

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
July 11, 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
Deputy Mayor Melanie O'Cain
Councilmember Corina Pfeil
Councilmember Angela Kugler
Councilmember Debra Srebnik
Councilmember David Baker - Virtual Attendance
Councilmember Joe Marshall - Excused

Staff: City Manager Rob Karlinsey
Assistant City Manager/ARPA Administrator Stephanie Lucash
City Clerk Anastasiya Warhol
Co-Clerk Brian Randall
City Attorney Dawn Reitan
Recreation Coordinator Rita Moreno
Community Development Director Debbie Bent
Principal Planner Lauri Anderson
City Engineer John Vicente
Environmental Services Manager Richard Sawyer
Operations Manager Jennifer Gordon

Speaking Guests: Alexis Mercedes Rinck – KCRHA
Carl Michelman, Kenmore Businessowner
John Peeples, Kenmore Resident
Jon Culver, Kenmore Resident
Nancy Hansen, Kenmore Resident
Stacey Valenzuela, Kenmore Resident
Janet Hays, Kenmore Resident
Tiff Stoner, 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)(i), the City Council entered an executive session to discuss pending or potential litigation. It was announced that the session would conclude at 7pm. Having concluded early, the City Council took a short break before resuming the forum at 7pm.

POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

No Action was taken.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the meeting.

CALL REGULAR MEETING TO ORDER - 7 PM

Mayor Herbig called the regular meeting to order at 7pm.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PRESENTATION

Sub-Regional Planning Manager Alexis Mercedes Rinck provided a King County Regional Homelessness Authority Update. Prior to the presentation, Mayor Nigel Herbig recused himself from this segment of the agenda and Deputy Mayor O’Cain assumed the role of Presiding Officer.

[Presentation - KCRHA Kenmore City Council 7/11](#)

PUBLIC COMMENTS

The Council took comments from the public from approximately 7:27 p.m. to 7:51 p.m.

Timestamped link included here: <https://youtu.be/mtpHGNwTAbk?t=3419>

CONSENT AGENDA

- A. Council Retreat & Priorities Report - June 2022 Retreat
[Agenda Bill - June 2022 Retreat Report](#)
[June 2022 Final Retreat Report](#)
- B. Receive and File the April 2022 Financial Report
[Monthly Financial Report - April 2022](#)
- C. Authorize the City Manager to Execute Contract No. 22-C2836 with Opticos Design Inc. in an amount not to exceed \$74,415 for Missing Middle Housing Opportunity Sites - Conceptual Site Plan and Building Types
[Agenda Bill - Contract 22-C2836 with Opticos Design](#)
- D. Authorize the City Manager to execute Contract 22-C2767 with Verra Mobility to provide Traffic Safety Camera Services and Equipment for the KAPE program from amount of \$526,500 to the *revised amount* of \$900,000 over 5 years.
[Agenda Bill - Verra Mobility Award Correction](#)
- E. Adopt Ordinance 22-0549, Adopting the Powers of Initiative and Referendum for the Qualified Electors of the City; Adopting a New Chapter 1.360 of the Kenmore Municipal Code Entitled "Initiative and Referendum" and Establishing Procedures; Providing for Severability and Corrections; and Establishing an Effective Date.
[Agenda Bill - Initiative and Referendum Ordinance 6.17.22](#)
[Ordinance - Adopting Initiative and Referendum 5-31-2022](#)
[Resolution No. 22-375 -Initiative and Referendum Powers](#)
[Affidavit of Publication Resolution No. 22-375](#)

MOTION: Councilmember Pfeil moved to approve the consent agenda including items A-E outlined above. Deputy Mayor O’Cain seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

BUSINESS AGENDA

- A. Ordinance No. 22-0546 Amending Kenmore Municipal Code Section 3.35 Utility Tax to include Cable television Business as an Occupation Subject to Tax, *for Adoption*
[Agenda Bill - Cable Utility Tax Ordinance No. 22-0546](#)

Finance & Administration Director Leticia Salcido explained the cable utility tax is a revenue enhancement measure which was approved as part of the Financial Sustainability Plan. In 2019, the six-year financial forecast demonstrated a structural deficit. The Financial Sustainability Plan was developed with the help of a community task force. Currently, the City collects a relatively low per capita tax utility amount of \$48.63 when compared to nearby cities. The City proposes a 6% cable utility tax, targeting only cable, as internet cannot and will not be taxed. The Council asked the following questions: What will these new revenues be used for? Will streaming be taxed? Have other types of utility taxes been considered?

Ms. Salcido explained that only the cable TV is proposed to be taxed. The revenues will go toward the general fund which sustains essential City services, including, for example, public safety. City Manager Rob Karlinsey noted that while other types of utility taxes were considered, this seemed to be the most “discretionary” type of amenity for homeowners.

MOTION: Councilmember Srebnik moved to Approve Ordinance No. 22-0546 Amending Kenmore Municipal Code Section 3.35 Utility Tax to include Cable Television Business as an occupation subject to tax. Deputy Mayor O’Cain seconded the motion.

VOTE: 4 Yes, 2 No, 0 Abstain. **MOTION CARRIED.**

- B. E2HSB-1099 (Addressing Climate Change) and the Comprehensive Plan Update, presented by Community Development Director Debbie Bent, Environmental Services Manager Richard Sawyer, City Engineer John Vicente, and Principal Planner Lauri Anderson, *for Information and Discussion*
[Agenda Bill - E2SHB -1099](#)
[Attachment 1 - E2SHB-1099 Conference Committee Report](#)

The Staff team summarized the agenda bill submitted and explained that the City will look to address the critical components of E2SHB – 1099 into the City’s current guiding documents including the Climate Action Plan, various elements of the Comprehensive Plan, the Hazard Mitigation Plan.

- C. Pilot Youth Swim Program in Partnership with the Northshore YMCA, presented by Community Development Director Debbie Bent, and Recreation Coordinator Rita Moreno, *for Action*
[Agenda Bill - Youth Swim Program](#)

Ms. Bent and Ms. Moreno explained the options to partner with the Northshore YMCA to offer either a 4-week or 8-week pilot swim program for 50 child participants, with no transportation provided.

MOTION: Councilmember Srebnik moved to Offer a 4-week pilot program for families at or below 50% AMI, to have this be a free program, and to offer flexible (uber/lyft) transportation unless there is a way that the YMCA mini-bus option is available. Councilmember Pfeil seconded the motion.

VOTE: 6 Yes, 0 No, 0 Abstain. **MOTION CARRIED.**

- D. Resolution 22-388, Amending Council Rules and Procedures, presented by City Attorney Dawn Reitan, *for Discussion and/or Approval*

[Agenda Bill - Rev. Council Rules and Procedures](#)

[Resolution No. 22-388 Amending Council Rules of Procedure \(July 11 agenda\)](#)

City Attorney Reitan summarized the proposed updates to the Council Rules of Procedure, most notably, the allowance of being able to attend up to 10 meetings remotely during the year to complement the hybrid meeting model currently in effect.

MOTION: Councilmember Kugler moved to Adopt Resolution 22-388, Amending Resolution 21-360, to adopt revised City of Kenmore rules and Procedures. Deputy Mayor O’Cain seconded the motion.

VOTE: 6 Yes, 0 No, 0 Abstain. **MOTION CARRIED.**

STAFF REPORT

Public Works Facility Update – Operations Manager Jennifer Gordon & Environmental Services Manager Richard Sawyer explained that the City looks forward to building an eco-friendly Public Works facility which can stand the test of time. Currently, the City has partnered with Wagner Architects and Planners to begin the design work and establish preliminary budgets. Staff will return to the Council in fall of 2023 with another status update, and possible options for discussion. Currently, construction is planned for summer or fall of 2023.

[Staff Memorandum - Public Works Facility Update](#)

COUNCIL COMMENTS

The City Council agreed to revert to the previous monthly “Coffee with Council” days of 3rd Saturday and 1st Monday. The Council will revisit the schedule in the next few months, and in the meantime, the Council will use a physical sign-up sheet to cover the Coffee with Council events.

ADJOURNMENT

Mayor Herbig adjourned the meeting at 9:27 p.m.


Nigel Herbig (Jul 21, 2022 11:17 PDT)

Nigel Herbig, Mayor

ATTEST:


Anastasiya Warhol (Jul 21, 2022 10:28 PDT)

Anastasiya Warhol, City Clerk

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Final Audit Report

2022-07-21

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