

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
May 16, 2022**

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
Councilmember David Baker
Councilmember Joe Marshall
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Councilmember Angela Kugler
Deputy Mayor Melanie O'Cain

Staff:

Assistant City Manager/ARPA Administrator Stephanie Lucash
City Clerk Anastasiya Warhol
City Attorney Dawn Reitan
Finance & Administration Director Leticia Salcido
Environmental Services Manager Richard Sawyer
Administrative Specialist Sammie Roeun
Garrett Oppenheim, Policy Analyst
Janet Quinn, ARPA Administrative Specialist
Samantha Loyuk, Senior Planner
Development Services Director Bryan Hampson
Stephanie Brown, Volunteer & Events Coordinator

Speaking Guests:

Brian Johnston, Behind the Badge Foundation
Debra Alderman, U.S. Coast Guard Auxiliary
Tracey Banaszynski, Kenmore Resident
Dakota Rash, Lake Forest Park Resident
Angie Gerrald, Ballard Resident
Matthew Halls, Kenmore Homeowner
Ed Ferrer, Kenmore Resident
Jay Fritz, Kenmore Resident
Jim Howard, Kenmore Resident
Stacey Valenzuela, Kenmore Resident
John Peeples, Kenmore Resident
Patrick O'Brien, Kenmore Resident
Kay Fontaine, Kenmore Resident
Julian Loh, Puget Sound Energy
Elizabeth Mooney, Kenmore Resident
Nancy@Glenwood Gardens, Kenmore Resident
Victoria Grayland, Kenmore Resident
Angela Pietschmann, Cascadia Environment Group

CALL MEETING TO ORDER – 7:00 PM

Mayor Herbig called the regular meeting to order.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as published.

PUBLIC COMMENT

The Council took comments from the public from approximately 7:04 p.m. to 7:49 p.m.

Timestamped link included here: <https://youtu.be/tfwcxletDu0?t=264>

PROCLAMATIONS

Mayor Herbig issued the Peace Officer's Memorial Day Proclamation; it was accepted by Brian Johnston, Executive Director of Behind the Badge Foundation.

[Peace Officers Memorial Day Proclamation](#)

Mayor Herbig issued the Safe Boating and Paddling Week Proclamation; it was accepted by Debra Alderman of the U.S. Coast Guard Auxiliary and Steve Holmes of WhatsSup Rentals.

[Safe Boating and Paddling Week Proclamation](#)

Mayor Herbig issued the Public Works Week Proclamation; it was accepted by Kenmore Public Works Crew Team member Anna Arnott.

[Public Works Week Proclamation](#)

CONSENT AGENDA

- A. Approve Minutes:
[City Council April 25, 2022, Regular Meeting](#)
- B. Approve Total Check #s 49502 through 49604 totaling \$1,580,147.23 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 4/22/22 in the amount totaling \$237,817.22, and a Property Purchase Wire Transaction in the amount of \$603,006.42, ACH Payment to Thomco Construction in the amount of \$603,235.42, and ACH Payment to US Bank Purchase Cards in the amount of \$19,186.69.
[Voucher Approval Report Dated 4/29/22](#)

MOTION: Councilmember Kugler moved to approve the consent agenda including items A-B outlined above. Councilmember Baker seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

A. **Climate Action Plan (CAP), presented by Environmental Services Manager Richard Sawyer, and Cascadia Environmental Group, for Adoption**

[Agenda Bill - Climate Action Plan Adoption](#)
[Adoption Memorandum - Cascadia Consulting Group](#)
[Climate Action Plan - 2022 FINAL](#)

Environmental Services Manager Richard Sawyer fielded final comments from the City Council. The Council expressed support and excitement for the plan as proposed. In addition, the Council agreed that resourcing and staffing the plan, along with routine check-ins, will be important.

MOTION: Deputy Mayor O’Cain moved to adopt the Kenmore Climate Action Plan (CAP). Councilmember Baker seconded the motion.
VOTE: 7 Yes, 0 No, 0 Abstain, MOTION CARRIED.

B. **Limited Tax General Obligation Bond In the principal Amount of Not to Exceed \$6,600,000 to reimburse the City for Land Acquisition and Public works Facility Construction Costs, Ordinance 22-0548, presented by Finance & Administration Director Leticia Salcido and Bond Counsel, first Reading**

[Agenda Bill-LTGO Bonds, Proposed Ordinance, and Exhibits - Updated 5.11.22](#)

Finance and Administration Director explained that the proposed ordinance for financing in the amount of 6.6 million, consisted of construction costs in the amount of \$4 million, and reimbursement for the purchase of property in the amount of \$2.6 million dollars. The property was acquired specifically for the purpose of a public works facility. The financing is a tax-exempt limited tax general obligation bond. This is a private placement with Banner Bank structured as a line of credit. The interest rate is 3.45% for 22 years with semi-annual interest payments (interest only during the first 24 months).

The Council asked questions about how the City arrived at the financing option, possible impacts to the average homeowner, and if the costs would change significantly if the Public Works Shop was sited differently.

MOTION: Councilmember Srebnik moved to Adopt Ordinance No. 22-0548, an ordinance of the City of Kenmore Washington, authorizing the issuance of a limited Tax General Obligation Bond in the principal amount of and not to exceed \$6,600,000 to finance and/or reimburse the City for costs related to the acquisition of land and construction of a public works facility and to pay costs of issuing the bond; providing the form, terms and covenants of the bond; authorizing the sale of the bond to Banner Bank; and providing for other matters relating thereto. Mayor Herbig seconded the motion.
VOTE: 6 Yes, 1 No, 0 Abstain, MOTION CARRIED.

C. **American Rescue Plan Act (ARPA) Work Program, presented by Assistant City Manager/ARPA Administrator Stephanie Lucash, for Adoption**
[City Council Agenda Bill - ARPA Work Program - May 2022 - Updated 5.11.22](#)
[ARPA Presentation to Council](#)

Assistant City Manager/ARPA Administrator Stephanie Lucash, Policy Analyst Garrett Oppenheim, and ARPA Administrative Specialist Janet Quinn, reiterated that, according to the Balancing Act community engagement exercise, the top four candidate programs to be funded by ARPA dollars are as follows:

1. Business Assistance (\$175,000) already approved at March 28, 2022, Meeting
2. Homelessness Response Pilot Program (\$50,000)
3. Catch Up Learning and Childcare Support (\$100,000)
4. Human Services Funding (\$250,000)

This will leave \$425,000 in funds scheduled to be allocated later in 2022.

The Council discussed the presented ARPA allocations and offered additional comments.

MOTION: Deputy Mayor O’Cain moved to Adopt a \$575,000 American Rescue Plan Act Work Program for 2022-26 to include a Homelessness Response Pilot Program, Catch Up Learning and Childcare Support, Human Services Funding and Business Assistance. Councilmember Kugler seconded the motion.

VOTE: 7 Yes, 0 No, 0 Abstain, MOTION CARRIED.

STUDY SESSION AGENDA

A. Kenmore Tree Regulations, proposed Amendments, presented by Senior Planner Samantha Loyuk and Policy Intern Garrett Oppenheim, for Discussion and Direction

[Agenda Bill - 2022 Tree Regulation Amendments](#)

[Attachment 1 - List 1 and 2](#)

[Attachment 2 - Tree Regulation - List 2Presentation](#)

[Attachment 3 - Draft Exceptional Trees Ordinance](#)

Senior Planner Samantha Loyuk explained that the following items were included on List 1 and were discussed at the December 6, 2021 Council meeting and adopted by Council on March 21, 2022:

1. Change the definition of “significant tree” so it includes smaller ‘diameter at breast height’ (DBH) trees.
2. Revise tree retention requirements so certain “nuisance species” (i.e., cottonwood and alder) do not receive credit for retention. This will encourage retention of preferred species that are expected to thrive long term.
3. Codify the tree removal application process for existing single-family residences (code clean up item).
4. Update the removal penalty language for consistency (code clean up item).
5. Have tree removal permits valid for a shorter period so replacement trees get into the ground faster.

The following items were included on List 2 and are the subject of this evening’s discussion:

1. Increase the tree density requirements for new development.
2. Decrease yearly allowances for single-family tree removal.
3. Always require replacement.
4. Establish an exceptional tree program (Attachment #3)

Ms. Loyuk also explained that the proposed new regulations will result in increased staff workloads such as permit processing, plan review, and code enforcement. The Council discussed the proposed elements of List 2 suggestions and raised questions, such as: If a property owner is allowed to remove two trees, do they need to replace it with two trees? What is the replacement ratio? How big or how small do the replacement trees need to be? Do the replacement trees need to be native? Can we explore allowing removal of exceptional trees every other year only? Are the penalties clear in the proposed ordinance?

The Staff agreed to return to the Council to continue the discussion.

STAFF REPORTS

Summer Events Update – Volunteer & Events Coordinator Stephanie Brown highlighted the following 2022 Summer Special Events:

- June – Wednesday Farmers Market begins
- May 21 – Movie @ Town Square – MOTHERLOAD
- Celebrating 20 years of Summer Concert Series – St. Edward State Park, July
- July 26 – Movie @ Town Square – ENCANTO
- August 4 – Kids Concert at Town Square
- August 9 – Log Boom Park Ribbon Cutting
- August 11- West Sammamish River Bridge Opening Celebration
- September 24 – Fly Away 5K

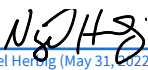
Hybrid Meetings Update – City Clerk Anastasiya Warhol provided a project status update and invited the City Council to participate in a formal Mock Hybrid Meeting scheduled for Friday May 20, 2022.

COUNCILMEMBER REPORTS & COMMENTS

The Council agreed to discuss Coffee with Council at a future meeting.

ADJOURNMENT

Mayor Herbig adjourned the meeting at 10:00 p.m.


Nigel Herbig (May 31, 2022 20:07 PDT)

Nigel Herbig, Mayor

ATTEST:


Anastasiya Warhol (May 31, 2022 19:29 PDT)

Anastasiya Warhol, City Clerk

City Council May 16 2022 Regular Meeting Final Draft

Final Audit Report

2022-06-01

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