

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
March 14, 2022**

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
Councilmember David Baker
Councilmember Joe Marshall
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Councilmember Angela Kugler
Deputy Mayor Melanie O'Cain

Staff: City Manager Rob Karlinsey
Assistant City Manager Nancy Ousley
Assistant City Manager/ARPA Administrator Stephanie
Lucash City Clerk Anastasiya Warhol
City Attorney Dawn Reitan
Development Services Director Bryan Hampson
Human Resources Manager Leonora Palaña
Permit Coordinator Tela Gardner
City Engineer John Vicente
Traffic Engineer Tobin Bennett-Gold
Engineering Intern Eugenio Sanchez

Speaking Guests: Carmin Dalziel, Northshore Schools Foundation
Heather Erickson, Northshore Schools Foundation
Patrick O'Brien, Kenmore Resident
David Morton, Redmond Resident
Janet Hays, Kenmore Resident
Stacey Valenzuela, Kenmore Resident

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the Special Meeting to order at 6:30 pm.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(b), the City Council entered an executive session to consider real estate acquisition. The session is scheduled to conclude at 6:59 p.m. No action was taken.

ADJORN SPECIAL MEETING

The Special Meeting was adjourned at 7:00 p.m.

CALL REGULAR MEETING TO ORDER – 7:00 PM

Mayor Herbig called the regular meeting to order.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

MOTION: At the Mayor's suggestion, Councilmember Srebnik moved to amend the agenda to add an Executive Session to consider real estate acquisition as the next item on the agenda. Councilmember O'Cain seconded the motion.

VOTE: Motion passed by Unanimous Consent.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(b), the City Council entered an Executive Session to consider real estate acquisition. The Mayor noted that the session will conclude at approximately 7:15 pm.

ACTION FOLLOWING THE EXECUTIVE SESSION

MOTION: Councilmember Pfeil moved to approve the Letter of Intent, approved as to form by the City Attorney or Special Counsel, to acquire the Holt Industries property located at 7010 NE 181st Street, Kenmore, WA, 98028, as negotiated between the parties for a price of 3.2 million. Final approval of the purchase and sale agreement shall be subject to Council approval. Councilmember Marshall seconded the motion.

VOTE: 4 For, 3 Against, 0 Abstain. MOTION CARRIED.

PRESENTATION

Chair Carmin Dalziel and Executive Director Brittany Caldwell of the Bothell Kenmore Chamber of Commerce provided a 'State of the Chamber' annual update. They highlighted partnership with the City, events put on by the Chamber, business activity, and business needs. [2022 State of the Chamber City of Kenmore - March 14, 2022](#)

PUBLIC COMMENT

The Council took comments from the public from approximately 7:35 pm to 7:42 pm. Timestamped link included here: <https://youtu.be/IEOcS4jheJw?t=3952>

CONSENT AGENDA

- A. Approve Minutes:
[City Council February 14, 2022 Special and Regular Meeting Minutes](#)
[City Council February 28, 2022 Special & Regular Meeting Minutes](#)
- B. Approve Total Check #s 49037 through 49120 totaling \$2,042,273.06, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 2/11/22 totaling \$187,642.66, and an ACH Payment to Thomco Construction in the amount of \$200,615.88.
[Voucher Approval Report dated 2/18/22](#)
- C. Receive and File December 2021 Financial Report
[Agenda Bill - Monthly Report- 12/31/21](#)

Councilmember Pfeil moved to approve the consent agenda including items A-C outlined above. Councilmember Srebnik seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

- A. **Adopt Ordinance No. 22-0544, Relating to Providing Fee Discount Options for Lower-Income Homeowners, Amending Section 20.05.050 of the Kenmore Municipal Code, presented by Permit Coordinator Tela Gardner and Development Services Director Bryan Hampson, *for Discussion and/or Adoption***

[Agenda Bill - Ordinance No. 22-0544 Hardship Fee Discount](#)

[Attachment 1 - Ordinance No. 22-0544](#)

[Attachment 2 - ARCH Income Limit Table \(2021\)](#)

[Attachment 3- Jurisdiction Examples](#)

[Ordinance 22-0544](#)

Permit Coordinator Tela Gardner and Development Services Director Bryan Hampson discussed a proposed hardship fee discount for development review fees, specifically, a 70% discount for homes whose income is 80% of median income or less (if specific criteria are met.)

The Council offered additional suggestions, including offering a full fee waiver in certain circumstances, and tracking this as pilot program. City Staff agreed to return to the Council at a future date with amendments.

- B. **Americans with Disabilities Act (ADA) Transition Plan, presented by City Engineer John Vicente, *for Discussion***

[Agenda Bill - ADA Transition Plan Update 20220314](#)

[Attachment A - Curb Ramps](#)

[Attachment B - Sidewalks](#)

[Attachment C - Push buttons](#)

[Attachment D - Crosswalks](#)

[Attachment E - Parking](#)

City Engineer John Vicente explained that under the Americans with Disabilities Act, the City is required to make a transition plan to make public amenities conform to ADA guidelines. Although the ADA Title II – Local and State Government Programs and Services section deals with the public right of way, public parks, public government buildings, and public sponsored events, the presentation and analysis will be focused solely on the public right of way. Having a transition plan requires the following:

- inventory of all city facilities (curb ramps, sidewalks, crosswalks, pedestrian push buttons, and marked parking)
- Identification of physical barriers
- Detail method for obtaining accessibility
- Schedule for achieving accessibility
- Identify official responsible for implementation
- Identify a grievance policy

In analyzing each facility component, significant non-compliance was noted. The City estimates a total cost of \$21.3 million dollars to bring all necessary areas into compliance. While the City relies on approximately \$100K from the Capital Improvement Plan and an additional \$100K per year from Overlay Project Revenues, legislative earmarks and grant opportunities continue to be the best way to cover the costs of the ADA Transition Plan and implementation. At a budget investment of \$600K per year, the Plan might be realized in 35 years. Staff hope to continue public outreach and gather comments through April/May 2022. The goal is to finalize the ADA Transition Plan and move to formal adoption in May 2022.

MOTION:

VOTE: 7 For, 0 Against, 0 Abstain. MOTION CARRIED

C. Pedestrian Facilities Plan, presented by City Engineer John Vicente, *for Discussion*

[Agenda Bill – 2022 Pedestrian Facility Program Update 20220314](#)

[Attachment A – North Project Map](#)

[Attachment B – South Project Map](#)

[Attachment C – Project List](#)

City Engineer John Vicente and Engineering Intern Eugenio Sanchez explained that the most recent plan was adopted as the “City Sidewalk Project” in 2013. The updated 2022 plan, now called the “Pedestrian Facilities Plan,” will focus on the following prioritization criteria; each criterion has a subset of qualifiers:

- Pedestrian Safety
- Connectivity with community facilities/commercial centers
- Continuity (fill gaps/extend sidewalks)
- Connection to transit
- Proximity to schools
- Potential population served

Based on the criteria, a project list is created, and the total cost of the projects is estimated to be approximately \$170 million dollars. To fund this work, only \$100K per year can be expended in the Capital Improvement Plan. The best sources of funding continue to be legislative earmarks and grants. Public outreach on the Pedestrian Facility Program will continue through April and move to formal adoption in May 2022.

D. Arterial Speed Study, presented by Traffic Engineer Tobin Bennett-Gold, *for Discussion*

[Agenda Bill - Arterial Speed Evaluation](#)

[Attachment A - Scope of Study](#)

[Attachment B - Current and Target Speed Limits](#)

[Attachment C - Recommended Action](#)

[Arterial & Collector Speed Evaluation Presentation](#)

Traffic Engineer Tobin Bennet-Gold began a presentation by emphasizing the benefit of safety when lowering the speed limit. Motivated by the consistent service requests and the Council’s official goal to “Goal 6 - Focus on and emphasize multimodal transportation in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel,” the City’s

traffic engineering team performed a thorough analysis to establish speed profiles of the City's major corridors. As a result, the City has classified those roads by one of the following speed limited recommendations:

- Roads where no speed limit reduction is recommended at this time
- Roads that are suitable for immediate reduction in speed limit based on current travel speeds
- Roads that have ongoing projects and will be suitable for a reduction in speed limit as part of project completion
- Roads that have upcoming projects which may have sufficient effect on travel speeds for reduction of speed limit to be appropriate, but post-project data collection is recommended before speed limits are reduced
- Roads that will require identification and delivery of speed reduction countermeasures before speed limits can be reduced

City Traffic Engineering Staff recommend the following plan of action:

- 1) Work with WSDOT to reduce SR 522 speed limit to 35 MPH
- 2) Reduce the speed limit on 175th Street
- 3) Reduce the speed limits throughout the 68th Ave and Juanita Drive Corridor in conjunction with project completion
- 4) Observe effects of upcoming traffic calming projects on 73rd Ave South of 192nd Street, 192nd Street, and 80th Ave to determine if speed limit reduction is appropriate or requires additional support
- 5) Identify low-cost traffic calming on 75th Ave and 84th Ave to support near-term speed limit reductions
- 6) Reach out to neighboring cities to partner on speed reduction efforts for 193rd St., 203rd St., and 83rd Avenue
- 7) Identify and scope substantial speed reduction projects on Simonds Road, 73rd Ave North of 192nd St., and 61st Ave.

Staff plan to bring a formal action proposal forward in the form of an ordinance at a future meeting.

STAFF REPORTS

ARPA Direct Cash Assistance – Assistant City Manager/ARPA Administrator Stephanie Lucash explained that the City has disbursed nearly all of the allocated Kenmore Cares funds (\$1,000,000.) She requested that the applications continue to be accepted through the end of March as previously advertised. The Council was in support.

Cadman Materials Draft Permit Update – Development Services Director Bryan Hampson explained that the Puget Sound Clean Air Agency (PSCAA) provided notice that they issued a draft permit to Cadman. PSCAA will also be holding a public hearing of the draft permit on April 18, at 4:00 pm, via zoom. City Staff and legal representatives will provide testimony at the hearing. Members of the Council and the public are encouraged to attend. Staff agreed to provide a presentation to the Council on the subject prior to the April 18 PSCAA public hearing.

[Cadman Draft NOC- Staff Memorandum](#)

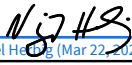
Legislative Session Update – City Manager Rob Karlinsey noted that our lobbyist Shelly Helder, with Gordon Thomas Honeywell, will provide a legislative session update in April.

COUNCILMEMBER REPORTS & COMMENTS

Returning to in-person meetings – Rob Karlinsey explained that the City hopes to make the Council chambers available for hybrid meetings by April, 2022. City Clerk Anastasiya Warhol noted that equipment procuring may be delayed. Staff agreed to relay a project timeline to the Council when available.

ADJOURNMENT

Mayor Herbig adjourned the meeting at 10:35 p.m.


Nigel Herbig (Mar 22, 2022 11:45 PDT)

Nigel Herbig, Mayor

ATTEST:


Anastasiya Warhol (Mar 22, 2022 12:27 PDT)

Anastasiya Warhol, City Clerk

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Final Audit Report

2022-03-22

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