

City of Kenmore



City of Kenmore - 18120 68th Avenue NE Kenmore, WA 98028 Phone: 425-398-8900
Agendas also available at www.kenmorewa.gov E-mail: cityhall@kenmorewa.gov

City Council Meeting January 10, 2022 - 7 p.m.

VIA ZOOM - LINK: <https://us02web.zoom.us/j/86902502385>

US: +12532158782,,86902502385# or +16699009128,,86902502385#

Or Telephone: Dial US: +1 253 215 8782

Webinar ID: 869 0250 2385

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. ADMINISTER OATHS OF OFFICE

Swearing-In Ceremony to be conducted by the Honorable King County Superior Court Judge Marshall Ferguson

- A. Joe Marshall - Council Position No. 2
- B. Angela Kugler - Council Position No. 3
- C. Nigel Herbig - Council Position No. 4
- D. Debra Srebnik - Council Position No. 6

VI. SELECTION OF MAYOR & DEPUTY MAYOR

- A. Nomination, Discussion, and Vote

VII. PRESENTATION

- A. Recognize the Service of Outgoing Planning Commissioners
- B. Fire Commission Update

VIII. PUBLIC COMMENTS

- A. We want to welcome our community members to the Council's meeting. In this forum, the Council does not engage or dialogue with the public; the primary role of the Council is to listen. All comments must be addressed to the Mayor and City Council.

Please use the “raise hand” feature if you wish to speak. The Clerk will acknowledge your request and call your name when it is your turn. Your time will start when we confirm that we can hear you. Please state your name, city of residence for the record and keep your comments to the allotted time. Your time cannot be granted to another and your clock time will not be reset unless there are extenuating circumstances *and* the Presiding Officer has expressly allowed it. Screen-sharing is not allowed; you can submit materials to the Council or Clerk in advance. Please do not comment about pending development projects on which the Council will make future decisions as those are quasi-judicial matters, and Councilmembers must limit their communications about such matters. This meeting is being recorded. Thank you for taking the time to express your comments.

IX. CONSENT AGENDA

- A. Approve Minutes:
[City Council December 13, 2021 Special and Regular Meeting Minutes](#)
[City Council December 20 2021 Meeting Minutes](#)
- B. Adopt 2022 Proclamations Calendar
[Agenda Bill - Proclamations Calendar 2022](#)
[Proclamations Calendar 2022](#)
- C. Approve Total Check #s 48695 through 48774 totaling \$1,881,347.20 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 12/17/21 in the amount totaling \$177,435.27 and an ACH Payment to Thomco Construction in the amount of \$282,946.53, and Wire Transfer to Chicago Title dated 12/22/2021 in the amount of \$2,320,305.89.
[Voucher Approval Report Dated 12/23/21](#)

X. BUSINESS AGENDA

- A. Select Diversity Equity Inclusion (DEI) Task Force Members, presented by Human Resources Manager Leonora Palaña and City Consultant Chanin Kelly-Rae, *for Action*
[Agenda Bill - DEI Task Force Selection Process](#)
- B. ARPA Business Recovery Results, presented by Assistant City Manager/ARPA Administrator Stephanie Lucash, *for Information and Discussion*
[Agenda Bill - Business Recovery Survey Results - January 2022](#)
[Kenmore City Council - Business Recovery Survey Presentation](#)
[Business Survey Questions Sept 2021](#)
[Business Survey Responses](#)
- C. Kenmore Cares Update, presented by Assistant City Manager/ARPA Administrator Stephanie Lucash and partner Northshore Schools Foundation, *for Information and Discussion*
[City Council Agenda Bill - Direct Cash Assistance Update - January 2022](#)

- D. Regional Committee Assignments, presented by City Manager Rob Karlinsey,
for Discussion
[Council Committees Roster](#)
[2022 SCA Regional Board and Committee Appointments - Elected Officials](#)

XI. STAFF REPORT

XII. COUNCILMEMBER REPORTS & COMMENTS

XIII. ADJOURNMENT

UPCOMING MEETINGS:

- A. January 18 (Tuesday) Special Meeting - 6 p.m.
January 24, 2022 Regular Meeting
February 14, 2022 Regular Meeting

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
December 13, 2021**

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 David Baker - Excused
Acting Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Debra Srebnik
Councilmember Corina Pfeil
Councilmember Angela Kugler
Councilmember Melanie O'Cain

Staff: City Manager Rob Karlinsey
City Clerk Anastasiya Warhol
City Attorney Dawn Reitan
Assistant City Manager Nancy Ousley
Assistant City Manager/ARPA Administrator Stephanie Lucash
Janet Quinn, Administrative Specialist
Tela Gardener, Permit Coordinator
Development Services Director Bryan Hampson
Volunteer Supervisor Stephanie Brown
Events Planner Nicole Suarez

Speaking Guests: Anja Helmon, Northlake Lutheran Church
Todd Dole, Beautify Bonney Lake
Kazu Talbot, local Resident
Trac Banaszynski, Kenmore Resident
Janet Hays, Kenmore Resident
Andrew Holes, local Business-owner
Tram Tran-Larsen, Housing Justice Project
Stacey Valenzuela, Kenmore Resident
Jon Culver, Kenmore Resident
David Morton, Redmond Resident
David Dow, Kenmore Resident
Peter Lance, Kenmore Resident
David Dorian, Kenmore Resident
John Peeples, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Vicky Grayland, Kenmore Resident
Dakota Rash, Kenmore Resident
Dylan Thornsberry, Kenmore Resident

Carmin Dalziel, Northshore Schools Foundation
Heather Erickson, Northshore Schools Foundation

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MEETING TO ORDER – 6:20 PM

Acting Mayor Nigel Herbig called the special meeting to order. The Clerk took the roll; other than excused Mayor Baker, all Councilmembers were present.

EXECUTIVE SESSION:

Pursuant to RCW 42.30.110(1)(i), the City Council entered an executive session Pursuant to RCW 42.30.110(1)(b), the City Council entered an executive session to consider real estate acquisition. The Council returned from the executive session at 6:55. No final action was taken.

ADJOURN SPECIAL MEETING

The Special Meeting was adjourned at 6:55 pm.

CALL REGULAR MEETING TO ORDER – 7 PM

FLAG SALUTE

Acting Mayor Herbig led the flag salute.

AGENDA APPROVAL

The agenda was approved as written.

PRESENTATION

Recognition of Pastor Anja Helmon and Northlake Lutheran Church

Acting Mayor Herbig recognized Pastor Anja Helmon and Northlake Lutheran Church. The City highlighted the numerous service projects the church was engaged in and thanked Ms. Helmon for her leadership since assuming the post in 2015. Understanding that Pastor Helmon is leaving the position and moving to the West Coast, the Council wished her well. Ms. Helmon encouraged the Council to continue all the efforts in safeguarding diversity and promoting equity in the City.

Todd Dole, chairman of Beautify Bonney Lake presented on the organization and its annual projects and events.

<https://www.beautifybonneylake.org/index.php>
[Presentation - BBL Celebration 2021](#)

PUBLIC COMMENT:

The Council took comments from the public from approximately 7:21 p.m. until 8 p.m.
Timestamped link included here: <https://youtu.be/p1H7CWUI?t=3620>

CONSENT AGENDA

- A. Approve Minutes:
[City Council November 22, 2021 Regular Meeting Minutes](#)

[City Council November 30, 2021, Special Meeting Minutes](#)

- B. Approve Total Check #s 48524 through 48599 totaling \$427,995.31 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 11/19/21 in the amount totaling \$177,658.54 and an ACH Payment to KBA INC. in the amount of \$78,124.13, and Payroll Check #10176 Dated 11/19/2021 in the amount of \$147.28.
[Voucher Approval Report Dated 11/24/21](#)
- C. Receive and File October 2021 Financial Report
[Agenda Bill - October 2021 Financial Report](#)
- D. Authorize the City Manager to execute a contract with Parametrix to update the Transportation Element of the Comprehensive Plan in an amount not to exceed \$360,000.
[Agenda Bill - Parametrix Contract Approval - 2024 Transportation Element](#)

The Consent Agenda was approved by Unanimous Consent: <u>https://youtu.be/p1HDaH7CWUI?t=6360</u>

PUBLIC HEARINGS

- A. **Temporary Use Permit - Interim Public Works Shop, presented by Development Services Director Bryan Hampson**
[Agenda Bill - Public Works Temporary Use Permit](#)
[Exhibit A Project Narrative Updated 10.30.20](#)
[Exhibit B Site Location Map](#)

Development Services Director Bryan Hampson and Permit Coordinator Tela Gardner explained that A city-owned property located at 6532 NE Bothell Way (“subject property”) was identified as a temporary location for the Public Works shop and was approved as a temporary use by Council on November 13, 2018, for one year from January 1, 2019, to January 2, 2020, and subsequently approved for two additional one-year increments on December 9, 2019, and November 23, 2020. The Council may choose to approve the use with or without conditions.

Acting Mayor Herbig opened the Public Hearing on the matters. One person gave testimony: <https://youtu.be/p1HDaH7CWUI?t=6545>. Acting Mayor closed the public hearing.

- B. **Temporary Use Permit - 15036 70th Avenue NE ("Station 54"), presented by Development Services Director Bryan Hampson**
[Agenda Bill - Station 54](#)
[Exhibit A Approval Letter](#)
[Exhibit B Vicinity Map](#)

Development Services Director Bryan Hampson and Permit Coordinator Tela Gardner explained that existing fire station 54 is currently used for temporary indoor storage. Indoor storage is not currently an allowable use for under the Public/Semi-Public designation. The Council may choose to allow indoor storage at the facility by approving a temporary use permit for a one-year increment.

Acting Mayor Herbig opened the public hearing. One person wished to give testimony.
<https://youtu.be/p1HDaH7CWUI?t=6985>. Acting Mayor Herbig closed the public hearing.

BUSINESS AGENDA

- A. **Temporary Use Permit - Interim Public Works Shop, presented by Development Services Director Bryan Hampson, *for Approval***
[Agenda Bill - Public Works Temporary Use Permit](#)
[Exhibit A Project Narrative Updated 10.30.20](#)
[Exhibit B Site Location Map](#)

MOTION: Councilmember Pfeil moved to allow “Construction and Trade as a temporary use for Interim Public Works Shop for a one-year period at real property located at 6532 NE Bothell Way, Kenmore, Washington, which is owned by the City of Kenmore and zoned Downtown commercial, subject to conditions. Councilmember Srebnik seconded the motion.
VOTE: 6 Yes, 0 No, 0 Abstain. MOTION CARRIED.

- B. **Temporary Use Permit - 15036 70th Avenue NE ("Station 54"), presented by Development Services Director Bryan Hampson, *for Approval***
[Agenda Bill - Station 54 TUP](#)
[Exhibit A Approval Letter](#)
[Exhibit B Vicinity Map](#)

MOTION: Councilmember Marshall moved to allow indoor storage as a temporary use for a one-year period at real property located at 15036 70th Avenue NE, Kenmore, Washington, which is owned by the Northshore Fire District and zoned Public/Semi-Public, subject to conditions. Councilmember Herbig seconded the motion.
VOTE: 6 Yes, 0 No, 0 Abstain. MOTION CARRIED.

- C. **American Rescue Plan Act Direct Cash Assistance Update and Recommendations, presented by Assistant City Manager/ ARPA Administrator Stephanie Lucash, *for Action***
[City Council Agenda Bill - ARPA Direct Cash Assistance Update and Recommendation](#)
[ARPA Direct Cash Assistance Presentation to Council](#)

Assistant City Manager/ARPA Administrator Stephanie Lucash and Administrative Specialist Janet Quinn reminded the guests that the City of Kenmore was slated to receive 6.4 million dollars from the Federal Government’s American Rescue Plan Act for Covid relief. In May of 2021, the City Council decided to designate \$1 million in direct cash assistance. The City issued an RFP to find a partner to help distribute the funds to residents; Northshore Schools Foundation was selected. To date, Kenmore residents at or below 30% of the Area Median Income (AMI) are eligible to receive direct cash assistance. Carmin Dalziel and Heather Erickson of the Northshore Schools Foundation were also present to discuss current outreach efforts.

MOTION: Councilmember Pfeil moves to open funds to homeless persons who don’t have permanent residents in Kenmore. Councilmember Kugler seconded the motion.

AMENDMENT: Deputy Mayor Herbig moves to amend the previous motion to strike and replace as follows: Move to ask staff to examine ways that we could get funds into the hands of those whose residency might be hard to define and come back to Council with a plan to carry that out. Councilmember O’Cain seconded.
VOTE: 5 Yes, 1 No, 0 Abstain. AMENDMENT CARRIED.

AMENDED MOTION: Ask staff to examine ways that we could get funds into the hands of those whose residency might be hard to define and come back to the Council with a plan to carry that out.
VOTE: 6 Yes, 0 No, 0 Abstain. MOTION CARRIED.

After continued discussion, the consensus of the Council was to expand eligibility to 50% AMI, reconsider the distribution amount, and to remove the January deadline to expend the funds.

MOTION: Councilmember O’Cain moved to Approve the proposal to expand eligibility and increase distributions under the American Rescue Plan Act direct cash assistance contract to allow the City to serve more Kenmore residents in need. Councilmember Kugler seconded the motion.

AMENDMENT: Councilmember Pfeil moved to amend the previous motion to expand eligibility and increase distribution so that the primary applicant would receive \$2,000 instead of \$1,000. Councilmember Kugler seconded the motion.
VOTE: 6 Yes, 0 No, 0 Abstain. AMENDMENT CARRIED.

AMENDED MOTION: To expand eligibility (to 50% AMI) and increase distributions under the American Rescue Plan Act direct cash assistance contract, eligibility and increase distribution so that the primary applicant would receive \$2,000 instead of \$1,000.
VOTE: 6 Yes, 0 No, 0 Abstain. MOTION CARRIED.

- D. **American Rescue Plan Act Community Engagement Plan and Project Ideas, presented by Assistant City Manager/ ARPA Administrator Stephanie Lucash, for Discussion**
[City Council Agenda Bill - ARPA Community Engagement Menu of Project Ideas - December 2021](#)
[ARPA Memo to Council - 20210726](#)
[ARPA Presentation to Council](#)

Assistant City Manager/ ARPA Administrator Stephanie Lucash debuted a potential tool called “Balancing Act” to allow the City residents to participate in deciding what types of “projects” should be considered for ARPA funding. The American Rescue Plan Act monies have specific allowable uses. The Items presented for consideration included the following:

- 1) Business Assistance
- 2) Free Training for Residents
- 3) Landlord and Rent Assistance
- 4) Mobile Home improvements Grant Program

- 5) Grants for Local Artists
- 6) Human Services Funding
- 7) Kenmore Senior Center HVAC Improvements
- 8) Septic-to-Sewer Conversion Program
- 9) Catch-Up Learning Support for Students
- 10) Utility Assistance
- 11) Broadband/Wi-Fi Project
- 12) City Hall Playground and Sport Courts
- 13) Farmers Market
- 14) Fish Barrier Removal Project
- 15) Homelessness Response Pilot Program
- 16) Native American Art Project
- 17) Pathways to Parks
- 18) Subsidized Pool Program for Kenmore Youth

The Council discussed the proposed list and made recommendations for removing and adding items directly to Ms. Lucash.

- E. **Farmer's Market Proposal, presented by Assistant City Manager Nancy Ousley, Events Planner Nicole Suarez, and Volunteer and Events Supervisor Stephanie Brown, for Action**
[Agenda Bill - Farmers Market December 13](#)
[Council Presentation Farmers Market December 13, 2021](#)
[Historical Agenda Bill - Agenda Item November 8, 2021](#)

Volunteer Supervisor Stephanie Brown and Events Coordinator Nicole Suarez presented on the proposed pilot program. The Food Based Market is designed to host 20 or more vendors, focusing on fruits, vegetables flowers, and food processors. The duration will be for a one-year trial period. The main benefits include access to fresh produce for all residents, and an outreach opportunity during active downtown core hours.

MOTION: Councilmember Marshall moved to approve a trial one-year pilot Farmers Market. Councilmember Pfeil seconded the motion.
VOTE: 6 Yes, 0 No, 0 Abstain. MOTION CARRIED.

STAFF REPORT

ADJOURNMENT

Mayor Baker adjourned the meeting at approximately 9:13 p.m.

Nigel Herbig, Acting Mayor

ATTEST:

Anastasiya Warhol, City Clerk

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
December 20, 2021**

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 David Baker Deputy Mayor Nigel Herbig Councilmember Joe Marshall Councilmember Debra Srebnik Councilmember Corina Pfeil Councilmember Angela Kugler Councilmember Melanie O'Cain	<u>CA</u> <u>LL</u> <u>SP</u> <u>EC</u> <u>IA</u> <u>L</u> <u>M</u> <u>EE</u> <u>TI</u> <u>NG</u> <u>TO</u> <u>OR</u> <u>DE</u> <u>R</u> <u>6</u> <u>P</u> <u>M</u>
Staff:	City Manager Rob Karlinsey City Clerk Anastasiya Warhol City Attorney Dawn Reitan Community Development Director Debbie Bent Development Services Director Bryan Hampson Garrett Oppenheim, Policy Intern, City Manager's Office	Ma yor Ba ker call ed the spe cial me etin g to ord er. Th e Cle rk
Speaking Guests:	Dri Ralph, Northshore School District Karen Greenacre, Cascadia Law Group Dennis McLerran, Cascadia Law Group Stacey Valenzuela, Kenmore Resident Jon Culver, Kenmore Resident Andy Pierson, Local Resident John Peeples, Kenmore Resident Peter Lance, Kenmore Resident David Morton, Redmond Resident Doug Levy, Kenmore Resident Danny Howe, Kenmore Resident Dakota Rash, Kenmore Resident Elizabeth Mooney, Kenmore Resident Sally Saverzan, Kenmore Resident Nancy@ Glennwood Gardens, Kenmore Resident Elizabeth Mooney, Kenmore Resident Janet Hays, Kenmore Resident Vicky Grayland, Kenmore Resident	

took the roll; all Councilmembers were present.

EXECUTIVE SESSION:

Pursuant to RCW 42.30.110(1)(i), the City Council entered an executive session to discuss pending and potential litigation. The session lasted approximately one hour. No final action was taken.

ADJOURN SPECIAL MEETING

The Special Meeting was adjourned at 6:55 pm.

CALL REGULAR MEETING TO ORDER – 7 PM

FLAG SALUTE

Mayor Baker led the flag salute.

AGENDA APPROVAL

The agenda was approved as written.

PRESENTATION

- A. Presentation: Northshore School District - School Levy and Bond Measure (Three Propositions) for February 8, 2022, Special Election, presented by Dri Ralph, Executive Director of Capital Projects and Operations

[Kenmore City Council Dec 20 NSD Bond and Levies](#)

- B. PUBLIC COMMENT: This is an opportunity to specifically comment on Resolution No. 21-374, Expressing support for the following three propositions:
 - 1. Replacement for Educational Programs and Operations Levy (Proposition No. 1), authorized by District Resolution No. 839.
 - 2. General Obligation Bonds - \$425,000,000 (Proposition No. 2), authorized by District Resolution. No. 840.
 - 3. Renewal Capital Projects (Technology) Levy (Proposition No. 3), authorized by District Resolution No. 841.

Mayor Baker opened the public comment. One person gave testimony; linked here: <https://youtu.be/MrhrjKWlmqw?t=4707>

- C. Resolution No. 21-374, expressing the City Council's Support for the Northshore School District No. 417 Replacement for Educational Programs and Operations Levy (Proposition 1); The District General Obligation Bonds - \$425,000,000 (Proposition 2) and the District Renewal Capital Projects (Technology Levy (Proposition 3), for *Discussion and/or Approval* [Agenda Bill - 2022 Northshore School District Bond and Levies](#) [Resolution 21-374 Expressing Support - NSD Bond and Levies](#)

MOTION: Councilmember Pfeil moved to approve Resolution No. 21-374, expressing the City Council's Support for the Northshore School District No. 417 Replacement for Educational Programs and Operations Levy (Proposition 1); The District General Obligation Bonds - \$425,000,000 (Proposition 2) and the District Renewal Capital Projects (Technology Levy (Proposition 3), Deputy Mayor Herbig seconded the motion.
VOTE: 7 Yes, 0 No, 0 Abstain.

PUBLIC COMMENT:

The Council took comments from the public from approximately 7:22 p.m. until 8 p.m.
Timestamped link included here: <https://youtu.be/MrhrjKWlmqw?t=4966>

CONSENT AGENDA

- A. Approve Minutes:
[City Council December 6, 2021, Special Meeting Minutes](#)
- B. Approve Total Check #s 48600 through 48694 totaling \$657,387.60 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 12/03/21 in the amount totaling \$174,207.20 and an ACH Payment to Road Construction NW in the amount of \$313,926.92, and ACH Payment to US Bank in the amount of \$9,628.58, and Payroll Check #10177 Dated 12/03/21 in the amount of \$33.62.
[Voucher Approval Report Dated 12/10/21](#)
- C. Climate Action Plan - Approve Strategies and Actions
[Agenda Bill - Climate Action Plan Strategies and Actions](#)
[Kenmore Climate Action Plan Strategies & Actions - Updated 12.16](#)
- D. Receive and File Salary Commission Statement of Salaries
[Salary Commission December 9, 2021, Meeting Minutes and Statement of Salaries](#)
- E. Authorize the City Manager to execute Amendment #5 to Contract 16-C1625 with HDR Engineering, Inc., in the amount of \$465,832 to extend construction management services through July 2022 for the Juanita Drive NE Pedestrian and Bicycle Safety Improvements Project
[Agenda Bill – Juanita Drive NE Pedestrian and Bicycle Safety Improvements Project-Construction Management Service Contract](#)
- F. Extend the Pandemic Leave Policy through March 31, 2022
[Agenda Bill - Pandemic Policy Amendment 20-02.7](#)
[20-02.7 - Amendment Pandemic Policy](#)

Councilmember Pfeil moved to remove item D “Receive and File Salary Commission Statement of Salaries” from the consent agenda for independent discussion:

MOTION: Councilmember Kugler moved to approve the consent agenda, excluding item D. Councilmember O’Cain seconded the motion.
VOTE: Motion PASSED by unanimous consent.

The City Attorney clarified questions pertaining to item D, explaining that the City does not have Approval/Disapproval authority, but rather must receive and file the Statement of Salaries submitted by the Salary Commission.

MOTION: Deputy Mayor Herbig moved to Receive and File item D. Councilmember O’Cain seconded the motion.

VOTE: Motion PASSED by unanimous consent.

BUSINESS AGENDA

A. Asphalt Plant Notice of Construction Permit Update, presented by Development Services Director Bryan Hampson, *for Information*

Development Services Director Bryan Hampson and city consultants offered a brief update on the process of the Asphalt Plant Notice of Construction Permit. Cascadia Law Group has been monitoring the progress of the permit application process on behalf of the City. A draft permit is like to be issued by the Puget Sound Clean Air Agency in the next few months. Once the draft permit is issued, a public comment period is opened and the City and residents can review the permit and offer comments. The City has also insisted on a more formal Public Hearing. The Clean Air Agency would take comments under advisement before issuing a final permit. In addition, the City may choose to appeal the issuance of a final permit to the Pollution Control Hearings Board. This three-person quasi-judicial hearing body is appointed by the Governor.

B. Ballot Initiatives, presented by City Attorney Dawn Reitan and Policy Intern Garrett Oppenheim, *for Discussion and/or Action*
[Staff Memorandum - Referenda and Initiatives White Paper](#)
[Presentation - Local Initiative and Referendum Powers](#)

Garrett Oppenheim explained that an initiative is a tool which allows voters of a city to directly enact new laws or change existing ones. A referendum allows voters to approve or reject measures that have been enacted by the City Council before they become law.

MOTION: Councilmember Pfeil moved to request that the discussed item (Ballot initiatives and referendum powers) be returned as a Resolution for a future vote. The motion was seconded by Councilmember Marshall.

VOTE: Motion PASSED by unanimous consent.

STAFF REPORT

Tenant Evictions Moratorium

Community Development Director Debbie Bent noted that the current Tenant Evictions Moratorium is scheduled to expire on January 15, 2022 (Ordinance 21-0536), while other tenant protections will remain in place.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110 1 (i), the Council entered a closed executive session to discuss pending or potential litigation. The executive session lasted nearly 30 minutes, as announced.

ADJOURNMENT

Mayor Baker adjourned the meeting at approximately 9:13 p.m.

David Baker, Mayor

ATTEST:

Anastasiya Warhol, City Clerk

<p>Subject/Topic: Proclamations Calendar 2022</p>	<p>For Council Meeting Agenda of: January 10, 2022</p> <p>Department: Finance & Administration</p> <p>Prepared by: Anastasiya Warhol, City Clerk</p> <div style="float: right; margin-top: 20px;"> <p><u>Initial & Date</u></p> <p>Approved by City Attorney: N/A</p> <p>Approved by Finance Director: N/A</p> <p>Approved by City Manager: _____</p> </div>
<p>Proposed Council Action/Motion: Adopt 2022 Proclamations Calendar as attached, or as amended.</p>	<p>Exhibits/Attachments: Proposed 2022 Proclamations Calendar</p>
<p><u>INFORMATION/BACKGROUND:</u></p> <p>In 2021, the City Council adopted an inaugural Proclamations Calendar. The 2022 Calendar has been amended as follows:</p> <ul style="list-style-type: none"> ▪ Honoring both Indigenous and Native American Peoples will be combined. ▪ Suicide Prevention/Awareness has been added. 	
<p><u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u></p> <p>The Proclamations Calendar has been drafted to support Council priorities and initiatives.</p>	

COUNCIL GOAL/ PRIORITY	Proclamations Calendar 2022											
	January	February	March	April	May	June	July	August	September	October	November	December
Affordable Housing					Affordable Housing							
Diversity, Equity, and Inclusion (DEI)		Black History Month	Women's History Month		Asian American/Pacific Islander Month	Juneteenth (June 20) Pride Month			Hispanic and Latino Heritage Month	Indigenous and Native American Heritage Month	Honoring Veterans	
Environmental Sustainability				Arbor Day (April 29) Earth Day (April 22)								
Health and Safety			Sexual Assault Awareness Child Abuse Prevention		Safe Boating and Paddling Week Peace Officers Memorial Day	National Gun Violence Awareness			National Recovery Month Falls Prevention Awareness Suicide Prevention	Domestic Violence Awareness	Hunger and Homelessness Awareness	
Multimodal Transportation					Pedestrian and Bike Month							
Celebrating Community and Culture					Kids to Parks							
Appreciation and Recognition												

NOTE: These dates denote the month of awareness. The proclamation may be issued the previous month, preceding the month of awareness.



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

12/11/2021 - 12/23/2021

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and the the claim is a just, due and unpaid obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim. The following checks and electronic payments are approved for payment:

Total Check #s 48695 through 48774: \$1,881,347.20

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 12/17/2021: \$177,435.27

ACH Payment to Thomco Construction: \$282,946.53

Wire Transfer- Chicago Title 12/22/2021 \$2,320,305.89

Rob Karlinsey
Rob Karlinsey (Jan 3, 2022 11:27 PM)
City Manager / Date

Jan 3, 2022

Leticia Salcido
Leticia Salcido (Jan 3, 2022 10:49 PST)
Finance Director / Date

Jan 3, 2022

Vendor Name	Check #	Date	Description	Amount
THOMCO CONSTRUCTION, INC.	1051	12/23/2021	Nov. 2021 Juanita Dr Improvements Construction	282,946.53
NORTHSHORE SCHOOLS FOUNDATION	48695	12/16/2021	ARPA Contract Funding for Kenmore Residents	200,000.00
VTO SCULPTURE	48696	12/16/2021	21-C2716 Balance Due for Hank Heron Bench	18,765.00
AFLAC	48697	12/17/2021	Employee Medical/Disability Plans	216.19
DEPARTMENT OF LABOR AND INDUSTRIES	48698	12/17/2021	City of Kenmore	3,406.99
DEPARTMENT OF LABOR AND INDUSTRIES	48699	12/17/2021	Void	-
EMPLOYMENT SECURITY DEPARTMENT	48700	12/17/2021	Paid Family & Medical Leave	1,218.28
EMPLOYMENT SECURITY DEPARTMENT	48700	12/17/2021	Void	-
ICMA RETIREMENT C/O ALLFIRST BANK/109964	48702	12/17/2021	City of Kenmore 401a	16,788.44
ICMA RETIREMENT TRUST 457/304745	48703	12/17/2021	ICMA 457 Deferred Comp	8,464.04
LINCOLN NATIONAL LIFE INSURANCE	48704	12/17/2021	Life Ins/ADD & LTD	1,529.05
NATIONAL LIFE OF VERMONT	48705	12/17/2021	Life Insurance	123.17
STATE OF FLORIDA DISBURSEMENT UNIT	48706	12/17/2021	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	48707	12/17/2021	Employee Charitable Contribution	98.46
AM TEST, INC	48708	12/23/2021	Swamp Creek Water Testing	200.00
AMERICALL	48709	12/23/2021	After Hours Call Out Phone Svc.	216.45
BASTYR UNIVERSITY	48710	12/23/2021	2022 Annual Rent for Athletic Fields	50,000.00
BCN TELECOM, INC.	48711	12/23/2021	12/15/21-1/14/22 City Hall Phone Lines	387.94
CADMAN MATERIALS, INC.	48712	12/23/2021	Asphalt for Surface Water Work	480.70
CALPORTLAND COMPANY	48713	12/23/2021	Quarry Rock for Rhododendron Park	420.53

CASCADE PEST CONTROL	48714	12/23/2021	Rhododendron Park Pest Control	154.58
CASCADIA CONSULTING GROUP, INC.	48715	12/23/2021	21-C2679 10/26-11/25 Climate Action Plan Scvs	4,882.51
CECCANTI, INC.	48716	12/23/2021	19-C1977 Nov. W. Sammamish Bridge Const.	575,182.74
CHANIN KELLY-RAE CONSULTING LLC	48717	12/23/2021	Nov. DEI Consulting Services	10,105.00
CHICAGO TITLE	48718	12/23/2021	NOA Mailing Labels	3.86
CITY OF BELLEVUE	48719	12/23/2021	Q4 2021 MBP.com Subscription	3,640.17
COMCAST	48720	12/23/2021	Dec. City Hall & Hangar Internet	2,117.10
COMCAST BUSINESS	48721	12/23/2021	12/14/21-1/13/22 City Hall Cable & Internet	152.10
COMCAST BUSINESS	48722	12/23/2021	12/10/21-1/9/22 Squire's Landing Internet	69.95
DAVIDSON MACRI SWEEPING, INC.	48723	12/23/2021	11/1-12/3 Street Sweeping Services	19,346.22
DEBBIE LAM I.C.	48724	12/23/2021	Police Dept. Custom Die Struck Brass Coins	1,648.06
EMERALD FIRE LLC	48725	12/23/2021	Logboom Park Standpipe Inspection	705.00
FERGUSON ENTERPRISES INC #3011	48726	12/23/2021	Supplies for Surface Water Drainage Project	554.34
GOOD TO GO	48727	12/23/2021	11/6-12/5/21 Fleet Vehicle #305 Toll Charge	4.75
GOOD, MICHAEL J.	48728	12/23/2021	Replacement Ck. for 44519 2020 Volunteer Event	250.00
HDR ENGINEERING, INC	48729	12/23/2021	16-C1625 9/26-10/23 Juanita Dr. Ped/Bike Proj.	66,522.55
HONEY BUCKET	48730	12/23/2021	PW Yard Rental	156.75
KENMORE WATERFRONT ACTIVITIES CENTER	48731	12/23/2021	Community Event Sponsorship - KWAC	6,944.50
KING COUNTY FINANCE	48732	12/23/2021	Nov. Road Svcs. - Signs/Signals/Street Maint.	9,818.37
KING COUNTY FINANCE	48733	12/23/2021	Nov. Dump Fees	115.31
KLB CONSTRUCTION, INC.	48734	12/23/2021	20-C2143 Nov. 68th Ave Ped/Bike Proj.	308,222.18
KPFF CONSULTING ENGINEERS	48735	12/23/2021	19-C2098 Oct. On-Call Engineering Consulting	57,285.90
LANGUAGE LINE SERVICES, INC.	48736	12/23/2021	Over the Phone Interpretation Services	33.94
MOTT MACDONALD GROUP, INC.	48737	12/23/2021	17-C1656 Nov. Log Boom Park Waterfront Proj.	7,134.16
MOTT MACDONALD GROUP, INC.	48738	12/23/2021	17-C1657 Oct. Squire's Landing Design/Permitting	8,101.05
MSPT XXII, LLC C/O FLYWAY RETAIL + LIVING	48739	12/23/2021	Dec. Town Square/Hangar Garbage & Recycling	500.00
MSPT XXII, LLC C/O FLYWAY RETAIL + LIVING	48740	12/23/2021	Nov. Town Square/Hangar Garbage & Recycling	500.00
MSPT XXII, LLC C/O FLYWAY RETAIL + LIVING	48741	12/23/2021	Oct. Town Square/Hangar Garbage & Recycling	500.00
NATIONAL BARRICADE CO., LLC	48742	12/23/2021	SR 522 Message Board Sign Rental	237.04
NORTHSHORE SCHOOLS FOUNDATION	48743	12/23/2021	ARPA Funds Resident Disbursement	200,000.00
NORTHSHORE UTILITY DIST	48744	12/23/2021	Nov. Fleet Fuel & Maintenance	4,362.86
OSBORN CONSULTING INC.	48745	12/23/2021	Nov. 2021 66th Ave. NE Drainage Improvements	2,767.49
OSBORN CONSULTING INC.	48746	12/23/2021	19-C2012 Nov. NE 190th Culvert - Phase 2	8,382.36
OSBORN CONSULTING INC.	48747	12/23/2021	Nov. 2021 61st Pl. NE Slope Assessment	1,763.01
OSBORN CONSULTING INC.	48748	12/23/2021	Nov. 2021 Citywide Fish Barrier Prioritization	19,171.87
PACIFIC AIR CONTROL, INC.	48749	12/23/2021	City Hall HVAC Inspection	277.45
PACIFIC AIR CONTROL, INC.	48750	12/23/2021	City Hall Quarterly HVAC Maint. Contract	2,329.99

IX. C. Approve Total Check #s 48695 through 48774 totaling \$1,881,347.20...

PACIFIC TOPSOILS	48751	12/23/2021	10/26-11/25 Streets & SWM Vegetation Disposal	1,190.91
PRIME ELECTRIC LLC	48752	12/23/2021	Washing Machine Circuit Install @ PW Shop	2,033.55
PUGET SOUND ENERGY	48753	12/23/2021	SR522 W. A Street Light Takeover 61st-65th	20,725.35
PUGET SOUND ENERGY	48754	12/23/2021	Street Lights/Traffic Signals/Electricity/Gas	12,128.18
QUALITY BUSINESS SYSTEMS / WELLS FARGO	48755	12/23/2021	Dec. 2021 1st Floor Photocopier Lease	676.14
QUALITY WATER FINANCIAL	48756	12/23/2021	Public Works Office Filtered Water System	66.00
QUALITY WATER FINANCIAL	48757	12/23/2021	1st Floor City Hall Water Filter System	66.00
QUALITY WATER FINANCIAL	48758	12/23/2021	2nd Floor City Hall Filtered Water System	50.59
SARAH ROBERTS	48759	12/23/2021	Jan. - Nov. 2021 Prosecution & Domestic Violence Svcs	129,354.94
SEATOWN ELECTRIC PLUMBING/HEATING/AIR	48760	12/23/2021	Refund Cancelled MEC21-0792 Permit Fees	343.35
STAPLES ADVANTAGE	48761	12/23/2021	Hangar Maintenance Supplies	30.82
STAPLES ADVANTAGE	48762	12/23/2021	Hangar Maintenance Supplies	33.57
STAPLES ADVANTAGE	48763	12/23/2021	City Hall & Hangar Maint. Supplies	97.37
STAPLES ADVANTAGE	48764	12/23/2021	Parks Maintenance Supplies	161.12
STEVE BURNSTEAD CONSTRUCTION, LLC	48765	12/23/2021	Refund Overpayment CMB21-0900	308.89
STEWART MACNICHOLS HARMELL, INC.	48766	12/23/2021	Nov. Public Defense Services	5,000.00
T MOBILE USA, INC.	48767	12/23/2021	Staff Cell Phones & Data Plans 10/21-11/20/21	1,181.96
TOTAL LANDSCAPE CORP	48768	12/23/2021	City Hall & Parks Landscaping	5,030.02
TRANSCO GROUP USA INC.	48769	12/23/2021	19-C2104 Oct. Citywide Safety Projects	499.33
TRIBAL LINES	48770	12/23/2021	First Installment for Coast Salish Story Pole	35,932.17
VERIZON WIRELESS	48771	12/23/2021	11/27-12/26/21 Cell Phones	133.03
WAGNER ARCHITECTS	48772	12/23/2021	Dec. Public Works Facility Architect Svcs	29,205.00
WILLIAMS, KASTNER & GIBBS PLLC	48773	12/23/2021	Nov. 2021 Special Counsel	814.50
WM CORP. SVCS-COLUMBIA RIDGE LANDFILL	48774	12/23/2021	Nov. Street Sweeper Debris Disposal Chgs.	9,751.01
DRS 457	DFT0001170	12/17/2021	DRS 457 Deferred Comp	1,150.99
AVIDIA HEALTH	DFT0001171	12/17/2021	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001172-1177	12/17/2021	Public Employees Retirement	29,394.80
NAVIA	DFT0001178	12/17/2021	Employee Flexible Spending Account	516.54
BANK OF AMERICA 941	DFT0001179	12/17/2021	Federal Taxes	22,227.80
PAYROLL	Electronic Dep.	12/17/2021	Direct Deposit	124,045.14
TOTAL				<u><u>2,341,729.00</u></u>

IX. C. Approve Total Check #s 48695 through 48774 totaling \$1,881,347.20...



City Council Business Agenda Item City of Kenmore, WA

<p>Subject/Topic: Selection process of the of Diversity, Equity and Inclusion (DEI) Community Advisory Task Force.</p> <p>Proposed Council Action/Motion: Conclude the recruitment and selection process for the DEI Community Advisory Task Force, selecting and seating the inaugural members to assist the City of Kenmore in the development and implementation of the DEI policy, monitoring tools/toolkit, and community engagement.</p>	<p>For Council Meeting Agenda of: January 10, 2022</p> <p>Department: Human Resources</p> <p>Prepared by: Leonora Palaña, Human Resources Manager</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"></th><th style="text-align: left;"><u>Initial & Date</u></th></tr> </thead> <tbody> <tr> <td>Approved by Department Head:</td><td>LP</td></tr> <tr> <td>Approved by City Attorney:</td><td>N/A</td></tr> <tr> <td>Approved by Finance Director:</td><td>LS</td></tr> <tr> <td>Approved by City Manager:</td><td>RK</td></tr> </tbody> </table> <p>Exhibits/Attachments: The following application materials used for the selection process and scoring sheets from City Council will be forwarded to the City Clerk for filing and transparency after the process is complete and the DEI Task Force members are announced:</p> <ul style="list-style-type: none"> Application Review Evaluation Form (Rubric) Kenmore DEI Task Force Scoring Spreadsheet Application information of all 28 DEI Task Force Candidates 		<u>Initial & Date</u>	Approved by Department Head:	LP	Approved by City Attorney:	N/A	Approved by Finance Director:	LS	Approved by City Manager:	RK
	<u>Initial & Date</u>										
Approved by Department Head:	LP										
Approved by City Attorney:	N/A										
Approved by Finance Director:	LS										
Approved by City Manager:	RK										
<p><u>INFORMATION/BACKGROUND:</u></p> <p>On November 23, 2020 Council adopted the 2021-2022 Biennial Budget (Ordinance 20-0517). The City Manager's budget message provided vital context to the issue of systemic racism and the need to act at the local level in our community. The City Manager urges the need to take actionable steps as a community, producing real deliverables that will help change the system including Kenmore's systems and institutions.</p> <p>On July 12, 2021, Kenmore's City Council approved the authorization to execute a professional services contract with Chanin Kelly-Rae Consulting in order to begin the process of implementing the Diversity, Equity and Inclusion (DEI) policy and program to help guide us in our recruitment, retention, decision-making, and service delivery to the City of Kenmore.</p> <p>In bringing diversity, equity and inclusion to our community, it is imperative that an advisory task force be formed of members of our community, in order to hear the voice of the community.</p> <p>The City utilized methods of advertising such as the City's website, social and print media, and other means, to equitably provide outreach to communities within or servicing the City of Kenmore.</p> <p>Residents of the City of Kenmore or individuals who own/work at a business physically located within the City, who met the qualifications and were interested in serving on the Community Advisory Task Force submitted</p>											

applications with the opportunity to comment and include their relevant experience, education, work, community service and/or life experience they would contribute to the DEI process.

City Council was provided with the following materials to review, assess, and calibrate the qualified candidates to make their selections:

- Application Review Evaluation Form (Rubric)
- Kenmore DEI Task Force Scoring Spreadsheet
- Application information of all 28 DEI Task Force Candidates

A “Top 6” ranking:

After all qualified Kenmore City Council DEI Task Force applications have been independently scored and calibrated by each Councilmember by January 3, 2022, the “Top 6” will be announced at a City of Kenmore Council Meeting on January 10, 2022. Ranking is subjective, based on that representative member’s priorities and preferences. During the time from when the Councilmembers’ independent review of DEI Task Force applications has commenced and throughout the entire selection process, Councilmembers have been advised to make every effort to ascertain the diversity and views of the City of Kenmore to inform their ranking of the applications.

Should there be a group of 6 candidates whose scores make it clear that they are the “Top 6” highest scores, their names and scores sheets will be presented to the Kenmore City Council for immediate consideration and selection as finalists; and seated as the City of Kenmore DEI Task Force.

Additional DEI Task Force Membership:

In the interest of seating a fair, diverse and balanced DEI Task Force, the DEI Consultant shall collaborate with City of Kenmore staff to ensure that there are 2 additional members of the task force (bringing the total number to 8) that represent the lived experience, insight, and perspectives that may not be represented by the 6 members seated by the Kenmore City Council.

The scores and selections will be shared at the City of Kenmore’s City Council meeting and the names of the Task Force Committee members will be announced and appointed.

Thereafter, the application materials used for the selection process and scoring sheets from City Council will be forwarded to the City Clerk for filing and transparency.

The Task Force, in collaboration with the Human Resources Manager and the DEI Consultant, will engage the community in developing recommendations on the DEI Policy for City Manager review, and Council consideration. The Task Force’s length of service will begin January 10, 2022, the date of their appointment, until policy implementation.

The work of the Task Force will be brief, focused, and advisory in nature. The City Council retains decision-making authority. The Task Force provides recommendations to the City Manager, and it is at the City Manager’s discretion whether such recommendations are presented directly to the City Council for consideration. The Task Force will present the draft DEI Policy and Implementation Strategy Report directly to Council.



City Council Business Agenda Item
City of Kenmore, WA

<p>Subject/Topic:</p> <p>American Rescue Plan Act Business Recovery Survey Results</p> <p>Proposed Council Action/Motion:</p> <p>For discussion only. No action needed.</p>	<p>For Council Meeting Agenda of: January 10, 2022</p> <p>Department: City Manager</p> <p>Prepared by: Stephanie Lucash, Assistant City Manager/ARPA Administrator and Nancy Ousley, Assistant City Manager</p> <table border="0"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;">SL, 12/27/21</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">n/a</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">LS, 1/3/22</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">RGK, 1/3/22</td></tr> </table> <p>Exhibits/Attachments:</p> <ul style="list-style-type: none"> Slide deck with survey highlights List of survey questions Full survey results 		<u>Initial & Date</u>	Approved by Department Head:	SL, 12/27/21	Approved by City Attorney:	n/a	Approved by Finance Director:	LS, 1/3/22	Approved by City Manager:	RGK, 1/3/22
	<u>Initial & Date</u>										
Approved by Department Head:	SL, 12/27/21										
Approved by City Attorney:	n/a										
Approved by Finance Director:	LS, 1/3/22										
Approved by City Manager:	RGK, 1/3/22										
<p>SUMMARY:</p> <p>The American Rescue Plan Act (ARPA) is a federal law that was signed into effect on March 11, 2021. The purpose of ARPA is to provide \$1.9 trillion to help the U.S. respond to and recover from the COVID-19 pandemic. The City of Kenmore will receive \$6.4 million in ARPA funds; half was received in mid-2021 with the rest to come in mid-2022. All funds need to be allocated by the end of 2024 and spent by the end of 2026.</p> <p>City staff sent out an ARPA business recovery survey to all 1,100 registered Kenmore businesses in September 2021. The goals of the survey were to help the City better understand the experiences of Kenmore businesses in the pandemic and to determine what pandemic assistance would best meet the needs of our businesses. The City partnered with the Bothell-Kenmore Chamber of Commerce / Kenmore Business Alliance to get the word out to businesses in Kenmore and encourage them to take the survey. We also sent emails directly to registered businesses and spread the word via social media. A total of 45 business owners participated in the survey. Staff will also share information from earlier business engagement related to business grants funded by King County and administered by the City.</p> <p>The top two requested items were 1) business grants and 2) funds for businesses who have had essential workers on the front lines throughout the pandemic. City staff will share the results of the survey and we will also hear from a business owner who will share firsthand experiences.</p> <p>FISCAL CONSIDERATION:</p> <p>On June 28, 2021, the City Council established by ordinance a special revenue fund known as the "ARPA Fiscal Recovery Fund." A community engagement effort is underway to gauge the community's support for possible ARPA projects. Based on the results of the ARPA business recovery survey, there are two business assistance items on the community engagement menu; these items reflect the priorities and needs of our local businesses.</p>											

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Goal #4: Respond to the Pandemic. The purpose of Kenmore's ARPA funds are to help the City respond to and recover from the COVID-19 pandemic.

ARPA Business Recovery Survey

Presentation to Kenmore City Council – January 10, 2022

“Ultimately, the greatest lesson that
COVID-19 can teach humanity is
that we are all in this together.”

– Kiran Mazumdar-Shaw,
entrepreneur from Bangalore, India

Our Service Vision

Propelling Kenmore Upward:
We create a thriving
community where all people
love where
they live.



Background

- **Purpose of Survey**
- **Chamber/Kenmore Business Alliance outreach help**
- **Survey was open September 10 – October 22, 2021**
- **Received 45 responses**



Business Recovery Survey Results Overview

45 

Respondents who own, operate, or manage a business in Kenmore

93%

Experienced financial hardship due to the pandemic

28%

Applied for and received financial grants/assistance

75%

Said **recovery cash grants** or **worker pay grants** are the #1 way the City can support recovery

Top challenges facing businesses:



Rising costs (78%)



Revenue loss due to the pandemic (69%)

Other top responses:
Tech grants and business promotions

"Keep advertising small businesses."

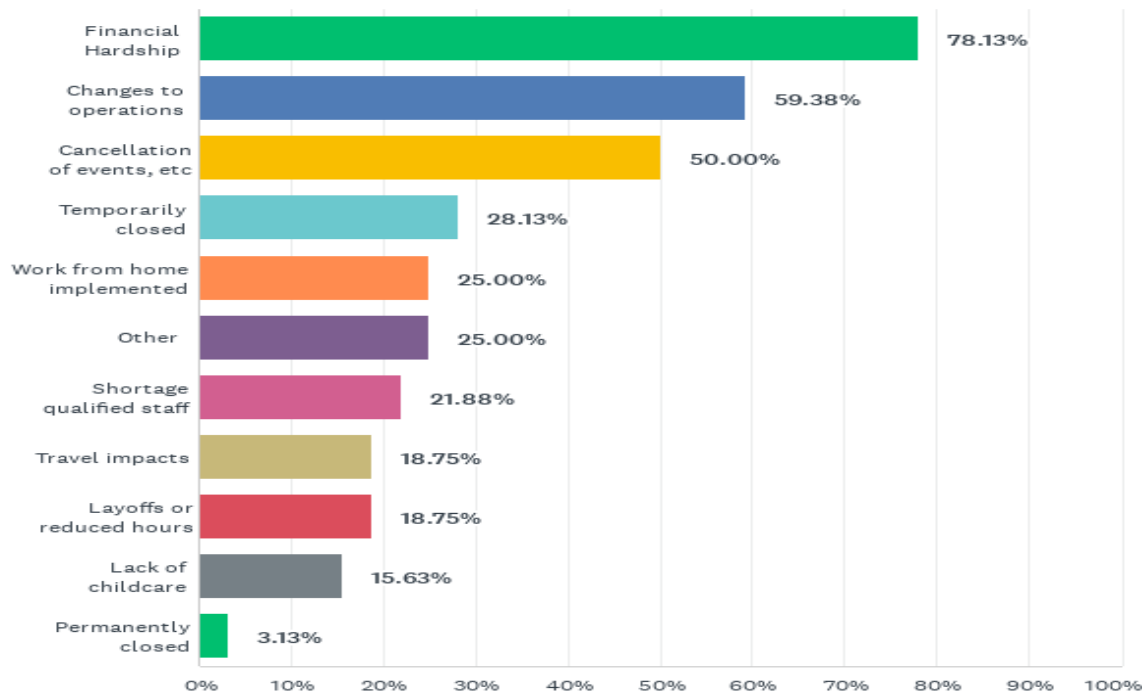
"Encourage local people to support local businesses."

"We need additional financial support/grants for revenue lost this year. It's been a very difficult year as the pandemic continues to drag on, and a lot of the programs expired last year."

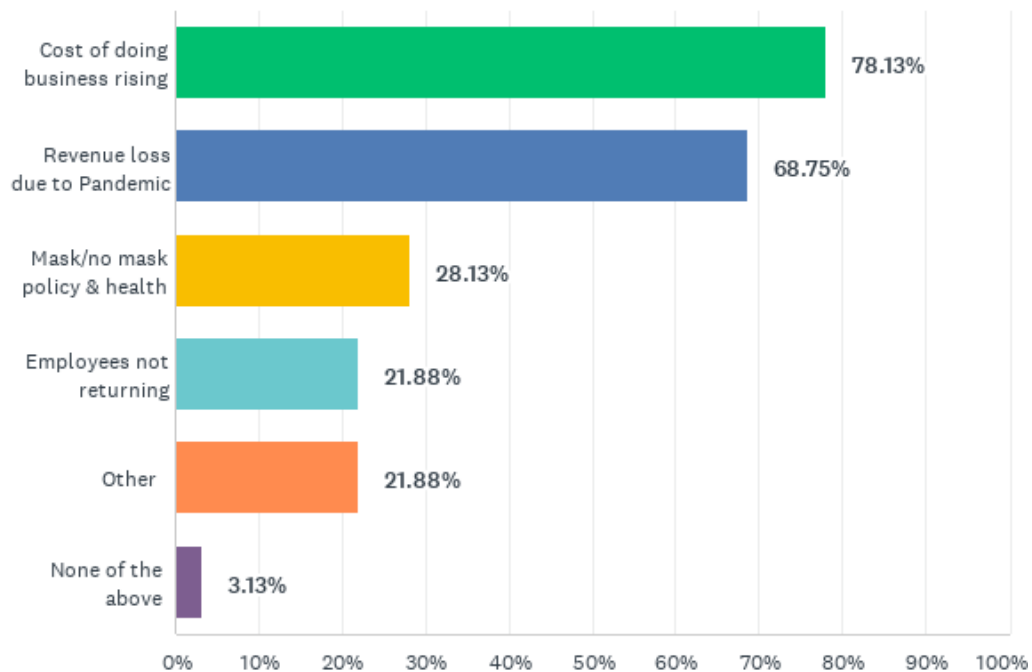
"Connect local independent small businesses with local retail locations who have in-store or wall space for featuring and showcasing relevant products."

"Thank you for caring enough to send this survey. I feel very welcome in the community."

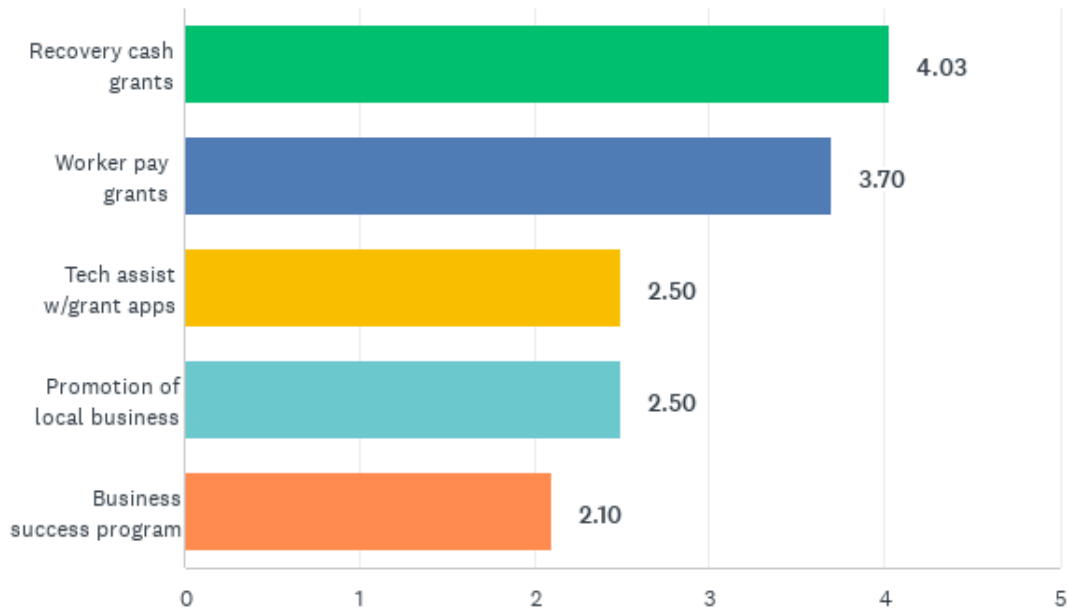
Q2: What has been the impact of COVID-19 on your business? Please select all that apply.



Q3: What challenges is your business currently facing?



Q5: The following business recovery actions could be taken by the city. Please rank them in order with 1 being most important and 5 being least important.



Survey Feedback Led to Menu Items

Two business assistance items on current online tool:



Business Assistance at \$250,000

\$250,000

EDIT

DELETE



Business Assistance at \$450,000

\$450,000

EDIT

DELETE



Pandemic Impacts on Businesses

- **Wide Range of Business Sectors Affected**
- **Staffing/Operations**
- **Revenue**
- **Uncertainty**



Perspectives from Kenmore Businesses

- **Joy & Jonathan Docter**, *Uncle Stinky's Magic & Entertainment*
- **Judy Bartlow**, *Manager, Grocery Outlet*



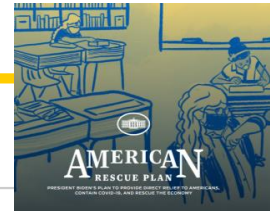
Prior Pandemic Business Assistance

- **WA Department of Commerce Grant to Kenmore:**
 - 25 Kenmore businesses applied for Working Washington Round 1 grants, and two were awarded grants from the Washington State Department of Commerce. **23** grants were awarded to the applicants who were not successful and ranged from \$1500-\$3000.
- **WA Department of Commerce Grant to Kenmore:**
 - 18 Kenmore businesses applied for Working Washington Round 2 grants but none received funding. The City awarded grants of \$3,000 each funds to **7** local companies.
- **King County CARES:**
 - King County allocated \$35,200 to Kenmore for business grants. 89 local businesses applied; **18** were selected for grants of \$1,955 each. Business Consultation served 2 businesses.



Other Business Assistance Provided

- **Business Kits: 150 Kits Distributed in 2020 (3 sessions)**
- **Back Our Businesses Campaign (Port of Seattle grant)**
- **Business Acceleration Training/Consultation (Port of Seattle grant)**



Business Promotion



Shop **local** and **support**
Kenmore businesses!



Visit **FindKenmore.org**
Shop more. Play more. Find more. Kenmore.



Funding for this campaign was provided by a grant from Port of Seattle.



Thank You and Questions



Welcome, and thank you for participating in this survey!

The City of Kenmore wants to better understand your experiences as a city business during the COVID-19 pandemic. We also want your ideas about ways the city can help your business recover from the pandemic.

There are federal funds available for pandemic recovery. Research collected from this survey will increase our understanding of the types of challenges you have faced, give you a voice in city efforts, and ensure our recovery assistance is designed to best meet the needs of our business community.

We value your opinion very much and thank you for doing business in Kenmore.

Let's get started!

*** 1. Do you own, operate or manage a business in Kenmore?**

☐ Yes

☐ No

2. What has been the impact of COVID-19 on your business? Please select all that apply.

- ☐ Cancellation of events/programs/projects
- ☐ Voluntary/involuntary work from home implemented
- ☐ Employees with school aged children/Lack of childcare
- ☐ Required change of business operations or customer contact
- ☐ Travel impacts
- ☐ Employee layoffs or reduction in hours
- ☐ Shortage of qualified workers
- ☐ Financial Hardship
- ☐ Temporary close of business
- ☐ Permanent close of business
- ☐ Other (please specify)

3. What challenges is your business currently facing?

- ☐ Concern about mask/no mask policy and employee health
- ☐ Revenue loss due to the pandemic
- ☐ Difficulty getting employees to come back to work/apply for jobs
- ☐ The cost of doing business continues to rise
- ☐ Other (please specify)

- ☐ None of the above

4. What could the city do to best support your business as you recover from the pandemic?

5. The following business recovery actions could be taken by the city. Please rank them in order with 1 being most important and 5 being least important.

≡

☐

Establish a program to help business owners with technology challenges (e.g. equipment, connection, other issues) in applying for grants.

≡

☐

Provide grants to businesses to pass on to their essential workers who were on the job throughout the pandemic (and who continue to be on the front lines serving customers). These funds are sometimes called "premium pay" or "essential worker pay".

≡

☐

Provide cash grants to businesses in Kenmore to use for pandemic recovery.

≡

☐

Establish a coaching program with experts who can advise Kenmore business owners on different aspects of their business/help them succeed.

≡

☐

Continue and amplify City promotion of local businesses, including publicity and gift cards for exclusive use at local businesses.

6. Which of the following best describes your business with respect to financial grants and assistance available during the COVID-19 pandemic?

- ☐ I was not aware of any business assistance available to me as a business owner.
- ☐ I was aware of grants and assistance, but did not think my business would qualify.
- ☐ I applied for but did not receive financial assistance.
- ☐ I applied for and received financial assistance.
- ☐ Other (please specify)

7. How have you been receiving information about business assistance programs during the pandemic? Please select all that apply.

- | | |
|---|---|
| <input type="checkbox"/> City of Kenmore website or social media (Facebook, Instagram, Twitter) | <input type="checkbox"/> Bothell-Kenmore Chamber of Commerce communications |
| <input type="checkbox"/> City of Kenmore monthly E-newsletter | <input type="checkbox"/> Local/regional economic development organizations |
| <input type="checkbox"/> City of Kenmore registered business email updates | |
| <input type="checkbox"/> Other (please specify) | |
| <input type="text"/> | |
| <input type="checkbox"/> None of the above | |

8. If you could change one rule or regulation to help your business, what would it be?

9. You are almost done! Please take a moment to tell us about your business. First, what is the primary business activity conducted by your company?

10. How many years have you been in business in Kenmore?

- ☐ Less than 1 year
- ☐ 1 - 5 years
- ☐ 6 - 10 years
- ☐ Over 10 years

11. What is your primary role in the business?

- ☐ Business owner
- ☐ President/CEO
- ☐ Manager
- ☐ Other (please specify)

12. Which (if any) of the following describes your business? Please select all that apply.

- ☐ In-home business
- ☐ Minority owned
- ☐ Woman owned
- ☐ Veteran owned
- ☐ Other (please specify)

13. Would you like someone from the City to contact you to discuss learn more about your experiences during the COVID-19 pandemic and how the City can best support business recovery efforts? (optional)

Name

Company

Email Address

Phone Number

14. Is there anything else you would like to tell us about the impacts of COVID-19 on your business?

City of Kenmore Business Recovery Survey

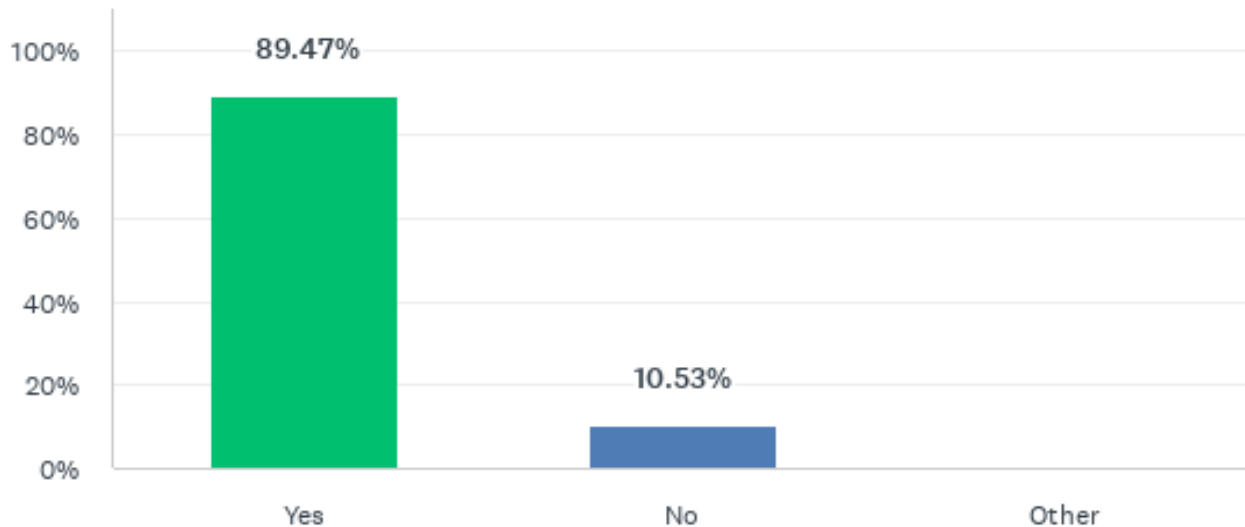
January 10, 2022
City Council Meeting

45

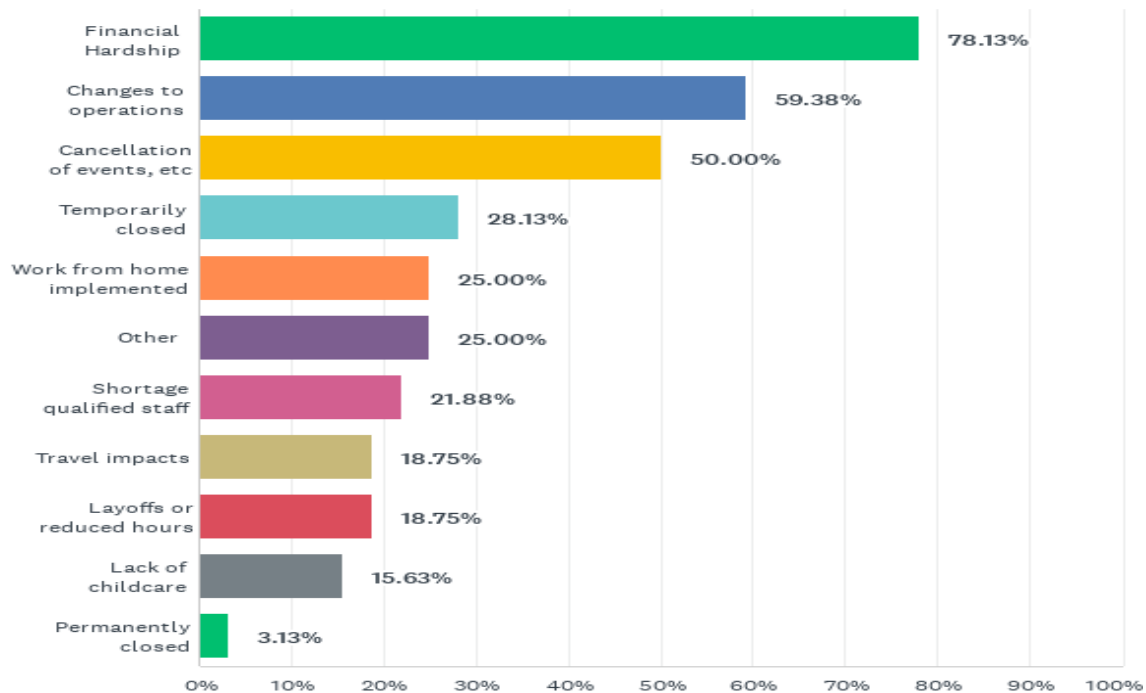
Total Responses

Date Created: Monday, August 30, 2021

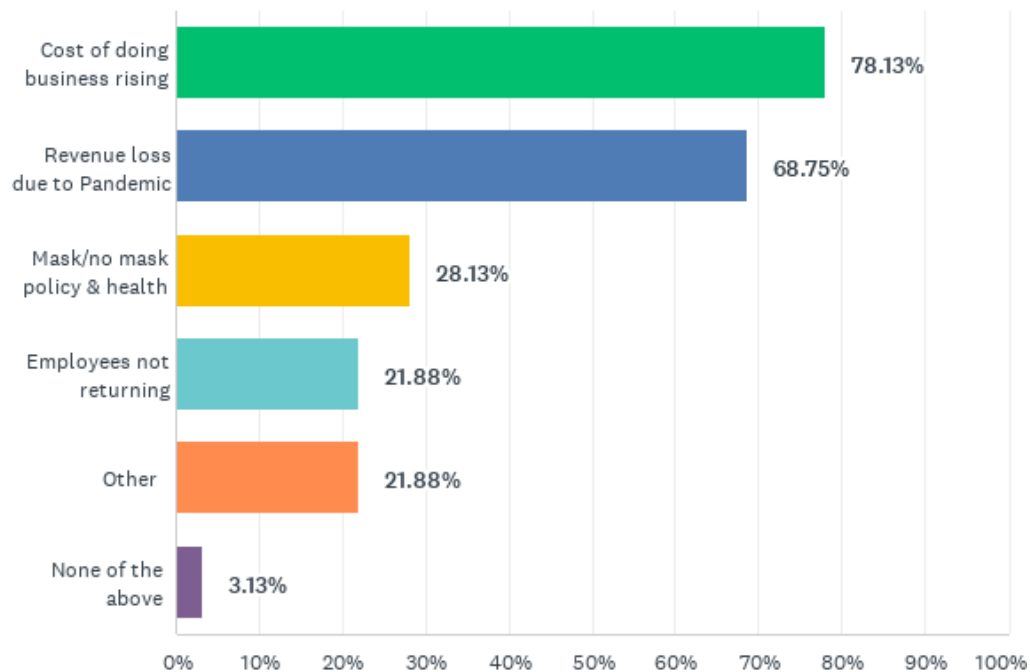
Q1: Do you own, operate or manage a business in Kenmore?



Q2: What has been the impact of COVID-19 on your business? Please select all that apply.



Q3: What challenges is your business currently facing?



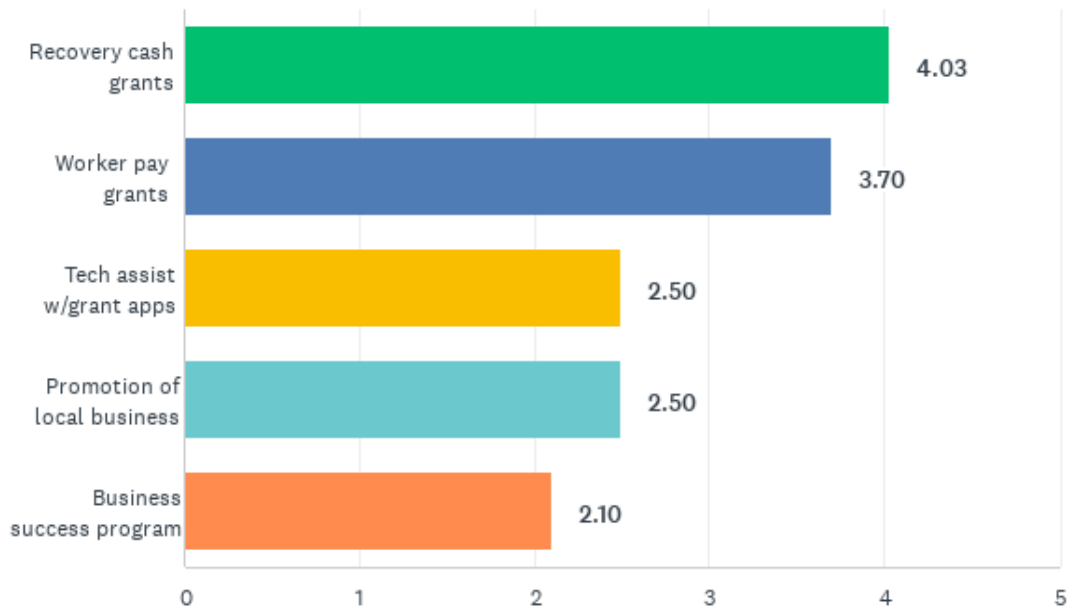
Q4: What could the city do to best support your business as you recover from the Pandemic?

Provide a bridging mechanism to connect local independent small businesses with local retail locations who have in-store or wall space for featuring and showcasing relevant products.
Small loan for small businesses so they can stay float but we have not received no help from Government and the City of Kenmore at all.
Help to access federal money for capital equipment. This would help compensate for the manpower shortage.
Allow a group of small businesses to come to an outdoor area such as The Hanger or other such public spaces to set up a small marketplace. The city could advertise this.
You could add food trucks too. Charge a small fee to vendors to cover costs. Monroe had a weekly public market May through September that was not crafts only. Businesses were screened so that there was a good mix and nice quality. (Not a flea market) They charged \$30.00. It allowed small businesses to be out there. We were told they drew nice crowds. The space is in a theater parking lot, and allowed for people to spread out. We were vendors at the last two of the season. It was put on by the Monroe Chamber. It was successful.
Less regulation that drives up costs.
Keep advertising the small businesses
Help us \$ to pay some rent, the lost of business because of pandemic and construction on Juanita Dr and Kenmore's bridge please
Provide low-interest loans or grants. My company is a Personal Electric Vehicle (Ebikes, Escooters) company and a grant as a clean energy company would be amazing.
The majority of the issues my business has faced so far will resolve themselves as the pandemic eases. My business provides business consulting so is mostly dependent of the healthy of those other businesses.
Provide substantive grants for projects that can improve public health and wellness
I wish I could answer this, but honestly with lack of people working we have a terrible demand on supplies causing us to have to raise prices abs consumers don't understand abs want work all done cheap, and the. Of course our own difficulties finding staff to do manual labor....
Maybe do free advertising or some kind of business recognition.

Q4: What could the city do to best support your business as you recover from the Pandemic?

Encourage local people to support local businesses.
Supplement the financial assistance provided by the SBA PPP program.
continue offering city hosted events for the community, provide grant opportunities or community funding opportunities
Offer grants or physical resources. Continuing to offer classes or advisors only helps the person contracted to give the class or advise, neither help the business.
Offer micro-grants or micro-loans for small businesses
Referir clientes y brindar ayuda financiera. (English translation: " <i>Referring clients and providing financial assistance.</i> ")
Try to figure out a way to help reduce government taxes and fees. Some taxes and fees are have increased more than 200%!!!
Not extend the current moratorium in place, Please allow landlords to send lease violation notices. We have tenants smoking on property, parking in fire lanes, have holiday lights up for a year, and other lease violations i would like to serve to improve our community.
Reduce taxes and wasteful spending, support individual rights to choose or not choose vaccination or masks
We need additional financial support/grants for revenue lost this year. It's been a very difficult year as the pandemic continues to drag on, and a lot of the programs expired last year.
Tax credits and or grants to help us stay in business
Assistance with or guidance to available funds similar to PPP? Not sure what is available anymore and information is not updated in most cases.

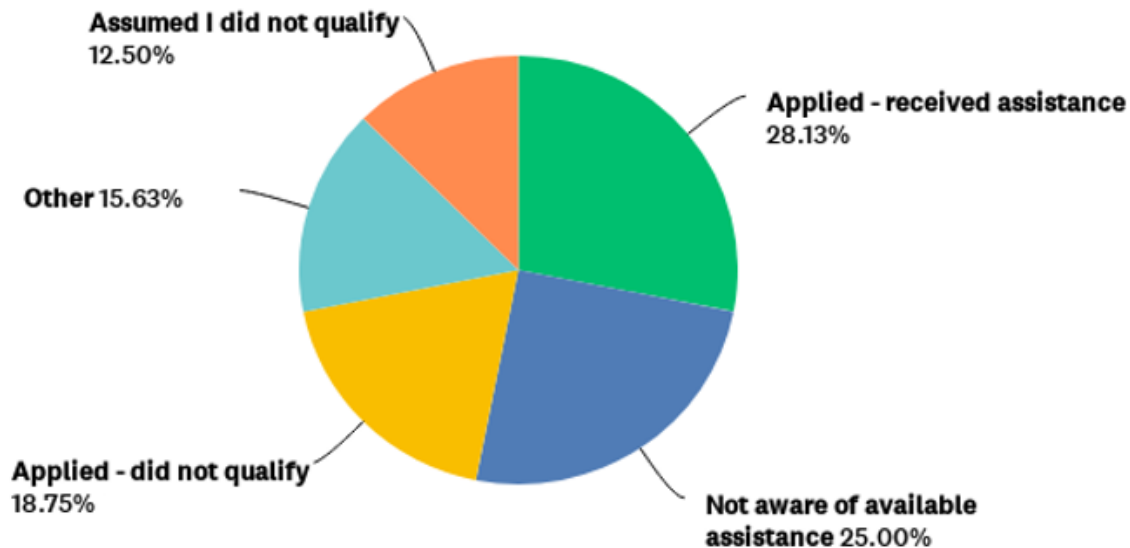
Q5: The following business recovery actions could be taken by the city. Please rank them in order with 1 being most important and 5 being least important.



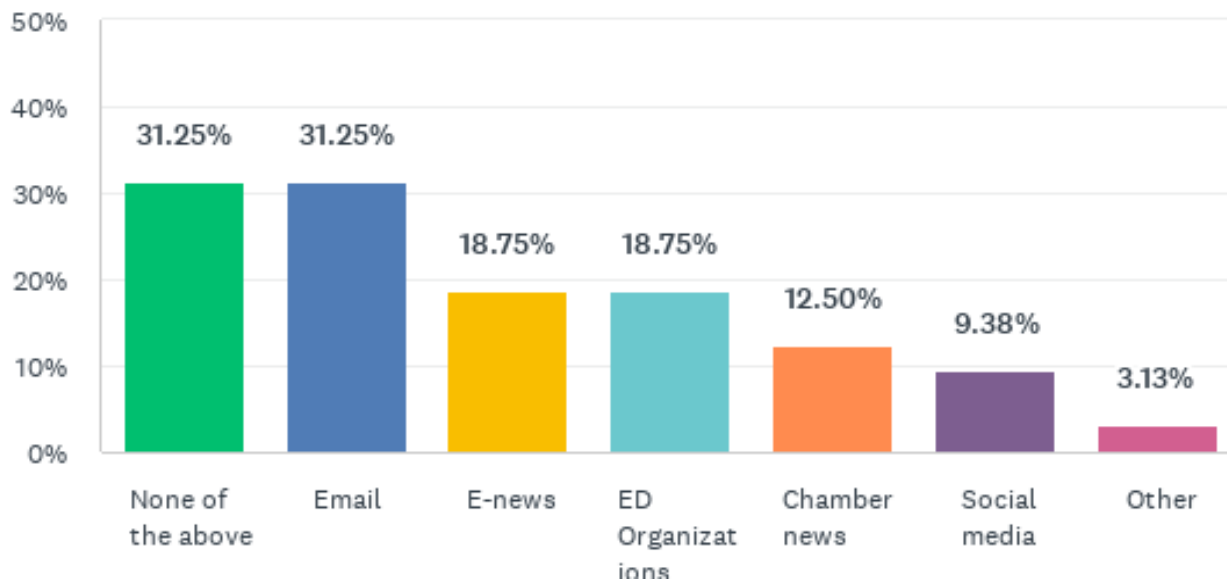
Q5: The following business recovery actions could be taken by the city. Please rank them in order with 1 being most important and 5 being least important.

	1	2	3	4	5	TOTAL	SCORE
Recovery cash grants	51.61% 16	22.58% 7	12.90% 4	3.23% 1	9.68% 3	31	4.03
Worker pay grants	23.33% 7	40.00% 12	23.33% 7	10.00% 3	3.33% 1	30	3.70
Tech assist w/grant apps	13.33% 4	6.67% 2	30.00% 9	16.67% 5	33.33% 10	30	2.50
Promotion of local business	3.33% 1	23.33% 7	13.33% 4	40.00% 12	20.00% 6	30	2.50
Business success program	6.90% 2	3.45% 1	20.69% 6	31.03% 9	37.93% 11	29	2.10

Q6: Which of the following best describes your business with respect to financial grants and assistance available during the COVID-19 pandemic?



Q7: How have you been receiving information about business assistance programs during the pandemic? Please select all that apply.



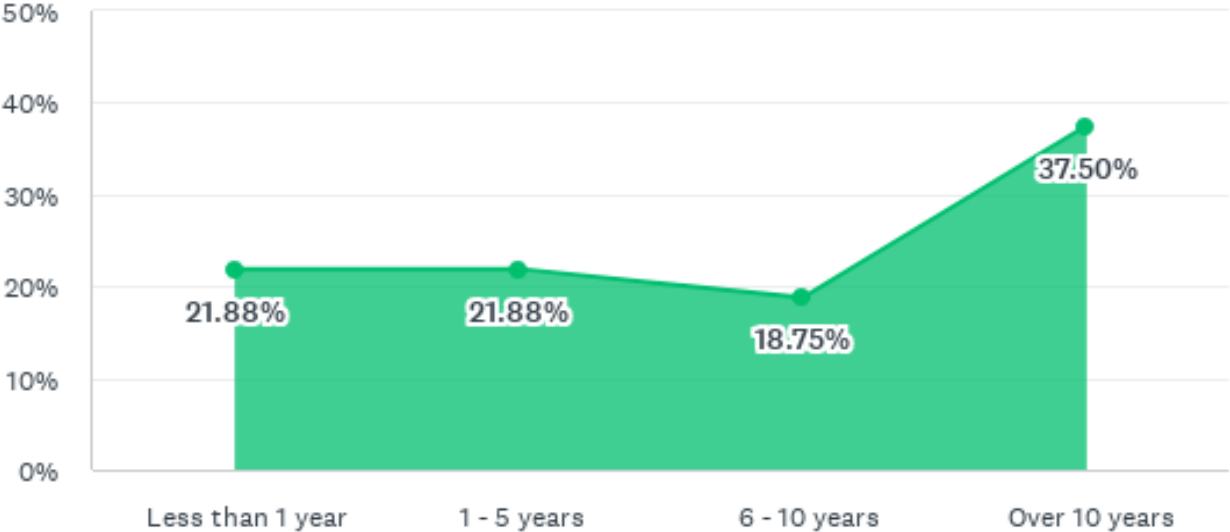
Q8: If you could change one rule or regulation to help your business, what would it be?

Washington State Sales Tax
City of Kenmore need to work with local banks in order to make it easier for small businesses so they can get loan.
Less government regulations
Small businesses should be allowed to apply to set up in local parks or possible other spots to sell their merchandise. We noticed that the city of Snohomish is offering this at their parks.
Don't force a business to shut down and or restrict it with arbitrary and overreaching regulation.
Help to pay some rents [commercial]
Allow tax incentives for space technology companies, not just commercial airplane manufacturers.
Tax forgiveness
I never would have granted those unemployment benefits!
Reduction in Excise Taxes by the State of WA for small businesses. In paying these taxes quarterly through the Department of Revenue website, it is clear that lobbyists have carved out many, many exceptions - but no one represents small businesses.
Cease requirement of commissary kitchen for mobile food vendors.
Needing to pay back certain types of loans if the business uses them for any kind of growth, opposed to maintained operations.
Alimentarse mejor y dejar los miedos del contacto. (English translation: " <i>Eating better and less fear of contact.</i> ")
Rates of State of Washington taxes that have to be paid to Labor and Industries, Unemployment and Dept. Of Revenue
allow landlords to serve comply or vacate notices. Not allow tenants who owe money to a current community move-in here to continue to carry a balance here.
Lower taxes
No mandates
My business should be allowed to operate as an essential worker.
Having to continue to pay monthly rental fee on my commercial space while it has remained vacant for 18+ months has been excruciating.

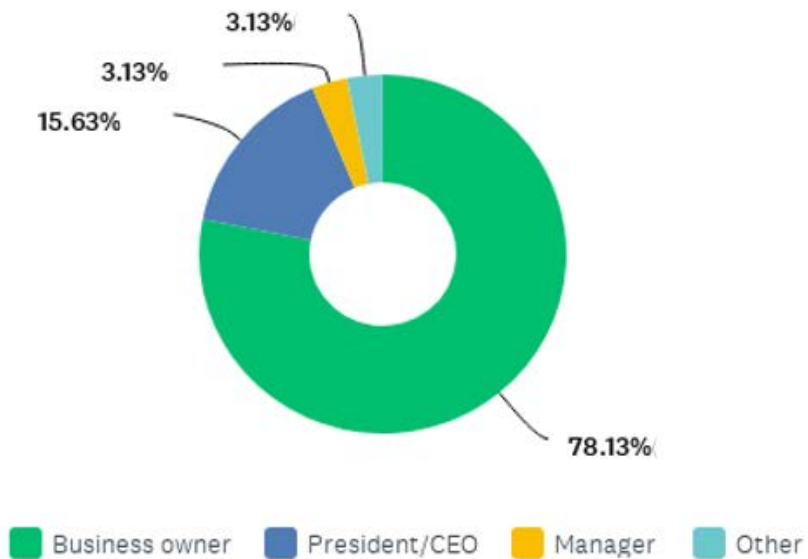
Q9: You are almost done! Please take a moment to tell us about your business. First, what is the primary business activity conducted by your company?

Artwork - Original pieces and print reproductions of originals for sale online.
My company is distributor or variety of products to small businesses and public
We manufacture countertops and fireplaces out of natural stone
Uncle Stinky's Magic & Entertainment . We are an entertainment company that also sells retail products. We have a traveling Magic Shop. We are the largest sellers of Marionettes in the NW. We go to fairs, festivals, corporate and private events. We specialize in printing custom Picture Name Banners, Wax Hands , and fun novelty items for children, including Metallic Tattoos.
General Contractor (residential construction)
I'm a hairstylist.
I am the exclusive USA distributor for Rayvolt Premium Ebikes. Rayvolt Ebikes are designed in Spain, manufactured in China, and I import them to distribute throughout the United States. I have a demo location and office in Kenmore to help people experience clean, green transportation. The proximity to the Burke Gilman is really key to my business. Does Kenmore have any programs to promote clean/green business that offer alternative transportation and help keep polluting vehicles off the road? Thanks so much. Steve
Business Management/Consulting
Private Personal Training
Education
Specialized contractor- emergency water and fire mitigation. Mold remediation
Staging homes
Grocery store
We are a wholesale distributor selling parts, equipment and adhesive to industry.
Mobile food vendor
REPS provides virtual simulation job skill training for organizations and individuals.
Pediatric speech-language pathology (speech therapy) direct treatment, caregiver/family support services
Painting
Entertainment.
Multi-Family
Editing
Small equipment repair
Plumbing service
retail and manufacturing of leather goods (i'm an artist)
I am a photographer. My primary function is newborn and family photography. But I can of course be a photographer for events or documentation in times of need
Building and permit project management
Art classes for kids, teens and adults.
Convenience store

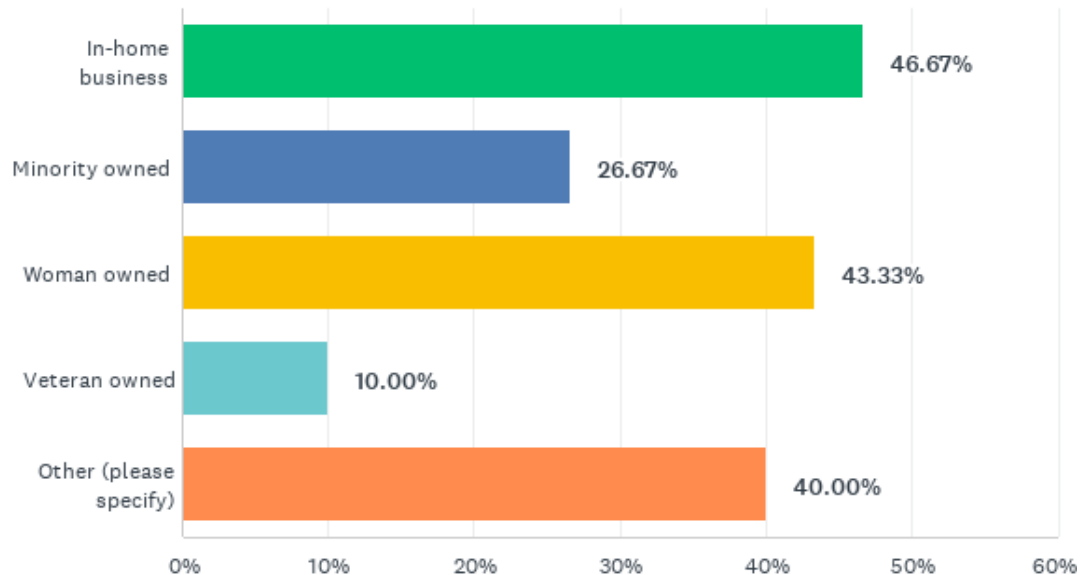
Q10: How many years have you been in business in Kenmore?



Q11: What is your primary role in the business?



Q12: Which (if any) of the following describes your business? Please select all that apply.



Q13: Would you like someone from the City to contact you to discuss learn more about your experiences during the COVID-19 pandemic and how the City can best support business recovery efforts? (optional)

12 Respondents want to be contacted.

Q14: Is there anything else you would like to tell us about the impacts of COVID-19 on your business?

As someone who launched a new business nearly 1.5 years into this pandemic, it is often hard to realize the true impact of the pandemic on opportunities one isn't even aware of missing out on had things been normal. That does not mean that there is no impact. Perhaps a welcome kit with resources for new business, tips from existing local businesses and perhaps a connection to local business veteran or mentor in a similar line of business will be helpful for those are trying to get started in this new normal, but do not have a baseline to compare against.

Small business are the one got hit harder at time of Covid-19 but they did not receive the right help on time so many business owners lost their businesses

All of our contracts for over 1 1/2 years were cancelled. It has been very difficult to start up again and re-establish old and create new contracts.

Much of it could have been avoided with a reasonable response.

Pandemic and Juanita dr and kenmore bridge construction that all hit my business bad

Thank you for caring enough to send this survey. I feel very welcome in the community. Steve.

The government mandated the shut down of gyms. My career of 12 years was stopped suddenly and I had to adapt. Through the decisions out if my control my entire future was changed and I experienced more stress than I have ever experienced.

High stress among customers that gets passed onto my employees my employees do a great job people need to be kind.

I believe the City of Kenmore needs an objective/quantifiable measure for distribution of these funds. For example, in order to qualify for the second round of the PPP program, businesses had to certify and provide proof to the SBA of a 25% or more revenue reduction in 1 or more quarters in comparing 2019 to 2020. The PPP program was heavily marketed to every business throughout the country with a business checking account.

City hosted events have been helpful for our business and promoting more safe community gatherings will assist in the return of community members being willing to come out as patrons.

The allied healthcare services we provide involve direct contact with many families and direct time-for-money services. Therefore, when significant unpredictability and instability across other resources and institutions occur, our families are negatively impacted, and we subsequently are as well. Having a financial buffer during this unstable time would help me, as a business owner, to make better decisions to serve our patients and focus less on bare-minimum survival of the business itself.

Redujo mucho el crecimiento. (English translation: "Greatly reduced growth.")

Q14: Is there anything else you would like to tell us about the impacts of COVID-19 on your business?

I would like to receive information about how to comply with COVID mandates etc that do not conflict with each other. It seems like L & I has their interpretation, the Health Dept their's etc. I complied with an L & I regulation only to have the Health Dept tell me I was wrong and would be fined if I continued to follow the L&I guide line. :(

My business has increased during the pandemic.

The financial debt my business has gone into seems difficult to climb out of. It's devastating especially watching gas and home prices rise and rise. I hope that as a community we can have a louder voice around supporting and guiding small business owners through very difficult times. At the end of the day, most of us were never taught business debt management, and now I don't even have the means to pay for guidance out of it. What a pain.

Business Survey Responses
to "Other" for Questions 2, 3, 6, 7, 11, 12

Q2. What has been the impact of COVID-19 on your business?
OTHER
Reduction in revenue/gross receipts
supply chain interruption causing inventory shortage
Supply chain impacts and availability of goods
High-pressure inconsistencies with scheduling around school systems [pediatric therapy]
Rent from tenants not being paid
Almost impossible to get supplies!!
Cancellation of in-person events - this reduced opportunities for exposure and awareness critical to new businesses

Q3. What challenges is your business currently facing?
OTHER
Price increases from the manufacturer
supply chain interruption causing inventory shortage
We could not lease new space
Customers continue to avoid coming back for in-person classes
Supply chain impacts
Unable to get supplies
Fewer opportunities to promote and place products at retail locations

Q6. Which of the following best describes your business with respect to financial grants and assistance available during the COVID-19 pandemic?
OTHER
I received payroll protection last year but nothing this year
I was aware but don't need financial assistance
We missed the timeframe to enter our 1 delinquent resident. currently owes over \$11K in rent. has 7 people living unauthorized in the home, and has unauthorized 3 cats in her home.
My business is very new and I was not aware of grants.

Business Survey Responses
to "Other" for Questions 2, 3, 6, 7, 11, 12

**Q7. How have you been receiving information about business assistance programs during the pandemic?
Please select all that apply.**

OTHER

Bank of America and the Small Business Administration(SBA)

Q11. What is your primary role in the business?

OTHER

Executive Team

Q12. Which (if any) of the following describes your business? Please select all that apply?

OTHER

nonprofit

Office is in home, we also have a shop

Private

Construcción

We travel to locations: Fairs, festivals, corporate & private events.

None apply

Family business

Clinician-owned

Evil white male owned

Growing.

I don't match any of those profiles.



City Council Business Agenda Item
City of Kenmore, WA

<p>Subject/Topic:</p> <p>American Rescue Plan Act Direct Cash Assistance Update</p> <p>Proposed Council Action/Motion:</p> <p>No action needed. For discussion only.</p>	<p>For Council Meeting Agenda of: January 10, 2022</p> <p>Department: City Manager</p> <p>Prepared by: Stephanie Lucash, Assistant City Manager/ARPA Administrator</p> <table border="0"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;">SL, 12/27/21</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">N/A</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">LS, 1/3/22</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">RGK, 1/3/22</td></tr> </table> <p>Exhibits/Attachments:</p> <p>None</p>		<u>Initial & Date</u>	Approved by Department Head:	SL, 12/27/21	Approved by City Attorney:	N/A	Approved by Finance Director:	LS, 1/3/22	Approved by City Manager:	RGK, 1/3/22
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Approved by City Attorney:	N/A										
Approved by Finance Director:	LS, 1/3/22										
Approved by City Manager:	RGK, 1/3/22										
<p><u>SUMMARY:</u></p> <p>The American Rescue Plan Act (ARPA) is a federal law that was signed into effect on March 11, 2021. The purpose of ARPA is to provide \$1.9 trillion to help the U.S. respond to and recover from the COVID-19 pandemic. The City of Kenmore will receive \$6.4 million in ARPA funds; half was received in mid-2021 with the rest to come in mid-2022. All funds need to be allocated by the end of 2024 and spent by the end of 2026.</p> <p>At its December 13, 2021 meeting, the Kenmore City Council approved amending the City's \$1 million contract with the Northshore Schools Foundation (NSF) to provide direct cash assistance to Kenmore residents in need. The amendments included expanding eligibility for those at or below 50% of our Area Median Income (AMI) and increasing the assistance amount for each primary applicant to \$2,000. These changes have been implemented and checks have been issued. The team will give an update on distribution amounts and numbers of Kenmore residents served.</p> <p>The City Council also requested more information on how the program is serving homeless residents in our City, and in particular how we might allow an attestation to suffice for documentation of the program's residency requirement. The team will also give an update on this effort.</p> <p><u>FISCAL CONSIDERATION:</u></p> <p>On June 28, 2021, the City Council established by ordinance a special revenue fund known as the "ARPA Fiscal Recovery Fund." One million dollars in ARPA funds were designated for direct cash assistance at the May 24, 2021 City Council meeting; that work is underway, via a partnership with the Northshore Schools Foundation.</p> <p><u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u></p> <p>Goal #4: Respond to the Pandemic. The purpose of Kenmore's ARPA funds are to help the City respond to and recover from the COVID-19 pandemic.</p>											

2021 COUNCIL COMMITTEE LIST
APPOINTMENT BY THE CITY COUNCIL

Name of Regional Board/Committee	Position or Informational?	Meeting Schedule & Location	City Representative(s)
ETP - Eastside Transportation Partnership King County Transportation Dept.	2 Voting Positions	2 nd Friday, 7:30 – 9:30 a.m. Bellevue School District Office Room 200 (Old Boardroom)	Nigel Herbig Angela Kugler Corina Pfeil (Alternate)
SeaShore Transportation Forum King County Transportation Dept.	2 Voting Positions	1 st Friday, 7:30 – 9:30 a.m. Shoreline City Hall	Nigel Herbig Melanie O’Cain
SCA PIC - Public Issues Committee Sound Cities Association (SCA)	1 Voting Position	2 nd Wednesday, 7:00 p.m. Renton City Hall	David Baker Corina Pfeil (Alternate)
WRIA #8 – Water Resource Inventory Area #8 Salmon Recovery Council	1 Voting Position	3 rd Thu every other month 3:00 – 5:30 p.m. (Jan, Mar, May, Jul, Sep, Nov) Bellevue	Melanie O’Cain Vacant (Alternate)
Northshore Park and Recreation Board	1 Voting Position	Meets three or four times a year. Northshore Senior Center, 10201 E. Riverside Drive, Bothell	Joe Marshall Corina Pfeil (alternate)
Northshore Performing Arts Advisory Board			Melanie O’Cain

OTHER REGIONAL AND NATIONAL BOARDS & COMMITTEES THAT KENMORE SERVES ON (NOT APPOINTED BY THE COUNCIL)

Name of Regional Board/Committee	Position or Informational?	Meeting Schedule & Location	City Representative(s)
SCA Board of Directors Sound Cities Association (SCA)	1 Voting Position	4 th Thursday, 9:30 – 11:30 am March, May, July, Sept, Oct, Nov Renton City Hall	David Baker (past President of SCA)
BOH – Board of Health Sound Cities Association (SCA)	½ Voting Position	3 rd Thursday, 1:30 - 3:30 pm County Council Chambers	David Baker
Harborview Hospital Board of Trustees	1 Voting Position	Meets two times a month	David Baker, 2 nd Vice President
AWC – Federal Legislative Committee	2 Voting Positions		David Baker
AWC Nominating Committee	1 Voting Position		David Baker
Northend Mayor's Meeting	Informational	1 st Monday, 7:30; and 3 rd Saturday, 8:00, virtual for now	Mayor
North Lake Washington Mayor's	Informational	2 nd Thursday, 7:30 a.m. Various Locations	Mayor
NLC – Board of Advisors	1 Position	Meets three times a year	David Baker
NLC ITC - Information Technology & Communications Committee	1 Position	Meets three times a year	David Baker
NLC Human Development Committee	1 Voting Position	Meets three times a year at the three NLC conferences	Corina Pfeil
NLC – University Board of Advisors	1 Position	Meets three times a year	David Baker
NLC-UCC – University City Council Steering Committee	1 Position	Meets three times a year	David Baker

Updated 6/21/21

Name of Regional Board/Committee	Position or Informational?	Meeting Schedule & Location	City Representative(s)
NLC – Council on Youth, Education and Families	2 Positions	Meets three times a year	David Baker
NLC – University Fellows	2 Positions		David Baker
PSRC Executive Board			David Baker
Federal Legislative Committee			David Baker
Sound Transit Board of Directors	1 Voting Position	Meets 3 times a month	David Baker
Eastside Pride PNW	1 Position	Meets 2 times a month	Corina Pfeil
NSD Capital Bond Planning Committee	1 Position	Meets 2 times a month	Corina Pfeil
King County YMPEP Steering Committee	1 Position	Meets 2 times every 6 months	Corina Pfeil

2022 SCA Regional Board & Committee Appointments

Advisory Council on Aging and Disability Services (ADS Advisory Council)

Seat	Name	City	Caucus
Member	Marli Larimer	Kent	S
Member	Kim-Khanh Van	Renton	S

Affordable Housing

Seat	Name	City	Caucus
Member	Ryan McIrvine	Renton	S
Member	Lynne Robinson	Bellevue	N
Member	Marli Larimer	Kent	S
Member	Nigel Herbig	Kenmore	N
Alternate	Amy Falcone	Kirkland	N
Alternate	Dana Parnello	Maple Valley	S
Alternate	Chris Stearns	Auburn	S
Alternate	Lindsay Walsh	Issaquah	N

Board of Health (BOH)

Seat	Name	City	Caucus
Member	Susan Honda	Federal Way	S
Member	David Baker	Kenmore	N
Alternate	Janice Zahn	Bellevue	N
Alternate	Heather Koellen	North Bend	Sno

Children and Youth Advisory Board (CYAB)

Seat	Name	City	Caucus
Member	Ariana Sherlock	Newcastle	N
Member	Yolanda Trout Manuel	Auburn	S

Domestic Violence Initiative Regional Task Force (DVI)

Seat	Name	City	Caucus
Member	Yolanda Trout- Manuel	Auburn	S
Member	Satwinder Kaur	Kent	S
Member	Joseph Cimaomo, Jr.	Covington	S
Member	Jared Nieuwenhuis	Bellevue	N
Alternate	Susan Honda	Federal Way	S
Alternate	Doris McConnell	Shoreline	N
Alternate	Cydney Moore	Burien	S
Alternate			

Emergency Management Advisory Committee (EMAC)

Seat	Name	City	Caucus
Member	Marianne Klaas	Clyde Hill	N
Member	Bob Baggett	Auburn	S
Member	David Carson	Redmond	N
Alternate	Linda Newing	Newcastle	N
Alternate	Alan Gothelf	North Bend	SNO
Alternate	Karen Moran	Sammamish	N

Greater Seattle Partners (GSP)

Seat	Name	City	Caucus
Member	Nancy Backus	Auburn	S

Growth Management Planning Council (GMPC)

Seat	Name	City	Caucus
Member	Thomas McLeod	Tukwila	S
Member	Satwinder Kaur	Kent	S
Member	Chris Reh	Issaquah	N
Member	Syd Dawson	Maple Valley	S
Member	Salim Nice	Mercer Island	N
Member	Debra Srebnik	Kenmore	N
Alternate	Ryan McIrvine	Renton	S
Alternate	Kelli Curtis	Kirkland	N
Alternate	James Jeyaraj	Auburn	S
Alternate	Rob McFarland	North Bend	Sno

HealthierHere Governing Board

Seat	Name	City	Caucus
Member	Semra Riddle	Lake Forest Park	N
Alternate	Barbara de Michele	Issaquah	N

Key

Unexpired Term

Reappointment

New Member or Alternate

Alternate Moved to Member

Vacant Position

2022 SCA Regional Board & Committee Appointments

Joint Recommendations Committee (JRC)

Seat	Name	City	Caucus
Member	Amy McHenry	Duvall	SNO
Member	Cynthia Delostrinos Johnson	Tukwila	S
Member	Elizabeth Porter	Covington	S
Member	Semra Riddle	LFP	N
Alternate	Matt Mahoney	Des Moines	S
Alternate			

King Conservation District Advisory Committee (KCD)

Seat	Name	City	Caucus
Member	Brenda Fincher	Kent	S
Member	Victoria Hunt	Issaquah	N
Member	Vanessa Kritzer	Redmond	N
Alternate	Kelli Curtis	Kirkland	N
Alternate	Cara Christensen	Snoqualmie	Sno
Alternate	Valerie O'Halloran	Renton	S

King County Flood Control District Advisory Committee (KCFCDAC)

Seat	Name	City	Caucus
Member	Henry Sladek	Skykomish	Sno
Member	Michelle Hogg	Duvall	SNO
Member	Karen Moran	Sammamish	N
Member	Carol Benson	Black Diamond	SV
Alternate	Leanne Guier	Pacific	SV
Alternate	JC Harris	Des Moines	S
Alternate	Melanie O'Cain	Kenmore	N
Alternate			

King County Law Enforcement Officers' and Fire Fighters' Plan 1 (LEOFF1) Disability Retirement Board

Seat	Name	City	Caucus
Member	Erin Sitterley	SeaTac	S

King County Regional Homelessness Authority (KCRHA) Governing Committee

Seat	Name	City	Caucus
Member	Ed Prince	Renton	S
Member	Angela Birney	Redmond	N
Member	Nancy Backus	Auburn	S

Local Hazardous Waste Management Program (LHWMP) Management Coordination Committee b (MCC)

Seat	Name	City	Caucus
Member	Corinna Pfeil	Kenmore	N

Mental Illness and Drug Dependency (MIDD) Oversight Committee King County

Seat	Name	City	Caucus
Member	Brenda Fincher	Kent	S
Alternate	Chris Stearns	Auburn	S

Puget Sound Clean Air Agency (PSCAA) Advisory Council

Seat	Name	City	Caucus
Member	Satwinder Kaur	Kent	S

PSRC Economic Development District Board (EDDB)

Seat	Name	City	Caucus
Member	Ed Prince	Renton	S
Member	Lydia Assefa-Dawson	Federal Way	S
Alternate	Kathy Hougardy	Tukwila	S
Alternate	James Mayhew	Snoqualmie	Sno

PSRC Executive Board

Seat	Name	City	Caucus
Member	Amy Ockerlander	Duvall	SNO
Member	Chris Roberts	Shoreline	N
Member	Allan Ekberg	Tukwila	S
Alternate	David Baker	Kenmore	N
Alternate	James McNeal	Bothell	N
Alternate	Jeff Wagner	Covington	S
2 nd Alt	Mary Lou Pauly	Issaquah	N
2 nd Alt	Jan Molinaro	Enumclaw	SV

PSRC Growth Management Policy Board (GMPB)

Seat	Name	City	Caucus
Member	Traci Buxton	Des Moines	S
Member	Ed Prince	Renton	S
Member	Tola Marts	Issaquah	N
Alternate	Phillipa Kassover	LFP	N
Alternate	Jessica Forsythe	Redmond	N
Alternate	Mason Thompson	Bothell	N

2022 SCA Regional Board & Committee Appointments

PSRC Transportation Policy Board (TPB)

Seat	Name	City	Caucus
Member	Kate Kruller	Tukwila	S
Member	Dana Ralph	Kent	S
Member	Mary Lou Pauly	Issaquah	N
Alternate	Peter Kwon	SeaTac	S
Alternate	Wendy Weiker	Mercer Island	N
Alternate	Jay Arnold	Kirkland	N

Regional Law, Safety and Justice Committee (RLSJC)

Seat	Name	City	Caucus
Member	Neal Black	Kirkland	N
Member	Lydia Assefa-Dawson	Federal Way	S
Member	Kim-Khanh Van	Renton	S
Member	Jeremy Barksdale	Bellevue	N
Member	Traci Buxton	Des Moines	S
Member	Kristiana de Leon	Black Diamond	SV
Member	Steve Friedman	Clyde Hill	N
Member	Zandria Michaud	Kent	S

Regional Policy Committee (RPC)

Seat	Name	City	Caucus
Member	Angela Birney	Redmond	N
Member	John Stokes	Bellevue	N
Member	Nancy Backus	Auburn	S
Member	James McNeal	Bothell	N
Alternate	Armondo Pavone	Renton	S
Alternate	Dana Ralph	Kent	S

Regional Transit Committee (RTC)

Seat	Name	City	Caucus
Member	Ryan McIrvine	Renton	S
Member	Kim Lisk	Carnation	SNO
Member	Jon Pascal	Kirkland	N
Member	Jennifer Robertson	Bellevue	N
Member	Bob Baggett	Auburn	S
Member	Toni Troutner	Kent	S
Member	Joseph Cimaomo, Jr.	Covington	S
Member	Christie Malchow	Sammamish	N
Alternate	Barb de Michelle	Issaquah	N
Alternate	Nigel Herbig	Kenmore	N
Alternate	Vanessa Kritzer	Redmond	N
Alternate	Betsy Robertson	Shoreline	N

Regional Water Quality Committee (RWQC)

Seat	Name	City	Caucus
Member	Penny Sweet	Kirkland	N
Member	Conrad Lee	Bellevue	N
Member	Victoria Hunt	Issaquah	N
Member	Laura Mork	Shoreline	N
Alternate	Tim Harris	Carnation	Sno
Alternate	Jessica Rossman	Medina	N

Solid Waste Advisory Committee (SWAC)

Seat	Name	City	Caucus
Member	Phillippa Kassover	Lake Forest Park	N
Member	Penny Sweet	Kirkland	N

PSRC Operations Committee

Seat	Name	City	Caucus
Member	Chris Roberts	Shoreline	N
Alternate	Dana Ralph	Kent	S