

**City of Kenmore
City Council Regular Meeting
Minutes
March 5, 2020**

CALL TO ORDER - Mayor David Baker called the meeting to order at 7:00 p.m.

ROLL CALL

Mayor David Baker (on the phone)
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik (on the phone)
Councilmember Corina Pfeil
Councilmember Melanie O'Cain (on the phone)

FLAG SALUTE

AGENDA APPROVAL

The agenda was approved with no changes.

CITIZEN COMMENTS

Joe Reed
15507 65th Place NE
Kenmore, Washington 98028

Mr. Reed stated he is with the Inglemoor Booster Club and encouraged the Council to approve the Rhododendron Boathouse.

Dennis Mendry
6410 NE 182nd Street
Kenmore, Washington 98028

Mr. Mendy spoke in favor of the Rhododendron Boathouse and raised a few questions about parking.

Pam Marshall
14699 128th Avenue NE
Woodinville, Washington 98072

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Ms. Marshall spoke in favor of the Rhododendron Boathouse.

CONSENT AGENDA

MOTION: Councilmember Marshall made a motion to pull item C: Approve January 10-11, 2020 City Council Retreat Report, Including City Council Priorities to the March 16, 2020 Council Meeting, Deputy Mayor Herbig seconded the motion. The motion passed unanimously.

MOTION: Councilmember Marshall made a motion to approve the consent agenda as modified, Deputy Mayor Herbig seconded the motion. The motion passed unanimously.

The consent agenda items included the following:

Total Checks #44393 through #44464 in the amount of \$459,721.03.

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 2/14/20 in the amount of \$155,415.62.

Payroll Check #10155 dated 2/14/20 in the amount of \$352.26.

Cancel the March 9, 2020 Regular Council Meeting

Authorize the City Manager to Execute an Interlocal Agreement with Marysville for the Rental of Outdoor Video Services for Movies at the Square Event Series

Authorize the City Manager to Execute Contract 20-C2137 with Puget Sound Energy for 68th Avenue NE for Pedestrian and Bicycle Safety Improvements Project

Authorize the City Manager to Execute Contract 16-C1625 Amendment No. 4 with HDR for Juanita Pedestrian and Bicycle Safety Improvements

Authorize the City Manager to Execute an Agreement with the Washington State Patrol for the West Sammamish Bridge

BUSINESS AGENDA

Emergency Proclamation - Rob Karlinsey, City Manager

City Manager Karlinsey explained that given the ongoing outbreak of the Novel Corona Virus COVID-19 in our area, he recommends that the City Council approve a policy in order to provide guidance and establish procedures in the event a pandemic illness or public health emergency is expected to, or currently is taking place, which may affect the

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operations of the City of Kenmore and/or pose a risk to the health or safety of staff and the community at large.

MOTION: Councilmember Curtis made a motion to ratify the proclamation, Councilmember Srebnik seconded the motion. The motion passed unanimously.

Pandemic and Public Health Emergency Response and Recovery Policy and Procedures - Rob Karlinsey, City Manager

MOTION: Councilmember Pfeil made a motion to approve the Pandemic and Public Health Emergency Response and Recovery Policy and Procedures, Deputy Mayor Herbig seconded the motion. The motion passed unanimously.

Direction on Rhododendron Park Boathouse Bid Award - Debbie Bent, Community Development Director

Director Bent explained that staff is seeking Council direction on how to proceed with the bids received 2/6/20 for the Rhododendron Boathouse project. The deadline for awarding a bid is 4/6/20. If Council direction is to proceed with a bid award, and based on Council direction on options, then staff would bring back a request for Council authorization to award a bid at the 3/16/20 Council meeting.

On 10/7/19, Council direction was to solicit bids for two boathouse construction options. The two options along with construction cost estimates and budget estimates were presented to Council. Construction Alternate 1 for the site work, foundation and building shell only (i.e. no mezzanine level, balcony area, stairs, lift, interior restroom, or boatracks) with a total construction cost estimate of \$774,565.00. The base bid for the full boathouse, including all elements, with a construction cost estimate of \$887,425.00.

At the 10/7/19 Council meeting, staff noted the budget shortfall was estimated at \$85,965. Council direction was to not allocate any additional city funds but to fund the shortfall from non-city funds such as non-profit fundraising or other private funding source. A fundraising committee has been formed and has initiated a campaign to raise \$100,000. To date, the committee has secured \$50,000 in matching funds from the George Pocock Rowing Foundation and is working on other potential funding sources and donors. The committee estimates that a \$100,000 could be raised by year end.

Bids were received for the Rhododendron Boathouse project on February 6th. Every bid received was higher than the project's construction budget. The apparent low bidder (GenCap Construction) for the project bid a total of \$1,195,826 for the full boathouse construction (~\$400,000 above project budget) and \$937,089 (~\$250,000 above) for the

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alternate, building shell option. Staff may be able to reduce construction management costs by up to \$55,000 by combining management services with the concurrent West Sammamish Bridge construction project.

Staff is seeking council direction on options.

- 1) Should the Council move forward with the project and award a bid?
 - a. If Council direction is to not award a bid and reject all bids, there are pros and cons to consider. The Shoreline permit for the project expires on 4/28/21. For construction to be completed by the April permit deadline, the project would need to be rebid immediately and so there is unlikely to be any cost savings or lower bids. Therefore, a new shoreline permit would have to be obtained which results in additional design/permitting costs and a delay up to 24 months before the project is ready to go out for bid again. If the current competitive regional construction climate continues along with construction cost increases (e.g. tariffs), then a delay is likely to result in additional project costs. However, a delay would give the non-profit rowing community additional time to raise funds, but the amount would also likely be higher.
 - b. If Council direction is to award a bid, then direction is also needed on which option, the full boathouse or the boathouse shell.
If Council direction is the boathouse shell option, then the budget gap is \$191,000 (assuming construction management savings of \$55,000 and projecting \$138,000 in applicable NSD funds). As there are fewer tenant improvements then not all of the \$250,000 NSD funds can be used, as these funds are specifically for tenant improvements. Building the mezzanine improvements at a future date would also likely result in higher costs than constructing them as part of the original project.

If Council direction is to construct the full boathouse then the budget gap is \$340,000 (assuming construction management savings of \$55,000 and projecting \$250,000 in applicable NSD funds).

These gaps will be further lowered by \$100,000 once the funds being raised by the fundraising committee are secured.

Staff Recommendation: If Council direction is to go forward with the project, staff recommends the full boathouse project with the budget gap of \$340,000 entirely funded from fundraising by the fundraising committee. The committee is comprised of members from the George Pocock Rowing Foundation, Kenmore Rowing Club and Northshore School District Athletic Booster Clubs. As noted above, the committee, have raised \$50,000 and would need until approximately August 2021 to raise the full amount. Staff recommends that the fundraising committee submit a Memorandum of Intent (MOI) to the City outlining their commitment to raise the funds and commitment to provide regular reports to the Council on the status of fundraising efforts. Staff recommends that the City uses \$340,000 of Strategic

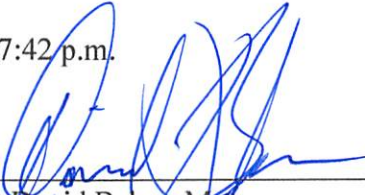
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Opportunity Funds, to fund the budget at the time of bid award, to be paid back with the funds raised by the fundraising committee. The Strategic Opportunity fund budgeted 2020 end-fund balance is \$3,200,363.

MOTION: Mayor Baker made a motion to go with Staff Recommendation on the Rhododendron Boathouse, Councilmember O'Cain seconded the motion. The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at approximately 7:42 p.m.



David Baker, Mayor

ATTEST:



Kelly M. Chelin, City Clerk