City of Kenmore, Washington
City Council Special & Regular Meeting
Minutes
November 18, 2013

CALL TO ORDER – The special meeting of the Kenmore City Council was called to order by Mayor David Baker at 5:30 p.m.

EXECUTIVE SESSION

Mayor Baker recessed the special meeting at 5:30 p.m. to an executive session to discuss Personnel, pursuant to RCW 42.30.110(1)(g), and Property Disposition, pursuant to RCW 42.30.110(1)(c). He stated that the executive session will last for approximately 90 minutes and that no action is anticipated when the meeting is reconvened.

ADJOURNMENT – Mayor Baker adjourned the special meeting at 7:00 p.m.

CALL TO ORDER – Mayor Baker called the regular 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; Jennifer Gordon, Public Works Operations Manager; Leslie Harris, Management Analyst; Angelo Bonomi, Code Compliance Officer; Richard Sawyer, Surface Water Program Manager; Andrew Symons, City Attorney; and Patty Safrin, City Clerk

FLAG SALUTE

Nigel Herbig, Councilmember Elect, led the flag salute.

AGENDA APPROVAL

It was Council consensus to approve the agenda as submitted.

PRESENTATIONS

Let's Move Cities, Towns & Counties Award - Mayor Baker spoke about the award and detailed the five goals of "Let's Move Cities, Towns & Counties," including healthy nutrition and promoting children's activity. He stated that the National League of Cities recently recognized 18 cities in U.S. for making progress in dealing with childhood obesity, and Kenmore was one of them.

2013 City of Kenmore Inaugural Beautification Awards – Bryan Hampson, Development Services Director, gave some background on the awards and presented them to the nine property and business owners who were selected for taking pride in maintaining and improving their properties. Winners were Christopher Breen and Susan Blake for Best in City, Cathy

Cottingham for Residential Curb Appeal, Tom and Karen Hyde for Transformation, Ana Vazquez for Art, Rudy Madayag for Residential Sense of Community, Jan Troxell of Passport Travel for Business Curb Appeal, Kyla McAdams of Dolce Vita Espresso for Business Sense of Community, Jocelyn Nadir of Northshore Apartments for Multifamily Sense of Community, and Kerri Berlin of Northlake Grove Townhomes for Environmental Sustainability.

PROCLAMATION

Pancreatic Cancer Awareness Month - November 2013.

Mayor Baker read the proclamation into the record.

CITIZEN COMMENTS

There were no citizens wishing to comment during the Citizen Comment period.

CONSENT AGENDA

Councilmember Sperry moved to approve the consent agenda as submitted. Councilmember Van Ness seconded the motion to Approve the Minutes for the October 21, 2013 City Council Regular Meeting & Joint Planning Commission Special Meeting; Approve Check Nos. 28936 - 28996 in the Amount of $224,847.03 and Electronically Transferred Payroll Funds Totaling $65,184.57 for the Period Ending November 8, 2013; and Approve Amendment No. 1 to Contract No. 13-C1103 with H.W. Lochner. The motion passed unanimously.

BUSINESS AGENDA

Approve Contract No. 13-C1232 for 68th Avenue Sidewalks - Kris Overleese, Engineering and Environmental Services Director, was present to give a brief report on the bids and award process for the 68th Avenue sidewalks construction contract, CIP Project No. T 27-182. The project will improve pedestrian safety by adding an 8-foot wide sidewalk along the east side of 68th Avenue NE between NE 182nd Street and NE 185th Street. She was also available to answer any questions.

Councilmember Van Ness moved to Approve Contract No. 13-C1232 for 68th Avenue Sidewalks in an amount not to exceed $145,000. Councilmember Curtis seconded the motion. Deputy Mayor Hensel recused himself from the vote. The motion passed 6-0.

Approve City Acceptance of Department of Ecology Grant – Richard Sawyer, Surface Water Program Manager, was present to give a brief report in which he gave some background on the grant and provided information regarding allowable uses for the grant money. This grant is a noncompetitive municipal stormwater capacity grant which does not require any matching funds by the City. He was also available to answer any questions.

Councilmember Van Ness moved to Approve City Acceptance of Department of Ecology Grant for municipal stormwater capacity. Councilmember Sperry seconded the motion. The motion passed 7-0.

September 2013 Financial Report – Joanne Gregory, Finance & Administration Director, was present to provide a brief report in which she gave a general overview of the regional context which affects the City budget and spoke briefly about the status of expenses and revenues. She gave a PowerPoint presentation showing a long-range forecast for the City. She noted that this is new for the City and will be presented to Council quarterly. She was also available to answer any questions.

It was Council consensus to receive and file the September 2013 Financial Report.

Approve Amendment No. 1 to Contract No. 12-C1062 with Weisband Consulting for Business Incubator Services – Nancy Ousley, Assistant City Manager, and Barry Weisband, Consultant, were present to give a brief report. They were also available to answer any questions.

Assistant City Manager Ousley stated that the term of the initial contract is through 2014, although work and budget items were only authorized through 2013 so that items could be added later as the needs became more clear. She noted that it may make sense for Council to delay action on this amendment until the December 9, 2013 meeting, in order to view it more broadly in the context of the City's overall economic development strategy. City Manager Karlinsey stated that getting funding partners for the Business Incubator is a top priority for 2014.

It was Council consensus for staff to provide more specific data on the business incubator program and to bring this item back to the December 9, 2013 meeting.

CITY COUNCILMEMBER REPORTS & COMMENTS

Councilmember Smith reported on a Puget Sound Regional Council (PSRC) board meeting he attended last week. He noted that the Northshore Senior Center in Bothell is now of an age where its physical structure needs some attention, and a plan for continuing maintenance of the facility is also needed.

Councilmember Sperry reported on the NLC conference. She attended sessions on priority-based budgeting and active transportation, which refers to bikes and pedestrians. She stated that she was very proud of the job staff did on the mobile workshop highlighting Kenmore.

Councilmember Van Ness reported on the NLC conference as well, in particular a session he attended on health care reform.

Deputy Mayor Hensel reported on a Coffee with Council that he attended on Saturday. He also recently presented a service award to Inglemoor High School for adopting Log Boom Park to maintain it as a volunteer service to the City.

Mayor Baker also reported on the NLC conference, noting that the mobile tour of Kenmore went very well. He stated that he has finished his term on the NLC board of directors, and has now been appointed to the NLC university board of directors. He noted that one of the opening speakers, from the Brookings Institute, spoke about how things are changing and that cities are going to be providing more leadership as federal and state governments cut funding.

EXECUTIVE SESSION

Mayor Baker recessed the regular meeting to an executive session at 9:00 p.m. to discuss Personnel, pursuant to RCW 42.30.110(1)(g), and Property Disposition, pursuant to RCW 42.30.110(1)(c). He stated that the executive session will last for approximately 15 minutes and that action is anticipated when the meeting is reconvened.

Mayor Baker reconvened the regular meeting at 9:16 p.m.

POSSIBLE ACTION RESULTING FROM EXECUTIVE SESSION

Councilmember Smith moved to approve a salary merit increase of 2% for the City Manager effective January 1, 2014. Councilmember Curtis seconded the motion. The motion passed unanimously.

Councilmember Van Ness moved to amend the City Manager's contract to change the yearly evaluation effective date from April to January. Councilmember Sperry seconded the motion. The motion passed unanimously.

ADJOURNMENT

Mayor Baker adjourned the regular meeting at 9:22 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin

Patty Safrin, City Clerk