



KIRKLAND CITY COUNCIL MEETING MINUTES
November 17, 2020

1. CALL TO ORDER

Mayor Sweet called the study session to order at 5:30 p.m. and called the regular meeting to order at 7:30 p.m.

2. ROLL CALL

ROLL CALL:

Members Present: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Members Absent: None.

3. STUDY SESSION

a. 2021-2022 Budget

Finance and Administration Director Michael Olson facilitated Council's review and discussion of remaining budget questions following their October 27th and November 4th study sessions on the preliminary 2021-2022 budget.

b. 2021-2026 Capital Improvement Program

Deputy Director Sandi Hines presented an overview of the 2021-2026 Capital Improvement Program (CIP) and received Council direction.

4. HONORS AND PROCLAMATIONS

a. Shop Small Saturday Proclamation

Mayor Sweet asked Deputy Mayor Arnold to read the proclamation designating November 28, 2020 as Small Business Saturday in the City of Kirkland.

5. COMMUNICATIONS

a. Announcements

b. Items from the Audience

MJ Carlson
David Hoffman

c. Petitions

6. PUBLIC HEARINGS

a. 2021-2022 Budget and 2021-2026 Capital Improvement Program Update

Mayor Sweet reviewed the budget process to date and opened the public hearing. Finance and Administration Director Michael Olson provided an update on the budget process to date and an overview of the 2021-2022 Budget and 2021-2026 Capital Improvement Program. Testimony was provided by Kirsten Hansen; Rachel Krinsky; Lynn Juniel; David Bowling; Maria Harwell; and Jennifer Lee. No further testimony was offered, and the Mayor closed the hearing.

b. 2021 Preliminary Property Tax Levies

Mayor Sweet opened the public hearing. Finance and Administration Director Michael Olson provided an overview of the proposed levies and process. No testimony was offered, and the Mayor closed the hearing.

(1) Resolution R-5451, Making a Declaration of Substantial Need for Purposes of Setting the Limit Factor for the Property Tax Levy for 2021

Motion to Approve Resolution R-5451, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND MAKING A DECLARATION OF SUBSTANTIAL NEED FOR PURPOSES OF SETTING THE LIMIT FACTOR FOR THE PROPERTY TAX LEVY FOR 2021."

Moved by Councilmember Toby Nixon, seconded by Councilmember Neal Black

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

(2) Ordinance O-4742, Establishing the Amount of Property Taxes to be Levied for the Year 2021, the First Year of the City of Kirkland's 2021-2022 Fiscal Biennium

Motion to Approve Ordinance O-4742, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND ESTABLISHING THE AMOUNT OF PROPERTY TAXES TO BE LEVIED FOR THE YEAR 2021, THE FIRST YEAR OF THE CITY OF KIRKLAND'S 2021-2022 FISCAL BIENNIUM."

Moved by Deputy Mayor Jay Arnold, seconded by Councilmember Toby Nixon

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

- (3) Ordinance O-4743, Establishing the Amount of Property Taxes to be Levied for the Year 2021, to Pay the Fire District 41 Debt Service Assumed as a Result of Annexation of the North Juanita, Finn Hill, and Kingsgate Neighborhoods on June 1, 2011

Motion to Approve (Ordinance O-4743, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND ESTABLISHING THE AMOUNT OF PROPERTY TAXES TO BE LEVIED FOR THE YEAR 2021, TO PAY THE FIRE DISTRICT 41 DEBT SERVICE ASSUMED AS A RESULT OF ANNEXATION OF THE NORTH JUANITA, FINN HILL, AND KINGSGATE NEIGHBORHOODS ON JUNE 1, 2011.")

Moved by Councilmember Jon Pascal, seconded by Councilmember Toby Nixon

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

7. SPECIAL PRESENTATIONS

a. COVID-19 Update

City Manager Kurt Triplett reported on the actions taken at City Hall to comply with Governor's recent restrictions.

(1) Kirkland Performance Center

Kirkland Performance Center (KPC) Executive Director Jeff Lockhart expressed gratitude for the Kirkland CARES Arts grant received by the Kirkland Performance Center and provided a brief presentation on the actions being taken by the KPC to meet its cultural mission during COVID-19 restrictions.

b. Resolution R-5434 Update

City Manager Kurt Triplett provided an update on community outreach efforts to date.

8. CONSENT CALENDAR

a. Approval of Minutes

(1) October 27, 2020

(2) November 4, 2020

b. Audit of Accounts

Payroll: \$3,374,210.93
Bills: \$7,525,916.21
S1103A Wire #234
S1104A Checks #715632-715856
S1104B Wire #237
S1105A Wire #236
S1112A Checks #715857-716045
S1113A Wire #238
ACH

c. General Correspondence

d. Claims

(1) Claims for Damage

A claim received from Erick Blandin was acknowledged via approval of the consent calendar.

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

(1) Advance Mitigation Project

Council accepted the work on the Advance Mitigation Project, as completed by OMA Construction, Inc., of Maple Valley, Washington, in the amount of \$732,023.50, thereby establishing the statutory lien period; and returned \$493,754 to the REET 2 reserves, via approval of the consent calendar.

g. Approval of Agreements

h. Other Items of Business

(1) Resolution R-5452, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE USE AND RECEIPT OF ELECTRONIC SIGNATURES AND ELECTRONIC NOTARIZATION IN CONDUCTING CITY BUSINESS AND AUTHORIZING THE CITY MANAGER TO ADOPT ELECTRONIC SIGNATURE POLICIES AND PROCEDURES."

The resolution was approved via approval of the consent calendar.

(2) Resolution R-5453, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTIONG A REVISED POLICY FOR INVESTMENT OF CITY FUNDS."

The resolution was approved via approval of the consent calendar.

- (3) Resolution R-5454, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING THE KIRKLAND BOND PROCEDURE AND POST ISSUANCE COMPLIANCE POLICY SETTING FORTH THE POLICY OF THE CITY OF KIRKLAND WITH RESPECT TO MEETING ITS OBLIGATIONS UNDER FEDERAL TAX LAW AND SECURITIES LAW IN CONNECTION WITH ITS SECURITIES."

The resolution was approved via approval of the consent calendar.

- (4) Resolution R-5455, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING THE CITY OF KIRKLAND'S ALLOCATION FOR THE NORTH EAST KING COUNTY REGIONAL PUBLIC SAFETY COMMUNICATIONS AGENCY (NORCOM) BUDGET."

The resolution was approved via approval of the consent calendar.

- (5) Resolution R-5458, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING A REVISED POLICY FOR THE MANAGEMENT OF THE CITY'S DEBT."

The resolution was approved via approval of the consent calendar.

- (6) 2020 3rd Quarter Investment Report

The report as acknowledged via approval of the consent calendar.

- (7) September 2020 Financial Dashboard

The report as acknowledged via approval of the consent calendar.

- (8) Declaration of Surplus Vehicles

The report as acknowledged via approval of the consent calendar.

- (9) Procurement Report

The report as acknowledged via approval of the consent calendar.

Motion to Approve the Consent Calendar.

Moved by Councilmember Amy Falcone, seconded by Councilmember Toby Nixon

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

9. BUSINESS

a. Executive Leave Draft Ordinance

City Attorney Kevin Raymond provided an overview of the draft ordinance.

- (1) Ordinance O-4744, Relating to Personnel, Management Leave for Eligible Employees and City Manager Discretionary Authority to Authorize Additional Management Leave for Eligible Employees Serving in Overtime-Exempt Positions Identified by the City Manager in the City Manager's Discretion for Use in 2021 Only Due to Extraordinary Additional Work Time Required in 2020 Resulting From COVID-19, Social Unrest, Economic Disruptions and Budget Challenges

b. 2021-2022 Budget

Finance and Administration Director Michael Olson provided an update of the 2021-2022 Budget and received final direction from the Council to bring back for the adoption of the budget at the December 8th Council meeting.

Motion to Accept the City Manager's Proposed Alternative Funding for the 2021-2022 Budget.

Moved by Councilmember Jon Pascal, seconded by Councilmember Amy Falcone
Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Recommend funding the full \$122,000 to retain the 0.5 Communications FTE for CMO Outreach.

Moved by Councilmember Toby Nixon, seconded by Deputy Mayor Jay Arnold
Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Recommend funding for \$50,000 in 2022 for the Revenue Impact Study.

Moved by Councilmember Neal Black, seconded by Councilmember Jon Pascal
Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

c. 2021-2026 Capital Improvement Program Update

Council recessed for a short break.

d. I-405/NE 132nd Street Interchange Agreements

Transportation Manager Joel Pfundt presented an overview of the agreements between the City and the Washington State Department of Transportation (WSDOT) in order to complete design and construct the I-405/NE 132nd Street Interchange.

- (1) Resolution R-5456, Authorizing the City Manager to Execute Two Cooperative Agreements with the Washington State Department of Transportation for the Design-Build Construction and Project Coordination of the I-405/NE 132nd Street Interchange Project

Motion to Approve Resolution R-5456, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE CITY MANAGER TO EXECUTE TWO COOPERATIVE AGREEMENTS WITH THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION FOR THE DESIGN-BUILD CONSTRUCTION AND PROJECT COORDINATION OF THE I-405/NE 132ND STREET INTERCHANGE PROJECT."

Moved by Councilmember Jon Pascal, seconded by Councilmember Amy Falcone

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

e. Sustainability Master Plan Final Update

Senior Planner David Barnes provided a review of the final draft of the Sustainability Master Plan and the draft resolution and received Council feedback. Planning and Building Director Adam Weinstein also responded to Council questions.

- (1) Draft Resolution R-5457, Adopting the Sustainability Master Plan

f. 2020 Comprehensive Plan and Zoning Map Amendments

Senior Planners Janice Coogan and Scott Guter reviewed the proposed amendments to the Kirkland Comprehensive Plan and Kirkland Zoning Map and received Council direction.

10. REPORTS

a. City Council Regional and Committee Reports

Councilmembers shared information regarding the I-CERV (Ismaili Community Engaged in Responsible Volunteering) food drive, the Sound Cities Association

Public Issues Committee meeting; the City's Employee Appreciation COVID Awards; a tour of the Juanita Beach Park renovation; a recognition of City Manager Kurt Triplett's upcoming birthday; the first annual city-wide Holiday Lights contest; the new Shop Local Kirkland website; the new 15-minute curbside pickup areas on Park Lane; an Outside the Walls meeting; an Eastside for All meeting; the Moss Bay Neighborhood Association meeting; an Eastside Neighborhood Services meeting; an upcoming Governing for Racial Equity meeting; the upcoming Thanksgiving holiday; a Legislative Workgroup meeting; an upcoming Washington State Active Transportation Safety Council; upcoming King County Regional Transit Committee issues; an Eastside Transportation Partnership meeting; an upcoming Water Resource Inventory Area (WRIA) 8 Salmon Recover Council meeting; a King County Regional Water Quality Committee meeting; and new lighting displays downtown.

b. City Manager Reports

(1) Sound Cities Association Voting Delegates

Motion to Appoint Mayor Sweet as the voting delegate for the December 2nd Sound Cities Association 2020 Annual Meeting and Councilmember Falcone as the voting delegate for the December 11th Sound Cities Association North Caucus Meeting.

Moved by Councilmember Toby Nixon, seconded by Councilmember Kelli Curtis

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

(2) Calendar Update

City Manager Kurt Triplett will bring forward information about eviction and rental-assistance program options to the December 8th Council meeting.

11. ITEMS FROM THE AUDIENCE

None.

12. EXECUTIVE SESSION

None.

13. ADJOURNMENT

The Kirkland City Council regular meeting of November 17, 2020 was adjourned at 11:05 p.m.

Kathi Anderson, City Clerk

Penny Sweet, Mayor