

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, June 10, 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
Councilmember Jon Culver
Councilmember Nathan Loutsis

Staff: City Manager Rob Karlinsey – Virtual
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan – Virtual
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Receptionist / Co-Clerk Elly Gallo
Management Analyst Janet Quinn
Engineering Director John Vicente
Senior Civil Engineer Kent Vaughan
Administrative Specialist / Public Records Officer Teresa McAllister
Assistant to the City Manager Garrett Oppenheim

Speaking Guests: Nathan Anderson, KPFF Engineer
Elizabeth Walker, Consulting Arborist/Urban Forester

Public Comments Speaking Guests:
Jim Howard, Kenmore Resident
Patrick O’Brien, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Jim Myers, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Stacey Valenzuela, Kenmore Resident – Virtual

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.

WHERE'S THE FUN?

Deputy City Manager Stephanie Lucash highlighted the recent Pride Flag raising ceremony held in honor of Pride Month. In addition, she mentioned the lively and exciting first day of the Farmers Market.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: https://www.youtube.com/live/aLOPuZ-t6Fk?si=GxgvUHrBFg_r-Lmc&t=194

CONSENT AGENDA

- A. Approve the City Council Regular Meeting Minutes from Monday, May 20, 2024.
[City Council Regular Meeting Minutes May 20, 2024](#)
- B. Approve Total Check #s 54295 through 54374 totaling \$455,071.26, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 05/3/2024 in the amount totaling \$277,834.46, and ACH Payment #s 1606 through 1610 totaling \$36,035.30.
[Voucher Certification and Approval 4/27/2024 through 5/10/2024](#)
- C. Approve Total Check #s 54375 through 54437 totaling \$376,438.82, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 5/17/2024 in the amount totaling \$278,289.54, and ACH Payment # 1611 totaling \$17,575.59, and Printed Paycheck #10259 totaling \$235.24.
[Voucher Certification and Approval 5/11/2024 through 5/24/2024](#)
- D. Authorize the City Manager to execute a contract with Parametrix in the amount of \$1,190,200 (includes 10% contingency) for design services for the NE 192nd Sidewalk and Culvert Replacement Project.
[Agenda Bill - Contract with Parametrix](#)
- E. Authorize the City Manager to execute Amendment No. 2 to Contract No. 23-C2929 with Cascadia College for Catch-Up Learning to adjust scope of work and service period, and to increase the value of the contract to \$100,000.
[Agenda Bill - Amendment No. 2 for Contract No. 23-C2929](#)

[Attachment 1 - Contract No. 23-C2929](#)

[Attachment 2 - Amendment No. 1 to Contract No. 23-C2929](#)

[Attachment 3 - Proposed Amendment No. 2 to Contract No. 23-C2929](#)

- F. Authorize the City Manager to execute Contract No. 24-C3034 to expend grant funds not to exceed \$89,200 for consulting services to develop an Urban Forestry Management Plan.

[Agenda Bill - Contract No. 24-C3034](#)

- G. Authorize the City Manager to execute Contract No. 24-C3035 to expend grant funds not to exceed \$110,000 for consulting services to develop an Electric Vehicle Infrastructure Plan.

[Agenda Bill - Contract No. 24-C3035](#)

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

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

PRESENTATION

City Staff and the City Council recognized outgoing Management Analyst Janet Quinn for her exemplary service to the City and wished her well in retirement. Deputy City Manager Stephanie Lucash spoke about Ms. Quinn's contributions to the City. Janet's husband, Dennis Quinn, and City staff were in attendance.

BUSINESS AGENDA

61st Ave NE Sidewalk Replacement Project Preliminary 30% Design Update, presented by Engineering Director John Vicente, Senior Civil Engineer Kent Vaughan, KPFF Engineer Nathan Anderson, and Consulting Arborist/Urban Forester Elizabeth Walker, *for discussion and approval* [Agenda Bill - 61st Sidewalk Replacement Project](#)
[Attachment 1 - Preliminary 30% Design Roll Plot \(Updated 6/3\)](#)
[Attachment 2 - Project Cost Summary \(30% Design\)](#)

Senior Civil Engineer Kent Vaughan explained that the City of Kenmore is working on the east side of 61st Ave NE Sidewalk Replacement Project, currently at a 30% design stage. Staff propose acceptance this preliminary design and allocate an additional \$1.22 million to complete the project. The plan involves removing existing street parking to create bike lanes and installing pedestrian beacons. Despite initial designs removing too many trees, revised plans aim to preserve more trees through a combination of design alternatives. The project, supported by various grants, is scheduled to be designed this year, with construction planned for 2025. Further funding applications and budget adjustments are planned to cover the cost of Phase 2 of the project addressing the west side of 61st.

Councilmembers raised questions related to Puget Sound Energy, Stream 0056, public engagement, and tree preservation.

MOTION: Councilmember Marshall moved to accept the preliminary 30% design concept and authorize the City Manager to appropriate additional city funds in the amount of \$1.22M to complete the project. Councilmember Loutsis seconded the motion.

VOTE: 6 Yes – Marshall, Loutsis, Srebnik, Sasson, O’Cain, Herbig; 1 No - Culver; 0 Abstain. **MOTION PASSES.**

STAFF REPORTS

- A. Business Registration Program Update, presented by Deputy City Manager Stephanie Lucash and Administrative Specialist/Public Records Officer Teresa McAllister

[Presentation - Business Registration Program Update](#)

Deputy City Manager Stephanie Lucash gave a general overview of the program. They noted an increase in registrations and reminded the Council that the fees collected go to the Kenmore Business Alliance.

- B. Special Projects Program Update, presented by Assistant to the City Manager Garrett Oppenheim and Management Analyst Janet Quinn

[Presentation - Special Projects Program Update](#)

Assistant to the City Manager Garrett Oppenheim and Management Analyst Janet Quinn presented to the Council. Councilmembers expressed pride and appreciation for the thoughtful disbursements and investments of ARPA dollars in the community. Srebnik mentions Willow Bucks as a program.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:17 p.m.


[Nigel G. Herbig \(Jun 18, 2024 14:44 PDT\)](#)

Nigel Herbig, Mayor


[Anastasiya Warhol \(Jun 18, 2024 13:55 PDT\)](#)

Anastasiya Warhol, City Clerk

City Council Regular Meeting Minutes from June 10, 2024

Final Audit Report

2024-06-18

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