

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, October 10, 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 Angela Kugler
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Deputy Mayor Melanie O’Cain - Excused

Staff: City Manager Rob Karlinsey
Assistant City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Co-Clerk Tela Gardner
Finance and Administration Director Leticia Salcido
City Engineer John Vicente
Human Resources Manager Leonora Palaña
Development Services Director Samantha Loyuk
Police Chief Brandon Moen
Assistant to the City Manager Garrett Oppenheim
Management Analyst Janet Quinn

Speaking Guest: Department of Revenue Outreach & Community Partnerships Manager
Perla Gamboa

Public Comments Speaking Guests:
Peter Lance, Kenmore Resident
John Peeples, Kenmore Resident
Wayne Fu, Kenmore Resident
Art Valla, Kenmore Resident
Patrick O’Brien, Kenmore Resident
Laura Latta, Kenmore Resident
Mariana Knippschild, Kenmore Resident

John Andrilla, Kenmore Resident
Laraine Volpe, Kenmore Resident
Christian Audrilla, Kenmore Resident
John King, Kenmore Resident
David Hollander, Kenmore Resident
Andre Giffard, Kenmore Resident
Phyllis Finley, Kenmore Resident
Matt Wyatt, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Wendy Weiker, Republic Services Representative
Stacey Valenzuela, Kenmore Resident
Chris Olson, Kenmore Resident
Carl Michelman, Kenmore Business Owner/Brier Resident
Elizabeth Mooney, Kenmore Resident

Public Hearing: Property Tax Levy Speaking Guests:

Patrick O'Brien, Kenmore Resident
Carl Michelman, Kenmore Business Owner/Brier Resident
Chris Olson, Kenmore Resident
Phyllis Finley, Kenmore Resident
Stacey Valenzuela, Kenmore Resident
Elizabeth Mooney, Kenmore Resident

CALL REGULAR MEETING TO ORDER

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

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PRESENTATION

Department of Revenue Outreach & Community Partnerships Manager Perla Gamboa gave a presentation informing Council of the Working Families Tax Credit. The Council has suggested that we ensure that neighboring towns also receive this information.

[Presentation - Washington State Working Families Tax Credit \(WFTC\)](#)

PUBLIC COMMENTS

The Council took comments from the public; 21 people provided comments.

Timestamped link included here: <https://youtu.be/T3LL8iCqsKg?t=758>

CONSENT AGENDA

- A. Approve City Council Special & Regular Meeting Minutes from September 26, 2022
[City Council Special & Regular Meeting Minutes from September 26, 2022](#)

- B. Authorize the City Manager to Execute Amendment No. 1 of Contract 20-C2159 with Jennifer Dixon in the amount of \$23,500 for the three Walkways & Waterways park projects for a total contract amount not to exceed \$146,972.

[Agenda Bill - Walkways & Waterways Park Projects Public Art Fabrication Contract Amendment 1](#)

- C. Authorize the City Manager to Execute Contract 22-C2855, Northshore Utility District Bill of Sale Agreement for Water Extension Improvements for λ'aǵwadis Park Project

[Agenda Bill - Northshore Utility District Bill of Sale Agreement for Water Extension Improvements](#)

[Attachment 1 - Contract 22-C275 Bill of Sale Agreement](#)

- D. Authorize the City Manager to Execute Contract 22-C2856 with the Washington State Department of Commerce in the amount of \$908,460 for the 2022 Local & Community Projects Program Grant #22-96634-186 for Squire's Landing Park (renamed λ' a ǵw a d i s, and pronounced TI' awh-ah-dees)

[Agenda Bill - 2022 Local & Community Projects Program Grant](#)

[Attachment A - Project Information and Direct Grant Request](#)

- E. Approve 2023-2024 Human Services Funding Recommendations

[Agenda Bill - 2023-2024 Human Services Funding Recommendations: 2023-2024 Cycle](#)

[Attachment 1 - Human Services Funding Allocation 2023-2024](#)

MOTION: Councilmember Marshall moved to approve the consent agenda including items A-E outlined above. Mayor Herbig seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT (Councilmember Pfeil was absent at the time of the vote).

PUBLIC HEARING

Property Tax Levy Ordinance No. 22-0560 presented by Finance and Administration Director Leticia Salcido.

[Agenda Bill - Public Hearing Property Tax Levy](#)

[Presentation - Public Hearing Property Tax Levy \(updated 10/10\)](#)

Finance and Administration Director Leticia Salcido presented on the proposed Property Tax Levy for Council's consideration. The presentation consisted of different scenarios of the current 2022 property tax rate, the property tax amount of a \$920,000 property with a 1% levy, the property tax amount of a \$920,000 property with a 1.9% levy, and the property tax amounts if the home value increased to \$1,200,000.

Mayor Herbig opened the Public Hearing at approximately 8:29 PM. Six speakers provided testimony: <https://youtu.be/T3LL8iCqsKg?t=5404>. Mayor Herbig closed the Public Hearing at approximately 8:58 PM.

BUSINESS AGENDA

Department Proposed Budget Presentations: City Council, City Manager, City Clerk, ARPA, Finance & Administration, Legal, Non Department, Human Resources, Public safety, and Development Services

[Agenda Bill - Budget Presentation for October 10, 2022](#)

[Presentation - Budget Presentation for October 10, 2022](#)

Finance and Administration Director Leticia Salcido presented the revenues and expenditures for 2021-2022 highlighting the original 2021-2022 budget, the amended 2021-2022 budget, and the projected 2021-2022 budget. The 2023-2024 expenditures are estimated to be \$31,252,425, which is a 13.89% increase from the previous biennium. The increase is due to the following:

- \$1,400,000 increase in the police services contract
- \$977,000 increase for proposed new staff positions
- \$170,000 increase for special and virtual events
- \$265,000 increase for WCIA liability insurance
- \$988,000 increase for salary, pension, etc.

Councilmembers had questions about the revenue generated from pull tabs, games, and marijuana; what the admissions tax consists of; and whether we are including a lodging tax. Councilmembers made comments to recognize that some of the increases, listed above, are not in control of the city.

The Department Presentations consisted of the following highlights:

- City Council: 21% increase from the previous biennium due to the implementation of the Salary Commission's recommendations
- City Manager: 17% increase due to the events budget, which was significantly cut during the pandemic
- City Clerk: 4% increase due to the addition of leave-replacement position, increase in human services funding, and the hybrid meeting updates/maintenance
- ARPA: Council had previously approved of the four ARPA programs in the works
- Finance & Administration: 2% increase due to WCIA insurance increase which counts for \$1,000,000 in the increase
- Legal: 24% increase from the previous biennium due to an increase in operations that were originally decreased during the pandemic
- Non-Department: used to transfer to other funds such as street fund and public works shop fund
- Human Resources: the previous biennium had Human Resources under Finance and Administration, this will now be a separate fund
- Public Safety: 6% increase from the previous biennium is due to risk management and liability funding, increased labor costs, and the body worn camera program implanted by the King County Sheriff's Office
- Development Services: 18% increase from the previous biennium to hire two new positions within the department

It was noted that essential services are supported by the general fund and this leaves the City with little wiggle room to cut programs. City Manager Rob Karlinsey explained that this was a challenging budget to balance and that many hours were spent cutting discretionary costs.

STAFF REPORTS

- A. Government 101 / Civics Engagement Courses, presented by Assistant to the City Manager Garrett Oppenheim

[Memo - The Kenmore Zone \(Civics 101\) Staff Report](#)
[Presentation - The Kenmore Zone Update](#)

Assistant to the City Manager Garrett Oppenheim presented an update on the civics engagement courses that Council had previously voted to include to achieve their goals of educating the public on how the City functions and the services it provides while also entertaining viewers to keep people engaged. A short preview of the “Kenmore Zone” was presented to the Council: <https://youtu.be/T3LL8iCqsKg?t=13270>.

- B. American Rescue Plan Act (ARPA) Update presented by Assistant to the City Manager Garrett Oppenheim and Management Analyst Janet Quinn

Assistant to the City Manager Garrett Oppenheim and Management Analyst Janet Quinn presented an update of the four programs that Council had previously approved for the ARPA funds to be allocated towards: Catchup Learning Program, Business Assistance, Homelessness Response Pilot Program, and Human Services Funding. There is still around \$600,000 of unallocated resources; Mr. Oppenheim and Ms. Quinn have been exploring how to allocate the remaining funds.

Councilmembers provided questions and comments about mental health programs and looking at how to allocate the ARPA funding with the focus on mental and behavioral health.

COUNCILMEMBER REPORTS & COMMENTS

Councilmember Baker moved to slow down rezoning of the community and look at what the planning commission recommended to us to give that a better look. Councilmember Kugler seconded the motion.

VOTE: 6 Yes, 0 No, 0 Abstained. PASSED BY UNANIMOUS CONSENT

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 11:01 PM.


Nigel Herbig (Oct 24, 2022 1:54 PDT)

Nigel Herbig, Mayor


Michelle Kang (Oct 25, 2022 10:14 PDT)

Michelle Kang, Deputy City Clerk

City Council Regular Meeting Minutes from October 10, 2022

Final Audit Report

2022-10-26

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