

City of Kenmore, Washington
City Council Special and Regular Meeting
Minutes
March 13, 2017

CALL MEETING TO ORDER – The Kenmore City Council regular meeting was called to order by Councilmember Curtis at 7:00 p.m.

Councilmembers present: Brent Smith, Milton Curtis, Nigel Herbig and Stacey Denuski.

Councilmembers absent: Mayor David Baker, Deputy Mayor Allan van Ness and Councilmember Laurie Sperry.

Councilmember Curtis stated that Mayor Baker, Deputy Mayor Van Ness and Councilmember Sperry were in Washington D.C. at the National League of Cities Conference and were thereby excused.

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Kris Overlesse, Public Works Director; Bryan Hampson, Development Services Director; Jennifer Gordon, Public Works Operation Manager; Rod Kaseguma, City Attorney; Samantha Loyuk, Associate Planner; Brett Schock, Traffic Engineer and Kelly Chelin, City Clerk.

FLAG SALUTE

The Council led the flag salute.

AGENDA APPROVAL

MOTION: Councilmember Denuski made a motion to approve the agenda, Councilmember Herbig seconded the motion. The motion passed 4-0.

CITIZEN COMMENTS

Derek Wyckoff, 7811 NE 205th Street, Kenmore.

Mr. Wyckoff said he is part of the brewing community and is the owner of 192 Brewing. He loves living in Kenmore and urges the Council to consider being supportive of small businesses.

Ethan Savaglio, 3749 SW 99th Street, Seattle.

Mr. Savaglio is the owner of 9 Yards Brewing. He urged the Council to not impose any more fees on businesses.

Laura Simbulan, 18325 83rd Place NE, Kenmore.

Ms. Simbulan spoke in support of Kenmore Crossfit. She told the Council that Kenmore Crossfit will go out of business if there were more fees.

Christopher B. (spelling not confirmed) Kenmore.

Mr. B also spoke in favor of Kenmore CrossFit.

Mayor Baker thanked the citizens for their comments.

CONSENT AGENDA

Councilmember Denuski moved to approve the consent agenda as submitted, Councilmember Smith seconded the motion. The motion passed 4-0.

The consent agenda included the following:

The Following Checks and Electronic Payments are Approved for Payment:

Total Check Numbers 36328 through 36411 in the Amount of \$497,965.03.

Total Payroll Electronic Deposits Dated 02/17/2017 in the Amount of \$78,602.77.

Adopt Minutes for the February 13, 2017 City Council Meeting

Approve January 6-7, 2017 City Council Retreat Report Including City Council Goals

Authorize the City Manager to Enter Into a Contract for Construction of the Tolt Trail Phase 1 Project Not to Exceed \$152,274

Authorize the City Manager to Execute Amendment No. 2 to Contract No. 16-C1502 with MacLeod Reckford for Professional Services in the Amount of \$17,597.65 for the Moorlands Park Improvement Project

Authorize the City Manager to Execute Agreement No. 17-C1654 with Iron Creek Construction LLC for Arrowhead Drive and 82nd Avenue Improvements in the Amount of \$53,642

BUSINESS AGENDA

Discussion with Council on Continuing the Temporary Elimination of the Road Impact Fee and Minimum Parking Space Requirements for Changes of Use of Existing Buildings in the North Sub Area of the Regional Business Zone East of 68th Avenue NE - Bryan Hampson, Development Services Director and Samantha Loyuk, Associate Planner

Staff explained that on July, 27, 2015, the City, pursuant to Ordinance No. 15-0398, adopted a pilot program in which the road impact fee and the minimum parking space requirements for changes of use of existing buildings in the Regional Business North Zone were temporarily eliminated while the City considered and analyzed the reasonableness and appropriateness of such requirements. Non-residential, change of uses, in existing buildings in the North Subarea of the Regional Business Zone, east of 68th Ave NE were eligible.

Ordinance No. 15-0398 was for an 18-month period. It automatically expired on its own terms effective December 31, 2016. A condition of Ordinance No. 15-0398, for utilizing the reduced on-site parking requirement, is that the business owner must pay the City \$7,500 per year, up to five years, for the City to use for parking related purposes, including traffic enforcement. During the initial period, one business took advantage of this incentive.

The City Council discussed whether to continue the pilot program for an additional period in order to further analyze and evaluate the reasonableness and appropriateness of this policy in the North Subarea of the Regional Business Zone. Because the parking spaces regulation is a "land use regulation", the Ordinance is subject to the GMA procedural requirements. Accordingly, the appropriate approach is to include (i) Commerce approval; (ii) public hearing; and (iii) SEPA review. This process is estimated to take two to three months.

The Council agreed to continue the pilot program with the business owner paying a one-time \$7,500 fee which could be split into payments over 5 years. This fee will be for parking related purposes, including traffic enforcement. This ordinance will come back to the Council at a future meeting in two to three months.

Discussion on Vegetation and Sidewalk Maintenance Policy - Brett Schock, Traffic Engineer

Staff explained that the purpose of this discussion is to explain and review the current City code and practices for maintenance of vegetation and sidewalks in the public right of way. Kenmore Municipal Code (KMC) addresses these topics in the following sections:
Vegetation maintenance: 8.35.010, 12.70.010, 12.70.040, 18.30.240 and
Sidewalk maintenance: 12.70.020, 12.70.030

Staff believes it is appropriate to revisit these policies.

Ultimately, any code revisions will require a public hearing and Council adoption. The policy discussion format is:

1. Identify the issue being addressed
2. Provide a summary of the current code requirements
3. Provide information on the current practices of the city in enforcing the code
4. Compare the City's practices with those of neighboring cities
5. Provide staff feedback and recommendations
6. Receive Council feedback

Council engaged in a lengthy discussion. Council agreed with staff recommendations. Council feedback and guidance will be incorporated into draft code revisions which will be presented within the next several months.

Discussion about City Construction Manager Position - Kris Overlesse, Public Works Director

The City continues to have an active Capital Improvement Program for parks, transportation and surface water. As a predominantly contract City, the City utilizes consultants for design, permitting and construction management for most projects. In-house design is sometimes completed for small projects and City capital project management staff may perform construction management and inspection for small projects without federal aid.

Staff recently managed construction of sidewalk installation on 68th Avenue NE, along Murphy's frontage just north of City Hall. Staff also managed construction for the Log Boom Pedestrian Bridge Project and will manage construction of the Tolt Trail.

Project budgets in the Capital Improvement Program (CIP) are typically developed assuming consultants will provide inspection and documentation services with larger projects also requiring a construction manager. For example, the SR 522 West A project was recently staffed with consultants in the roles of: Resident Engineer/Construction Manager, Office Engineer, two field inspectors and a documentation specialist. The team, with the guidance of the City's project manager Kent Vaughan, provided exceptional service. This is a similar level of staffing that will be needed for the West Sammamish River Bridge Project.

In reviewing the six-year Capital Improvement Program for parks, transportation and surface water projects, staff assessed the long-term projection for construction management staff to see if it made sense to do business a different way.

Staff concluded that the City will utilize at least 1.0 FTE of Construction Manager in the next 6 years. Many years will significantly exceed the need for 1.0 FTE Construction Manager. Especially when the West Sammamish River Bridge, Juanita and 68th Avenue Sidewalk Projects, and Log Boom and Squires Landing Park projects are under construction. Staff does not believe the need for a Construction Manager will dip below 1.0 FTE long into the future.

After discussion, the Council stated that they are in favor of the Construction Manager position. This item will come back to a future meeting for approval.

STAFF REPORT

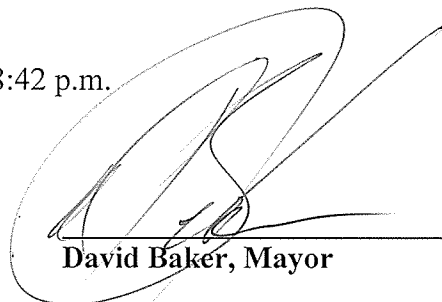
City Manager Karlinsey reported on the leapfrog/visioning session for LakePointe. He stated it was a great session. He stated that it would be great to find a feature or focal point to LakePointe. A special Council meeting has been scheduled for Wednesday, April 19 at 6:30 p.m. for a LakePointe update. Lastly, City Manager Karlinsey asked the Council if they would like to do a proclamation for Affordable Housing Week. A proclamation will be scheduled in April.

Development Services Director Hampson reported to the Council that Mary's Place might be coming into the City at the old police precinct building. Staff is working on the permitting process with Mary's Place.

Assistant City Manager Ousley reported that the City has received some good press coverage over the last week in the Seattle Times and King 5. She also reported that there is a family that lives in Kenmore with the last name Borromeo. Their daughter, Gaby Borromeo, is a contestant on the TV show "The Voice". The City will be organizing an event with Gaby Borromeo.

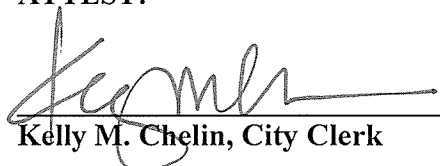
ADJOURNMENT

Mayor Baker adjourned the meeting at 8:42 p.m.



David Baker, Mayor

ATTEST:



Kelly M. Chelin, City Clerk