000	3,000	3,000	3,000	1,000	487,000
P 31 Squires Landing Park Land Acquisition	1,700,000	0	0	0	0	0	1,700,000
Total Parks	\$3,502,000	\$357,000	\$1,297,000	\$5,287,000	\$83,000	\$1,221,000	\$11,747,000
<u>TRANSPORTATION</u>							
T 8 SR 522 West B 57th to 61st	\$0	\$0	\$600,000	\$7,400,000	\$4,000,000	\$0	\$12,000,000
T 27 Sidewalk Program:							
Sidewalk Gaps	100,000	100,000	100,000	100,000	100,000	100,000	600,000
T 47 Arrowhead Dr	11,100	132,800	1,038,281	0	0	0	1,182,181
T 45 NE 153rd Pl	612,500	0	0	0	0	0	612,500
T 46 NE 181st (65th -67th)	681,413	0	0	0	0	0	681,413
T 35 Pavement Preservation	805,351	450,000	550,000	550,000	550,000	550,000	3,455,351
T 37 West Samm Bridge	11,539,791	10,083,265	7,160,152	229,290	20,923	20,923	29,054,344
T 41 Juanita Dr Pedestrian & Bicycle Safety All Segments	1,510,431	9,663,492	3,221,164	0	0	0	14,395,087
T 42 68th Ave Pedestrian & Bicycle Safety All Segments	6,701,494	2,180,400	0	0	0	0	8,881,894
T 43 SR 522 Pedestrian Crossing Study	250,000	250,000	0	0	0	0	500,000
Total Transportation	\$22,212,080	\$22,859,957	\$12,669,597	\$8,279,290	\$4,670,923	\$670,923	\$71,362,770
<u>SURFACE WATER</u>							
SW 8 190th Culvert at 61st	\$1,632,450	\$0	\$0	\$0	\$0	\$0	\$1,632,450
SW 8 Trust Fund Loan Repayment	0	81,650	81,650	81,650	81,650	81,650	408,250
SW 20 Small Works Projects	50,000	50,000	50,000	50,000	50,000	50,000	300,000
SW 25 Strawberry Hills SW Tank Retrofit	0	0	0	0	0	0	0
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196th St	500,000	0	0	0	0	0	500,000
SW 30 Drainage Improvements at 153rd/NE Arrowhead Dr	175,000	0	0	0	0	0	175,000
SW 31 Drainage Impr & Street Repair at 66th Ave NE /196th	115,000	0	0	0	0	0	115,000
SW 32 61st Ave Stabilization	0	0	150,000	0	0	0	150,000
SW 33 Drainage Improvement & Facility Retrofit	0	100,000	500,000	0	0	0	600,000
Total Surface Water	\$2,472,450	\$231,650	\$781,650	\$131,650	\$131,650	\$131,650	\$3,880,700
<u>CITY FACILITIES</u>							
F 1 Public Works Shop Land Acquisition & Development	\$0	\$2,000,000	\$4,500,000	\$0	\$0	\$0	\$6,500,000
F 2 Debt Repayment	0	0	500,000	500,000	500,000	500,000	2,000,000
Total City Facilities	\$0	\$2,000,000	\$5,000,000	\$500,000	\$500,000	\$500,000	\$8,500,000
TOTAL EXPENDITURES	\$28,186,530	\$25,448,607	\$19,748,247	\$14,197,940	\$5,385,573	\$2,523,573	\$95,490,470

EXHIBIT A

**CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024**

REVENUES	2019 Adopted	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Adopted	2019-2024 Totals
Real Estate Excise Tax (Transportation)	\$1,464,650	\$2,980,400	\$1,750,000	\$650,000	\$650,000	\$650,000	\$8,145,050
Real Estate Excise Tax (Parks)	900,000	0	0	0	0	500,000	1,400,000
Transportation Impact Fee Revenue	1,152,913	63,750	1,979,522	229,290	20,923	20,923	3,467,321
Park Impact Fee Revenue	341,000	6,000	6,000	246,000	40,000	360,000	999,000
General Fund	21,053	0	125,000	125,000	125,000	125,000	521,053
Street Fund	0	0	130,000	130,000	130,000	130,000	520,000
Surface Water Utility Funds	672,450	0	1,212,400	245,000	245,000	245,000	2,619,850
Surface Water General Utility Charges	300,000	231,650	300,000	131,650	131,650	131,650	1,226,600
Federal Preservation Grants	355,351	0	0	0	0	0	355,351
TIB Grant - Sidewalks	435,410	0	0	0	0	0	435,410
WSDOT Safe Routes to School - Sidewalks	581,846	99,670	959,293	0	0	0	1,640,809
BRAC Grant West Samm Bridge Replacement	6,413,800	2,122,336	1,194,493	0	0	0	9,730,629
TIB Grant: West Samm Bridge Replacement	4,113,903	2,786,097	0	0	0	0	6,900,000
Connecting WA Funds West Samm Bridge Replacement	646,932	5,144,212	1,443,125	0	0	0	7,234,269
Walkways & Waterways Bonds: Juanita and 68th Ave	5,992,325	1,539,569	537,487	0	0	0	8,069,381
WSDOT Grant: Juanita Drive	0	525,600	0	0	0	0	525,600
TIB Grant: Juanita Drive	0	6,141,073	197,927	0	0	0	6,339,000
Interfund Loan: Juanita Drive	0	0	2,000,000	0	0	0	2,000,000
Washington State LEAP Transportation Bill	0	0	600,000	7,400,000	4,000,000	0	12,000,000
DOE Grant: Juanita and 68th Ave	1,054,950	1,457,250	0	0	0	0	2,512,200
RCO Park Grants	115,000	0	0	1,000,000	0	0	1,115,000
State Capital Budget	209,000	3,000	3,000	3,000	3,000	1,000	222,000
King County Conservation Futures Trust Grant	850,000	0	0	0	0	0	850,000
Public Works Trust Fund Loan	1,500,000	0	0	0	0	0	1,500,000
Walkways & Waterways Bonds: Log Boom, Squires	810,947	348,000	1,288,000	4,038,000	40,000	360,000	6,884,947
Utility Reimbursement: West Samm Bridge Replacement	0	0	1,522,000	0	0	0	1,522,000
Private Funding for Boathouse	255,000	0	0	0	0	0	255,000
20 year Note Public Works Shop	0	6,500,000	0	0	0	0	6,500,000
TOTAL REVENUES	\$28,186,530	\$29,948,607	\$15,248,247	\$14,197,940	\$5,385,573	\$2,523,573	\$95,490,470

Subject/Topic:

For Council Meeting Agenda of: September 10, 2018

City Manager, Finance and Administration,
Community Development, Public Works

Rob Karlinsey, City Manager
Joanne Gregory, Finance and Administration Director
Debbie Bent, Community Development Director
John Vicente, interim Public Works Director
Richard Sawyer, Surface Water Manager

Approved by Department Head: Initial & Date
 8/31/18

Approved by City Attorney: _____
Approved by Finance Director: _____
Approved by City Manager: _____

Exhibit A: Proposed Capital Improvement Program
Exhibit B: Proposed Park CIP
Exhibit C: Proposed Transportation CIP
Exhibit D: Proposed Surface Water CIP
Exhibit E: Proposed City Facility CIP
Exhibit F: Transportation Impact Fees Projection
Exhibit G: REET Projection
Exhibit H: Park Impact Fees Projection

The Public Hearing will be held to receive public comment on the Proposed Six -Year Capital Improvement Program (CIP) for the period 2019-2024. The proposed CIP was first presented for the City Council's review and discussion on May 7, 2018. The City Council again reviewed the CIP at the Council Budget Retreat May 21 and 22, 2018.

VII. B. Ordinance 18-0469 Adopting the 2019-2024 Capital Improvement Pro...

This additional significant capital project required Planning Commission consideration of a Comprehensive Plan amendment to add the Public Works shop to the Capital Facilities Element. The Juanita Drive project expansion (to NE 170th St.) was also a significant change necessitating an amendment. The Commission held a public hearing on these matters on July 24, 2018 and unanimously recommends approval the amendments by the City Council.

The complete proposed Park, Transportation, Surface Water, and Facilities Capital Improvement Program is illustrated with cash flow projections for Park Impact Fees, Transportation Impact Fees, and Real Estate Excise Tax and includes the following projects.

TRANSPORTATION

- **T8 SR 522 West B.** This project will widen Highway SR522 to the south between west City limits and 61st Avenue NE to provide dual eastbound to northbound left turn lanes and U-turn capability at the 61st Avenue NE intersection (0.28 miles). Other project improvements include sidewalk (both sides between 60th and 61st Avenues NE, then south side only), retaining walls, utility conversion to underground, street lighting, landscaping, drainage, utility relocations, asphalt pavement overlay and striping. Design is approximately 60% complete and is scheduled to resume in 2019-20. Construction is anticipated for 2021-22. \$12M in funding is provided by Washington State Department of Transportation Connecting Washington funds.
- **T27 Sidewalk Gap-Replacement Program.** This program fills short gaps in the City's sidewalk network, replaces sidewalk panels that restrict access or improves accessibility at curb ramps. The City currently allocates \$100,000 of Real Estate Excise Tax annually to fund this program.
- **T47 Arrowhead Sidewalk.** This project will add sidewalk on west/south side of NE Arrowhead drive from NE 151st Street to 64th Avenue NE (1,000 feet). Other project improvements include storm drainage, landscaping, retaining walls, utility relocations and striping. Preliminary design layouts have been developed however design is 0% complete. The City has requested 2018 WSDOT Safe Routes to School program grant funds to complete this project. The total project cost is estimated at \$1.1 Million. If funded, design and construction would occur in 2020 and 2021 respectively. City Impact Fees of \$118,000 are included.
- **T45 NE 153rd Place Safe Routes to School Sidewalk Project.** This project will add sidewalk along the south side of NE 153rd Place between Juanita Drive NE and 70th Avenue NE (800 feet). Other project improvements include storm drainage, angled street parking, landscaping, utility relocations and striping. Design is currently 60% complete. Construction is anticipated to begin in the first quarter of 2019. The total project cost is estimated at \$748,000. Funding is provided by a Washington State Department of Transportation Safe Routes to School grant and City Impact Fees of \$74,844.
- **T46 NE 181st Street Sidewalks (65th – 67th Avenues NE).** This project will add sidewalk along the north side of NE 181st Street between 65th Avenue NE and 67th Avenue NE (500 feet). Other project improvements include storm drainage, street and pedestrian lighting, parallel parking, landscaping, retaining walls, utility relocations and striping. Design is currently 45-60% complete. Construction is anticipated to begin in the second quarter of 2019. The total project cost is estimated to be \$805,000. Funding is provided by Washington State Transportation Improvement Board grant and City Impact fees of \$270,073.
- **T35 Pavement Preservation Program.** This program includes all grind and overlay and crack and seal projects within the City. Typically grind and overlay projects are completed on roadways with pavement ratings between 60 and 70, while crack and seal operations are completed on roadways with ratings between 70 and 80. This program also upgrades curb ramps within project limits to comply with the

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American's with Disabilities Act (ADA) and includes major pavement repairs, utility adjustments and pavement markings. The City currently allocates \$450,000 of Real Estate Excise Tax annually to fund this program, increasing to \$550,000 in 2021.

- **T37 West Sammamish River Bridge.** This project replaces the West Sammamish River Bridge (southbound traffic) on 68th Avenue NE and includes 68th Avenue NE corridor improvements between NE 170th Street and NE 175th Street (0.43 miles). Other project improvements include new sidewalk (both sides), shared use path across the bridge, storm drainage, traffic signal upgrades, utility conversion to underground, street lighting, landscaping, retaining walls, asphalt pavement overlay and striping. Design is currently complete and final permitting is being secured. Construction is anticipated to begin in the second quarter (Q2) of 2019. The total project cost is estimated at \$33 Million. Funding is provided by the Federal Highways Bridge Program, Federal Surface Transportation Program, WSDOT Connecting Washington, Transportation Improvement Board (TIB) and City funds.
- **T41 Juanita Drive Pedestrian & Bicycle Safety.** This project will add sidewalk (one side) and buffered bike lanes (both sides) along Juanita Drive NE between NE 143rd Street and NE 170th Street (1.46 miles). Other project improvements include addition or extension of left turn pockets at side streets, new storm drainage system, improved street lighting, landscaping, retaining walls, utility relocations, asphalt pavement overlay and striping. Design is currently 60% complete. The project is grant dependent and is estimated to be construction ready by 2020. The total project cost is estimated at \$15.8 Million. Funding is provided by Walkways and Waterways Bonds, WSDOT Grant, DOE Grant (agreement pending), TIB Grant (requested), City funds (Interfund Loan) and pending additional grant requests.
- **T42 68th Ave Pedestrian & Bicycle Safety.** This project will add sidewalk (one side) and bike lanes (both sides) along 68th Avenue NE between NE 185th Street and 61st Place NE (1.32 miles). Other project improvements include filling existing sidewalk gaps between NE 182nd Street and NE 187th Street, new storm drainage system, improved street lighting, landscaping, retaining walls, utility relocations and striping. Design is currently 60% complete. Construction is anticipated to begin in the second quarter (Q2) of 2019. The total project cost is estimated at \$9.6 Million. Funding is provided by Walkways and Waterways Bonds, DOE Grant (agreement pending), City Real Estate Excise Taxes, Transportation Impact Fees and pending additional grant requests.
- **T43 SR522 Crossing Study.** This project will evaluate potential Highway SR 522 crossing options (type, size and location) between 61st and 68th Avenues NE. The alternatives will include both grade-separation and at-grade crossing improvements. All facilities analyzed will consider walking and biking as priority modes. Consultant selection is scheduled for the fall of 2018 and the study will be completed in 2019-20. This \$500,000 project is funded by the State of Washington supplemental transportation budget.

PARKS

- **P 1 Twin Spring Interim Use.** On 5/14/18, Council adopted the Twin Springs Park master plan which included a phasing plan and cost estimate for a Phase 1 trail project. \$100,000 is allocated in the 2019 budget for a first phase project funded by Park Impact Fees. The first phase of the project will explore options and the feasibility of improving drainage to improve the usability of the open grass field area. An additional \$20,000 is allocated in the City's park operation budget for park opening expenses (including park rules signage, trash cans, and improving the NE 192nd entrance/access).
- **P 6 Moorlands Park Improvements.** In July of 2018 park improvements were complete including new playground, renovated athletic field, picnic shelter, restroom, landscaping and pathways. In 2019 \$50,000 of Real Estate Excise Tax funds are allocated to complete additional items including 81st Ave storm drain repair, athletic field net poles/warning track/pipes and truncated domes at the 84th Ave crosswalk.

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- **P18 Rhododendron Park Waterfront & Open Space.** In 2017 construction completed of a new boardwalk connecting the existing park improvements through the wetland to the Sammamish River. Improvements to the access driveway, parking and environmental enhancements were also part of this project. In 2019 \$72,000 is allocated to complete park signage and related mitigation plantings. \$8,000 of the \$72,000 is for monitoring/maintenance of the plantings as well as \$8,000 per year until 2022 (total \$24,000). Project funding includes \$21,053 of in lieu fees received by the City, \$40,000 of RCO ALEA grant funds and \$34,947 of bond funds.
- **P18a Rhododendron Park Float Mitigation.** In 2017 construction of a new float/dock for hand carry watercraft access to the Sammamish River was completed. \$2,000 each year is allocated between 2019-2022 (total of \$8,000) of Park Impact Fee funds for monitoring/maintenance of required mitigation plantings.
- **P26 Squires Landing Float Mitigation.** In 2017 construction completed of a replacement dock for hand carry watercraft access to the Sammamish River. \$4,000 is allocated each year between 2019-2022 (total of \$16,000) of Park Impact Fee funds for monitoring/maintenance of required mitigation plantings.
- **P27 Squires Landing Park Waterfront and Mitigation.** A refined conceptual design and cost estimates were presented to Council and at a public open house in March 2018. Waterfront and park improvements include new boardwalks/trails, new boating facilities for hand carry watercraft, new parking lot, restroom and environmental enhancements. \$720,000 of bond funds are allocated in the 2019-2020 budget for costs associated with permit applications and review. \$4.63 million is allocated in the 2021-2022 biennium for project construction including \$500,000 of RCO funds and \$4.13 million bond funds. \$400,000 of bond funds are allocated for ten years of monitoring/maintenance of required mitigation plantings (\$40,000 assumed each year beginning in 2023 and continuing for 9 more years through 2033).
- **P28 Log Boom Park Waterfront Access and Mitigation.** A refined conceptual design and cost estimate were presented to Council and at a public open house in March 2018. Waterfront and park improvements include beach expansion, new trails, picnic shelter, boating facilities, and environmental enhancements. \$420,000 of bond funds are allocated in the 2019-2020 budget for costs associated with permit applications and review. \$1.92 million is allocated in the 2020-2021 biennium for project construction including \$500,000 of RCO funds (City applied for RCO funds in 2018, funding award not yet known) and \$1.42 million bond funds. \$400,000 of bond funds are allocated for ten years of monitoring/maintenance of required mitigation plantings (\$40,000 assumed each year beginning in 2023 and continuing for 9 more years through 2033).
- **P29 St Edward Ballfield Improvement.** In July 2017 a critical area buffer variance permit application and SEPA application were submitted. In May 2018 Council direction was to proceed with an Environmental Impact Statement (EIS). SEPA, permit review and lease negotiations with Washington State Parks anticipated to be ongoing in 2019 and beyond. Improvements may include field renovation, field lighting, perimeter pathways, dugouts and covered bleachers, parking and wetland/buffer enhancement. Construction timing is dependent on obtaining a long-term lease with the Washington State Park Commission and required permits. \$300,000 is allocated in the 2019 budget for costs to complete an EIS, including \$75,000 of RCO grant funds and \$225,000 of Impact Fee funds. \$500,000 of Real Estate Excise Tax funds are allocated in the 2024 budget as a placeholder for future design and permitting.
- **P30 Rhododendron Park Boathouse Pavilion.** A preliminary design and cost estimate were presented to council in fall 2018 for a boatshed to serve hand carry watercraft needs including adult and Northshore School District high school rowing programs. \$474,000 is allocated in 2019 for costs to complete design,

permitting and construction. \$255,000 of the total project cost is assumed to be Northshore School District funds, \$222,000 is State budget funding and \$10,000 would be Park Impact Fees (a required match).

- **P31 Squires Landing Park Land Acquisition.** \$1.7 million is allocated in the 2019 budget for property acquisition. Several Squire's Landing Park parcels east of the lagoon were originally acquired with Recreation Conservation Office (RCO) funding that restricts active recreation use. To allow for more active uses associated with the Walkways and Waterways project (See project P27 Squires Landing Park Waterfront & Natural Open Space project), the City will be acquiring land to replace the converted areas of the Park. The RCO land conversion process requires replacing land based on current appraised value. The conversion process began in 2017 and is expected to be complete before the end of 2019. An appraisal of the area of Squire's Landing that is being converted out of the Deed Restriction is being conducted. An estimate of between \$750,000 to \$1.3 million is anticipated for property acquisition costs plus other associated costs such as Escrow, closing and recording costs, land brokerage, appraisal, survey, wetland delineation and environmental assessment fees. Up to \$850,000 assumed King Conservation Funds (City applied for funds in 2018, award not yet known) and \$850,000 of City funds such as Real Estate Excise Tax.

SURFACE WATER

- **SW8 Surface Water Project 190th Culvert at 61st.** This \$1.6 Million project will install new box culvert and related improvements near 61st Ave NE and NE 190th and will be funded with a Public Works Trust Fund (PWTF) Loan. The City was notified that the loan application had been approved. Design is planned to commence in 2018 with construction in 2019-2020. Annual repayments of approximately \$81,650 are anticipated and will be included in the Surface Water Management Fund beginning in 2020.
- **SW29 Infiltration Tank Retrofit at 61st Ave NE/NE 190th St.** Design is underway with construction in 2019, estimated at \$500,000 funded by Surface Water Management fees.
- **SW30 Drainage Improvements at 153rd/NE Arrowhead Dr.** Design is complete and construction is anticipated in 2019, estimated at \$175,000 funded by Surface Water Management fees.
- **SW31 Drainage Improvements and Street Repair at 66th Ave NE/195th Pl.** This project is still under design with construction anticipated for 2019 in the amount of \$115,000 funded by Surface Water Management fees.
- **SW32 61st Ave Stabilization.** This new project is at 5% design stage with an anticipated budget of \$150,000 programmed for 2021 funded by Surface Water Management fees.
- **SW 33 Drainage Improvement and Facility Retrofit Design** for this project will begin in 2020, estimated at \$100,000 with construction anticipated in 2021 and estimated to be \$500,000. Prioritization and selection of the specific facility will occur after 2019 inspections are complete in order to select the facility with the highest need for retrofit at that time.

Completion of a Surface Water Fee Analysis in 2018 may result in additions or amendments to the CIP at a later date. Included in the Fee Analysis is review and consideration of a potential Surface Water General Facilities Charge for new construction (similar to an impact fee). Revenue from this potential (not adopted) revenue source is assumed as a funding source in this CIP.

FISCAL CONSIDERATION:

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

The updated and proposed 2019-2024 Capital Improvement Program includes 29 individual projects which total \$95,490,470 over the six- year planning horizon. \$53,635,137 would be programmed for the upcoming 2019-2020 biennium and, if later adopted, would be incorporated into the biennial budget. The project costs and funding sources are displayed in Exhibits A through E. Also attached are projections of Impact Fees and Real Estate Excise Tax which are Exhibits F, G and H.

At the conclusion of the Public Hearing, an Ordinance 18-0467, amending the Capital Facilities Element of the Comprehensive Plan will be presented for Council approval. If approved, an ordinance to adopt the proposed 2019-2024 Capital Improvement Program for Parks, Transportation, Surface Water, and City Facilities will be presented to the City Council for adoption at a subsequent meeting in September.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

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

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

Implement the Sidewalk Plan

To implement the Walkways and Waterways projects.

To update and continue to implement the Economic Development Plan, with an emphasis on the following key points:

Advance public access to water

Create a vibrant, walkable downtown

To continue to implement a Parks Improvement Plan.

To protect and enhance the water, air and forest environment.

EXHIBIT A

**CITY OF KENMORE, WASHINGTON
PROPOSED CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024**

EXPENDITURES	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals
<u>PARKS</u>							
P 1 Twin Springs Interim Use Plan	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
P 6 Moorlands Park Improvements	50,000	0	0	0	0	0	50,000
P 18 Rhododendron Park Waterfront Mitigation	72,000	8,000	8,000	8,000	0	0	96,000
P18a Rhododendron Park Float Mitigation	2,000	2,000	2,000	2,000	0	0	8,000
P18c Rhododendron Park Float Modifications	0	0	0	0	0	0	0
P 26 Squire Landing Float Mitigation	4,000	4,000	4,000	4,000	0	0	16,000
P 26a Squire Landing Float Modifications	0	0	0	0	0	0	0
P 27 Squires Landing Park Waterfront & Open Space	500,000	220,000	690,000	3,940,000	40,000	360,000	5,750,000
P 28 Log Boom Park Waterfront Access and Viewing	300,000	120,000	590,000	1,330,000	40,000	360,000	2,740,000
P 29 St Edward Ballfield Improvements	300,000	0	0	0	0	500,000	800,000
P 30 Rhododendron Park Boathouse Pavilion	474,000	3,000	3,000	3,000	3,000	1,000	487,000
P 31 Squires Landing Park Land Acquisition	1,700,000	0	0	0	0	0	1,700,000
Total Parks	\$3,502,000	\$357,000	\$1,297,000	\$5,287,000	\$83,000	\$1,221,000	\$11,747,000
<u>TRANSPORTATION</u>							
T 8 SR 522 West B 57th to 61st	\$0	\$0	\$600,000	\$7,400,000	\$4,000,000	\$0	\$12,000,000
T 27 Sidewalk Program:							
Sidewalk Gaps	100,000	100,000	100,000	100,000	100,000	100,000	600,000
T 47 Arrowhead Dr	11,100	132,800	1,038,281	0	0	0	1,182,181
T 45 NE 153rd Pl	612,500	0	0	0	0	0	612,500
T 46 NE 181st (65th -67th)	681,413	0	0	0	0	0	681,413
T 35 Pavement Preservation	805,351	450,000	550,000	550,000	550,000	550,000	3,455,351
T 37 West Samm Bridge	11,539,791	10,083,265	7,160,152	229,290	20,923	20,923	29,054,344
T 41 Juanita Dr Pedestrian & Bicycle Safety All Segments	1,510,431	9,663,492	3,221,164	0	0	0	14,395,087
T 42 68th Ave Pedestrian & Bicycle Safety All Segments	6,701,494	2,180,400	0	0	0	0	8,881,894
T 43 SR 522 Pedestrian Crossing Study	250,000	250,000	0	0	0	0	500,000
Total Transportation	\$22,212,080	\$22,859,957	\$12,669,597	\$8,279,290	\$4,670,923	\$670,923	\$71,362,770
<u>SURFACE WATER</u>							
SW 8 190th Culvert at 61st	\$1,632,450	\$0	\$0	\$0	\$0	\$0	\$1,632,450
SW 8 Trust Fund Loan Repayment	0	81,650	81,650	81,650	81,650	81,650	408,250
SW 20 Small Works Projects	50,000	50,000	50,000	50,000	50,000	50,000	300,000
SW 25 Strawberry Hills SW Tank Retrofit	0	0	0	0	0	0	0
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 190th St	500,000	0	0	0	0	0	500,000
SW 30 Drainage Improvements at 153rd/NE Arrowhead Dr	175,000	0	0	0	0	0	175,000
SW 31 Drainage Impr & Street Repair at 66th Ave NE /196th	115,000	0	0	0	0	0	115,000
SW 32 61st Ave Stabilization	0	0	150,000	0	0	0	150,000
SW 33 Drainage Improvement & Facility Retrofit	0	100,000	500,000	0	0	0	600,000
Total Surface Water	\$2,472,450	\$231,650	\$781,650	\$131,650	\$131,650	\$131,650	\$3,880,700
<u>CITY FACILITIES</u>							
F 1 Public Works Shop Land Acquisition & Development	\$0	\$2,000,000	\$4,500,000	\$0	\$0	\$0	\$6,500,000
F 2 Debt Repayment	0	0	500,000	500,000	500,000	500,000	2,000,000
Total City Facilities	\$0	\$2,000,000	\$5,000,000	\$500,000	\$500,000	\$500,000	\$8,500,000
TOTAL EXPENDITURES	\$28,186,530	\$25,448,607	\$19,748,247	\$14,197,940	\$5,385,573	\$2,523,573	\$95,490,470

EXHIBIT A

**CITY OF KENMORE, WASHINGTON
PROPOSED CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024**

REVENUES	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals
Real Estate Excise Tax (Transportation)	\$1,464,650	\$2,980,400	\$1,750,000	\$650,000	\$650,000	\$650,000	\$8,145,050
Real Estate Excise Tax (Parks)	900,000	0	0	0	0	500,000	1,400,000
Transportation Impact Fee Revenue	1,152,913	63,750	1,979,522	229,290	20,923	20,923	3,467,321
Park Impact Fee Revenue	341,000	6,000	6,000	246,000	40,000	360,000	999,000
General Fund	21,053	0	125,000	125,000	125,000	125,000	521,053
Street Fund	0	0	130,000	130,000	130,000	130,000	520,000
Surface Water Utility Funds	672,450	0	1,212,400	245,000	245,000	245,000	2,619,850
Surface Water General Utility Charges	300,000	231,650	300,000	131,650	131,650	131,650	1,226,600
Federal Preservation Grants	355,351	0	0	0	0	0	355,351
TIB Grant - Sidewalks	435,410	0	0	0	0	0	435,410
WSDOT Safe Routes to School - Sidewalks	581,846	99,670	959,293	0	0	0	1,640,809
BRAC Grant West Samm Bridge Replacement	6,413,800	2,122,336	1,194,493	0	0	0	9,730,629
TIB Grant: West Samm Bridge Replacement	4,113,903	2,786,097	0	0	0	0	6,900,000
Connecting WA Funds West Samm Bridge Replacement	646,932	5,144,212	1,443,125	0	0	0	7,234,269
Walkways & Waterways Bonds: Juanita and 68th Ave	5,992,325	1,539,569	537,487	0	0	0	8,069,381
WSDOT Grant: Juanita Drive	0	525,600	0	0	0	0	525,600
TIB Grant: Juanita Drive	0	6,141,073	197,927	0	0	0	6,339,000
Interfund Loan: Juanita Drive	0	0	2,000,000	0	0	0	2,000,000
Washington State LEAP Transportation Bill	0	0	600,000	7,400,000	4,000,000	0	12,000,000
DOE Grant: Juanita and 68th Ave	1,054,950	1,457,250	0	0	0	0	2,512,200
RCO Park Grants	115,000	0	0	1,000,000	0	0	1,115,000
State Capital Budget	209,000	3,000	3,000	3,000	3,000	1,000	222,000
King County Conservation Futures Trust Grant	850,000	0	0	0	0	0	850,000
Public Works Trust Fund Loan	1,500,000	0	0	0	0	0	1,500,000
Walkways & Waterways Bonds: Log Boom, Squires	810,947	348,000	1,288,000	4,038,000	40,000	360,000	6,884,947
Utility Reimbursement: West Samm Bridge Replacement	0	0	1,522,000	0	0	0	1,522,000
Private Funding for Boathouse	255,000	0	0	0	0	0	255,000
10 year Note Public Works Shop	0	6,500,000	0	0	0	0	6,500,000
TOTAL REVENUES	\$28,186,530	\$29,948,607	\$15,248,247	\$14,197,940	\$5,385,573	\$2,523,573	\$95,490,470

**CITY OF KENMORE, WASHINGTON
PROPOSED PARK CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024**

Project Description	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals	Project Total 2013-2024
P 1 Twin Springs Interim Use	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$153,269
P 6 Moorlands Park Improvements	50,000	0	0	0	0	0	\$50,000	\$2,176,341
P 18 Rhododendron Park Waterfront & Open Space Mitigation	72,000	8,000	8,000	8,000	0	0	96,000	1,215,419
P 18a Rhododendron Park Float Mitigation	2,000	2,000	2,000	2,000	0	0	8,000	444,209
P 26 Squires Landing Float Mitigation	4,000	4,000	4,000	4,000	0	0	16,000	177,054
P 27 Squires Landing Park Waterfront & Mitigation	500,000	220,000	690,000	3,940,000	40,000	360,000 (1)	5,750,000	6,635,672
P 28 Log Boom Park Waterfront Access and Mitigation	300,000	120,000	590,000	1,330,000	40,000	360,000 (1)	2,740,000	3,353,660
P 29 St Edward Ballfield Improvements EIS	300,000	0	0	0	0	500,000	800,000	1,218,603
P 30 Rhododendron Park Boathouse Pavilion	474,000	3,000	3,000	3,000	3,000	1,000	487,000	505,000
P 31 Squires Landing Park Land Acquisition	1,700,000	0	0	0	0	0	1,700,000	1,700,000
Total Project Costs	\$3,502,000	\$357,000	\$1,297,000	\$5,287,000	\$83,000	\$1,221,000	\$11,747,000	\$17,579,227

	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals
Funding As Proposed:							
Park Impact Fees	\$341,000	\$6,000	\$6,000	\$246,000	\$40,000	\$360,000 (1)	\$999,000
Real Estate Excise Taxes : Squires Land Acquisition, Moorlands	900,000	0	0	0	0	500,000	1,400,000
In Lieu Fees: Rhododendron Park Waterfront	21,053	0	0	0	0	0	21,053
Private Funding: Rhododendron Park Boathouse	255,000	0	0	0	0	0	255,000
RCO Grants: Rhododendron, Squires, Log Boom, Ballfields	115,000	0	0	1,000,000	0	0	1,115,000
King County CFT Grant: Squires Land Acquisition	850,000	0	0	0	0	0	850,000
State Capital Budget: Rhododendron Park Boathouse	209,000	3,000	3,000	3,000	3,000	1,000	222,000
Walkways & Waterways Bonds: Log Boom, Squires	810,947	348,000	1,288,000	4,038,000	40,000	360,000 (1)	6,884,947
Total Project Funding	\$3,502,000	\$357,000	\$1,297,000	\$5,287,000	\$83,000	\$1,221,000	\$11,747,000

This program update assumes a St Edward Ballfield EIS in 2019 and project start in 2024

(1) Includes various years of ongoing mitigation at \$40,000 per year

**CITY OF KENMORE, WASHINGTON
PROPOSED TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024**

Project Description	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals	Project Total 2013-2024
T 8 SR 522 West B 57th to 61st	\$0	\$0	\$600,000	\$7,400,000	\$4,000,000	\$0	\$12,000,000	\$12,000,000
T 27 Sidewalk Program								
Sidewalk Gaps	100,000	100,000	100,000	100,000	100,000	100,000	600,000	907,564
T47 Arrowhead Dr	11,100	132,800	1,038,281	0	0	0	1,182,181	1,182,181
T45 NE 153rd Pl	612,500	0	0	0	0	0	612,500	749,865
T46 NE 181st (65th -67th)	681,413	0	0	0	0	0	681,413	805,205
Subtotal	1,405,013	232,800	1,138,281	100,000	100,000	100,000	3,076,094	3,644,815
T 35 Pavement Preservation	805,351	450,000	550,000	550,000	550,000	550,000	3,455,351	6,323,906
T 37 West Samm Bridge	11,539,791	10,083,265	7,160,152	229,290	20,923	20,923	29,054,344	33,246,611
T 41 Juanita Dr Pedestrian & Bicycle Safety All Segments	1,510,431	9,663,492	3,221,164	0	0	0	14,395,087	15,807,600
T 42 68th Ave Pedestrian & Bicycle Safety All Segments	6,701,494	2,180,400	0	0	0	0	8,881,894	9,500,175
T 43 SR 522 Pedestrian Crossing Study	250,000	250,000	0	0	0	0	500,000	500,000
Total Project Costs	\$22,212,080	\$22,859,957	\$12,669,597	\$8,279,290	\$4,670,923	\$670,923	\$71,362,770	\$81,023,107

	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals
Funding as Proposed:							
Real Estate Excise Taxes	\$1,464,650	\$2,980,400	\$1,750,000	\$650,000	\$650,000	\$650,000	\$8,145,050
Transportation Impact Fees	1,152,913	63,750	1,979,522	229,290	20,923	20,923	3,467,321
Federal Preservation Grant: Simonds Road	355,351	0	0	0	0	0	355,351
TIB Grant: Sidewalks	435,410	0	0	0	0	0	435,410
WSDOT Safe Routes to School Grant: Sidewalks	581,846	99,670	959,293	0	0	0	1,640,809
BRAC Grant: West Samm Bridge Replacement	6,413,800	2,122,336	1,194,493	0	0	0	9,730,629
Connecting WA Funds: West Samm Bridge Replacement	646,932	5,144,212	1,443,125	0	0	0	7,234,269
TIB Grant: West Samm Bridge Replacement	4,113,903	2,786,097	0	0	0	0	6,900,000
Walkways & Waterways Bonds: Juanita and 68th Ave	5,992,325	1,539,569	537,487	0	0	0	8,069,381
TIB Grant: Juanita Drive	0	6,141,073	197,927	0	0	0	6,339,000
WSDOT: Juanita Drive	0	525,600	0	0	0	0	525,600
Interfund Loan: Juanita Drive	0	0	2,000,000	0	0	0	2,000,000
DOE Grant: Juanita and 68th Ave	1,054,950	1,457,250	0	0	0	0	2,512,200
Surface Water Management Fees			485,750				485,750
Washington State LEAP Transportation Bill: West B	0	0	600,000	7,400,000	4,000,000	0	12,000,000
Utility Reimbursement: West Samm Bridge Replacement	0	0	1,522,000	0	0	0	1,522,000
Total Project Funding	\$22,212,080	\$22,859,957	\$12,669,597	\$8,279,290	\$4,670,923	\$670,923	\$71,362,770

CITY OF KENMORE, WASHINGTON
PROPOSED SURFACE WATER CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024

Project Description	2019	2020	2021	2022	2023	2024	2019-2024	Project Total
	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Totals	2013-2024
SW 8 190th Culvert at 61st	\$1,632,450	\$0	\$0	\$0	\$0	\$0	\$1,632,450	\$1,636,965
SW 8 Public Works Trust Fund Loan 20 year Repayment	0	81,650	81,650	81,650	81,650	81,650	\$408,250	408,250
SW 20 Small Works Projects	50,000	50,000	50,000	50,000	50,000	50,000	300,000	679,359
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 190th St	500,000	0	0	0	0	0	500,000	500,000
SW 30 Drainage Improvements at 153rd/NE Arrowhead Dr	175,000	0	0	0	0	0	175,000	175,000
SW 31 Drainage Impr & Street Repair at 66th Ave NE /196th Pl	115,000	0	0	0	0	0	115,000	115,000
SW 32 61st Ave Stabilization	0	0	150,000	0	0	0	150,000	150,000
SW 33 Drainage Improvement & Facility Retrofit	0	100,000	500,000	0	0	0	600,000	600,000
T 41 Juanita Dr Pedestrian & Bicycle Safety (SWM Component)	0	0	485,750	0	0	0	485,750	485,750
Total Project Costs	\$2,472,450	\$231,650	\$1,267,400	\$131,650	\$131,650	\$131,650	\$4,366,450	\$4,414,574

	2019	2020	2021	2022	2023	2024	2019-2024
	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Totals
Funding As Proposed:							
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	1,500,000	0	0	0	0	0	1,500,000
General Facility Charge (Proposed)	300,000	231,650	300,000	131,650	131,650	131,650	1,226,600
Surface Water Utility Funds	672,450	0	967,400	0	0	0	1,639,850
Total Project Funding	\$2,472,450	\$231,650	\$1,267,400	\$131,650	\$131,650	\$131,650	\$4,366,450

CITY OF KENMORE, WASHINGTON
PROPOSED CITY FACILITY CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024

Project Description	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals	Project Total 2013-2024
F 1 Public Works Shop Land Acquisition & Development	\$0	\$2,000,000	\$4,500,000	\$0	\$0	\$0	\$6,500,000	\$6,500,000
F 2 Debt Repayment	0	0	500,000	500,000	500,000	500,000	\$2,000,000	2,000,000
Total Project Costs	\$0	\$2,000,000	\$5,000,000	\$500,000	\$500,000	\$500,000	\$8,500,000	\$8,500,000

	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals
Bank Note, 20 Years, 4.5% Interest	0	6,500,000	0	0	0	0	6,500,000
Transfer from SWM Fund	0	0	245,000	245,000	245,000	245,000	980,000
Transfer from Street Fund	0	0	130,000	130,000	130,000	130,000	520,000
Transfer from General Fund	0	0	125,000	125,000	125,000	125,000	500,000
Total Project Funding	\$0	\$6,500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$8,500,000

CITY OF KENMORE, WASHINGTON

Transportation Impact Fee Fund Projection Worksheet

For The Years 2017-2022

DESCRIPTION	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
Beginning Cash	\$1,034,121	\$491,549	\$1,032,715	(\$436,480)	(\$165,770)	\$313,307
Revenues:						
Interest Earnings	10,341	4,915	10,327	0	0	0
Transp. Impact Fees	600,000	600,000	500,000	500,000	500,000	500,000
Total Revenues	\$610,341	\$604,915	\$510,327	\$500,000	\$500,000	\$500,000
Transfers Out for Roads:						
T 37 West Samm Bridge	365,156	30,620	1,900,534	229,290	20,923	20,923
Arrowhead Sidewalk	6,100	33,130	78,988	0	0	0
NE 153rd Sidewalk	35,654	0	0	0	0	0
T 42 68th Ave Ped & Bicycle Safety	500,000	0	0	0	0	0
NE 181st 65-67 Sidewalk	246,003	0	0	0	0	0
Subtotal - Transfers for Roads	\$1,152,913	\$63,750	\$1,979,522	\$229,290	\$20,923	\$20,923
Net Income/(Loss)	(\$542,572)	\$541,165	(\$1,469,195)	\$270,710	\$479,077	\$479,077
Ending Cash Unreserved	\$491,549	\$1,032,715	(\$436,480)	(\$165,770)	\$313,307	\$792,384
Ending Cash Reserved from Complete Streets	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Total Ending Cash	\$991,549	\$1,532,715	\$63,520	\$334,230	\$813,307	\$1,292,384

CITY OF KENMORE, WASHINGTON
REET Fund Projection Worksheet
For The Years 2019-2024

Exhibit G

DESCRIPTION	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
Beginning Cash	\$3,584,200	\$2,462,392	\$552,616	\$14,142	\$570,283	\$1,131,986
Revenues:						
REET 1	700,000	600,000	600,000	600,000	600,000	600,000
REET 2	700,000	600,000	600,000	600,000	600,000	600,000
Interest Earnings	42,842	30,624	11,526	6,141	11,703	17,320
Total Revenues	\$1,442,842	\$1,230,624	\$1,211,526	\$1,206,141	\$1,211,703	\$1,217,320
Transfers Out for Parks :						
P 6 Moorlands Park Imp	50,000	0	0	0	0	0
P 29 St Edward Ballfield	0	0	0	0	0	500,000
P 31 Squires Landing Waterfront Land Acq	850,000		0	0	0	0
Subtotal - Transfers for Parks	900,000	0	0	0	0	500,000
Transfers Out for Roads:						
T27 Sidewalks						
Sidewalk Gaps	100,000	100,000	100,000	100,000	100,000	100,000
T 42 68th Ave Ped & Bicycle Safety	664,650	2,180,400	0	0	0	0
T 37 West Samm Bridge	0	0	1,100,000	0	0	0
T 43 SR522 Pedestrian Crossing	250,000	250,000	0	0	0	0
			0	0	0	0
Preservation	450,000	450,000	550,000	550,000	550,000	550,000
Subtotal - Transfers for Roads	1,464,650	2,980,400	1,750,000	650,000	650,000	650,000
Repayment to Strategic Opps Fund 2015/16 sid	200,000	160,000	0	0	0	0
Net Income/(Loss)	(1,121,808)	(1,909,776)	(538,474)	556,141	561,703	67,320
Ending Cash	\$2,462,392	\$552,616	\$14,142	\$570,283	\$1,131,986	\$1,199,306

Exhibit H

CITY OF KENMORE, WASHINGTON

Park Impact Fee Fund Projection Worksheet

For the Years 2019-2024

DESCRIPTION	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
Beginning Cash	\$290,213	\$101,115	\$248,126	\$394,608	\$292,554	\$395,479
Revenues:						
Interest Earnings	2,902	1,011	2,481	3,946	2,926	3,955
Park Impact Fees	149,000	152,000	150,000	140,000	140,000	140,000
Total Revenues	151,902	153,011	152,481	143,946	142,926	143,955
To be Transferred Out for Parks :						
P 1 Twin Springs Interim Use	100,000	0	0	0	0	0
P 18a Rhododendron Park Float Project Mitigation	2,000	2,000	2,000	2,000	0	0
P 26 Twedt/Squires Float Improvement Project Mitigation	4,000	4,000	4,000	4,000	0	0
P 26 Twedt/Squires Float Modifications	0	0	0	0	0	0
P 29 St Edward Ballfields & Lighting EIS	225,000	0	0	0	0	0
P 30 Rhododendron Park Boathouse	10,000	0	0	0	0	0 0
P 27 Squires Landing and Mitigation	0	0	0	240,000	40,000	40,000 (1)
Subtotal - Transfers to Park Capital	341,000	6,000	6,000	246,000	40,000	40,000
Net Income/(Loss)	(\$189,098)	\$147,011	\$146,481	(\$102,054)	\$102,926	\$103,955
Ending Cash Balance	\$101,115	\$248,126	\$394,608	\$292,554	\$395,479	\$499,434

(1) Ongoing project mitigation commitments include \$40,000 annually for 8 additional years

City of Kenmore

**City of Kenmore,
Washington**

**PUBLIC HEARING on the 2019-2024
Proposed Capital Improvement Program**

City Council Meeting of September 10, 2018

**Capital Improvement Projects in the
2019-2024 Program**

 **PARKS: 10 Projects valued
at \$11,747,000**

 **TRANSPORTATION: 10 Projects valued
at \$71,362,770**

 **SURFACE WATER: 9 Projects valued
at \$4,366,450**

 **CITY FACILITIES: 1 Project valued
at \$6,500,000**

September 12, 2018

City of Kenmore

Park Capital Improvement Projects		
P1	• Twin Springs Interim Use	\$100,000
P6	• Moorlands Park Improvements	\$50,000
P18	• Rhododendron Park Waterfront/Open Space	\$96,000
P18a	• Rhododendron Park Float	\$8,000
P26	• Squires Landing Float	\$16,000
P27	• Squires Landing Waterfront & Open Space	\$5,750,000
P28	• Log Boom Park Waterfront Access	\$2,740,000
P29	• St Edward Ballfields	\$800,000
P30	• Rhododendron Park Boathouse Pavilion	\$487,000
P31	• Squires Landing Park Land Acquisition	\$1,700,000

CITY OF KENMORE, WASHINGTON PROPOSED PARK CAPITAL IMPROVEMENT PROGRAM FOR THE YEARS 2019-2024									
Project Description	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals	Project Total 2013-2024	
P 1 Twin Springs Interim Use	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$153,269	
P 6 Moorlands Park Improvements	\$0,000	0	0	0	0	0	\$50,000	\$2,176,341	
P 18 Rhododendron Park Waterfront & Open Space Mitigation	72,000	8,000	8,000	8,000	0	0	96,000	1,215,419	
P 18a Rhododendron Park Float Mitigation	2,000	2,000	2,000	2,000	0	0	8,000	444,209	
P 26 Squires Landing Float Mitigation	4,000	4,000	4,000	4,000	0	0	16,000	177,054	
P 27 Squires Landing Park Waterfront & Mitigation	500,000	220,000	690,000	3,940,000	40,000	360,000 (1)	5,750,000	6,635,672	
P 28 Log Boom Park Waterfront Access and Mitigation	300,000	120,000	\$90,000	1,330,000	40,000	360,000 (1)	2,740,000	3,353,669	
P 29 St Edward Ballfield Improvements EIS	300,000	0	0	0	0	500,000	800,000	1,218,603	
P 30 Rhododendron Park Boathouse Pavilion	474,000	3,000	3,000	3,000	3,000	1,000	487,000	505,000	
P 31 Squires Landing Park Land Acquisition	1,700,000	0	0	0	0	0	1,700,000	1,700,000	
Total Project Costs	\$3,502,000	\$357,000	\$1,297,000	\$5,287,000	\$83,000	\$1,221,000	\$11,747,000	\$17,579,227	
	2019*	2020*	2021*	2022*	2023*	2024*	2019-2024		
	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Totals		
Funding As Proposed:									
Park Impact Fees	\$341,000	\$6,000	\$6,000	\$246,000	\$40,000	\$360,000 (1)	\$999,000		
Real Estate Excise Taxes - Squires Land Acquisition, Moorlands	900,000	0	0	0	0	500,000	1,400,000		
In-Lieu Fees Rhododendron Park Waterfront	21,053	0	0	0	0	0	21,053		
Private Funding Rhododendron Park Boathouse	255,000	0	0	0	0	0	255,000		
RCO Grants Rhododendron, Squires, Log Boom, Ballfields	115,000	0	0	1,000,000	0	0	1,115,000		
Kag County CFT Grant Squires Land Acquisition	850,000	0	0	0	0	0	850,000		
State Capital Budget Rhododendron Park Boathouse	209,000	3,000	3,000	3,000	3,000	1,000	222,000		
Walkways & Waterways Bonds Log Boom, Squires	810,947	348,000	1,288,000	4,038,000	40,000	360,000 (1)	6,884,947		
Total Project Funding	\$3,502,000	\$357,000	\$1,297,000	\$5,287,000	\$83,000	\$1,221,000	\$11,747,000		

This program update assumes a St Edward Ballfield EIS in 2019 and project start in 2024
 (1) Includes various sums of ongoing mitigation at \$40,000 per year

City of Kenmore

Transportation Capital Improvement Projects		
T 8	• SR 522 West B 57th to 61 st	\$12,000,000
T 27	• Sidewalk Gaps	\$600,000
T35	• Pavement Preservation	\$3,455,351
T47	• Arrowhead Drive	\$1,182,181
T45	• NE 153 rd Place	\$612,500
T46	• NE 181 st (65-67 th)	\$681,413
T 37	• West Samm Bridge	\$29,054,344
T 41	• Juanita Pedestrian & Bicycle Safety	\$14,395,087
T 42	• 68 th Ave Pedestrian & Bicycle Safety	\$8,881,894
T 43	• SR 522 Pedestrian Crossing Study	\$500,000

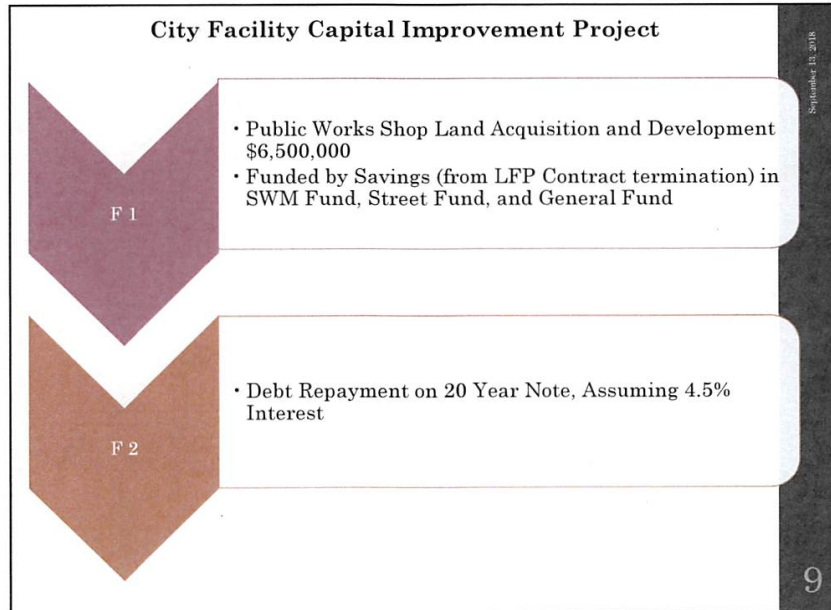
CITY OF KENMORE, WASHINGTON PROPOSED TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM FOR THE YEARS 2019-2024								
Project Description	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Total	Project Total 2019-2024
T 8 SR 522 West B 57th to 61st	\$0	\$0	\$600,000	\$7,400,000	\$4,000,000	\$0	\$12,000,000	\$12,000,000
T 27 Sidewalk Program								
Sidewalk Gaps	100,000	100,000	100,000	100,000	100,000	100,000	600,000	907,554
T47 Arrowhead Dr	11,107	132,800	1,038,281	0	0	0	1,182,181	1,182,181
T45 NE 153rd Pl	612,500	0	0	0	0	0	612,500	749,865
T46 NE 181st (65th-67th)	681,413	0	0	0	0	0	681,413	805,205
Subtotal	1,405,013	232,800	1,138,281	100,000	100,000	100,000	3,076,094	3,644,815
T 35 Pavement Preservation	805,351	450,000	550,000	550,000	550,000	550,000	3,455,351	6,323,906
T 37 West Samm Bridge	11,539,791	10,083,265	7,160,152	229,290	20,923	20,923	29,054,344	33,246,611
T 41 Juanita Dr Pedestrian & Bicycle Safety AR Segments	1,510,431	9,663,492	3,221,164	0	0	0	14,395,087	15,807,600
T 42 68th Ave Pedestrian & Bicycle Safety AR Segments	6,701,494	2,180,400	0	0	0	0	8,881,894	9,500,175
T 43 SR 522 Pedestrian Crossing Study	250,000	250,000	0	0	0	0	500,000	500,000
Total Project Costs	\$22,212,080	\$22,859,957	\$12,669,597	\$8,279,290	\$4,670,923	\$670,923	\$71,362,770	\$81,023,107
	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Total	
Funding as Proposed:								
Real Estate Excise Taxes	\$1,464,650	\$2,980,400*	\$1,750,000	\$650,000	\$650,000	\$650,000	\$8,145,050	
Transportation Impact Fees	1,152,913	63,750	1,979,522	229,290	20,923	20,923	3,467,321	
Federal Preservation Grant: Simons Road	355,351	0	0	0	0	0	355,351	
TIB Grant: Sidewalks	435,410	0	0	0	0	0	435,410	
WSDOT Safe Routes to School Grant: Sidewalks	581,846	99,670	959,293	0	0	0	1,640,809	
BRAC Grant: West Samm Bridge Replacement	6,413,800	2,122,336	1,194,493	0	0	0	9,730,629	
Connecting WA Funds: West Samm Bridge Replacement	646,932	5,144,212	1,443,125	0	0	0	7,234,269	
TIB Grant: West Samm Bridge Replacement	4,113,903	2,786,097	0	0	0	0	6,900,000	
Walkways & Waterways Roads: Juanita and 68th Ave	5,992,325	1,579,569	537,487	0	0	0	8,069,381	
TIB Grant: Juanita Drive	0	6,141,073	197,927	0	0	0	6,339,000	
WSDOT: Juanita Drive	0	525,600	0	0	0	0	525,600	
Interfund Loan: Juanita Drive	0	0	2,000,000	0	0	0	2,000,000	
DOE Grant: Juanita and 68th Ave	1,054,950	1,457,250*	0	0	0	0	2,512,200	
Surface Water Management Fees	0	0	485,750	0	0	0	485,750	
Washington State LEAP: Transportation Bill: West B	0	0	600,000	7,400,000	4,000,000	0	12,000,000	
Utility Reimbursement: West Samm Bridge Replacement	0	0	1,522,000	0	0	0	1,522,000	
Total Project Funding	\$22,212,080	\$22,859,957	\$12,669,597	\$8,279,290	\$4,670,923	\$670,923	\$71,362,770	

City of Kenmore

Surface Water Capital Improvement Projects		
SW8	• 190 TH Culvert at 61 st	\$1,632,450
SW8	• Public Works Trust Fund Loan Repayment	\$408,250
SW20	• Small Works Projects	\$300,000
SW29	• Infiltration Tank Retrofit 61st/190 th	\$500,000
SW30	• Drainage Improvements 153 rd /Arrowhead	\$175,000
SW31	• Drainage Improvements/Street Repair 66 th /196 th	\$115,000
SW32	• 61 st Ave Stabilization	\$150,000
SW33	• Drainage Improvement & Facility Retrofit	\$600,000
SW41	• Juanita Dr.; SWM Component	\$487,750

CITY OF KENMORE, WASHINGTON PROPOSED SURFACE WATER CAPITAL IMPROVEMENT PROGRAM FOR THE YEARS 2019-2024								
Project Description	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals	Project Total 2013-2024
SW 8 190th Culvert at 61st	\$1,632,450	\$0	\$0	\$0	\$0	\$0	\$1,632,450	\$1,632,450
SW 8 Public Works Trust Fund Loan 20 year Repayment	0	81,650	81,650	81,650	81,650	81,650	\$408,250	408,250
SW 20 Small Works Projects	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	300,000	679,359
SW 29 Infiltration Tank Retrofit at 61st Ave NENE 190th St	500,000	0	0	0	0	0	500,000	500,000
SW 30 Drainage Improvements at 153rd NE Arrowhead Dr	175,000	0	0	0	0	0	175,000	175,000
SW 31 Drainage Imp & Street Repair at 66th Ave NE /196th Pl	115,000	0	0	0	0	0	115,000	115,000
SW 32 61st Ave Stabilization	0	0	150,000	0	0	0	150,000	150,000
SW 33 Drainage Improvement & Facility Retrofit	0	100,000	500,000	0	0	0	600,000	600,000
T 41 Juanita Dr Pedestrian & Bicycle Safety (SWM Component)	0	0	485,750	0	0	0	485,750	485,750
Total Project Costs	\$2,472,450	\$231,650	\$1,267,400	\$131,650	\$131,650	\$131,650	\$4,366,450	\$4,414,574
	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals	
Funding As Proposed:								
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	1,500,000	0	0	0	0	0	1,500,000	
General Facility Charge (Proposed)	300,000	231,650	300,000	131,650	131,650	131,650	1,226,600	
Surface Water Utility Funds	672,450	0	967,400	0	0	0	1,639,850	
Total Project Funding	\$2,472,450	\$231,650	\$1,267,400	\$131,650	\$131,650	\$131,650	\$4,366,450	

City of Kenmore



**CITY OF KENMORE, WASHINGTON
PROPOSED CITY FACILITY CAPITAL IMPROVEMENT PROGRAM
FOR THE YEARS 2019-2024**

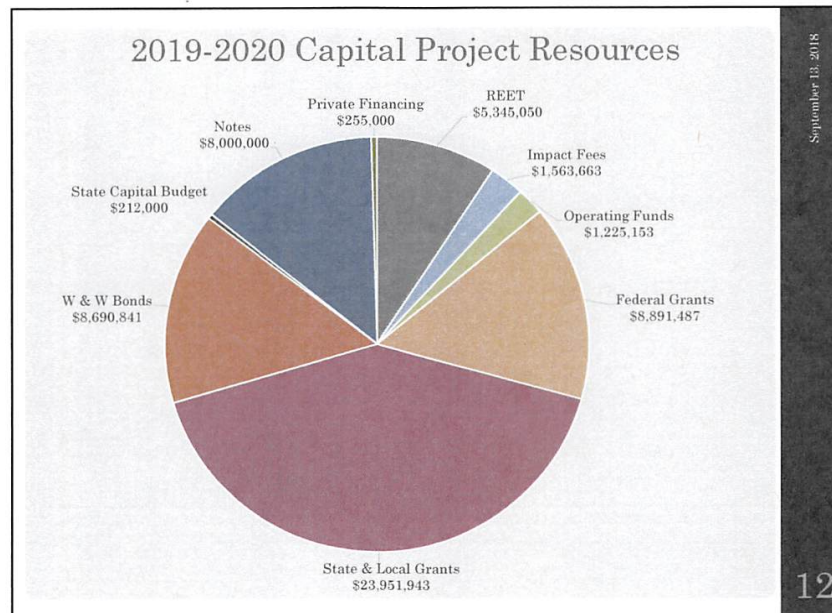
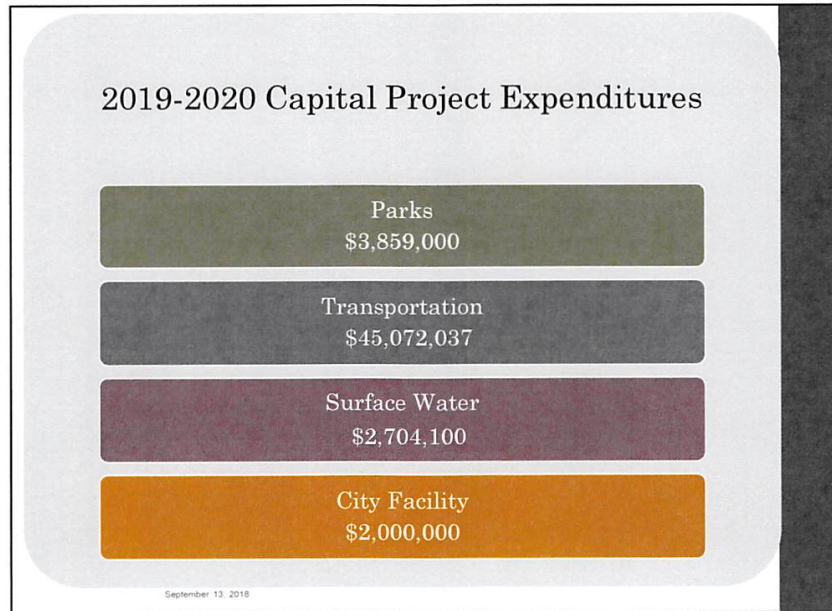
Project Description	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals	Project Total 2013-2024
F 1 Public Works Shop Land Acquisition & Development	\$0	\$2,000,000	\$4,500,000	\$0	\$0	\$0	\$6,500,000	\$5,500,000
F 2 Debt Repayment	0	0	\$00,000	\$00,000	\$00,000	\$00,000	\$2,000,000	2,000,000
Total Project Costs	\$0	\$2,000,000	\$5,000,000	\$500,000	\$500,000	\$500,000	\$8,500,000	\$8,500,000

	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals
Bank Note, 20 Years, 4.5% Interest	0	6,500,000	0	0	0	0	6,500,000
Transfer from SWM Fund	0	0	245,000	245,000	245,000	245,000	980,000
Transfer from Street Fund	0	0	130,000	130,000	130,000	130,000	\$20,000
Transfer from General Fund	0	0	125,000	125,000	125,000	125,000	\$00,000
Total Project Funding	\$0	\$6,500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$8,500,000

September 13, 2018

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City of Kenmore



City of Kenmore

REVENUES	2019 Proposed	2020 Proposed	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2019-2024 Totals
Real Estate Excise Tax (Transportation)	\$1,464,650	\$2,980,400	\$1,750,000	\$650,000	\$650,000	\$650,000	\$8,145,050
Real Estate Excise Tax (Parks)	900,000	0	0	0	0	500,000	1,400,000
Transportation Impact Fee Revenue	1,152,913	63,750	1,979,522	229,290	20,923	20,923	3,467,321
Park Impact Fee Revenue	341,000	6,000	6,000	246,000	40,000	360,000	999,000
General Fund	21,053	0	125,000	125,000	125,000	125,000	521,053
Street Fund	0	0	130,000	130,000	130,000	130,000	520,000
Surface Water Utility Funds	672,450	0	1,212,400	245,000	245,000	245,000	2,619,850
Surface Water General Utility Charges	300,000	231,650	300,000	131,650	131,650	131,650	1,226,600
Federal Preservation Grants	355,351	0	0	0	0	0	355,351
TIB Grant - Sidewalks	435,410	0	0	0	0	0	435,410
WSDOT Safe Routes to School - Sidewalks	581,846	99,670	959,293	0	0	0	1,640,809
BRAC Grant West Samm Bridge Replacement	6,413,800	2,122,336	1,194,493	0	0	0	9,730,629
TIB Grant: West Samm Bridge Replacement	4,113,903	2,786,097	0	0	0	0	6,900,000
Connecting WA Funds: West Samm Bridge Replacement	646,932	5,144,212	1,443,125	0	0	0	7,234,269
Walkways & Waterways Bonds: Juanita and 68th Ave	5,992,325	1,539,569	537,487	0	0	0	8,069,381
WSDOT Grant: Juanita Drive	0	525,600	0	0	0	0	525,600
TIB Grant: Juanita Drive	0	6,141,073	197,927	0	0	0	6,339,000
Interfund Loan: Juanita Drive	0	0	2,000,000	0	0	0	2,000,000
Washington State LEAP Transportation Bill	0	0	600,000	7,400,000	4,000,000	0	12,000,000
DOE Grant: Juanita and 68th Ave	1,054,950	1,457,250	0	0	0	0	2,512,200
RCO Park Grants	115,000	0	0	1,000,000	0	0	1,115,000
State Capital Budget	209,000	3,000	3,000	3,000	3,000	1,000	222,000
King County Conservation Futures Trust Grant	850,000	0	0	0	0	0	850,000
Public Works Trust Fund Loan	1,500,000	0	0	0	0	0	1,500,000
Walkways & Waterways Bonds: Log Boom, Squires	810,947	348,000	1,288,000	4,038,000	40,000	360,000	6,884,947
Utility Reimbursement: West Samm Bridge Replacement	0	0	1,522,000	0	0	0	1,522,000
Private Funding for Boathouse	255,000	0	0	0	0	0	255,000
10 year Note Public Works Shop	0	6,500,000	0	0	0	0	6,500,000
TOTAL REVENUES	\$28,186,530	\$29,948,607	\$15,248,247	\$14,197,940	\$5,385,573	\$2,523,573	\$95,490,470

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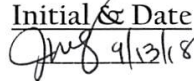
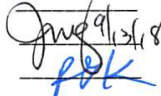
September 13, 2018

Thank You

This concludes the presentation for the Public
Hearing on the 2019-2024 Capital Improvement
Program

Comments or Questions?

14

Subject/Topic: July 2018 Financial Report	For Council Meeting Agenda of: September 17, 2018 Department: Finance and Administration Prepared by: Joanne Gregory Approved by Department Head:  Approved by City Attorney: Approved by Finance Director:  Approved by City Manager: Exhibits/Attachments: July 2018 Financial Report for the City of Kenmore, Washington.
<u>INFORMATION/BACKGROUND:</u> The July 2018 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 2017-2018 adopted biennial budget. The budget was adopted on December 12, 2016 and amended July 24, 2017 and November 27, 2017. This review also provides an opportunity to identify any additional potential variances or fluctuations from the budget.	
<u>FISCAL CONSIDERATION:</u> July is the 19 th month of the 2017-2018 biennium. As of July, revenues for the biennium exceeded expenditures in the General Fund by \$1,196,123. Also, revenues were 79% of the biennial budget and expenditures were 74%.	
<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.	



PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: September 7, 2018
RE: July 2018 Financial Reports for the City of Kenmore, Washington

July 2018 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
- Street Fund Summary
- Cash and Investment Report
- Investment Schedule
- Sales Tax Receipts by Business Type
- Retail Sales and Use Tax Distribution
- Real Estate Excise Tax Report
- Monthly Report for Kenmore Village
- Report for Transportation Benefit District

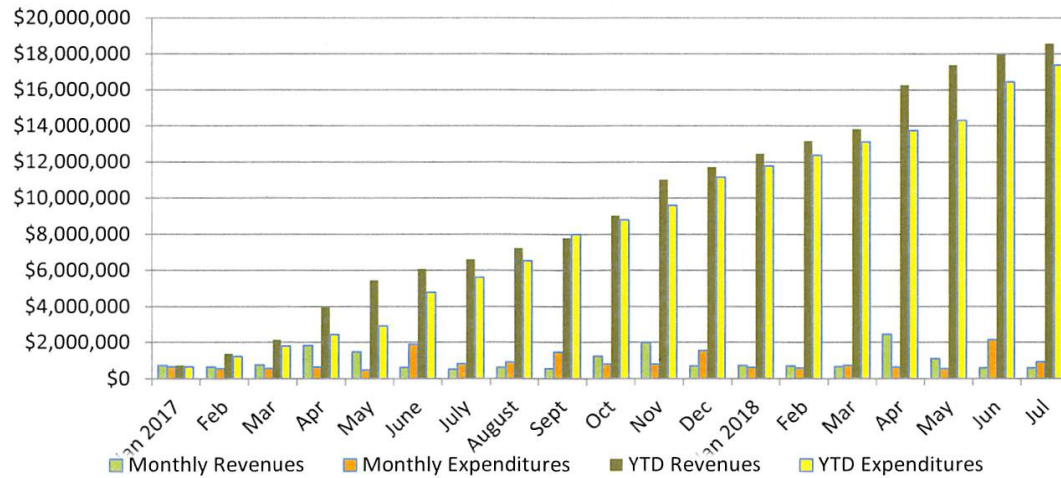
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the monthly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, July is the nineteenth month (79%) of the 2017-2018 biennial budget period. For the month of July, expenditures exceeded revenues in the General Fund by \$323,160.

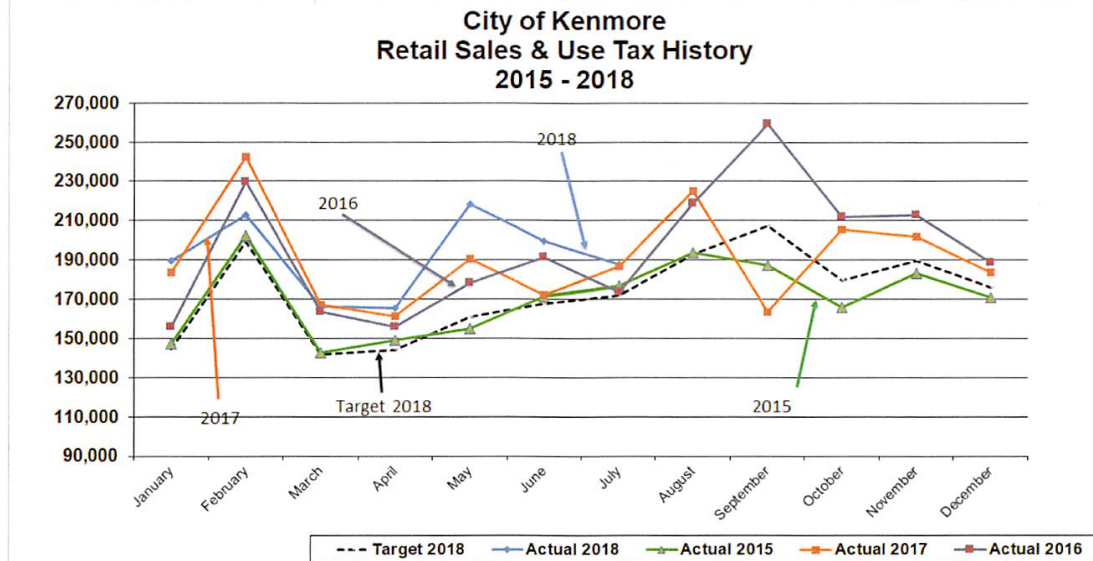
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through July 2018.

City of Kenmore, Washington
Monthly Financial Report
July 2018

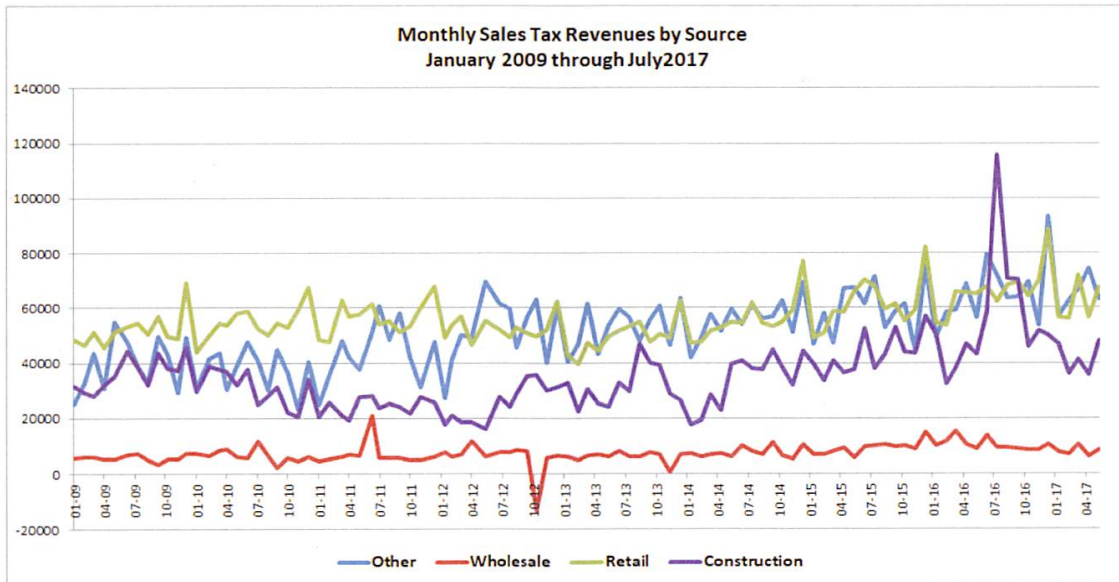


Total **revenues** for the month were **\$600,460**. Biennium to date revenues are \$18,570,006, which is 79% of the budgeted revenues of \$23,533,174. Primary sources of revenue for the month included property taxes in the amount of \$8,697, development fees & permits in the amount of \$73,186, franchise fees in the amount of \$71,631, retail sales and use taxes in the amount of \$187,663, and utility taxes in the amount of \$132,584.

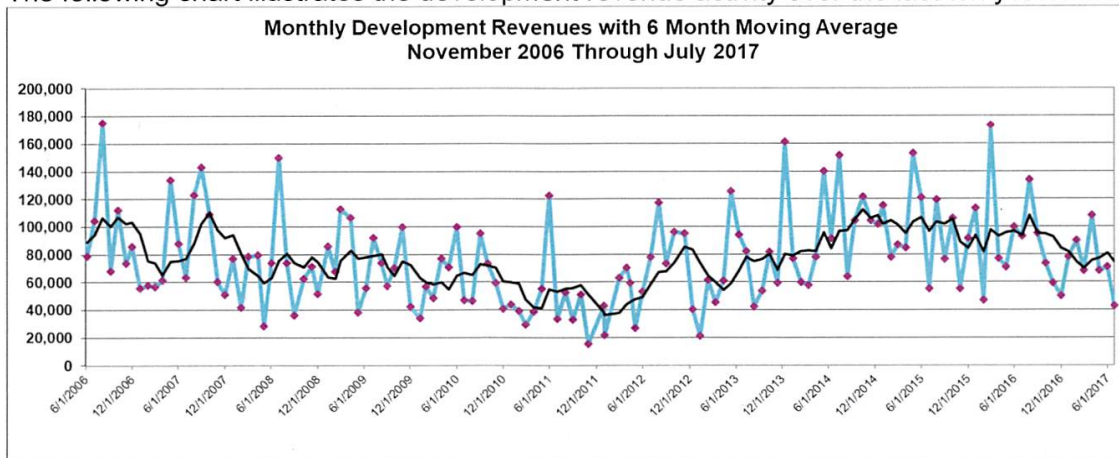
A summary of sales tax revenues received in July is attached. These receipts are based on May sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2018 line is a monthly average of actual receipts during 2015, 2016, and 2017. The blue line represents 2018 actual receipts, which are \$35,229 above 2017 and ahead of the 2018 target by \$209,934.



City of Kenmore, Washington
Monthly Financial Report
July 2017



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



July 2017 expenditures were \$817,603. Biennium to date expenditures are \$5,617,363, which is 24% of the amended biennial budget expenditures of \$23,535,546.

Total City cash (\$19,505,141) and long term investments (\$10,861,125), at the end of July, totaled \$30,366,266. Proposition 1 levy funds of \$9.8M are included in this cash balance. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2015-2016 biennial budget.

Total non-General Fund revenues were \$943,530 and total non-General Fund expenditures were \$885,494.

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City of Kenmore, Washington
Monthly Financial Report
July 2018

July 2018 expenditures were **\$923,620**. Biennium to date expenditures are \$17,373,883, which is 74% of the amended biennial budget expenditures of \$23,535,546.

Total City cash (\$16,034,028) and long-term investments (\$10,985,981), at the end of July, totaled \$27,020,009. Proposition 1 levy funds of \$8M are included in this cash balance. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2017-2018 biennial budget.

Total non-General Fund revenues were \$340,862 and total non-General Fund expenditures were \$757,102.

In the **Street Fund** revenue from gas tax distributions was \$34,339. \$49,440 was expended for maintenance and operations during the month.

In the **Transportation Capital Fund**, there were expenditures in the amount of \$103,363 for SR522 Projects and \$200,297 on pedestrian & bike safety projects. The fund received \$51,611 in project grant reimbursements.

The **Park Impact Fee** fund received \$2,565 in revenues during the month.

There was \$9,320 in revenues for the **Transportation Impact Fee** fund during the month.

The **Real Estate Excise Tax** Fund received \$181,974 of real estate excise taxes (REET) in July from sales activity that occurred in June. 57 transactions were reported during the month. The 2018 year to date revenue is lower than the 2017 revenue by \$153,370 and the 2018 target by \$660.

The **Park Capital** fund had expenditures in the amount of \$51,458 on park improvement projects.

The **Kenmore Village** Fund had \$10,029 in maintenance and operations expenditures during the month.

The **Walkways & Waterways Debt Service** Fund collected \$2,479 in property taxes related to the Prop 1 Bond for a biennium to date total revenue of \$1,961,245.

The **Transportation Benefit District** Fund received \$28,888 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **July 31, 2018**. 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
July 31, 2018



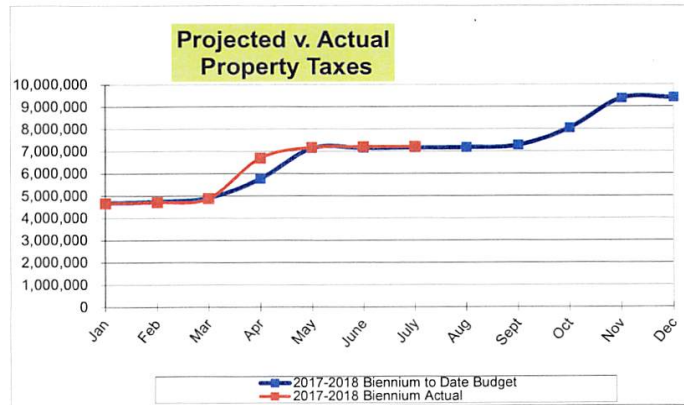
	CURRENT PERIOD 2017-2018				PRIOR PERIOD 2015-2016			
	MONTH July 2018	BIENNIUM TO DATE 2017-2018	% of BUDGET	BIENNIUM BUDGET 2017-2018	MONTH July 2016	BIENNIUM TO DATE 2015-2016	% of BUDGET	BIENNIUM BUDGET 2015-2016
REVENUES								
Beginning Fund Balance		2,981,035		3,131,687				
Property Taxes	8,697	7,219,136	76.7%	9,408,704	12,641	6,916,428	76.2%	9,075,766
Sales and Use Taxes	244,021	4,620,811	85.9%	5,376,291	221,165	4,171,234	83.4%	5,000,532
Utility Taxes	132,584	1,990,889	73.3%	2,717,485	86,338	1,953,151	70.7%	2,763,390
Other Taxes	11,541	138,135	63.3%	218,113	463	126,636	112.3%	112,720
Development Fees & Permits	73,186	1,547,606	87.7%	1,764,518	93,122	1,817,136	84.5%	2,151,432
Franchise Fees	71,631	1,377,664	82.6%	1,668,476	213,410	1,437,646	88.6%	1,622,160
Intergovernmental and Grants	47,424	766,915	91.1%	841,615	40,476	667,733	94.4%	707,370
Investment Interest	893	174,619	335.8%	52,000	25,391	112,990	222.9%	50,700
Fines and Forfeitures	0	13,356	0.0%	0	-353	-6,241	n/a	0
Transfers and Other Revenues	10,483	720,875	48.5%	1,485,972	3,207	95,021	17.6%	541,200
Total Revenues	600,460	18,570,006	78.9%	23,533,174	695,859	17,291,734	78.5%	22,025,270
Total Revenues & Beginning Fund Balance		21,551,041		26,664,861				22,025,270

	CURRENT PERIOD 2017-2018				PRIOR PERIOD 2015-2014			
	MONTH July	BIENNIUM TO DATE 2017-2018	% of BUDGET	BIENNIUM BUDGET 2017-2018	MONTH July 2016	BIENNIUM TO DATE 2015-2016	% of BUDGET	BIENNIUM BUDGET 2015-2016
EXPENDITURES								
Cost Center								
City Council	7,190	274,040	83.2%	329,426	7,797	253,033	77.0%	328,435
City Manager	178,346	2,539,657	76.3%	3,328,297	142,307	2,265,992	70.1%	3,233,222
City Clerk	11,498	395,789	93.0%	425,368	20,392	269,976	97.2%	277,683
Finance	45,139	1,466,026	87.6%	1,672,775	49,164	1,229,693	82.5%	1,490,155
Legal	15,318	394,224	78.8%	500,000	60,838	429,345	61.3%	700,000
Interfund Transfers	0	650,220	49.0%	1,328,228	0	1,666,216	46.9%	3,552,671
Public Safety	365,920	6,115,238	69.4%	8,806,304	352,927	6,100,771	74.8%	8,160,115
Engineering & Environmental Services	79,241	1,037,893	73.3%	1,415,011	102,973	1,461,127	83.8%	1,743,950
Community Development	53,316	1,010,494	58.9%	1,715,510	53,901	680,817	82.0%	830,030
Developmental Services	97,935	1,937,642	93.5%	2,071,288	76,246	1,422,791	81.1%	1,755,050
Parks & Facility Maintenance	69,718	1,552,661	79.9%	1,943,339	105,160	1,290,368	63.6%	2,029,409
Total Expenditures	923,620	17,373,883	73.8%	23,535,546	971,703	17,070,127	70.8%	24,100,720
Ending Fund Balance		4,177,158		3,129,315			0.0%	-2,075,450
Total Expenditures and Ending Fund Balance		21,551,041		26,664,861				22,025,270

*Non-Departmental expenditures have been moved to other General Fund Cost Centers

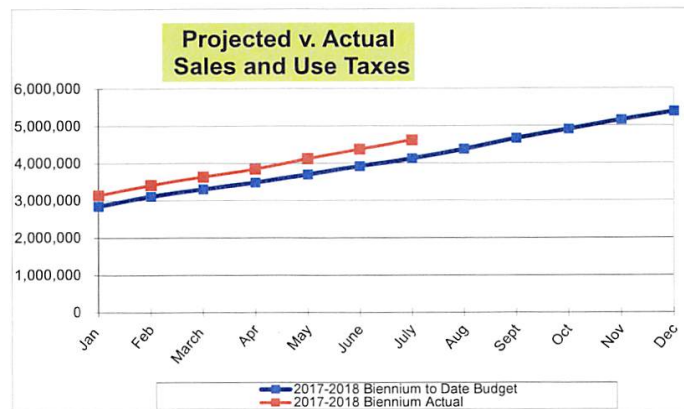
City of Kenmore, Washington
General Fund Revenue Graphs
July 31, 2018
PROPERTY TAXES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	4,668,509	4,656,328
Jan	4,683,738	4,673,846
Feb	4,742,392	4,720,413
Mar	4,916,568	4,888,629
Apr	5,765,778	6,698,458
May	7,142,021	7,182,523
June	7,155,271	7,210,439
July	7,168,409	7,219,136
Aug	7,182,371	
Sept	7,277,730	
Oct	8,047,191	
Nov	9,381,763	
Dec	9,408,704	
2017-18	9,408,704	
Year To Date		
Actual v. Projected		101%



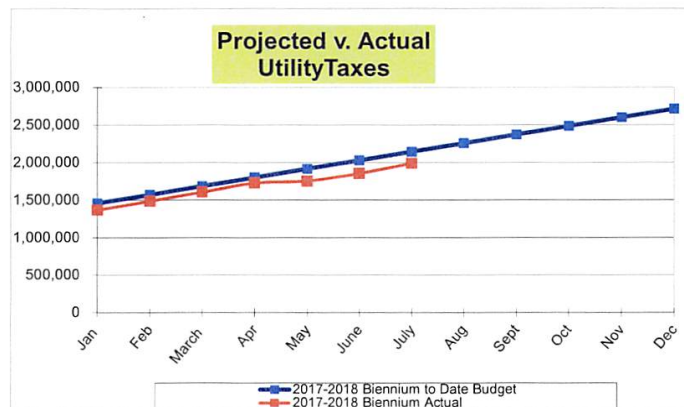
SALES, USE, CRIM JUSTICE TAXES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	2,661,530	2,903,337
Jan	2,847,158	3,143,844
Feb	3,114,522	3,422,078
March	3,304,812	3,637,316
Apr	3,488,513	3,849,131
May	3,699,746	4,125,405
June	3,919,794	4,376,790
July	4,124,717	4,620,811
Aug	4,378,444	
Sept	4,664,890	
Oct	4,909,348	
Nov	5,156,649	
Dec	5,376,291	
2017-18	5,376,291	
Year To Date		
Actual v. Projected		112%



UTILITY TAXES

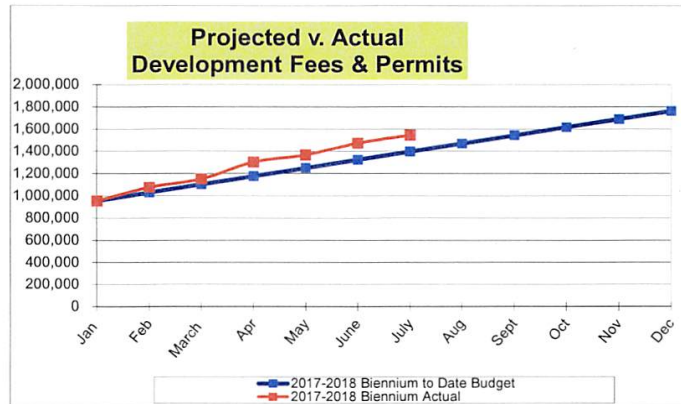
	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	1,345,290	1,242,051
Jan	1,459,640	1,370,760
Feb	1,573,989	1,490,618
March	1,688,339	1,610,638
Apr	1,802,688	1,731,071
May	1,917,038	1,757,374
June	2,031,388	1,858,304
July	2,145,737	1,990,889
Aug	2,260,087	
Sept	2,374,436	
Oct	2,488,786	
Nov	2,603,135	
Dec	2,717,485	
2017-18	2,717,485	
Year To Date		
Actual v. Projected		93%



**City of Kenmore, Washington
General Fund Revenue Graphs
July 31, 2018**

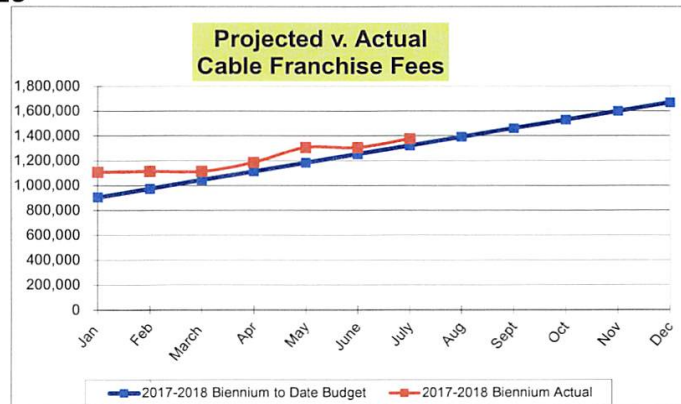
DEVELOPMENT FEES & PERMITS

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	882,259	907,838
Jan	955,781	953,639
Feb	1,029,302	1,077,107
March	1,102,824	1,151,836
Apr	1,176,345	1,303,338
May	1,249,867	1,367,787
June	1,323,389	1,474,421
July	1,396,910	1,547,606
Aug	1,470,432	
Sept	1,543,953	
Oct	1,617,475	
Nov	1,690,996	
Dec	1,764,518	
'2017-18 Year To Date	1,764,518	
Actual v. Projected		111%



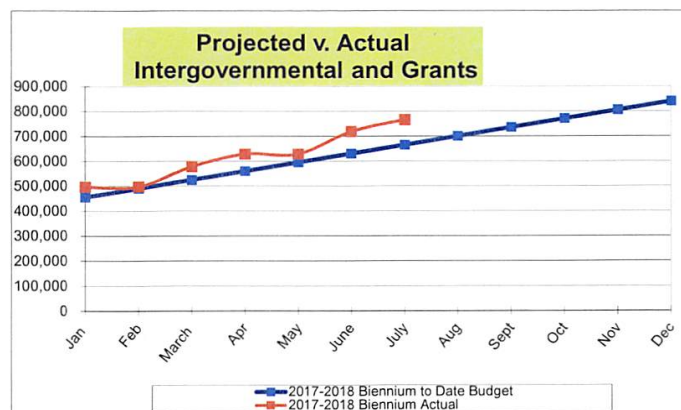
CABLE/WATER/SEWER FRANCHISE FEES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	837,494	861,559
Jan	906,743	1,109,316
Feb	975,991	1,115,749
March	1,045,240	1,115,749
Apr	1,114,488	1,187,700
May	1,183,737	1,306,033
June	1,252,985	1,306,033
July	1,322,234	1,377,664
Aug	1,391,482	
Sept	1,460,731	
Oct	1,529,979	
Nov	1,599,228	
Dec	1,668,476	
'2017-18 Year To Date	1,668,476	
Actual v. Projected		104%



INTERGOVERNMENTAL & GRANTS

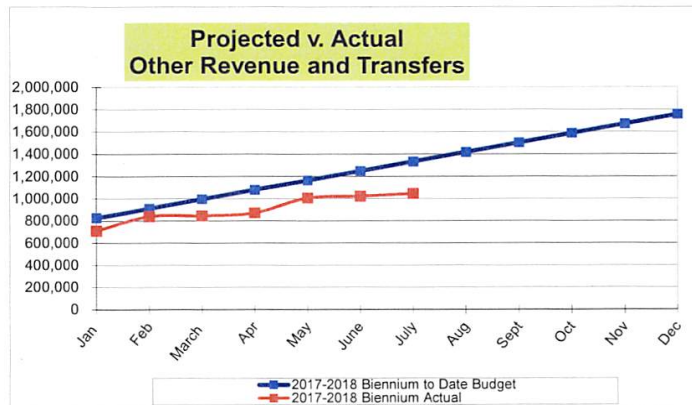
	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	420,808	448,132
Jan	455,875	497,763
Feb	490,943	498,463
March	526,010	579,878
Apr	561,077	629,627
May	596,145	629,627
June	631,212	719,491
July	666,279	766,915
Aug	701,347	
Sept	736,414	
Oct	771,481	
Nov	806,549	
Dec	841,615	
'2017-18 Year To Date	841,615	
Actual v. Projected		115%



**City of Kenmore, Washington
General Fund Revenue Graphs
July 31, 2018**

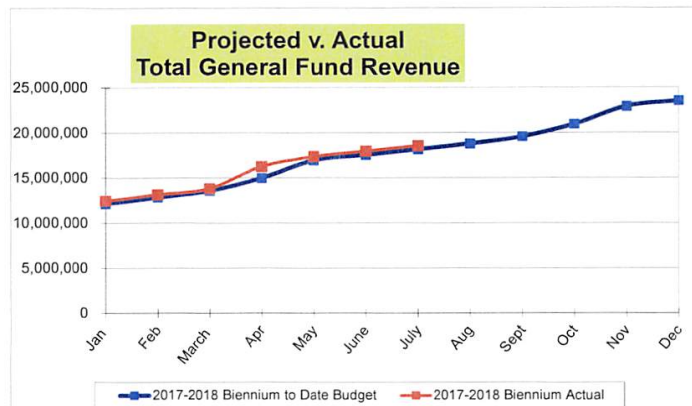
OTHER REVENUES AND TRANSFERS

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	742,986	701,874
Jan	827,411	712,400
Feb	911,836	840,519
March	996,261	847,291
Apr	1,080,686	873,291
May	1,165,111	1,006,588
June	1,249,536	1,024,068
July	1,333,960	1,046,985
Aug	1,418,385	
Sept	1,502,810	
Oct	1,587,235	
Nov	1,671,660	
Dec	1,756,085	
2017-18 Year To Date	1,756,085	
Actual v. Projected		78%



TOTAL GENERAL FUND REVENUE

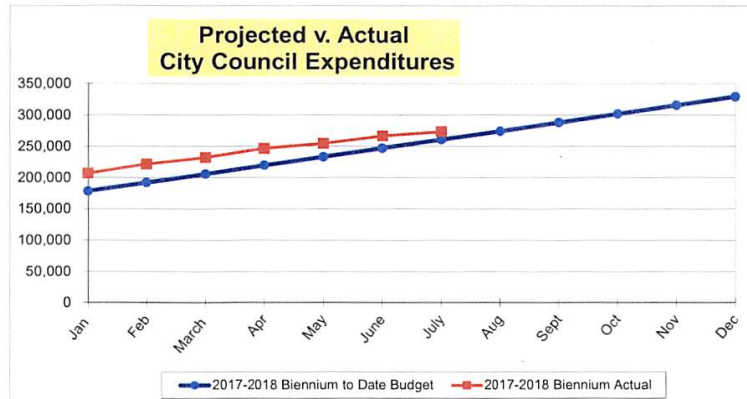
	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	12,136,345	12,461,569
Feb	12,838,975	13,164,947
March	13,580,053	13,831,338
Apr	14,989,576	16,272,617
May	16,953,663	17,375,336
June	17,563,574	17,969,546
July	18,158,246	18,570,006
Aug	18,802,547	
Sept	19,560,964	
Oct	20,951,495	
Nov	22,909,980	
Dec	23,533,174	
Year To Date		
Actual v. Projected		102%



**City of Kenmore, Washington
General Fund Expenditure Graphs
July 31, 2018**

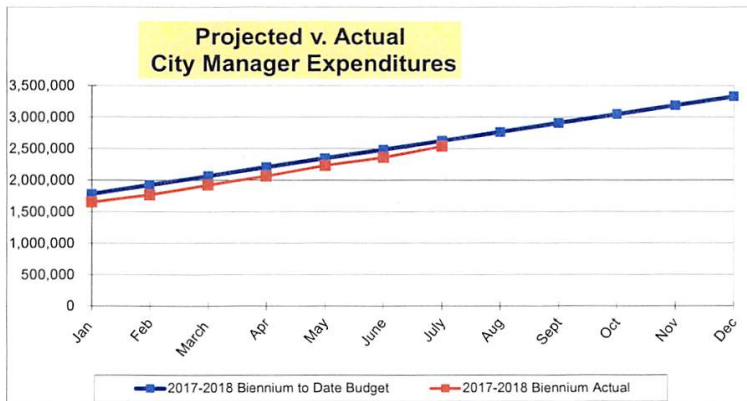
CITY COUNCIL

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	164,713	167,354
Jan	178,439	207,017
Feb	192,165	221,839
March	205,891	232,673
Apr	219,617	247,095
May	233,343	255,093
June	247,070	266,851
July	260,796	274,040
Aug	274,522	
Sept	288,248	
Oct	301,974	
Nov	315,700	
Dec	329,426	
2017-18	329,426	
Year To Date		
Actual v. Projected		105%



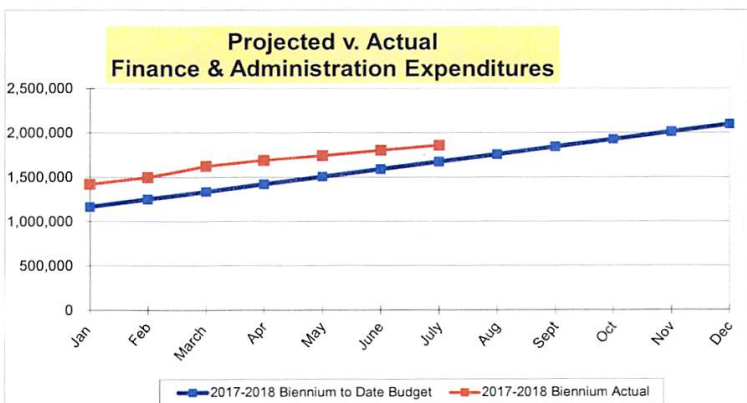
CITY MANAGER

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	1,643,289	1,563,222
Jan	1,783,706	1,654,331
Feb	1,924,124	1,770,648
March	2,064,541	1,924,823
Apr	2,204,958	2,064,887
May	2,345,376	2,232,051
June	2,485,793	2,361,311
July	2,626,210	2,539,657
Aug	2,766,628	
Sept	2,907,045	
Oct	3,047,462	
Nov	3,187,880	
Dec	3,328,297	
2017-18	3,328,297	
Year To Date		
Actual v. Projected		97%



FINANCE & ADMINISTRATION

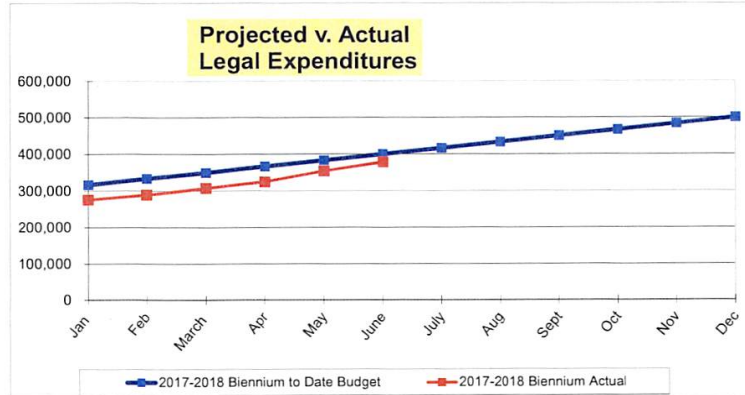
	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	1,083,885	1,129,357
Jan	1,168,407	1,424,099
Feb	1,252,928	1,501,280
March	1,337,450	1,627,809
Apr	1,421,971	1,691,362
May	1,506,493	1,744,026
June	1,591,014	1,805,177
July	1,675,536	1,861,814
Aug	1,760,057	
Sept	1,844,579	
Oct	1,929,100	
Nov	2,013,622	
Dec	2,098,143	
2017-18	2,098,143	
Year To Date		
Actual v. Projected		111%



City of Kenmore, Washington
General Fund Expenditure Graphs
July 31, 2018

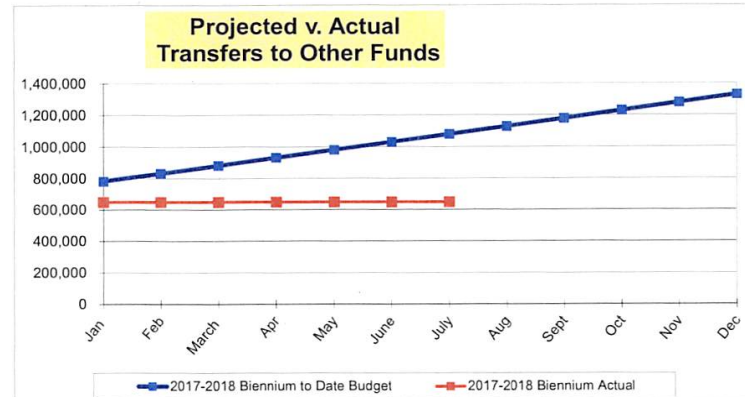
LEGAL

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	300,000	274,954
Jan	316,667	275,802
Feb	333,333	289,096
March	350,000	307,549
Apr	366,667	324,964
May	383,333	354,313
June	400,000	378,906
July	416,667	
Aug	433,333	
Sept	450,000	
Oct	466,667	
Nov	483,333	
Dec	500,000	
2017-18	500,000	
Year To Date		
Actual v. Projected		95%



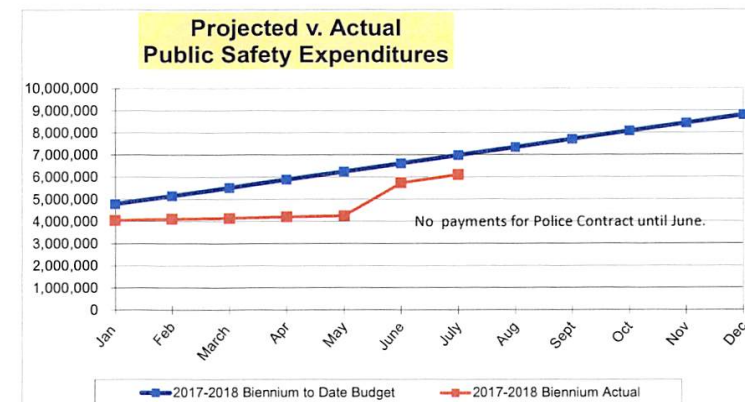
TRANSFERS TO OTHER FUNDS

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	733,151	650,220
Jan	782,741	650,220
Feb	832,331	650,220
March	881,920	650,220
Apr	931,510	650,220
May	981,100	650,220
June	1,030,690	650,220
July	1,080,279	650,220
Aug	1,129,869	
Sept	1,179,459	
Oct	1,229,049	
Nov	1,278,638	
Dec	1,328,228	
2017-18	1,328,228	
Year To Date		
Actual v. Projected		60%



PUBLIC SAFETY

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	4,428,152	4,055,650
Jan	4,792,998	4,062,008
Feb	5,157,844	4,126,878
March	5,522,690	4,151,656
Apr	5,887,536	4,217,160
May	6,252,382	4,269,134
June	6,617,228	5,749,318
July	6,982,074	6,115,238
Aug	7,346,920	
Sept	7,711,766	
Oct	8,076,612	
Nov	8,441,458	
Dec	8,806,304	
2017-18	8,806,304	
Year To Date		
Actual v. Projected		88%

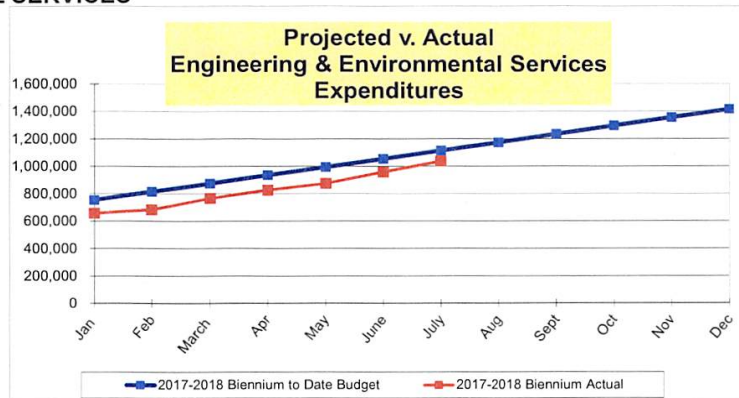


**City of Kenmore, Washington
General Fund Expenditure Graphs**

July 31, 2018

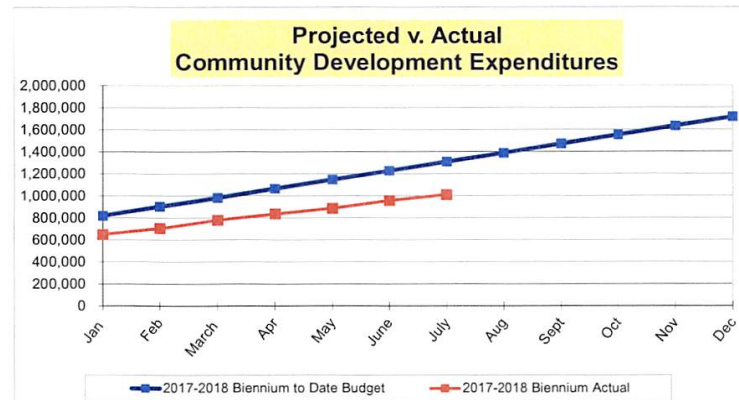
ENGINEERING & ENVIRONMENTAL SERVICES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	694,010	629,990
Jan	754,093	657,935
Feb	814,177	684,399
March	874,260	765,832
Apr	934,344	825,992
May	994,427	875,015
June	1,054,511	958,652
July	1,114,594	1,037,893
Aug	1,174,677	
Sept	1,234,761	
Oct	1,294,844	
Nov	1,354,928	
Dec	1,415,011	
2017-18	1,415,011	
Year To Date		
Actual v. Projected		93%



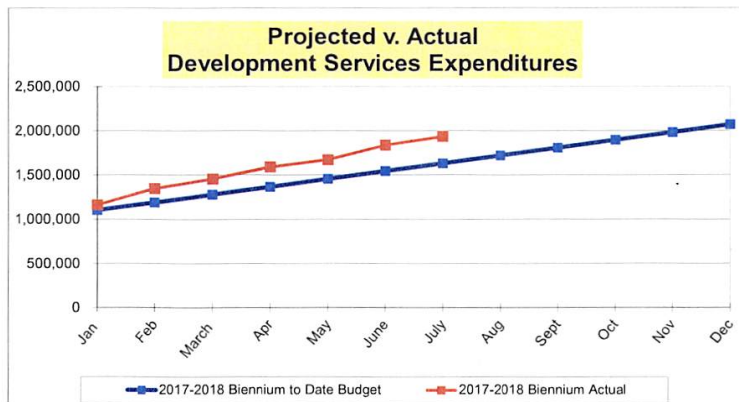
COMMUNITY DEVELOPMENT

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	737,951	599,620
Jan	819,414	650,702
Feb	900,878	705,878
March	982,341	780,880
Apr	1,063,804	837,168
May	1,145,267	887,496
June	1,226,731	957,178
July	1,308,194	1,010,494
Aug	1,389,657	
Sept	1,471,120	
Oct	1,552,584	
Nov	1,634,047	
Dec	1,715,510	
2017-18	1,715,510	
Year To Date		
Actual v. Projected		77%



DEVELOPMENT SERVICES

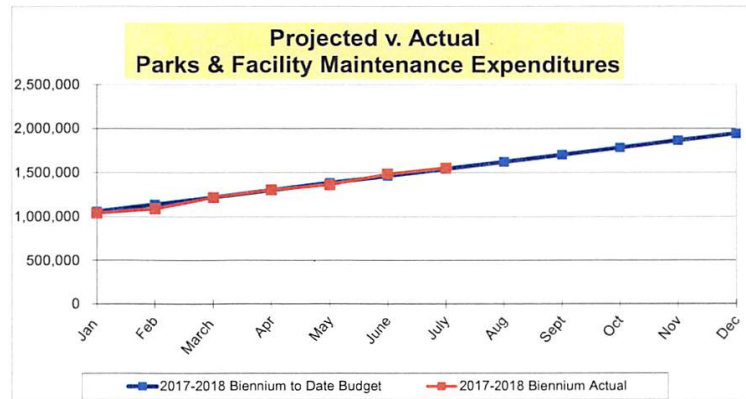
	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	1,017,664	1,087,784
Jan	1,105,466	1,165,099
Feb	1,193,268	1,351,077
March	1,281,070	1,458,554
Apr	1,368,872	1,592,825
May	1,456,674	1,672,844
June	1,544,476	1,839,707
July	1,632,278	1,937,642
Aug	1,720,080	
Sept	1,807,882	
Oct	1,895,684	
Nov	1,983,486	
Dec	2,071,288	
2017-18	2,071,288	
Year To Date		
Actual v. Projected		119%



City of Kenmore, Washington
General Fund Expenditure Graphs
July 31, 2018

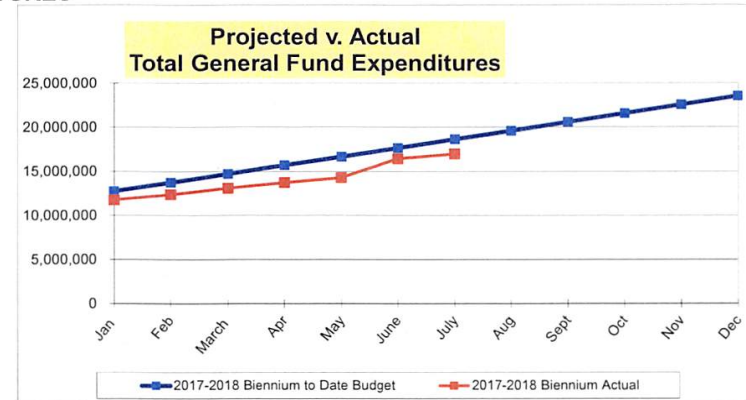
PARKS & FACILITY MAINTENANCE

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
2017	978,706	1,002,290
Jan	1,059,092	1,040,692
Feb	1,139,478	1,090,051
March	1,219,864	1,219,391
Apr	1,300,250	1,303,719
May	1,380,636	1,362,490
June	1,461,023	1,482,943
July	1,541,409	1,552,661
Aug	1,621,795	
Sept	1,702,181	
Oct	1,782,567	
Nov	1,862,953	
Dec	1,943,339	
2017-18	1,943,339	
Year To Date		
Actual v. Projected		101%



TOTAL GENERAL FUND EXPENDITURES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	12,761,023	11,787,903
Feb	13,740,525	12,391,367
March	14,720,027	13,119,388
Apr	15,699,529	13,755,393
May	16,679,031	14,302,681
June	17,658,534	16,450,263
July	18,638,036	16,979,659
Aug	19,617,538	
Sept	20,597,040	
Oct	21,576,542	
Nov	22,556,044	
Dec	23,535,546	
Year To Date		
Actual v. Projected		91%



**City of Kenmore, Washington
Street Fund Summary Report
July 31, 2018**



	MONTH	BIENNIUM TO DATE	% of	BUDGET
	<u>July 2018</u>	<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>
REVENUES				
Beginning Fund Balance		790,989		861,602
Fuel Tax	34,339	754,533	77.8%	969,604
Investment Interest	151	4,963	-	6,000
Miscellaneous	746	11,025	-	1,500
ROW Permit Fees/Inspections	0	188,298	85.6%	220,000
Multimodal Transportation	0	39,354	85.2%	46,200
Transfer from General Fund	0	527,135	52.7%	1,000,000
Transfer from TBD	0	334,500	50.0%	669,000
Total Revenues	35,237	1,859,809	63.9%	2,912,304
Total Revenues & Beginning Fund Balance		2,650,798		3,773,906

		BIENNIUM TO DATE	% of	BUDGET
		<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>
EXPENDITURES				
Salary and Benefits	26,826	697,208	74.3%	938,209
Maintenance & Operations	49,440	1,429,649	74.0%	1,930,800
Capital	0	132,250	330.6%	40,000
Total Expenditures	76,267	2,259,107	77.7%	2,909,009
Ending Fund Balance		391,691		864,897
Total Expenditures and Ending Fund Balance		2,650,798		3,773,906

City of Kenmore, Washington
Cash and Investment Report
July 31, 2018



<u>Fund</u>	Beg. Cash & Inv. from Prev. Mo.	Monthly Revenues	Monthly Expenditures	End. Cash & Inv. Current Month
General	\$4,668,568	\$600,460	\$923,620	4,345,408
Street	432,752	35,237	76,267	391,722
Transportation Capital	602,350	51,611	303,660	350,301
Public Art	68,572	26	0	68,599
Park Impact Fee	552,108	2,779	0	554,887
Transportation Impact Fee	1,949,150	10,075	0	1,959,225
Swamp Creek Basin	1,435,549	553	0	1,436,102
Transportation Benefit District	266,928	29,002	0	295,930
Sammamish Bridge Replacement	-207,107	0	149,956	(357,063)
Walkways & Waterways Debt Service	676,389	2,479	0	678,868
Real Estate Excise Tax	3,171,144	183,265	0	3,354,409
Kenmore Village	252,163	93	10,029	242,227
Park Capital	-269,561	0	51,458	(321,019)
Walkways & Waterways Bond	7,910,576	13,487	0	7,924,063
Surface Water Management	1,851,162	6,585	140,562	1,717,185
Surface Water Capital	-93,712	0	3,870	(97,582)
Strategic Reserve	1,292,019	498	0	1,292,517
Strategic Opportunities	2,062,354	4,650	13,802	2,053,202
Equipment Replacement	442,207	170	0	442,377
Trust & Agency	695,808	353	7,500	688,661
Totals	\$27,759,418	\$941,322	\$1,680,722	\$27,020,019

<u>Fund</u>	Cash, Savings, Local Govt Investment Pool	(> One Year) Fixed Investments	Total
General	-\$1,055,461	\$5,400,981	4,345,521
Street	-458,278	850,000	391,722
Transportation Capital	350,183	0	350,183
Public Art	53,598	15,000	68,598
Park Impact Fee	-375,111	930,000	554,889
Transportation Impact Fee	1,929,227	30,000	1,959,227
Swamp Creek Basin	36,103	1,400,000	1,436,103
Transportation Benefit District	295,929	0	295,929
Sammamish Bridge Replacement	-357,063	0	(357,063)
Walkways & Waterways Debt Service	678,868	0	678,868
Real Estate Excise Tax	3,354,407	0	3,354,407
Kenmore Village	-207,776	450,000	242,224
Park Capital	-321,019	0	(321,019)
Walkways & Waterways Bond	7,924,063	0	7,924,063
Surface Water Management	1,207,186	510,000	1,717,186
Surface Water Capital	-97,582	0	(97,582)
Strategic Reserve	442,518	850,000	1,292,518
Strategic Opportunities	2,053,203	0	2,053,203
Equipment Replacement	-7,623	450,000	442,377
Trust & Agency	588,656	100,000	688,656
Totals	\$16,034,028	\$10,985,981	\$27,020,009

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City of Kenmore, Washington
Investment Schedule
July 31, 2018



		Average Yield to Maturity-Securities					Overall Average Yield		1.54%
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Principal or Balance	Yield Equivalents	
Morgan Stanley									
	3134G9GR2	FHLMC	8/18/2020	8/7/2017	1.60%	1.62%	999,500.00	16,191.90	
	3130ACTL8	FHLB	11/25/2020	12/22/2017	1.95%	1.95%	997,650.00	19,454.18	
	3134GSEU5	FHLB	2/24/2021	5/23/2018	2.62%	2.62%	996,714.35	26,153.78	
	3133EHXL2	FHLB	3/5/2020	9/19/2017	1.54%	1.54%	999,000.00	15,384.60	
	3130AB3N4	FHLB	10/29/2019	4/28/2017	1.55%	1.55%	1,000,750.00	15,511.63	
Total Morgan Stanley Purchases							4,993,614.35	92,696.08	
Time Value Investments									
	31771EAQ4	FHLB	11/2/2018	11/23/2016	1.08%	1.08%	999,868.36	10,798.58	
	3130A7RL1	FHLB	4/19/2021	1/26/2017	1.80%	1.80%	992,893.00	17,872.07	
	3133EJSU4	FFCB	12/26/2019	7/11/2018	2.53%	2.53%	1,001,561.00	25,339.49	
	76116FAG2	RFCSP	1/15/2021	5/31/2018	2.50%	2.50%	999,718.18	24,992.95	
	3135G0G23	FNMA	4/29/2019	11/24/2015	1.35%	1.35%	998,326.00	13,477.40	
Total TVI Purchases							4,992,366.54	92,480.50	
Sound Community Bank CD's									
Total Sound Community Bank CD's							0.00	0.00	
Opus Bank CD's									
	11495975	CD	2/10/18	6/10/15	0.35%	0.35%	1,000,000.00	3,500.00	
Total Cascade Bank CD's							1,000,000.00	3,500.00	
TOTAL ALL SECURITIES							\$ 10,985,980.89	\$ 188,676.59	
Banner Checking and Savings						0.07% Banner	4,197,542.92	2,938.28	
Opus Savings						1.96% Opus	3,030,359.70	59,395.05	
Cash								-	
LGIP - Primary Account						1.89% LGIP	795,934.74	15,043.17	
LGIP - Bond Proceeds Account						1.89% LGIP	8,010,190.52	151,392.60	
Total Accounts							\$ 27,020,008.77	417,445.68	

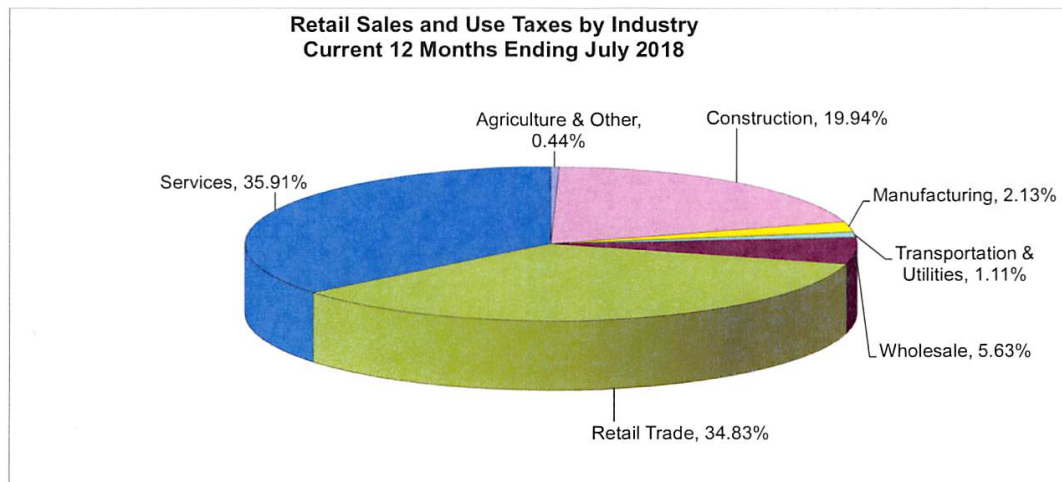
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 July 2018

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	47.87	0.00	47.87	0.0%
CONSTRUCTION	38,863.37	243.22	39,106.59	20.8%
MANUFACTURING	4,678.02	4.14	4,682.16	2.5%
TRANSPORTATION & UTILITIES	974.63	1,033.59	2,008.22	1.1%
WHOLESALE	11,126.70	63.96	11,190.66	6.0%
RETAIL TRADE	68,778.11	211.87	68,989.98	36.8%
SERVICES	49,613.76	167.33	49,781.09	26.5%
INFORMATION	8,186.19	16.43	8,202.62	4.4%
PUBLIC SERVICES	11.63	3,641.74	3,653.37	1.9%
	<u>182,280.29</u>	<u>5,382.27</u>	<u>187,662.56</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
July 31, 2018

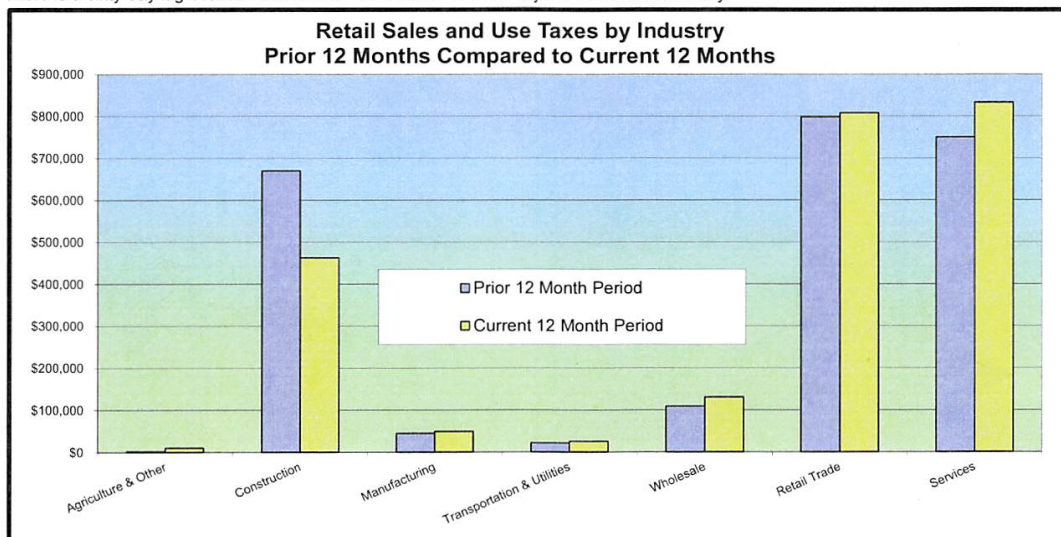


Industry	Prior 12 Months ending July 2017	Current 12 Months ending July 2018	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$2,327	\$10,238	339.87%	0.44%
Construction	669,819	462,665 *	-30.93%	19.94%
Manufacturing (Printing, Publishing, Other Manuf.)	45,024	49,396	9.71%	2.13%
Transp/Comm/Utilities (Telecomm., Air Transport.)	21,867	25,779	17.89%	1.11%
Wholesale (Lumber, Other Wholesale)	108,824	130,556	19.97%	5.63%
Retail Trade (Eating, Merchandise, Food Stores)	798,783	808,007	1.15%	34.83%
Services (Auction, Recreation, Auto Repair, Financial)	749,784	833,070	11.11%	35.91%
Totals	\$2,396,429	\$2,319,710	-3.20%	100%
Increase/(Decrease)		(\$76,719)	-3.20%	



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

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



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City of Kenmore, Washington
Real Estate Excise Tax Report
July 31, 2018



Real Estate Excise Taxes (REET)
2015 - 2018 Monthly Receipts

	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2018
January	74,259	122,819	176,657	99,205	124,578
February	61,070	70,146	94,134	82,263	75,117
March	111,337	110,066	170,086	89,698	130,496
April	104,280	133,161	126,245	148,514	121,228
May	112,927	129,599	139,422	144,906	127,316
June	156,338	167,575	211,430	181,182	178,448
July	173,095	177,426	163,138	181,974	171,219
August	166,651	165,397	114,754		148,934
September	147,668	136,176	221,719		168,521
October	129,678	150,786	186,805		155,756
November	120,907	124,437	150,187		131,844
December	96,566	131,651	146,159		124,792
	\$1,454,776	\$1,619,239	\$1,900,736	\$927,742	\$1,658,250

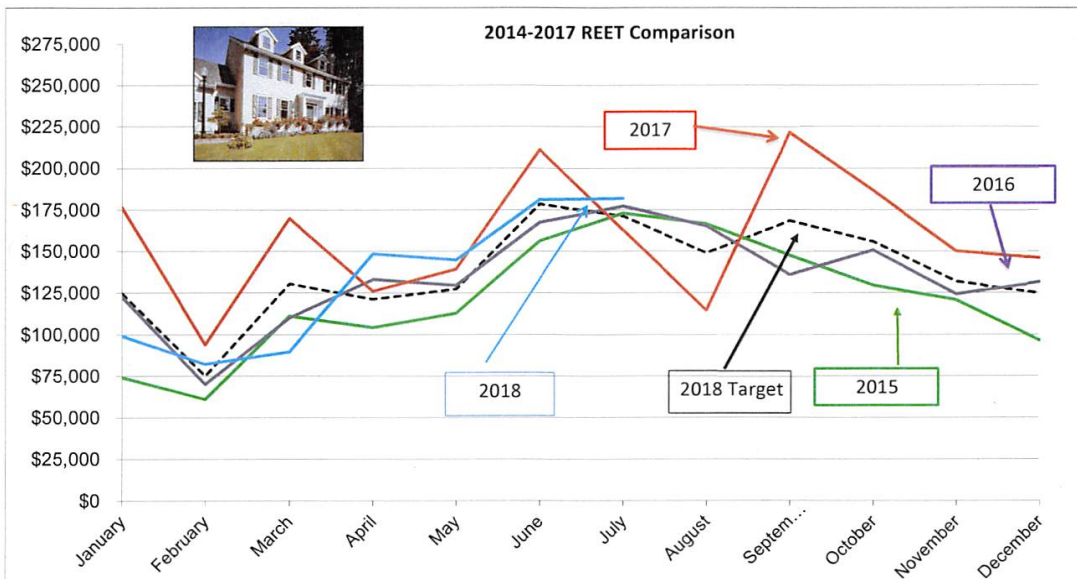
For 2018, REET is \$153,370 less than the same period last year and less than the 2018 target by \$660

* NOTE THE 2018 target is computed on a 3 year average (2015-2017) of actual receipts

Real Estate Excise Taxes (REET)
2015 - 2018 Property Sales > \$500,000

(The sales actually occur in the prior month; there is a 30 day lag between sales and when the City receives the revenue)

	2015	2016	2017	2018	2014	2015	2016	2017
January	7,418,000	18,590,517	27,548,430	17,379,581	23,264	36,719	92,023	136,365
February	6,607,900	9,701,034	19,017,050	15,277,640	19,458	32,709	48,020	94,134
March	7,874,934	15,147,174	29,692,641	13,818,387	10,768	38,981	74,979	146,979
April	14,291,370	21,160,913	19,953,544	23,896,450	21,120	70,742	104,747	98,770
May	14,068,904	19,813,122	24,277,456	25,710,632	61,121	69,641	98,075	120,173
June	20,361,466	26,065,161	36,414,050	31,816,871	36,402	100,789	129,023	180,250
July	25,571,387	24,020,546	28,779,145	32,800,185	74,604	126,578	118,902	142,457
August	22,614,538	21,648,781	18,859,991		29,117	111,942	107,161	93,357
September	18,821,380	16,950,242	38,431,272		41,767	93,166	83,904	190,235
October	16,519,240	21,157,409	31,278,148		220,060	81,770	104,729	154,827
November	14,736,156	16,916,011			44,164	72,944	83,734	0
December	13,187,535	20,607,695	25,603,889		35,357	65,278	102,008	126,739
	\$182,072,810	\$231,778,605	\$299,855,616	\$160,699,746	617,202	901,259	1,147,305	\$1,484,286



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City of Kenmore, Washington
Monthly Report for Kenmore Village Fund
July 31, 2018



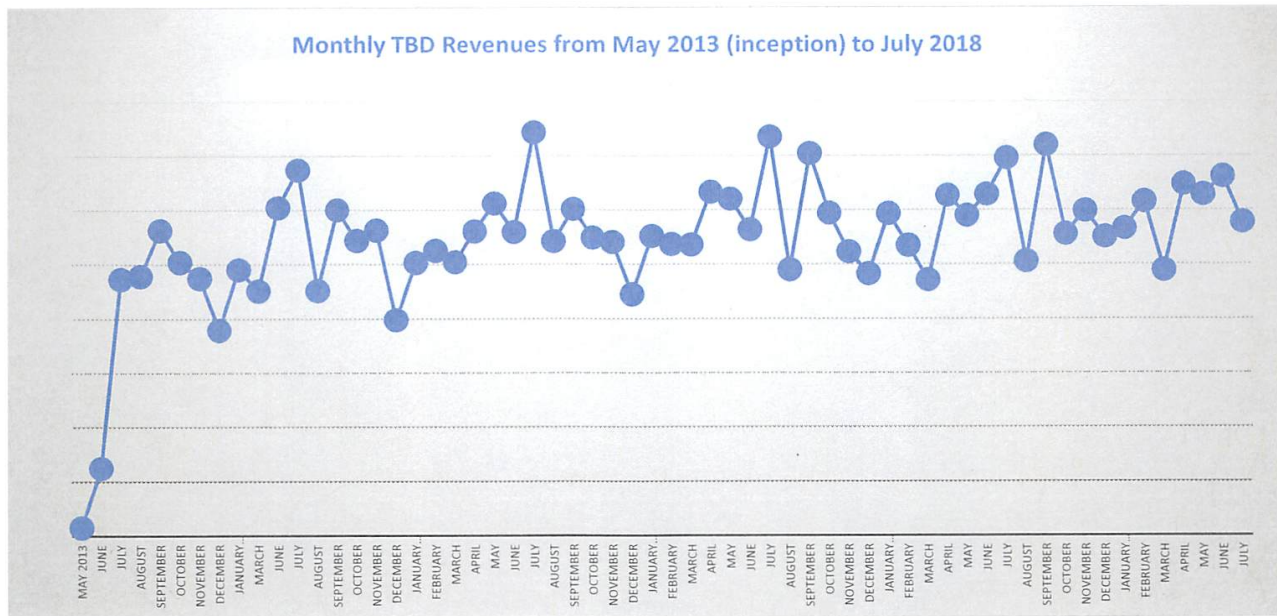
<u>Revenues</u>	<u>July 2018</u>	<u>Biennium-to- Date</u>	<u>Biennium Budget</u>
Lease Income (USPS & Kenmore Village)	0	20,120	89,000
Investment Interest	93	4,200	5,000
Transfer From General Fund	0	123,085	328,228
Misc. Revenues	0	170,282	0
Leasehold Excise Returned	0	1,087	2,400
Total Revenues	93	318,775	424,628
<u>Expenditures</u>			
Salaries/Wages/Benefits	0	761	60,000
Downtown Plan Services	0	8,382	0
Events & Misc.	2,398	34,981	44,000
Utilities and Insurance - Kenmore Village	4,019	53,978	64,200
Repairs, Maintenance, Other Services	1,048	81,056	84,600
Surface Water and Fire Benefit Fees	0	8,942	0
Computer Software	70	489	20,000
Improvements	0	0	8,000
Kenmore Village Public Square	2,495	358,660	0
Total Expenditures	10,029	547,251	292,228
Net Income (Loss)	-9,936	-228,476	132,400

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
Monthly Report
July 31, 2018**



Revenues	July 2018	Biennium-to-Date	Percent of Budget	Biennium Budget
Vehicle Fees	28,888	563,038	82.80%	680,000
Investment Interest	14	4,689	586.07%	800
Total Revenues	\$28,902	\$567,727	83.39%	\$680,800
Expenditures				
Reimbursement to Street Fund	0	334,500	50.00%	669,000
Total Expenditures	0	334,500	50.00%	669,000
Net Income (Loss)	\$28,902	\$233,227		\$11,800



VIII. A. Lake City Partners Ending Homelessness Request for \$2,000 - Rob...



LAKE CITY PARTNERS ENDING HOMELESSNESS

Housing. Health. Economic Wellness.

3120 NE 125th St.
Seattle WA, 98125

September 7, 2018

Request to Kenmore City Council re: funding for North King County Winter Shelter (NKC)

Nov. 1, 2018 to Mar. 31, 2019

Request:

In partnership with Kenmore Bothell Interfaith Group (KBIG), Lake City Partners Ending Homelessness (LCP) is requesting \$2,000 from the City of Kenmore in order to provide full staffing and supervision for a co-ed shelter with beds for 30 men and women starting November 1, 2018. LCP offers overnight shelter rotating through 4 congregational sites, partnering with local organizations and over 600 volunteers to staff the shelter, provide meals to 30 guests over 5 cold-weather months. The North King County Winter Shelter is sponsored by City of Seattle, Shoreline, Bothell, King County, local foundations and individual donors.

Background:

LCP is a 501(c)3 created in 2015 to facilitate access to housing, health and economic well-being for unsheltered people in the North King County area with an 8 person board committed to fiscal responsibility and decision-making. LCP grew out of the collaboration of faith groups, agencies, and neighbor via the Lake City Taskforce on Homelessness (LCTH) that began meeting monthly in 2005. Seattle Mennonite Church (SMC) is a founding member of LCTH and opened a local day center in 2008 called God's Li'l Acre, where people use kitchen facilities, store belongings, receive mail, get referrals where over 197 people have found housing. Recent Streets to Home funds from United Way to GLA has provided direct assistance to unhoused people for first months rent and deposit. In 2017, connections with Shoreline and Kenmore Bothell Interfaith Group (KBIG) via North Urban Human Services Alliance (NUHSA) and has expanded shelter to Kenmore.

LCP follows standards set by King County and City of Seattle in providing winter shelter in an effort to expedite people impacted by this housing crisis, return to housing. Reporting requirements via King County's Homeless Management Information System (HMIS) ensure shelter enrollment includes guest intake, signature agreement of behavioral expectations, and housing assessment through Coordinated Entry for All (CEA). Our partners ultimately holds a level of experience in food services, shelter provision, housing connections, mental health and case management when serving the needs of target population. Various models of shelter have been utilized over the last 12 years with the current model used over the last 6 years. Total estimated value of community in-kind contribution for the shelter season is worth approximately \$278,040. In the 2017-2018 winter season, LCP was successful in helping 36 people return to housing.

Resources:

- Shelter locations: Faith communities will provide separate sleeping spaces for up to 30 men and women
- Shelter supervision and case management: LCP will provide staffing for 12 hour duration of overnight shelter
- Cots and Blankets, Storage POD: provided by LCP
- Volunteers: from North King County network build relationships with shelter guests
- Food: supper and breakfast offered by neighbors, non-profit groups, businesses, hosting faith communities
- Bus tickets: provided via Human Services Reduced Fare Ticket book program

Creating access to housing, health-care and work



LAKE CITY PARTNERS ENDING HOMELESSNESS

Housing. Health. Economic Wellness.

Schedule:

Nov. 1- 29, 2018 - Northlake Lutheran Church in Kenmore
Nov. 30- Jan. 31 - Seattle Mennonite Church in NE Seattle
Feb. 1-28 - Faith Lutheran Church in NE Seattle
Mar. 1 - 31 - Prince of Peace Lutheran Church in Shoreline

Attachment:

Shelter Guest Agreement

A handwritten signature in dark ink, appearing to read 'Melanie Neufeld', is written over a horizontal line.

Melanie Neufeld,
Director, Lake City Partners Ending Homelessness
Pastor of Community Ministry, Seattle Mennonite Church

Creating access to housing, health-care and work



North King County Winter Shelter Guest Agreement

November 2018 - March 2019

This agreement is intended to create safety for guests, staff and volunteers of the North King County Winter Shelter and ensure the respect for the congregations that host the shelter. Please review and take seriously the following concerns:

____ I will cooperate with staff and follow their instructions. I understand that failing to listen to staff in a timely manner can create both personal and community safety issues. *If non-compliant, a notice will be given. If behavior continues, one night bar.*

____ **I will not use violence or threats of violence.** This includes instigating and inciting aggression out of another person. *If non-compliant, staff will proceed with appropriate consequence depending upon the level of severity. Serious safety threats can receive a bar without a prior warning.* If I feel threatened by another person(s) I will **contact the shelter staff** and let them resolve it.

____ I will not bring any visible weapon onto the premises. Weapons include guns, knives, and any other objects designated as a dangerous weapon by applicable law, or any items staff or volunteers feel poses a risk to yourself or others. Self-defense items (knives, etc) may be turned into staff **immediately** for holding overnight and will be returned in the morning. *If non-compliant, a notice will be given. If behavior continues, one night bar.*

____ I understand discriminatory language or behavior related to any of the following categories is not acceptable: **race, religious affiliation, economic status, national origin, gender identity, and sexual orientation.** I will not harass any other guests. *If non-compliant, a notice will be given. If behavior continues, one night bar. Depending on the severity, a harsher consequence may be given.*

____ I agree to abstain from possessing, using, selling, or assisting in the possession, use, and sale of any intoxicant or controlled substance inside the shelter **or on the property.** This includes alcohol, marijuana, federally illegal substances, federally controlled substances, and any abused legal substances. *If non-compliant, a notice will be given. If behavior continues, one night bar.*

____ I will not take anything that doesn't belong to me. *If non-compliant, one night bar. Longer bans will be given for repeated behavior.*

____ I will be fully dressed in public areas of the shelter. *If non-compliant, a notice will be given.*

____ Female-identified guests should not be found in their unidentified sleeping area(s) **9:45p-5:45a unless there is expressed permission from staff.** Male-identified guests should not be found in their unidentified sleeping area(s) **AT ALL unless there is expressed permission from staff.** *If non-compliant, a two night bar will be given. Note: This rule is subject to change depending on the location of the shelter and the use of the men's area as the only common area. If the shelter supplies two separate gendered*

c/o Lake City Partners Ending Homelessness
3120 NE 125th St., Seattle WA 98125



North King County Winter Shelter Guest Agreement

*sleeping areas AND a separate common area, **neither gender should be found in their unidentified sleeping area(s) at all.***

____ I understand that the staff and volunteers of Lake City Partners Ending Homelessness and the applicable church do not assume any responsibility for personal property during my stay in the shelter.

____ Due to the close proximity of the shelter mats, I will try my best to keep my belongings and mat/area reasonably tidy.

____ Once I leave the building, I understand there is no re-entry after **10:00PM, unless given permission from and/or under the supervision of shelter staff.** Please keep in mind that **signing in, but not staying the whole night** (until 5:45a or earlier with staff discretion for reasonable exceptions, ie work) *forfeits my bed privileges for the next night.*

____ I understand that if I leave the shelter I have **7 nights** to retrieve my belongings from on-site storage before it is donated to the community.

____ I will restrict the amount of food eaten in sleeping areas outside of the designated meal times and will keep **absolutely no food in the storage bins.** *If non-compliant, a notice will be given/food will be thrown away.*

____ I will look after my pet and ensure that they are not a hazard or disturbance to other guests. This includes, but is not limited to: picking up after my pet, leashing my pet in common areas (common areas include the meal area, sleeping areas, and hallways), or quieting my pet if they are disruptive. *If non-compliant, a notice will be given.*

____ I understand that if I break any of the above rules I can be given a documented warning or asked to leave for the night, multiple nights, or be legally trespassed from the shelter, depending on the frequency and severity.

____ I understand that if I continue to break the same rules, I may be asked to leave for longer periods, or asked to talk to staff to come up with a plan before being allowed back. Shelter staff are available for aid and resources if I find myself struggling.

____ I understand that anytime I **harm or pose a serious or immediate threat of harm to an individual or the community, I will be barred until it is safe for me to return.** If the issue is serious enough, **I may be legally trespassed from the shelter.**

Client Signature

Date

Staff Signature

Date

c/o Lake City Partners Ending Homelessness
3120 NE 125th St., Seattle WA 98125



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Mobile Home Park (MHP) Approaches Proposed Council Action/Motion: Provide preliminary direction to staff on preferred land use and financial assistance strategies for the City's six MHPs.	For Council Meeting Agenda of: 9/17/18 Department: <u>Community Development</u> Prepared by: <u>Debbie Bent, Community Development Director and Lauri Anderson, Senior Planner</u> Initial & Date Approved by Department Head: <u>DA 8/11/18</u> Approved by City Attorney: <u>NA</u> Approved by Finance Director: <u>✓ [Signature] 8/15/18</u> Approved by City Manager: <u>[Signature]</u> Exhibits/Attachments: 1. MHP Options 2. MHP Decision Tree 3. Planning Commission evaluation criteria 4. Worksheet 5. Map of MHPs 6. Responses to 7/23/18 City Council questions
<u>INFORMATION/BACKGROUND:</u> At the September 17th City Council meeting, staff hopes to receive preliminary direction from the Council on the land use and financial assistance strategies to be pursued for the MHPs. With this information, staff will craft code amendments and/or prepare budget amendments for your consideration. Attachment 1 includes a comprehensive description of 7 options for treatment of the MHPs—the Planning Commission's four options (Options 1 through 4), plus the MHP protective zoning option (Option 5) discussed at your July 23 meeting. (Protective zoning could be either an overlay zone or a rezoning.) As you requested, staff also developed two additional options—Options 6 and 7. These options include time-limited protective zoning (staff recommends a minimum term of 10 years)—one with phased zoning that would lift at the end of the protection period, one with phased zoning that would lift in conjunction with an upzone of the property at the end of the protection period. It is presumed that affordability requirements would be included with the upzoning option. You will note that TDR is not included in either of the two new shorter-term protective zoning options. Staff does not recommend that the City allow the sale of development rights through TDR without obtaining either long-term protective zoning or a covenant for preservation in exchange. Attachment 1 categorizes the 7 options by “long-term preservation,” “limited term preservation,” and “allow redevelopment with preservation of affordability and homeowner assistance.” Attachment 2 is a “Decision Tree,” developed by staff to help the Council consider options for each of the 6 parks. Depending on the Council's goal for a park, alternative paths are shown, along with an abbreviated description of the actions associated with the chosen approach. The criteria used by the Planning Commission to make their recommendations are found in Attachment 3. Attachment 4 is a worksheet (modeled on a worksheet that was helpful to the Planning Commission) that might be a useful place for Councilmembers to draft thoughts and comments prior to the September 17th meeting. Attachment 5 is a map of the 6 parks.	

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Responses to questions raised by the Council on 7/23 are included as Attachment 6.
<u>FISCAL CONSIDERATION:</u> If the City Council wishes to pursue direct financial assistance strategies, budget amendments may be necessary.
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Comprehensive Plan Objective H-3.1: "Encourage retention of the existing housing stock in Kenmore as a source of affordable housing." Comprehensive Plan Policy H-3.1.2 "Encourage relocation assistance and replacement housing to be developed, where feasible, to help very low- and low-income households when displacement is unavoidable. For mobile home parks, consider a funding pool to assist low- and moderate-income residents in deteriorating and obsolete mobile homes to find alternative housing in the community, or help to establish preferences in nearby housing for persons giving up their obsolete homes." Comprehensive Plan Policy H-3.2.1 "Support efforts of private developers, both for-profit and not-for-profit, to preserve or develop affordable housing, including housing with on site services, for very low-, low- and moderate-income families..." Comprehensive Plan Policy H-2.1.3 "Support housing options and services that enable seniors to stay in their homes or neighborhoods."

Attachment 1

MOBILE HOME PARK (MHP) OPTIONS
(9/17/2018)

LONG TERM MHP PRESERVATION

Option 1: Preserve the MHP for the long-term through protective zoning or a covenant along with land value exchanges or other financial assistance for the landowner

- Allow park owners to (a) transfer (sell) their development rights (TDR) from the MHP to another designated area and property where increased density is suitable; and/or (b) receive affordable housing fee-in-lieu payments as compensation if accompanied by a guarantee that explicit affordability levels will be maintained long-term; and/or (c) receive direct assistance (infrastructure upgrade loans, reduced taxes or fees) in exchange for long-term preservation. (Note that staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.)
- Simultaneously, the park owner and/or its buyer would sign a covenant to preserve the MHP for the long-term and/or the City would put protective zoning over the property. The City should consider obtaining "first right of refusal" to buy the park as part of a financial transaction.
- The City should consider applying corollary long-term maintenance requirements to the MHP.
- If direct financial assistance is received, a portion of the assistance should be returned to qualified homeowners, if feasible (for example, for home repair, reduced utility charges).
- The TDR and/or affordable housing fee-in-lieu payments programs would be limited to the City of Kenmore initially, but if unsuccessful, a regional approach could be considered.

City Code/Regulatory Actions:

- Protective zoning and/or covenant
- Create TDR program, and/or
- Create fee-in-lieu option (if also require explicit affordability)
- Consider long-term maintenance requirements
- Remove nonconforming status

Possible Direct City Assistance:

- Up-front financing of TDR or fee-in-lieu payment to landowner
- Reduce landowner operating costs (e.g., utilities, property tax) (Note that staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.)
- Loans for property upgrades
- Financial assistance for home rehabilitation

New Option 5: Preserve the MHP for the long-term through protective zoning (overlay or rezone), with no compensation to the landowner

- Place long-term protective zoning over the MHP.
- Provide a “safety valve” to allow the landowner to demonstrate lack of economic viability with this approach and request a zoning modification.

City Code/Regulatory Actions:

- Protective zoning

Possible Direct City Assistance:

- Financial assistance for home rehabilitation

Option 2: Preserve the MHP for the long-term through purchase from the landowner at fair market value

- Non-profit, housing authority or resident group purchase the MHP, blending any or all financial resources from MHP residents, public agencies, or other preservationists.
- As part of the purchase, place a long-term covenant over the property to preserve the park’s use and some explicit affordability levels.

City Code/Regulatory Actions:

- Create fee-in-lieu option
- Covenant preserving use and affordability

Possible Direct City Assistance:

- Financial assistance (grant or loan) for property purchase/upgrade
- Financial assistance for home rehabilitation

LIMITED TERM MHP PRESERVATION

Option 3: Encourage voluntary preservation of the MHP for several years through a variety of incentives offered to the landowner

- Provide direct assistance (infrastructure upgrade loans, reduced taxes or fees) in exchange for some period of preservation, with corollary maintenance responsibilities. (Note that staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.)
- In exchange for funding, consider obtaining “first right of refusal” to buy the park.

City Code/Regulatory Actions:

- Require relocation plan
- Remove nonconforming status

Possible Direct City Assistance:

- Reduce landowner operating costs (e.g., utilities, property tax) (Note that staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.)
- Loans for property upgrades

- Homeowner financial assistance for home rehabilitation
- Homeowner relocation assistance

New Option 6: Preserve the MHP for several years through phased protective zoning. No direct compensation to the landowner

- Place protective zoning with a sunset date over the MHP. Staff recommends a minimum 10-year period of protection.

City Code/Regulatory Actions:

- Protective zoning with a sunset date
- Require relocation plan

Possible Direct City Assistance:

- Homeowner relocation assistance
- Homeowner compensation for loss of unit

New Option 7: Preserve the MHP for several years through phased protective zoning, ending with an upzone with affordability requirements after the sunset date

- Place protective zoning with a sunset date over the MHP. Staff recommends a minimum 10-year period of protection.
- Upzone the property and require affordability in any new development. Affordability requirements may be less than under Option 4.

City Code/Regulatory Actions:

- Protective zoning with a sunset date
- Upzoning with affordability requirements
- Require relocation plan

Possible Direct City Assistance:

- Homeowner relocation assistance
- Homeowner compensation for loss of unit

ALLOW MHP REDEVELOPMENT WITH PRESERVATION OF AFFORDABILITY AND HOMEOWNER ASSISTANCE

Option 4: Do not take City action to preserve the MHP (remains the choice of the landowner), but preserve affordability and provide assistance

- Rezone the MHP property for greater density but require new development to include affordable housing units comparable in number, size and cost to those in the MHP being replaced.
- Provide the current MHP residents with a "right of first opportunity" to rent the newly built affordable units.
- For residents who want to move into the new units, provide temporary relocation assistance and/or other monetary compensation for the loss of their MH unit.

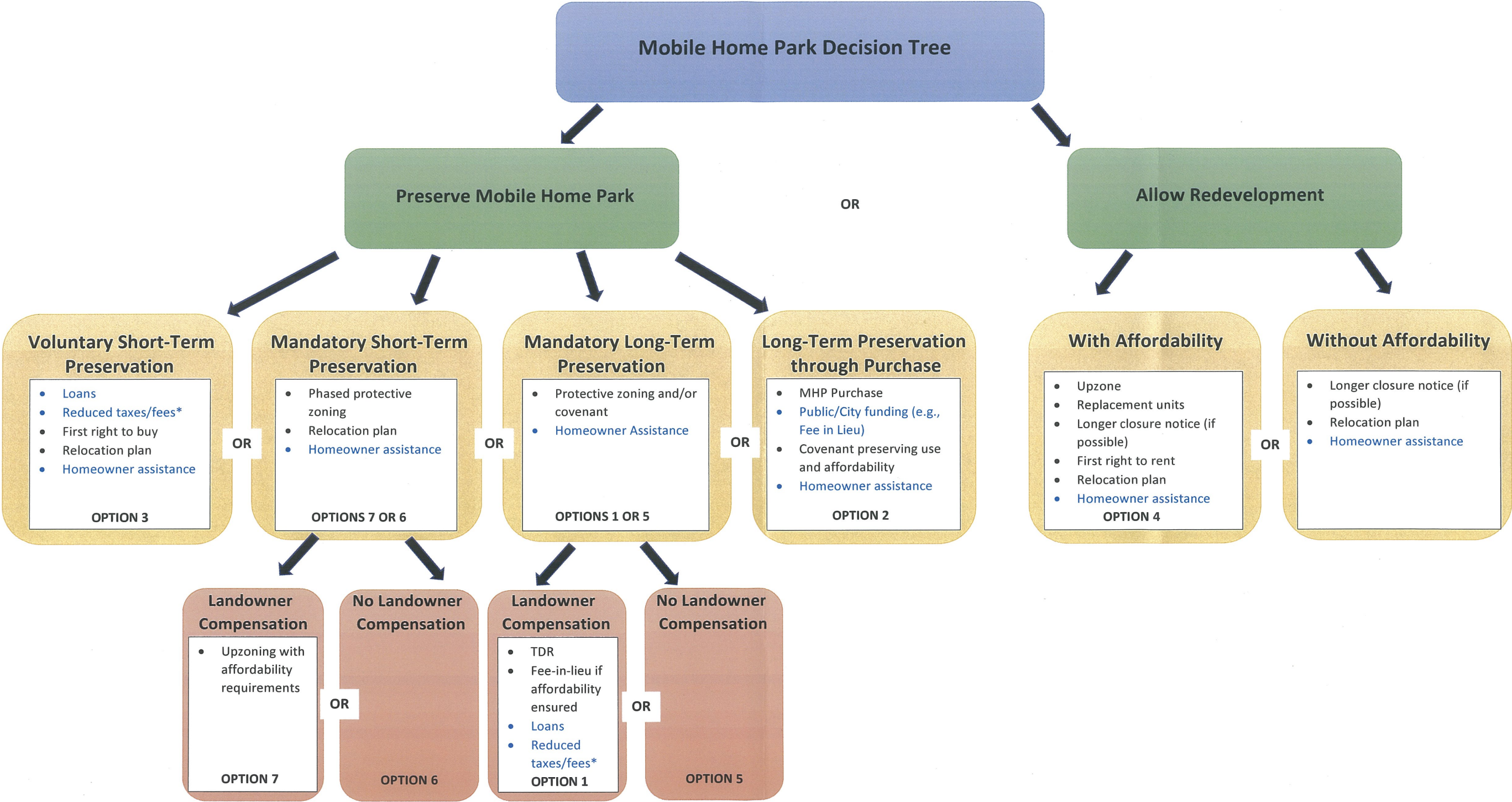
- For residents who do not want to move into the new units, require a relocation plan, a longer notice of park closure (if allowed under State law), and/or provide a certain amount of relocation assistance.

City Code/Regulatory Actions:

- Upzone with affordability requirement equivalent to number of existing mobile homes
- Require relocation plan
- Provide “right of first opportunity” to rent
- Consider requiring a longer notice of park closure (if possible)

Possible Direct City Assistance:

- Homeowner relocation assistance
- Homeowner compensation for loss of unit



Direct financial assistance strategies are shown in blue text.

*Staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.

Evaluation Criteria

The Planning Commission developed several criteria to evaluate the mobile home parks (MHPs) and make their recommendations:

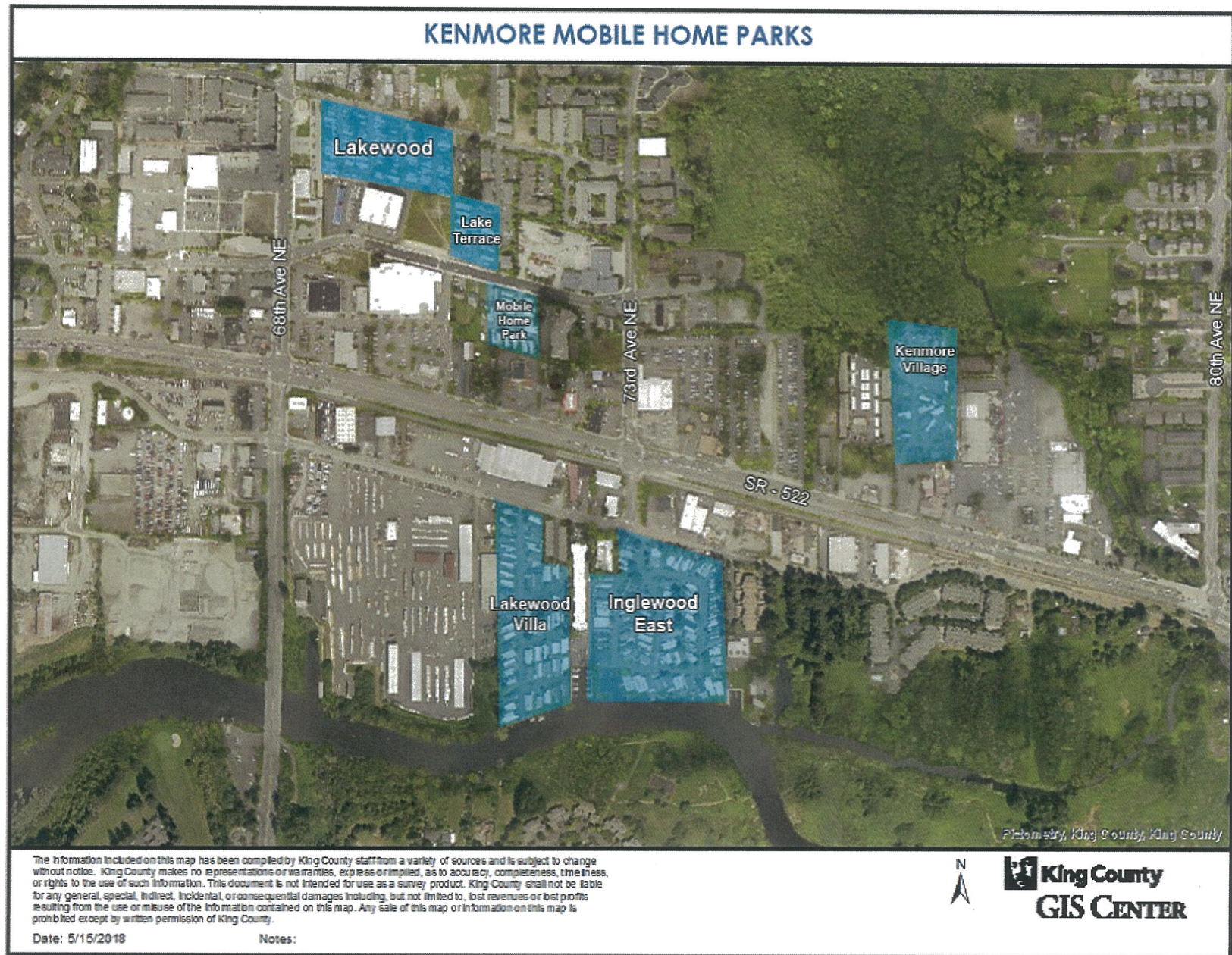
MHP ADDRESS CRITERIA		7031 NE 175 th St. (Lakewood Villa)	7301 NE 175 th St. (Inglewood East)	7000 NE 181 st St. (Lake Terrace)	7021 NE 181 st St. (unnamed)	7614 NE Bothell Way (Kenmore Village)	6837 NE 182 nd St. (Lakewood)
1.	Size of MHP (# units)	Large (57)	Large (78)	Small (11)	Small (20)	Medium (27)	Large (63)
2.	Existing % of allowable density	88%	84%	22%	30%	38% (existing zoning, not TOD*)	40%
3.	Consistency with the Comprehensive Plan vision	Consistent	Consistent	Inconsistent	Inconsistent	Moderately consistent with zoning. Inconsistent with TOD overlay.	Moderately consistent
4.	Age restrictions (elderly are a particularly vulnerable population)	Yes	Yes	No	No	No	No
5.	Property sale/ redevelopment timeline (current owner)	10-15 years	Not anticipated	< 5 years	< 5 years	< 5 years	5-10 years
6.	Age of MHP structures (% post-1976)	45%	19%	27%	76%	48%	65%
7.	Environmental issues with redevelopment	Yes: wetlands, river, floodplain, seismic hazard	Yes: wetlands, river, floodplain, seismic hazard	No	No	Yes: wetlands, floodplain, seismic hazard	No
8.	Feasibility of selected option						
RECOMMENDATIONS		Recommend Options 1 and 2 based on criteria 1, 2, 3, 4, 5, and 7.	Recommend Options 1 and 2 based on criteria 1, 2, 3, 4, 5, and 7.	Recommend Option 4 based on criteria 1, 2, 3, 5, and 7.	Recommend Option 4 based on criteria 1, 2, 3, 5, and 7.	Recommend Option 4 based on criteria 1, 2, 3, and 5.	Recommend Option 3 based on criteria 1, 3 and 5. Recommend Option 4 based on criteria 2, 3, and 7.

*Transit-oriented development district

WORKSHEET FOR MOBILE HOME PARK (MHP) RECOMMENDATIONS

	Option 1 Long-term preservation: land value exchanges	Option 2 Long-term preservation: purchase by preservationist	New Option 5 Long-term preservation: protective zoning (overlay or rezone) with no landowner compensation	Option 3 Limited-term preservation: voluntary preservation through incentives	New Option 6 Limited-term preservation: phased protective zoning with no landowner compensation	New Option 7 Limited-term preservation: phased protective zoning with future upzone	Option 4 Allow redevelopment with replacement units and homeowner assistance
City Code / Regulatory Actions	- Protective zoning and/or covenant - Create TDR program and/or - Create fee-in-lieu option if affordability ensured	- Create fee-in-lieu option - Covenant preserving use and affordability	Protective zoning	- First right to buy - Require relocation plan	- Phased protective zoning - Require relocation plan	- Phased protective zoning - Upzone that may have less affordability requirements than Option 4 - Require relocation plan	- Upzone with affordability equivalent to manufactured homes - Longer closure notice (if State law allows) - First right to rent - Require relocation plan
Direct City Assistance	- Up-front financing of TDR or fee-in-lieu payments to landowner - Reduced taxes/fees* - Loans - Homeowner assistance	- Financial assistance (grant or loan) for property purchase/ upgrade - Homeowner assistance	Homeowner assistance	- Reduced taxes/fees* - Loans - Homeowner assistance	Homeowner assistance	Homeowner assistance	Homeowner assistance
Address/Name of MHP							
7031 NE 175 th St. Lakewood Villa							
7301 NE 175 th St. Inglewood East							
7000 NE 181 st St. Lake Terrace (north side)							
7021 NE 181 st St. unnamed (south side)							
7614 NE Bothell Wy. Kenmore Village							
6837 NE 182 nd St. Lakewood							

*Staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.



Attachment 6

Responses to 7/23/18 City Council Questions

1. How do the State requirements for a 1-year notice of closure and the 1-year lease term work together?

During the 1-year notice of closure period, homeowners' rental agreements will come up for renewal. RCW 59.20.080 states that, "A landlord shall not terminate or fail to renew a tenancy of a tenant or the occupancy of an occupant, of whatever duration except for one or more of the following reasons: ...change of land use of the mobile home park including, but not limited to, conversion to a use other than for mobile homes, manufactured homes, or park models..." The landlord, therefore, may revise the rental agreements during the 1-year notice of closure period to terminate the tenancies at the end of the closure period.

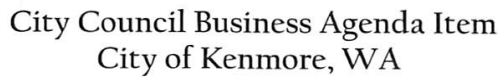
2. What happens to the park in the last year or two of the term if limited-term protective zoning is put in place?

What happens to the park in the last year or two of limited-term protective zoning remains the choice of the landowner. If the landowner wishes to continue the MHP use beyond the sunset date, that is his/her choice. If he/she anticipates closure and redevelopment, that, too, is his/her choice. There are no special conditions related to park maintenance during the protective zoning time period beyond existing Code provisions protecting health and safety and preventing "public nuisances." The one-year notice of closure period would still apply.

3. How would the limited-term protective zoning affect mobile home sales?

We can assume that sales currently are affected once a homeowner receives a one-year notice of closure for their park. That closure period would not change with limited-term protective zoning. The protective zoning would just make a potential closure date more obvious. The actual closure date would continue to be the choice of the landowner.

It's possible that mobile home sales would be positively affected if a future homeowner knew that the park was protected for an extended period of time.



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**CITY OF KENMORE CONTRACT NO. 18-C1832
AMENDMENT NO. 2**

The following section of the Consultant contract dated February 8, 2018, between the City of Kenmore and Johnston Group is amended to read in its entirety as set forth below. All other terms and conditions of the underlying contract shall remain in full force and effect.

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:

___ According to the rates set forth in Exhibit B.

___ A sum not to exceed \$ _____

 x Other: Effective May 1, 2018 through December 31, 2018, the City will pay the Consultant a monthly retainer amount of \$2915, which includes all consultant expenses.

DATED this ___ day of _____, 20__.

CONSULTANT:

CITY OF KENMORE:

BY: _____

BY: _____

Rob Karlinsey

Title: _____

Title: City Manager _____

Address: _____

Phone No.: _____

**CITY OF KENMORE CONTRACT NO. 18-C1832
AMENDMENT NO. 1**

The following section of the Consultant contract dated February 8, 2018, between the City of Kenmore and Johnston Group is amended to read in its entirety as set forth below. All other terms and conditions of the underlying contract shall remain in full force and effect.

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:

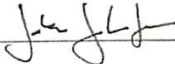
☐ According to the rates set forth in Exhibit B.

☐ A sum not to exceed \$ _____

☒ Other: \$2012.50 for work performed in April, 2018 that exceeded the maximum amount of \$8750 authorized from January 16, 2018 through April 16, 2018 in the Contract. Effective May 1, 2018 through July 30, 2018, the City will pay the Consultant a monthly retainer amount of \$2915, which includes all consultant expenses. With the concurrence of the City Council, a Contract Amendment will be executed by July 15, 2018 extending the monthly retainer payment amount through December 31, 2018.

DATED this ____ day of _____, 20__.

CONSULTANT:

BY: 

Title: PRESIDENT, JOHNSTON GROUP

Address: 2400 NW 80th St. #191
SEATTLE, WA 98117

Phone No.: 206-240-3133

CITY OF KENMORE:

BY: 

Rob Karlinsey
Title: City Manager

City of Kenmore Contract No. 18-C1832

CONSULTANT CONTRACT

This Agreement is entered into by and between the City of Kenmore, Washington, a municipal corporation ("City") and Johnston Group, ("Consultant") whose principal office is located at 2400 NW 80th Street #191, Seattle, WA 98117.

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

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

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

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

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

The City shall pay Consultant:

[Check applicable method of payment]

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

☐ A sum not to exceed \$_____

x ☒ Other (describe): at a rate of \$175 per hour, which will be evaluated in relation to a Retainer arrangement of \$2915 per month by April 30, 2018. The amount for January through April 16, 2018 is not to exceed \$8750.

The Consultant shall complete and return to the City Exhibit "D," federal tax Form W-9, 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 January 16, 2018 and ending December 31, 2018 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 Consultant. The Consultant and the City agree that the Consultant is an independent Consultant 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. Consultant shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

C. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

D. The provisions of this section shall survive the expiration or termination of this Agreement.

7. Insurance. The Consultant shall procure and maintain for the duration of the 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 Consultants and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provision. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A-VII.

E. Verification of Coverage. The 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.

F. Notice of Cancellation. The Consultant shall provide the City with written notice of any policy cancellation, within two business days of their receipt of such notice.

G. Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

H. No Limitation. Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

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. All work products, data, studies, worksheets, models, reports and other materials in support of the performance of the service, work products, or outcomes fulfilling the contractual obligations are the products of the City.

10. Termination.

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

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

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

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

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

11. Discrimination Prohibited. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual orientation, age, national origin, marital status, presence of any sensory, mental or physical disability, or other circumstance prohibited by federal, State or local law or ordinance, except for a bona fide occupational qualification.

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. If there is a conflict between the terms and conditions of this Agreement and the attached exhibits, then the terms and conditions of this Agreement shall prevail over the exhibits. 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:

Jake Johnston, President /Scott MacColl, Vice President
Johnston Group
2400 NW 80th Street #191
Seattle, WA 98117
Phone No.: 206-240-3133

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.

CONSULTANT

By: Jake Johnston
Title: PRESIDENT, JOHNSTON GROUP
Date: 2/8/18

CITY OF KENMORE

By: RK
Title: City Manager
Date: 1/31/18



EXHIBIT A

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

Staff / Technical Assistance to Mayor Baker and City Manager Office related to the Mayor's role as a member of the Sound Transit Board of Directors, including:

- Background Research
- Prep time ahead of meetings
- Attending meetings, including
 - ST Board Meetings
 - ST staff board prep meetings
 - ST committee meeting(s)
 - Kenmore Mayor and staff prep meetings
 - Travel/from meetings
- ST Board and staff relationship building

EXHIBIT B

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

This Exhibit is not needed; see Page 1, Section 2

EXHIBIT C

**City of Kenmore
Billing Invoice**

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

Invoice Number: _____ Date of Invoice: _____

Consultant: _____

Mailing Address: _____

Telephone: () _____

Contract Period: _____ Reporting Period: _____

Amount requested this invoice: \$ _____

Attach itemized description of services provided.

Specific Program: _____

Authorized signature

For Department Use Only

BUDGET SUMMARY

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

Approved for Payment by: _____ Date: _____

Authorized Signature (Required)

EXHIBIT D

Form W-9 (Rev. December 2014) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.																								
Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.																									
	2 Business name/disregarded entity name, if different from above																									
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) Exemption from FATCA reporting code (if any) <i>(Applicable to accounts maintained outside the U.S.)</i>																								
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)																								
	6 City, state, and ZIP code																									
7 List account number(s) here (optional)																										
Part I Taxpayer Identification Number (TIN)																										
		Social security number <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 12.5%; height: 20px;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> <tr> <td></td> <td></td> <td>-</td> <td></td> <td></td> <td>-</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>															-			-						
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Form W-9 (Rev. November 2017) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Johnston Group, LLC		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.		
☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Notes: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ▶ _____ ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate		
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)		
5 Address (number, street, and apt. or suite no.) See instructions. 2400 NW 80th Street, Suite 191 6 City, state, and ZIP code Seattle, WA 98117		Requestor's name and address (optional)
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)
 Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.
 Notes: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
2	6	-	3	4	8	1	3	2	4

Part II Certification
 Under penalties of perjury, I certify that:
 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
 3. I am a U.S. citizen or other U.S. person (defined below); and
 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 2.6.18
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General Instructions
 Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.
Purpose of Form
 An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

 Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
 If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.