

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
October 11, 2021**

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.

CALL MEETING TO ORDER:

Mayor Baker called the virtual meeting to order at 7:00 p.m.

PRESENT:

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

Staff: City Manager Rob Karlinsey
 Assistant City Manager Nancy Ousley
 Assistant City Manager/ ARPA Administrator Stephanie Lucash
 Finance and Administration Director Leticia Salcido
 City Clerk Anastasiya Warhol
 City Attorney Dawn Reitan
 City Planner Laurie Anderson

Speaking Guests: Iisaaksiichaa Ross Braine (Apsaalooke Nation), Proclamation
 Recipient
 Carmin Dalziel, Northshore Schools Foundation
 Patsy Treece, Northshore Schools Foundation
 Tracey Banaszynski, Kenmore Resident
 John Peeples, Kenmore Resident
 David Morton, Redmond Resident
 John Culver, Kenmore Resident
 Stacey Valenzuela, Kenmore Resident
 Janet Hays, Kenmore Resident
 Vicki Grayland, Kenmore Resident

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

The agenda was approved as written.

PROCLAMATIONS

Mayor David Baker issued the inaugural Indigenous Peoples' Day proclamation. UW Tribal Liaison Iisaaksiichaa Ross Braine (Apsaalooke Nation) accepted the proclamation.

Mayor David Baker issued the "All in for Kids" proclamation. Executive Director of Northshore Schools Foundation and Board Member Patsy Treece accepted the proclamation.

PUBLIC COMMENT

The Council took comments from the public from approximately 7:07 pm to 7:30 pm.

Timestamped link included here: https://youtu.be/FXYL3F8w_wk?t=455

CONSENT AGENDA

- A. Approve Minutes:
[City Council September 13, 2021 Meeting Minutes](#)
[City Council September 20, 2021 Special Meeting Minutes](#)
[City Council September 27, 2021 Meeting Minutes](#)
- B. Authorize the City Manager to execute Amendment No. 3 to Contract 21-C2678 with PRR Inc. in an additional amount up to \$30,000.
[Agenda Bill - PRR Contract Extension and Amendment](#)
- C. Authorize the City Manager to execute Contract 21-C2754 with PSR for the Kenmore Senior Center HVAC Upgrades for an amount not to exceed \$55,500.00
[Agenda Bill - Senior Center HVAC Upgrades Contract 21-2754](#)
[21-C2754 Senior Center HVAC Upgrades](#)
- D. Approve Purchasing Card Policy & Procedures
[Agenda Bill - Purchasing Card Policy](#)
- E. Receive and File July 2021 Financial Report
[Agenda Bill - July 2021 Financial Report](#)
- F. Cancel October 18 Regular Meeting (to be replaced by 6 PM **Special** Meeting - Study Session)

MOTION: Councilmember Pfeil moved to approve the consent agenda as presented, including the items A-F listed above. Mayor Baker seconded the motion.

VOTE: Motion PASSED by unanimous consent.

BUSINESS AGENDA

- A. **Mid-Year Budget Review, presented by Finance and Administration Director Leticia Salcido, *for Information***

[June 2021 Financial Report](#)

Finance and Administration Director Leticia Salcido gave a highlight of the biennium quarter report. She explained that the public hearing and adoption of the mid-biennium budget is scheduled for November.

B. Development Services Fee Resolution No. 21-370, adopting the 2022 Fee Schedule, presented by Development Services Director Bryan Hampson, *for Approval*

[Agenda Bill - 2022 Fee Schedule](#)
[Exhibit A 2022 Fee Schedule](#)
[Exhibit B ARCH Liaisons](#)
[Exhibit C MFTE Application Fee](#)
[Exhibit D 2021 Northshore Schools CFP](#)
[Exhibit E Memo from Public Works](#)
[Exhibit F Resolution No. 18-315](#)
[Exhibit G 2021 Fee Schedule](#)
[Resolution No. 21-370 2022 Fee Schedule](#)

MOTION: Deputy Mayor Herbig moved to adopt Resolution No. 21-370 as amended to include the accurate \$128 fee for an appeal to the hearing examiner. Councilmember O’Cain seconded the motion.

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

The Council requested that Staff return with a general approach to address financial hardships in the fee schedule; City Staff agreed to do so.

C. Planning Commissioner Appointments, presented by Community Development Director Debbie Bent, *for Direction*

[Agenda Bill - Planning Commission](#)
[Attachment 1 - KMC](#)

City Planner Lauri Anderson explained that four Planning Commissioner’s terms are expiring. The City Council directed staff to advertise for the new positions and to alert the alternates selected earlier this year.

MOTION: Councilmember Pfeil moved update the current municipal code to change the Planning Commissioner term to a 4-year term. Councilmember Srebnik seconded the motion.

VOTE: Motion PASSED by unanimous consent.

D. Landscape Management Philosophy and Practices, presented by Public Works Operations Manager Jennifer Gordon, *for Information*

[Agenda Bill - Landscape Management Philosophy & Practices Presentation](#)
[Integrated Pest Management Manual 2021](#)

Public Works Operations Manager Jennifer Gordon discussed Kenmore's Landscape Management Philosophy and Practices with the City Council. The Council requested the Staff to provide proposed levels of service to aid in further discussions.

STAFF REPORTS

Kenmore Cares Direct Cash Assistance and Aquatic Center Feasibility Study Grants

Assistant City Manager Stephanie Lucash reported on Kenmore Cares direct cash assistance program. During the first week, over \$20,000 has been issued. She also explained that the City recently applied for grants to conduct a feasibility study to try and bring an aquatic center to Kenmore. The City is collaborating with neighboring cities to move this forward.

Compensating DEI Task Force Members

The City Manager asked the City Council if they would prefer that DEI task force members be compensated. The Council directed the City Manager to allocate a dollar amount to compensate DEI task force members.

COUNCIL COMMENTS/INITIATIVES

The Council agreed to bring back information relating to ballot initiatives.

ADJOURNMENT

Mayor Baker adjourned the meeting at approximately 10:02 p.m.



David Baker, Mayor

ATTEST:



Anastasiya Warhol (Nov 4 2021 09:11 PST)

Anastasiya Warhol, City Clerk

City Council October 11 Meeting Minutes Draft

Final Audit Report

2021-11-09

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