



City of Kenmore - 18120 68th Avenue NE - Kenmore, WA 98028
Phone: 425-398-8900 - E-mail: cityhall@kenmorewa.gov

City Council Special & Regular Meeting

ON-SITE

MONDAY, JUNE 12, 2023 - 6:00 PM

In addition, we try to provide access to the meeting virtually:

ZOOM LINK: <https://kenmorewa-gov.zoom.us/j/88334403879>

Or One tap Mobile: US: +12532158782,,88334403879#

Or Telephone Dial US: +1 253 215 8782

Callers please dial *9 to raise and lower hand

Webinar ID: 883 3440 3879

If you are having difficulty accessing the meeting virtually, please contact mkang@kenmorewa.gov.

Technical Difficulties - If the virtual component of the meeting disconnects, and we cannot resolve technical difficulties to reconnect the virtual component, the in-person meeting will continue at City Hall if there is a quorum of the body to conduct business.

I. CALL SPECIAL MEETING TO ORDER - 6:00 PM

II. EXECUTIVE SESSION

- A. Pursuant to RCW 42.30.110(1)(i), the City Council will now enter an executive session to discuss pending and potential litigation. This executive session is slated to last 60 minutes. No action is expected.

EXECUTIVE SESSION HELD. NO ACTION TAKEN.

III. ADJOURN SPECIAL MEETING

IV. CALL REGULAR MEETING TO ORDER - 7:00 PM

V. ROLL CALL

VI. FLAG SALUTE

VII. AGENDA APPROVAL

VIII. PROCLAMATION

- A. Juneteenth Proclamation, to be accepted by Inglemoor High School Black Student Union

PROCLAIMED

[Juneteenth Proclamation](#)

IX. PRESENTATIONS

- A. Federal Lobbyist Strategies360, introduced by City Manager Rob Karlinsey
- Crystal Ellerbe, Senior Vice President of Federal Relations
 - Tylynn Gordon, Executive Vice President
 - Matt Gall, Vice President of Federal Relations

PRESENTED

[Presentation - Strategies360 City of Kenmore Federal Government Relations and Lobbying](#)

X. WHERE'S THE FUN?

XI. PUBLIC COMMENTS

- A. We welcome our community members to the Council's meeting. In this forum, the Council does not engage or dialogue with the public; the primary role of the Council is to listen. We will hear from our on-site guests first, followed by our virtual guests. If you're online, please use the "raise hand" feature now if you wish to speak. All guests must address comments to the Mayor and City Council. The Clerk will acknowledge your request and call your name when it is your turn. Your time will start when we confirm that we can hear you. Please state your name and city of residence for the record and keep your comments to the allotted time. We will not split your time with others or reset your time except by express approval of the Presiding Officer. Screen-sharing is not allowed; you can submit materials to the Council or Clerk in advance. Please do not comment about pending development projects on which the Council will make future decisions as those are quasi-judicial matters, and Councilmembers must limit their communications about such matters. This meeting is being recorded. Thank you for taking the time to express your comments.

XII. CONSENT AGENDA

APPROVED

- A. Approve the City Council Regular Meeting Minutes from May 15, 2023. [City Council Regular Meeting Minutes from May 15, 2023](#)
- B. Approve the City Council Regular Meeting Minutes from May 22, 2023. [City Council Regular Meeting Minutes from May 22, 2023](#)
- C. Approve Total Check #s 52113 through 52209 totaling \$671,574.41 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 05/19/2023 in the amount totaling \$226,737.29 and ACH Payment to Thomco Construction, Inc. in the amount of \$258,626.52, and ACH Payments to US Bank in the amount of \$32,501.11, and ACH Payment to Washington Federal Bank in the amount of \$4,882.12, and Payroll Checks #10225 through 10227 dated 05/19/23 in the amount of \$4,096.80.

[Voucher Certification and Approval 05/13/23 - 05/26/23](#)

- D. Authorize the City Manager to execute Contract No. 23-C2902 with Always Active Services for an amount up to \$246,000, which includes 20% construction contingency for the NE 175th Wayfinding Channelization Improvements project.

[Agenda Bill - Construction Award 23-C2902](#)

- E. Authorize the City Manager to execute and submit a signed letter of intent, to negotiate and execute a site host agreement, and take any further actions necessary to site on-street electric vehicle charging stations at the locations described in the agenda bill.

[Agenda Bill - ZEVIP Fast Charge EV Charging Letter of Intent](#)[Attachment 1 - Sample Letter of Intent](#)**XIII. BUSINESS AGENDA**

- A. Consultant PRR Presentation on Missing Middle Housing Finds: Policy and Regulation Analysis; Public Engagement and Racial Equity Analysis, presented by Community Development Director Debbie Bent, PRR Public Engagement Specialist Michelle Auster, PRR Senior Director of Diversity, Equity, and Inclusion Kyana Wheeler, and LDC Corp Director of Planning Clay White, *for Discussion*

DISCUSSED[Agenda Bill - Missing Middle Housing Findings](#)[Attachment 1 - Presentation](#)**XIV. STAFF REPORTS**

- A. American Rescue Plan Act (ARPA) Business/Nonprofit Assistance Update, presented by ARPA Management Analyst Janet Quinn

PRESENTED[Presentation - ARPA Business/Nonprofit Assistance](#)

- B. Other - City Manager Rob Karlinsey

XV. COUNCILMEMBER REPORTS & COMMENTS**XVI. ADJOURNMENT****XVII. UPCOMING MEETINGS**

- A. City Council Regular Meeting of June 19, 2023 at 7:00 PM - **CANCELED**
City Council Special and Regular Meeting of June 6, 2023 at 6:30 PM
City Council Retreat from June 30, 2023 - July 1, 2023 - Offsite
City Council Special and Regular Meeting of July 10, 2023 at 6:15 PM

XVIII. NOTICE OF POTENTIAL QUORUMS

[Click here for information about Potential Quorums of the City Council.](#) Now found on the City website under City Council Meetings.

City of Kenmore, Washington Proclamation

WHEREAS, on the first day of January in the year 1863, the honorable President Abraham Lincoln issued a momentous decree known as the Emancipation Proclamation, a pivotal step in the long and arduous journey to abolish the inhumane institution of slavery in the United States; and

WHEREAS, the culmination of this struggle, the cessation of slavery, gave birth to a day of profound significance, known as Juneteenth. This day is acknowledged as the oldest recognized public commemoration of the cessation of slavery in the United States; and

WHEREAS, Juneteenth is not only a commemoration of the liberation of African Americans from the bonds of slavery but also serves as a grand celebration of the strides made towards improving education and increasing opportunity within the African American community. It honors the courage, resilience, and determination that led to their freedom and progress; and

WHEREAS, on a broader scale, the celebration of Juneteenth serves as a poignant reminder for every citizen of the hallowed promises that form the bedrock of the American Dream: freedom, equality, and the opportunity for all to pursue their ambitions without hindrance or prejudice; and

WHEREAS, on the thirteenth day of May in the year 2021, Governor Jay Inslee gave assent to House Bill 1016, thereby officially declaring Juneteenth a state-wide holiday and generously granting a paid day off for state workers starting in 2022, a recognition that deeply honors the importance of this day; and

WHEREAS, in alignment with this declaration, the Kenmore City Council adopted Resolution No. 22-381, thereby affirming Juneteenth as an official City Holiday, a testament to the city's commitment to remembering our history and promoting equality; and

WHEREAS, despite over 155 years having passed since the formal conclusion of chattel slavery in the United States, the nation continues to grapple with the deeply ingrained and pervasive remnants of discriminatory systems and structural racism that still affect many aspects of our society; and

WHEREAS, the City of Kenmore is steadfastly dedicated to creating a city where all people, regardless of race, ethnicity, or background, feel safe, respected, and loved in their place of residence, fostering a culture of inclusivity and unity.

NOW THEREFORE, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim June 19, 2023, as a day to commemorate and celebrate **Juneteenth** throughout the City of Kenmore. We urge all our residents to unite with the City Council in this meaningful observance, to honor the past, celebrate the progress, and work together towards a future of true equality and justice for all.

IN WITNESS WHEREOF, signed this 12th day of June 2023.



Signed: _____
Nigel Herbig, Mayor

Attested: _____
Anastasiya Warhol, City Clerk



City of Kenmore Federal Government
Relations and Lobbying

Kenmore City Council Meeting
June 12, 2023



STRATEGIES 360 – The Best In The West

Founded in 2004, with offices in 13 states including Washington, D.C., Vancouver, BC and Jakarta, Indonesia, **Strategies 360** is a leading public affairs, communications, research, and marketing firm. Our team of over 180 employees is drawn from the worlds of communications, advertising, marketing and design, the news media, quantitative and qualitative research, government, and politics and we bring deep expertise, integration and sharp, strategic thinking to all of our clients.

Our services include:

- Communications: Public Relations, Media Relations, Reputation Management and Crisis Communications
- Creative Services: Branding, Marketing & Advertising, Media Strategy, Videography, Digital Marketing, Design & Copy, Web Engineering
- Government Relations: State, Federal, and Local Strategy, Policy and Lobbying
- Public Affairs: Coalition Building, Initiatives & Campaigns; Bonds & Levies, Siting & Permitting
- Research: Message Development, Targeting and Segmentation, Campaign Polling, and Executive and Opinion Leader Research

STRATEGIES 360 DC TEAM

Tylynn Gordon –
Executive Vice President,
Federal Relations

Crystal Ellerbe – Senior
Vice President, Federal
Relations

Matt Gall – Vice
President, Federal
Relations

**Role on This
Project:** Congressional
Branch Liaison – House and
Senate; Executive Branch
Liaison

Role on This Project: Project
Lead; Congressional Branch
Liaison – House and Senate;
Executive Branch Liaison –
Agency Grant Funding

Role on This Project:
Congressional Branch
Liaison – House and Senate;
Executive Branch Liaison

CITY OF KENMORE'S FEDERAL LEGISLATIVE PRIORITIES

- Fiscal Year 2024 Community Project Funding Request: Swamp Creek Tributary Fish-Friendly Culvert, \$1.3 million
- Climate Action Plan Funding
- Housing & Human Services Funding
- Multi-Modal Transportation Funding
- Limiting Flight Restrictions During Presidential Visits

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, May 15, 2023**

These minutes are created to capture Council action. This is not a verbatim transcript.
Meeting video and audio is available on the City YouTube channel.

PRESENT:

Councilmembers: Mayor Nigel Herbig
Deputy Mayor Melanie O’Cain
Councilmember David Baker
Councilmember Joe Marshall
Councilmember Angela Kugler
Councilmember Debra Srebnik
Councilmember Corina Pfeil

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan – Virtual
Acting City Clerk Michelle Kang
Co-Clerk Brian Randall
Development Services Director Samantha Loyuk
Building Official Tom Phillips – Virtual
Code Enforcement Officer Bridgit Baker
Building Inspector Plans Examiner Lukasz Lisowski
Engineering Director John Vicente
Traffic Engineer Tobin Bennett-Gold
Interim Volunteer and Events Supervisor Maurita Colburn

Speaking Guests: Sheriff Patti Cole-Tindall, Proclamation Recipient
Dale Vodicka, U.S. Coast Guard Auxiliary, Proclamation Recipient
Reed Hockstedler, U.S. Coast Guard Auxiliary, Proclamation Recipient
Kathleen Petrie, King County Green Building Communitywide Program Manager – Virtual
Kinley Deller, King County C&D Program Manager – Virtual
Chanin Kelly-Rae, DEIA Consultant – Virtual

Public Comments Speaking Guests:

Alice Darnton, King County Library Systems Regional Manager
David McLean, Kenmore Resident
Jennifer Anderson LaRue, Kenmore Resident – Virtual

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7:00 PM.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PROCLAMATIONS

- A. Mayor Herbig proclaimed May 15, 2023, as Peace Officers Memorial Day. Sheriff Patti Cole-Tindall accepted the proclamation and provided some remarks. A photo was taken with the Council.

[Proclamation - Peace Officers Memorial Day](#)

- B. Mayor Herbig proclaimed May 20-26, 2023, as Safe Boating and Paddling Week. Dale Vodicka and Reed Hockstedler of the U.S. Coast Guard Auxiliary accepted the proclamation. Dale Vodicka provided some remarks. A photo was taken with the Council.

[Proclamation - Safe Boating and Paddling Week](#)

- C. Mayor Herbig proclaimed May 20, 2023, as Kids to Parks Day.

[Proclamation - Kids to Parks Day](#)

WHERE'S THE FUN?

City Manager Rob Karlinsey presented a photo courtesy of Civil Engineer Terri Bielenberg of water bottles provided to staff and inspectors by a kind resident out on 73rd Avenue while working on the 2023 Pavement Overlay and Sidewalk Repair Project. The resident told staff that she appreciates the project.

City Manager Rob Karlinsey presented photos from Saint Edward State Park of bleeding hearts, swamp lanterns, symbiotic relationship between a big leaf maple and a Douglas fir, and a trillium.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here:

<https://www.youtube.com/live/i0q4dtryTOA?feature=share&t=791>

CONSENT AGENDA

- A. Cancel the City Council Regular Meeting of June 19, 2023 in observance of Juneteenth.
- B. Approve the City Council Regular Meeting Minutes from April 17, 2023.
[City Council Regular Meeting Minutes from April 17, 2023](#)
- C. Approve the City Council Special Meeting Minutes from April 24, 2023.
[City Council Special Meeting Minutes from April 24, 2023](#)
- D. Approve Total Check #s 51926 through 52010 totaling \$418,968.82 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 04/21/2023 in the amount totaling \$209,554.44 and ACH Payment to Thomco Construction, Inc. in the amount of \$8,975.86, and ACH Payment to US Bank Purchase Cards in the amount of \$26,368.52, and Payroll Checks #10212 through 10213 in the amount of \$195.25.
[Voucher Certification and Approval 04/15/23 - 04/28/23](#)
- E. Authorize the City Manager to sign the 2023 Pride Parade Vehicle Hold Harmless Agreement for Kenmore's participation in the Parade in a form substantially similar to Exhibit 1, and to take all actions necessary to implement the City's participation in the 2023 Seattle Pride Parade consistent with Council's direction on the event budget.
[Agenda Bill - Pride Parade Participation](#)
[Exhibit 1 - Vehicle Hold Harmless Agreement](#)
[Exhibit 2 - Estimate of Total Cost](#)

MOTION: Councilmember Pfeil moved to approve the consent agenda outlined above. Councilmember Kugler seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

BUSINESS AGENDA

Property Maintenance Draft Code and Building and Energy Draft Code, presented by Development Services Director Samantha Loyuk, Building Official Tom Phillips, Code Enforcement Officer Bridgit Baker, Building Inspector Plans Examiner Lukasz Lisowski, King County Green Building Communitywide Program Manager Kathleen Petrie, and King County C&D Program Manager Kinley Deller, *for discussion and direction*

[Agenda Bill - Draft Building Code and Draft Property Maintenance Code](#)

[Attachment 1 - Draft Ordinance No. 23-0576](#)

[Attachment 1 Exhibit A - Draft KMC 15.05 Building Codes](#)

[Attachment 1 Exhibit B - Draft KMC 15.10 Fire Codes](#)

[Attachment 1 Exhibit C - Draft KMC 15.20 Building Codes](#)

[Attachment 1 Exhibit D - Draft KMC 15.30 Construction Admin Codes](#)

[Attachment 2 - Follow-up Email to City Council](#)

[Attachment 3 - Draft Ordinance No. 23-0577](#)

[Attachment 3 Exhibit A - Draft KPMC 15.40](#)

[Attachment 4 - Property Maintenance Survey](#)

[Attachment 5 - Presentation](#)

Staff is returning to continue discussion from the March 20th Council Meeting. This presentation was split into two parts: 1) construction codes and 2) property maintenance code.

Part I: Construction Codes

There is a long list of required code changes, collectively known as building code or construction code. 11 different codes are being updated and one new code is being added. Each jurisdiction is required by the State of Washington to adopt the changes.

Councilmembers provided questions and comments about discouraging natural gas, encouraging electric use, what new homes will be required to have, and concerns about affordability.

The mandatory code changes will add an estimated \$14,150 to the price of new single-family residence in Kenmore.

Proposed amendments that support the City's Climate Action Plan:

Appendix T: solar-ready provisions for detached one- and two-family dwellings and townhomes.

Appendix Y: construction and demolition materials

Appendix P: construction and demolition materials

Appendix Z: must be deconstruction in lieu of demolition

These changes are not required but are for Council consideration based on Councilmember comments and suggestions from previous meetings as well as public feedback.

Part II: Property Maintenance Code

Changes were to the draft property maintenance code based off previous Council comments and direction as well as community feedback. The City's approach to code enforcement emphasizes compassion, safety, and education to achieve compliance to help all people love where they live.

The proposed changes to the Kenmore Property Maintenance Code (KPMC) include:

- Specifically addresses rodent harborage
- Disallows accumulation of garbage, sometimes referred to as hoarding
- Requires areas damaged by graffiti to be restored
- Requires vacant land and buildings to be secured in a clean, safe, and sanitary condition
- Establishes safety requirements for securing vacant structures
- Limits boarding to six months so that we don't have dilapidated structures that are boarded

Councilmembers appreciated the changes made to reflect community comments. There were questions about requiring garbage services and what would be required. Staff responded that it would be a separate ordinance from the current discussion. Discussion between Staff and Republic Services have already taken place about the topic.

Next steps for these items:

- Final edits
- Public hearing and Adoption scheduled for June
- Effective date to comply is July 1st

STUDY SESSION AGENDA

Traffic Calming Policy and Traffic Calming Treatment Types, presented by Engineering Director John Vicente and Traffic Engineer Tobin Bennett-Gold, *for discussion and direction*

[Agenda Bill - Traffic Calming Policy and Treatment Types](#)
[Attachment A - Draft Traffic Calming Policy](#)

Engineering Director John Vicente and Traffic Engineer Tobin Bennett-Gold presented to the Council the City's policy and elements of design the City has implemented over the last few years for traffic calming. People want slower speeds for safety, but some disagree on the methods of traffic calming the City chooses to implement.

The process of traffic calming policies includes:

1. Discovering the speed concerns.
2. Determining what the appropriate speed might be.
3. Comparing actual travel speeds to what we think speeds ought to be.
4. If there is a problem, resolving it with a plan.

The traffic calming toolbox of techniques includes:

- Horizontal deflection – stuff that makes you move your car back and forth.

- Vertical deflection – stuff that makes your car move up and down.
- Environment – cues that make you feel like driving slower.

Councilmembers appreciate the informative and tight presentation. Councilmembers hope that staff is working on public outreach for traffic calming techniques.

STAFF REPORTS

A. Land Acknowledgement Update, presented by DEIA Consultant Chanin Kelly-Rae

DEIA Consultant Chanin Kelly-Rae provided a status update on the research, collaboration, and alignment process in the development of the City's land acknowledgment statement. More time is needed to make sure the City does its due diligence and research to speak to and collaborate with tribal elders, tribal community members, liaisons, and professionals on the subject matter.

B. Updates from Interim Volunteer and Events Supervisor Maurita Colburn

Interim Volunteer and Events Supervisor Maurita Colburn updated the Council on the following:

- Kenmore Farmers Market begins in June 7th.
- Kenmore Farmers Market will now allow SNAP benefits to be used at qualifying vendors.
- King County offers an additional Senior Farmers Market program. Applications close on Friday, May 19th.
- A life jacket kiosk is now available at ʔaḥʔadis (Tl' awh-ah-dees) Park, thanks to Eagle Scout Troop 582.
- The Pride Flag raising will take place on June 1st at 7:30 AM.

C. Other – City Manager Rob Karlinsey.

City Manager Rob Karlinsey had no additional staff reports.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:57 PM.

Nigel Herbig, Mayor

Anastasiya Warhol, City Clerk

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, May 22, 2023**

These minutes are created to capture Council action. This is not a verbatim transcript.
Meeting video and audio is available on the City YouTube channel.

PRESENT:

Councilmembers: Mayor Nigel Herbig
Deputy Mayor Melanie O’Cain
Councilmember David Baker
Councilmember Joe Marshall
Councilmember Angela Kugler
Councilmember Debra Srebnik
Councilmember Corina Pfeil

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan – Virtual
Acting City Clerk Michelle Kang
Co-Clerk Brian Randall
Environmental Services Director Richard Sawyer
GIS Analyst Amanda Larson
Climate Action Plan Program Manager Nina Rasmussen
Housing and Human Services Manager Tambi Cork
Public Works Operations Director Jennifer Gordon
ARPA Management Analyst Janet Quinn
Administrative Specialist Teresa McAllister

Speaking Guests: Jeanne Galloway, Proclamation Recipient
Sara Solum Hayashi, Arts of Kenmore Director
Shelly Helder, Gordon Thomas Honeywell Government Relations
State Lobbyist

Public Comments Speaking Guests:
Dakota Rash, Lake Forest Park Resident
Stacey Valenzuela, Kenmore Resident
David Morton, Redmond Resident
Chris Olson, Kenmore Resident

James Myers, Kenmore Resident

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7:00 PM.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PROCLAMATIONS

- A. Councilmember Pfeil read the Pride Month proclamation. Mayor Herbig proclaimed June 2023 as Pride Month in the City of Kenmore. Jeanne Galloway accepted the proclamation and provided remarks. A photo was taken with the Council and Jeanne Galloway.

[Proclamation - Pride Month](#)

- B. Deputy Mayor O'Cain read the National Gun Violence Awareness Day proclamation. Mayor Herbig proclaimed June 2, 2023, as National Gun Violence Awareness Day in the City of Kenmore.

[Proclamation - National Gun Violence Awareness Day](#)

PRESENTATION

New Staff Introductions:

- Environmental Services Director Richard Sawyer introduced GIS Analyst Amanda Larson to the Council. Amanda Larson briefly spoke to the Council.
- Environmental Services Director Richard Sawyer introduced Climate Action Plan Program Manager Nina Rasmussen to the Council. Nina Rasmussen briefly spoke to the Council.
- Deputy City Manager Stephanie Lucash introduced Housing and Human Services Manager Tambi Cork to the Council. Tambi Cork briefly spoke to the Council.

WHERE'S THE FUN?

City Manager Rob Karlinsey presented to the Council events that happened this weekend:

- The Seattle Flying Dragon Boat Club competed in Tacoma this past weekend and proudly displayed the Kenmore flag. The mixed team took first place. The Keiki competitors, youth including children as young as four years old, placed first in their race.
- Right of Way Inspector Jarrett Smith's photos from his summit of Mt. Baker this past weekend. He flew the Kenmore flag at the Summit and got to share about the City to others who were present.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: https://www.youtube.com/live/_-lhHHbQV2A?feature=share&t=1023

CONSENT AGENDA

- A. Approve the City Council Special Meeting Minutes from May 1, 2023.
[City Council Special Meeting Minutes from May 1, 2023](#)
- B. Approve the City Council Special and Regular Meeting of May 8, 2023.
[City Council Special and Regular Meeting Minutes from May 8, 2023](#)
- C. Approve Total Check #s 52011 through 52112 totaling \$488,749.80 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 05/05/2023 in the amount totaling \$213,374.16 and ACH Payment to KBA Inc. in the amount of \$40,696.05, and Payroll Check #s 10214 and 10215 dated 05/05/2023 in the amount of \$2,769.63. (added 5/16)
[Voucher Certificate and Approval 04/29/23 - 05/12/23](#)
- D. Adopt Ordinance No. 23-0578 updating Title 12 of the Kenmore Municipal Code (KMC).
[Agenda Bill - KMC Title 12 Updates Ordinance](#)
[Attachment A - Ordinance 23-0578](#)
- E. Authorize the City Manager to purchase a 2023 Ford Transit (EV model) for Environmental Services Division staff in an amount of approximately \$58,612.64 plus fees.
[Agenda Bill - 2023 Ford Transit \(EV Model\) Purchase](#)
- F. Authorize the City Manager to execute Contract No. 23-C2898 for the aquatic center feasibility study.
[Agenda Bill - Aquatic Center Feasibility Study](#)
[Attachment 1 - Contract No. 23-C2898](#)

MOTION: Councilmember Baker moved to approve the consent agenda outlined above. Councilmember Srebnik seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

BUSINESS AGENDA

- A. Downtown Interactive Art Installation, presented by Public Works Operations Director Jennifer Gordon and Arts of Kenmore Director Sara Solum Hayashi, *for approval*

[Agenda Bill - Downtown Interactive Art Installation](#)
[Proposal - Downtown Interactive Urban Art Installation](#)

Public Works Operations Director Jennifer Gordon introduced the proposal for the Downtown Interactive Urban Art Installation. The Kenmore Urban Pride Committee partnered with the Arts of Kenmore to initially propose Pride-themed crosswalks. However, the idea was beyond the scope of the purview and fundraising because it involved the Department of Transportation. Arts of Kenmore Director Sara Solum Hayashi presented to the Council an alternative concept of painting the front stairs of Kenmore's City Hall. There is no financial ask of the City.

Councilmembers provided comments about their excitement and appreciation for this proposal.

MOTION: Councilmember Kugler moved to authorize the City Manager to enter into an agreement with the Kenmore Urban Pride Committee and Arts of Kenmore to install Pride themed art on City Hall property. Deputy Mayor O'Cain seconded the motion.
VOTE: 6 Yes; 1 No; 0 Abstain. **MOTION PASSES**

- B. Proposed Changes to the City's Business Registration Program, presented by Deputy City Manager Stephanie Lucash, ARPA Management Analyst Janet Quinn, and Administrative Specialist Teresa McAllister, *for discussion and direction*
[Agenda Bill - Business Registration Program](#)
[Attachment 1 - Business Registration Program Memo](#)
[Presentation - Kenmore Business Registration Program](#)

Deputy City Manager Stephanie Lucash and Administrative Specialist Teresa McAllister presented to the Council on proposed changes to the City's Business Registration program.

Currently, the City requires all Kenmore businesses with an annual gross income above \$2,000.00 to register and pay a \$10 annual registration fee. The City does not require "non-resident" businesses to register with the City or pay the annual registration fee.

The proposed changes include:

- Expanding the City's Business Registration Program to require "non-resident" businesses to register and pay the \$10 annual registration fee.
- Require all resident businesses to register but establish a "fee-free registration" option for business below the revenue threshold.
- Raise the annual gross revenue threshold from \$2,000 to \$12,000. All businesses, regardless of revenue, are required to register.

Councilmembers asked clarification questions. Councilmembers thanked Staff for putting the work in for these changes. Councilmembers provided direction that Staff return for adoption consideration.

C. Personnel Policies Manual Amendments, presented by City Manager Rob Karlinsey, *for Adoption*

[Agenda Bill - Personnel Policies Manual](#)

[Attachment 1 - Resolution No. 23-398 Adopting the Personnel Policies Manual as Exhibit A](#)

[Attachment 2 - May 8, 2023 Agenda Bill and Attachments](#)

Two weeks ago, Staff presented the Personnel Policies Manual amendments. Councilmembers asked Staff to return with more information about Section 5.6.4 Business Meeting Meal & Travel Allowance.

City Manager Rob Karlinsey presented the changes made to the language of 5.6.4 as well as the fiscal consideration.

Councilmembers provided questions and comments.

- Confirming that the proposed new language still does not require receipts?
 - Correct.
- Having the allowance be up to \$400 will either be a wash or savings?
 - Correct.
- Appreciate that the new language provides more transparency.
- Reiteration of the importance of receipts.

MOTION: Deputy Mayor O’Cain moved to approve Resolution No. 23-398 adopting the Personnel Policies Manual as Exhibit A to the Resolution. Councilmember Pfeil seconded the motion.

VOTE: 6 Yes; 1 No; 0 Abstain. **MOTION PASSES**

D. State Legislative Session Recap, presented by Gordon Thomas Honeywell
Government Relations State Lobbyist Shelly Helder

[Presentation - 2023 Legislative Session](#)

[End-of-Session Report](#)

State Lobbyist Shelly Helder presented to the Council a recap of the 2023 State Legislative Session. The 2023 Legislative Session is the first year of the biennium; any legislation that did not pass this session will be automatically reconsidered next session. The budget was reviewed.

Kenmore’s 2023 legislative priorities were discussed:

- Climate Change Planning and Funding – House Bill 1181 was signed into law and takes effect July 23, 2023. The State operating budget provides \$41 million for implementation.
- Plymouth Affordable Housing Development – The City requested \$5 million. In the final budget, \$1 million was included with intent to fully fund the City's request.
- Crisis Receiving Center in North King County – The Project is fully funded.
- Lift 1% Property Tax Cap – The bills did not advance out of committee.
- Funding for Affordable Housing – \$400 million to the Housing Trust Fund and more.
- Air Pollution Emergencies – Senate Bill 5535 was sponsored by Senator Derek Stanford. Bill did not receive a public hearing this session.

Additional Legislative Issues include:

- Public Safety – Senate Bill 5352 passed through the Legislature. Senate Bill 5536 did not pass through the Legislature. A Special Session was called to begin on May 16, 2023. There was a compromise between the caucuses.
- Housing – Passed bills include condo liability, SEPA exemption, permit streamlining, middle housing, etc.
- Sidewalk Funding for Kenmore
 - NE 192nd Sidewalk & Bike Lane - \$760,900
 - Arrowhead Drive Sidewalks - \$1,997,455
 - 80th Ave NE Sidewalk and Bike Lane Project - \$2,222,636

Councilmembers provided questions or comments.

- Where is the 61st Ave sidewalk funding in the hopper?
 - The City was awarded \$3.5 million for the 61st Ave sidewalk replacement through the Move Ahead Washington package that the Legislature passed last year, which will be funded in phases over the next sixty years. The package announced the first round of funding and the 61st Ave project is not part of it, so funding through this package is more than six years out at this point. Things may change if additional revenue is made available.
 - City Manager Rob Karlinsey noted that the City has secured \$1.5 million for the project and will begin on the project but will need more to complete.
- Kenmore is currently under 25,000 in population. Kenmore's requirement is up to two units on all residential properties, which we already do with our ADUs, correct?
 - Correct.
- It will not be long until we surpass 25,000. What does the requirement look like for Kenmore?
 - 0.25-mile walking distance of a major transit stop.

STAFF REPORTS

There were no staff reports.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:11 PM.

Nigel Herbig, Mayor

Anastasiya Warhol, City Clerk



Voucher Certification and Approval

City of Kenmore
DATE RANGE:
05/13/23 - 05/26/23

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 52113 through 52209: \$671,574.41

Total Payroll/Taxes/Flex Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 05/19/2023 \$226,737.29

ACH Payment - Thomco Construction, Inc.: \$258,626.52

ACH Payments - US Bank: \$32,501.11

ACH Payment - Washington Federal Bank: \$4,882.12

Payroll Checks #10225-10227 dated 05/19/23: \$4,096.80

Rob Karlinsey

Rob Karlinsey (May 31, 2023 10:31 PDT)

May 31, 2023

City Manager / Date

Melinda Merrell

Melinda Merrell (May 31, 2023 10:16 PDT)

May 31, 2023

Finance & Administrative Services Director / Date

Vendor Name	Check #	Date	Description	Amount
THOMCO CONSTRUCTION, INC.	1365	05/26/2023	20-C2144 Apr. Juanita Dr. Ped/Bike Improvements	258,626.52
U.S. BANK PURCHASE CARDS	1366	05/26/2023	AWC/ICMA/Alaska Air	2,090.78
U.S. BANK PURCHASE CARDS	1367	05/26/2023	JRW Enterprises/Blue Dog Ink	2,972.93
U.S. BANK PURCHASE CARDS	1368	05/26/2023	Big Chair Bakery/KDJ's the Bakerie/Amazon	295.99
U.S. BANK PURCHASE CARDS	1369	05/26/2023	ST Subscriptions NW Envir. Training Ctr/Amazon	544.00
U.S. BANK PURCHASE CARDS	1370	05/26/2023	Zoom/Chicago Books & Journals	113.44
U.S. BANK PURCHASE CARDS	1371	05/26/2023	Zoom/IPM USPG Seattle/Amazon	124.95
U.S. BANK PURCHASE CARDS	1372	05/26/2023	AWC/Zeeks/Vcita/Bothell-Kenmore Chamber	904.61
U.S. BANK PURCHASE CARDS	1373	05/26/2023	My Bldg Permit/WABO/Int'l Code Council	618.48
U.S. BANK PURCHASE CARDS	1374	05/26/2023	City Hall Phone Service and Computers	13,406.13
U.S. BANK PURCHASE CARDS	1375	05/26/2023	Kittrich Corp-Tents/Diva/Volgistics/Yakima Fruit	1,198.85
U.S. BANK PURCHASE CARDS	1376	05/26/2023	Translating Service & Travel Refund	7,918.60
U.S. BANK PURCHASE CARDS	1377	05/26/2023	Void	-
U.S. BANK PURCHASE CARDS	1378	05/26/2023	Costco/Lowes/Little Creek Resort	1,576.07

XII. C. Approve

Total Check #s 52113 through 52209 totaling \$671,574.41 ...

U.S. BANK PURCHASE CARDS	1379	05/26/2023	Amazon/Safeway	112.44
U.S. BANK PURCHASE CARDS	1380	05/26/2023	JRW Enterprises/Bluedog Ink/Amazon/UPS Store	623.84
WASHINGTON FEDERAL BANK	1381	05/26/2023	Retainage for Strider Construction Pay Request	4,882.12
FIRSOV, ALEKSANDR	52113	05/19/2023	Void	-
KALE CARLSON	52114	05/20/2023	Payroll Ck. Replacement	1,915.67
AFLAC	52115	05/19/2023	Employee Medical/Disability Plans	209.04
DEPARTMENT OF LABOR AND INDUSTRIES	52116	05/19/2023	City of Kenmore	5,670.79
DEPARTMENT OF LABOR AND INDUSTRIES	52117	05/19/2023	Void	-
EMPLOYMENT SECURITY DEPARTMENT	52118	05/19/2023	Paid Family & Medical Leave	3,565.85
EMPLOYMENT SECURITY DEPARTMENT	52119	05/19/2023	Void	-
LINCOLN NATIONAL LIFE INSURANCE	52120	05/19/2023	Life Ins/ADD & LTD	1,975.22
MISSION SQUARE / 109964	52121	05/19/2023	City of Kenmore 401a	24,711.12
MISSION SQUARE 457 / 304745	52122	05/19/2023	ICMA 457 Deferred Comp	5,772.97
NATIONAL LIFE OF VERMONT	52123	05/19/2023	Life Insurance	123.17
UNITED WAY OF KING COUNTY	52124	05/19/2023	Employee Charitable Contribution	40.00
RICH HARTMAN'S BELLINGHAM FORD LINCOLN	52125	05/23/2023	ESD Vehicle	58,612.64
AWC EMPLOYEE BENEFIT TRUST	52126	05/24/2023	Employee Health Insurance	90,494.06
AWC EMPLOYEE BENEFIT TRUST	52127	05/24/2023	Void	-
AWC EMPLOYEE BENEFIT TRUST	52128	05/24/2023	Void	-
ALBIREO ENERGY LLC/AUTOMATED CONTROLS	52129	05/26/2023	City Hall Quarterly HVAC Controls Service	2,161.81
AM TEST, INC	52130	05/26/2023	Swamp Creek Water Sample Testing	240.00
APPLEONE EMPLOYMENT SERVICES	52131	05/26/2023	Temporary Records Mgt. Svcs Week Ending 2/25	1,080.96
APPLEONE EMPLOYMENT SERVICES	52132	05/26/2023	Temporary Records Mgmt. Svcs Week Ending 5/13	1,801.60
BCN TELECOM, INC.	52133	05/26/2023	5/15-6/14 City Hall Phone Services	801.30
BUSINESS STREET, LLC	52134	05/26/2023	C22-2839 Bench Property Analysis	20,000.00
CABOT DOW ASSOCIATES	52135	05/26/2023	Feb. - Mar. Job Description Review Svcs	2,887.50
CABOT DOW ASSOCIATES	52136	05/26/2023	22-C2842 Jan. Salary Survey/Job Description Svcs	787.50
CABOT DOW ASSOCIATES	52137	05/26/2023	22-C2842 December Salary Study	2,931.25
CALPORTLAND COMPANY	52138	05/26/2023	Materials for WO #9353 Catch Basin Replacement	128.13
CALPORTLAND COMPANY	52139	05/26/2023	Materials for WO #9353 Catch Basin Replacement	131.54
CANON FINANCIAL SERVICES, INC.	52140	05/26/2023	May Copier Lease	266.08
CASCADE PEST CONTROL	52141	05/26/2023	Monthly Rhododendron Park Pest Control	154.58
CASCADIA CONSULTING GROUP, INC.	52142	05/26/2023	22-C2859 3/26-4/25 Climate Action Plan Consulting	14,476.25
CHANIN KELLY-RAE CONSULTING LLC	52143	05/26/2023	April DEI Consulting Services	4,895.00

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CHICAGO TITLE	52144	05/26/2023	17425 68th Ave NE NOA Mailing Labels PRJ 23-0015	3.50
CHICAGO TITLE	52145	05/26/2023	Kenmore Construction Year List	12.00
COMCAST	52146	05/26/2023	May City Hall & Hangar Internet	2,071.68
COMCAST BUSINESS	52147	05/26/2023	5/10-6/9 TI' awh-ah-dees Internet	81.95
COMCAST BUSINESS	52148	05/26/2023	5/14-6/13 City Hall Internet & Cable	167.40
CONFLUENCE ENVIRONMENTAL COMPANY	52149	05/26/2023	23-C2932 Log Boom Mitigation Monitoring/Reporting	1,596.42
DAILY JOURNAL OF COMMERCE	52150	05/26/2023	ARPA Catch-Up Learning Advertising	259.20
DILIGENT CORPORATION	52151	05/26/2023	Meeting Manager Package Subscription/iCompass	18,268.96
DTG RECYCLE	52152	05/26/2023	Void	-
DTG RECYCLE	52153	05/26/2023	Feb. Parks Material Disposal	238.60
ERGOLOGY LLC	52154	05/26/2023	Ergonomic Evaluations	825.00
FIRE PROTECTION, INC	52155	05/26/2023	Hangar Bldg. Fire Sprinkler Repairs	1,187.15
FIRE PROTECTION, INC	52156	05/26/2023	City Hall Fire Sprinkler Repairs	4,876.60
H.D. FOWLER COMPANY	52157	05/26/2023	Freight Charge for Returned Transducer Kit	22.02
H.D. FOWLER COMPANY	52158	05/26/2023	Catch Basin/Frame/Cover	1,323.03
HDR ENGINEERING, INC	52159	05/26/2023	16-C1625 4/2-5/6 Juanita Dr. Ped/Bike Project	62,628.00
HEIDELBERG MATERIALS	52160	05/26/2023	Soil for WO #9404 Pipe Replacement	407.98
HESTON PHOTOGRAPHY	52161	05/26/2023	Photography Svcs - TI' awh-ah-dees	596.43
HESTON PHOTOGRAPHY	52162	05/26/2023	Videography Services	299.14
HESTON PHOTOGRAPHY	52163	05/26/2023	Photography Svcs -Sales Tax Due from Prior Invoice	19.70
HILLIS CLARK MARTIN & PETERSON P.S.	52164	05/26/2023	Kenmore Village - Boyd's Dry Cleaners Attorney Fee	1,725.00
HONEY BUCKET	52165	05/26/2023	May Public Works Yard Rental	167.75
J. A. BRENNAN ASSOCIATES, PLLC	52166	05/26/2023	TI' awh-ah-dees Park Artwork	5,273.66
J. A. BRENNAN ASSOCIATES, PLLC	52167	05/26/2023	TI' awh-ah-dees Park Signage Services	855.25
JET CITY PRINTING	52168	05/26/2023	Pride Parade Posters	107.35
KING COUNTY FINANCE	52169	05/26/2023	April Road Svcs - Signs/Signals	12,876.43
KING COUNTY FINANCE	52170	05/26/2023	Apr. Road Svcs - W. Samm. Bridge/Traffic Safety	5,888.19
KC REGIONAL HOMELESSNESS AUTHORITY	52171	05/26/2023	2023 Hopelink/Lk. City Partners/Mary's Place	38,000.00
MORUP SIGNS, INC.	52172	05/26/2023	61st Embankment Repair Sign	715.65
MOTT MACDONALD GROUP, INC.	52173	05/26/2023	17-C1657 April TI' awh-ah-dees Design/Permitting	11,773.56
NELSON ELECTRIC, INC.	52174	05/26/2023	City Hall Lighting Repairs	1,903.08
NELSON ELECTRIC, INC.	52175	05/26/2023	Hangar Bldg. Lighting Repairs	2,161.26
NORTH URBAN HUMAN SVCS ALLIANCE	52176	05/26/2023	2023 Membership Renewal	1,000.00
NORTHSHORE UTILITY DIST	52177	05/26/2023	3/15-5/15 City Hall/PW Shop Site/Irrigation	1,241.24
OFFICE DEPOT	52178	05/26/2023	Misc. Office Supplies	23.85

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OFFICE DEPOT	52179	05/26/2023	Misc. Office Supplies	30.27
OFFICE DEPOT	52180	05/26/2023	Misc. Office Supplies	97.79
O'REILLY/FIRST CALL	52181	05/26/2023	Surface Water Materials	41.83
OSBORN CONSULTING INC.	52182	05/26/2023	19-C2012 March TI' awh-ah-dees Consulting	31,776.44
PACWEST MACHINERY	52183	05/26/2023	Sweeper Rental	7,156.50
PUGET SOUND ENERGY	52184	05/26/2023	Street Lights/Parks/CH/Hangar Electricity & Gas	30,353.41
REID, JAMES FALCONER	52185	05/26/2023	CAP Manager Recruitment	5,875.00
SAMUEL RODRIGUEZ	52186	05/26/2023	Refund Hangar Deposit for 5/18 Event	150.00
SARAH ROBERTS	52187	05/26/2023	Dec. Prosecution/Domestic Violence Advocacy Svcs	11,759.54
SARAH ROBERTS	52188	05/26/2023	Jan. Prosecution/Domestic Violence Advocacy Svcs	11,759.54
SCORE	52189	05/26/2023	April Inmate Housing/Medical/Mental Health Chgs	22,312.80
SHORELINE FIRE DEPT	52190	05/26/2023	Jan. - Mar. Fire Marshal Plan Review	560.00
SHORELINE FIRE DEPT	52191	05/26/2023	Nov. - Dec. 2022 Fire Marshal Plan Review	640.00
STAPLES ADVANTAGE	52192	05/26/2023	City Hall Maintenance Supplies	123.31
STAPLES ADVANTAGE	52193	05/26/2023	Hangar Maintenance Supplies	12.65
STAPLES ADVANTAGE	52194	05/26/2023	Parks Maintenance Supplies	53.87
STAPLES ADVANTAGE	52195	05/26/2023	Parks Maintenance Supplies	332.72
STAPLES ADVANTAGE	52196	05/26/2023	City Hall & Hangar Maintenance Supplies	240.79
STAPLES ADVANTAGE	52197	05/26/2023	City Hall & Hangar Maintenance Supplies	102.51
STAPLES ADVANTAGE	52198	05/26/2023	City Hall Maintenance Supplies	167.10
STEPHENS & KLINGE LLP, IOLTA	52199	05/26/2023	Kenmore MHP Court Case Fees	728.00
STEWART MACNICHOLS HARMELL, INC.	52200	05/26/2023	April Public Defense Services	5,000.00
STRIDER CONSTRUCTION CO., INC.	52201	05/26/2023	21-C2670 April TI' awh-ah-dees Construction	102,622.12
TOTAL LANDSCAPE CORP	52202	05/26/2023	City Hall & Parks Landscaping	5,030.02
VENTILATION POWER CLEANING, INC.	52203	05/26/2023	5/4 Vactor Truck & Disposal Fees	2,094.60
WA ASSOC OF BUILDING OFFICIALS	52204	05/26/2023	Posting for Part Time Building Official	50.00
WA STATE DEPT OF TRANSPORTATION	52205	05/26/2023	Paul Halalilo Road Maint. Training 5/19/23	175.00
WA STATE DEPT OF TRANSPORTATION	52206	05/26/2023	175th & 181st/68th Apr. Traffic Signal Maint.	573.76
WESTERN DISPLAY FIREWORKS, LTD.	52207	05/26/2023	4th of July Fireworks Display 2nd Payment	6,875.00
XEROX CORPORATION	52208	05/26/2023	Xerox Equipment/Maint. Charges for April	127.47
XEROX CORPORATION	52209	05/26/2023	Copier Fees 3/21-4/21	321.31
DRS 457	DFT0001585	05/19/2023	DRS 457 Deferred Comp	655.00
AVIDIA HEALTH	DFT0001586	05/19/2023	Employee Health Savings Contribution	142.30
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001587-94	05/19/2023	Public Employees Retirement	36,077.60

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NAVIA	DFT0001595	05/19/2023	Employee Flexible Spending Account	1,199.42
BANK OF AMERICA 941	DFT0001596	05/19/2023	Federal Taxes	30,748.66
CARLSON, KALE	10225	05/19/2023	Void	-
LARSON, AMANDA	10226	05/19/2023	Payroll Check	2,340.36
RASMUSSEN, NINA	10227	05/19/2023	Payroll Check	1,756.44
PAYROLL	Electronic Dep.	5/19/2023	Direct Deposit	157,914.31
TOTAL				<u><u>\$ 1,198,418.25</u></u>

XII. C. Approve

Total Check #s 52113 through 52209 totaling \$671,574.41 ...



City of Kenmore

Vendor Purchasing Report

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For Date Range 01/01/2023 - 05/26/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0022	ASSOCIATION OF WA CITIES	21369.16
0024	BAKER, DAVID	440.11
0054	BULGER SAFE & LOCK, INC.	570.64
0064	CASCADE PEST CONTROL	772.9
0067	CENTER FOR HUMAN SERVICES	9990
0076	CITY OF BELLEVUE	97992.73
0083	CITY OF LAKE FOREST PARK	54026
0092	CODE PUBLISHING COMPANY	4271.75
0099	CONSOLIDATED PRESS	9485.91
0109	DAILY JOURNAL OF COMMERCE	1803.1
0121	REPUBLIC SERVICES	6766.4
0130	EMPLOYMENT SECURITY DEPARTMENT	16533.05
0137	FERGUSON ENTERPRISES INC #3011	5679.17
0151	CALPORTLAND COMPANY	1839
0173	HOME DEPOT CREDIT SERVICES	2538.11
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	127374.24
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	1200
0191	INTERNATIONAL INST OF MUNI CLERKS	225
0197	JET CITY PRINTING	1497.92
0205	KENMORE HERITAGE SOCIETY	820
0206	KENMORE MIDDLE SCHOOL	2500
0213	KING COUNTY ANIMAL SVCS	425
0216	KING COUNTY FINANCE	500
0219	KING COUNTY FINANCE	152202.52
0230	KING COUNTY RADIO COMM SERVICES	319.84
0235	KING COUNTY TREASURY	61227.82
0251	LIGHTHOUSE CONSULTING INC	40847.48
0260	MEEHAN, NANCY	46.04
0261	PENDLETON CONSULTING LLC	2534.73
0267	MR. T'S TROPHIES & AWARDS LLC	265.45
0285	SHORELINE FIRE DEPT	1200
0286	NORTHSHORE SCHOOL DISTRICT	15312
0287	NORTHSHORE SENIOR CENTER	25625
0288	NORTHSHORE UTILITY DIST	52782.28
0289	NORTHSHORE YMCA	10000
0292	HONEY BUCKET	1908.75
0300	OFFICE DEPOT	2221.38
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	15573.36
0310	PACIFIC TOPSOILS	3302.94
0311	PARAMETRIX INC	40912.18
0314	PETTY CASH CUSTODIAN	357.66
0328	PUGET SOUND ENERGY	175372.88
0329	PUGET SOUND FINANCE OFFICERS ASSOC	75
0345	SEATTLE TIMES	3619.06
0355	STAPLES ADVANTAGE	5787.22
0356	STATE AUDITOR'S OFFICE	2520
0357	STEWART MACNICHOLS HARMELL, INC.	25000
0365	TOTAL LANDSCAPE CORP	37563.88
0371	UNITED STATES POSTMASTER	4245.49
0375	US POSTAL SERVICE (HASLER)	3617.59
0385	WA ASSOC OF BUILDING OFFICIALS	929.31
0387	WA CITIES INSURANCE AUTHORITY	643692

XII. C. Approve
Total Check #s 52113 through 52209 totaling \$671,574.41 ...

Vendor Purchasing Report

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For Date Range 01/01/2023 - 05/26/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0390	WA FINANCE OFFICERS ASSOCIATION	150
0391	WASHINGTON MUNICIPAL CLERKS ASSOC	200
0400	WASHINGTON STATE DEPT OF REVENUE	22770.22
0401	WA STATE DEPT OF TRANSPORTATION	3995.31
0405	WASHINGTON STATE OFFICE CASH MGMT	788
0412	WM CORPORATE SVCS - COLUMBIA RIDGE LANDFILL	14911.61
0419	WONDERLAND DEVELOPMENT	500
0424	MISSION SQUARE 457 / 304745	55048.37
0425	DRS 457	5750
0426	AFLAC	1045.2
0428	BANK OF AMERICA 941	268467.76
0429	AWC EMPLOYEE BENEFIT TRUST	431892.5
0431	DEPARTMENT OF RETIREMENT SYSTEMS	329229.53
0432	DEPARTMENT OF LABOR AND INDUSTRIES	24391.61
0434	UNITED WAY OF KING COUNTY	200
0436	NATIONAL LIFE OF VERMONT	615.85
0448	UPS STORE KENMORE	83.52
0449	ACF WEST INC	84.63
0450	AURORA RENTS	4077.03
0473	ARTS OF KENMORE	4750
0483	PAT'S TREES AND LANDSCAPE INC.	1541.4
0484	CITY WIDE FENCE COMPANY, INC	18654.25
0494	SECRETARY OF STATE	292.86
0542	AMERICAN SOCIETY OF COMPOSERS	420
0550	KING COUNTY RECORDER'S OFFICE	277.5
0558	SNOHOMISH COUNTY	4732
0586	QUADIENT LEASING USA, INC.	710.14
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	32022.6
0610	WA STATE DEPT OF TRANSPORTATION	328.68
0685	PACE ENGINEERS, INC.	2816.5
0689	DIGITAL REPROGRAPHICS SERVICES INC.	126.27
0690	BUILDERS EXCHANGE OF WASHINGTON INC	243
0692	HDR ENGINEERING, INC	252655.58
0696	AMERICAN GENERAL LIFE GPO/400S	1192.22
0781	QUALITY BUSINESS SYSTEMS INC.	1914.38
0817	GRAINGER	2662.55
0851	EVERMARK, LLC	264.86
0868	JAYMARC AV	1183.58
0892	JACOBS ENGINEERING GROUP	24455.02
0898	ZONAR SYSTEMS	528.21
0899	SHRED IT, C/O STERICYCLE, INC>	2195.26
0913	KENMORE ELEMENTARY	2500
0937	ZUMAR	1650.95
0981	COMCAST BUSINESS	1186.74
0994	GORDON THOMAS HONEYWELL	13545
1003	iWORQ SYSTEMS	2800
1010	WESTLAKE HARDWARE WA-153	2393.16
1045	HORIZON DISTRIBUTORS INC	949.52
1047	SARAH ROBERTS	23519.08
1052	FIRE PROTECTION, INC	13557.61
1053	INTERNATIONAL CODE COUNCIL, INC	77.62
1068	WA STATE DEPT OF LABOR & INDUSTRIES	243.1
1123	AM TEST, INC	1160
1140	PAWS	440
1197	MILLER STEPHENS, MARY	5000
1267	ALBIREO ENERGY LLC/AUTOMATED CONTROLS	3241.45
1297	GOVERNMENT FINANCE RESEARCH GROUP	1995
1299	VERIZON WIRELESS	240.2

XII. C. Approve

Total Check #s 52113 through 52209 totaling \$671,574.41 ...

Vendor Purchasing Report

For Date Range 01/01/2023 - 05/26/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	2100
1322	AABCO BARRICADE COMPANY INC.	793.22
1331	KBA INC.	135520.51
1337	STATE OF WA DEPT. OF LICENSING	2.16
1358	ALPHAGRAPHS	606.26
1383	CHICAGO TITLE	413.48
1385	AZTECA SYSTEMS, LLC/CITYWORKS	42751.83
1390	UTILITIES UNDERGROUND LOCATION CTR	731.43
1403	OSBORN CONSULTING INC.	232919.82
1410	SEATTLE & KING COUNTY PUBLIC HEALTH	833
1431	BRIEN, GAYLYNN	200
1452	CITY OF KENT	500
1456	HESTON PHOTOGRAPHY	1110.27
1459	FLEMINGS HOLIDAY LIGHTING LLC	1598.51
1478	HERBIG, NIGEL	97.33
1482	HIGHWIRE	2059.7
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	25
1504	SCORE	70820.15
1524	GRANICUS LLC	6372.73
1544	METROPOLITAN TRANS. COMMISSION	2000
1547	LOYUK, SAMANTHA	513.5
1550	THE EVP GROUP	7500
1555	LINCOLN NATIONAL LIFE INSURANCE	9180.69
1596	NW ENVIRONMENTAL TRAINING CENTER	195
1629	WESTERN DISPLAY FIREWORKS, LTD.	13750
1634	SREBNIK, DEBRA	1670.99
1673	KPFF CONSULTING ENGINEERS	155341.21
1689	MOTT MACDONALD GROUP, INC.	41459.1
1711	SOFTWAREONE, INC.	16135.49
1731	NORTHWEST ARBORICULTURE LLC	7491.2
1754	RFI ENTERPRISES INC.	1582.28
1763	REID, JAMES FALCONER	14276.25
1795	CABOT DOW ASSOCIATES	6606.25
1816	NAVIA	17413.59
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	2768.32
1838	AVIDIA HEALTH	1373
1884	HEIDELBERG MATERIALS	1920.23
1885	NATIONAL BARRICADE CO., LLC	1137.73
1889	WILLIAMS, KASTNER & GIBBS PLLC	1739.5
1900	ASPECT CONSULTING LLC	1280
1914	MCNAMARA SIGNS	2235.03
1930	T MOBILE USA, INC.	4152.75
1932	U.S. BANK N.A. / CUSTODY	90
1943	BALDWIN DESIGN WORKS, LTD.	1469
1960	WALTER E. NELSON CO.	1393.38
1979	MSPT XXII, LLC C/O FLYWAY RETAIL + LIVING	3000
1980	HRA VEBA TRUST	20545.92
1991	WASHINGTON STATE TREASURER	4451
1993	HYAS GROUP, LLC	3750
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	1125
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50
2004	RED BARN ENGINEERING, INC.	24830
2047	PUGET SOUND PLANTS	1678.11
2048	SMS CLEANING, INC.	25980
2052	J. A. BRENNAN ASSOCIATES, PLLC	31474.62
2078	WA RECREATION & PARK ASSOC.	1250
2081	SHANNON & WILSON, INC.	2850
2126	SCHWARZWALTER, MARK	218

XII. C. Approve

Total Check #s 52113 through 52209 totaling \$671,574.41 ...

Vendor Purchasing Report

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For Date Range 01/01/2023 - 05/26/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2137	ECIVIS, INC.	4000
2142	MISSION SQUARE / 109964	225740.57
2175	ELECTRONIC BUSINESS MACHINES	740.06
2176	CANON FINANCIAL SERVICES, INC.	1330.4
2183	SISKUN POWER EQUIPMENT	877.85
2194	CONFLUENCE ENVIRONMENTAL COMPANY	1596.42
2209	MORUP SIGNS, INC.	1431.3
2210	PACWEST MACHINERY	16537.27
2221	O'REILLY/FIRST CALL	199.17
2236	COMCAST	10415.22
2249	KING COUNTY BAR ASSOCIATION	450
2250	NAMI EASTSIDE	2625
2252	TRUGREEN	2318.71
2254	U.S. BANK PURCHASE CARDS	118401.12
2262	DILIGENT CORPORATION	36005.82
2270	LAKESIDE INDUSTRIES	1185.78
2282	RICK BURNSTEAD CONSTRUCTION, LLC	2932
2284	ENVIROTECH	7973.66
2285	QUALITY WATER FINANCIAL	912.95
2311	BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	4433.5
2327	PACIFIC AIR CONTROL, INC.	3649.81
2330	PROMOTIONS NOW	236.05
2334	NORTHSHORE YOUTH SOCCER ASSOC.	55
2338	58 STARS TRAVEL	2442.6
2353	NORTHSHORE SCHOOLS FOUNDATION	750
2360	O'CAIN, MELANIE	295.5
2361	BFI 4 LLC	2000
2369	MARIA SZABLYA RIVAS	150
2377	NORTH URBAN HUMAN SVCS ALLIANCE	1000
2386	CECCANTI, INC.	401677.46
2389	JET CITY CLEANING	7186.24
2392	DEPARTMENT OF COMMERCE	47219.75
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHW	457.47
2396	ZIPLY FIBER	3300.47
2403	AMERICALL	598.94
2413	ICLEI	1200
2425	THOMCO CONSTRUCTION, INC.	957478.27
2431	ALPINE PRODUCTS INC.	420.1
2437	LOUDEDGE, INC.	1125
2459	NELSON ELECTRIC, INC.	9816.78
2464	D.P. NICOLI, INC.	923.58
2465	PRECISION CONCRETE CUTTING	6355.87
2468	DAVIDSON MACRI SWEEPING, INC.	4157.38
2484	LUKASZ LISOWSKI	322.64
2486	CASCADIA LAW GROUP	5259.38
2489	THE ORIGINAL POOP BAGS	1319.89
2503	NORTH AMERICAN SAFETY, INC.	3098.5
2511	SALCIDO, LETICIA	80.32
2530	CASCADIA CONSULTING GROUP, INC.	50291.25
2531	BCN TELECOM, INC.	3222.16
2537	HUNTINGTON TECHNOLOGY FINANCE	44525.18
2540	BRIGHT SPARK EARLY LEARNING SERVICES	675
2545	KLB CONSTRUCTION, INC.	202865.64
2561	PRR, INC	73331.77
2570	H.D. FOWLER COMPANY	3073.35
2577	APPLEONE EMPLOYMENT SERVICES	19975.24
2578	CENTRICITY GIS, LLC	1625
2579	CHANIN KELLY-RAE CONSULTING LLC	19580

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Total Check #s 52113 through 52209 totaling \$671,574.41 ...

Vendor Purchasing Report

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For Date Range 01/01/2023 - 05/26/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2589	ABRACADABRA PRINTING	1350.56
2598	WAGNER ARCHITECTS	49354
2609	DTG RECYCLE	1411.27
2617	STRIDER CONSTRUCTION CO., INC.	755155.43
2618	STEPHANIE LUCASH	512.91
2641	VENTILATION POWER CLEANING, INC.	8270.9
2642	WASHINGTON AUDIOLOGY SERVICES, INC.	1080.5
2660	WASHINGTON FEDERAL BANK	22174.94
2661	JASON RICHARD SPERLING	600
2667	CREATION ORGANICS, LLC	2182.38
2691	E SQUARED SYSTEMS, LLC	264.24
2692	PREMIER MEDIA GROUP	1000
2700	ORION ENVIRONMENTAL COMPLIANCE & CONSULTIN	1861.75
2707	ONTRA MARKETING GROUP	300
2725	NICKOLAI MEDVEDITSKOV	10786.6
2728	NARWHAL MET, LLC	800
2731	ROBERT SAYRE-MCCORD	148.8
2736	PAUL LEE	43255.1
2737	THERESA TIMMES KING	150
2738	JULIANA FISHER	150
2745	HOME COMFORT ALLIANCE	228.48
2747	CHRISTINE CABATIT	298.49
2748	GOURAV MITRA	250
2750	MID SOUND FISHERIES	250
2751	MERANDA DIRECTO	311.85
2752	MEADOWDALE MARINA LLC	7500
2755	CITY OF KIRKLAND	41049.69
2756	DIVYA GATTU	150
2757	KAT ZUO	100
2758	ALEXA'S CATERING INC.	1531
2759	SAID HAMOOD	150
2761	KARA VAN LUCHENE	150
2762	APPLIANCE REPAIR MM LLC	78.73
2763	LA CONNER INN	758
2764	RHOMAR INDUSTRIES, INC.	42.96
2765	TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESC	4433.02
2767	GAMES2U	572.5
2769	DEBUG MOBILITY PRODUCTS	2865
2770	EARTHCRAFT SERVICES, INC.	3853.5
2771	GIRL SCOUTS OF WESTERN WA	150
2772	POLYGON WLH LLC	7500
2773	REGIONAL CRISIS RESPONSE AGENCY	41049.69
2774	KISHORE SERALATHAN	17731.35
2775	LIUBOV UZIK	150
2776	KERALA ASSOCIATION OF WASHINGTON	250
2778	OUTCOMES BY LEVY, LLC	8300
2779	SYDNEY DANZIGER	150
2780	XEROX CORPORATION	608.85
2781	PANIC, ANXIETY, AND STRESS SUPPORT INC.	398.46
2782	HILLIS CLARK MARTIN & PETERSON P.S.	2625
2783	IRUM YASIR BUTT	250
2784	WA STATE PUBLIC HEALTH LABORATORIES	250
2785	RICH HARTMAN'S BELLINGHAM FORD LINCOLN	58612.64
2787	KENNETH RIDOUT	7500
2788	PHOENIX UNITED INVESTMENT LLC	7500
2789	SCHEMATA WORKSHOP INC.	16447.5
2790	TRIPLE POINT LLC	35360.4
2791	BUSINESS STREET, LLC	40000

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Total Check #s 52113 through 52209 totaling \$671,574.41 ...

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For Date Range 01/01/2023 - 05/26/2023**Vendor Set: Vendor Set 01**

Vendor	Name	Volume
2792	STRATEGIES 360, INC.	4116.67
2793	ERGOLOGY LLC	1100
2795	KALE CARLSON	1915.67
2796	KING COUNTY REGIONAL HOMELESSNESS AUTHORITY	38000
2797	SAMUEL RODRIGUEZ	150
2798	STEPHENS & KLINGE LLP, IOLTA	728
Vendor Set Vendor Set 01 Total:		7803757.24



City Council Business Agenda Item City of Kenmore, WA

Subject/Topic:

NE 175th ST Bicycle Wayfinding
Channelization Improvements project
construction award (23-C2902)

For Council Meeting Agenda of: June 12, 2023

Department: Public Works Engineering

Prepared by: Kent Vaughan, Senior Civil Engineer

Initial & Date

Approved by Department Head:

JV

Approved by City Attorney:

N/A

Approved by Finance Director:

MM

Approved by City Manager:

RK

Proposed Council Action/Motion:

Authorize the City Manager to execute a contract with Always Active Services for an amount up to \$246,000, which includes 20% construction contingency for the NE 175th ST Bicycle Wayfinding Channelization Improvements project.

Exhibits/Attachments:

N/A

Summary:

Staff is seeking City Council Authorization to execute a contract with Always Active Services LLC for an amount up to \$246,000 to construct the NE 175th ST Bicycle Wayfinding Channelization Improvements project.

Information/Background:

The NE 175th ST Bicycle Wayfinding Channelization Improvements project includes the installation of new bike lanes along NE 175th Street between 65th Avenue NE and 68th Avenue NE, to and from the Burke Gilman Trail and the north end of the West Sammamish Bridge Project. Other improvements include wayfinding signage for Lake Washington Bicycle Loop, minor storm drainage, permanent signing, channelization, and a Rapid Rectangular Flashing Beacon (RRFB) bicycle crossing across NE 175th Street with solar pedestrian lighting.

The estimated contract duration is 30 working days. The work is anticipated to start in July 2023 however it is anticipated that construction may not be completed until October 2023 due to delivery of long lead items such as the RRFB.

Bid results:

The project was formally advertised on April 25, 2023, and bids were opened on May16, 2023. Two (2) bids were received, and Always Active Services was determined to be the lowest responsible bidder at the amount of \$205,498.15. The engineer's estimate (EE) for this project was \$230,500 by KPFF Engineers. Below is a summary of the bids received.

Bidder	Bid amount received	(Under) / Over EE
Always Active Services	\$205,498.15	\$(25,001.85)
Kamins Construction	\$268,147.51	\$37,647.51

City staff has verified that Always Active Services meets the responsibility criteria defined by law and the city contract documents.

Fiscal Consideration:

The total budget for this project is \$330,257. Total project budget spent to date is ~\$84k with a balance of \$246k remaining to complete the project. There is a sufficient budget to cover the cost of construction and support services during construction.

Council Priority/Budget Being Addressed:

Council Priority 3: Enhance multimodal transportation implementation, including pedestrian and bicycle safety



City Council Agenda Bill City of Kenmore, WA

<p>Subject/Topic:</p> <p>Washington State Department of Transportation's (WSDOT) Zero Emission Vehicle Partnership Program (ZEVIP): On-street EV charging locations in Kenmore</p> <p>Proposed Council Action/Motion:</p> <p>Authorize the City Manager to execute and submit a signed letter of intent, to negotiate and execute a site host agreement and take any further actions necessary to site on-street electric vehicle charging stations at the locations described in this agenda bill.</p>	<p>For Council Meeting Agenda of: June 12, 2023</p> <p>Department: City Manager's Office</p> <p>Prepared by: Rob Karlinsey</p> <table border="0"><tr><td>Approved by Department Head:</td><td><u>Initial & Date</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>N/A</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>DR via Email</u></td></tr><tr><td>Approved by City Manager:</td><td><u>N/A</u></td></tr><tr><td></td><td><u>RGK</u></td></tr></table> <p>Exhibits/Attachments:</p> <p>Sample letter of intent</p>	Approved by Department Head:	<u>Initial & Date</u>	Approved by City Attorney:	<u>N/A</u>	Approved by Finance Director:	<u>DR via Email</u>	Approved by City Manager:	<u>N/A</u>		<u>RGK</u>
Approved by Department Head:	<u>Initial & Date</u>										
Approved by City Attorney:	<u>N/A</u>										
Approved by Finance Director:	<u>DR via Email</u>										
Approved by City Manager:	<u>N/A</u>										
	<u>RGK</u>										
<p>Summary:</p> <p>With implementing the Climate Action Plan as the City Council's top priority and with the proliferation of electric cars, staff are pursuing electric vehicle (EV) charging opportunities for the community.</p> <p>There is a regional effort to apply for a "fast-charge" EV grant from the Washington State Department of Transportation's (WSDOT) Zero Emission Vehicle Partnership Program (ZEVIP), and the City of Kenmore can be part of this effort if the City provides approved locations to site these fast charge EV stations.</p> <p>The City Manager recommends that the City Council approve two possible on-street locations for fast-charge EV charging stations under the ZEVIP grant:</p> <ul style="list-style-type: none">• NE 181st Street, between 68th Avenue NE and 73rd Avenue NE• 68th Avenue NE, between 182nd Street and 185th Street <p>Site host agreements are expected to last for ten years.</p>											
<p>Information/Background:</p> <p>Electric cars are the wave of the future and are part of the State's strategy to provide clean energy for transportation and reduce greenhouse gases. By 2035 new cars sold in the State of Washington will be required to be fully electric. Before we know it, electric cars are going to be even more common</p>											

place than they are now, and it behooves cities like Kenmore to provide and allow for the charging infrastructure needed for electric vehicles.

There is a regional effort to apply for a Washington State Department of Transportation's (WSDOT) Zero Emission Vehicle Partnership Program (ZEVIP). The application for the ZEVIP grant is due at the end of June 2023. This grant only funds fast-charge (15 minutes or less) EV charging stations in minimum clusters of eight charging stations. The City can be part of this grant if it provides approved locations that provide eight or more parking spaces.

In evaluating possible locations, staff looked at places that had the kind of vehicle traffic that generated more frequent parking turnover and that would be in closer proximity to lower income neighborhoods while not being overly disruptive in the near term to existing parking patterns. These considerations brought us to the downtown, and two locations emerged:

- NE 181st Street behind Safeway, and
- 68th Avenue NE between 182nd Street and 185th Street.

Under the ZEVIP grant, the City is not expected to provide any City match or other financial contribution. The City will not be expected to own or operate the charging stations. Site host agreements are expected to last for ten years.

This agenda bill authorizes the City Manager to submit letters of intent, approve subsequent agreements and make other necessary decisions to allow for the fast-charge EV charging stations to be located and installed, as well to operate, at the two locations listed above.

Fiscal Consideration:

No capital or operating costs will be required from the City of Kenmore for the completion of the charging station installation or the maintenance of the chargers.

City Council Priority or Budget Objective Being Addressed:

1. Implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.

SAMPLE LETTER OF INTENT

[Date]

Gustavo Ochiuzzo, CEO
EV Charging Solutions, Inc.
11800 Clark Street
Arcadia, CA 91006

RE: DC Fast Charging Stations Letter of Intent

Dear Mr. Occhiuzzo,

[name of property owner] appreciates the opportunity to include state-of-the-art fast charging stations for electric vehicles at our property, located at [address]. As the market share of electric vehicles increases, we see a strong value in providing this charging amenity for our customers, tenants and visitors.

We understand that completion of this charging station is dependent upon the successful award of funding through the Washington State Department of Transportation's (WSDOT) Zero Emission Vehicle Partnership Program (ZEVIP) or other grants, as well as the execution of a site host agreement between our two parties.

Our understanding is that EVCS and its grant partners will be responsible for submitting the ZEVIP applications. Our role in the application process will be fulfilled through this letter of intent and by providing access to our site for the EVCS site development team.

If funds are awarded, we understand that no capital or operating costs will be required from our company for the completion of this charging station installation or the maintenance of the chargers. We further understand that EVCS will provide a revenue share of five cents per kilowatt-hour sold at the charging station to our company as compensation for the dedicated use of eight to ten parking spots and space for the electrical switchgear and equipment.

This final site host agreement will contain exhibits which will describe the specific equipment, locations, and design of the charging station, and will be approved by our company before permitting is initiated.

Please consider this letter as our intent to be a site host for an EVCS owned and operated fast-charging station and our intent to enter into a site host agreement within thirty days of the project funding.

Signature line for [Company]

I am an authorized representative of EV Charging Solutions, Inc. and concur that the contents of this letter accurately describe the current status between the parties.

Signature line for Gustavo Occhiuzzo, CEO, EV Charging Solutions



City Council Agenda Bill City of Kenmore, WA

<p>Subject/Topic: Presentation by PRR (City's consultant) on missing middle housing findings: policy and regulation analysis; public engagement and racial equity analysis.</p> <p>Proposed Council Action/Motion: No action.</p>	<p>For Council Meeting Agenda of: 6/12/23</p> <p>Department: Community Development</p> <p>Prepared by: Debbie Bent, Community Development Director</p> <table><tr><td></td><td>Initial & Date</td></tr><tr><td>Approved by Department Head:</td><td><u>DB 5/26/23</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>n/a</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>n/a</u></td></tr><tr><td>Approved by City Manager:</td><td><u>RK 5/31/23</u></td></tr></table> <p>Exhibits/Attachments: Attachment #1 PowerPoint presentation</p>		Initial & Date	Approved by Department Head:	<u>DB 5/26/23</u>	Approved by City Attorney:	<u>n/a</u>	Approved by Finance Director:	<u>n/a</u>	Approved by City Manager:	<u>RK 5/31/23</u>
	Initial & Date										
Approved by Department Head:	<u>DB 5/26/23</u>										
Approved by City Attorney:	<u>n/a</u>										
Approved by Finance Director:	<u>n/a</u>										
Approved by City Manager:	<u>RK 5/31/23</u>										
<p>Summary: At the 6/12/23 Council meeting, representatives from PRR and their team (Michelle Auster, Public Engagement Specialist with PRR; Kyana Wheeler, Senior Director of Diversity, Equity, and Inclusion with PRR; and Clay White Director of Planning with LDC Corp) will give a PowerPoint presentation (see attachment #1) summarizing the findings of their missing middle housing work: policy and regulation analysis; public engagement; and racial equity analysis. The majority of work completed by PRR was funded by a Department of Commerce grant. The final reports from PRR are in progress and will be completed by the end of June.</p> <p>No Council action is required 6/12/23. The City must adopt regulation changes by June 30, 2025, to comply with recent state legislation passed in May on missing middle housing (HB1110) and accessory dwelling units (HB 1337). The City must ensure that regulations (zoning regulations) are consistent with the Comprehensive Plan which may also require amendment. The State Department of Commerce will be preparing guidance on implementation over the next few months and will also be offering a competitive grant program for the 2023-2205 biennium to assist with implementation of missing middle housing requirements.</p> <p>The state legislation along with the missing middle housing findings from PRR and the findings from Eastside for All on community-based organization engagement (also funded by the Commerce grant, final report due by the end of June) will be considered when evaluating options for missing middle housing policies, regulations, and any additional public engagement. A strategy and options for implementation will be brought forward for Council consideration for inclusion in the 2024 work program.</p>											
<p>Information/Background: Even prior to the recent state legislation passing, the State Growth Management Act, multicounty planning policies (Vision 2050) and King County countywide policies all support consideration of missing middle housing in their plans and directives. Kenmore's plans must be consistent with regional plans. For example, Vision 2050 states that the city should Expand housing capacity for moderate density housing to bridge the gap between single-family and more intensive multifamily development and provide opportunities for more affordable ownership and rental housing that allows more people to live in neighborhoods across the region." Missing middle housing</p>											

is one tool to help reduce the housing crisis by providing more attainable housing and providing more housing choices in the gap between single family homes and apartment buildings.

Overview of PRR Scope on Missing Middle Housing: PRR is the consultant the City contracted with to complete work on missing middle housing to satisfy the City's missing middle Department of Commerce grant requirements.

Policy and Regulation Analysis: LDC reviewed the City's 2022 adopted comprehensive plan policies and draft missing middle regulations for duplexes and triplexes (presented to Council in 2022 but not adopted) to assess options along with pros/cons for allowing middle housing types on at least 30% of existing single-family zoned lots (requirement of the Commerce grant). Four options were assessed: 1. Duplexes and triplexes within all single-family zones within ¼ mile transit; 2. Duplexes and triplexes on corner lots in the R-4 and R-6 zone (does not meet the 30% requirement); 3. Permit duplexes and triplexes in the R-6 zone; 4. Permit other missing middle housing types.

LDC also assessed options for small scale commercial development that would support neighborhood walkability and missing middle housing. This assessment can be used to develop future zoning code amendments.

Given the recent state legislation on missing middle housing and accessory dwelling units, LDC considered what these bills mean for Kenmore and potential options for moving forward, so this will be the focus of the 6/12/23 presentation. A final report will be provided by the end of June and this report will help support options for comprehensive plan and zoning code amendments to comply with state law.

Public Engagement: PRR reviewed and built on prior community participation on missing middle housing completed in 2021 and 2022. Outreach included five small group virtual meetings held in April, an online non-statistically valid survey and a community event held June 3rd. The community engagement approach used the Tipping Point framework. Tipping Point framework refers to thresholds – the point in time during change at which the forces of innovation pushing for change outweigh the forces working to maintain the status quo. The purpose of Tipping Point framework is not to drive change, rather it is to cultivate and leverage residents' abilities to adapt and grow as change takes place.

In all, the small group meetings had 53 registrants and 35 participants. Many registrants who could not attend the meetings reached out to ask about other ways to participate and give feedback on Kenmore's housing future. Throughout the five small group meetings, participants showed overall support for including more Missing Middle housing in Kenmore. While supportive, participants did raise concerns regarding the future of housing in Kenmore. The most common themes were about green space, supportive infrastructure, and variety in home offerings and affordability. The survey findings and findings from the 6/3/23 event are not yet available. The presentation 6/12/23 will provide an update on findings and a final report will be due by the end of June.

There were three goals for engagement:

- Goal 1: Engage specific audiences with the objective of conducting inclusive and equitable engagement to learn about shared values in housing. There was particular interest in engaging groups and individuals who have not been as engaged in housing discussions including: youth; older adults; people who rent their homes; members of the Hispanic community; and the BIPOC community (members of the Black, Indigenous, People of Color and other marginalized

- Goal 2: Build positive relationships with community members and community-based organizations.
- Goal 3: Bring the community along in preparation for missing middle housing and understand community feedback.

Racial Equity Analysis: PRR conducted a racial equity analysis to help the City establish anti-displacement policies for housing policies and regulations. The analysis focused on no net displacement of very low-, low- or moderate-income households or individuals from racial, ethnic, and religious communities which may have been subject to discriminatory housing in the past. The analysis recommends considering the historical context, identity and demographic impacts, equity impacts of zoning and housing types, public health impacts and the regional context of Kenmore's location and designation as a high-capacity transit city. PRR also attended a DEIA Advisory Committee meeting in April. The presentation 6/12/23 will provide an overview of the process and recommendations. Final report due by the end of June.

Summary of Recent State Legislation on Accessory Dwelling Units (EHB 1337) and Missing Middle Housing (E2SHB1110)

Accessory Dwelling Unit Summary (EHB 1337) amended RCW 36.70A to add changes to local government roles for regulating accessory dwelling units (ADUs). The legislation requires jurisdictions (Kenmore included) to allow the construction of two ADUs per lot by six months after the next comprehensive plan periodic update. For Kenmore this means by the end of June 2025. Any action taken by a city or county to comply with the requirements are not subject to legal challenge under GMA or SEPA. The bill also addresses restrictive covenants and deed restrictions, protecting any local government from civil liability if a permit is issued for an ADU on a lot with a covenant restricting an ADU.

In 2020 the Council amended ADU regulations. Below is a Table providing a summary of current city regulations compared to the recent state legislation.

Standards	State Legislation	Current City ADU Regulations
# ADU's and lot size	Two ADUs per residential lot attached, detached, or a combination of both, or may be conversions of existing structures. Allowed on all lots that meet minimum lot size in zoning districts that allow for single-family homes.	One ADU either an attached or a detached accessory dwelling unit per primary single detached dwelling unit. No minimum lot size required for an ADU.
ADU Size	Must allow an ADU of at least 1,000 square feet	Attached ADU shall not exceed a floor area of 1,000 square feet or 50 percent of the living area of the primary residence, whichever is greater; unless the use of pre-existing floor area on a single level of

		<p>the primary single detached dwelling unit is being proposed for the ADU.</p> <p>Detached ADU for lots equal to or greater than 6,000 sq.ft. 10% of the lot area up to a maximum floor area of 1,500 sq. ft.</p> <p>Detached ADU for lots for lots with an area less than 6,000 sq.ft. maximum floor area of 600 feet.</p>	
Owner Occupancy	Prohibits owner occupancy requirements.	Either the primary dwelling unit or the ADU shall be owner occupied for a minimum of six consecutive months after completion of the ADU. At the end of the six-month period, the owner occupancy requirement shall be extinguished.	
ADU's as short-term rentals	Allows restricting the use of ADUs as short-term rentals.	Not addressed in the current code.	
Impact Fees	Places a cap on impact fees at 50% of those charged on houses.	No impact fees are currently assessed for ADU's.	
Height	Legalizes ADU height up to 24' feet (or the max. height for houses if height is greater than 24')	<p>Maximum height for a detached ADU shall be 35'; however, the detached ADU may not exceed one story over a detached garage or two stories if built at ground level.</p> <p>Height limit for a single-family home is 35'.</p>	
Parking	<p>Prohibits off-street parking requirements within one-half mile walking distance from a major transit stop.</p> <p>On lots smaller than 6,000 square feet, no more than one off-street parking space may be required per ADU before any zero lot line subdivisions.</p> <p>On lots greater than 6,000 square feet, no more than two off-street parking spaces per unit may be required.</p>	No additional off-street parking spaces shall be required for an ADU.	

Critical areas	ADU's not required to be allowed on lots with critical areas.	Must comply with critical area regulations.
Setbacks and other standards	may not impose setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, or requirements for design review for ADU's that are more restrictive than those for principal units.	In a rear setback in the R-4 and R-6 residential zones, an accessory dwelling unit shall be permitted; provided, that the accessory dwelling unit shall be no closer than ten feet to the rear lot line. (minimum rear setbacks in the R-4 and R-6 zones are otherwise twenty feet). No design review currently required for ADU or principal unit. Same requirements for yard coverage, tree retention for ADU's and principal unit.
Allow separate sale of ADU's	Legalizes the sale of ADUs as condominiums and requires that a city allow separate sale of units.	Not addressed in the current code.
Right-of-way improvements	Prohibits requirements for public right of way improvements.	Right-of-way improvements not required.

Missing Middle Housing Summary (E2SHB 1110): Requires cities to authorize minimum housing development densities in residential zones depending on their population size, ranging from a minimum of two to at least six units per lot. The legislation focuses on the minimum number of dwelling units on a lot which is different than the traditional way zoning regulates land by dwelling units per acre. This approach needs to be considered when amending comprehensive plan policies and adopting zoning regulations.

In November 2022 Council adopted ordinances that included Comprehensive Plan Policies that would allow Medium Density Housing (missing middle housing) within one-quarter mile of the City's two main transit corridors. Based on Council direction these adopted ordinances did not include any changes to zoning regulations that would allow duplexes or triplexes in the R-6 zone and that further discussion of Missing Middle Housing would be deferred to 2023. To comply with new state law, the City must adopt implementing zoning regulations by June 2025. The housing and land use elements of the Comprehensive Plan may also require further amendment.

The City's 2020 population of 23,914 means that Kenmore would fall into the Tier 3 category, cities with a population under 25,000. Two dwelling units per lot on all lots zoned predominantly residential must be allowed.

The Office of Financial Management 2022 population estimate for Kenmore was 24,090. Once Kenmore passes the 25,000 population threshold it moves into the Tier 2 category, cities with

populations between 25,000 and 75,000. This category requires four dwelling units per lot within ¼ mile of a major transit. A “Major transit stop” is defined as light rail, commuter rail, and bus rapid transit.

Other key points in the legislation:

- Parking mandates are lifted within a quarter mile of a major transit stop.
- An alternative to the density requirements allows cities to implement the requirements in at least 75 percent of lots zoned single-family if the remaining portion of lots meet certain criteria.
- A city may allow accessory dwelling units to help achieve the unit count, but also must allow middle housing types (such as a duplex) that can satisfy the minimum density (i.e., unit count per lot).
- Does not prohibit cities from adopting more restrictive design and development standards for middle housing than for single-family detached housing, provided that those standards are “objective” and are applied through an administrative design review process. There is also the flexibility for standards to be less restrictive.
- Requires that a city allow separate sale of units.

Background on the Planning Commission and Council Direction Regarding Missing Middle Housing

- In January 2021, the City Council assigned to the Planning Commission review of the Comprehensive Plan Vision Statement and the Land Use, Housing and Capital Facilities Elements, as part of the State mandated 2024 Comprehensive Plan update. The Council also directed that the Commission assess “Missing Middle” housing opportunities.
- On 6/27/22 the Planning Commission presented recommendations to the Council for proposed Comprehensive Plan amendments that would allow medium density housing within one-quarter mile of the city’s two main transit corridors. The Commission also presented proposed implementing zoning regulations that would permit duplexes and triplexes in the R-6 within one-quarter mile of the city’s two main transit corridors.
- On 7/18/22 and 7/25/22 the City Council continued review of the Planning Commission recommendations. At the 7/25/22 Council meeting most of the Council expressed support for considering additional amendments to the comprehensive plan to allow medium density housing (missing middle housing) throughout the R-6 zone and support for implementing zoning regulations to allow duplexes and triplexes throughout the R-6 zone. The council asked staff to prepare amendments for review in September.
- At the 9/12/22 Council meeting, the Council reviewed proposed amendments based on direction given 7/25/22. A public hearing on proposed amendments was held 9/26/22 and continued to 10/3/22.
- At the 10/17/22 City Council meeting, the Council gave direction to bring back an ordinance to a future council meeting to approve amendments to the Comprehensive Plan that would allow Medium Density Housing (missing middle housing) within one-quarter mile of the City’s two main transit corridors. Any implementing (zoning regulations) consistent with the Comprehensive Plan policy would be brought forward in the future.

- At the 11/7/22 City Council meeting, the Council adopted Ordinances 22-0558 and 22-0566 consistent with direction given 10/17/22. Based on Council direction these ordinances did not include any changes to zoning regulations that would allow duplexes or triplexes in the R-6 zone and that further discussion of Missing Middle Housing would be deferred to 2023.

Missing Middle Housing Contracts and Grants:

- Washington State Department of Commerce Grant:** On 7/25/22 the City Council authorized the City Manager to sign a Middle Housing grant contract (contract 23-63326-012) from the Washington State Department of Commerce (Commerce) in an amount up to \$120,000. \$20,000 of this total is to be used for work with community-based organizations, proposed through a Memorandum of Agreement with other ARCH cities. On 11/28/22 the City Council authorized the City Manager to execute an increased grant award contract of \$170,000 with Commerce. This increased the original contract from \$120,000 to \$170,000. Grant funds need to be expended by 6/30/23.
- PRR Contract:** On 11/28/22 the City Council authorized the City Manager to execute Contract 22-C2845 with PRR, Inc. in an amount not to exceed \$150,000 for a scope related to a missing middle housing analysis, public engagement, and racial equity report. On 4/10/23 the City Council authorized the City Manager to execute Amendment #1 to Contract 22-C2845 with PRR, Inc to increase the contract by \$17,000 for a total contract of \$167,000.
- Memorandum of Agreement for Community Based Organization Engagement:** On 11/28/22 the City Council authorized the City Manager to execute the Memorandum of Agreement Contract 22-C2869 between the Cities of Bellevue, Redmond, Bothell, Kenmore and Newcastle Concerning the Sharing of Costs Related to Middle Housing Community-Based Organization Engagement. \$20,000 of the Department of Commerce Grant funding is intended for this work. ARCH contracted with Eastside for All to conduct the engagement process. Input is being gathered by surveys and at group events hosted by local organizations in April and May, ending on May 25th. A final report will be available by the end of June.

Fiscal Consideration: Contract 23-63326-012 with the Department of Commerce for a \$170,000 grant for missing middle housing, of which \$20,000 is to be used for work with community-based organizations proposed through a Memorandum of Agreement with other ARCH cities (Contract 22-C2869). On 11/28/22 Council authorized up to \$150,000 for Contract 22-C2845 with PRR, Inc for scope related to middle housing analysis, public engagement, and racial equity report. On 4/10/23 Council authorized Amendment #1 to Contract 22-C2845 with PRR, Inc to increase the contract by \$17,000 for a total contract of \$167,000. The \$17,000 for Amendment #1 is funded from City funds. \$20,000 of City funds was identified in the Community Development Department budget for Comprehensive Plan implementation.

City Council Priority or Budget Objective Being Addressed: Council 2023-2024 priorities to be addressed include: (2) Increase and preserve the options for affordable housing stock; (3) Develop and implement a diversity, equity, and inclusion policy and program; and (11) Engage and educate the community on growth and development in Kenmore.



KENMORE 2044



KENMORE 2044

Missing Middle Housing

Engagement, Analysis, Recommendations

Kenmore City Council - June 12, 2023

Agenda

1

Overview

2

Community Engagement

3

Racial Equity Report

4

Middle Housing Code Options



Overview and Schedule



KENMORE 2044



Grant program

Missing Middle housing grant program

- Authorized by the 2022 supplemental state budget

Grant work focus

- Community engagement focused on Missing Middle housing
- Racial equity analysis
- Policy and code review
- Menu of strategies which could encourage additional Missing Middle housing

Public Engagement
Planning and
implementation –
February-April

Initial policy and
code review -
March

Racial Equity
Analysis Report
– June

Middle Housing
Code Options –
June

What is Missing Middle housing?



Comprehensive Plan Update Connection

New requirements!

The 2024 update will include:

1. A plan for housing that is affordable to all income levels, including Missing Middle housing
2. Racial equity analysis and anti-displacement policies for the City to establish

CERTIFICATION OF ENROLLMENT
ENGROSSED SECOND SUBSTITUTE HOUSE BILL 1220

Chapter 254, Laws of 2021
(partial veto)

67th Legislature
2021 Regular Session

EMERGENCY SHELTERS AND HOUSING—LOCAL PLANNING AND DEVELOPMENT

EFFECTIVE DATE: July 25, 2021

Passed by the House April 14, 2021
Yeas 57 Nays 40

LAURIE JINKINS
Speaker of the House of
Representatives

Passed by the Senate April 10, 2021
Yeas 25 Nays 24

DENNY HECK
President of the Senate

Approved May 12, 2021 2:35 PM with
the exception of section 7, which is
vetoed.

JAY INSLEE
Governor of the State of Washington

CERTIFICATE

I, Bernard Dean, Chief Clerk of the
House of Representatives of the
State of Washington, do hereby
certify that the attached is
ENGROSSED SECOND SUBSTITUTE HOUSE
BILL 1220 as passed by the House of
Representatives and the Senate on
the dates hereon set forth.

BERNARD DEAN
Chief Clerk

FILED
May 12, 2021

Secretary of State
State of Washington



Community Engagement

Strategies, tactics, successes

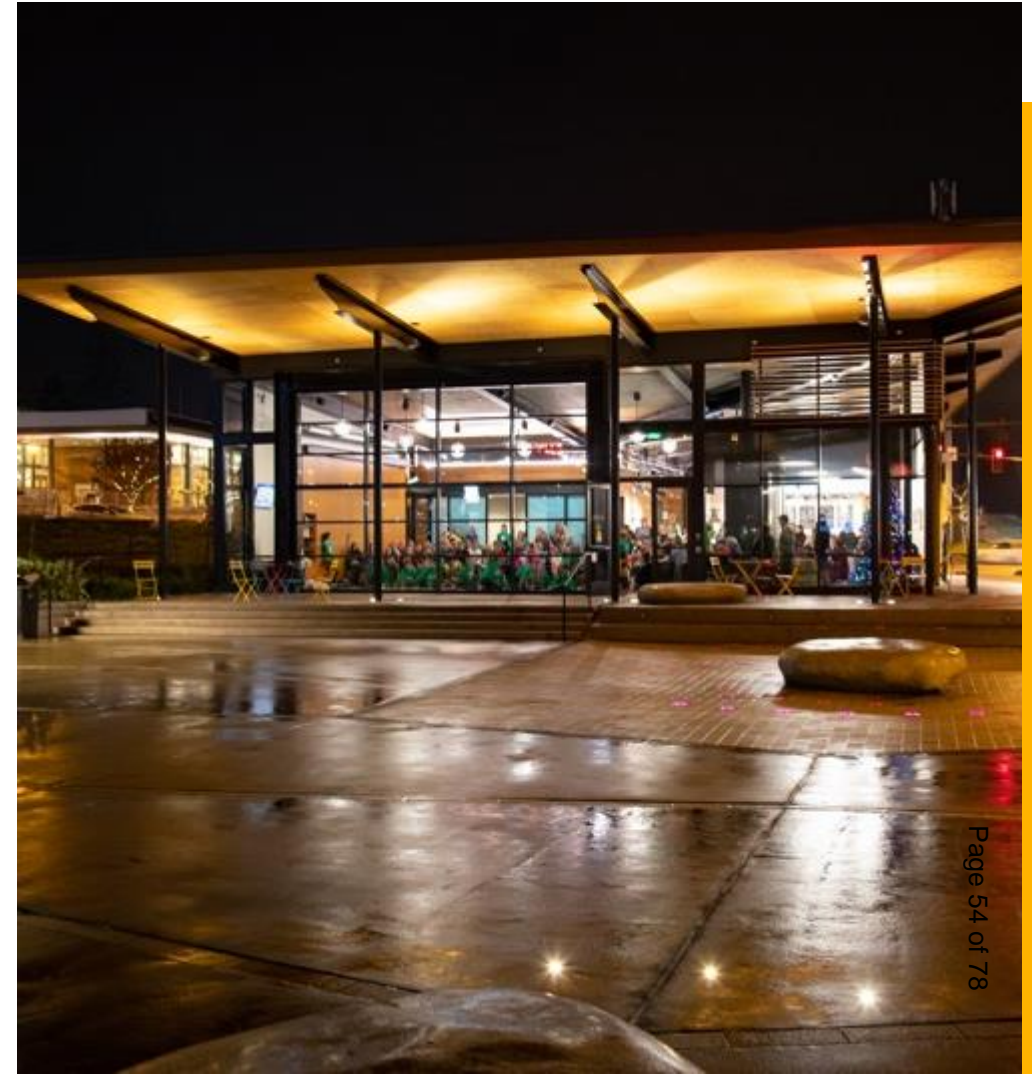


KENMORE 2044



Approach

- Tipping Point framework
- Values-based engagement
- Creative visioning and input



Small group meetings

1. Goals
2. Outreach and registration
3. Results



City of Kenmore - Government

April 14 at 3:22 PM · 🌐

You're invited to join a virtual small group meeting to share your thoughts on Missing Middle Housing. As the City prepares to review our Zoning Code, we hope to build more attainable housing and ultimately create a more inclusive community. Join a virtual discussion on Missing Middle housing and don't miss your chance to take part in the conversation on Kenmore's housing future. Meetings will be held virtually beginning on April 15 and space is limited to 15 people per meeting. Register for a meeting today: <https://bit.ly/MMHmeetings>



Small group meetings

Key Findings

Attendees expressed the following priorities as the City considers how to add Missing Middle housing to Kenmore:

1. Green space
2. Supportive infrastructure
3. Variety in home offerings and affordability



Framing the Future of Housing community event

Saturday, June 3, 10 a.m. to 2 p.m.

Outreach:

- Social media
- Publications
- Postcard

Event summary delivered before end of June



Which types of housing should Kenmore include in residential neighborhoods in addition to single-family homes?

DUPLEXES



TRIPLEXES



FOUR UNIT BUILDINGS



COTTAGE HOUSING



ADUS (ACCESSORY DWELLING UNITS)



DADUS (DETACHED ACCESSORY DWELLING UNITS)



Framing the Future of Housing



The City of Kenmore





Racial Equity Report

Furthering Kenmore's equity connections, considerations, and commitments



KENMORE 2044



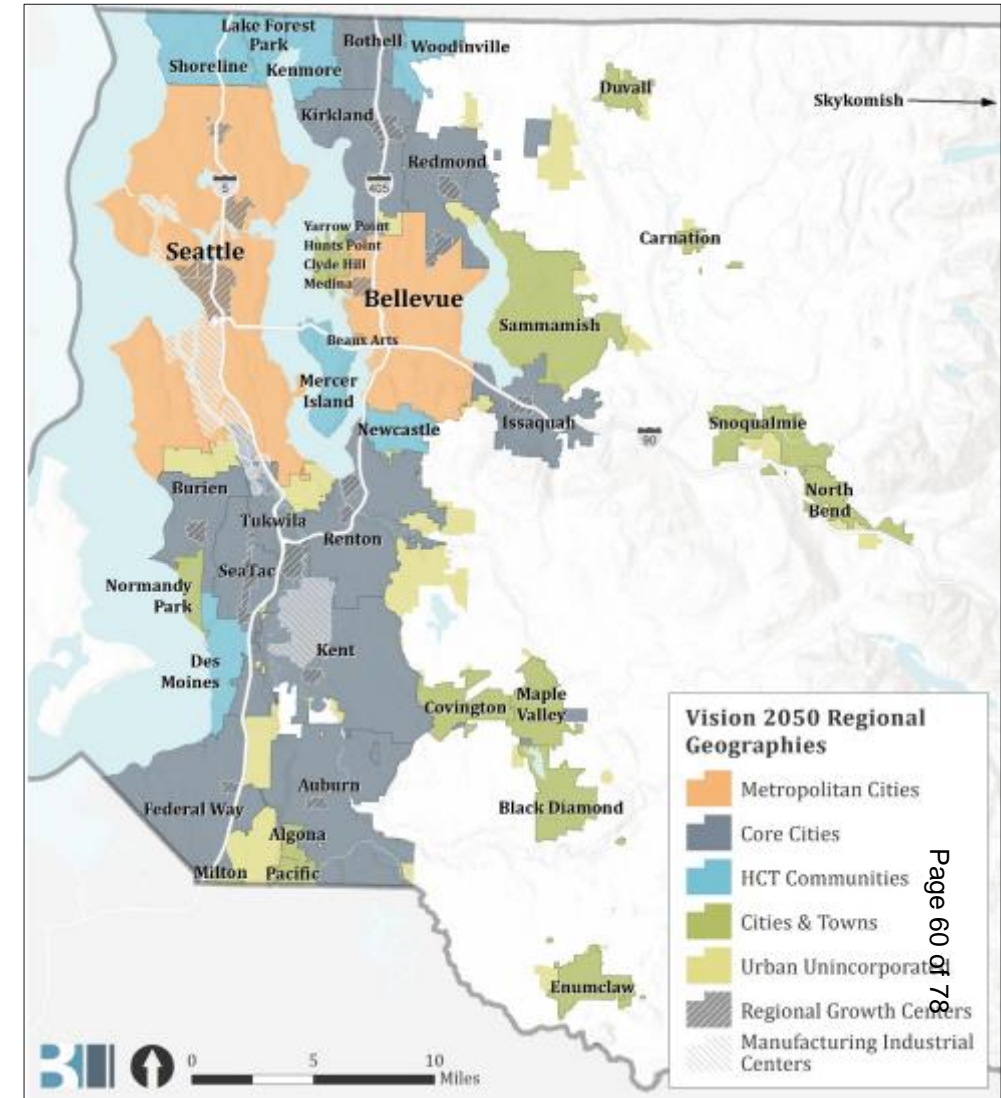
A desirable, accessible, visible Kenmore continues to grow

Kenmore will continue to grow as a vital location within King County

- The diversity of sociopolitical identities, including languages, and income levels will continue to expand
- Kenmore will need to plan for flexibility among options that lead to economic access within housing, employment, and land use options
- City government, community, and business will need to collaborate around shared values and goals

Growth Management Act Updates

- Update city growth targets
- Kenmore identified as **High-Capacity Transit Community**
- Plan for and accommodate Housing at all income levels



Map: PSRC Vision 2050 Regional Geographies Used for Summarizing Growth Capacity

Report Overview

Report Focus

- Analysis of Kenmore Comprehensive Plan Elements requiring updates
- Centers connections between people and place
- Identifies community access, opportunities, and needs

Report Goals

- Prepare the City of Kenmore to incorporate land and housing element requirements
- Provide analysis for mitigating factors that increase displacement risks related to housing strategies and market influence.

Report Foundations and Considerations

- Factors that support the development and maintenance of healthy, engaged, thriving communities
- Interconnections between City of Kenmore and the larger regional impacts.
- How history has shaped the current Kenmore community and access to opportunity

Report Overview

The methods of analysis integrate the following frameworks to make the right connections.

- Port of Seattle's Opportunity Index
- City of Seattle's 4 Levels of Racism and Inequity
- King County's Determinants of Equity
- Social Determinants of Health

These interrelated and overlapping analysis acknowledges the role structural and systemic factors play in perpetuating disparities and displacement risk.

Recommendation Themes

Historical context

- Develop a more complete and accurate accounting of Kenmore's City history.
- Incorporate an understanding of historical zoning practices on today's housing affordability.

Larger geographical connections and considerations

- Develop a plan that more thoroughly considers how City of Kenmore is situated within the larger geographical considerations for population growth planning in King County, the Puget Sound region, and Washington state.
- Consider the goals for transportation planning in Kenmore connected to housing in the context of the larger geographical considerations in recommendation

Public health

- Apply neighborhood level public health practices.
- Consider distribution of community resources across neighborhoods.

Community engagement

- Deepen equity considerations within community engagement strategies early and often



Middle Housing Code Options



KENMORE 2044



Discovery Report

Report Focus

- Review existing information pertaining to middle housing and small-scale commercial
- Develop ideas and range of options the city could consider
- Draft code to be developed to implement chosen direction

Areas Covered

- Review of existing comprehensive plan policies
- Review of bulk standard requirements
- Consideration for various types of middle housing including cottage housing
- Middle Housing opportunities and options
- Small scale commercial development

Discovery Report – range of options developed

Three options developed based on Discovery Report



Option 1

Permit Duplexes and Triplexes in R-6 zone within 1/4 mile of High-Capacity Transit



Option 2

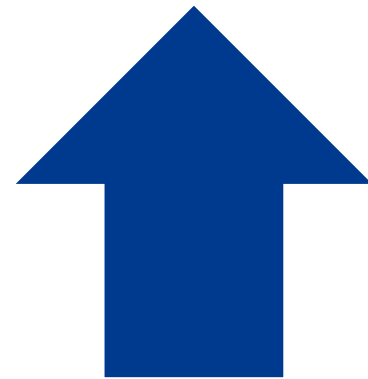
Expand Middle Housing Options for R-1, R-4, and R-6 zones



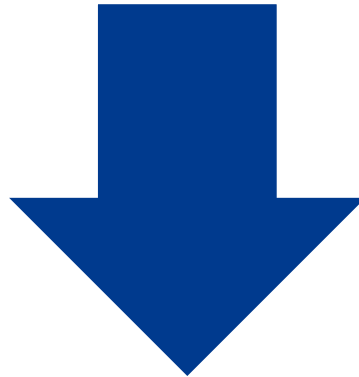
Option 3

House Bill 1110 and House Bill 1337 implementation

Discovery Report – range of options developed



Fewer code changes and opportunities for middle housing



More code changes and opportunities for middle housing

2023 Legislation

Modifies range of options

House Bill 1337 requires:

- Allowing at least two ADUs on all lots that allow for single-family homes
- No requirement for owner occupancy
- May restrict units within critical area or critical area buffers
- City is required to adopt development regulations by June 30, 2025.



Seattle ADU | photo by the Sightline Institute

2023 Legislation

Modifies direction

House Bill 1110 requires:

- Allowing at least two units per lot
- City must allow at least six of the nine types of middle housing
- May allow ADUs to achieve the minimum density requirements
- Many other provisions apply

Bill provides option to limit applicability to 75% of single-family lots

City is required to adopt development regulations by June 30, 2025.



City of Mill Creek – duplex
Photo by LDC

2023 Legislation

Modifies direction

Once city reaches 25K, bill requirements increase:

- Two units per lot;
- Four units per lot within 0.25 miles walking distance of a major transit stop; and
- Four units per lot if at least one unit is affordable housing.

When is the best time to adopt 25K population requirements?

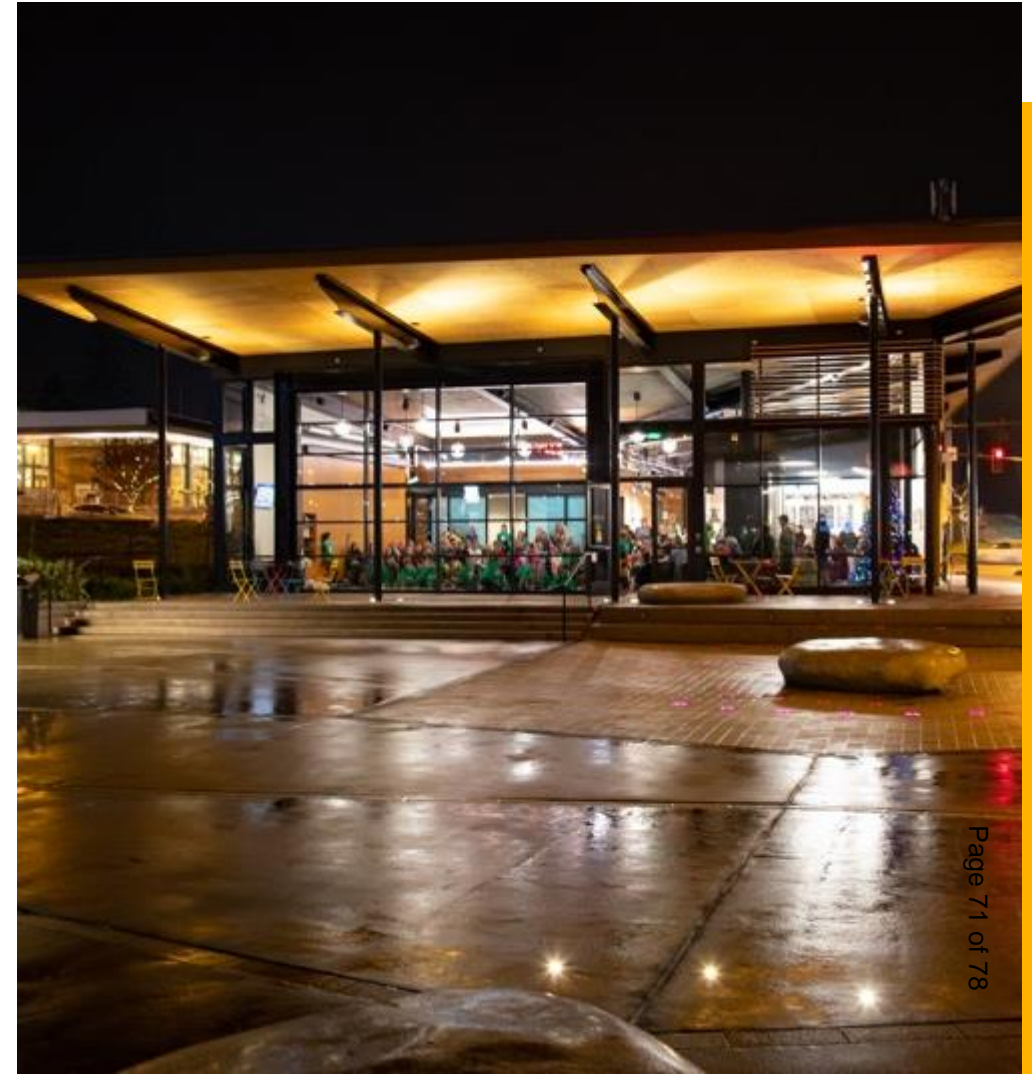
- Connections to comprehensive plan update



City of Mill Creek – duplex
Photo by LDC

Next steps – Missing Middle housing report

- Overview of recent state legislation and how it impacts the city of Kenmore
- Demonstrate through analysis and maps how new legislation would result at least 30% of the city allowing middle housing (grant requirement)
- Options and ideas to amend policies and regulations to implement new legislation.
- Options to be considered as comprehensive plan is updated.



Thank you!

Any questions?



KENMORE 2044



CITY OF KENMORE
City Manager's Office

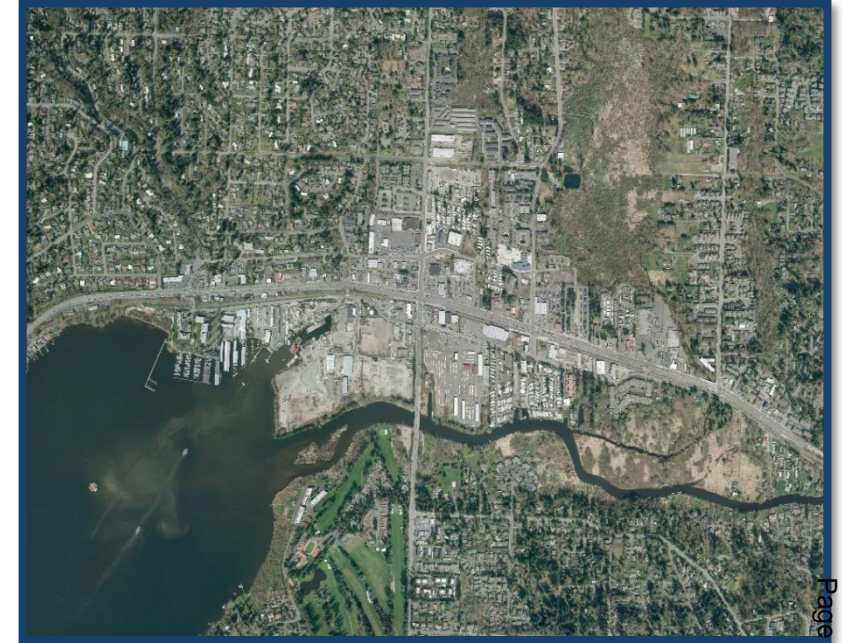
American Rescue Plan Act (ARPA) Business/Nonprofit Assistance

June 12, 2023



Pandemic Recovery Grants Parameter Review

- \$185,000 available
- Commercial, Home-based, Nonprofits
 - 501c3 or 501c19 only
- Operating prior to the pandemic
- Must be able to demonstrate pandemic-related impact



- 

Apply Now

Pandemic Recovery (ARPA) Grants for Kenmore Small Businesses and Non-Profits



Pandemic Recovery (ARPA) Grants

Apply Now!

Subvenciones para la Recuperación Pandémica (ARPA)

¡Solicite ahora!

Is your business or nonprofit still struggling to recover from negative impacts from the COVID-19 public health emergency? Grant applications are now being accepted for qualifying businesses and nonprofits to cover eligible expenses incurred after March 3, 2021. Visit the City website (www.kenmorewa.gov/ARPABusinessGrant) for eligibility requirements, details, and link to application. Information session to review requirements and provide assistance is scheduled at City Hall on Thursday, May 11, 2023, from 6:30 p.m. to 7:30 p.m.

¿Su empresa o organización sigue luchando para recuperarse de los impactos negativos de la emergencia de salud pública COVID-19? Las solicitudes de subvenciones ahora se aceptan para que las empresas y organizaciones sin fines de lucro que califiquen cubran los gastos elegibles incurridos después del 3 de marzo de 2021. Visite el sitio web de la Ciudad (www.kenmorewa.gov/ARPABusinessGrant) para conocer los requisitos de elegibilidad, los detalles y el enlace a la solicitud. La sesión informativa para revisar los requisitos y brindar asistencia está programada en el Ayuntamiento el jueves 11 de mayo de 2023, de 6:30 p.m. a 7:30 p.m.

Learn more and apply:

www.kenmorewa.gov/arpabusinessgrants

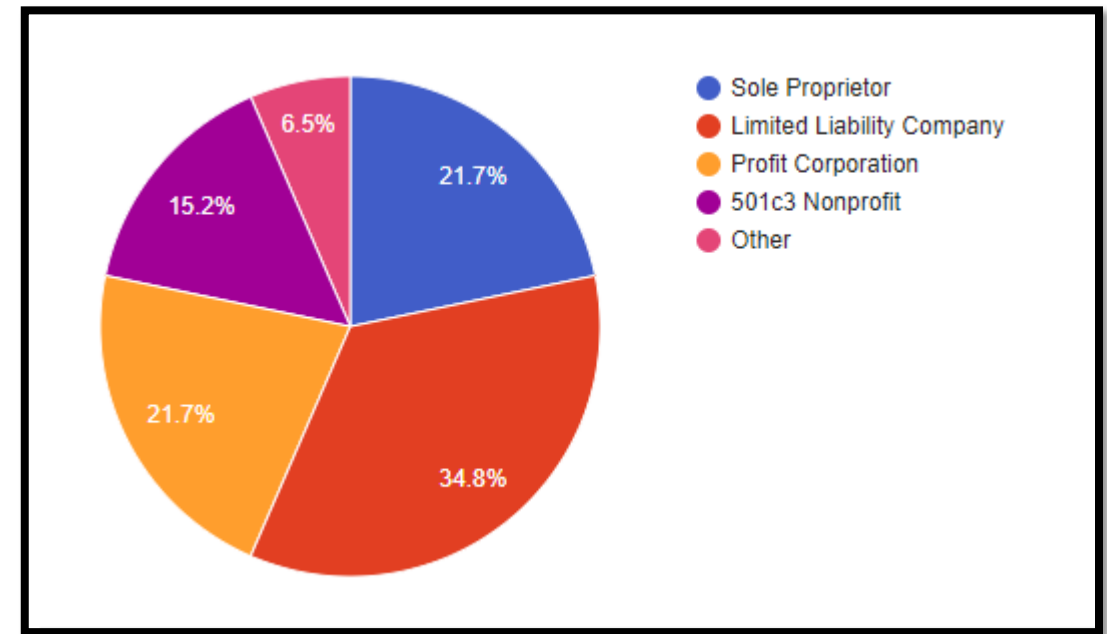


肯莫尔市小企业和非营利组织的疫情恢复补助申请现已开放。可在 www.kenmorewa.gov/ARPAbusinessgrants 上申请。申请截止日期为2023年5月31日。



Pandemic Recovery Grants Applications Received

- 46 applications includes duplicates
- 42 unique applications
- Includes 7 nonprofits
- “Other” is 2 S Corps and 1 ineligible nonprofit (not 501c3 or 501c19)



For comments and questions:

Janet Quinn

Management Analyst/ARPA, City Manager's Office

jquinn@kenmorewa.gov

425-398-8900 ext. 6191 or 425-984-6191 direct

