City of Kenmore, Washington
City Council Regular Meeting
Minutes
November 19, 2012

CALL TO ORDER – Mayor Baker called the meeting to order at 7:01 p.m.

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

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance & Administration Director; Kris Overleese, Engineering & Environmental Services Director; Debbie Bent, Director of Community Development; Bryan Hampson, Development Services Director; Leslie Harris, Management Analyst; Richard Sawyer, Surface Water Program Manager; Rod Kaseguma, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

Councilmember Sperry moved to approve the agenda as submitted. Councilmember Rogers seconded the motion. The motion passed.

CITIZEN COMMENTS

Anne McBride of the Friends of Youth Board, 15004 61st Place NE, Kenmore, was present to advocate for affordable housing in Kenmore and to provide information about the Friends of Youth programs. She stated that they appreciate the City of Kenmore's support.

John Hendrickson, 5919 NE 202nd Lane, Kenmore, was present his concerns regarding being able to communicate with taxpayers regarding the City's financial position. He submitted a handout to the Council.

Dave Crawford, 7534 NE 175th Street, Kenmore, was present to thank the City for attending to the left turn lane in front of Jay's Café and to express his concerns regarding flooding in Swamp Creek.

Mayor Baker thanked the citizens for their comments.

CONSENT AGENDA

Councilmember Sperry moved to approve the consent agenda as submitted. Councilmember Curtis seconded the motion to Approve the Minutes of the June 11, 2012 Council Regular Meeting; June 18, 2012 Council Regular Meeting Study Session; June 25, 2012 Council Regular Meeting; July 9, 2012 Council Regular Meeting; July 10, 2012 Council Special Meeting Outdoor Public Forum; and July 16, 2012 Council Regular Meeting; Approve Check Nos. 26783 – 26844 in the amount of $942,170.06 and

Electronically Transferred Payroll Funds Totaling $59,444.85 for the Period Ending November 9, 2012; and Approve Contract No. 12-C1074, Memorandum of Agreement with Department of Ecology (DOE); Contract No. 12-C1088, Memorandum of Agreement with City of Lake Forest Park; Contract No. 12-C1077, Interlocal Agreement with Northsore Utility District for Storm Drain Maintenance Services; Contract No. 12-C1075, Stormwater System Cleaning and Vactor Services Agreement; Contract No. 12-C1076, Stormwater Pipe Video Inspection Services Agreement; Contract No. 12-C1086, Interlocal Agreement with King County for Surface Water Management Services; and Contract No. 12-C1085, Interlocal Agreement with King County for Surface Water Billing Services. The motion passed unanimously.

BUSINESS AGENDA

Website Plan Update – Leslie Harris, Management Analyst, was present to give a brief staff report. She stated that a more user-friendly content management system will make the website easier to update and more responsive and flexible. It will be able to be used by multiple platforms, including laptops, tablets, and phones, and will incorporate our branding and key messaging. She stated that the Website Committee's input has been incorporated into the scope of work and that she would like to bring the committee back in February. She was also available to answer any questions.

It was Council direction that they would like to have a visual presentation to the entire Council before time to make a formal decision.

Review of 2013 Fee Resolution, Resolution No. 12-208 – Bryan Hampson, Development Services Director, was present to give a brief staff report, indicating that there have only been eleven changes and two new fees since the last fee resolution. He was also available to answer any questions.

Review of 2011-2012 Budget Amendment Ordinance, Ordinance No. 12-0348 – Joanne Gregory, Finance & Administration Director, was present to give a brief staff report, stating that this ordinance is to take care of housekeeping issues for the current budget in preparation for closing it out. She noted that they are asking to charge Swamp Creek dredging fees to the Swamp Creek Basin Fund, as in the past. Adjustments are being recommended for the Kenmore Village Fund (formerly Capital Projects Fund) due to ending the Urban Partners agreement and other unbudgeted downtown development expenditures. She stated that the street sweeper was more expensive than anticipated, so an appropriation is needed for the Equipment Replacement Fund. She was also available to answer any questions.

Adopt Ordinance No. 12-0352, Interfund Loan – Joanne Gregory, Finance & Administration Director, was present to give a brief staff report in which she stated that the Kenmore Camera revenue will not be credited to the Capital Projects Fund until 2013, so a loan from the General Fund is being requested until that revenue comes in, in order to prevent ending the fiscal year in a negative cash position. She was also available to answer any questions.

Councilmember Curtis moved to Adopt Ordinance No. 12-0352, Interfund Loan. Councilmember Rogers seconded the motion. The motion passed unanimously.

Review of Proposed 2013 Property Tax Levy Ordinance, Ordinance No. 12-0349 - Joanne Gregory, Finance & Administration Director, was present to give a brief staff report in which she noted that the City held a public hearing on this ordinance in October, and there is a 0% proposed increase in the tax levy. She was also available to answer any questions.

Review of 2013-2018 Capital Improvement Program (CIP) - Joanne Gregory, Finance & Administration Director, was present to give a brief staff report in which she reviewed that she has made the changes Council directed, adding $40,000 for the boat launch restroom project and taking the $75,000 City Hall Plaza improvement out to 2015, which saves this year's REET budget $35,000. She was also available to answer any questions.

City Manager Karlinsey stated that he spoke with the Department of Fish & Wildlife yesterday and got a more accurate estimate for the boat launch restroom project, which is $47,500. Director Gregory stated that should the City have enough REET money, that would be her preference for covering the additional boat launch restroom project funds. Changes will be included in the CIP packet item for next week's meeting.

Review of 2013-2014 Biennial Budget Ordinance, Ordinance No. 12-0351 - Joanne Gregory, Finance & Administration Director, was present to give a brief staff report. She distributed a handout detailing adjustments that have been made to the proposed 2013-2014 biennial budget, including additional funding for human services, creating the Sammamish River Bridge Fund, creating a new $50,000 expenditure from the Strategic Opportunities Fund for the Business Incubator, removing the City Hall Plaza improvements of $75,000, adding in the boat launch project, removing $10,000 from the Abagobez property improvements, and establishing the revenue of the reimbursement from Kenmore Camera in 2013 rather than in this biennium as originally anticipated. She was also available to answer any questions.

In response to a question regarding replenishing the Strategic Opportunities Fund, she stated that Council does need to adopt a policy for this. City Manager Karlinsey stated that he would like to work on a policy for this and for the new Sammamish River Bridge Fund over the next few months.

STAFF REPORT

City Manager Karlinsey stated that the City was awarded a $5.2 million TIB grant last week thanks to Kris Overleese, City Engineer. A $2.5 million right-of-way acquisition and $1.2 million for signals made it possible for the City to get this grant. The City has a regional mobility grant for that project as well, which would push any local match dollars further out. He stated that the City will have an agreement with the State Transportation Improvement Board (TIB) for Council approval at the December 3rd meeting. Kenmore's was the single highest award for transportation in the State and also included the 182nd to 185th sidewalk. He noted that there was a significant rain event in the City yesterday and today and that he was very impressed with the response of Public Works Operations Manager Jennifer Gordon and the Lake Forest Park public works crew. He stated that 192nd Street between 73rd and 80th Avenues is now open, and that there is a project scheduled to address that area's issue. The City also had some power outages, which are still in effect.

CITY COUNCILMEMBER COMMENTS/REPORTS

Mayor Baker asked Council to please give him some dates that they might be available to attend a Christmas dinner.

Councilmember Sperry reported on a Suburban Cities Association (SCA) annual dinner that she attended last week. They voted to change the name to Sound Cities Association, and they already have a new website and have asked for member cities to send photographs of their cities to be featured on the website.

Councilmember Van Ness reported on an Enterprise Seattle board meeting he attended last week.

Councilmember Rogers stated that he received the e-mail regarding the passing of Jacob Chakko, who served the City on the Downtown Task Force, and that it is a big loss. Councilmember Rogers attended one of the viewings and spoke about Mr. Chakko on behalf of the City. Kudos to City Engineer Overleese and her team for handling surface water problems so quickly.

Mayor Baker thanked Leslie Harris for the Facebook comments and updates. He reported on an Issaquah community forum regarding the drug take-back program, which may be mandated by King County shortly. He thanked City Engineer Overleese and her team for their good work on the grants.

ADJOURNMENT

There being no further business, Mayor Baker adjourned the meeting at 8:40 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin

Patty Safrin, City Clerk