

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, February 13, 2023**

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 David Baker
Councilmember Joe Marshall
Councilmember Angela Kugler
Councilmember Debra Srebnik
Councilmember Corina Pfeil – Virtual

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
Acting City Clerk Michelle Kang
Co-Clerk Brian Randall
City Attorney Dawn Reitan
City Attorney Curtis Chambers
Cascadia Law Attorney Dennis McLerran
Community Development Director Debbie Bent
Development Services Director Samantha Loyuk
Principal Planner Lauri Anderson
Parks Project Manager Rob Sayre-McCord
Code Enforcement Officer Bridgit Baker
Senior Permit Coordinator Kendra Hixenbaugh
Administrative Specialist Shannon Tipple-Leen
Environmental Services Manager Richard Sawyer
Assistant to the City Manager Garrett Oppenheim

Speaking Guests:

Danah Abarr, Bothell Kenmore Chamber’s Executive Director
Amanda Pleasant-Brown, King County Metro Government Relations
Jurisdictional Lead
Corey Holder, King County Metro Lynnwood Link Connections Deputy
Project Manager
Luke Distelhorst, King County Metro Lynnwood Link Connections Lead

Public Comments Speaking Guests:

Jon Culver, Kenmore Resident
Dakota Rash, Lake Forest Park Resident
Tracy Banaszynski, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Chris Olson, Kenmore Resident
Dana VanBuecken, Kenmore Resident
Stacey Valenzuela, Kenmore Resident
Sarah Fletcher, Lake Forest Park Resident
James Olson, Kenmore Resident
Julien Loh, Puget Sound Energy Local Government Affairs and Public
Policy Manager
Victoria Grayland, Kenmore Resident
Nancy Hansen, Kenmore Resident

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 6:00 PM.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(i), the City Council entered an executive session to discuss pending or potential litigation. Mayor Herbig announced that the executive session was slated to last 60 minutes. No final action was taken.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 7:01 PM.

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at approximately 7:01 PM.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PRESENTATIONS

A. New Staff Introductions

Development Services Director Samantha Loyuk introduced the new Senior Permit Coordinator, Kendra Hixenbaugh, to Council. Community Development Director Debbie Bent introduced the new Administrative Specialist, Shannon Tipple-Leen, to Council.

- B. Bothell Kenmore Chamber's Executive Director, Danah Abarr, introduced herself to Council.
- C. King County Metro, Lynnwood Link Phase 2, presented by Government Relations Jurisdictional Lead Amanda Pleasant-Brown, Lynnwood Link Connects Deputy Project Manager Corey Holder, and Lynnwood Link Connections Lead Luke Distelhorst
[Presentation - Lynnwood Link Phase 2](#)

King County Metro staff presented to Council about Lynnwood Link Phase 2. This is the first time King County Metro staff are presenting on this phase. The reason behind this Lynnwood Link project is because four new stations will open in 2024 and one in 2026 to extend the light rail from Seattle to Lynnwood. This mobility project is in response to mobility needs and to improve mobility access for historically underserved populations. The project scope includes 22 routes: 14 all-day and 8 peak-only.

The project goals are:

1. Improve mobility for priority populations (as defined by the Mobility Framework), who are an important part of our current and potential customer base.
2. Equitably inform, engage, and empower current and potential customers traveling in the project area.
3. Deliver integrated service that responds to Link expansion, changes in the transit network and community needs.
4. Improve the efficiency, effectiveness, and environmental sustainability of the transit system.

The current Phase 2 involves:

- Sharing service concepts with the public and communities to gather feedback;
- Public online survey, general public outreach, community meetings;
- Mobility board co-create draft service proposal and partner review board review service Draft proposal and provide feedback; and
- Jurisdictional meetings and council briefings.

Councilmembers provided questions and comments.

- Are there any approximate dates of when the Shoreline stations are opening?
 - Fall 2024
- It would be great if there were some neighborhood loops that would help residents reach the main transit routes.

WHERE'S THE FUN?

City Manager Rob Karlinsey presented to the Council a debrief of the For the Love of Kenmore Event that took place at City Hall on Thursday, February 9, 2023.

PUBLIC COMMENTS

Council took comments from the public.

Timestamped Link: <https://www.youtube.com/live/YCjDbidflBI?feature=share&t=6523>

CONSENT AGENDA

- A. Cancel the City Council Regular Meeting of Monday, February 20, 2023
- B. Approve the City Council Special and Regular Meeting Minutes from January 9, 2023
[City Council Special and Regular Meeting Minutes from January 9, 2023](#)
- C. Approve the City Council Regular Meeting Minutes from January 23, 2023.
[City Council Regular Meeting Minutes from January 23, 2023](#)
- D. Approve Total Check #s 51244 through 51380 totaling \$1,796,621.94 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 01/13/2023 in the amount totaling \$196,173.13 and ACH Payment to KBA Inc. in the amount of \$15,935.18, and ACH Payment to Thomco Const., Inc. in the amount of \$138,450.21, and ACH Payment to U.S. Bank in the amount of \$10,038.05, and ACH Payment to WA Federal Bank in the amount of \$14,191.62.
[Voucher Certification and Approval Dated 12/31/22 - 01/20/23](#)
- E. Approve the A Regional Coalition for Housing (ARCH) 2023 Budget, including Kenmore's contribution of \$62,304. Approve the ARCH 2023 Work Program. Approve the ARCH Executive Board's recommended Fall 2022 Housing Trust Fund Projects including Kenmore's \$118,600 share of funding.
[Agenda Bill - ARCH 2023](#)
[Attachment 1 - ARCH 2023 Budget and Work Program](#)
[Attachment 2 - ARCH Fall 2022 Housing Trust Fund Project Recommendations](#)
- F. Ratification of an Amendment to the 2021 King County Countywide Planning Policies (CPP)
- No Action Requested
[Agenda Bill - Amendment to the 2021 King County Countywide Planning Policies \(CPP\)](#)
[Attachment 1 - 1/5/23 Transmittal Letter from King County to Mayor Herbig](#)
[Attachment 2 - King County Ordinance 19553](#)
[Attachment 3 - 9/27/22 Transmittal Letter from the King County Executive to the King County Council](#)
[Attachment 4 - 11/21/22 King County Staff Report](#)
- G. Authorize the City Manager to execute Amendment Agreement 19-C2012 to increase the contract amount by \$670,000 to accommodate work through 2023.
[Agenda Bill - Amendment to Agreement 19-C2012 with Osborn Consulting](#)
- H. Authorize City Manager to execute contract with King County to accept 2023-2024 Waste Reduction & Recycling Grant funds.
[Agenda Bill - 2023-2024 King County Waste Reduction & Recycling Grant](#)
[Attachment 1 - 2023-2024 King County Waste Reduction & Recycling Grant Draft Agreement](#)

MOTION: Councilmember Baker moved to approve the consent agenda outlined above. Deputy Mayor O’Cain seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

BUSINESS AGENDA

- A. Climate Action Plan Implementation and Housing & Human Services Budget & Funding, presented by City Manager Rob Karlinsey, Deputy City Manager Stephanie Lucash, and Environmental Services Manager Richard Sawyer, *for Approval*
1. Authorize additional expenditures in 2023 and 2024, including three new full-time positions, as shown in Attachment 1 to the Agenda Bill.
 2. Adopt Ordinance No. 23-0570 increasing the utility tax levy on the privilege of carrying on the business of selling, furnishing, or transmitting natural gas in the City of Kenmore.
 3. Adopt Ordinance No. 23-0571 establishing and levying a utility tax on the privilege of conducting a solid waste collection services business in the City of Kenmore.
 4. Adopt Resolution No. 23-393 authorizing an increase in the annual vehicle fee in the City of Kenmore from \$20 to \$40.

[Agenda Bill - Climate Action Plan Implementation and Housing & Human Services Budget & Funding](#)

[Attachment 1 - Revenues and Expenditures](#)

[Attachment 2 - Ordinance No. 23-0570 Natural Gas Utility Tax](#)

[Attachment 3 - Ordinance No. 23-0571 Solid Waste Utility Tax](#)

[Attachment 4 - Resolution No. 23-393 Vehicle Fee Increase](#)

[Attachment 5 - Agenda Bill and Attachments presented at the January 23, 2023 Kenmore City Council Meeting](#)

[Presentation - Climate Action Plan and Housing & Human Services Implementation Plan \(updated 2/13\)](#)

City Manager Rob Karlinsey, Deputy City Manager Stephanie Lucash, and Environmental Services Manager Richard Sawyer presented the same information about the Climate Action Plan (CAP) that was previously given to Council. The presentation consisted of slides that the public and the Council saw during the January 23, 2023 Council Meeting.

Councilmembers provided questions and comments.

- Based on the language of “privilege of”, who is getting taxed?
 - The agencies, Puget Sound Energy and Republic Services, are getting taxed, but they will pass the additional taxes directly onto the residents.
- Concerns about not being able to show a metric of greenhouse gas reduction and evidence that the money spent on the CAP will render desired results.
 - Buildings and energy are the majority of where the greenhouse gas emissions come from, not SR 522
- Concerns for senior citizens and the burden that the increase in costs these taxes will have on their lives.
- When will the taxes go into effect?

- The natural gas utility tax and solid waste utility tax will go into effect May 2023 and the vehicle fee increase will likely go into effect around September 2023

MOTION: Councilmember Srebnik moved to approve additional expenditures in 2023 and 2024, including three new full-time positions, as shown in Attachment 1 to the Agenda Bill.

Deputy Mayor O’Cain seconded the motion.

VOTE: 6 Yes; 1 No; 0 Abstain. **MOTION PASSES**

MOTION: Deputy Mayor O’Cain moved to adopt Ordinance No. 23-0570 increasing the utility tax levy on the privilege of carrying on the business of selling, furnishing, or transmitting natural gas in the City of Kenmore. Councilmember Kugler seconded the motion.

VOTE: 6 Yes; 1 No; 0 Abstain. **MOTION PASSES**

MOTION: Councilmember Srebnik moved to adopt Ordinance No. 23-0571 establishing and levying a utility tax on the privilege of conducting a solid waste collection services business in the City of Kenmore. Deputy Mayor O’Cain seconded the motion.

VOTE: 6 Yes; 1 No; 0 Abstain. **MOTION PASSES**

MOTION: Deputy Mayor O’Cain moved to adopt Resolution No. 23-393 authorizing an increase in the annual vehicle fee in the City of Kenmore from \$20 to \$40. Councilmember Kugler seconded the motion.

VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

Mayor Herbig announced a 5-minute break at approximately 9:12 PM. Councilmember Baker was excused at approximately 9:08 PM.

- B. Transit-Oriented Development (TOD) Ordinance presented by Community Development Director Debbie Bent and Principal Planner Lauri Anderson, *for Discussion and Direction*
[Agenda Bill - Transit-Oriented Development \(TOD\) Ordinance Discussion](#)
[Attachment 1 - Map of "Carve-Out" Area \(Revised TOD Overlay\)](#)
[Attachment 2 - Matrices of Discussion Topics](#)

Principal Planner Lauri Anderson presented to Council two proposed code languages for the TOD areas that need to be clarified to proceed with the TOD Amendments to come: carve-out regulations and nonresidential uses on the ground floor of buildings fronting SR 522.

Carve-Out Regulations:

Council gave direction to staff to proceed with staff recommendations from Attachment 2 for the carve-out parcels with the change of including a restriction of drive-through services in the carve-out.

Nonresidential Uses on the Ground Floor of Buildings Fronting SR 522:

Staff recommendations from the Agenda Bill include the following language:

On *street frontages*, the following conditions apply:

- a. depth may be averaged, with A minimum of 80 percent of the structure's street front façade at street level shall be occupied by nonresidential (e.g., retail, office or service) uses.
- b. The required nonresidential uses shall extend at least 30 feet in depth at street level from the street front façade of the structure; provided, that the minimum required no depth less than 15 feet,

Exception: These requirements do not apply to multifamily structures containing 100% *affordable housing units*.

The purpose of including the exception for affordable housing units is because financing for affordable housing units is much more difficult if there is a first-floor nonresidential use requirement, which can be seen as a barrier.

Street frontages was expanded from SR 522 to include all street frontages, for future additional street development in the Urban Corridor zone.

Council provided questions and comments.

- What does “affordable” mean?
 - “Affordable” is defined in the regulations, which means “moderately affordable”, “very low income”, and “extremely low income.”
- We have to plan today for regulations fifty years from now.

Council gave direction to staff to proceed with staff recommendations from the Agenda Bill regarding street frontages and exceptions for affordable housing.

STAFF REPORTS

- A. American Rescue Plan Act (ARPA) Updates on Homelessness Response & Human Services, presented by Assistant to the City Manager Garrett Oppenheim
[Presentation - ARPA Updates](#)

Assistant to the City Manager Garrett Oppenheim presented updates on three programs funded by the American Rescue Plan Act (ARPA): Homelessness Response Pilot Program, Human Services Funding – Center for Human Services, and Human Services Funding – Community Lifesavers.

Homelessness Response Pilot Program:

Through the Request for Proposals (RFP) process, Kenmore selected Lake City Partners Ending Homelessness (LCP) as its partner for this program. The Contract will be before Council on February 27, 2023 with the anticipated start date of March 1, 2023. LCP will assign an Outreach Specialist to the City and their scope of work will include urgent response to requests from the City, Police, and Community; active engagement at Camp United We Stand and other locations

in the city; community-based case management and shelter & housing navigation; and bi-monthly written reports.

Councilmembers provided questions and comments.

- The hope for this specialist was a full-time position and for the person to go places where individuals spend their time, such as the library.
- Would like a report within six months of their productivity.
 - Some data from the bi-monthly reports include: total number of engagements, number of unique individuals engagements, first-time engagements, follow-up engagements, outcomes of engagements, etc.

Human Services Funding – Center for Human Services:

The City Council authorized \$250,000 of ARPA funds to go towards human services funding and the majority of the allocated funds will go towards this program.

Kenmore is partnering with Center for Human Services (CHS) on a program that will provide mental and behavioral health and substance abuse counseling for students and the wider community. CHS will place a therapist into Kenmore Middle School three days a week and at a different location for the remaining two days. The program will run through the 2023-2024 and 2024-2025 academic years. This contract is anticipated to begin on July 1, 2023.

Councilmembers provided questions and comments.

- How does this relate to existing school counselors and school-based mental health programs?
 - This therapist will be for a more ongoing basis, whereas school counselors are more for drop-ins.
- Did the schools specifically ask for this?
 - No, this is similar to a successful program that is run in Bothell. More information to come on how success is defined.
- Suggestion of second location being the library or Evergreen Health.
- Would like to see more information about this program.

Human Services Funding – Community Lifesavers:

The remaining allocated funds mentioned above will go towards this program. Kenmore is partnering with NAMI Eastside to provide training for resident volunteers in mental health first aid as well as stocking emergency crisis kits called Kenmore Cares Kits. The contents of the kits are yet to be determined, but the plan is to have them available during business hours to residents experiencing a mental health event.

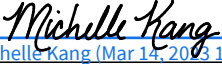
B. Other – City Manager Rob Karlinsey

City Manager Rob Karlinsey had no additional staff reports to provide to Council.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:54 PM.


Michelle Kang (Mar 14, 2023 10:03 PDT)
Michelle Kang, Acting City Clerk


Nigel G. Herbig (Mar 14, 2023 12:58 PDT)
Nigel Herbig, Mayor

City Council Special and Regular Meeting Minutes from February 13, 2023

Final Audit Report

2023-03-14

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