

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
March 28, 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
Human Resources Manager Leonora Palaña
Community Development Director Debbie Bent
Policy Analyst Garrett Oppenheim

Speaking Guests:

Laurel Redden, King County Sexual Assault Resource Center
Randy Banneker, Seattle King County Realtors
Lisa Anderson, Kenmore Resident
Katie Wilson, Transit Riders Union/ Stay Housed Stay Healthy
Vicky Grayland, Kenmore Resident
Heather Erickson, Northshore Schools Foundation
Patrick O'Brien, Kenmore Resident
David Morton, Redmond Resident
Tram Tran-Larsen, Housing Justice Project
Eric Campbell, Kirkland Resident
Monique Gallant, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
John Hendrickson, Kenmore Resident
Jon Culver, Kenmore Resident
Carl Michelman, Brier Resident
Stacey Valenzuela, Kenmore Resident
Juan Calaf, Sound Transit
Sarah Lovell, King County Metro
Dr. Devin Byrd, Bastyr University

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the Special Meeting to order at 6:00 p.m.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(i), the City Council will now enter an executive session to discuss pending or potential litigation & pursuant to RCW 43.30.110 (b), the Council entered an executive session to consider real estate acquisition. The session was announced to conclude at 6:59 p.m.

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:

The agenda was approved as presented.

PROCLAMATIONS:

Mayor Herbig proclaimed April to be Child Abuse Prevention Month.

Child Abuse Prevention Month (April) Proclamation

Mayor Herbig proclaimed April to also be Sexual Assault Awareness Month. Laurel Redden received the proclamation on behalf of the King County Sexual Assault Resource Center.

Sexual Assault Awareness Month (April) Proclamation

PRESENTATION

The Council and City Manager took time to honor retiring Assistant City Manager Nancy Ousley. They highlighted Nancy's impressive career for both the State of Washington and King County. Most importantly, they highlighted her many contributions to the City of Kenmore.

PUBLIC COMMENT

The Council took comments from the public from approximately 7:17 pm to 7:42 pm.

Timestamped link included here: <https://youtu.be/R8S6FJ4EE8?t=4644>

CONSENT AGENDA

- A. Authorize the City Manager to execute Amendment #5 to Contract 19-C2012 for an amount of \$87,776, increasing the total contract amount to \$2,417,776 to accommodate work for Task Order 7, Log Boom Park Waterfront Access Project Construction Management Support Services.
Agenda Bill - 19C2012- Osborn Amendment No. 5

Councilmember Pfeil moved to approve the consent agenda item A outlined above.
Councilmember Marshall seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

- A. **Kenmore Transit-Oriented Development Concurrence Memorandum with King County Metro Transit Department and Central Puget Sound Transit Authority (Sound Transit), presented by Assistant City Manager Nancy Ousley and guests, *for Discussion and Affirmation.***

[Agenda Bill -28 March 2022 TOD Memorandum](#)
[GA 0103-18 Kenmore BRT Partnering Agreement for City and ST Action 22 Aug 2018](#)
[Kenmore TOD Concurrence Letter Draft 2022 \(updated 3/21/22\)](#)
[Presentation - Kenmore City Council Briefing](#)

Assistant City Manager Nancy Ousley introduced partners from King County Metro and Sound Transit. For several years, the City has been working closely with Sound Transit on the SR-522 Bus Rapid Transit (BRT) planning to connect cities along 522 with light rail to regional destinations. The opportunity to support Transit Oriented Development (TOD) at the northeast quadrant of SR 522 and 73rd Ave NE intersection was identified early in the project and has been the focus of planning sessions involving the City, King Count Metro, Sound Transit, and private property owners in the vicinity. Today, the team is bringing forward a “letter of concurrence,” which identifies a framework to determine whether to solicit a developer to implement a Coordinated Development Plan at the Park and Ride area and outline the roles and responsibilities for an implementation strategy. In addition, it identifies a timeline to complete the work.

The Council expressed their support of the City Manager signing the Letter of Concurrence.

- B. **Resolution No. 22-381 Declaring Juneteenth an Official Holiday, presented by Policy Analyst Garrett Oppenheim and Diversity Consultant Chanin Kelly-Rae, *for Discussion and/or Approval.***
[Agenda Bill - Juneteenth Resolution](#)
[Juneteenth Resolution No. 22-381](#)

Facilitator Chanin Kelly-Rae, Policy Analyst Garrett Oppenheim, and Mayor Nigel Herbig took read the proposed Resolution. The Council affirmed the intent and the spirit of the Resolution.

MOTION: Councilmember Pfeil moved to approve Resolution No. 22-381, recognizing Juneteenth an official Holiday. Deputy Mayor O’Cain seconded the motion.

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

- C. **Comprehensive Plan Amendments Status Update, presented by Community Development Director Debbie Bent, and Principal Planner Lauri Anderson, *for Information.***
[Agenda Bill - Comprehensive Plan Update](#)

Principal Planner Lauri Anderson explained that the preliminary upcoming timeline for the package of comprehensive plan amendments is as follows:

- March 15 -Planning Commission finalizes preliminary recommendations in preparation for the public hearing.

- April – Commission reviews the Zoning Code amendments related to Missing Middle Housing (MMH), and the Zoning Map change for the Public Works facility, that will accompany the Comprehensive Plan amendments at the public hearing. The Commission’s preliminary direction on MMH is to allow duplexes and triplexes in the R-6 Residential Zone within ¼ mile of the City’s two high-capacity transit routes. Opticos Design has been helping staff craft building form amendments to address the compatibility of these housing types with single-family residences.
- March/April – Staff conducts additional community outreach, with a particular focus on those who speak Spanish as a primary language.
- May 17 – Public hearing on the Comprehensive Plan amendments, MMH zoning regulations, and the Zoning Map change for the Public Works facility.
- June – Planning Commission presents final recommendations to the City Council.

Staff noted that the Planning Commission has not made a final recommendation. In addition, Staff, in partnership with DEI Consultant Chanin Kelly-Rae, are discussing how Diversity, Equity, and Inclusion needs to be considered in Comprehensive Plan Elements. Specifically, City Staff plan to include the Diversity Equity and Inclusion Task Force in the discussion on April 7, 2022.

D. American Rescue Plan Act Community Engagement Results, presented by Assistant City Manager/ARPA Administrator Stephanie Lucash, for Discussion.

[Agenda Bill - ARPA Community Engagement Results - March 2022](#)
[ARPA Presentation to Council 03282022](#)

Assistant City Manager/ARPA Administrator Stephanie Lucash explained that the City invited the Kenmore Community to weigh in on ARPA spending. There was a total of 806 total responses. The results showed interest in the following top nine programs:

- 1) Homelessness Response Pilot Program
- 2) Catch-Up Learning & Childcare Support
- 3) Human Services Funding
- 4) Business Assistance
- 5) Landlord & Rent Assistance
- 6) Broadband/Wi-Fi Project
- 7) Subsidized Pool Program for Kenmore Youth
- 8) Mobile Home Improvements Grants Program
- 9) Assistance for the Local Arts Community

MOTION: Councilmember Srebnik moved to move forward with the top four recommended programs (noting that \$75k is to be deducted from the Business Assistance Program due to pre-allocated funding), and to revisit additional program options soon (as soon as additional information is received). Councilmember Baker seconded the motion.

VOTE: 5 For, 2 Against, 0 Abstain. MOTION CARRIED.

The allocations were outlined as follows:

- 1) Homelessness Response Pilot Program - \$50,000
- 2) Catch-Up Learning & Childcare Support - \$100,000
- 3) Human Services Funding - \$250,000

- 4) Business Assistance - \$175,000 (\$250,00 minus the previously released \$75,000)

E. **Ordinance 22-0545 Residential Renter Protection Regulations, presented by Community Development Director Debbie Bent, for Adoption.**

[Agenda Bill - Renter Protections](#)

[Ordinance 22-0545 Amending KMC 18.55 Tenant Protections](#)

[Ex. 1 to Ordinance Amending Chap. 8.55 KMC Tenant Protections](#)

[Ex. 1 to Ordinance Amending Chap. 8.55 KMC Tenant Protections \(redline\)](#)
(uploaded 3/28)

MOTION: Councilmember Pfeil moved to approve Ordinance No. 22-0545, Amending KMC 18.55 and adopting Tenant Protections. Mayor Herbig seconded the motion.

MOTION: Councilmember Marshall moved to table the motion to an indeterminate time. Councilmember Baker seconded the motion.

VOTE: 2 For, 5 Against, 0 Abstain. MOTION FAILED.

AMENDMENT: Councilmember Marshall moved to amend the original motion to exempt small landlords defined as those with three or less units. Councilmember Baker seconded the motion.

VOTE: 2 yes, 5 Against, 0 Abstain. MOTION FAILED.

ORIGINAL MOTION: Councilmember Pfeil moved to approve Ordinance No. 22-0545, Amending KMC 18.55 and adopting Tenant Protections. Mayor Herbig seconded the motion.

VOTE: 5 For, 2 Against, 0 Abstain. MOTION CARRIED.

STAFF REPORTS

Kenmore Cares Update – Assistant City Manager/ARPA Administrator Stephanie Lucash explained that the City is in the final days of the program. The City has expended \$861,500 and approximately \$32,500 pending/processing. The City will give a full accounting report in April, including a contract amendment if necessary.

Urgent Business Needs Assistance Update - Assistant City Manager/ARPA Administrator Stephanie Lucash explained that the City received 17 applications from eligible businesses. A committee convened to review the applications. The City hopes to disburse the full \$75,000 through seven individual grants.

MOTION: Deputy Mayor O’Cain moved to allocate the \$250,000 (of which \$75,000 has already been earmarked/disbursed) toward business assistance (Business Agenda Item D; program 4) today. Seconded by Councilmember Pfeil.

VOTE: Motion PASSED by Unanimous Consent.

Virtual Retirement Party honoring Nancy Ousley and transition – City Manager Rob Karlinsey invited the Council and guests to the upcoming retirement party. In addition, he explained that

Stephanie Lucash will become Interim Assistant City Manager and Acting City Manager in his absences. The City has already initiated the recruitment to fill Nancy Ousley's position.

Agenda Update – City Clerk Anastasiya Warhol explained that the City will try to update the Council agenda to reflect action taken during that meeting shortly after the meeting has taken place. In this manner, the community can get quick, meaningful insight about what final action occurred.

ADJOURNMENT

Mayor Herbig adjourned the meeting at 10:00 p.m.


Nigel Herbig (Apr 26, 2022 17:53 PDT)

Nigel Herbig, Mayor

ATTEST:


Anastasiya Warhol (Apr 26, 2022 16:58 PDT)

Anastasiya Warhol, City Clerk

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Final Audit Report

2022-04-29

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