

**City of Kenmore
City Council Meeting
Special Meeting Minutes
Monday, January 13, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript.
Meeting video and audio are 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
Kenmore Police Chief Brandon Moen
Kenmore Police Officer Jeff Durrant
Community Development Director Debbie Bent
Principal Planner Todd Hall
Development Director Samantha Loyuk
Finance & Administration Director Melinda Merrell
Senior Civil Engineer Kent Vaughan
Environmental Services Director Richard Sawyer
Public Works Operations Director Jennifer Gordon

Speaking Guests: Michael Pendleton, Facilitator

Public Comments Speakers:

Patrick O’Brien, Kenmore Resident
Jennifer Anderson LaRue, Kenmore Resident
Stacey Valenzuela, Kenmore Resident (virtual)

CALL SPECIAL MEETING TO ORDER

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

LAND ACKNOWLEDGEMENT

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE

Mayor Herbig led the Council in the Pledge of Allegiance.

WHERE'S THE FUN?

Deputy City Clerk Michelle Kang highlighted the work that the county, city, and community have been doing to support Lake City Partners in opening the Kenmore Senior Women's Shelter. Although not officially open yet, LCP has been able to move in four elder women mid-December and expects to be at full capacity (26 women) by the end of March.

PUBLIC COMMENTS

The City Council received comments from the public.

Timestamped link: <https://www.youtube.com/live/oAMPgwtnvAE?si=UqL9DcvL8V-NlqFG&t=325>

CONSENT AGENDA

- A. Cancel the City Council Regular Meeting of Monday, January 20, 2025 (and Tuesday, January 21, 2025) in honor of Martin Luther King, Jr. Day.
- B. Approve the City Council Regular Meeting Minutes from Monday, November 25, 2024.
[City Council Regular Meeting Minutes from Monday, November 25, 2024](#)
- C. Approve the City Council Special Meeting Minutes from Monday, December 2, 2024.
[City Council Special Meeting from Monday, December 2, 2024 \(added 1/9\)](#)
- D. Approve the City Council Special and Regular Meeting Minutes from Monday, December 9, 2024.
[City Council Special and Regular Meeting Minutes from December 9, 2024 \(added 1/9\)](#)
- E. Approve the City Council Special Meeting Minutes from Tuesday, December 17, 2024.
[City Council Special Meeting Minutes from Tuesday, December 17, 2024](#)
- F. Approve Total Check #s 55426 through 55528 totaling \$1,765,433.14, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 12/13/2024 in the amount totaling \$282,121.10, and Total EFT

Payments #1750 totaling \$18,813.00, and Total Wire Transfer to LGIP totaling \$3,500,000.00.

[Voucher Certification 12/07/2024 through 12/20/2024](#)

- G. Approve the proposed 2025 Proclamations Calendar.

[Agenda Bill - Proposed 2025 Proclamations Calendar](#)

[Attachment 1 - Proposed 2025 Proclamations Calendar](#)

[Attachment 2 - Proclamations Request Form](#)

- H. Authorize the City Manager to execute Amendment No. 1 to Contract No. 22-C2862 with KPFF Consulting Engineers to increase the contract by an additional \$850,000 to \$3,000,000.

[Agenda Bill - Amendment No. 1 to Contract No. 22-C2862](#)

- I. Approve the Interlocal Agreement between King County and the City of Kenmore for Jail Services and authorize the City Manager to sign the agreement.

[Agenda Bill - Jail Services](#)

[Attachment 1 - Draft Interlocal Agreement](#)

MOTION: Approve the consent agenda outlined above.

Moved by Srebnik; seconded by Loutsis.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT.

PRESENTATION

Kenmore Police Chief honored Kenmore Police Officer Jeff Durrant's 20+ years of service to Kenmore.

PUBLIC HEARING

Proposed Ordinance No. 25-0625, amending and extending interim regulations for an additional six months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Avenue NE, presented by Community Development Director Debbie Bent, *for public hearing*

[Agenda Bill - Interim Regulations](#)

[Attachment 1 - Proposed Ordinance No. 25-0625](#)

[Attachment 2 - Ordinance No. 24-0612](#)

[Attachment 3 - Ordinance No. 24-0606](#)

[Attachment 4 - Ordinance No. 23-0586](#)

[Attachment 5 - Ordinance No. 23-0575](#)

[Attachment 6 - Ordinance No. 23-0569](#)

[Attachment 7 - Ordinance No. 22-0555](#)

[Attachment 8 - Ordinance No. 22-0543](#)

Mayor Herbig opened the Public Hearing at approximately 6:27 PM.
No individuals signed up to provide public testimony for the public hearing.
Timestamped link here:
<https://www.youtube.com/live/oAMPgwtnvAE?si=QzFfnq7nKs462AIN&t=1665>
Mayor Herbig closed the Public Hearing at approximately 6:27 PM.

BUSINESS AGENDA

Proposed Ordinance No. 25-0625, amending and extending interim regulations for an additional six months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Avenue NE, presented by Community Development Director Debbie Bent, *for adoption*

[Agenda Bill - Interim Regulations](#)

[Attachment 1 - Proposed Ordinance No. 25-0625](#)

[Attachment 2 - Ordinance No. 24-0612](#)

[Attachment 3 - Ordinance No. 24-0606](#)

[Attachment 4 - Ordinance No. 23-0586](#)

[Attachment 5 - Ordinance No. 23-0575](#)

[Attachment 6 - Ordinance No. 23-0569](#)

[Attachment 7 - Ordinance No. 22-0555](#)

[Attachment 8 - Ordinance No. 22-0543](#)

MOTION: Adopt Proposed Ordinance No. 25-0625, amending and extending interim regulations for an additional six months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Avenue NE.

Moved by Culver; seconded by Marshall.

VOTE: 7 Yes – Culver, Marshall, Srebnik, Sasson, Loutsis, O’Cain, Herbig; 0 No; 0 Abstain.

MOTION PASSES.

The Council took a 10-minute break to reconfigure the Council Chambers in anticipation of the Study Session.

STUDY SESSION: PREVIEW OF 2025

A. 2025 Docket for Planning Commission and City Council

[Memo - Review of 2025 Docket](#)

[Attachment 1 - Draft Preliminary 2025 Docket \(updated 1/8\)](#)

[Attachment 2 - Draft Preliminary Docket Analysis \(updated 1/6\)](#)

[Attachment 3 - Draft Preliminary Schedule \(updated 1/6\)](#)

[Memo - STEP Housing Work Program for 2025](#)

B. 2025 Department Visual Workplans

[2025 Workplan - City Manager's Office, Excel \(updated 1/9\)](#)

[2025 Workplan - Community Development, Excel \(updated 1/9\)](#)

[2025 Workplan - Development Services, Excel \(updated 1/9\)](#)
[2025 Workplan - Engineering, Excel \(updated 1/9\)](#)
[2025 Workplan - Environmental Services, Excel \(updated 1/9\)](#)
[2025 Workplan - Finance, Excel \(updated 1/9\)](#)
[2025 Workplan - Operations, Excel \(updated 1/9\)](#)
[2025 Workplan - Police, Excel \(updated 1/9\)](#)

C. Annual City Council Retreat Cadence
[Memo - Council Retreat Research](#)

D. Other Items for Discussion
[Deputy Mayor O'Cain](#)

- Positioning Kenmore for the FIFA World Cup in 2026
- Next General Town Hall

[Councilmember Sasson](#)

- Sanctuary City - Reaffirming 2017 Resolution?
- Bike Lane Sweeper (Necessary with New Candlesticks?)
- Require Recyclable/Compostable Take-out Containers and Utensils (King County?)
- Stipend for Planning Commission? Would like some research on this.
[Councilmember Sasson Item - Resolution No. 17-292, reaffirming the City of Kenmore as a Safe, Inclusive, and Welcoming City for All People](#)

[Councilmember Loutsis](#)

- Noise/reckless driving/disturbing the peace (e.g. loud vehicles and mystery booms)
- Youth Representation on Advisory Committees
- Future budgeting priorities and practices - Balanced Budget Requirement

[Councilmember Srebnik](#)

- Climate Action Plan (CAP) Workplan
- Multifamily Housing Composting
- Community Garden
- Card Room
- Dog Park Update
[Councilmember Srebnik Item - CAP Workplan Format](#)

The Council provided the following direction:

- Include downtown planning in the upcoming year's docket.
- Extend winter light displays, potentially year-round.
- Arrange a visit from King County Marine Patrol or join them on their patrol boat.
- Schedule annual retreats and set the 2025 date via poll:

- Odd years: One-day local retreat (Friday/Saturday).
- Even years: Two-day off-site retreat with a focus on budget planning.
- Support initiatives to highlight the FIFA event and create opportunities in Kenmore.
- Host regular spring and fall town halls in a roundtable format.
- Reaffirm Resolution No. 17-292, affirming Kenmore as a safe, inclusive, and welcoming city for all.
- Investigate whether cities of similar size provide stipends to the Planning Commissioners.
- Develop and annually update a Climate Action Plan (CAP) Workplan.
- Provide seed funding to support the community garden project at the Lutheran Church.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 10:24 PM.


Nigel Herbig (Jan 29, 2025 09:42 PST)

Nigel Herbig, Mayor



Anastasiya Warhol (Jan 28, 2025 08:23 PST)

Anastasiya Warhol, City Clerk

City Council Special Meeting Minutes from Monday, January 13, 2025

Final Audit Report

2025-01-29

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