

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, February 27, 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 – Virtual
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
Public Records Officer Teresa McAllister
Community Development Director Debbie Bent
Kenmore Police Chief Brandon Moen

Speaking Guests: Tracy Banaszynski, Sno-King Watershed Habitat Restoration Coordinator

Public Comments Speaking Guests:
Celia Milota, Kenmore Resident
Victoria Grayland, Kenmore Resident
Nancy Hansen, Kenmore Resident
Stacey Valenzuela, Kenmore Resident
John Peebles, Kenmore Resident

CALL REGULAR MEETING TO ORDER

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

PROCLAMATION

Mayor Herbig read the Women’s History Month Proclamation. March is proclaimed as Women’s History Month in the City of Kenmore.

[Women's History Month Proclamation](#)

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PRESENTATION

Public Records Requests, presented by Public Records Officer Teresa McAllister

[Presentation - Public Records Requests](#)

Public Records Officer Teresa McAllister presented to Council information about Kenmore's public records requests.

The average number of hours spent on a public records request in 2022 from staff and the city attorney is up to 3.2 hours. The complexity of public records requests have impacted the number of days it takes to respond. Depending on the language of the request, such as "all records" or "all communications", complex requests can take longer than 100 days to complete and close.

The average number of days for responding is higher because of the outlier requests. The median number of days is more reflective of how long it takes for requests to be completed and closed. The majority of the requests are for records like building and land use permits, code enforcement case files and records relating to parks development projects, comprehensive plan updates, and planning initiatives. Sometimes we receive requests for records that belong to other agencies, such as police records or water and sewer records.

WHERE'S THE FUN?

Sno-King Watershed Habitat Restoration Coordinator, Tracy Banaszynski, on behalf of the Sno-King Watershed Council presented Oliver Moffatt with the habitat restoration project's first Rootball Achievement Award and Certificate.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link: <https://www.youtube.com/live/4XUgKB61RdM?feature=share&t=1444>

CONSENT AGENDA

- A. Cancel the City Council Regular Meeting of Monday, March 20, 2023. Schedule a City Council Special Meeting of Monday, March 20, 2023
- B. Authorize the City Manager to execute Contract 22-C2864 with Lake City Partners Ending Homelessness for outreach and referral services to be provided from March 1, 2023 until February 29, 2024.

[Agenda Bill - Lake City Partners Ending Homelessness](#)
[Attachment 1 - Contract 22-C2864](#)

- C. Approve Total Check #s 51381 through 51466 totaling \$377,793.12 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 01/27/2023 in the amount totaling \$194,155.23 and ACH Payment to KBA Inc. in the amount of \$117,820.36, and ACH Payment to U.S. Bank in the amount of \$2,023.54.
[Voucher Certification and Approval 01/21/23-02/03/2023](#)
- D. Authorize the City Manager to increase the contract authority with Jacobs Engineering to \$3,527,264 for providing additional engineering services during construction of the West Sammamish River Bridge Project.
[Agenda Bill - Jacobs Engineering Contract](#)
- E. Authorize the City Manager to execute Amendment No. 13 of Contract 17-C1657 with Mott MacDonald in an amount not to exceed \$60,000.
[Agenda Bill - Amendment 13 to Mott MacDonald Professional Services Contract 17-C1657](#)
[Exhibit 1 - Amendment 13 Scope of Work, Fee Estimate, and Contract Budget Summary](#)

MOTION: Councilmember Baker moved to approve the consent agenda outlined above. Councilmember Kugler seconded the motion.
VOTE: Consent Agenda was approved by **UNANIMOUS CONSENT**.

STAFF REPORTS

- A. Dog Park Update, presented by Community Development Director Debbie Bent

Community Development Director Debbie Bent updated Council on the continuing communications with King County and Bothell on the search for a dog park location. The last Dog Park update was presented to Council last year. At this time, King County is looking at a location just south of Kenmore's border for a potential location. Bothell is to conduct a site assessment in 2024 for possible locations and is willing to collaborate with Kenmore and add Kenmore in its search for potential locations.

- B. Gun Buyback Event, presented by Kenmore Police Chief Brandon Moen

Kenmore Police Chief Brandon Moen updated Council on the request of a gun buyback event from a few years ago. Until now, there was no funding or capacity to hold such event, but King County Council approved \$100,000 for two events in 2023. The first one will be held in April in Burien, date still to be determined. The second event will be held in Kenmore, the date still to be determined. An event such as this one requires lots of logistics, staff, and cash. These two events will not require proof of residency, and payment for the voluntary gun buyback will be scaled based on the type of gun.

Councilmembers provided questions and comments.

- Multiple Councilmembers expressed gratitude for the update and for making sure the gun buyback event made its way back to Kenmore.
- What happens to the guns after?

- They are melted down and destroyed.

C. Middle Housing Public Engagement, presented by Community Development Director Debbie Bent

Community Development Director Debbie Bent updated Council on the public engagement to take place for middle housing. In December 2022, Kenmore received a \$170,000 grant from the Department of Commerce for actions related to missing middle housing that needs to be spent by June 2023. \$20,000 of the grant funds were allocated to A Regional Coalition for Housing (ARCH). \$136,000 of the grant funds were allocated to PRR for public engagement, a racial equity analysis, and develop options for potential code amendments. Public Engagement will take place between March and May 2023. It will include small groups, larger groups, community groups, online surveys, and other conversations with ongoing relationships. The focus will be on having community conversations to receive feedback on the community's thoughts on middle housing.

Council provided questions and comments.

- Are we making any headway with accessory dwelling units (ADU)?
 - Council did pass an ordinance related to ADUs, so Council has set the table to allow ADUs and be more flexible when it comes to ADUs. Staff can come back with more information about ADUs at a separate meeting.
- Aren't ADUs affordable by nature because it is much smaller?
 - By default, building something smaller will be more affordable than building something larger. The level of affordability is uncertain.
- Would like to see ADUs utilized before breaking up single family neighborhoods.
 - Addressing the housing crisis requires attacking from different angles—ADUs, missing middle housing, affordable housing such as Plymouth, etc.
- It's not a matter of if we are going to address the housing crisis, it's a matter of when.
- It is my understanding that location of middle housing would be within context of the decision of a quarter mile of the transit corridor.

Council provided questions and comments regarding the Motion set forth below:

- Clarification about the public engagement process: provide background about what middle housing is, what the Council has already adopted, and then seek input from the public.
 - Correct, and as part of the background information, also provide information about where the state legislature is potentially going, which may be beyond what Council has adopted. Without that context, it seems disingenuous to only mention what the Council adopted if the state does go further than that. We are being transparent with the public about both parts.
- It is not disingenuous to stand up for what Kenmore wants. The hope is that this gets presented in a fair and balanced light because so far, it's just been promotional.
- Allowing middle housing doesn't mean the destruction of single-family neighborhoods, it is the expansion of choice for homeowners.

MOTION: Councilmember Marshall moved to ensure that staff is directed to make sure discussion is within Council decided context of a quarter mile of the transit corridor. Councilmember Baker seconded the motion.

VOTE: 3 Yes; 4 No; 0 Abstain. **MOTION FAILED.**

Questions and comments from the staff report continued.

- Clarification for the public about what we are actually discussing. Some concrete pictures of what we are suggesting for Kenmore, not just middle housing in general that isn't all applicable to Kenmore. For Kenmore, our discussion is for duplexes and triplexes on the same size or smaller lots that can be built next to you.
- We need to also include in the discussion what is needed in terms of basic infrastructure, such as sidewalks extending, stormwater, environment, etc.

D. Other – City Manager Rob Karlinsey

City Manager Rob Karlinsey updated Council on the positions for the Climate Action Plan and Housing & Human Services. Of the three positions that were previously approved by Council, two were discussed. The Climate Action Plan manager position listing closed this past Friday, and we are currently in the process of reviewing applications. The Housing & Human Services Manager position is open until March 17, 2023.

There is also a hydroplane event happening on Saturday, April 15th at the boat launch. The time is still to be determined.

COUNCILMEMBER REPORTS & COMMENTS

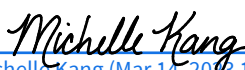
Councilmember Baker asked staff to look at selling accessory dwelling units (ADU) without the underlying property. There was a general consensus from the Council to have staff return with an update.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 8:42 PM.


Nigel G. Herbig (Mar 14, 2023 12:58 PDT)

Nigel Herbig, Mayor


Michelle Kang (Mar 14, 2023 10:02 PDT)

Michelle Kang, Acting City Clerk

City Council Regular Meeting Minutes from February 27, 2023

Final Audit Report

2023-03-14

Created:	2023-03-14
By:	Michelle Kang (mkang@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAx4cYwaoEruqs-XJCB8_rTi1YvgPVZRKs

"City Council Regular Meeting Minutes from February 27, 2023" History

-  Document created by Michelle Kang (mkang@kenmorewa.gov)
2023-03-14 - 5:02:02 PM GMT
-  Document emailed to nherbig@kenmorewa.gov for signature
2023-03-14 - 5:02:35 PM GMT
-  Document emailed to Michelle Kang (mkang@kenmorewa.gov) for signature
2023-03-14 - 5:02:36 PM GMT
-  Document e-signed by Michelle Kang (mkang@kenmorewa.gov)
Signature Date: 2023-03-14 - 5:02:44 PM GMT - Time Source: server
-  Email viewed by nherbig@kenmorewa.gov
2023-03-14 - 7:57:43 PM GMT
-  Signer nherbig@kenmorewa.gov entered name at signing as Nigel G. Herbig
2023-03-14 - 7:58:16 PM GMT
-  Document e-signed by Nigel G. Herbig (nherbig@kenmorewa.gov)
Signature Date: 2023-03-14 - 7:58:18 PM GMT - Time Source: server
-  Agreement completed.
2023-03-14 - 7:58:18 PM GMT



Powered by
Adobe
Acrobat Sign