

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, February 12, 2024**

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 Jon Culver
Councilmember Joe Marshall
Councilmember Valerie Sasson
Councilmember Debra Srebnik
Councilmember Nathan Loutsis

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Communications Specialist Lauren Chomiak
Engineering Director John Vicente
Development Services Director Samantha Loyuk
Code Enforcement Officer Bridgit Baker
Housing and Human Services Manager Tambi Cork

Speaking Guests: Ian Stewart, Principal Researcher EMC Research
Vincent Buys, Government Affairs Senior Manager

Public Comments Speaking Guests:
Tracy Banaszynski, Kenmore Resident
Patrick O’Brien, Kenmore Resident
Kevin Hogan, Kenmore Resident
Carl Michelman, Brier Resident / Kenmore Business Owner
Sheina R, Kenmore Resident
Geoff Chism, Kenmore Resident
Erin MacDonald, Kenmore Resident
Laurie Sperry, Kenmore Resident
Elizabeth Mooney, Kenmore Resident

CALL REGULAR MEETING TO ORDER

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

LAND ACKNOWLEDGEMENT

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PROCLAMATION

Mayor Herbig issued a proclamation honoring Chuck Perry, Kenmore Air retiree. February 23, 2024, is proclaimed as Chuck Perry Day.

[Chuck Perry Day](#)

WHERE'S THE FUN?

City Manager Rob Karlinsey highlighted a 'Love Note' from Thoughtful Citizens over the weekend at the Hangar. The event, hosted by Maura Query welcomed the community to "Create Valen-Kindness Cards." Community members came together to make cards for seniors and strangers, and the event attracted the attention of the Seattle Times.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here:

<https://www.youtube.com/live/L4SzTyO5xwk?si=sK8qCH2suRILA4Nu&t=528>.

CONSENT AGENDA

- A. Cancel the City Council Regular Meeting of Monday, March 11, 2024. (Council Chambers are being used as a voting center.)
- B. Approve the City Council Special and Regular Meeting Minutes from December 11, 2023.
[City Council Special and Regular Meeting Minutes from December 11, 2023 \(Added 2/6/2024\)](#)
- C. Approve the City Council Special Meeting Minutes from January 9, 2024.
[City Council Special Meeting Minutes from January 9, 2024 \(Added 2/7/2024\)](#)

- D. Approve the City Council Joint Special Meeting with Planning Commission Minutes from January 16, 2024.
[City Council Joint Special Meeting with Planning Commission Minutes from January 16, 2024](#)
- E. Approve the City Council Special Meeting Minutes from January 18, 2024.
[City Council Special Meeting Minutes from January 18, 2024 \(Added 2/7/2024\)](#)
- F. Approve the City Council Special Meeting Minutes from January 22, 2024.
[City Council Special Meeting Minutes from January 22, 2024](#)
- G. Approve Total Check #s 53628 through 53707 totaling \$2,181,484.17, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 1/12/2024 in the amount totaling \$249,080.24, ACH Payment #s 1520 through 1523 in the amount of \$276,895.99, and Payroll Check #s 10251 through 10252 in the amount of \$946.24.
[Voucher Certification and Approval 12/31/2023 - 1/19/2024](#)
- H. Approve the A Regional Coalition for Housing (ARCH) 2024 Budget, including Kenmore's contribution of \$71,011.
Approve the ARCH 2024 work program.
Approve the ARCH Executive Board's recommended Fall 2023 Housing Trust Fund Projects, including Kenmore's \$22,400 share of funding.
[Agenda Bill - A Regional Coalition for Housing \(ARCH\)](#)
[Attachment 1 - ARCH 2024 Budget and Work Program](#)
[Attachment 2 - ARCH Fall 2023 Trust Fund Projects](#)
- I. Authorize the City Manager to execute Interlocal Agreement No. 24-C3009 with King County to accept a grant award in the amount of \$56,750 for acquisition of two conservation properties in the City of Kenmore.
[Agenda Bill - Interlocal Agreement No. 24-C3009](#)
- J. Authorize the City Manager to execute Contract No. 24-C3010 with Olympic Environmental Resources in an amount not to exceed \$115,000.00 for the management of residential recycling events and administration of the supporting grant funds.
[Agenda Bill - Contract No. 24-C3010](#)
[Attachment 1 - Contract No. 24-C3010](#)
- K. Authorize the City Manager to execute a contract for \$446,337.37 (includes 10% contingency) with Parametrix for design services for Arrowhead Drive Sidewalk and Traffic Calming Project.
[Agenda Bill - Contract with Parametrix](#)

MOTION: Councilmember Culver moved to approve the consent agenda items A-K outlined above. Councilmember Loutsis seconded the motion.

VOTE: Consent Agenda was approved by **UNANIMOUS CONSENT**.

BUSINESS AGENDA

A. Love Where you Live Project Community Survey #1 Results, conducted by EMC Research, presented by City Manager Rob Karlinsey, Communications Specialist Lauren Chomiak, and EMC Research Senior Principal Ian Stewart, *for review and discussion*

[Agenda Bill - Love Where You Live Project Community Survey #1 Results](#)

[Attachment 1 - EMC Research Community Survey #1 Topline Results](#)

[Attachment 2 - Presentation \(Updated 2/9/2024\)](#)

Communications Specialist Lauren Chomiak re-introduced the Love Where You Live Project to the Council. Phase I of the engagement occurred between June and December 2023, including an in-person engagement at 22 community events, an online survey opened to all, and a statistically valid community survey conducted by EMC Research.

EMC Research Senior Principal Ian Stewart presented the results from the statistically valid survey conducted in December 2023. Email and Text was used to do the multi-modal survey of registered voters. The Survey was conducted from December 4-19th in 2023. 300 interviews were conducted.

The following categories were considered in the findings:

- Direction of Kenmore
- Quality of Life in Kenmore
- Most Important Problem in Kenmore
- Kenmore Job Ratings over Time
- Satisfaction with City Services
- City Priorities
- Parks and Recreation Priorities
- Housing Attitudes
- Missing Middle Housing
- School Zone Photo Enforcement and Revenue

According to EMC Research, the key findings from the statistically valid survey are:

- Kenmore residents remain optimistic about the direction of the city and most rate City government positively.
- Maintaining public safety and infrastructure and bringing more businesses to Kenmore are top priorities identified by the responders.
- When it comes to parks and recreation, waterfront access, restoring habitat, nature paths and trails are top priorities.

- Affordable housing is a top-of-mind issue, and most residents are open to missing middle housing, though there is less consensus around the need to build more housing in Kenmore.
- A majority support photo enforcement of school zone speed limits, as well as expanding the use of revenue from photo enforcement to include police services.

Phase II of community engagement for the Love Where You Live Project is underway and will continue through the spring of 2024. The approved plan for Phase II includes: 4 community workshops held in late February and early March 2024 at Kenmore Middle School, Kenmore Community Club, the Hangar, and Moorlands Elementary School; a second statistically valid survey conducted by EMC Research in March of 2024, building on the findings from the first survey; and exploring opportunities for Lakepointe and downtown development discussions.

- B. Update of the Non-Exclusive Dual Franchise Agreement with Comcast Cable Communications Management, LLC, presented by Engineering Director John Vicente and Comcast Government Affairs Senior Manager Vincent Buys, *for discussion*

[Agenda Bill - Comcast Franchise](#)

[Attachment A - Draft Ordinance No. 24-0603](#)

[Attachment B - Draft Franchise Agreement](#)

[Attachment C - List of Changes](#)

[Presentation - Comcast Franchise Feb 12, 2024](#)

Engineering Director John Vicente explained that the draft franchise ordinance allows Comcast to install its infrastructure in public spaces, updating the previous agreement made in 2012. This new 10-year agreement subjects Comcast, a private utility, to oversight by the Washington Utilities and Transportation Commission. Significant updates in the agreement enhance insurance requirements, utility relocation and notification procedures, FCC-compliant customer service, and terms for indemnification and liability protection. The reviewed draft has been approved by the City Attorney. The council had no significant change recommendations.

- C. Kenmore Municipal Code (KMC) Title 13 Update, presented by Engineering Director John Vicente, *for discussion*

[Agenda Bill - Title 13 Update](#)

[Attachment A - KMC Title 13 Draft Changes Red Lined](#)

[Attachment B - KMC Title 13 Draft Changes Clean](#)

[Attachment C - Summary of Title 13 Changes](#)

[Attachment D - Draft Ordinance No. 23-0585](#)

[Presentation - Title 13 Amendment Feb 12, 2024](#)

Engineering Director John Vicente discussed updates to Kenmore Municipal Code (KMC) Title 13, which covers utilities and public works, focusing particularly on water and sewer systems. The last update to this section of the municipal code was conducted in 2002. This section, divided into five chapters, saw two chapters repealed for irrelevance. The revisions enhance consistency and organization. Adjustments also reflect the city's current regulatory scope, addressing code gaps and outdated information, with some sections reassigned to Northshore Utility District. The proposed modifications, presented in various formats for clarity and review, aim for council approval on February 26th. The Council had no significant change recommendations.

STAFF REPORTS

City Manager Rob Karlinsey thanked Engineering Director John Vicente for the excellent work he does. He “cleans the fish tank” by proactively maintaining the municipal code, in addition to all his regular duties.

City Manager Rob Karlinsey also reminded the Council that part of the 61st Ave sidewalk is still closed due to Stream 0056 eroding into the bank and making the sidewalk unsafe for pedestrians and bicyclists.

COUNCILMEMBER REPORTS & COMMENTS

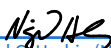
Based on Councilmember Culver’s comments, City Manager Rob Karlinsey informed the Council that town halls and other community engagement events will be coming once Staff confirms a schedule.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(i), the City Council entered an executive session to discuss potential litigation. As announced, the executive session lasted 45 minutes. No final action took place.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:46 P.M.


Nigel G. Herbig (Mar 1, 2024 12:36 PST)

Nigel Herbig, Mayor


Anastasiya Warhol (Feb 27, 2024 09:33 PST)

Anastasiya Warhol, City Clerk

City Council Regular Meeting Minutes from February 12, 2024

Final Audit Report

2024-03-01

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