



City of Kenmore - 18120 68th Avenue NE - Kenmore, WA 98028
Phone: 425-398-8900 - E-mail: cityhall@kenmorewa.gov

City Council Special & Regular Meeting

ON-SITE

MONDAY, OCTOBER 21, 2024 - 6:00 PM

In addition, we try to provide access to the meeting virtually:

ZOOM LINK: <https://kenmorewa-gov.zoom.us/j/87550856676>

ZOOM PASSWORD: 102124

Or One tap Mobile: US: +12532050468,,87550856676#

Or Telephone Dial US: +1 253 205 0468

Webinar ID: 875 5085 6676

ZOOM PASSWORD: 102124

SIGN UP FOR VIRTUAL PUBLIC COMMENT HERE: www.kenmorewa.gov/virtualpubliccomment

If you have technical difficulties accessing the meeting virtually, please contact the Deputy City Clerk at mkang@kenmorewa.gov.

Technical Difficulties - If the virtual component of the meeting disconnects, and we cannot resolve technical difficulties to reconnect the virtual component, the in-person meeting will continue at City Hall if there is a quorum of the body to conduct business.

Land Acknowledgement to Honor First Peoples

We acknowledge that the City of Kenmore is situated upon the ancestral lands of the Snohomish, Snoqualmie, Sauk-Suiattle, Duwamish, Stillaguamish, Tulalip, Suquamish, Muckleshoot, and other tribes who are part of the Coast Salish Peoples. We recognize and express our deepest respect for their enduring stewardship and profound relationship with this land, which they have cherished and protected since time immemorial. We honor the First Peoples, acknowledge their vibrant cultures, and commit ourselves to learning from their wisdom in our journey to promote justice, equity, and mutual understanding. We pledge to stand alongside these communities in acknowledging past injustices and working towards a future that respects and celebrates the diverse heritage of this land.

I. CALL SPECIAL MEETING TO ORDER - 6:00 PM

II. BUSINESS AGENDA

A. Planning Commission Interviews

[Agenda Bill - Planning Commission Interviews and Appointments](#)

[Attachment 1 - Planning Commission Applications for the Six Candidates](#)

B. Planning Commission Interviews, *for appointments*

[Agenda Bill - Planning Commission Interviews and Appointments](#)

[Attachment 1 - Planning Commission Applications for the Six Candidates](#)

III. ADJOURN SPECIAL MEETING

IV. CALL REGULAR MEETING TO ORDER - 7:00 PM

V. ROLL CALL

VI. LAND ACKNOWLEDGEMENT

VII. FLAG SALUTE

VIII. AGENDA APPROVAL

IX. WHERE'S THE FUN?

X. PUBLIC COMMENTS

Welcome to the Council's meeting. Please address your comments to the Mayor and Council. You'll have three minutes to speak. If there are more than 20 speakers, time will be reduced to two minutes per speaker. The Clerk will call your name when it's your turn. The Presiding Officer may choose to alternate between in-person and online comments. Please state your name and city of residence and keep within the allotted time. To make every person feel welcome and safe here, please refrain from booing, clapping, heckling, yelling, or other interruptions. The meeting is recorded for transparency. Thank you for being here, and for sharing your input respectfully.

VIRTUAL PUBLIC COMMENT PRE-REGISTRATION PROCESS: To provide public comments virtually, please fill out the [Virtual Public Comment Request Form](#) in advance of the meeting. The form opens Tuesdays at 12:00 Noon and closes Mondays at 12:00 Noon. You will be confirmed by the City Clerk. If you are having difficulty, please reach out to the City Clerk at awarhol@kenmorewa.gov.

XI. CONSENT AGENDA

- A. Approve the City Council Special Meeting Minutes from Monday, September 30, 2024.
[City Council Special Meeting Minutes from September 30, 2024 \(added 10/18\)](#)
- B. Approve the City Council Special Council Meeting Minutes from October 7, 2024.
[City Council Special Meeting Minutes from Monday, October 7, 2024 \(added 10/18\)](#)
- C. Approve the proposed City of Kenmore 2025 State Legislative Policy Statements. *(added 10/18)*
[Agenda Bill - 2025 State Legislative Policy Statements \(added 10/18\)](#)
[Attachment 1 - 2025 State Legislative Policy Statements \(added 10/18\)](#)

XII. BUSINESS AGENDA

- A. Budget Presentations: Community Development, Park Capital Fund, Park Impact Fee Fund, Public Art Fund, Lakepointe Fund, Public Works Engineering, Transportation Capital Fund, KAPE Fund, West

Sammamish River Bridge Fund, Events, Volunteers & Recreation,
Facilities & Fleet Maintenance, Park Maintenance, and Street Fund,
presented by Department Heads and Staff

[Agenda Bill - Budget Presentations for October 21, 2024 \(added 10/15\)](#)

[Attachment 1 - Budget Presentations \(updated 10/21\)](#)

XIII. STAFF REPORTS

XIV. COUNCILMEMBER REPORTS & COMMENTS

XV. ADJOURNMENT

UPCOMING MEETINGS

- A. Monday, October 28, 2024 at 7:00 PM - City Council Regular Meeting
- Monday, November 11, 2024 - **HOLIDAY (Veterans Day)**
- Tuesday, November 12, 2024 at 7:00 PM - City Council Regular Meeting
- Thursday, November 14, 2024 at 7:00 PM - City Council Special Meeting
- Monday, November 18, 2024 at 7:00 PM - City Council Regular Meeting

NOTICE OF POTENTIAL QUORUMS

[Click here for information about Potential Quorums of the City Council.](#) Now found on the City website under City Council Meetings.



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Planning Commission Interviews and Appointment of Commissioners Proposed Council Action/Motion: Motion to appoint three planning commissioners to serve a three-year term starting 1/1/25. Motion to identifying those applicants who will serve in a “pool” who could be appointed if an unexpected vacancy occurs	For Council Meeting Agenda of: 10/21/24 Department: Community Development Prepared by: Debbie Bent, Community Development Director Initial & Date <table><tr><td>Approved by Department Head:</td><td>DB <u>10/08/24</u></td></tr><tr><td>Approved by City Attorney:</td><td><u>N/A</u></td></tr><tr><td>Approved by Finance Director:</td><td><u>N/A</u></td></tr><tr><td>Approved by City Manager:</td><td>RK <u>10/8/24</u></td></tr></table> Attachments/Exhibits: 1. Planning Commission Applications for the Six Candidates to be interviewed 10/21/24	Approved by Department Head:	DB <u>10/08/24</u>	Approved by City Attorney:	<u>N/A</u>	Approved by Finance Director:	<u>N/A</u>	Approved by City Manager:	RK <u>10/8/24</u>
Approved by Department Head:	DB <u>10/08/24</u>								
Approved by City Attorney:	<u>N/A</u>								
Approved by Finance Director:	<u>N/A</u>								
Approved by City Manager:	RK <u>10/8/24</u>								
Summary: The City Council will interview six candidates (see Attachment #1) at the 10/21/24 Council Meeting. Following interviews the City Council will discuss and determine which three candidates will be appointed to serve three-year terms starting 1/1/25 and which candidates will serve in a “pool” who could be appointed if an unexpected vacancy occurs.									
Information/Background: Fifteen applications were submitted by the 9/29/24 deadline. Application information was provided on the City’s website and included in the City’s newsletter, Top 4 and posted on social media. At the 10/7/24 City Council meeting, the City Council selected six candidates to interview at the 10/21/24 Council meeting. Kenmore Municipal Code Chapter 2.30 Planning Commission outlines the membership, duties and responsibilities of the Planning Commission. The City Council appoints seven members to serve three-year terms. Per KMC 2.30.020.B, the Council shall attempt but shall not be obligated to appoint planning commission members so that all geographic areas of the City are represented, and the commission has broad demographic representation. Three of the seven Planning Commission terms expire 12/31/24 (Commissioner Michael Vanderlinde, Commissioner Derek Wykoff and Commissioner Saad Qadri). The remaining four commission terms expire 12/31/26 (Commissioner Dwight Thompson, Commissioner Tracy Banaszynski, Commissioner David Dorrian and Commissioner Chris Olson).									
Fiscal Consideration: None									
City Council Priority or Budget Objective Being Addressed: Council priority #9: Foster community engagement, participation and fun.									



**APPLICATION FOR
CITY OF KENMORE
PLANNING COMMISSION**

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Name Michael Vanderlinde Telephone #

Email address

Address

How long have you been a Kenmore resident? 30+ years

What about your personal or professional experience draws you to the Planning Commission?

I have been fortunate in a professional career that allows me the ability to pursue my passion for public service. Through my professional career and personal experience I have been drawn to strategic planning, especially land use. I am eager to continue my service in this new opportunity.

What experience or education do you have that will provide you the background to serve in this capacity?

As a member and vice-chair of Kenmore's Planning Commission and a member of three Kenmore financial task forces, I have gained an extensive understanding of the land use and economic issues our city faces.

As financial leader within UW Medicine and member of various national and state boards and commissions, I learned how to work cooperatively with diverse groups to achieve goals beneficial to our community.

I have earned BS degrees in both Accounting and Finance. I have completed the course work required for Commission membership and other related subject matter provided by the Municipal Research and Services Center.

Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

As a Washington State Employees Credit Union Board member, I was directly involved in multiple initiatives to improve the diversity of WSECUs employee and especially management mix. Also, I was member of operations committee that reviewed, developed, and implemented credit policies and rating standards that allowed WSECU to say YES more often to WSECUs low income and ethnically diverse membership.

As a member of King County ACH Finance committee and Washington Medicaid Quality Improvement Program, I was accountable for policy development to ensure low income population's access to culturally sensitive health care.

We are interested in learning more about your specific skills, knowledge, or experience that relate to planning or land use matters. This could include areas like housing, parks, environmental stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a member of the Planning Commission?

During my career with UWMedicine, I managed Strategic Planning, Operating and Capital Budgeting, and Government Relations. Each of these functions involved development/negotiation of land use (Master) plans to assure compliance with city, county, state and federal environment, and community preferences.

As long-standing member of Kenmore's Planning Commission, I gained extensive knowledge of land use rules and regulations and had the opportunity to contribute to the development of a wide variety of land use policy decisions.

As a member of Kenmore's Financial Sustainability and Economic Development workgroups, I have gained a solid understanding of the relationship between land use policy, economic development and the long term sustainability of our city's budget.

In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Regional demographic shifts (e.g., the silver tsunami), population growth, economic development, and political mandates are driving Kenmore to increase housing density. Preserving the quality of life we enjoy today will require careful planning and sensitivity to the needs and desires of Kenmore's current and future residents.

As a former business owner myself, I have a unique prospective on the role of land use planning and economic development. I understand the pressure of always being the last one paid!

The Planning Commission meets regularly between 7-9:30pm on the 1st and 3rd Tuesday of each month. In addition, the expectation is that you are preparing for the meeting by reading the agenda packet in advance. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I am well aware and have no problem with this requirement.

Is there anything else you would like to add?

I THANK YOU! ... for considering my application. I look forward to continuing my service to our city.

APPLICATION AGREEMENT

☒ I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

☒ I understand that all City emails may be subject to disclosure under the Public Records Act.

☒ I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

☒ I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment:
 City Orientation with the Community Development Director
 Public Records Act Training
 Open Public Meetings Act Training
 Short Course on Local Planning

Applications must be received no later than 5 pm on September 29, 2024 to:

Shannon Tipple-Leen - Planning Commission Clerk

Hand Deliver or Mail:

Kenmore City Hall
 18120 68th Ave NE
 Kenmore, WA 98028

Or E-Mail:

stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates before making appointments. Candidates will be notified regarding interview times. Interviews and voting will be during a public meeting and recorded.

Submission # 3444782
 IP Address 73.97.150.135
 Submission Recorded On 09/01/2024 8:39 PM
 Time to Take Survey 38 minutes, 30 seconds

Page 1

City of Kenmore Planning Commission Application 2024

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 29, 2024.

Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

*** 1. Name**

Becca Bailey

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
 [REDACTED]
 [REDACTED]

*** 5. How long have you been a Kenmore resident?**

3 years

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

Just over a year ago, I took a risk and left my 10-year career to pursue my true passion- ecology. I spent 2024 volunteering for local nonprofit organizations such as Sno-King Watershed Council, Trout Unlimited, Whale Scout, and Mid Sound Fisheries. During this time, I have realized a deep passion and desire to be more involved in my community and to make a difference within it so that all, wildlife and people alike, can thrive and coexist.

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

Though not very long, my experience volunteering with the nonprofits listed above, as well as being a part of Mid Sound's Community Action Training School (CATS) program, has gifted me with an immense knowledge and understanding of our watershed. It is of the utmost importance we keep the health of our watershed in mind when we execute Kenmore's comprehensive plan.

*** 8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.**

I started my ecology journey as a volunteer with Sno-King Watershed Council in 2023, working on restoring two sites along Swamp Creek in Kenmore. From there, I served as a Spring Intern with Whale Scout at Wayne Golf Course, attending community events and teaching neighbors about the importance of a healthy watershed and how it correlates with the health of our salmon, which our resident orcas rely on as a food source. In May of 2024, the CATS program began and I had the privilege of connecting with many community members that brought a multitude of diverse life and professional experience to share. I've also had the opportunity to volunteer with Trout Unlimited on Lake Sammamish, counting Kokanee Fry using a fry trap. The data collected is shared with WDFW, where I hope to eventually be employed someday.

*** 9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?**

I would, indeed, be a green addition to the planning commission. With me, I carry a deep desire to learn, provide, and advocate. My experience mainly lies within stewardship, but my 10-year experience working at a retirement community in Bothell opened my eyes and mind to think of all ages within the population when making decisions. I worked with teens, mentoring them through their first job experience, and I worked with seniors, showing patience and understanding when listening to what they had to share.

*** 10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.**

The first thing that comes to mind is all of the new development happening off the North end of 68th Ave NE and how the families and dog owners will be able to utilize the surrounding space. Will there be trees, will there be a park, will there be an enclosed area for dog owners to use to let their dog run around on something other than the paved walkways? I hope these are thoughts taken into consideration when building apartments and condos; green space is not only important for air quality, temperature regulation (trees can cool the temp by 10 degrees Fahrenheit), wildlife, but for humans to enjoy too as they have a positive impact on mental health. I have seen so many developments go up in surrounding areas that only consist of structures and pavement.

*** 11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?**

II. A. Planning Commission Interviews
 I am not currently a committed, present member of the Planning Commission.

12. Is there anything else you would like to add?

****SKIPPED****

*

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

*** 14. I understand that all City emails may be subject to disclosure under the Public Records Act.**

Yes

*

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Applications must be received no later than 5 pm on September 29, 2024.

Questions:

stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates on before making appointments. Candidates will be notified regarding interview dates and times. Interviews and voting will be during a public meeting and recorded.



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Name Vincent Keane Telephone #

Email address

Address

How long have you been a Kenmore resident? 8 Years

What about your personal or professional experience draws you to the Planning Commission?

Professionally I've spent a lot of my career helping teams make decisions, often without as much data as we'd like. On the personal side, I am a dedicated Kenmore resident and want to continue to do civic service to make the community as strong as possible.

What experience or education do you have that will provide you the background to serve in this capacity?

My undergraduate degrees were in English and Journalism. I like to tell people I learned to read and write. Much later I earned an MBA-T from University of Washington Bothell.

Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I was a member of the Walkways and Waterways group before I was even a legal resident and have been thrilled to see all of the improvements made since 2016. Most recently I served on the Kenmore Fiscal Sustainability Taskforce. This was a great experience, and while there was often disagreement, there was never disrespect.

We are interested in learning more about your specific skills, knowledge, or experience that relate to planning or land use matters. This could include areas like housing, parks, environmental stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a member of the Planning Commission?

My primary experience with land use policy has been obtained through osmosis. My wife is a municipal parks and human services director on the east side and we discuss the balancing act that is municipal government on a daily basis.

In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Lakepointe is the biggy right now. I've watched and waited for previous development plans to come to fruition, only to be disappointed. I think the current approach to restore the waterway border is a great way to make the overall parcel more commercially viable.

Urban density is also an issue and I think that Kenmore needs to be prepared for more housing units. Of course, additional retail and business facilities need to accompany this to move us beyond the "bedroom community" stage.

Lastly, and maybe I'll disqualify myself here...

I was greatly upset by the failure of the the Plymouth Supportive Housing development project. I respect my fellow citizens, but to abandon this important project was a mistake.

The Planning Commission meets regularly between 7-9:30pm on the 1st and 3rd Tuesday of each month. In addition, the expectation is that you are preparing for the meeting by reading the agenda packet in advance. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

In general no, but I will be a remote professional employee and need to travel for business on occasion. If on the road I would be very able to attend by Teams/Zoom.

Is there anything else you would like to add?

Thanks for the chance to apply.

APPLICATION AGREEMENT

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Submission # 3499426
 IP Address 50.47.248.122
 Submission Recorded On 09/21/2024 2:40 PM
 Time to Take Survey 41 minutes, 6 seconds

Page 1

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*** 1. Name**

Edouard Lassalle

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
 [REDACTED]
 [REDACTED]

*** 5. How long have you been a Kenmore resident?**

Since May 2021

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

I feel very connected to Kenmore which is a city me and my family fell in love with when we moved here. Kenmore and its residents have given so much to us that I want to be further involved in the City to help contribute to its growth and future

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

I have a MSc. and have worked for 12+ years as a business and strategy consultant in the healthcare sector. I have in that capacity worked on multiple, diverse and complex projects to help people come together and define strategies and implement their associated tactics successfully. More recently, I work as an associate director for a pharmaceutical company in the analytics and operations department for their cancer franchise. As such, my role is to review all available data, consult with key stakeholders and propose recommendations on various topics to further improve the company's commercial success and ensure access for our patients to our drugs to help them with their life threatening prognoses. I believe that my ability to define strategies and tactics supported by compelling data would benefit Kenmore and the planning commission's job to provide guidance and recommendations to the city regarding its future growth and needs.

*** 8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.**

In France (pre-2015), co-host for a non-partisan political podcast on the impact of new technologies on governmental action (and vice versa) as well as members of a political party. In the US (post-2015), secretary of my Kendo (Japanese sword fighting) club, in charge of all meeting agendas, minutes and special projects. More recently, member of the FSP which confirmed my love for Kenmore and desire to help in any way I can make our city become all that it can be.

*** 9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?**

Stewardship : participation in park restoration projects and volunteer projects at elementary and middle schools. Economic development: Solid understanding of economics and growth focus due to my professional responsibilities. Transportation: Heavy focus on land use and multi-use approach (car, bike, pedestrian access...) as well as public transportation due to my history living in very densely populated areas with strong public transport options (lived in and around Paris, France for 30 years).

*** 10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.**

I believe the city's focus should be on improving access and developing resiliency for our city and its residents. To grow, Kenmore needs to improve our residents' access to shops and commercial opportunities to improve the overall quality of life of residents and meet their diverse needs. But Kenmore also needs to focus on ensuring resiliency of the city's capabilities and offerings (sustainability of its infrastructure) for its inhabitants in light of the increasing cost of living and inflation (affordable housing, support to access federal and county services...), climate crisis (sanctuarization and expansion of our parks and trees, development of sustainable energy and building practices...), access to basic care and services (food, health, education...) while doing so in a way that will continue to elevate the overall quality of life of all residents, both for our richest and poorest residents alike.

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II. A. Planning Commission Interviews

Are you planning to participate in the interviews associated with this commission and, if chosen, plan to make sure I have time for the meetings and the before and after work associated with those.

12. Is there anything else you would like to add?

I am available to discuss any topic or element of my candidacy at your discretion

*

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Questions:

stippleleen@kenmorewa.gov

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Submission # 3516559
 IP Address 50.47.224.35
 Submission Recorded On 09/29/2024 5:20 PM
 Time to Take Survey 14 minutes, 23 seconds

Page 1

City of Kenmore Planning Commission Application 2024

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*** 1. Name**

Kara Macias

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
 [REDACTED]
 [REDACTED]

*** 5. How long have you been a Kenmore resident?**

12 years

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

In my professional career as a Construction Project Manager, I communicate and plan between diverse stakeholders and motivate all towards a common purpose day in and day out. The most rewarding part of a project is to bring to life combined strengths and hard work, with varied perspectives, into a final product all stakeholders are proud of. I can add value, bringing my building background on how decisions on land use can make a difference and impact the diverse residents of Kenmore. Seemingly small decisions can have a big impact on the way space and land are used and the way our community interacts with those spaces. I'm acutely aware of these considerations when evaluating decisions and planning projects in my career. As a Planning Commissioner, the City Council and the City of Kenmore Residents are your stakeholders. I have a deep appreciation for the combined visions of both residents and policy makers and can help influence action through contributing towards recommendations and guidance from the Planning Commission. I am confident I could add value to this process, through my professional collaboration skills and communication savvy. As a Hispanic woman, having spent over twenty years in the construction and project management space, I bring an important and diverse lens to the commission. To make recommendations on policies that will impact our diverse community of stakeholders, the commission should reflect that Diversity, Equity, and Inclusion (DEI), both in its representation on the commission board as well as through their policies and recommendations. I'd like to bring more DEI perspective and voices to the processes of how we work and come together to support the City of Kenmore.

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

To this role I bring my experience and education as a successful project management manager(PMP), the ability to rally diverse stakeholders towards a common goal, political savvy, and a deep personal desire to contribute to the betterment of my community. Through my professional experience, I often leverage the "four C's" framework: Communication, Collaboration, Commitment and Compassion. I consistently weigh very difficult decisions, with competing interests and visions of various stakeholders, and reach consensus on the way forward. I can balance a high attention to detail with the bigger picture while motivating towards consensus. In my everyday professional life, I take ideas and opinions, and distill them to an actionable plan. I've been closely following City of Kenmore council meetings and planning commission meetings over recent years. I understand the vision for Kenmore and where we are going and am eager to contribute towards getting us there. I am very mindful of taking a holistic view of impacts of decisions and policies.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I have a deep commitment to this community and have actively sought several opportunities for public service. Currently, I am the Vice President of the McDonald Highlands Home Owners Association (HOA). In this role, I plan and coordinate community events, to bring together neighbors to know one another better, and support one another and the community together. I help organize annual summer movie nights, Oktoberfest, and community clean-ups, to name a few. I also actively engage in regular community service activities throughout Kenmore. For example, volunteered at the 25th City of Kenmore anniversary celebration, volunteered with Kenmore's annual Community Serve Day at Kenmore Elementary school. I also ran for city council in the most recent election cycle. While I lost the election to the incumbent with a small margin, I spent seven months actively investing in the community of Kenmore. I spoke with constituents and policy makers on issues that matter such as: housing, economic development, and the vision for our downtown corridor. I spoke with neighbors and small businesses about their interests and priorities. When communicating with residents I helped people find common ground –the first step towards consensus building.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

As an active community member, I have followed our local planning commission, and updates to our Comprehensive Plan, and have a depth of understanding of the work to date that is critical to driving forward the Comprehensive Plan. Given I have worked directly in the construction industry for over twenty years, I bring the ability to evaluate our housing recommendations and policies from the lens of homeowners and local businesses. I have experience of how our downtown economic development and growth and development to meet the collective needs of Kenmore. As a planning commissioner the goal is to provide policy and recommendations that work together within all the elements and executes the City Council's priorities. I have always been effective at evaluating how decisions and planning must interact to yield results for people with varying views

II. A. Planning Commission Interviews

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10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

The Growth Management Plan requires all cities to comply and plan for growth in their cities. In particular, Kenmore City Council has prioritized Economic Development and Housing. These two priorities require a very measured approach and holistic view. For me, balancing a plan for downtown while aligning with the vision of Kenmore and its residents and developers in mind is a critical focus area. I am particularly interested in understanding the motivations of our high displacement risk residents. I am also interested in supporting smaller business to thrive with an evolving downtown vision. The house challenges in Kenmore are multifaceted and much more than affordable housing. Planning and development must consider the impacts to our low-income neighbors when upzoning decisions and regressive taxing on utilities and cable.

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

No. I also understand that I would need to commit time before the meeting to read, review, and suggest document edits.

12. Is there anything else you would like to add?

****SKIPPED****

*

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

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Yes

*

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*

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Yes

Applications must be received no later than 5 pm on September 29, 2024.

Questions:

stippleleen@kenmorewa.gov

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Submission # 3514886
IP Address 73.83.16.15
Submission Recorded On 09/28/2024 8:21 AM
Time to Take Survey 32 minutes, 34 seconds

Page 1

City of Kenmore Planning Commission Application 2024

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 29, 2024.

Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

*** 1. Name**

Judie O'Brien

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
[REDACTED]
[REDACTED]

*** 5. How long have you been a Kenmore resident?**

Since 2021

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

My personal and professional experiences have always been rooted in community development and responsible growth. With over 28 years in real estate and development, I've had firsthand experience in understanding the needs of residents, businesses, and local governments. What truly draws me to the Planning Commission is the opportunity to have a direct impact on shaping the future of communities. I served as Chair of the Medina City Planning Commission for eight years, where I helped guide zoning and development decisions, and was involved in environmental stewardship through the Shoreline Master Plan Committee. Additionally, my volunteer work with police services and emergency planning for over a decade gave me valuable insight into how land use decisions affect public safety and community resilience. These experiences instilled in me a passion for thoughtful, balanced planning that prioritizes both growth and the well-being of the community.

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

In addition to my years of work in real estate and development, I served as the Senior Project Manager and Broker for a \$40M luxury development in downtown Bellevue. In this role, I managed every aspect of the project, from securing financing to overseeing the groundbreaking, design, and marketing strategies. I worked closely with architects, developers, contractors, city officials, and investors to ensure the project was completed successfully. This experience honed my skills in project management, collaboration, and navigating complex regulatory environments, all of which I believe would make me a valuable asset to the Planning Commission.

*** 8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.**

City of Medina Planning Commission 2005-2013, Shoreline Master Plan Committee, Volunteer in Police Services 2007-2011, Emergency Preparedness Committee 2006-2017, German Shepherd Dog Rescue, Donate a Phone 2010-2016- Victims of Domestic Abuse, Bellevue School district volunteer, PACE: 2003-present-Guild Member - Co-Chair for the Autumn Candlelight Dinner Bucks For PACE Auction

*** 9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?**

I have a deep passion for planning and land use, which is reflected in my 28 years of experience in real estate and development. During this time, I gained extensive knowledge of housing trends, zoning regulations, and economic development strategies. From 2005 to 2013, I had the privilege of serving as Chair of the Medina City Planning Commission, where I helped shape policies that promoted responsible development while preserving the community's character. Additionally, I chaired the Shoreline Master Plan Committee, giving me valuable experience in environmental stewardship and balancing land use with natural resource protection. My background equips me to contribute effectively as a Commissioner by applying practical, community-focused solutions that foster sustainable growth and development. Additionally, I volunteered with Medina's police services from 2007 to 2011, which strengthened my understanding of public safety and community engagement. As a member of the Emergency Preparedness Committee from 2006 to 2017, I gained experience in coordinating responses to potential risks, which aligns with broader land use and housing considerations. These combined experiences equip me to contribute effectively as a Commissioner, fostering sustainable development and community resilience.

*** 10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.**

At this critical time, the city is experiencing significant growth, making it essential to focus on future development that supports both responsible expansion and the diverse needs of our residents. A key priority should be implementing planning strategies that foster sustainable growth while preserving the character and quality of life for the community. This includes not only addressing housing affordability and accessibility but also ensuring that infrastructure, transportation, and public spaces evolve for the community. I believe it's important to simplify planning processes, making them more transparent and accessible to the community. By actively engaging residents from various backgrounds and ensuring their input is heard, we can create a more inclusive planning process that reflects the diverse perspectives within our city.

II. A. Planning Commission Interviews

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11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

There is not.

12. Is there anything else you would like to add?

Not at this time.

*

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Yes

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*

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Questions:

stippleleen@kenmorewa.gov

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City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Planning Commission Interviews and Appointment of Commissioners Proposed Council Action/Motion: Motion to appoint three planning commissioners to serve a three-year term starting 1/1/25. Motion to identifying those applicants who will serve in a “pool” who could be appointed if an unexpected vacancy occurs	For Council Meeting Agenda of: 10/21/24 Department: Community Development Prepared by: Debbie Bent, Community Development Director Initial & Date Approved by Department Head: DB <u>10/08/24</u> Approved by City Attorney: <u>N/A</u> Approved by Finance Director: <u>N/A</u> Approved by City Manager: <u>RK 10/8/24</u> Attachments/Exhibits: 1. Planning Commission Applications for the Six Candidates to be interviewed 10/21/24
Summary: The City Council will interview six candidates (see Attachment #1) at the 10/21/24 Council Meeting. Following interviews the City Council will discuss and determine which three candidates will be appointed to serve three-year terms starting 1/1/25 and which candidates will serve in a “pool” who could be appointed if an unexpected vacancy occurs.	
Information/Background: Fifteen applications were submitted by the 9/29/24 deadline. Application information was provided on the City’s website and included in the City’s newsletter, Top 4 and posted on social media. At the 10/7/24 City Council meeting, the City Council selected six candidates to interview at the 10/21/24 Council meeting. Kenmore Municipal Code Chapter 2.30 Planning Commission outlines the membership, duties and responsibilities of the Planning Commission. The City Council appoints seven members to serve three-year terms. Per KMC 2.30.020.B, the Council shall attempt but shall not be obligated to appoint planning commission members so that all geographic areas of the City are represented, and the commission has broad demographic representation. Three of the seven Planning Commission terms expire 12/31/24 (Commissioner Michael Vanderlinde, Commissioner Derek Wykoff and Commissioner Saad Qadri). The remaining four commission terms expire 12/31/26 (Commissioner Dwight Thompson, Commissioner Tracy Banaszynski, Commissioner David Dorrian and Commissioner Chris Olson).	
Fiscal Consideration: None	
City Council Priority or Budget Objective Being Addressed: Council priority #9: Foster community engagement, participation and fun.	



**APPLICATION FOR
CITY OF KENMORE
PLANNING COMMISSION**

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Name Michael Vanderlinde Telephone #

Email address

Address

How long have you been a Kenmore resident? 30+ years

What about your personal or professional experience draws you to the Planning Commission?

I have been fortunate in a professional career that allows me the ability to pursue my passion for public service. Through my professional career and personal experience I have been drawn to strategic planning, especially land use. I am eager to continue my service in this new opportunity.

What experience or education do you have that will provide you the background to serve in this capacity?

As a member and vice-chair of Kenmore's Planning Commission and a member of three Kenmore financial task forces, I have gained an extensive understanding of the land use and economic issues our city faces.

As financial leader within UW Medicine and member of various national and state boards and commissions, I learned how to work cooperatively with diverse groups to achieve goals beneficial to our community.

I have earned BS degrees in both Accounting and Finance. I have completed the course work required for Commission membership and other related subject matter provided by the Municipal Research and Services Center.

Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

As a Washington State Employees Credit Union Board member, I was directly involved in multiple initiatives to improve the diversity of WSECUs employee and especially management mix. Also, I was member of operations committee that reviewed, developed, and implemented credit policies and rating standards that allowed WSECU to say YES more often to WSECUs low income and ethnically diverse membership.

As a member of King County ACH Finance committee and Washington Medicaid Quality Improvement Program, I was accountable for policy development to ensure low income population's access to culturally sensitive health care.

We are interested in learning more about your specific skills, knowledge, or experience that relate to planning or land use matters. This could include areas like housing, parks, environmental stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a member of the Planning Commission?

During my career with UWMedicine, I managed Strategic Planning, Operating and Capital Budgeting, and Government Relations. Each of these functions involved development/negotiation of land use (Master) plans to assure compliance with city, county, state and federal environment, and community preferences.

As long-standing member of Kenmore's Planning Commission, I gained extensive knowledge of land use rules and regulations and had the opportunity to contribute to the development of a wide variety of land use policy decisions.

As a member of Kenmore's Financial Sustainability and Economic Development workgroups, I have gained a solid understanding of the relationship between land use policy, economic development and the long term sustainability of our city's budget.

In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Regional demographic shifts (e.g., the silver tsunami), population growth, economic development, and political mandates are driving Kenmore to increase housing density. Preserving the quality of life we enjoy today will require careful planning and sensitivity to the needs and desires of Kenmore's current and future residents.

As a former business owner myself, I have a unique prospective on the role of land use planning and economic development. I understand the pressure of always being the last one paid!

The Planning Commission meets regularly between 7-9:30pm on the 1st and 3rd Tuesday of each month. In addition, the expectation is that you are preparing for the meeting by reading the agenda packet in advance. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

I am well aware and have no problem with this requirement.

Is there anything else you would like to add?

I THANK YOU! ... for considering my application. I look forward to continuing my service to our city.

APPLICATION AGREEMENT

☒ I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

☒ I understand that all City emails may be subject to disclosure under the Public Records Act.

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- Short Course on Local Planning

Applications must be received no later than 5 pm on September 29, 2024 to:

Shannon Tipple-Leen - Planning Commission Clerk

Hand Deliver or Mail:

Kenmore City Hall
18120 68th Ave NE
Kenmore, WA 98028

Or E-Mail:

stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates before making appointments. Candidates will be notified regarding interview times. Interviews and voting will be during a public meeting and recorded.

Submission # 3444782
 IP Address 73.97.150.135
 Submission Recorded On 09/01/2024 8:39 PM
 Time to Take Survey 38 minutes, 30 seconds

Page 1

City of Kenmore Planning Commission Application 2024

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 29, 2024.

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*** 1. Name**

Becca Bailey

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
 [REDACTED]
 [REDACTED]

*** 5. How long have you been a Kenmore resident?**

3 years

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

Just over a year ago, I took a risk and left my 10-year career to pursue my true passion- ecology. I spent 2024 volunteering for local nonprofit organizations such as Sno-King Watershed Council, Trout Unlimited, Whale Scout, and Mid Sound Fisheries. During this time, I have realized a deep passion and desire to be more involved in my community and to make a difference within it so that all, wildlife and people alike, can thrive and coexist.

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

Though not very long, my experience volunteering with the nonprofits listed above, as well as being a part of Mid Sound's Community Action Training School (CATS) program, has gifted me with an immense knowledge and understanding of our watershed. It is of the utmost importance we keep the health of our watershed in mind when we execute Kenmore's comprehensive plan.

*** 8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.**

I started my ecology journey as a volunteer with Sno-King Watershed Council in 2023, working on restoring two sites along Swamp Creek in Kenmore. From there, I served as a Spring Intern with Whale Scout at Wayne Golf Course, attending community events and teaching neighbors about the importance of a healthy watershed and how it correlates with the health of our salmon, which our resident orcas rely on as a food source. In May of 2024, the CATS program began and I had the privilege of connecting with many community members that brought a multitude of diverse life and professional experience to share. I've also had the opportunity to volunteer with Trout Unlimited on Lake Sammamish, counting Kokanee Fry using a fry trap. The data collected is shared with WDFW, where I hope to eventually be employed someday.

*** 9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?**

I would, indeed, be a green addition to the planning commission. With me, I carry a deep desire to learn, provide, and advocate. My experience mainly lies within stewardship, but my 10-year experience working at a retirement community in Bothell opened my eyes and mind to think of all ages within the population when making decisions. I worked with teens, mentoring them through their first job experience, and I worked with seniors, showing patience and understanding when listening to what they had to share.

*** 10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.**

The first thing that comes to mind is all of the new development happening off the North end of 68th Ave NE and how the families and dog owners will be able to utilize the surrounding space. Will there be trees, will there be a park, will there be an enclosed area for dog owners to use to let their dog run around on something other than the paved walkways? I hope these are thoughts taken into consideration when building apartments and condos; green space is not only important for air quality, temperature regulation (trees can cool the temp by 10 degrees Fahrenheit), wildlife, but for humans to enjoy too as they have a positive impact on mental health. I have seen so many developments go up in surrounding areas that only consist of structures and pavement.

*** 11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?**

II. B. Planning Commission Interviews, for appointments

12. Is there anything else you would like to add?

****SKIPPED****

*

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*

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*

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Yes

Applications must be received no later than 5 pm on September 29, 2024.

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Name Vincent Keane Telephone #

Email address

Address

How long have you been a Kenmore resident? 8 Years

What about your personal or professional experience draws you to the Planning Commission?

Professionally I've spent a lot of my career helping teams make decisions, often without as much data as we'd like. On the personal side, I am a dedicated Kenmore resident and want to continue to do civic service to make the community as strong as possible.

What experience or education do you have that will provide you the background to serve in this capacity?

My undergraduate degrees were in English and Journalism. I like to tell people I learned to read and write. Much later I earned an MBA-T from University of Washington Bothell.

Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I was a member of the Walkways and Waterways group before I was even a legal resident and have been thrilled to see all of the improvements made since 2016. Most recently I served on the Kenmore Fiscal Sustainability Taskforce. This was a great experience, and while there was often disagreement, there was never disrespect.

We are interested in learning more about your specific skills, knowledge, or experience that relate to planning or land use matters. This could include areas like housing, parks, environmental stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a member of the Planning Commission?

My primary experience with land use policy has been obtained through osmosis. My wife is a municipal parks and human services director on the east side and we discuss the balancing act that is municipal government on a daily basis.

In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

Lakepointe is the biggy right now. I've watched and waited for previous development plans to come to fruition, only to be disappointed. I think the current approach to restore the waterway border is a great way to make the overall parcel more commercially viable.

Urban density is also an issue and I think that Kenmore needs to be prepared for more housing units. Of course, additional retail and business facilities need to accompany this to move us beyond the "bedroom community" stage.

Lastly, and maybe I'll disqualify myself here...

I was greatly upset by the failure of the the Plymouth Supportive Housing development project. I respect my fellow citizens, but to abandon this important project was a mistake.

The Planning Commission meets regularly between 7-9:30pm on the 1st and 3rd Tuesday of each month. In addition, the expectation is that you are preparing for the meeting by reading the agenda packet in advance. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

In general no, but I will be a remote professional employee and need to travel for business on occasion. If on the road I would be very able to attend by Teams/Zoom.

Is there anything else you would like to add?

Thanks for the chance to apply.

APPLICATION AGREEMENT

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Submission # 3499426
 IP Address 50.47.248.122
 Submission Recorded On 09/21/2024 2:40 PM
 Time to Take Survey 41 minutes, 6 seconds

Page 1

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*** 1. Name**

Edouard Lassalle

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
 [REDACTED]
 [REDACTED]

*** 5. How long have you been a Kenmore resident?**

Since May 2021

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

I feel very connected to Kenmore which is a city me and my family fell in love with when we moved here. Kenmore and its residents have given so much to us that I want to be further involved in the City to help contribute to its growth and future

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

I have a MSc. and have worked for 12+ years as a business and strategy consultant in the healthcare sector. I have in that capacity worked on multiple, diverse and complex projects to help people come together and define strategies and implement their associated tactics successfully. More recently, I work as an associate director for a pharmaceutical company in the analytics and operations department for their cancer franchise. As such, my role is to review all available data, consult with key stakeholders and propose recommendations on various topics to further improve the company's commercial success and ensure access for our patients to our drugs to help them with their life threatening prognoses. I believe that my ability to define strategies and tactics supported by compelling data would benefit Kenmore and the planning commission's job to provide guidance and recommendations to the city regarding its future growth and needs.

*** 8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.**

In France (pre-2015), co-host for a non-partisan political podcast on the impact of new technologies on governmental action (and vice versa) as well as members of a political party. In the US (post-2015), secretary of my Kendo (Japanese sword fighting) club, in charge of all meeting agendas, minutes and special projects. More recently, member of the FSP which confirmed my love for Kenmore and desire to help in any way I can make our city become all that it can be.

*** 9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?**

Stewardship : participation in park restoration projects and volunteer projects at elementary and middle schools. Economic development: Solid understanding of economics and growth focus due to my professional responsibilities. Transportation: Heavy focus on land use and multi-use approach (car, bike, pedestrian access...) as well as public transportation due to my history living in very densely populated areas with strong public transport options (lived in and around Paris, France for 30 years).

*** 10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.**

I believe the city's focus should be on improving access and developing resiliency for our city and its residents. To grow, Kenmore needs to improve our residents' access to shops and commercial opportunities to improve the overall quality of life of residents and meet their diverse needs. But Kenmore also needs to focus on ensuring resiliency of the city's capabilities and offerings (sustainability of its infrastructure) for its inhabitants in light of the increasing cost of living and inflation (affordable housing, support to access federal and county services...), climate crisis (sanctuarization and expansion of our parks and trees, development of sustainable energy and building practices...), access to basic care and services (food, health, education...) while doing so in a way that will continue to elevate the overall quality of life of all residents, both for our richest and poorest residents alike.

*** 11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?**

II. B. Planning Commission Interviews for appointments

Planning Commission interviews will be held on September 24th and, if chosen, plan to make sure I have time for the meetings and the before and after work associated with those.

12. Is there anything else you would like to add?

I am available to discuss any topic or element of my candidacy at your discretion

*

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

*** 14. I understand that all City emails may be subject to disclosure under the Public Records Act.**

Yes

*

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Applications must be received no later than 5 pm on September 29, 2024.

Questions:

stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates on before making appointments. Candidates will be notified regarding interview dates and times. Interviews and voting will be during a public meeting and recorded.

Submission # 3516559
 IP Address 50.47.224.35
 Submission Recorded On 09/29/2024 5:20 PM
 Time to Take Survey 14 minutes, 23 seconds

Page 1

City of Kenmore Planning Commission Application 2024

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 29, 2024.

Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

*** 1. Name**

Kara Macias

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
 [REDACTED]
 [REDACTED]

*** 5. How long have you been a Kenmore resident?**

12 years

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

In my professional career as a Construction Project Manager, I communicate and plan between diverse stakeholders and motivate all towards a common purpose day in and day out. The most rewarding part of a project is to bring to life combined strengths and hard work, with varied perspectives, into a final product all stakeholders are proud of. I can add value, bringing my building background on how decisions on land use can make a difference and impact the diverse residents of Kenmore. Seemingly small decisions can have a big impact on the way space and land are used and the way our community interacts with those spaces. I'm acutely aware of these considerations when evaluating decisions and planning projects in my career. As a Planning Commissioner, the City Council and the City of Kenmore Residents are your stakeholders. I have a deep appreciation for the combined visions of both residents and policy makers and can help influence action through contributing towards recommendations and guidance from the Planning Commission. I am confident I could add value to this process, through my professional collaboration skills and communication savvy. As a Hispanic woman, having spent over twenty years in the construction and project management space, I bring an important and diverse lens to the commission. To make recommendations on policies that will impact our diverse community of stakeholders, the commission should reflect that Diversity, Equity, and Inclusion (DEI), both in its representation on the commission board as well as through their policies and recommendations. I'd like to bring more DEI perspective and voices to the processes of how we work and come together to support the City of Kenmore.

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

To this role I bring my experience and education as a successful project management manager(PMP), the ability to rally diverse stakeholders towards a common goal, political savvy, and a deep personal desire to contribute to the betterment of my community. Through my professional experience, I often leverage the "four C's" framework: Communication, Collaboration, Commitment and Compassion. I consistently weigh very difficult decisions, with competing interests and visions of various stakeholders, and reach consensus on the way forward. I can balance a high attention to detail with the bigger picture while motivating towards consensus. In my everyday professional life, I take ideas and opinions, and distill them to an actionable plan. I've been closely following City of Kenmore council meetings and planning commission meetings over recent years. I understand the vision for Kenmore and where we are going and am eager to contribute towards getting us there. I am very mindful of taking a holistic view of impacts of decisions and policies.

*

8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.

I have a deep commitment to this community and have actively sought several opportunities for public service. Currently, I am the Vice President of the McDonald Highlands Home Owners Association (HOA). In this role, I plan and coordinate community events, to bring together neighbors to know one another better, and support one another and the community together. I help organize annual summer movie nights, Oktoberfest, and community clean-ups, to name a few. I also actively engage in regular community service activities throughout Kenmore. For example, volunteered at the 25th City of Kenmore anniversary celebration, volunteered with Kenmore's annual Community Serve Day at Kenmore Elementary school. I also ran for city council in the most recent election cycle. While I lost the election to the incumbent with a small margin, I spent seven months actively investing in the community of Kenmore. I spoke with constituents and policy makers on issues that matter such as: housing, economic development, and the vision for our downtown corridor. I spoke with neighbors and small businesses about their interests and priorities. When communicating with residents I helped people find common ground –the first step towards consensus building.

*

9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?

As an active community member, I have followed our local planning commission, and updates to our Comprehensive Plan, and have a depth of understanding of the work to date that is critical to driving forward the Comprehensive Plan. Given I have worked directly in the construction industry for over twenty years, I bring the ability to evaluate our housing recommendations and policies from the lens of homeowners and local businesses. I have experience of how our downtown economic development and transportation projects impact the collective needs of Kenmore. As a planning commissioner the goal is to provide policy and recommendations that work together within all the elements and executes the City Council's priorities. I have always been effective at evaluating how decisions and planning must interact to yield results for people with varying views

II. B. Planning Commission Interviews, for appointments

*

10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.

The Growth Management Plan requires all cities to comply and plan for growth in their cities. In particular, Kenmore City Council has prioritized Economic Development and Housing. These two priorities require a very measured approach and holistic view. For me, balancing a plan for downtown while aligning with the vision of Kenmore and its residents and developers in mind is a critical focus area. I am particularly interested in understanding the motivations of our high displacement risk residents. I am also interested in supporting smaller business to thrive with an evolving downtown vision. The house challenges in Kenmore are multifaceted and much more than affordable housing. Planning and development must consider the impacts to our low-income neighbors when upzoning decisions and regressive taxing on utilities and cable.

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

No. I also understand that I would need to commit time before the meeting to read, review, and suggest document edits.

12. Is there anything else you would like to add?

****SKIPPED****

*

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

*** 14. I understand that all City emails may be subject to disclosure under the Public Records Act.**

Yes

*

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Applications must be received no later than 5 pm on September 29, 2024.

Questions:

stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates on before making appointments. Candidates will be notified regarding interview dates and times. Interviews and voting will be during a public meeting and recorded.

Submission # 3514886
 IP Address 73.83.16.15
 Submission Recorded On 09/28/2024 8:21 AM
 Time to Take Survey 32 minutes, 34 seconds

Page 1

City of Kenmore Planning Commission Application 2024

Thank you so much for your interest in applying for the City of Kenmore's Planning Commission. Please complete the following application by 5pm on September 29, 2024.

Per KMC 2.30.020(B) all members of the Planning Commission shall be appointed by, and serve at the pleasure of, a majority of the City Council. All Planning Commission members shall serve without compensation. All members of the Planning Commission shall be Kenmore residents. The City Council shall attempt, but shall not be obligated, to appoint planning commission members so that all geographic areas of the City are represented and the commission has broad demographic representation.

*** 1. Name**

Judie O'Brien

*** 2. Email Address**

[REDACTED]

*** 3. Phone**

[REDACTED]

*** 4. Residential Address**

[REDACTED]
 [REDACTED]
 [REDACTED]

*** 5. How long have you been a Kenmore resident?**

Since 2021

*** 6. What about your personal or professional experience draws you to the Planning Commission?**

My personal and professional experiences have always been rooted in community development and responsible growth. With over 28 years in real estate and development, I've had firsthand experience in understanding the needs of residents, businesses, and local governments. What truly draws me to the Planning Commission is the opportunity to have a direct impact on shaping the future of communities. I served as Chair of the Medina City Planning Commission for eight years, where I helped guide zoning and development decisions, and was involved in environmental stewardship through the Shoreline Master Plan Committee. Additionally, my volunteer work with police services and emergency planning for over a decade gave me valuable insight into how land use decisions affect public safety and community resilience. These experiences instilled in me a passion for thoughtful, balanced planning that prioritizes both growth and the well-being of the community.

*** 7. What experience or education do you have that will provide you the background to serve in this capacity?**

In addition to my years of work in real estate and development, I served as the Senior Project Manager and Broker for a \$40M luxury development in downtown Bellevue. In this role, I managed every aspect of the project, from securing financing to overseeing the groundbreaking, design, and marketing strategies. I worked closely with architects, developers, contractors, city officials, and investors to ensure the project was completed successfully. This experience honed my skills in project management, collaboration, and navigating complex regulatory environments, all of which I believe would make me a valuable asset to the Planning Commission.

*** 8. Could you please share your experiences involving community engagement or volunteer roles? We would love to hear about any contributions you've made within diverse groups, organizations, or boards.**

City of Medina Planning Commission 2005-2013, Shoreline Master Plan Committee, Volunteer in Police Services 2007-2011, Emergency Preparedness Committee 2006-2017, German Shepherd Dog Rescue, Donate a Phone 2010-2016- Victims of Domestic Abuse, Bellevue School district volunteer, PACE: 2003-present-Guild Member - Co-Chair for the Autumn Candlelight Dinner Bucks For PACE Auction

*** 9. We are interested in your specific skills, knowledge, or experience that relate to planning or land use. This could include housing, parks, stewardship, economic development, or transportation. How do you think these could contribute to your effectiveness as a Commissioner?**

I have a deep passion for planning and land use, which is reflected in my 28 years of experience in real estate and development. During this time, I gained extensive knowledge of housing trends, zoning regulations, and economic development strategies. From 2005 to 2013, I had the privilege of serving as Chair of the Medina City Planning Commission, where I helped shape policies that promoted responsible development while preserving the community's character. Additionally, I chaired the Shoreline Master Plan Committee, giving me valuable experience in environmental stewardship and balancing land use with natural resource protection. My background equips me to contribute effectively as a Commissioner by applying practical, community-focused solutions that foster sustainable growth and development. Additionally, I volunteered with Medina's police services from 2007 to 2011, which strengthened my understanding of public safety and community engagement. As a member of the Emergency Preparedness Committee from 2006 to 2017, I gained experience in coordinating responses to potential risks, which aligns with broader land use and housing considerations. These combined experiences equip me to contribute effectively as a Commissioner, fostering sustainable development and community resilience.

*** 10. In your view, what are some critical land use and planning matters that our city should focus on in the near future? We encourage thoughts that consider the diversity of our city's residents and their varying needs and perspectives.**

At this critical time, the city is experiencing significant growth, making it essential to focus on future development that supports both responsible expansion and the diverse needs of our residents. A key priority should be implementing planning strategies that foster sustainable growth while preserving the character and quality of life for the community. This includes not only addressing housing affordability and accessibility but also ensuring that infrastructure, transportation, and public spaces evolve to meet the needs of our growing population. To achieve these goals, it is crucial to involve the community in the planning process. By actively engaging residents from various backgrounds and ensuring their input is heard, we can create a more inclusive planning process that reflects the diverse perspectives within our city.

II. B. Planning Commission Interviews, for appointments

*

11. The Planning Commission meets at 7:00 p.m. on the 1st and 3rd Tuesday of each month. Is there anything that would preclude you from committing the time necessary to be an effective member of the Planning Commission?

There is not.

12. Is there anything else you would like to add?

Not at this time.

*

13. I understand that if I am appointed to the Planning Commission I will be issued a City email address and I will use this email address for conducting City business. I agree not to use my personal email address to conduct city business.

Yes

*** 14. I understand that all City emails may be subject to disclosure under the Public Records Act.**

Yes

*

15. I understand that the Planning Commission meets twice monthly (7-9:30pm on the 1st & 3rd Tuesday of each month). In addition, there are regular packet materials that will require review prior to each meeting.

Yes

*

16. I understand that as a Commissioner, I am required to complete the following trainings within 90 days of my appointment: City Orientation with the Community Development Director, Public Records Act Training, Open Public Meetings Act, Training Short Course on Local Planning

Yes

Applications must be received no later than 5 pm on September 29, 2024.

Questions:

stippleleen@kenmorewa.gov

The Council will be interviewing potential candidates on before making appointments. Candidates will be notified regarding interview dates and times. Interviews and voting will be during a public meeting and recorded.

**City of Kenmore
City Council Meeting
Special Meeting Minutes
Monday, September 30, 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 – Virtual
Councilmember Valerie Sasson
Councilmember Jon Culver
Councilmember Nathan Loutsis

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Community Development Director Debbie Bent
Housing and Human Services Manager Tambi Cork
Finance and Administration Director Melinda Merrell
Engineering Director John Vicente
Environmental Services Director Richard Sawyer
Public Works Operations Director Jennifer Gordon

Speaking Guests: Janiera Bencosme-Gil, Proclamation Recipient
Yichuan Zhao, Executive Director – Imagine Housing
Rebecca Wold, Director of Real Estate Development – Habitat for
Humanity – Seattle-King & Kittitas Counties
Troy A. Drawz, Director of Real Estate Development – Imagine
Housing
Mike Rooney, Development Consultant – Rooney Partners
Kate Smith, Development Consultant – SMR Architects – Virtual
Molly Mahan, Development Consultant – W.G. Clark Construction –
Virtual

Public Comments Speaking Guests:

Edouard Lassalle, Kenmore Resident
Richard Lewis, Kenmore Resident
Patrick O'Brien, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Juliana Pooley, Kenmore Resident

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special 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.

PROCLAMATION

Mayor Herbig, on behalf of the City Council, proclaimed October 2024 as Domestic Violence Awareness Month in the City of Kenmore. The proclamation was accepted by Janeira Bencosme-Gil, LifeWire Co-Executive Director for Organizational Operations.

[Domestic Violence Awareness Month - October 2024](#)

WHERE'S THE FUN?

City Manager Rob Karlinsey highlighted the expansion of the King County Metro Flex to Kenmore.

PUBLIC COMMENTS

The City Council received comments from the public.

Timestamped link here:

https://www.youtube.com/live/meoOldNxf0w?si=2Ds8BxiqVUOA_6k9&t=649

CONSENT AGENDA

A. Approve the City Council Regular Meeting Minutes from September 16, 2024.

[City Council Regular Meeting of Monday, September 16, 2024 \(added 9/24\)](#)

B. Approve Total Check #s 54973 through 55038 totaling \$562,296.61 Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 9/6/2024 in the amount totaling \$298,837.74, and EFT Payment #s 1693 through 1694 totaling \$19,079.33.

[Voucher Certification 8/31/2024 through 9/13/2024](#)

MOTION: Approve the consent agenda outlined above.

Moved by Sasson; seconded by Culver.

VOTE: Approved by UNANIMOUS CONSENT.

BUSINESS AGENDA

- A. Letter of Intent with Imagine Housing, presented by Community Development Director Debbie Bent, Housing and Human Services Manager Tambi Cork, and Imagine Housing and Project Team, *for approval*

[Agenda Bill - Letter of Intent with Imagine Housing \(added 9/23\)](#)

[Attachment 1 - Letter of Intent with Imagine Housing \(added 9/23\)](#)

[Presentation - Letter of Intent with Imagine Housing \(added 9/27\)](#)

City Staff were joined by a team of representatives from Imagine Housing during the presentation. Community Development Director Debbie Bent outlined the Letter of Intent between the City of Kenmore and Imagine Housing for the development of "The Approach at Kenmore," a mixed-use affordable housing project in partnership with Habitat for Humanity. The project will offer a combination of affordable rental units, targeted at households earning 50-60% of the Area Median Income (AMI), and affordable ownership units for households earning up to 80% of AMI. Located in downtown Kenmore, the development will also include community or commercial ground-floor space and offer a mix of studios, one-bedroom, two-bedroom, and three-bedroom units. The city purchased the Holt property in 2022 for \$3.2 million, with a sale price set at \$1.5 million for this development. The project aims to address Kenmore's top priority for 2024: tackling the affordable housing crisis. Key milestones include community engagement beginning in 2025, securing necessary permits by 2027, and project completion by 2031. Importantly, Human Services Manager Tambi Cork noted that this process will include community engagement and education.

MOTION: Authorize the City Manager to execute the Letter of Intent with Imagine Housing
Moved O'Cain; seconded by Culver.

VOTE: 7 Yes – Srebnik, Marshall, Sasson, Loutsis, Culver, O'Cain, Herbig; 0 No; 0 Abstain.

MOTION PASSES UNANIMOUSLY.

- B. Proposed Ordinance No. 24-0614, Capital Improvement Program for Parks, Transportation, Surface Water Management, and City Facilities, presented by Finance & Administration Director Melinda Merrell, Community Development Director Debbie Bent, Engineering Director John Vicente, Environmental Services Director Richard Sawyer, and Public Works Operations Director Jennifer Gordon, *for discussion*

[Agenda Bill - Capital Improvement Program \(updated 9/27\)](#)

[Attachment 1 - Proposed Ordinance No. 24-0614](#)

[Attachment 2 - Park Capital Improvement Program](#)

[Attachment 3 - Parks Narratives](#)
[Attachment 4 - Transportation Capital Improvement Program](#)
[Attachment 5 - Transportation Narratives \(updated 9/27\)](#)
[Attachment 6 - Surface Water Capital Improvement Program](#)
[Attachment 7 - SWM Narratives](#)
[Attachment 8 - City Facilities Capital Improvement Program](#)
[Attachment 9 - City Facilities Narrative](#)
[Attachment 10 - REET Fund Projections](#)
[Attachment 11 - Park Impact Fee Fund Projections](#)
[Attachment 12 - Transportation Impact Fee Fund Projections](#)
[Attachment 13 - King County Trail and Park Levy Projections](#)
[Presentation - 2025-2030 Capital Improvement Program \(CIP\)](#)

Staff presented the proposed Capital Improvement Program. Staff fielded a question related to a possible dog park. The City continues to work with King County to see if Big Finn Hill Park is a feasible location. There is no money allocated toward a general feasibility study currently.

- C. Budget Presentation: Estimates of Current 2023-2024 Revenues and Expenditures and Estimates of Proposed 2025-2026 Revenues and Expenditures, presented by Finance & Administration Director Melinda Merrell, *for information only*

[Agenda Bill - Estimates of Revenues and Expenditures](#)
[Attachment 1 - 2025-2026 Biennial Budget Preparation Calendar](#)
[Attachment 2 - Estimates of Current 2023-2024 Revenues and Expenditures and Estimates of Proposed 2025-2026 Revenues and Expenditures \(updated 9/27\)](#)

Finance & Administration Director Melinda Merrell reported on the estimates of revenues and expenditures for the 2023-2024 biennium and the proposed budget for 2025-2026. The presentation of these estimates, prepared by the Finance and Administration Department, is part of the statutory requirements for budget development under RCW 35A.34. Key assumptions in the proposed 2025-2026 budget include a 1% property tax levy increase, additional projected revenue from photo enforcement cameras (KAPE program), a 3.6% salary increase based on the CPI for 2025, and a 5% increase in medical insurance premiums. The budget also reflects changes in staffing to align resources with workload demands and incorporates the use of \$2 million in one-time funding from ARPA for climate action, human services, and economic development initiatives. Public hearings and further budget discussions are scheduled through October and November 2024, with the final budget expected to be adopted in late November.

Council members inquired about cash basis vs. accrual accounting system, the inclusion of the Lakepointe Fund, additional Arts of Kenmore funding. Staff noted that the detailed preliminary budget will be brought forward on October 7th and budget discussions will continue through November.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 8:26 PM.

Nigel Herbig, Mayor

Anastasiya Warhol, City Clerk

DRAFT

**City of Kenmore
City Council Meeting
Special Meeting Minutes
Monday, October 7, 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
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan – Virtual
City Attorney Curtis Chambers – Virtual
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Co-Clerk Elly Gallo
Finance and Administration Director Melinda Merrell
Public Works Operations Director Jennifer Gordon – Virtual
Environmental Services Director Richard Sawyer – Virtual
Community Development Director Debbie Bent

Speaking Guests: Ty Juvinel, Proclamation Recipient
Suzanne Greathouse, Kenmore Heritage Society
Ariel Taylor, Sound Transit, BRT Project
Rick Capka, Sound Transit, BRT Project
Sarah Langton, Consultant, Sound Transit, BRT Project

Public Comments Speaking Guests:
Elizabeth Mooney, Kenmore Resident

Public Hearing Speaking Guests:
None

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 6:40 PM.

EXECUTIVE SESSION

The Mayor announced that pursuant to RCW 42.30.110(1)(i), the Council will enter an executive session to discuss pending litigation for 15 minutes. They entered the session at 6:40 PM. They exited the executive session at 6:55 PM. There was no final action following the executive session.

Mayor Herbig asked the Council Chambers to stand at ease until 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.

PROCLAMATION

Mayor Herbig, on behalf of the City Council, proclaimed October 14, 2024, as Indigenous Peoples' Day throughout the City of Kenmore. Ty Juvinel accepted the proclamation and was presented with a quilt, made by a community member.

[Indigenous Peoples' Day - October 14, 2024](#)

PRESENTATION

Stride Bus Rapid Transit Program, presented by Ariel Taylor, Sound Transit Director - Government & Communications, East Corridor and Rick Capka, Deputy Program Executive for the Bus Rapid Transit Program

[Presentation - Stride Bus Rapid Transit \(added 10/7\)](#)

The team presented an update on the Stride Bus Rapid Transit (BRT) project, specifically the SR 522 BRT, which is part of Sound Transit's system expansion, which aims to provide fast, reliable transit alternatives to congested roads. Approved by voters in 2016, the S3 line will connect Shoreline to Bothell and is set to open between 2028 and 2029. The BRT will feature frequent service every 10 minutes, near-level boarding, with off-board fare collection. The project includes significant roadway improvements and will use double-deck electric buses for highways and articulated battery electric buses for shorter routes. The design phase is expected to be completed by 2024, with construction and service starting by 2028. Community engagement will continue through 2024 and 2025, with updates available via email subscriptions and through the Sound Transit website.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here:

https://www.youtube.com/live/1FiRyLA_sUg?si=rxNwNCPJ3TItKnjp&t=3368

CONSENT AGENDA

- A. Approve the City Council Regular Meeting Minutes from September 23, 2024.
[City Council Regular Meeting Minutes from September 23, 2024 \(added 10/2\)](#)
- B. Authorize the City Manager to execute Amendment No. 2 of Contract No. 23-C2929 with Cascadia College for Catch-Up Learning to adjust the scope of work and service period, and to increase the value of the contract to \$100,000.
[Agenda Bill - Amendment No. 2 with Cascadia College](#)
[Attachment 1 - Contract No. 23-C2929](#)
[Attachment 2 - Contract No. 23-C2929 Amendment 1 \(corrected, signed\)](#)
[Attachment 3 - Proposed Contract No. 23-C2929 Amendment 2 \(corrected\)](#)

MOTION: Approve the consent agenda items outlined above.

Moved by Culver; seconded by Loutsis.

VOTE: Approved by UNANIMOUS CONSENT.

PUBLIC HEARING

Proposed Ordinance No. 24-0614, 2025-2030 Capital Improvement Program for Parks, Transportation, Surface Water Management, and City Facilities, presented by Finance & Administration Director Melinda Merrell, Community Development Director Debbie Bent, Engineering Director John Vicente, Environmental Services Director Richard Sawyer, and Public Works Operations Director Jennifer Gordon, *for public hearing*

[Agenda Bill - Capital Improvement Program \(updated 9/30\)](#)

[Attachment 1 - Proposed Ordinance No. 24-0614](#)

[Attachment 2 - Park Capital Improvement Program](#)

[Attachment 3 - Park Narratives](#)

[Attachment 4 - Transportation Capital Improvement Program](#)

[Attachment 5 - Transportation Narratives](#)

[Attachment 6 - Surface Water Capital Improvement Program](#)

[Attachment 7 - Surface Water Narratives](#)

[Attachment 8 - City Facilities Capital Improvement Program](#)

[Attachment 9 - City Facilities Narratives](#)

[Attachment 10 - REET Fund Projections](#)

[Attachment 11 - Park Impact Fee Fund Projections](#)

[Attachment 12 - Transportation Impact Fee Fund Projections](#)

[Attachment 13 - King County Trail and Park Levy Projections](#)

[Presentation - Capital Improvement Program \(added 10/7\)](#)

Finance and Administration Director Melinda Merrell presented for the second time the Capital Improvement Program presentation from September 30, 2024.

Mayor Herbig opened the Public Hearing at 7:40 PM.

There were no individuals signed up to speak.

Timestamped link here:

https://www.youtube.com/live/1FiRyLA_sUg?si=8sst7IGQa37fcwIV&t=3966

Mayor Herbig closed the Public Hearing at approximately 7:40 PM.

BUSINESS AGENDA

- A. Presentation of the Preliminary 2025-2026 Biennial Budget and Reading of the City Manager's Budget Message, presented by Finance & Administration Director Melinda Merrell, City Manager Rob Karlinsey, and Deputy City Manager Stephanie Lucash, *for information only*

Finance and Administration Director Melinda Merrell handed out the Preliminary 2025-2026 Biennial Budget binders to the City Council. City Manager Rob Karlinsey and Deputy City Manager Stephanie Lucash read the City Manager's Budget Message (pages 4-17). Ms. Merrell noted that the budget book is available on the City's website as a PDF for the public to view.

- B. Selecting Planning Commission Applicants for Interviews, presented by Community Development Director Debbie Bent, *for discussion and selection*
[Agenda Bill - Planning Commission Interview Selection \(added 9/30\)](#)
[Attachment 1 - Planning Commission Applications 2024 \(added 9/30\)](#)

Of the 15 Planning Commission Applicants, the City Council selected the following six applicants to be interviewed on Monday, October 21st at 6:00 PM:

1. Michael Vanderlinde
2. Becca Bailey
3. Vincent Keane
4. Edouard Lassalle
5. Kara Macias
6. Judie O'Brien

STAFF REPORTS

City Manager Rob Karlinsey mentioned the EV Charging Community Workshop on Tuesday, October 22nd.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 8:40 PM.

Nigel Herbig, Mayor

Anastasiya Warhol, City Clerk

DRAFT



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: City of Kenmore 2025 State Legislative Policy Statements	For Council Meeting Agenda of: Oct. 21, 2024 Department: City Manager's Office Prepared by: Rob Karlinsey, City Manager Approved by Department Head: <u>RGK</u> Approved by City Attorney: <u>N/A</u> Approved by Finance Director: <u>N/A</u> Approved by City Manager: <u>RGK</u> Exhibits/Attachments: 1. 2025 Policy Statements
Proposed Council Action/Motion: Approve the proposed City of Kenmore 2025 State Legislative Policy Statements	
Information/Background: At the City Council's last meeting, the proposed State Legislative Agenda and Policy Statements were brought forward for City Council approval. By a 6-1 vote, the City Council approved the Legislative Agenda. The Policy Statements document was not approved and was tabled to the October 21 consent agenda because Councilmember Loutsis expressed a desire to combine the statement about property tax with the statement on tax structure reform under the same category. Based on this feedback, the attached revised Policy Statements document reorganizes the various statements by putting them into categories. The City's Legislative Policy Statements document is not intended to be an all-inclusive list. The document is intended to be more internal and guide staff and the City's lobbyist in expressing City support for or opposition to legislative proposals. The introductory paragraph of the Policy Statements reads as follows: <i>This is an internal document designed to provide guidance to city staff and the city's lobbyist. The policy statements in this document allow the city to quickly take positions on legislation. It is not all-inclusive of all policy positions that the city may take throughout a session, and the following items are listed alphabetically, not in order of priority.</i>	

This is an internal document designed to provide guidance to city staff and the city's lobbyist. The policy statements in this document allow the city to quickly take positions on legislation. It is not all-inclusive of all policy positions that the city may take throughout a session, and the following items are listed alphabetically, not in order of priority.

Climate Change and Environmental Stewardship

- **Climate Action.** The City supports statewide policies and programs that respond to climate change and protect and promote clean air, clean water, and clean energy. The City's Climate Action Plan establishes a goal of a 50% reduction in greenhouse gas emissions by 2030. A key component to meeting that goal is the enforcement of new state building and energy code requirements.
- **Climate Commitment Act.** The City also supports state sharing of Climate Commitment Act revenues, including grant funding for energy retrofits of public buildings and incentives for property owners transitioning to clean energy.
- **Culvert & Stormwater Funding for Salmon Habitat Restoration.** Kenmore encourages the State to invest in state and local culvert, floodplain, and fish habitat projects to restore habitat for salmon on a watershed basis. The city owns approximately dozens of fish blocking culverts and is committed to removing these barriers to improve fish passage but has limited resources to accomplish this task.
- **Other Environmental Efforts.** The City supports product stewardship programs to reduce waste at the source and promote a circular economy; eliminating salmon-killing rubber tire dust (i.e. 6PPD-quinone); the removal of PFAS from the environment, including food and water supplies; and increased environmental remediation funding through MTCA and other programs.

Economic Development

- **The Lodge at St. Edward State Park.** The City supports policy changes and funding solutions to promote the long-term success of The Lodge at St. Edward State Park.

Housing

- **Affordable Housing Near Fixed Route Transit.** Kenmore supports setting affordability goals for transit-oriented development and providing local flexibility and planning resources to help communities achieve those goals.
- **Housing Policies and Funding.** The City of Kenmore feels the urgency in addressing the housing crisis and is committed to doing what it can to increase the supply of housing, especially affordable units. The City welcomes the State's partnership via grant programs, like the Housing Trust Fund, and other funding tools to increase the number of housing units. The City supports policies and incentives that increase housing construction, including but not limited to reducing legal liability for condominium developers.
- **Mobile Home Communities.** The City supports legislation that recognizes that mobile homes represent an important affordable housing option throughout the state. Topics such as: ensuring individuals considering purchasing a mobile home are informed about laws and regulations limiting the transport of mobile homes; lease increase notice and other guidelines; tenant protections; and requiring that sellers notify purchasers if a home cannot be moved, are

examples of potential legislation that could help protect mobile home owners' investments and provide greater predictability.

- Real Estate Excise Tax (REET) as a Funding Tool for Affordable Housing. The City of Kenmore supports new and flexible funding options for local jurisdictions to address the need for affordable housing, such as a local option Real Estate Excise Tax (REET). Such options should be progressively structured to best meet the needs of low- and moderate-income households.

Human Services and Behavioral Health

- Co-Responder Support. Kenmore is a member of the Regional Crisis Response (RCR) agency, which provides person-centered and immediate crisis response, de-escalation, resource referral, and follow-up tailored to the specific needs of those experiencing behavioral health challenges. This approach has proven to be effective and is increasingly important to combat the behavioral health epidemic. Kenmore supports ongoing, stable funding for co-responder programs as well as standardized training and certification.
- Mental Health Crisis Care Facilities. The City supports state funding and legislative changes to increase the availability of 24/7 mental health crisis care facilities throughout the state.

Public Safety and Justice Services

- Criminal Justice Reforms. The City supports reforms that address the disparate impacts of systems and institutions on communities of color. The City calls on the Legislature to advance criminal justice transformation policies to provide greater safety for communities that historically have not been well-served by existing systems. The City also supports state funding for increased costs resulting from police, court, and other criminal justice reforms.
- Body-Worn Police Cameras. The city supports state funding for body camera programs and resources to offset the rising cost of police services, including but not limited to liability insurance.
- Firearms. The City supports proposals that regulate firearms to curb gun violence.

Racial and Social Issues

- Racial Equity. In accordance with the City's Diversity, Equity, Inclusion and Accessibility (DEIA) policy, it will continue to look for ways to break the racial caste system that still exists in our society, including but not limited to striking from the record any racial based restrictive covenants. As the city makes changes at the local level, we support and expect the state to make systemic changes to improve equity for all members of society.
- Reproductive Healthcare. The City supports amendments to the Washington State Constitution to codify an individual's right to comprehensive, safe, and accessible reproductive healthcare.

Tax Policies and Fiscal Sustainability

- Lifting the 1% Cap on Property Tax. As a residential community, property tax is Kenmore's largest source of operating revenue. The city has a limited retail tax base and is constrained from generating additional revenue to maintain city services, the costs of which are increasing at a rate greater than the State-imposed property tax growth limit of 1% per year. The City of Kenmore supports lifting the 1% cap on property tax increases and other actions to create a sustainable fiscal structure for cities.

- Tax Structure Reform. Kenmore encourages the state to identify reforms to the tax system that provide progressive, equitable, stable, and reliable revenue sources for both state and local government.

Transportation Choices

- Passenger Only Ferry. The City supports efforts to explore passenger only ferry service from Kenmore to Seattle and the east side of Lake Washington. The City closely monitored the legislatively directed Puget Sound Regional Council's Passenger Only Ferry Study and supports legislative action to advance findings from the study.

Zoning and Land Use

- The City supports the state establishing housing goals and allowing local jurisdictions discretion in accomplishing those goals through zoning and land use decisions.



City Council Agenda Bill City of Kenmore, WA

Subject/Topic:

Presentation of 2025-2026 Proposed Biennial Budgets for the following department cost centers/funds: Community Development, Park Capital Fund, Park Impact Fee Fund, Public Art Fund, Lakepointe Fund, PW Engineering, Transportation Capital Fund, KAPE Fund, West Samm Bridge Fund, Events, Volunteers & Recreation, Facilities & Fleet Maintenance, Parks Maintenance and Street Fund

Proposed Council Action/Motion:

Presentation of 2025-2026 Proposed Biennial Budgets for the following department cost centers/funds: Community Development, Park Capital Fund, Park Impact Fee Fund, Public Art Fund, Lakepointe Fund, PW Engineering, Transportation Capital Fund, KAPE Fund, West Samm Bridge Fund, Events, Volunteers & Recreation, Facilities & Fleet Maintenance, Parks Maintenance and Street Fund

For Council Meeting Agenda of: 10/21/2024

Departments: Community Development, PW Engineering, PW Operations, Finance & Admin

Prepared by:

Debbie Bent, Community Development Director
John Vicente, City Engineer
Jennifer Gordon, PW Operations Director
Melinda Merrell, Finance & Admin Director

Initial & Date

Approved by Department Head:

MM 10/11/24

Approved by City Attorney:

NA

Approved by Finance Director:

MM 10/11/24

Approved by City Manager:

RK 10/15/24

Exhibits/Attachments:

Presentation to be uploaded the week of October 14, 2024

Summary:

Department presentations to be shared in conjunction with the 2025-2026 proposed preliminary biennial budget.

Information/Background:

The following 2025-2026 proposed budgets will be presented to the City Council for review and discussion: Community Development, Park Capital Fund, Park Impact Fee Fund, Public Art Fund, Lakepointe Fund, PW Engineering, Transportation Capital Fund, KAPE Fund, West Samm Bridge Fund, Events, Volunteers & Recreation, Facilities & Fleet Maintenance, Parks Maintenance and Street Fund. A staff presentation will be provided.

Fiscal Consideration:

The 2025-2026 preliminary budget book includes expenditure budget details for the following Departments and Funds which will be reviewed at the meeting:

XII. A. Budget Presentations: Community Development, Park Capital Fund, ...

Community Development will present the Community Development, Park Capital Fund, Park Impact Fee Fund, Public Art Fund and Lakepointe Fund proposed budgets.

PW Engineering will present the PW Engineering, Transportation Capital Fund, KAPE Fund, and West Sammamish Bridge Fund proposed budgets.

PW Operations will present the Events, Volunteers & Recreation, Facilities & Fleet Maintenance, Parks Maintenance and Street Fund proposed budgets.

City Council Priority or Budget Objective Being Addressed:

RCW 35A.33.055 Prior to the final hearing on the budget, the legislative body shall schedule hearings on the budget or parts thereof and may require the presence of department heads to give information regarding estimates and programs.

BUDGET PRESENTATIONS

2025-2026

Community Development

Park Capital Fund

Park Impact Fee Fund

Public Art Fund

Lakepointe Fund

- Public Works Engineering
- Transportation Capital Fund
- KAPE Fund
- West Sammamish River

- Events, Volunteers & Recreation
- Facilities & Fleet Maintenance
- Park Maintenance
- Street Fund

COMMUNITY DEVELOPMENT

- Long Range Planning (Comp Plan)
- Strategy Plans (e.g Affordable Housing; Shoreline Master Program; PROS Plan)
- Development regulations (e.g. zoning, land use)
- Park Capital Improvement Program (planning/acquisition/development)
- Emergency Management
- Special Projects (e.g. Lakepointe)
- Community Engagement

- 2025 Budget Expenditures: \$922,227
- 2026 Budget Expenditures: \$696,278

2025-2026 Total Expenditures: \$1,619,205 (represents 4.3% of the General Fund)

20% decrease (\$419,518) in 2025-2026 dept. budget expenditures from the 2023-2024 dept approved budget total budget expenditures (\$2,038,723)

DEPARTMENT DESCRIPTION

PROPOSED BUDGET

COMMUNITY DEVELOPMENT

HIGHLIGHTS AND CHANGES

- **Senior Project Manager (new position):** Manage tasks related to Lakepointe acquisition/development of shoreline property for shoreline restoration/public access and acquisition/development of property for a signature park. Managing the process for selecting a developer(s) to advance the goal of a walkable urban village. Funded in the Lakepointe fund.
- **Project Manager Park (vacant):** The position has been vacant since May 2024 will not be filled due to limited Park CIP projects in the next biennium.
- **Limited Term Senior Planner (backfill position for 2025-2026):** Assist with the annual docket given the amount of assigned planning projects. Funded in the Lakepointe fund.

COMMUNITY DEVELOPMENT

PROJECTS 2025-2026

- Update PROS Plan Comp Plan Element
- Update PROS Plan (due March 2026 to remain eligible for RCO grant funds)
- Update Parks Capital Facilities Element
- Update Park Impact Fee Study
- Middle Housing Regulations (adopt by June 2025 State deadline)
- ADU Regulations (adopt by June 2025 State deadline)
- Update Bastyr Master Plan and Related Amendments (TBD)
- New Regs. to Replace Interim Regs for Parcels adjacent to Swamp Creek/SR522
- Manufactured Housing Community Regulations (TBD if legal challenge resolved)
- Affordable Housing Strategy Update
- Update STEP Housing Regs (emergency shelters, transitional housing, emergency housing, permanent Supportive housing)
- Unit Lot Subdivision Regs (State Law passed 2023 S5258)
- Amending Multi-Family Tax Exemption Regs to allow 20 years (SB5287 passed 2021) and/or expanding area that MFTE applies.
- Lakepointe Due Diligence
- Downtown Business Strategy
- Assess Options for Meeting Emergency Management Needs
- Other Code Amendments (TBD)

COMMUNITY DEVELOPMENT

STAFFING

- Community Development Director: 1 FTE
- Principal Planner: 1 FTE
- Special Projects Manager (Lakepointe)*: 1 FTE (see Lakepointe fund)
- Senior Planner* (limited term backfill position): 1 FTE (see Lakepointe fund)
- Administrative Specialist: 0.6 FTE

*new position

PARK CAPITAL FUND

- The fund accounts for revenues and expenditures for park acquisition and improvements.
- Revenues include: grants, in-lieu fees, REET, park impact fees, bond funds, public art funds, Swamp Creek Basin Fund, King County levy funds.
- Expenditures are based on the adopted Capital Improvement Program and adopted Park, Recreation and Open Space Plan.

Total Expenditures: \$536,400

- \$286,400 for Park Projects
- \$250,000 transfer to the General Fund for Park Maintenance

- \$80,000: Transfer from Swamp Creek Basin Fund
- \$100,000: Transfer from Park Impact Fee Fund

Fund Balance

- Ending Fund Balance: \$945,601

Total Revenues: \$560,000

- \$380,000: King County Park Levy Proceeds

**FUND
DESCRIPTION**

**PROPOSED
BUDGET**

PARK CAPITAL FUND

HIGHLIGHTS AND CHANGES

- Park development resources have been shifted to Lakepointe.
- There are minimal park capital projects in the 2025-2026 biennium.

PARK CAPITAL FUND

PROJECTS 2025-2026

Mitigation Monitoring Projects: Ongoing monitoring and maintenance of mitigation areas for compliance with permit requirements.

P-27 ʕ'aŋwadis Park

- \$120,000 (\$80,000 Swamp Creek Basin Funds, \$40,000 Park Impact Fees)

P-28 Log Boom Park

- \$100,000 (King County Park Levy Funds)

P-30 Rhododendron Boathouse

- \$6,400 (King County Park Levy Funds)

Planning Projects: Feasibility/Preliminary Concepts

P-34 City Hall Accessible/Inclusive

Playground

- \$60,000 (park impact fees)

Parks Maintenance:

- \$250,000 (King County Park Levy Funds) Transferred to the General Fund for Park Maintenance Costs.

PARK CAPITAL FUND

STAFFING

- The Parks Capital Project Manager position has been vacant since May 2024 with no plans to fill the position in the 2025-2026 biennium as there are limited Park Capital projects.
- The Community Development Director has taken over responsibilities related to the three mitigation/maintenance projects, and coordination with the Public Works Department.
- The Assistant to the City Manager has the lead on the feasibility analysis for the City Hall accessible/inclusive playground.
- If the City Hall Playground project moves into the next phase of development, or if park projects in the outlying years of the CIP move forward and/or new capital projects are added, then assess additional staff resources needed to manage the project.

PARK IMPACT FEE FUND

FUND DESCRIPTION

- The fund accounts for park impact fees collected from new residential development.
- Expenditures are spent on park improvements that will benefit new development.
- Park Impact Fees are established by a Park Impact Fee Study and may be increased annually based on a five-year rolling average of the Washington State Department of Transportation Construction Cost Index.

PROPOSED BUDGET

- \$550,000 Expenditures
- \$452,626 Ending Fund Balance

PARK IMPACT FEE FUND

HIGHLIGHTS AND CHANGES

- \$450,000 transferred to the Lakepointe Fund
- \$100,000 transferred to the Park Capital Fund

PARK IMPACT FEE FUND

PROJECTS 2025-2026

- **Lakepointe (\$450,000):** Help fund park site investigation and conceptual park design.
- **P-27 Ⱥ'aŧwadis Park (\$40,000):** Help fund ongoing monitoring/maintenance of mitigation areas to meet permit requirements.
- **P-34 City Hall Accessible/Inclusive Playground (\$60,000):** Fund site feasibility and preliminary concepts.

PARK IMPACT FEE FUND

STAFFING

- The Parks Capital Project Manager position has been vacant since May 2024 with no plans to fill the position in the 2025-2026 biennium as there are limited Park Capital projects.
- The Community Development Director has taken over responsibilities related to the three mitigation/maintenance projects, and coordination with the Public Works Department.
- The Assistant to the City Manager has the lead on the feasibility analysis for the City Hall accessible/inclusive playground.
- If the City Hall Playground project moves into the next phase of development, or if park projects in the outlying years of the CIP move forward and/or new capital projects are added, then assess additional project management staffing needs.

PUBLIC ART FUND

FUND DESCRIPTION

- **Revenues:** Kenmore Municipal Code (KMC 3.50) requires that City capital projects appropriate 1% of awarded construction contracts into the public art fund (Note: Public Art may also be included as part of the construction contract).
- **Expenditures:** Public art displays, public art acquisition, sponsoring community art projects and performing art

PROPOSED BUDGET

- 2025 Budget: \$62,095
 - 2026 Budget: \$19,895
- 2025-2026 Total: \$81,990

87% increase in 2025-2026 fund expenditures (\$38,169) from the 2023-2024 total fund expenditures (\$43,821)

Projected 2025-2026 ending fund balance: \$20,657

PUBLIC ART FUND

HIGHLIGHTS AND CHANGES

- New public art (mural) represents almost 49% of the 2025-2026 budget expenditures
- Increasing funding for Arts of Kenmore from \$9,500 (2023-2024 budget expenditures for the Kenmore Art Gallery displays) to \$33,585 for providing support for the Kenmore Art Gallery and additional art projects and sponsorships.
- Adding new funding for Community Art Projects \$6,600.
- Moving expenditures for the Annual Mayor's Choice Art Purchase from Council expenditures (\$2,000)

PUBLIC ART FUND

PROJECTS 2025-2026

- City Hall Gallery Five Shows Each Year and an Annual Art Show at City Hall: \$17,380 for Arts of Kenmore (AOK) support.
- Community Art Projects: \$6,600 for AOK support (e.g. Kenmore Community Love Note Projects)
- Misc. Art Projects: \$11,610 for AOK support (supplies for annual youth poet laureate program, art projects at up to six city events per year, AOK support to Schools)
- Annual Mayor's Choice Art Purchase: \$2,000 (art purchase at the Annual Art Show)
- Sponsorships: \$4,400 for AOK fiscal sponsorship of Kenmore entities such as As If Theatre, Storywalk.
- Mural: \$40,000 if time/funding allows in 2025 to conduct a Request for Proposal for an artist to add art elements on 68th Ave NE in the vicinity of the Sammamish River Bridges.

PUBLIC ART FUND

STAFFING

- Administrative Specialist for the Community Development Department: Liaison with Arts of Kenmore for AOK sponsored City projects including the City Hall Art Gallery.
- Community Development Director: Contract oversight for AOK. Oversight of Parks CIP projects and compliance with appropriating 1% to the Public Art Fund or including art in projects
- City Engineer and Environmental Services Director: Oversight of Transportation and Surface Water CIP and compliance with appropriating 1% to the Public Art Fund or including art in projects.

LAKEPOINTE FUND

- New fund to be established in 2024 that accounts for revenues and expenditures related to the City's potential acquisition and development of a portion of the Lakepointe site for shoreline restoration/public access and development of a signature park.
- This new fund also accounts for expenditures to support the search for a developer to develop the remaining portion of Lakepointe site into a walkable urban village.

Revenues: \$2,240,000

\$1,300,00 Bond Anticipation Note
\$290,000 Surface Water Funds
\$650,000 General Funds

Expenditures: \$2,148,795

\$1,500,000 cash up front to seller
\$100,615 Legal Costs
\$15,000 Personnel
\$450,000 Due Diligence Consultant Costs
\$36,999 Consultant Grant Support
\$46,175 Property Development Consultant

FUND
DESCRIPTION

BUDGET 2024

LAKEPOINTE FUND

Revenues 2025: \$1,685,000

\$45,000 Surface Water Funds

\$450,000 Park Impact Fee Funds

\$450,000 King County Flood Control District
Grant

\$90,000 Grants (Unsecured)

\$650,000 General Funds

Note: 2026 Revenues and Expenditures To
Be Determined

BUDGET 2025-2026

Expenditures 2025: \$1,745,506

\$65,000 Interest on Bond Anticipation Note

\$183,000 Legal Costs

\$342,500 Personnel

\$525,000 Due Diligence Consultant Costs

\$140,000 Consultant Grant Support

\$190,000 Property Development Consultant

\$165,000 Community Engagement Support

\$135,000 Project Contingency

LAKEPOINTE FUND

HIGHLIGHTS AND CHANGES 2024

- Assume Letter of Intent (LOI) and hopefully a Purchase & Sale Agreement outlining terms and conditions for acquiring a portion of the Lakepointe property for Shoreline restoration/public access and park development are approved by year-end 2024.
- Assume Council Authorizes the Proposed 2024-2025 Revenues/Expenditures. Staff will bring forward consultant contracts in late 2024 requesting Council authorization for the following: due diligence/site feasibility analysis (Anchor QEA); Legal Environmental Support (HCMP); development support (Stowe Development & Strategies).
- Assume Council approves the Senior Project Manager Position and Limited Term Senior Planner Position, staff will advertise the positions late 2024 following budget approval.

LAKEPOINTE FUND

PROJECTS 2025-2026

2025

- Execute a Purchase & Sale Agreement with the Property Owner
- Complete Site Due Diligence and Feasibility Analysis, Including Testing for Contaminants
- Complete Conceptual Shoreline Restoration/Public Access Plan (30% Design)
- Complete Conceptual Signature Park Plan (30% Design)
- Community Engagement
- Coordination with Department of Ecology & Other Agencies
- Potential August or November Bond Measure to Establish a Metropolitan Park District (MPD) or other funding mechanism

- Developer Selection Process for Developing Remainder of Site
- Grant Applications

2026

- Establishing MPD & executing the funding of the acquisition
- Site Acquisition
- Coordination with Developer
- Continuing Development of Shoreline Restoration/Public Access Plan and Park Plan
- Environmental/Land Use Permit Process
- Grant Applications
- Community Engagement

LAKEPOINTE FUND

STAFFING

- Community Development Director and City Manager: Co-Project Leads
- Senior Project Manager (New Position 1 FTE)
- Limited Term Senior Planner (Backfill Position 1 FTE)

PW ENGINEERING

DEPARTMENT DESCRIPTION

- Transportation Capital Improvement Program
- Traffic Engineering
- Transportation Planning
- Americans with Disabilities Act (ADA) Coordination
- Right of Way Management
- Pavement Management
- Roadway Safety
- Grant Writing
- KAPE Program

PROPOSED BUDGET

- 2025:\$792K
- 2026:\$727K
- Total Biennium: \$1.519M
- 13% decrease from 2023/2024 (\$1.745M)
 - Net decrease of 3.5 FTE (remaining 5.5 FTE under different funds)

PW ENGINEERING

HIGHLIGHTS AND CHANGES

- Transportation Capital Project Managers (3 FTE) moved to Transportation Capital Fund
- ROW Inspector moved from Streets Fund
- New Civil Engineer position added (0.25 FTE General, 0.75 Transp/KAPE funds)
- New ROW Inspector position added (0.25 FTE General, 0.75 Transp/KAPE funds)

PW ENGINEERING

PROJECTS 2025-2026

- ADA Transition Plan Phase 2
- Update Policies/Goals
- Update Pedestrian Facilities Plan
- Update ADA Transition Plan (ROW)
- Update KMC Title 12
- Update KMC Title 10
- Transportation Improvement Plan
- Grant Writing (Pedestrian Facilities Plan)
- Engineering Webpage Update/Cleanup

PW ENGINEERING

STAFFING

- Engineering Director/City Engineer (1 FTE)
- Administrative Specialist (1 FTE)
- ROW Inspector (1 FTE)
- Civil Engineer* (0.25 FTE)
- ROW Inspector* (0.25 FTE)

* New proposed staff

TRANSPORTATION CAPITAL FUND

DEPARTMENT DESCRIPTION

- Capital Expenditures for
 - Sidewalks
 - Bike Lanes
 - ADA Transition Plan Improvements
 - Traffic Signals
 - Enhanced Pedestrian Crosswalks
 - Pavement Overlay
- Other Roadway Improvements

PROPOSED BUDGET

- 2025-2026 - \$16.2M
- 2025-2030 - \$37.7M
 - REET
 - Transp. Impact fees
 - KAPE
 - Grants

TRANSPORTATION CAPITAL FUND

HIGHLIGHTS AND CHANGES

- Projects Added:
 - 84th Ave NE Ped/Bike Project
 - Juanita Dr Tree Removal/Replacement Project
 - 66th/196th Slope Stability Project
- Projects Completed:
 - NE 170th Interim Sidewalk Project
 - 68th/Simonds Restriping Project
 - Burke-Gilman Trail/NE 175th St Wayfinding Project
- Project Name Change:
 - SR522 West B 57th to 61st changed to Burke Gilman/SR522 Accessibility Project

TRANSPORTATION CAPITAL FUND

PROJECTS 2025-2026

- Burke Gilman/SR 522 Accessibility Project
- Pavement Preservation
- W Sammamish River Bridge (mitigation monitoring)
- Lower Swamp Creek Bridge Replacement
- Juanita Dr Ped/Bike Project (Claim Review)
- 61st Ave Sidewalk Replacement, Phase 1 and 2
- Juanita Dr Tree Removal and Replacement
- ADA Transition Plan Implementation
- NE 181st St Sidewalk Project
- 84th Ave NE Sidewalk Project
- 80th Ave NE Sidewalk Project
- NE 192nd St Sidewalk Project
- Arrowhead DR Sidewalk/Traffic Calming Project
- 66th/196th Slope Stability Project

TRANSPORTATION CAPITAL FUND

STAFFING

- Senior Civil Engineer (2 FTE)
- Capital Projects Manager (1 FTE)
- Civil Engineer* (0.25 FTE)
- ROW Inspector* (0.5 FTE)

* New proposed staff

KAPE FUND

DEPARTMENT DESCRIPTION

- Kenmore Automated Photo Enforcement (KAPE) Program
 - Manage contract for services
 - Police Review
 - Court review
 - Revenue processing
- Implement Local Road Safety Plan Projects
- Traffic data collection and analysis
- Response to traffic related service requests
- Pavement management
 - Pavement analysis
 - Slurry seal/crack seal
 - Pavement overlay
- Police traffic safety
- Traffic safety training and education

PROPOSED BUDGET

- Estimated Gross Revenue
 - \$2.7M (2025)
 - \$3.7M (2026)
 - \$3.7M (2027)
 - \$3.7M (2028)
 - \$4.6M (2029)
 - \$4.6M (2030)
- Estimated Net Revenue
 - \$1.8M (2025)
 - \$2.6M (2026)
 - \$2.6M (2027)
 - \$2.6M (2028)
 - \$2.6M (2029)
 - \$2.6M (2030)

KAPE FUND

HIGHLIGHTS AND CHANGES

- Changing existing school zones (Kenmore Elementary-73rd Ave, Arrowhead Elementary – Juanita Dr.) from school hour only to 24hr/7day enforcement
- Add 24hr/7day enforcement for Inglemoor HS (Simonds Road)
- Assumes the addition of a fourth photo enforcement location in 2026
- Increase ticket price from \$100 to \$110

KAPE FUND

PROJECTS 2025-2026

- Small Traffic Safety Projects (LRSP)
- Traffic Calming (as discovered)
- Traffic Data Collection and Analysis
- Traffic Related Service Requests
- Slurry Seal
- Pavement Rating
- Pavement Overlay (funds transferred to Transportation Capital)
- KAPE Program Management
- Police Traffic Safety Services (2026)

KAPE FUND

STAFFING

- City Traffic Engineer (1 FTE)
- Civil Engineer* (0.5 FTE)
- ROW Inspector* (0.25 FTE)

* New proposed staff

W SAMM RIVER BRIDGE FUND

DEPARTMENT DESCRIPTION

- Replace Southbound Bridge (completed)
- Wetland Mitigation

PROPOSED BUDGET

- 2025-2026: \$534K
- 2025-2030: \$718K

W SAMM RIVER BRIDGE FUND

HIGHLIGHTS AND CHANGES

- Unresolved Costs from PSE
- Wetland Mitigation through 2028 (Permit Requirement)

W SAMM RIVER BRIDGE FUND

PROJECTS 2025-2026

- Wetland Mitigation Maintenance

W SAMM RIVER BRIDGE FUND

STAFFING

- Limited staffing as needed

EVENTS, VOLUNTEERS & RECREATION

DEPARTMENT DESCRIPTION

- City-Run Community Events
- Kenmore Farmers Market Liaison
- Volunteer Programs
- Recreation Programs
- Park & Facility Rentals
- City-Supported Community Events
- Love Notes

PROPOSED BUDGET

- The Events, Volunteers & Recreation Cost Center is part of the General Fund
- 2025: \$551K
- 2026: \$569K
- Total Biennium: \$1.12M

EVENTS, VOLUNTEERS & RECREATION

HIGHLIGHTS AND CHANGES

- Events, Volunteers & Recreation is a new cost center within the General Fund, but these are not new expenditures. In previous budgets these expenditures were included in the City Manager's cost center.
- Budget includes all personnel, supplies, and materials costs.
- \$20K annually for the Kenmore Farmers Market.

EVENTS, VOLUNTEERS & RECREATION

PROJECTS 2025-2026

- **City-Run Community Events & Activities** will be very similar to the 2023-2024 event line-up including: Earth Day, Pride Month, Juneteenth, 4th of July, Summer Concerts, Movies in the Square, National Night Out, Playday, For the Love of Kenmore, and Winter Holiday Event.
- **Volunteer Programs & Opportunities:** Adopt-a-Park, Adopt-a-Street, Jack Crawford Day, ATI, Community Court, and more.
- **Recreation Programs & Partnerships:** Kenmore Waterfront Activities Club (KWAC), Kenmore Community Rowing Club (KCRC), Northshore School District Rowing, Kenmore Senior Center, WhatsUp concession, Skyhawks Sports Academy, Skate Like a Girl, City subsidized YMCA swim lessons, Moorlands Park Athletic Field rentals for community youth programs, Park picnic shelter rentals, and facility rentals.

EVENTS, VOLUNTEERS & RECREATION

STAFFING

- Public Works Operations Director (.25 FTE)
- Public Works Operations Administrative Specialist (.25 FTE)
- Events & Volunteer Supervisor (1.0 FTE)
- Recreation Program Supervisor (1.0 FTE)
- Seasonal Summer Intern

FACILITIES & FLEET MAINTENANCE

DEPARTMENT DESCRIPTION

- Day-to-day operation & maintenance of City facilities: City Hall, Hangar, & Public Works Office.
- Day-to-Day oversight and support of tenants in City-owned facilities.
- Onsite internal and external customer support.
- Day-to-day oversight of the City's fleet vehicles and equipment.
- New vehicle and replacement vehicle procurement.
- Surplus vehicles and equipment.
- Emergency Response.

PROPOSED BUDGET

- The Facilities & Fleet cost center is part of the General Fund.
- 2025: \$971.5K
- 2026: \$991.7K
- Biennium Total: \$1.96M

FACILITIES & FLEET MAINTENANCE

HIGHLIGHTS AND CHANGES

- Facilities & Fleet Maintenance is a new cost center within the General Fund, but these are not new expenditures. In previous budgets these expenditures were combined with Park Maintenance.
- Budget includes funds for in-house personnel, contracted services, materials and supplies.

FACILITIES & FLEET MAINTENANCE

PROJECTS 2025-2026

- Upgrade access control systems at City Hall and Hangar facilities.
- Assess and plan for building maintenance needs of the new Public Works Operations Center.

FACILITIES & FLEET MAINTENANCE

STAFFING

- Public Works Operations Director (.25 FTE)
- Public Works Operations Administrative Specialist (.25)
- Facilities & Fleet Maintenance Supervisor (1.0 FTE)
- Senior Facility Maintenance Technician (1.0 FTE)
- Part-Time Facility Maintenance Technician (.4 FTE)
- Facilities Seasonal Intern

PARK MAINTENANCE

DEPARTMENT DESCRIPTION

- Day-to-day operations and maintenance at park properties and other city-owned green spaces.
- Day-to-day supervision and oversight of in-house maintenance staff.
- Contract Management
- Coordination with Recreation Programs & Community Events
- Coordination and Support of City-run Events

PROPOSED BUDGET

- 2025: \$1.14M
- 2026: \$1.16M
- Biennium Total: \$2.3M

PARK MAINTENANCE

HIGHLIGHTS AND CHANGES

- Park Maintenance is a new cost center within the General Fund, but these are not new expenditures. In previous budgets these expenditures were combined with Facilities Maintenance.
- Budget includes the cost of in-house personnel, contracted services, materials, and supplies.
- Public Works Operations staffing and program reorganization. The Parks and Streetscapes Supervisor position was created to also oversee park improvements and irrigated landscape in rights-of-way budgeted in the Street Fund.
-
- Maintenance staff is funded by multiple funds (General Fund, Street Fund & Surface Water Fund). Allocation within the Park Maintenance fund accounts for maintenance work only performed in parks and green space. Staffing and work associated with work in rights-of-ways are allocated within the Street Fund and work associated with surface water maintenance are allocated within the Surface Water Fund.

PARK MAINTENANCE

PROJECTS 2025-2026

- Manage park maintenance contracts, including permit required mitigation maintenance within parks installed as part of capital improvement projects
- Coordinate with Community Development for new or ongoing park capital improvement projects
- Respond to service requests
- Coordinate with and provide support to recreation programs (including picnic shelter rentals and athletic field rentals) and community-run events
- Coordinate with and provide support to City-run events
- Develop volunteer scopes of work, coordinate and oversee work completed by volunteers
- Provide 7-day a week service
- Provide 24/7 Emergency Response

PARKS MAINTENANCE

STAFFING

- Public Works Operations Director (.25 FTE)
- Public Works Operations Administrative Specialist (.25 FTE)
- Maintenance Supervisor (.625 FTE)
- Senior Maintenance Worker (.625 FTE)
- Maintenance Worker (1.85 FTE)
- Seasonal Maintenance Worker (2)

STREET FUND

DEPARTMENT DESCRIPTION

- Day-to-day operations and maintenance of infrastructure within City owned streets and rights-of-ways including but not limited to roadways, street signs, traffic signals, electronic flashers and signs, channelization, roadway markings, barriers, fencing and vegetation management.
- Manicured and irrigated landscapes (streetscapes).
- Day-to-day supervision and oversight to in-house maintenance workers.
- Contract Management
- Coordination and Support of City-run Events

PROPOSED BUDGET

- 2025: \$1.52M
- 2026: \$ 1.55M
- Biennium Total: \$3.08M

STREET FUND

HIGHLIGHTS AND CHANGES

- ROW Inspector moved from Streets Fund to the Engineering Cost Center in the General Fund.
- Budget includes cost of in-house personnel, contracted services, materials, and supplies.
- Provide traffic control and detour for the Kenmore Farmers Market.
- Promoted existing maintenance worker to a senior maintenance worker to provide oversight and guidance to other maintenance workers and seasonal workers.
- Maintenance staff is funded by multiple funds (General Fund, Street Fund & Surface Water Fund). Allocation within the Street fund accounts for maintenance work performed streets only. Staffing and work associated with surface water maintenance are allocated within the Surface Water Fund.

STREET FUND

PROJECTS 2025-2026

- Coordinate with Engineering for new or ongoing transportation capital improvement projects
- Respond to service requests
- Coordinate with and provide support to City-run events
- Develop volunteer scopes of work, coordinate and oversee work completed by volunteers
- Provide 7-day a week service
- Provide 24/7 Emergency Response

STREET FUND

STAFFING

- Public Works Operations Director (.25 FTE)
- Public Works Operations Administrative Specialist (.25 FTE)
- Maintenance Supervisor (.625 FTE)
- Senior Maintenance Worker (.625 FTE)
- Maintenance Worker (2.0 FTE)
- Seasonal Maintenance Worker (2)

TIMELINE: NEXT STEPS

10/14: Last Week's Budget Presentations
10/21: Tonight's Budget Presentation

10/28: Surface Water Management, Surface Water Management Capital Fund, Facilities Capital Fund, Impact Fees Funds, Transportation Benefit District Fund, Other Funds

11/12: Preliminary Biennial Budget Public Hearing
11/25: Final Biennial Budget Public Hearing and Possible Adoption

**BUDGET
PRESENTATIONS**

PUBLIC HEARINGS

THANK YOU

QUESTIONS AND COMMENTS

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