

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, January 23, 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
Deputy City Clerk Michelle Kang
Co-Clerk Brian Randall
Community Development Director Debbie Bent
Principal Planner Lauri Anderson
Environmental Services Manager Richard Sawyer
Volunteer and Events Supervisor Stephanie Brown
Events Specialist Nicole Suarez

Speaking Guests:

Leigh Newman-Bell, Washington State Farmers Market Association King
& Pierce County Regional Lead

Public Comments Speaking Guests:

Laurie Sperry, Kenmore Resident
John Peeples, Kenmore Resident
Jon Culver, Kenmore Resident
Dakota Rash, Lake Forest Park Resident
Anurag Mishra, Kenmore Resident
Jeffrey Pooley, Kenmore Resident
Jeff Rash, Kenmore Resident
William Crichton, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
John Hendrickson, Kenmore Resident

Ryan Johnson, Kenmore Resident
Danielle Olson, Kenmore Resident
Beratta Gomillion, Executive Director of Center for Human Services
Stacey Valenzuela, Kenmore Resident
David Morton, Redmond Resident
William Towey, Executive Director of Lake City Partners Ending Homelessness
David Dorian, Kenmore Resident
Nancy Hansen, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Cherry Rodriguez, Kenmore Resident
Sarah Fletcher, Lake Forest Park Resident
James Olson, Kenmore Resident
Chris Olson, Kenmore Resident
Juliana Pooley, 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 published.

PROCLAMATION

Mayor Herbig proclaimed February 2023 as Black History Month in Kenmore.

[Proclamation - Black History Month](#)

PUBLIC COMMENTS

The Council took comments from the public.

Timestamped link here: <https://www.youtube.com/live/3N9jZ6q3MMo?feature=share&t=212>

CONSENT AGENDA

- A. Approve Total Check #s 51170 through 51243 totaling \$270,387.06 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 12/30/2022 in the amount totaling \$198,818.55 and ACH Payment to U.S. Bank in the amount of \$17,050.99.
[Voucher Certification and Approval from 12/24/2022 to 12/31/2022](#)
- B. Authorize the City Manager to accept \$800,000.00 of Transportation Improvement Board Grant funding for the 2023 Overlay and Sidewalk Repair Project
[Agenda Bill - Transportation Improvement Board Grant Acceptance](#)

- C. Authorize the City Manager to enter into an agreement with King County for Indigency Screening Services through December 31, 2024

[Agenda Bill - Indigency Screening Services](#)

[Attachment 1 - Memorandum of Agreement](#)

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

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

BUSINESS AGENDA

- A. 2023 Annual Docket for the Planning Commission, presented by Community Development Director Debbie Bent and Principal Planner Lauri Anderson, *for Approval*

[Agenda Bill - 2023 Annual Docket for the Planning Commission](#)

[Attachment 1 - Staff Analysis and Recommendation for the 2023 Docket](#)

[Attachment 2 - Draft Docket and Work Program Prioritization List](#)

Community Development Director Debbie Bent and Principal Planner Lauri Anderson presented the 2023 Annual Docket for Planning Commission for Council to approve. The annual docket included items already in front of the Planning Commission such as transportation and public services and included three additional elements: utilities, economic development, and climate change, on the docket to come before the Planning Commission for adoption in the fall. Once the work on those elements is completed, the Planning Commission would turn their attention to the remaining three pieces: the downtown sub-element, the community design sub-elements, and the surface water element. These sub-elements will likely go into 2024 with an adoption in 2024. The major update project would be complete after all these elements and sub-elements are addressed.

Councilmembers provided questions and comments.

- Where is the Missing Middle Housing in the process of this Planning Commission docket?
 - o Missing Middle is ongoing but has left the hands of the Planning Commission, since it has already been brought to Council. The discussion of Missing Middle Housing will be in front of Council again in February.
 - o Rob clarified that the Docket has two different types of items: work that will go to the Planning Commission and work that will go directly to the City Council, which is why “small houses on small lots” is listed in the docket but is part of the Missing Middle discussion that is no longer in front of Planning Commission.

Councilmember Baker was absent for the vote.

MOTION: Councilmember Kugler moved to approve the 2023 Annual Docket for the Planning Commission. Deputy Mayor O’Cain seconded the motion.

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

- B. Funding Ordinances and Proposed Budget Plan for the Climate Action Plan Implementation and Housing & Human Services, presented by City Manager Rob Karlinsey, Deputy City Manager Stephanie Lucash, and Environmental Services Manager Richard Sawyer

[Agenda Bill - CAP & HHS Funding Package](#)

[Attachment 1 - Memo: Proposed Budget and Funding Plan for Climate Action Plan and Housing & Human Services Implementation](#)

[Attachment 2 - Draft Natural Gas Utility Tax Increase Ordinance](#)

[Attachment 3 - Draft Garbage Utility Tax Ordinance](#)

[Attachment 4 - Draft Resolution Increasing the Vehicle License Fee](#)

[Presentation - Climate Action Plan and Housing & Human Services Implementation Plan](#)

City Manager Rob Karlinsey, Deputy City Manager Stephanie Lucash, and Environmental Services Manager Richard Sawyer presented the proposed budget plan for the Climate Action Plan and Housing & Human Services Implementation. This proposed plan includes three taxes:

- Proposed ordinance to increase the natural gas utility tax from 4% to 6%
- Proposed ordinance to include a new 10% garbage utility tax
- Proposed resolution to increase the vehicle license fee from \$20 to \$40

Hiring a Climate Action Plan Manager immediately would allow them to:

- Implement key components of the CAP now
- Assess existing resources (i.e., grants, partnerships) that can be leveraged to implement the CAP
- Apply for grants and establish partnerships
- Based on the above, determine what staffing and resource gaps remain
- By the fall, bring forward a proposal for additional staffing, resources, and funding

Hiring a Housing & Human Services manager would allow them to:

- Staff the current growing body of work
- Research whether to have a City utility rebate program
- Research and apply for grants
- Connect Kenmore residents to housing and human services
- Conduct a needs assessment
- Based on above, determine staffing and resource gaps
- By the fall, bring forward a proposal for additional resources and funding

Both Council and Staff emphasized the urgency of the actions needed to combat climate change and the effects it has on housing and human services. Both crises are the top two priorities for council and the crises are connected.

Council provided questions and comments.

- Is there anything that will help low-income seniors and low-income residents?
 - o Rebates exist that Kenmore residents do not take full advantage of. The Housing & Human Services manager will directly work with residents to provide them the opportunity to get rebates for these new taxes. A big part of the manager's job will be taking advantage of resources that exist and having office hours available to the public.

- When do the taxes go into effect?
 - o PSE and Republic Services need a few months, so estimated May 1st for the taxes
 - o State law requires 6 months after the passing of the resolution, so September for the vehicle license fee increases.
- Suggestions for other high impact, low-cost actions: implementing a commuter trip reduction; developing a green purchasing policy internally and promoting externally; changing over to electric vehicles as Kenmore's current fleet reach the end of their lives; using energy efficient practices in City-owned buildings and promote externally; streamlining permitting for certain things; etc.
- How soon can we have these positions filled?
 - o With Council approval, the Climate Action Plan Manager position can be posted later this week.

MOTION: Deputy Mayor O'Cain moved to direct the City Manager to bring forward the funding ordinances and proposed budget plan for the Climate Action Plan Implementation and Housing and Human Services for City Council consideration and action on February 13, 2023. Councilmember Srebnik seconded the motion.

VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

- C. Proposal of the Kenmore Farmers Market SNAP Benefit Program in 2023-2024, presented by Volunteer and Events Supervisor Stephanie Brown, Events Specialist Nicole Suarez, and Washington State Farmers Market Association King & Pierce County Regional Lead Leigh Newman-Bell, *for Discussion and Direction*
[Agenda Bill - SNAP Benefit Program](#)
[Attachment 1 - SNAP Memo with Financial and Other Program Details](#)

Volunteer and Events Supervisor Stephanie Brown and Events Specialist Nicole Suarez presented to Council the proposal for the Kenmore Farmers Market SNAP benefit program. At the previous council meeting on October 3, 2022, Council requested that further information be provided on the costs and staff time to implement the program.

The Kenmore Farmers Market program will cover WIC and Senior Farmers Market Food Nutrition for the 2023-2024 Market years. Staff provided the requested information of costs and staff time to implement SNAP, shown in the memo.

Washington State Farmers Market Association King & Pierce County Regional Lead Leigh Newman-Bell presented additional information about the implementation of the SNAP benefit program. The process will require POS machines (point of sale) and some form of currency, such as tokens.

Councilmembers provided questions and comments.

- A concern about the disparities among farmers market visitors if SNAP benefit individuals must use tokens.
 - o This is a current conversation around SNAP; however, it is more likely that the market will be SNAP eligible on behalf of the vendors rather than having each vendor be SNAP

eligible on their own. SNAP eligibility is not realistic for many smaller vendors because of the time and costs required.

- What are the risks if we don't adequately staff appropriately?
 - o Offering the program only for one year is not beneficial for the City because of the already invested resources and efforts; when a Farmers Market includes SNAP then removes SNAP, it causes further confusion for the vendors and the visitors. Adequate staff will allow for consistency which is vital.
- What is the difference between WIC and SNAP? Why is it easy to have WIC but requires more work for SNAP?
 - o State vs federal program: WIC allows direct to vendor payment and does not require the City as a middleman.

MOTION: Councilmember Baker moved to approve the Kenmore Farmers Market SNAP Benefit Program in 2023-2024. Councilmember Pfeil seconded the motion.

VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

STAFF REPORTS

City Manager Rob Karlinsey presented to Council photos of the Wallace Swamp Creek Habitat Restoration Group clean up and Kenmore residents picking up litter on Martin Luther King Jr. Day.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the regular meeting at approximately 9:48 PM.


Nigel G. Herbig (Feb 14, 2023 12:20 PST)

Nigel Herbig, Mayor


Michelle Kang (Feb 14, 2023 10:37 PST)
Michelle Kang, Acting City Clerk

City Council Regular Meeting Minutes from January 23 2023

Final Audit Report

2023-02-14

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