

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, February 10, 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
Assistant to the City Manager/DEIA Coordinator Garrett Oppenheim

Speaking Guests: Suzanne Greathouse, Former Kenmore Heritage Society President
Marella Alejandrino, Kenmore Heritage Society President
Rod Dembowski, King County Councilmember

Public Comment Speakers:
Edouard Lassalle, Kenmore Resident
Nathan MacDonald, Kenmore Resident
Steve Holmes, Bothell Resident
Jennifer Anderson LaRue, Kenmore Resident
Geoff Chism, Kenmore Resident
David Gudgel, Kenmore Resident
Sandra Lee, Bothell Resident
Jason Parker, Kenmore Resident
Carl Michelman, Brier Resident

Laurie Sperry, Kenmore Resident
Juliana Pooley, Kenmore Resident
Stacey Valenzuela, Kenmore Resident (virtual)

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 5:30 PM.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(g) and (i), the City Council entered an executive session to: (1) evaluate the qualifications of an applicant for public employment and (2) discuss pending litigation. The Council entered at 5:30 PM. This executive session was slated to last approximately 90 minutes until 7:00 PM. The Council exited the executive session at 7:00 PM.

POSSIBLE ACTION RELATED TO EXECUTIVE SESSION

MOTION: The City accept Thomco's settlement offer to settle King County Case No. 24-2-29792-8 for \$50,000 in exchange for dismissal with prejudice and authorize the City Manager to effectuate all documents necessary to accomplish the settlement, including signing a settlement agreement on terms acceptable to the City Manager.

Moved by Culver; seconded by Marshall.

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

MOTION PASSES.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 7:02 PM.

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7:02 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.

WHERE'S THE FUN?

City Manager Rob Karlinsey shared photos from last week's snowy days that the City's public works crew took while clearing the city streets to make the city safe for the community.

PUBLIC COMMENTS

The City Council received comments from the public.

Timestamped link here:

<https://www.youtube.com/live/wk44FUXEvZE?si=JIFz7RZRNBgXMaew&t=5808>

CONSENT AGENDA

- A. Cancel the City Council Regular Meeting of Monday, February 17, 2025 in honor of Presidents' Day and the City Council Regular Meeting of Tuesday, February 18, 2025.
- B. Approve the City Council Regular Meeting Minutes from Monday, January 27, 2025.
[City Council Regular Meeting Minutes from Monday, January 27, 2025 \(added 2/7\)](#)
- C. Approve Total Check #s 55576 through 55716 totaling \$1,895,770.05, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 01/10/2025 in the amount totaling \$295,006.30, and Total EFT Payments #s 1767 through 1768 totaling \$4,475.63, and Total Wire Transfers totaling \$1,541,857.13. *(updated 2/4)*
[Voucher Certification and Approval 12/31/2024 - 1/17/2025 \(updated 2/4\)](#)
- D. Adopt Proposed Resolution No. 25-425, adopting the 2025 Fee Schedule version 2, repealing the 2025 fee schedule adopted under Resolution No. 24-420.
[Agenda Bill - 2025 Fee Schedule Version 2](#)
[Attachment 1 - Proposed Resolution No. 25-425, adopting 2025 fee schedule version 2](#)
[Attachment 2 - Summary of Changes](#)
- E. Adopt Proposed Resolution No. 25-426, reaffirming the City of Kenmore as a safe, inclusive, and welcoming city for all people.
[Agenda Bill - Safe and Welcoming City Resolution](#)
[Attachment 1 - Proposed Resolution No. 25-426](#)
- F. Authorize the City Manager to execute interlocal agreement 25-C3013 with King County to accept a grant award of \$450,000 for the City's NE 192nd Street culver replacement project.
[Agenda Bill - Interlocal Agreement 25-C3013](#)
[Attachment 1 - Interlocal Agreement 25-C3013](#)

The Council removed Consent Item E “Adopt Proposed Resolution No. 25-426, reaffirming the City of Kenmore as a safe, inclusive, and welcoming city for all people “ from the Consent Agenda.

MOTION: Approve the consent agenda minus Item E outlined above.

Moved by Srebnik; seconded by O’Cain.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

Consent Item E

Assistant to the City Manager/DEIA Coordinator Garrett Oppenheim spoke about the work behind the resolution. Councilmember Sasson read the proposed resolution.

MOTION: Adopt proposed Resolution No. 25-426, reaffirming the City of Kenmore as a
Moved by Culver; seconded by Sasson.

VOTE: Item E was approved by UNANIMOUS CONSENT

PRESENTATIONS

On behalf of the City, Deputy City Manager Stephanie Lucash recognized Suzanne Greathouse for her years of dedication as Kenmore Heritage Society's President. Ms. Greathouse introduced Marella Alejandrino, Kenmore Heritage Society's new president.

Principal Planner Todd Hall recognized Community Development Director Debbie Bent and her receipt of the Meyer Wolfe Award for Excellence in Planning. Ms. Bent expressed gratitude and her continued commitment to serving the city.

King County Councilmember Rod Dembowski provided a brief county update. In addition, he offered positive remarks about outgoing City Manager Rob Karlinsey, and presented Mr. Karlinsey with a certificate of appreciation.

BUSINESS AGENDA

City Manager Recruitment Process Options

City Manager Rob Karlinsey explained that there are a few options:

- 1) Direct appointment of an internal candidate
- 2) Outside recruitment process using executive search firm
 - a. Appointment of Interim City Manager during the recruitment process

MOTION: Recruit with a competitive process through an executive search firm.

Moved by Srebnik; seconded by Marshall.

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

MOTION PASSES.

The Council directed the City Manager to provide executive search firm options at the February 24, 2025, Council meeting. Interviews for Interim City Manager position will also be scheduled.

STAFF REPORTS

A. American Rescue Plan Act (ARPA) Final Report [Presentation \(added 2/6\)](#)

Garrett Oppenheim offered the final presentation of how the City of Kenmore used \$6.4 million in American Rescue Plan Act (ARPA) funds to help the community recover from the COVID-19 pandemic. The City initiated successful major programs like cash assistance for low-income families, support for homeless individuals, funding for human services, grants for businesses, and education programs in partnership with local schools. Mr. Oppenheim highlighted how these one-time projects made a lasting difference and thanked the federal government for its support financial support during a challenging time.

B. Implications of [House Bill 1195](#) and [Senate Bill 5497](#): Washington Department of Commerce Oversight of "STEP" Housing Permitting (including Permanent Supportive Housing), presented by Community Development Director Debbie Bent (added 2/4) [Memo - Implications of House Bill 1195 and Senate Bill 5497 for STEP Housing \(added 2/6\)](#)

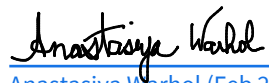
Community Development Director Debbie Bent explained how House Bill 1195 and Senate Bill 5497 will affect STEP Housing in the city. These bills require cities and counties to approve permits for shelters, emergency housing, transitional housing, and permanent supportive housing through an administrative process, meaning local zoning laws cannot block these developments. The bills also set up a system to help applicants who face regulatory challenges and give the Department of Commerce the power to enforce rules, including withholding funds from cities that do not comply. In Kenmore, most STEP housing permits are already processed administratively, unless a development agreement is needed. A special advisory committee is working on updating zoning rules to match state laws, including HB 1220, which requires cities to allow STEP housing in areas where hotels and residential buildings are permitted.

COUNCILMEMBER REPORTS & COMMENTS

Councilmembers agreed to discuss a resolution relating to universal healthcare at the February 24 meeting.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:25 PM.



Anastasiya Warhol (Feb 26, 2025 15:04 PST)

Anastasiya Warhol, City Clerk



Nigel Herbig (Feb 25, 2025 14:09 PST)

Nigel Herbig, Mayor

City Council Special and Regular Meeting Minutes from Monday, February 10, 2025

Final Audit Report

2025-02-26

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