

City of Kenmore



City of Kenmore - 18120 68th Avenue NE - PO Box 82607, Kenmore WA 98028 - Phone: 425-398-8900
Fax: 425-481-3236 - Email: city_hall@kenmorewa.gov

City of Kenmore
City Council Regular/Executive Session Meeting Agenda
7:00 p.m., Monday, May 21, 2012
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

AGENDA ITEMS ARE SUBJECT TO CHANGE up to and including the time of the meeting; items may be added or dropped. Please call the City Clerk if you have any questions or to confirm the agenda items prior to the meeting at (425) 398-8900, or stop by City Hall at 18120 68th Avenue NE, Kenmore. The agendas are also available on our website at: www.kenmorewa.gov. We are trying to make our public meetings accessible to all members of the public. If you require special accommodations, please call the City Clerk at least three (3) business days prior to the meeting.

I. CALL TO ORDER REGULAR MEETING

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. CITIZEN COMMENTS

This is an opportunity to express your views on issues that are important to you and to the community. Please limit your comments to three (3) minutes.

VI. CONSENT AGENDA

- A. Minutes from the April 16, 2012 Regular Council Meeting and April 23, 2012 Regular Council Meeting.
- B. Adopt Resolution No. 12-201, which Dedicates 1,210 Square Feet of Parcel 6181700410 for NE 181st Street Right-of-Way - Zach Richardson, Civil Engineer
- C. Motion to Cancel the Regular Council Meeting Scheduled for Monday, May 28, 2012, due to the Legal Holiday.
- D. Motion to Schedule a Special Council Retreat Meeting for Monday, June 4, 2012.

VII. PRESENTATION

VII. PRESENTATION

- A. Kenmore Library Advisory Board Annual Report.

VIII. STAFF REPORT

IX. COUNCILMEMBER COMMENTS/REPORTS

**X. ADJOURN TO EXECUTIVE SESSION - PURSUANT TO RCW 42.30.110(1)(i)
LITIGATION**

XI. RECONVENE BACK TO REGULAR SESSION

XII. ADJOURNMENT

Upcoming Meetings:

May 28, 2012 7:00 p.m. Regular Council Meeting - CANCELED DUE TO LEGAL HOLIDAY
June 11, 2012 7:00 p.m. Regular Council Meeting

DRAFT

City of Kenmore
City Council Regular Meeting
Minutes
April 16, 2012

CALL TO ORDER - Mayor David Baker called the meeting to order at 7:00 p.m.

Councilmembers present: Mayor David Baker, Deputy Mayor Milton Curtis, Councilmembers Bob Hensel, Glenn Rogers, Brent Smith and Laurie Sperry

Councilmembers excused: Councilmember Allan Van Ness

Staff present: Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance Director; Ron Loewen, City Engineer; Cliff Sether, Police Chief; Rod Kaseguma, City Attorney; and Lynn Suskin, City Clerk

FLAG SALUTE

Mayor David Baker led the flag salute.

AGENDA APPROVAL

Council consensus was to approve the agenda as submitted.

CITIZEN COMMENTS

Penny Perry, 7301 NE 175th St., Kenmore, President of the Inglemoor Mobile Home Park Homeowner's Association, stated her concerns relating to Surface Water Management fees and increasing taxes.

Carl Michelman, 18023 62nd Ave. NE, Kenmore, was present to state his concerns regarding Kenmore Village and proposed road taxes.

Dave Crawford, 7534 NE 175th St., Kenmore, was present to state his concerns relating to Surface Water Management fees.

John Hendrickson, 5919 NE 202nd Lane, Kenmore, was present to state his concerns relating to his contention that the 2011 revenues were less than the expenses.

Dennis Mendrey, 6410 NE 182nd St., Kenmore, was present to state that he had reviewed the claim report and had questions on some of the expenditures.

Janet Hays, 6303 NE 181st St., Kenmore, was present to request that signs be installed on the lake warning the public about contaminants in the water. She stated that community meetings help Kenmore become a better city.

Elizabeth Mooney, 5934 NE 201st St., Kenmore, was present to state her concerns relating to dioxins in the lake water.

DRAFT

Mayor David Baker summarized the citizen comments.

CONSENT AGENDA

Councilmember Laurie Sperry moved to approve the consent agenda as submitted. Councilmember Glenn Rogers seconded the motion to Accept February 2012 Financial Reports for the City of Kenmore, Washington; and Approve Out of Class Compensation for the Assistant City Manager. The motion passed unanimously.

PUBLIC HEARING

Proposal to Establish a Transportation Benefit District (TBD) Pursuant to the Authority of Chapter 36.73 RCW in the City of Kenmore, Washington - Ron Loewen, City Engineer was present to provide a report in which he stated that Council has studied and discussed the creation of a Transportation Benefit District over the past two years. He stated that the adoption of a proposed ordinance would establish the TBD with the boundaries being the same as the boundaries of the City limits. He reviewed that a TBD Board would need to be formed, and he listed the possible uses of the TBD fund. He, along with Steve Lewis of Lochner, was available to answer any questions.

Mayor David Baker opened the public hearing to receive public testimony at 7:40 p.m.

The following citizens provided public testimony:

Carl Michelman, 18023 62nd Ave. NE, Kenmore, was present to state that he opposes the proposed TBD and does not want any more taxes.

Mark Prince, 19330 55th Ave. NE, Kenmore, was present to state the importance of involving local business owners and residents.

John Hendrickson, 5919 NE 202nd Lane, Kenmore, was present to state he opposes the creation of a TBD.

Dave Crawford, 7534 NE 175th St., Kenmore, was present to state that he is opposed to any new taxes.

Hearing no further testimony, Mayor David Baker adjourned the public hearing at 7:55 p.m.

Discussion on the TBD continued.

BUSINESS AGENDA

Adopt Ordinance No. 12-0339 of the City of Kenmore, Washington, Establishing a Transportation Benefit District, Specifying the Boundaries of the District, and Authorizing Transportation Benefit District Fees; Adding a New Chapter 12.90 to the Kenmore Municipal Code; and Fixing an Effective Date - Ron Loewen, City Engineer, was available to answer any questions.

DRAFT

Deputy Mayor Bob Hensel moved to Adopt Ordinance No. 12-0339 of the City of Kenmore, Washington, Establishing a Transportation Benefit District, Specifying the Boundaries of the District, and Authorizing Transportation Benefit District Fees; Adding a New Chapter 12.90 to the Kenmore Municipal Code; and Fixing an Effective Date. Councilmember Milton Curtis seconded the motion. The motion passed 5-1 with Councilmember Glenn Rogers voting no.

Approve the Position Description for Stormwater Technician and Authorize the City Manager to Fill the Position - Ron Loewen, City Engineer, was present to give a brief staff report in which he stated that the new in-house technician would benefit the City. He was also available to answer any questions.

Councilmember Glenn Rogers moved to Approve the Position Description for Stormwater Technician and Authorize the City Manager to Fill the Position. Deputy Mayor Bob Hensel seconded the motion. The motion passed unanimously.

COUNCILMEMBER COMMENTS/REPORTS

Councilmember Laurie Sperry stated that she is a student at University of Washington. She reviewed that she, along with other students, are considering a class project relating to the creation of a crisis communication plan.

Deputy Mayor Bob Hensel provided a brief summary of the recent Eastside Transportation Partnership (ETP) meeting he attended.

Mayor David Baker announced that Councilmember Allan Van Ness is home recuperating from his recent surgery and that he is pleased to say he is doing well.

ADJOURNMENT

Mayor David Baker adjourned the regular meeting at 8:20 p.m.

Mayor David Baker

ATTEST:

Lynn Suskin, City Clerk

DRAFT

City of Kenmore
City Council Regular Meeting
Minutes
April 23, 2012

CALL TO ORDER - Mayor David Baker called the meeting to order at 6:00 p.m.

EXECUTIVE SESSION – Mayor David Baker adjourned the regular meeting at 6:00 p.m. to an executive session Pursuant to RCW 42.30110(1)(i). He stated that the executive session will last for approximately 60 minutes and that no action is anticipated when the meeting is reconvened back to regular session.

RECONVENE BACK TO REGULAR SESSION – Mayor David Baker reconvened the meeting back to regular session at 7:00 p.m.

Councilmembers present: Mayor David Baker, Deputy Mayor Milton Curtis, and Councilmembers Bob Hensel, Glenn Rogers, Brent Smith and Allan Van Ness

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance Director; Ron Loewen, City Engineer; Debbie Bent, Director of Community Development; Lauri Anderson, Senior Planner; Jennifer Gordon, Public Works Operations Manager; Bryan Hampson, Director of Land Development and Permitting; Cliff Sether, Police Chief; Dawn Reitan, City Attorney; and Lynn Suskin, City Clerk

FLAG SALUTE

Mayor David Baker led the flag salute.

AGENDA APPROVAL

Council consensus was to approve the agenda as submitted.

CITIZEN COMMENTS

Dave Crawford, 7534 NE 175th St., Kenmore, was present to state his concerns relating to Swamp Creek and the high Surface Water Management fees he has to pay in Kenmore.

John Hendrickson, 5919 NE 202nd Lane, Kenmore, was present to state his concerns relating to sidewalk/street improvements. He submitted copies of pages from the 1997 Pre-Incorporation Feasibility Study.

Todd Banks, President of Kenmore Air, 6321 NE 175th, Kenmore, was present to submit into the record and review a letter related to concerns about the unanticipated environmental impacts from the SR 520 Bridge Project.

City of Kenmore - Regular Council Meeting Minutes
April 23, 2012

Janet Hays, 6303 NE 181st St., Kenmore, was present to state her environmental concerns related to the SR 520 bridge replacement construction work that will take place at the Pioneer Towing/Lake Pointe site in Kenmore.

Elizabeth Mooney, 5934 NE 201st St., Kenmore, was present to state her environmental concerns related to the SR 520 bridge replacement construction work that will take place at the Pioneer Towing/Lake Pointe site in Kenmore.

CONSENT AGENDA

Deputy Mayor Bob Hensel pulled for separate consideration, and recused himself from the consideration of, Item E Declare the 2004 Tymco 600 Street Sweeper to be Surplus Property and Authorize its Sale in the June 16, 2012 Auction at James G. Murphy, Inc.

Councilmember Laurie Sperry moved to approve the consent agenda as amended. Councilmember Glenn Rogers seconded the motion to Approve Claim Nos. 25643 - 25717 in the Amount of \$324,021.31 for the Period Ending April 13, 2012 ; Authorize City Manager to Execute an Interlocal Agreement, Contract No. 12-C1017, with Northshore Utility District with an Estimated Value of \$17,500 for Water and Sanitary Sewer Work to be Completed as Part of the 61st Avenue NE and NE 181st Street Traffic Signal Improvement Project (City Project #0159); Authorize the City Manager to Execute Contract No. 12-C1026 with Puget Sound Energy (PSE) for Undergrounding Aerial Facilities as Part of the 61st Avenue NE and NE 181st Street Traffic Signal Improvement Project in the Amount of \$93,100; and Authorize the City Manager to Execute a Roadway, Sidewalk, Retaining Wall, and Utility Easement and Agreement with Compass Pointe Condominium Homeowners Association for the 61st Avenue NE and NE 181st Street Traffic Signal Improvement Project in the Amount of \$34,600. The consent agenda, as amended, was approved unanimously.

Councilmember Brent Smith moved to Declare the 2004 Tymco 600 Street Sweeper to be Surplus Property and Authorize its Sale in the June 16, 2012 Auction at James G. Murphy, Inc. Councilmember Milton Curtis seconded the motion. The motion passed 6-0. Deputy Mayor Bob Hensel was recused.

PROCLAMATIONS

Dr. John Bastyr Day - Mayor David Baker read the proclamation into the record proclaiming the 16th day of May, 2012 as “Dr. John Bastyr Day” in Kenmore. Council unanimously approved the proclamation.

Building Safety Month - Mayor David Baker read the proclamation into the record proclaiming May, 2012 as “Building Safety Month” in Kenmore. Council unanimously approved the proclamation.

BUSINESS AGENDA

Adoption of Ordinance No. 12-0337 of the City of Kenmore, Washington, Amending Section 19.35.060 of the Kenmore Municipal Code to Revise the City's Categorical Exemptions Relating to the State Environmental Policy Act, and Fixing an Effective Date – Debbie Bent, Director of Planning and Community Development, and Lauri Anderson, Senior Planner, were present to provide a staff report. Their recommendation was that Council approve a motion to adopt revised Ordinance 12-0337, which includes minor amendments to the City's SEPA regulations to aid in compliance with the Endangered Species Act as required by the Federal Emergency Management Agency (FEMA) through their National Flood Insurance Program. They were also available to answer any questions.

Discussion followed.

Debbie Bent, Director of Planning and Community Development, stated that there is a typo on page 2 of Ordinance No. 12-0337. She stated that the final draft of Ordinance No. 12-0337, Section 1, B., 3 would be revised from "197-11-800(e)," to "197-11-800(2)(e)."

Councilmember Allan Van Ness moved to Adopt Ordinance No. 12-0337 of the City of Kenmore, Washington, Amending Section 19.35.060 of the Kenmore Municipal Code to Revise the City's Categorical Exemptions Relating to the State Environmental Policy Act, and Fixing an Effective Date. Councilmember Glenn Rogers seconded the motion. The motion passed unanimously.

Discussion and Possible Direction on Regional Animal Services of King County Proposed Interlocal Agreement Structure - Nancy Ousley, Assistant City Manager, was present to provide a staff report in which she reviewed that Kenmore is one of 26 cities that are parties to an interlocal agreement with King County for regional animal services that was adopted in 2010, with an expiration of December 31, 2012. She stated that King County and cities began negotiations on a restructured interlocal agreement. She stated that the final draft of the restructured interlocal agreement addresses issues raised by cities relating to service cost, cost structure, field service area coverage, and license/marketing support. She was also available to answer any questions.

Councilmember Glenn Rogers moved to authorize the City Manager to send a non-binding Statement of Intent to Participate in Regional Animal Services of King County by May 1, in order for additional cost and service analysis to proceed. Councilmember Allan Van Ness seconded the motion. The motion passed unanimously.

COUNCILMEMBER COMMENTS/REPORTS

Councilmember Brent Smith stated that he wanted to ensure that we are in compliance at LakePointe.

Councilmember Allan Van Ness and Councilmember Milton Curtis commented on the blue trees in Kenmore that are meant to bring attention to the importance of going "Green."

City of Kenmore - Regular Council Meeting Minutes
April 23, 2012

Councilmember Glenn Rogers reviewed that he is still waiting to hear back relating to the “beaver-related” legislation/law. He also announced that a home in his cul-de-sac was recently broken into. He stressed the importance of calling 9-1-1 to report any suspicious people/activities that that citizens notice in their own neighborhoods.

Mayor David Baker announced that he will be in Washington D.C. this week to attend a National League of Cities meeting. He stated that he will be meeting with legislators during his trip to D.C.

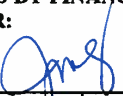
ADJOURNMENT

Mayor David Baker adjourned the regular meeting at 8:05 p.m.

Mayor David Baker

ATTEST:

Lynn Suskin, City Clerk

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
Adopt Resolution 12-201, which dedicates 1,210 square feet of Parcel 6181700410 for NE 181 st Street right-of-way.			May 21, 2012
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Engineering	Ron Loewen	Zack Richardson	425 398 8900
COST OF PROPOSAL: City Staff: 20 hours Contract: \$ 0		ACCOUNT NUMBER: N/A	
AMOUNT BUDGETED: SR 522 Phase I Stage 1 \$578,798		NAME AND FUND #: Arterial Street Fund	
ATTACHMENT(S) TO AGENDA PACKET ITEM:			
• Resolution 12-201 • Exhibit A – Legal description for parcel 6181700410 • Exhibit B – Legal description of right-of-way dedication. • Exhibit C – Right-of-Way Deed			
SUMMARY STATEMENT:			
As part of the NE 181st Street improvements between 68th Avenue NE and 67th Avenue angle parking was installed along the north side of the street. The improvements extended beyond the right of way onto the Kenmore Village property owned by the City of Kenmore. By Resolution 12-197, the City Council authorized the dedication of right-of-way for the west portion of the angled parking. The City Council should authorize the dedication of the right-of-way for the remainder of the angled parking. Resolution 12-201, would accomplish this dedication.			
CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION:			
Consistent with City Council goals and objectives of the Downtown Development Plan as well as Resolution No. 12-197 which dedicated right of way along NE 181 st Street on the parcel just west of this location (Parcel 6181700456).			
RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION:			
Adopt Resolution 12-201, which dedicates 1,210 square feet of Parcel 6181700410 for NE 181 st Street right-of-way.			
REVIEWED BY FINANCE DIRECTOR:	REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER:	
			
TODAY'S DATE: May 4, 2012	REVISION DATE(S): May 8, 2012; May 10, 2012	FILE NAME & PATH (HYPERLINK): S:\0174 Kenmore Village\Right of Way Dedication\Parcel 6181700410 (2nd)\Agenda Bill 05 21 2012.doc	

VIB. Adopt Resolution No. 12-201, which Dedicates 1,210 Square Feet of Parcel 6181700410 for NE 181st Street Right-of-Way - Zach Richardson, Civil Engineer

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 12-201**

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, DEDICATING A PORTION OF
ASSESSOR'S TAX PARCEL NO. 6181700410 ACQUIRED
BY THE CITY OF KENMORE AS STREET RIGHT OF
WAY.**

WHEREAS, the City of Kenmore acquired Assessor's Tax Parcel No. 6181700410, described in Exhibit A, in anticipation of redevelopment of Kenmore Village; and

WHEREAS, the portion of Assessor's Tax Parcel No. 6181700410 described in Exhibit A is required as NE 181st Street right of way for parking and sidewalk; and

WHEREAS, the City acquired Assessor's Tax Parcel No. 6181700410 with City Funds;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

SECTION 1

The City Council dedicates the 1,210 square feet of property from Assessor's Tax Parcel No. 6181700410 described in Exhibit B as street right of way, pursuant to the Right-of-Way Deed attached hereto as Exhibit C.

SECTION 2

The City Manager, or his designee, is authorized to sign the Right-of-Way Deed attached hereto as Exhibit C.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON,
AT A REGULAR MEETING THEREOF THIS 21st DAY OF MAY 2012.

CITY OF KENMORE

Mayor David Baker

ATTEST/AUTHENTICATED:

Lynn Suskin, City Clerk

Approved as to form:

Rod Kaseguma, City Attorney

PERTEET, INC.
PROJECT NO. 20110153
May 7, 2012

EXHIBIT A
Grantor's Real Property
Parcel No. 618170-0410

ALL OF BLOCK 13, NORTHLAKE TERRACE, ACCORDING TO THE PLAT THEREOF
RECORDED IN VOLUME 33 OF PLATS, PAGE 20, IN KING COUNTY,
WASHINGTON;
AND A 20 FOOT ALLEY LYING WITHIN SAID BLOCK AND ADDITION AND
ADJOINING THE NORTHERLY LINE OF LOT 10 THEREOF;
AND THAT PORTION OF VACATED KENMORE AVENUE, NOW 67TH AVENUE
NORTHEAST, WHICH LIES EASTERLY OF A LINE DRAWN 390 FEET WEST OF
AND DISTANT FROM THE EAST BOUNDARY LINE OF BLOCK 13 OF SAID
ADDITION;
EXCEPT THE WESTERLY 150 FEET THEREOF.

EXHIBIT B
Right-of-Way Acquisition
Portion of Parcel No. 618170-0410

THE SOUTHERLY 22 FEET OF THE WESTERLY 55 FEET OF THE FOLLOWING
DESCRIBED PARCEL:

ALL OF BLOCK 13, NORTHLAKE TERRACE, ACCORDING TO THE PLAT THEREOF
RECORDED IN VOLUME 33 OF PLATS, PAGE 20, IN KING COUNTY,
WASHINGTON;
AND A 20 FOOT ALLEY LYING WITHIN SAID BLOCK AND ADDITION AND
ADJOINING THE NORTHERLY LINE OF LOT 10 THEREOF;
AND THAT PORTION OF VACATED KENMORE AVENUE, NOW 67TH AVENUE
NORTHEAST, WHICH LIES EASTERLY OF A LINE DRAWN 390 FEET WEST OF
AND DISTANT FROM THE EAST BOUNDARY LINE OF BLOCK 13 OF SAID
ADDITION;
EXCEPT THE WESTERLY 150 FEET THEREOF.



AFTER RECORDING, PLEASE RETURN TO:

City of Kenmore
Attn: Lynn Suskin
P.O. Box 82607
Kenmore, WA 98028

EXHIBIT C
RIGHT-OF-WAY DEED

Grantor(s): City of Kenmore, a municipal corporation

Grantee(s): City of Kenmore, a municipal corporation

Short Legal Description:

[Complete legal description on Exhibit A]

Assessor's Property Tax
Parcel/Account Number(s):
6181700410

Reference Number(s) of
Documents Assigned
or Released:

Grantor, the City of Kenmore, a municipal corporation of the State of Washington, is the fee owner of the real property which is legally described on **Exhibit A**, attached hereto and incorporated herein by this reference (herein the "Grantors' Real Property"). For and in consideration of the benefits of a public right-of way and Ten Dollars (\$10.00) and other good and valuable consideration, in hand paid, and in lieu of condemnation, Grantor hereby warrants and conveys to the City of Kenmore, a municipal corporation of the State of Washington, the portion of the Grantors' Real Property which is legally described on **Exhibit B**, attached hereto and incorporated herein by this reference (herein the "Right-of-Way"), in fee simple and not as an easement, for use and occupancy by the City of Kenmore and the general public for the construction, development, maintenance, repair, replacement and use of: (i) a roadway known as NE 181st Street; (ii) other reasonable and appropriate uses appurtenant to roadway and utility installation and use, including, without

limitation, sidewalks, curbs, gutters; and (iii) utility facilities for the benefit and use of the City of Kenmore and utility purveyors.

This Right-of-Way Deed is tendered by Grantor with the understanding that it shall not become binding on the City of Kenmore unless and until accepted and approved in writing for the City of Kenmore, Public Works Department, by the City Engineer or her duly authorized representative.

Dated this _____ day of _____, 2012.

GRANTOR:

By: _____
Rob Karlinsey

Its: City Manager

Accepted and approved on _____, 2012:
CITY OF KENMORE

Kristen Overleese
(Print Name)
City Engineer

STATE OF WASHINGTON)
) ss:
COUNTY OF _____)

I certify that I know or have satisfactory evidence that Kristen Overleese is the person who appeared before me, and said person acknowledged that she signed this instrument, on oath stated that he was authorized to accept the instrument on behalf of the CITY of KENMORE, and acknowledged it as the City Engineer of the CITY OF KENMORE, a municipal corporation, to be his free and voluntary act.

DATED: _____

NAME: _____
(Print Name)

Notary Public in and for the State of Washington.
Commission Expires: _____

STATE OF WASHINGTON)
) ss:
COUNTY OF _____)

I certify that I know or have satisfactory evidence that Mr. Rob Karlinsey the person who appeared before me, and said person acknowledged that she signed this instrument, on oath stated that he is authorized to execute the instrument and acknowledged it as the City Manager of the City of Kenmore to be the free and voluntary act of such party for the uses and purposes mentioned in this instrument.

DATED: _____

NAME: _____
(Print Name)

Notary Public in and for the State of Washington.
Commission Expires: _____

Kenmore Library Advisory Board

2011 Annual Report



Kenmore Library Advisory Board Members with Liaison

Pictured from left: Kristy Sherman, Shirley Shimada, Ellen Stein, Chandrika Kaul, Ann Damerow, Char Crawford, Laurie Sperry (City Council Liaison). Not pictured: Lisa Magennis, Karen Hardiman (King County Library Liaison).

Introduction

The Kenmore City Council adopted Ordinance No. 07-0257 on February 12, 2007, creating the Kenmore Library Advisory Board (KLAB).

According to the ordinance, the board serves in an advisory capacity to the Board of Trustees of the King County Library System (KCLS) and to the local library officials.

There are eight member positions on the Board, one of whom is a youth, non-voting member. All Board members are residents of Kenmore. The City Council appointed one of its members, Councilmember Laurie Sperry, to serve as a liaison to the Board. The City Council Liaison is not a voting member of the Board.

For 2011, the Board met at 7 p.m. on the second Tuesday of the month at the Kenmore Library. The meetings are open to the public. The meetings were run by Kristy Sherman, KLAB President, and facilitated by Karen Hardiman, KCLS Liaison. Meeting minutes were compiled by Lisa Magennis, KLAB Secretary.

Members

The KLAB members for 2011 included:

- Kristy Sherman, President
- Ellen Stein, Vice President
- Lisa Magennis, Secretary
- Char Crawford
- Ann Damerow
- Chandrika Kaul
- Shirley Shimada

All 2011 members were appointed in 2007, except Char Crawford, who was appointed in 2009. The youth position on the Board remained vacant.

Liaisons

Laurie Sperry – Kenmore City Council

We are fortunate to have Laurie Sperry serving as Kenmore City Council Liaison to the Library Advisory Board. She has served in this capacity since the inception of the Board, and remains an enthusiastic advocate for the library, library staff, this Board and all library patrons. She brings a wealth of experience to the Board, and helps keep us up to date on the issues facing the city of Kenmore.

Karen Hardiman — KCLS

Karen Hardiman is the Cluster Manager for the Kingsgate, Kenmore and Bothell libraries. In that role she provides timely updates on library activities and events, and communicates regularly with Board members regarding opportunities for Board members' participation in library business/events. As the KCLS Liaison to KLAB, we are grateful for all her support and guidance.

Kenmore Library Advisory Board Activities**Meetings**

- The Board held regularly scheduled meetings on the second Tuesday of every month in 2011. Exceptions to this schedule may apply.
- The Board held regular meetings on the following dates in 2011:
 - February 8
 - March 8
 - April 26
 - June 7
 - August 9
 - September 6
 - October 4
 - November 8
 - December 12
- The Board presented the KLAB 2010 Annual Report to the City Council during the City Council meeting on May 9, 2011.

KCLS Events

- The Kenmore City Council removed term limits from the Municipal Code for the Library Advisory Board at their February 28 meeting. All of the KLAB members attended.
- On April 26, Matt Aalfs, Architect of the new Kenmore Library gave a presentation about features and progress of the new facility.
- In June, the King County Library System was named "Library of the Year 2011" by Library Journal.
- The Board attended the opening of the Kenmore Library on July 9, 2011, assisting KLAB members with the distribution of treats for library patrons. KLAB President Kristy Sherman gave a short speech at the pre-opening ceremony.

- On August 9, 2011, Donna McMillen, KCLS Cluster manager for Federal Way attended KLAB meeting to observe, and to get insights into the process of a library advisory board.
- Kristy, Ann and Lisa left the Board at the end of the year; Ellen, Chandrika, Shirley and Char will stay on the KLAB. For 2012, Ellen is nominated for President; Char is nominated for Vice President and Chandrika is nominated for Secretary.
- The December KLAB meeting was held at the Lake Forest Park Grill, as a send-off to retiring KLAB members - Kristy Sherman, Ann Damerow, and Lisa Magennis. Laurie Sperry distributed Holiday Poinsettias as a Thank You gesture to KLAB members for their work on behalf of the Kenmore City Council.

Kenmore Library Association (Friends of the Library)

The Kenmore Library Association (KLA), a group of dedicated friends of the library, plans and sponsors library programming. Funds raised by the KLA go toward supporting many programs at the library, including buying toys for the children's area and purchasing materials to be used during children's story time. KLA was instrumental in the successful opening day celebration of the new library. The goal of the KLA is to strengthen community ties and enlarge the family of people who love the library.

KLA provided the following to the Kenmore Library in 2011:

- Sponsorship of and refreshments for the Annual Heron Watch in March, always a well-attended event
- Provided staff with t-shirts to help promote the ever-popular Summer Reading Program and provided refreshments for the Ice Cream Social to kick-off the program
- Contributed towards refreshments for Preview Party in June
- Provided and served refreshments at Grand Opening in July
- Sold raffle tickets for a handmade quilt and new, custom KLA book bags, proceeds of both to go to library
- Kitchen furnishings for new library
- Author visit (Richard LeMieux) in July
- Additional bike racks for the new library
- Donation to KCLS Foundation for purchasing Books for Babies
- Movie license through Movie Licensing USA. This allows the library to show a large number of major entertainment movies without worry of copyright infringement. The Friends also purchased a popcorn popper!
- Several programs for children and adults (Anansi Story Time, Super Sock Puppets, Charles Dickens)
- Over \$500 towards staff support, purchasing items not covered in our supply budget

About the Kenmore Library

The Kenmore Library is a hub of activity in the community for citizens of all ages. Located at 6531 NE 181st Street, Kenmore, Washington, 98028, the Kenmore Library is a branch of the King County Library System. The library's collection includes a selection of books, large-print titles, many children's materials, books-on-tape, compact discs, CD ROMs, magazines, cassettes, videos, and internet access.

On June 8, 2010, KLAB members joined more than 150 people on the site of the new Kenmore Library for the long-anticipated groundbreaking ceremony. Then, on July 9, 2011, even more people gathered for the opening ceremony of the new Kenmore Library. KLA volunteers prepared cookies and treats for a crowd of over 500 people who came to the opening ceremony. New Kenmore Library is four-times the size of the three-unit modular building that opened in 1976, about a half mile away

Some of the highlights of the new library include: expanded areas dedicated to teens and children; an expanded staff workroom; increased parking; a multi-use community meeting room; study rooms; expanded room dedicated to book stacks; an overall increase in space and openness. The library also has increased open hours.

New Library Includes:

- 10,000 square feet of space, 4 ½ times larger than the previous Kenmore Library
- Two study rooms, featuring artwork by Russell Chatham
- Expanded Children and Teen sections
- Public computers and wireless coverage throughout the library
- Three cyber bars for laptop use
- Color printing
- Expanded and covered parking
- Community meeting room may be reserved by any group for non-commercial purposes
- Expanded Story Time and children's programs will be held in the meeting room

The Library is open Monday thru Thursday, 10 a.m.—9 p.m., Friday, 10 a.m.—6 p.m., and Saturday, 10 a.m.—5 p.m. The library is closed on Sunday.

Kenmore Library Programs

The Kenmore Library boasts two book clubs, children's storytime, Japan Fan Club, Civil War Fiddle Tunes, homework help, a one-on-one computer help program, GED Classes, Study Zone, Talk Time, Walk With Your Library, and many one-time-only events, which taken as a whole serve a broad spectrum of the Kenmore community.

Book clubs**EVENING GROUP**

The evening book group started in 2001 and has continued without interruption. They have three original members, as well as newer members. The group averages about 5 or 6 people per meeting. The books are mostly fiction with some nonfiction in the mix. This group tends to choose more popular literature titles but they have also read classics and literary titles.

2011 Titles

- January: *At Home on Ladybug Farm* by Donna Ball
- February: *Hotel on the Corner of Bitter and Sweet* by Jamie Ford
- March: *Luncheon of the Boating Party* by Susan Vreeland
- April: *The French Gardener* by Santa Montefiore
- May: *Nights of Rain and Stars* by Maeve Binchy
- June: *The Post-Birthday World* by Lionel Shriver
- July: *Breakfast at Sally's* by Richard LeMieux
- August: *The Art of Racing in the Rain* by Garth Stein
- September: *The Elegance of the Hedgehog* by Muriel Barbery
- October: *The Weed that Strings the Hangman's Bag* by C. Alan Bradley
- November: *The Lonely Polygamist* by Bradley Udall

AFTERNOON GROUP

The afternoon group started in 2002 and also has continued without interruption. This group also has at least two of its original members and averages 5 or 6 people per meeting. They read literary fiction and nonfiction.

2011 Titles

- January: *Unbowed: A Memoir* by Wangari Muta Maathai
- February: *Black Boy:(American Hunger): A Record of Childhood and Youth* by Richard Wright
- March: *The Physick Book of Deliverance Dane* by Katherine Howe
- April: *The 19th Wife* by David Ebershoff
- May: *Freddy and Fredericka* by Mark Helprin

- June: *The Help* by Kathryn Stockett
- July: *Pillars of the Earth* by Ken Follett
- August: *The Story of My Life: an Afghan Girl on the Other Side of the Sky* by Farah Ahmedi
- September: *The French Gardener* by Santa Montefiore
- October: *Cleopatra: A Life* by Stacy Schiff
- November: *The Known World* by Edward P Jones
- December: *Dirt Music* by Tim Winton

Both groups are happy to welcome new members. The dates and time of the next meetings are posted at the library, along with the book to be discussed at the next meeting.

Children's Story Times

Kenmore Library continues to offer story times on a regular weekly basis to young patrons and their families. In 2011, there were 47 story times for a total audience of [1,263](#); an increase over 2010.

The first story time is offered for ages 2 and up, focusing on the six early literacy skills. Each week a particular letter of the alphabet is introduced. Beginning sign language is also included in this session.

The second story time is offered for ages birth-2 years. This group is just learning to sit and listen to a few books, have fun with rhymes and fingerplays, and do a lot of socializing, both for the parents and the children!

A world language story time was added in September 2011 that is offered on a monthly basis. Marco Cortes uses his music to teach patrons some basic Spanish vocabulary and songs.

Other programs included - Jeff Evans Magic and Ice Cream Social, Payne Fifield Magic show, Nancy Stewart program of songs and stories, and Northwest Theater presentations.

Teen

Game On - Open play video games for teens; occurred 1/month in Kenmore Library's meeting room

Study Zone - Homework help for students in grades K-12; offered between 2 and 4 times/month

Look to your Library - a teen college prep seminar for students and their parents offered in fall, 2011.

One-On-One Computer Assistance

NetMaster volunteers helped provide one-on-one training to 34 patrons, in 23 sessions during 2011. The NetMaster Volunteer Training Program is a KCLS initiative that pairs enthusiastic and knowledgeable volunteers with patrons who have little or no computer experience. The patrons seek help learning computer basics such as: setting up email accounts; attaching files to emails; saving files to flash drives; using Microsoft Word; navigating the internet; editing and saving pictures; using KCLS databases such as Resume Builder and Ancestry.com.

Many patrons need computer help during job searches. Volunteers teach the patrons to look for and respond to online job openings and applications. This exciting program was especially challenging in our limited library space.

Library Facts and Figures

Library Staff

Cluster Manager Kingsgate, Kenmore and Bothell libraries - Karen Hardiman

Kenmore Operations Supervisor- Robin Wharton

Children's Librarian - Patti Stroschein

Teen Librarian - Amber Dern

Library Assistants: - Margaret Jones, DwyAnne Lean, Roz Vecchio, Lola Wright

Library Pages: - Patricia Duncan, Wendy Grove, Anastasia Kozorezova, Uliana Kozorezova,

Daniel Mikkelson, Martin Van Parys

Librarians, Public Service Assistants, Managers and other staff from the Bothell/Kenmore/Kingsgate Cluster rotate work shifts through Kenmore Library on a regular basis.

The KLAB members are grateful to the entire Kenmore Library staff for all of their hard work and continuing efforts to maintain the Kenmore Library as one of our most important community meeting places.

2011 Checkouts, Checkins, Holds and Traffic Counts¹ by Month

	CHECKOUTS	CHECKINS	HOLDS PLACED	HOLDS FILLED	DOOR COUNT
JANUARY	12,178	10,548	5,015	3,931	4,803
FEBRUARY	11,430	9,831	4,525	3,900	4,689
MARCH	12,950	11,176	5,176	4,391	5,053
APRIL	13,274	11,062	4,768	4,273	5,240
MAY	11,820	10,783	4,545	3,848	4,846
JUNE	13,071	11,684	4,752	3,848	5,588
JULY	27,508*	19,048	5,704	5,202	9,873
AUGUST	30,160	26,386	6,754	7,378	11,214
SEPTEMBER	26,491	22,747	5,903	7,038	9,434

OCTOBER	27,561	23,575	6,973	7,698	10,420
NOVEMBER	27,239	22,862	6,732	7,249	8,886
DECEMBER	26,054	23,014	6,340	7,353	8,911
	239,736**	202,716***	67,187	66,109	MONTHLY AVG 7,426

*NEW BRANCH OPENED JULY 9

** 54% increase over 2010.

***45% increase over 2010.

Traffic Counts represent the number of patrons who visit the Kenmore Library.

Summer Reading program participants

Kenmore Library had 400 Preschool and Elementary children sign up for Summer Reading Program in 2011. During the summer, there were 5 programs with 200 people in attendance; also, there were 8 summer story times with 272 people attending.

Collection Size

The Kenmore Library collection totals 48,585 items; total items in KCLS Collection – 4,044,907.

KCLS currently has [19,631](#) eBook titles.

2012 Board Goals and Objectives

1. Coordinate among city, community, and library
 - Bring relevant city and community information and issues to the library's attention.
 - Disseminate library information to the city and to community members and groups.
2. Assist in community relations
 - Assist in communication to community members about the new library.
3. Advocate and use library services
 - Talk with community members about the types of materials, services, and programs offered by the library.
 - Keep in touch with library staff to stay up-to-date with the library programs and services.
4. Monitor community demographics
 - Bring to the library's attention any change in demographics or community culture in relation to library services and programs.
 - Suggest relevant library-related services that may meet community needs.

Prepared by:
Chandrika Kaul

Secretary, KLAB