

**City of Kenmore
City Council Meeting
Regular Meeting Minutes
Monday, January 27, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript.
Meeting video and audio is available on the City YouTube channel.

PRESENT:

Councilmembers: Mayor Nigel Herbig
Deputy Mayor Melanie O’Cain
Councilmember Joe Marshall
Councilmember Debra Srebnik
Councilmember Valerie Sasson
Councilmember Jon Culver
Councilmember Nathan Loutsis

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Community Development Director Debbie Bent
Principal Planner Todd Hall
Environmental Services Director Richard Sawyer
Climate Action Plan Program Manager Nina Rasmussen

Speakers: Clay White, Kimley-Horn Consultant
Nick Chen, Kimley-Horn Consultant
Joel Farias, Kimley-Horn Consultant
Tracy Banaszynski, Planning Commission Chair
Dwight Thompson, Planning Commission Vice Chair
Edouard Lassalle, Planning Commissioner (virtual)
Chris Olson, Planning Commissioner (virtual)
Kara Macias, Planning Commissioner
David Dorrian, Planning Commissioner
Mike Vanderlinde, Planning Commissioner
Rob Zisette, Herrera Environmental Consultant

Public Comments Speakers:

Patrick O'Brien, Kenmore Resident
John Adamski, Kenmore Resident
David Dorrian, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Tracey Banaszynski, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Julianna Pooley, Kenmore Resident
Sandy Shettler, Seattle Resident (virtual)

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7:00 PM.

LAND ACKNOWLEDGEMENT

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE

Mayor Herbig led the Council in the Pledge of Allegiance.

AGENDA APPROVAL

The agenda was approved as presented.

PROCLAMATION

Mayor Herbig, on behalf of the City Council, proclaimed February 2025 as Black History Month throughout the City of Kenmore.

[Proclamation - Black History Month](#)

WHERE'S THE FUN?

City Manager Rob Karlinsey highlighted the Kenmore Public Boathouse clean-up day on January 4. Fifty-five adult and thirty youth volunteers decluttered and removed unnecessary furniture, as well as giving the entire boathouse a much-needed deep clean.

PUBLIC COMMENTS

The City Council got comments from the public.

Timestamped link here:

<https://www.youtube.com/live/XtiGTtAEJsc?si=VXNwTnoeplIFDW7U&t=623>

CONSENT AGENDA

- A. Approve the City Council Special Meeting Minutes from Monday, January 13, 2025.
[City Council Special Meeting Minutes from Monday, January 13, 2025 \(added 1/25\)](#)

- B. Approve Total Check #s 55529 through 55575 totaling \$222,305.38, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 12/27/2024 in the amount totaling \$292,935.71, and Total EFT Payments #s 1751 through 1766 totaling \$43,265.19, and Total Wire Transfers totaling \$7,600,000.00.
[Voucher Certification and Approval 12/21/2024 - 12/31/2024](#)
- C. Adopt proposed Resolution No. 24-424, adopting the Picnic Shelter Rental Policies to establish rules and guidelines for renting picnic shelters in city parks.
[Agenda Bill - City of Kenmore Picnic Shelter Rental Policies](#)
[Attachment 1 - Proposed Resolution No. 25-424](#)
[Exhibit A - Picnic Shelter Rental Policies \(updated 1/27\)](#)
- D. Approve the 2025 Planning Commission Docket.
[Agenda Bill - 2025 Planning Commission Docket](#)
[Attachment 1 - Staff Memo](#)
[Attachment 2 - Staff Analysis and Recommendation](#)
[Attachment 3 - Docket Prioritization List](#)
[Attachment 4 - Schedule](#)

Councilmember Marshall removed Item D from the Consent Agenda.

MOTION: Approve the consent agenda Items A-C, outlined above.
Moved by Srebnik; seconded by Culver.
VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

MOTION: Exclude the Bastyr Master Plan from the 2025 Planning Commission Docket.
Moved by Marshall; seconded by Culver.
VOTE: 3 Yes – Culver, Marshall, O’Cain; 4 No - Sasson, Srebnik, Loutsis, Herbig; 0 Abstain. **MOTION FAILS.**

The Council agreed to table item D to be addressed after business item “A” Tabling Item D to be held after item A of the business agenda.

BUSINESS AGENDA

- A. Joint Planning Commission Land Capacity Analysis & Middle Housing Discussion, presented by Community Development Director, Principal Planner Todd Hall, and Kimley-Horn Consulting Team, *for discussion and direction*
[Agenda Bill - Land Capacity Analysis and Middle Housing Regulations](#)
[Attachment 1 - Land Capacity Analysis](#)
[Attachment 2 - Middle Housing Briefing Memo \(updated 1/22\)](#)
[Attachment 3 - Development Code Review Outline](#)
[Attachment 4 - Presentation \(updated 1/22\)](#)

As promised, the City Staff and Planning Commission joined the Council for the discussion. The presentation covered Kenmore's Middle Housing Policy, Code Update Project, and Land Capacity Analysis, focusing on compliance with state laws HB 1110 and HB 1337. The City's Land Capacity Analysis confirms there is enough space to meet housing needs. HB 1110 requires allowing more middle housing types in residential zones, while HB 1337 mandates permitting two accessory dwelling units (ADUs) per lot. The project includes updating housing definitions, density standards, parking rules, and subdivision regulations while coordinating with infrastructure planning.

The City Council made the following key decisions:

- Housing Types: Exclude five- and six-plexes.
- Density: Use the alternative approach, excluding R1 zones and R4 lots near the Sammamish River to preserve habitat and wildlife corridors.
- Inclusionary Housing/Fee in Lieu: Not required, due to concerns about higher costs discouraging development.
- Unit Density/ADUs: Focus on bulk rather than strict unit density limits.
- Impact Fees: Keep the current exemption for ADUs.

Next steps include drafting code amendments, coordinating with City departments, and holding public hearings in early 2025.

Consent Item

D. Approve the 2025 Planning Commission Docket.

[Agenda Bill - 2025 Planning Commission Docket](#)

[Attachment 1 - Staff Memo](#)

[Attachment 2 - Staff Analysis and Recommendation](#)

[Attachment 3 - Docket Prioritization List](#)

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MOTION: Approve the 2025 Planning Commission Docket.
Moved by Culver seconded by Herbig.

AMENDMENT 1: Move to add STEP (Shelter, Transitional, Emergency, and Permanent Supportive housing) ordinance and work to be Planning Commission docket.

Moved by Culver; seconded by Sasson.

VOTE: 3 Yes – Culver, Sasson, Herbig; 4 No - Marshall, Srebnik, Loutsis, O'Cain; 0 Abstain.

MOTION FAILS.

AMENDMENT 2: Add discussion on City-wide building height requirements to the Planning Commission docket.

Moved by Culver; seconded by Marshall.

VOTE: 1 Yes – Culver; 6 No - Marshall, Srebniak, Loutsis, O’Cain, Sasson, Herbig; 0 Abstain.

MOTION FAILS.

MAIN MOTION: Approve the 2025 Planning Commission Docket.

Moved by Culver; seconded by Herbig.

VOTE: 4 Yes – Sasson, Srebniak, Loutsis, Herbig; 3 No – Marshall, Culver, O’Cain; 0 Abstain.

MOTION PASSES.

- B. 2025 Aquatic Vegetation Management Plan, presented by Environmental Services Director Richard Sawyer and Herrera Environmental Consultant, *for discussion*

[Agenda Bill - 2025 Aquatic Vegetation Management Plan](#)

[Attachment 1 - Kenmore 2024 Post-Management Aquatic Plan Survey](#)

[Attachment 2 - ŁaŁwadi Park Algae Management Suitability Study](#)

[Attachment 3 - Arrowhead Algae Survey](#)

[Presentation - 2025 Aquatic Plant Management \(added 1/27\)](#)

Director Richard Sawyer and Consultant Rob Zisette explained the 2025 Aquatic Vegetation Management Plan for Kenmore focuses on controlling invasive aquatic plants and toxic algae at Log Boom Park, ŁaŁwadi Park, and Arrowhead Point. Log Boom Park's treatment area expands from 1.3 acres to 13 acres, using herbicide applications instead of diver-assisted dredging due to cost. ŁaŁwadi Park will receive an aeration system, chemical treatments, and manual skimming to improve water quality. At Arrowhead Point, ongoing toxic algae blooms require further study from Sept-Dec 2025 to identify sources and mitigation strategies. The total estimated cost is \$93,800–\$108,800, supporting Kenmore’s Climate Action Plan and environmental stewardship goals.

- C. 2023 Greenhouse Gas Emissions Inventory Report, presented by Environmental Services Director Richard Sawyer and Climate Action Plan Program Manager Nina Rasmussen, *for information only*

[Agenda Bill - 2023 Greenhouse Gas Emissions Inventory](#)

[Attachment 1 - Kenmore 2023 Inventory of Communitywide and Government Greenhouse Gas Emissions](#)

[Presentation - Kenmore 2023 Greenhouse Gas Inventory Update \(added 1/27\)](#)

The 2023 Greenhouse Gas (GHG) Inventory Update, presented by Nina Rasmussen, Climate Action Plan Program Manager, shows that the city’s emissions have dropped by 15% since 2019, even though the population has grown. In 2023, total emissions were 144,491 metric tons of carbon dioxide equivalent (MT CO₂e), with the biggest sources being Buildings & Energy (57%) and Transportation (31%). Government operations made up only 0.5% of emissions. While this is good progress, the city needs to cut emissions

faster to meet its goal of a 50% reduction by 2030. To achieve this, Kenmore plans to improve energy efficiency, add more public EV chargers, promote biking and public transit, and use more renewable energy in government buildings. The City will continue to track progress every two years and share updates.

STAFF REPORTS

City Manager Succession Process

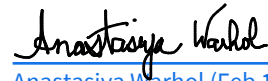
City Manager Rob Karlinsey announced that he has accepted a position with the City of Moses Lake and will be leaving the City of Kenmore in March of 2025. The Council will be provided with options for managing the staff transition during the February 10, 2025, Council meeting.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 10:59 PM.


Nigel Herbig (Feb 12, 2025 15:08 PST)

Nigel Herbig, Mayor


Anastasiya Warhol (Feb 11, 2025 15:44 PST)

Anastasiya Warhol, City Clerk

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Final Audit Report

2025-02-12

Created:	2025-02-11
By:	Michelle Kang (mkang@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJsV561Gb5Yh7CPggLkTPRTyxOKIEYFHL

"City Council Regular Meeting Minutes from Monday, January 27, 2025" History

-  Document created by Michelle Kang (mkang@kenmorewa.gov)
2025-02-11 - 11:16:50 PM GMT
-  Document emailed to nherbig@kenmorewa.gov for signature
2025-02-11 - 11:16:54 PM GMT
-  Document emailed to Anastasiya Warhol (awarhol@kenmorewa.gov) for signature
2025-02-11 - 11:16:54 PM GMT
-  Email viewed by Anastasiya Warhol (awarhol@kenmorewa.gov)
2025-02-11 - 11:44:46 PM GMT
-  Document e-signed by Anastasiya Warhol (awarhol@kenmorewa.gov)
Signature Date: 2025-02-11 - 11:44:58 PM GMT - Time Source: server
-  Email viewed by nherbig@kenmorewa.gov
2025-02-12 - 11:08:30 PM GMT
-  Signer nherbig@kenmorewa.gov entered name at signing as Nigel Herbig
2025-02-12 - 11:08:55 PM GMT
-  Document e-signed by Nigel Herbig (nherbig@kenmorewa.gov)
Signature Date: 2025-02-12 - 11:08:57 PM GMT - Time Source: server
-  Agreement completed.
2025-02-12 - 11:08:57 PM GMT