City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, October 14, 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 Nathan Loutsis
Councilmember Jon Culver – Excused; late arrival 7:07 PM

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Public Works Operations Director Jennifer Gordon
Maintenance Worker David Samolyuk
Climate Action Plan Program Manager Nina Rasmussen
Recreation Program Supervisor Maurita Colburn
Finance & Administration Director Melinda Merrell
Development Services Director Samantha Loyuk
Environmental Services Director Richard Sawyer
Housing and Human Services Manager Tambi Cork
Communications and Tourism Manager Lauren Chomiak
Kenmore Police Chief Brandon Moen
Assistant to the City Manager/DEIA Coordinator Garrett Oppenheim

Speaking Guests: Shelly Helder, Gordon Thomas Honeywell State Lobbyist – Virtual

Public Comments Speaking Guests:
Richard Lewis, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Elizabeth Mooney, Kenmore Resident – Virtual

Business Agenda Item A Public Comments Speaking Guests:
Elizabeth Mooney, 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 Pledge of Allegiance.

AGENDA APPROVAL
The agenda was approved as presented.

PROCLAMATION
Mayor Herbig, on behalf of the City of Kenmore, proclaimed October 20, 2024, as Youth Poet Laureate Day, throughout the City of Kenmore. Arts of Kenmore Director Judy Elbert accepted the proclamation on behalf of Youth Poet Laureate Elizabeth Wang.
Youth Poet Laureate Day - October 20, 2024

WHERE'S THE FUN?
City Manager Rob Karlinsey highlighted photos from last week's groundbreaking ceremony of Kenmore Elementary School's renovations.

PUBLIC COMMENTS
The City Council received comments from the public.
Timestamped link here:
https://youtu.be/5TdRIb7JzOg?si=eT9RywqZywKwUI_F&t=375

Councilmember Jon Culver joined the Council meeting at 7:07 PM.

CONSENT AGENDA
A. Approve Total Check #s 55039 through 55107 totaling $811,101.02, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 9/20/2024 in the amount totaling $396,548.85, and EFT Payment #s 1695 through 1710 totaling $27,226.99.
Voucher Certification and Approval 9/14/2024 - 9/27/2024

B. Approve Contract No. 10-C873 Amendment No. 7 with Progressive Animal Welfare Society (PAWS) to extend the contract, and authorize the City Manager to execute substantially and materially in the form attached to the October 14, 2024 agenda bill.

Agenda Bill - Amendment No. 7 to Contract No. 10-C873
Attachment 1 - Amendment No. 7 to Contract No. 10-C873

C. Approve Contract No. 19-C2122 Amendment No. 4 with Shannon & Wilson, Inc. to extend the contract, and authorize the City Manager to execute substantially and materially in the form attached to October 14, 2024, agenda bill.
Agenda Bill - Amendment No. 4 to Contract No. 19-C2122
Attachment 1 - Amendment No. 4 to Contract No. 19-C2122

D. Approve Contract No. 20-C2229 Amendment No. 4 with Cascadia Law Group, PLLC to extend the contract, and authorize the City Manager to execute substantially and materially in the form attached to the October 14, 2024, agenda bill.
Agenda Bill - Amendment No. 4 to Contract No. 20-C2229
Attachment 1 - Amendment No. 4 to Contract No. 20-C2229

E. Approve Contract No. 21-C2667 Amendment No. 6 with PACE Engineers, Inc. to extend the contract, and authorize the City Manager to execute substantially and materially in the form attached to the October 14, 2024 agenda bill.
Agenda Bill - Amendment No. 6 to Contract No. 21-C2667
Attachment 1 - Amendment No. 6 to Contract No. 21-C2667

F. Approve Contract No. 23-C2923 Amendment No. 2 with Confluence Environmental Company to extend the contract and authorize the City Manager to execute substantially and materially in the form attached to the October 14, 2024, agenda bill.
Agenda Bill - Amendment No. 2 to Contract No. 23-C2923
Attachment 1 - Amendment No. 2 to Contract No. 23-C2923

G. Authorize the City Manager to execute the Memorandum of Agreement related to Contract No. 23-C2930, between the City of Kenmore, Northshore School District, and the Center for Human Services relating to behavioral health counseling.
Agenda Bill - Memorandum of Agreement
Attachment 1 - Contract No. 23-C2930
Attachment 2 - Memorandum of Agreement

H. Authorize the City Manager to execute Contract No. 24-C3080 with Armstrong Services for Janitorial Services at City Facilities in an amount not to exceed $260,000.
Agenda Bill - Contract No. 24-C3080
Attachment 1 - RFP No. 24-C3090
Attachment 2 - Draft Contract No. 24-C3080

I. Adopt Proposed Ordinance No, 24-0614, 2025-2030 Capital Improvement Program for Parks, Transportation, Surface Water Management, and Facilities. *(added 10/9)*

Agenda Bill - Capital Improvement Program (added 10/9)
Attachment 1 - Proposed Ordinance No. 24-0614 (added 10/9)
Attachment 2 - Park Capital Improvement Program (added 10/9)
Attachment 3 - Park Narratives (added 10/9)
Attachment 4 - Transportation Capital Improvement Program (added 10/9)
Attachment 5 - Transportation Narratives (added 10/9)
Attachment 6 - Surface Water Capital Improvement Program (added 10/9)
Attachment 7 - SWM Narratives (added 10/9)
Attachment 8 - City Facilities Capital Improvement Program (added 10/9)
Attachment 9 - City Facilities Narratives (added 10/9)
Attachment 10 - REET Fund Projections (added 10/9)
Attachment 11 - Park Impact Fee Fund Projections (added 10/9)
Attachment 12 - Transportation Impact Fee Fund Projections (added 10/9)
Attachment 13 - King County Trail and Park Levy Projections (added 10/9)

MOTION: Approve the consent agenda outlined above.
Moved by Loutsis; seconded by Culver.
VOTE: Consent Agenda was approved by **UNANIMOUS CONSENT**.

PRESENTATION

Public Works Operations Director Jennifer Gordon introduced a new staff member, Maintenance Worker David Samolyuk.

BUSINESS AGENDA

A. November 5, 2024, General Election Washington Initiative Measure No. 2066 Concerning regulating energy services, including natural gas and electrification
   - Informational Presentation by Climate Action Plan Program Manager Nina Rasmussen
   - Questions and Discussion
   - **Public Comment -** Pursuant to RCW 42.17A.555(1), members of the public are afforded an approximately equal opportunity for expression of an opposing view
   - Possible adoption of Resolution No. 24-421 to include language in [support/opposition] of Washington State Initiative Measure No. 2066

   Agenda Bill - Washington State Initiative Measure No. 2066
   Attachment 1 - Initiative Measure No. 2066 Full Text
   Attachment 2 - Proposed Resolution No. 24-421
   Presentation - Initiative Measure No. 2066 (added 10/11)

Mayor Herbig opened the public comment period at approximately 7:24 PM.
One resident provided testimony.
Timestamped link here: https://youtu.be/5TdRIb7JzOg?si=CukVckaM5t_3E5-b&t=1449
Mayor Herbig closed the public comment period at approximately 7:25 PM.

MOTION: Adopt Resolution No. 24-421 to include language in opposition of Washington State Initiative Measure No. 2066, which concerns regulating energy services, including natural gas and electrification.
Moved by Culver; seconded by Herbig.
VOTE: 7 Yes – Srebnik, Marshall, Loutsis, O'Cain, Culver, Sasson, Herbig; 0 No; 0 Abstain.
MOTION PASSES.

B. Northshore Parks and Recreation Service Area (NPRSA) Community Center Site Selection Process Update, presented by Public Works Operations Director Jennifer Gordon, Recreation Program Supervisor Maurita Colburn, and Consultants, *for discussion*
Agenda Bill - NPRSA Community Center Site Selection Process Status Update
Attachment 1 - NPRSA Service Area Boundary Map
Attachment 2 - NPRSA Youth Community Center 1st Survey Results

Public Works Operations Director Jennifer Gordon gave an update relating to NPRSA. In addition, Ms. Gordon noted that Councilmember Srebnik currently serves as Chair of NPRSA, and Councilmember Loutsis is on the Board. The group plans to meet on Wednesday, October 16, and will report back on progress.

C. Budget Presentations: General Fund Revenues, City Council, City Manager's Office, City Clerk's Office, Housing & Human Services, Public Safety, Finance & Administration, Legal, Human Resources, Non-Departmental, Special Projects, and Development Services, presented by Department Heads and Staff
Agenda Bill - Budget Presentations
Presentation - Budget Presentations (updated 10/14)

Staff presented on preliminary department budgets. The Council raised additional questions relating to proposed staffing positions, increasing election costs, community engagement expenses, and rising police costs.

D. City of Kenmore 2025 State Legislative Agenda, presented by City Manager Rob Karlinsey and Gordon Thomas Honeywell State Lobbyist Shelly Helder, *for adoption*
Agenda Bill - 2025 State Legislative Agenda (added 10/9)
Attachment 1 - 2025 Legislative Agenda (added 10/9)
Attachment 2 - 2025 Policy Statements (added 10/9)
Presentation - Preparing for the 2025 Legislative Session (added 10/9)

Shelly Helder from Gordon Thomas Honeywell outlined some expectations for the upcoming sessions. Kenmore's legislative documents were introduced, including 3-5 high-priority issues, such as Lakepointe, pedestrian/bike projects, and digital permitting upgrades (My Building Permit backend permitting system). The draft policy statements highlight climate change, fiscal sustainability, and funding tools for housing. Next steps

involve seeking City Council approval, engaging with legislators, and preparing for the session beginning in January 2025.

MOTION: Approve the proposed City of Kenmore Legislative Agenda.
Moved by O'Cain; seconded by Srebnik.
VOTE: 6 Yes – Marshall, O'Cain, Sasson, Srebnik, Herbig, Loutsis; 1 No – Culver; 0 Abstain.
MOTION PASSES.

MOTION: Approve the proposed City of Kenmore 2025 policy statements.
Moved by O'Cain; seconded by Srebnik.

MOTION: Table the item to the next meeting, October 21, and direct staff to make changes and add item to the consent agenda.
Moved by Culver; seconded by Herbig.
VOTE: 6 Yes – O'Cain, Sasson, Srebnik, Culver, Herbig, Loutsis; 1 No – Marshall; 0 Abstain.
MOTION PASSES.

E. Service Level Budgeting Results, presented by Assistant to the City Manager/DEIA Coordinator Garrett Oppenheim, *for information only*
Agenda Bill - Service Level Budgeting (added 10/10)
Attachment 1 - Presentation (added 10/10)
Attachment 2 - Service Level Budgeting Description (added 10/10)
Attachment 3 - Service Level Budgeting Memo (updated 10/14)

Assistant to the City Manager Garret Oppenheim outlined the steps to building a Service Level Budget: identify each department's programs, categorize them as core, basic, or enhanced, assign costs, score the programs, make budget recommendations, and present the budget to City Council and the community. Core services, essential for public safety and mandated by law, include road maintenance and police patrol. Basic services, while not legally required, are fundamental city functions like parks and traffic safety. Enhanced services, which improve quality of life, may include items such as recreation programs, human services funding, and city events.

STAFF REPORTS
DEIA Event Update - Dia de los Muertos

Assistant to the City Manager/DEIA Coordinator Garrett Oppenheim noted that it will be happening November 2 with community activities, a food truck, and an evening showing of the children's movie "Coco". City Manager Karlinsey praised the efforts of the DEIA Advisory Committee.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 10:31 PM.

Nigel G. Herbig (Oct 30, 2024 07:35 PDT)

Nigel Herbig, Mayor

Anastasiya Warhol (Oct 31, 2024 09:32 PDT)

Anastasiya Warhol, City Clerk

City Council Regular Meeting Minutes from October 14, 2024

Final Audit Report 2024-10-31

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