

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, March 25, 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 Joe Marshall
Councilmember Debra Srebnik
Councilmember Valerie Sasson – Virtual
Councilmember Jon Culver
Councilmember Nathan Loutsis

Staff: City Manager Rob Karlinsey – Virtual
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Housing and Human Services Manager Tambi Cork
Community Development Director Debbie Bent

Speaking Guests: Erika Del Villar, Outgoing DEIA Advisory Committee Member
Dr. Eric Murray, Cascadia College President
Dr. Megan Beers, HMA Senior Consultant

Public Comments Speaking Guests:
Edouard Lassalle, Kenmore Resident
Jennifer Anderson, Kenmore Resident
Kara Macias, Kenmore Resident
Geoff Chism, Kenmore Resident
Elizabeth Mooney, Kenmore Resident

CALL REGULAR MEETING TO ORDER

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

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.

PROCLAMATIONS

- A. Mayor Herbig, on behalf of the City Council, proclaimed April 2024 as Sexual Assault Awareness Month.

[Proclamation - Sexual Assault Awareness Month, April 2024](#)

- B. Mayor Herbig, on behalf of the City Council, proclaimed April 2024 as Child Abuse Prevention Month.

[Proclamation - Child Abuse Prevention Month, April 2024](#)

RECOGNITION

Deputy City Manager Stephanie Lucash recognized outgoing Diversity, Equity, Inclusion, and Accessibility (DEIA) Advisory Committee Member Erika Del Villar, with remarks from Chair Nancy Thai, for her contributions to the City.

WHERE'S THE FUN?

Deputy City Manager Stephanie Lucash highlighted three Kenmore staff who recently graduated from the Northwest Women's Leadership Academy (NWWLA). Housing and Human Services Manager Tambi Cork, Finance and Administrative Manager Carla Schnee, and Development Services Director Samantha Loyuk were part of Cohort 5. Applications for Cohort 6 open towards the end of April.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here:

https://www.youtube.com/live/nPPySy_07dY?si=LDgwDtg18HKHhkOn&t=734

CONSENT AGENDA

- A. Authorize the City Manager to execute Contract No. 23-C2991 with Confluence Environmental Company, in an amount not to exceed \$265,000, for environmental mitigation monitoring and stewardship services.

[Agenda Bill - Contract with Confluence Environmental Company](#)
[Attachment 1 - Contract No. 23-C2991 Scope of Work and Fees](#)
[Attachment 2 - RFP 23-C2991](#)

- B. Authorize the City Manager to execute Interlocal Agreement 24-C3024 with the Washington State Department of Commerce to accept grant funds totaling \$110,000 to develop an Electric Vehicle Infrastructure Plan.

[Agenda Bill - Interlocal Agreement 24-C3024](#)
[Attachment 1 - Interlocal Agreement 24-C3024](#)

- C. Authorize the City Manager to execute Interlocal Agreement 24-C3027 with the Washington State Department of Natural Resources to accept grant funds totaling \$105,200 to develop an Urban Forestry Management Plan and street tree inventory.

[Agenda Bill - Interlocal Agreement 24-C3027](#)

MOTION: Councilmember Srebnik moved to approve the consent agenda outlined above. Councilmember Culver seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

PRESENTATION

State of the College: The Cascadia Roadshow, presented by Cascadia College President Dr. Eric Murray

[Presentation](#)

Dr. Eric Murray presented to the Council an update on Cascadia College from 2023 and the first few months of 2024. He presented information on student success, diversity & inclusion, access, and growth.

STUDY SESSION

Human Services Needs Assessment Preliminary Report, presented by Housing and Human Services Manager Tambi Cork and HMA Senior Consultant Dr. Megan Beers, *for discussion*

[Agenda Bill - Human Services](#)

[Attachment 1 - Presentation](#)

[Attachment 2 - Community Survey Results \(corrected 3/25\)](#)

Tambi Cork, Housing and Human Services Manager, and Dr. Megan Beers, HMA Senior Consultant, delved into the initial themes derived from the survey results. They highlighted the urgent need for enhanced systems of support and better resource knowledge and navigation. There was a pronounced need for local services and spaces that are accessible to residents, addressing additional barriers such as affordability

impacts on both residents and the workforce, limited transportation options, and the prevalent challenges in the nonprofit human services sector.

Community voices from the survey highlighted the need for greater visibility and accessibility of services, especially for those without internet or facing language and cultural barriers. Public data highlighted housing cost burdens and workforce challenges, particularly in the human services sector, where employees earn significantly less than in other fields with comparable skills.

The initial themes discussed in the meeting covered the necessity for improved systems of support, addressing access barriers, prioritizing funding for key areas like housing, mental health, and establishing the City's role in enhancing human services through education and systemic inequity awareness. The upcoming steps include developing actionable recommendations, forming a Human Services Advisory Group, launching an education campaign, and enhancing ongoing relationships with community partners to address the identified needs effectively.

Councilmembers reiterated the need for mental health services specifically.

Ms. Cork mentioned the underutilization of current programs such as Puget Sound Energy's cost reduction and property tax exemptions available to Kenmore senior residents. Ms. Cork previewed next steps in the process, including utilizing a wide variety of outreach methods. She noted the City's intention to move towards more targeted strategic planning in late May.

STAFF REPORT

Affordable Housing Discussion Schedule, presented by Community Development Director Debbie Bent and Housing and Human Services Manager Tambi Cork

[Presentation - Affordable Housing Discussion Schedule](#)

[Memo - Update on Permanent Supportive Housing and Other Affordable Housing Topics](#)

Community Development Director Debbie Bent and Housing and Human Services Manager Tambi Cork presented to the Council the 2024 and 2025 Affordable Housing Workplan, including policy and regulations for both 2024 and 2025, and projects.

In the upcoming years, the City is focused on revising and enhancing its housing strategies to meet current needs and legal requirements. In 2025, there will be updates to the City's Affordable Housing Strategy, initially adopted in 2017. This includes developing regulations for various supportive housing types such as Permanent Supportive Housing, aligning with State Law (HB 1220). Additionally, in 2024, the focus

will be on the Middle Housing Policy and Regulations pursuant to State Law (HB 1110), which is included in the City's 2024 docket. This policy update will address accessory dwelling units (ADUs), cottage housing, and the construction of small houses on smaller lots. Alongside these policy updates, there is an ongoing project involving negotiations with Imagine Housing regarding their proposal for the city-owned property at 7010 NE 181st Street, known as The Approach.

Councilmembers offered comments related to the purpose and design of a potential affordable housing advisory committee. Staff agreed to take their comments and present a plan closer to the end of the year or the beginning of next year.

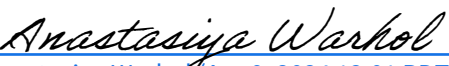
COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:15 p.m.


Nigel G. Herbig (Apr 9, 2024 12:36 PDT)

Nigel Herbig, Mayor


Anastasiya Warhol (Apr 9, 2024 12:01 PDT)

Anastasiya Warhol, City Clerk

City Council Regular Minutes from March 25, 2024

Final Audit Report

2024-04-09

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