

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, February 26, 2024**

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 – Virtual
City Clerk Anastasiya Warhol – Virtual
Deputy City Clerk Michelle Kang
Co-Clerk Brian Randall
Community Development Director Debbie Bent
Environmental Services Director Richard Sawyer
Environmental Services Technician Charlie Parks
Development Services Director Samantha Loyuk
Building Official Bryan Hampson
Traffic Engineer Tobin Bennett-Gold
Senior Civil Engineer Thomas Joachimides
Engineering Director John Vicente

Speaking Guests: Rob Zisette, Herrera Environmental Principal Aquatic Scientist
Eliza Spear, Herrera Environmental Ecologist
Suzanne Greathouse, Proclamation Recipient
Tracy Banaszynski, Where’s the Fun

Public Comments Speaking Guests:
Mariana Lassalle, Kenmore Resident
MalaRee Jarvis, Kenmore Resident

Jeffrey Pooley, Kenmore Resident
Jennifer Anderson, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Mark Prince, Kenmore Resident
John Hendrickson, Kenmore Resident
Danielle Olson, Kenmore Resident
James Olson, Kenmore Resident

Public Hearing Speaking Guests:

Tracy Banaszynski, Kenmore Resident

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)(i), the City Council entered an executive session to discuss pending and potential litigation. This executive session was slated to last 30 minutes, to end at approximately 6:00 PM. No final action was taken following the executive session.

STUDY SESSION AGENDA

Integrated Aquatic Vegetation Management Plan (IAVMP), presented by Environmental Services Director Richard Sawyer and Guests from Herrera Environmental Group, *for Information and Discussion*

[Agenda Bill - IAVMP Feb 26, 2024](#)

[Presentation - 2024 Aquatic Vegetation Management Workplan](#)

The Council joined Staff and Consultants for a study session roundtable setting.

The City of Kenmore has outlined its 2024 Aquatic Vegetation Management Workplan as part of its ongoing commitment to environmental services and climate action. This workplan has been developed in collaboration with Herrera Environmental and NW Aquatic Management, focusing on sustainable and effective vegetation control strategies. The Integrated Aquatic Vegetation Management Plan, adopted in 2017 and updated in 2020, prioritizes the control of nuisance native vegetation, focusing on herbicide alternatives. Regular bacteria monitoring at Swamp Creek and seasonal monitoring at swimming beaches have been ongoing to ensure public health and environmental quality. Previous efforts included Diver Assisted Suction Harvesting (DASH) and shoreline raking at Log Boom Park, Rhododendron Park, and ŁaŕŁadis Park. These initiatives are aimed at managing and controlling aquatic vegetation while maintaining the natural ecosystem balance.

Environmental Services Director Richard Sawyer discussed the following 2024 Workplan Highlights:

- Continued aquatic vegetation management at Log Boom Park, Rhododendron Park, ŁaŁŁŁadis Park, and Arrowhead Point, with activities such as spring and fall surveys, shoreline raking, DASH, mechanical harvesting, and herbicide application where necessary.
- Special focus on algae control and bacteria monitoring to maintain water quality and public health.
- King County will address shoreline weeds, specifically targeting purple and garden loosestrife, continuing efforts from upstream work.

The plan involves contributions from Rob Zisette, Principal Aquatic Scientist at Herrera Environmental; Eliza Spear, Ecologist; Kyle Steelhammer, President/Owner of NW Aquatic Management. Key City Staff members are Environmental Services Director Richard Sawyer and Environmental Services Technician Charlie Parks. Mr. Sawyer let the Council know that once the evaluations are complete, the Team will return to the Council to make recommendations for the varying mitigation/treatments in each park.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 7:04 PM.

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7:04 PM.

LAND ACKNOWLEDGEMENT

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PROCLAMATION

Mayor Herbig, on behalf of the Kenmore City Council, proclaimed March 2024 as Women's History Month. Suzanne Greathouse accepted the proclamation and made remarks.

[Women's History Month](#)

WHERE'S THE FUN?

Tracy Banaszynski shared this past Saturday's volunteering at Wallace Swamp Creek where 35 volunteers came out to work on managing invasive blackberries, planting trees, and other volunteer labor.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: <https://www.youtube.com/live/NFK03hFfYCg?si=-5BWL32vePUwllb2&t=6252> .

CONSENT AGENDA

- A. Approve Minutes for the Regular Council Meeting of February 12, 2024.
[City Council Regular Meeting Minutes from February 12, 2024 \(Uploaded 2/20/2024\)](#)
- B. Approve Total Check #s 53708 through 53787 totaling \$511,677.71, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 1/20/2024 in the amount totaling \$246,0847.98, ACH Payment #s 1524 through 1540 for \$30,644.65, and an Electronic Transfer for \$33,879.97.
[Voucher Certification and Approval 1/20/2024 - 2/2/2024](#)
- C. Approve Total Check #s 53788 through 53877 totaling \$474,023.83 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 2/9/2024 in the amount totaling \$244,056.86, ACH Payment #s 1541 through 1544 in the amount of \$23,435.88. (Added 2/21/2024)
[Voucher Certification and Approval 2/3/2024 - 2/16/2024](#)
- D. Adopt Ordinance No. 23-0585, Updating Kenmore Municipal Code Title 13, Relating to Provisions for Water and Sanitary Sewer Requirements.
[Agenda Bill - Title 13 Adoption](#)
[Ordinance 23-0585 - Title 13 KMC](#)
[Exhibit 1 - KMC Title 13 Final](#)
- E. Authorize the City Manager to Execute Agreement 24-C3016 with Herrera Environmental Consulting for an amount not to exceed \$62,000 to Provide Aquatic Vegetation Management Consulting Services.
[Agenda Bill - Herrera Environmental Consulting 24-C3016](#)
- F. Authorize the City Attorney's Office to initiate litigation to enforce the Notice of Violations relating to property located at 6420 NE 198th Street, Kenmore WA 98028, including, but not limited to, abatement, and to take all actions necessary to enforce and abate said violations.

- G. Approve Amendment No. 1 to the City of Kenmore Contract No. 22-C2864 with Lake City Partners Ending Homelessness for outreach and referral services to be provided from March 1, 2024 until December 31, 2024, and authorize the City Manager to execute the same. *(Added 2/20/2024)*

[Agenda Bill - Amendment No. 1 to Contract No. 22-C2864 \(updated 2/26/2024\)](#)

[Attachment 1 - Contract No. 22-C2864](#)

[Attachment 2 - Amendment No. 1](#)

[Attachment 3 - Informational Slide Deck](#)

- H. Authorize the City Manager to execute an interlocal participation agreement with the National Purchasing Cooperative. *(Added 2/23/2024)*

[Agenda Bill - National Purchasing Cooperative](#)

[Attachment 1 - National Purchasing Cooperative Interlocal Participation Agreement](#)

MOTION: Councilmember Joe Marshall recused himself. Councilmember Culver moved to approve the consent agenda outlined above. Councilmember Srebnik seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

PUBLIC HEARING

Proposed Ordinance No. 24-0606, Amending and Extending Interim Regulations for an additional six-months for Certain Parcels close to Swamp Creek in proximity to SR 522 and 80th Ave NE, presented by Community Development Director Debbie Bent, *for Public Hearing*

[Agenda Bill - Extending Interim Regulations Feb 26, 2024](#)

[Attachment 1- Ordinance No. 24-0606 amending and extending TOD interim regulations](#)

[Attachment 2 - Ordinance No. 23-0586](#)

[Attachment 3 - Ordinance No. 23-0575](#)

[Attachment 4 - Ordinance No. 23-0569](#)

[Attachment 5 - Ordinance No. 22-0555](#)

[Attachment 6 - Ordinance No. 22-0543](#)

Community Development Director Debbie Bent reminded the Council that in 2022, Transit-Oriented Development regulations were adopted by the Council along the SR 522 corridor. The Council chose to exempt 13 parcels which were close to Swamp Creek, and to conduct a stream study of Swamp Creek to ascertain buffers and setbacks. The study is underway, and the City expects results later this year. The purpose of this evening is to hear public testimony, and to recommend the extension of the interim regulations. This extension is necessary to give time to complete the stream analysis and assess the results.

Mayor Herbig opened the Public Hearing at approximately 7:41 P.M.

The City Council received testimony from the public.

Timestamped link here:

<https://www.youtube.com/live/NFK03hFfYCg?si=s8XYvQ4uwLy96bnw&t=7866>

Mayor Herbig closed the Public Hearing at approximately 7:44 PM.

BUSINESS AGENDA

- A. Proposed Ordinance No. 24-0606, Amending and Extending Interim Regulations for an additional six-months for certain parcels close to Swamp Creek in Proximity to SR 522 and 80th Ave NE, presented by Community Development Director Debbie Bent, *for Adoption*

[Agenda Bill - Extending Interim Regulations Feb 26, 2024](#)

[Attachment 1 - Ordinance No. 24-0606 amending and extending TOD interim regulations](#)

[Attachment 2 - Ordinance No. 23-0586](#)

[Attachment 3 - Ordinance No. 23-0575](#)

[Attachment 4 - Ordinance No. 23-0569](#)

[Attachment 5 - Ordinance No. 22-0555](#)

[Attachment 6 - Ordinance No. 22-0543](#)

The Council had no additional comments or questions for Staff.

MOTION: Councilmember Loutsis moved to Motion to adopt Ordinance No. 24-0606 to amend and extend interim regulations for an additional six-months for certain parcels close to Swamp Creek in proximity to SR522 and 80th Ave NE. Deputy Mayor O’Cain seconded the motion.

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

MOTION PASSES

- B. Proposed Ordinance No. 24-0602 - 2021 Building Code, presented by Building Official Bryan Hampson, *for Adoption*

[Agenda Bill - Ordinance No 24-0602 2021 Building Code Adoption](#)

[Attachment 1 - Ordinance No. 24-0602 2021 Building Code Adoption](#)

[Exhibit A KMC 15.05 General Provisions](#)

[Exhibit B KMC 15.10 Fire Codes](#)

[Exhibit C KMC 15.20 Building Codes](#)

[Exhibit D KMC 15.30 Construction Admin Codes Amending 15.30.245](#)

Building Official Bryan Hampson presented to the Council proposed Ordinance No. 24-0602. The 2021 Building Codes have been presented to the Council two times prior and proposed Ordinance No. 24-0602 includes changes directed by the Council at previous meetings. Bryan Hampson discussed all proposed amendments as presented in the Agenda Bill.

Councilmembers provided questions and comments:

- The burn ban in the fire codes is targeted toward land clearing, yard waste or garbage disposal, but does not apply to internal burns such as for heating or a backyard campfire? Mr. Hampson answered yes.
- Does housing deconstruction apply to residential? Mr. Hampson answered yes.

MOTION: Councilmember Srebnik moved to adopt Proposed Ordinance No. 24-0602, the 2021 editions of the Washington State Building Codes. Councilmember Loutsis seconded the motion.

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

MOTION PASSES

C. NE 170th/Juanita Drive Intersection Bike Accessibility, presented by Traffic Engineer Tobin Bennett-Gold and Senior Civil Engineer Thomas Joachimides, *for Discussion and Direction*

[Agenda Bill - 170th St & Juanita Dr. Bike Accessibility Improvements \(Updated 2/22/2024\)](#)

[Attachment A - 170th St. & Juanita Dr. Diagram \(Added 2/22/2024\)](#)

[Attachment B - Community Cyclist Outreach Comments and Response \(Added 2/22/2024\)](#)

[Presentation - Bicycle Accessibility Improvements \(Added 2/26/2024\)](#)

City Traffic Engineer Tobin Bennett-Gold, PE, and Senior Civil Engineer Thomas Joachimides, PE, presented proposed improvements for bicycle accessibility at the intersection of 170th St & Juanita Dr. Prior to this presentation, Staff engaged with the community stakeholders—residential bicyclists—about the proposed changes to the intersection. The presentation focused on a series of design modifications aimed at enhancing safety, efficiency, and the overall experience for cyclists, pedestrians, and drivers. Key proposed changes include the addition of flexible delineators on bike lane approaches, installation of bike signals at all crossings, and the introduction of camera detection for southbound and westbound bicycles. Additionally, the design proposes a two-stage left-turn for westbound bicycles and simultaneous bike/pedestrian phases to improve safety and reduce conflicts. The intersection will also see the implementation of a two-stage northbound crossing with consecutive signal phases and the replacement of the westbound flashing-yellow-arrow to improve traffic flow. All bike and pedestrian movements are planned to have either fully protected phases or leading intervals, and the signal cycle time is set to reduce from 180 seconds to 140 seconds to enhance efficiency.

Mr. Bennett-Gold explained that the improvements are designed with the users' experience in mind: drivers will see nearly no change in their experience; cyclists will find the intersection to be significantly safer and more navigable, despite the northbound 2-

stage still being odd; and pedestrians' experiences will remain largely unchanged, although there may be some asymmetrical delay. Safety enhancements include the de-confliction of many movements at the intersection, which should reduce the potential for accidents. Although there will be a slight increase in wait times during peak hours, the average and maximum delays are expected to decrease, resulting in a mixed but generally positive effect on traffic movement.

Senior Civil Engineer Thomas Joachimides explained that the City will include this proposed work into the broader “68th Avenue Channelization Project” in order to create a more competitive bid process. The goal is to find a bidder in March of this year and to complete the project by the end of Summer 2024.

D. Federal Legislative Agenda for 2024, presented by City Manager Rob Karlinsey, *for Discussion and Approval*

[Agenda Bill - Federal Legislative Agenda 2024](#)

[Attachment 1 - 2024 Kenmore Federal Legislative Agenda](#)

City Manager Rob Karlinsey shared the proposed Federal Legislative Agenda and requested approval.

MOTION: Deputy Mayor O’Cain moved to approve the Federal Legislative Agenda for 2024. Councilmember Loutsis seconded the motion.

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

MOTION PASSES

STAFF REPORTS

City Manager Rob Karlinsey reported that Deputy Mayor O’Cain and Deputy City Manager Stephanie Lucash will be in Washington D.C. next week to meet with the City’s federal lobbyists and delegation to discuss the federal legislative agenda, just approved.

City Manager Rob Karlinsey highlighted the start of the Love Where You Live Community Workshops. The first one being at Kenmore Middle School on Tuesday, February 27th. All four community workshops will be offsite (not at City Hall) throughout Kenmore.

Engineering Director John Vicente updated the Council on 73rd Ave. Once the weather improves, the following will be added: full bike lanes, vertical delineators at the corner of 73rd and 185th, buffer median curbing at 71st near the elementary school entrance, 190th, and 182nd. The City will reevaluate the vertical buffers at the end of the year and adjust as necessary. This work requires warm weather and dry pavement.

Engineering Director John Vicente also mentioned that he plans to come back to the City Council with possible recommendations to connect bike lanes on 175th to the bike lanes

that end on 185th. Based on the Council direction, the proposal would get wrapped into the official plan, and portions might also be added to the Transportation Improvement Plan (TIP) to help secure grant funding.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:06 PM.


Nigel G. Herbig (Mar 22, 2024 12:23 PDT)

Nigel Herbig, Mayor


Anastasiya Warhol (Mar 23, 2024 15:55 PDT)

Anastasiya Warhol, City Clerk

City Council Special and Regular Meeting Minutes from February 26, 2024

Final Audit Report

2024-03-23

Created:	2024-03-22
By:	Michelle Kang (mkang@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYB-GaQKMoGd8xa3YFy-8hdgiiOC7IsRj

"City Council Special and Regular Meeting Minutes from February 26, 2024" History

-  Document created by Michelle Kang (mkang@kenmorewa.gov)
2024-03-22 - 4:39:10 PM GMT
-  Document emailed to nherbig@kenmorewa.gov for signature
2024-03-22 - 4:39:34 PM GMT
-  Document emailed to Anastasiya Warhol (awarhol@kenmorewa.gov) for signature
2024-03-22 - 4:39:34 PM GMT
-  Email viewed by nherbig@kenmorewa.gov
2024-03-22 - 7:22:48 PM GMT
-  Signer nherbig@kenmorewa.gov entered name at signing as Nigel G. Herbig
2024-03-22 - 7:23:13 PM GMT
-  Document e-signed by Nigel G. Herbig (nherbig@kenmorewa.gov)
Signature Date: 2024-03-22 - 7:23:15 PM GMT - Time Source: server
-  Email viewed by Anastasiya Warhol (awarhol@kenmorewa.gov)
2024-03-23 - 10:54:55 PM GMT
-  Document e-signed by Anastasiya Warhol (awarhol@kenmorewa.gov)
Signature Date: 2024-03-23 - 10:55:06 PM GMT - Time Source: server
-  Agreement completed.
2024-03-23 - 10:55:06 PM GMT

