

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, April 8, 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 – Excused
Councilmember Joe Marshall
Councilmember Debra Srebnik
Councilmember Valerie Sasson
Councilmember Jon Culver – Virtual
Councilmember Nathan Loutsis

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
Deputy City Clerk Michelle Kang
Community Development Director Debbie Bent
Principal Planner Todd Hall
Development Services Director Samantha Loyuk
Assistant to the City Manager Garrett Oppenheim

Speaking Guests: Clay White, Kimley-Horn Project Manager
Nick Chen, Kimley-Horn Lead Planning Analyst
Dwight Thompson, Planning Commission Chair
Mike Vanderlinde, Planning Commission Vice Chair
Derek Wyckoff, Planning Commissioner
Tracy Banaszynski, Planning Commissioner
Saad Qadri, Planning Commissioner
Chris Olson, Planning Commissioner
David Dorrian, Planning Commissioner

Public Comments Speaking Guests:
Jonathan Lounds, Bellevue Resident / Master Builders
Erin MacDonald, Kenmore Resident
Patrick O’Brien, Kenmore Resident – Virtual

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 6:30 PM.

EXECUTIVE SESSION

Confidential Session of the Council – Pursuant to RCW 42.30.110(1)(i), the City Council entered an executive session to discuss potential litigation. This session was slated to last approximately 30 minutes, until 7:00 PM. No final action took place.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 7:00 PM.

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 flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

WHERE'S THE FUN?

Deputy City Manager Stephanie Lucash informed the Council that the water feature in Town Square was turned on for the spring and summer seasons starting last week.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: <https://www.youtube.com/live/YryHcv2PPkw?si=sbn1Z-SQoHFK17Dv&t=2082>

CONSENT AGENDA

- A. Approve the City Council Mini Retreat Report from January 29, 2024.
[City Council Mini Retreat Report from January 29, 2024](#)
- B. Approve the City Council Special and Regular Meeting Minutes from March 18, 2024.
[City Council Special and Regular Meeting Minutes from March 18, 2024](#)
- C. Approve the City Council Regular Meeting from March 25, 2024.
[City Council Regular Minutes from March 25, 2024](#)

- D. Approve Total Check #s 53972 through 54063 totaling \$534,495.46 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 3/8/2024 in the amount totaling \$281,129.27, ACH Payment #s 1562 through 1564 totaling \$17,565.43.
[Voucher Certification and Approval 3/2/2024 - 3/15/2024](#)
- E. Accept the \$185,120 of Transportation Improvement Board (TIB) funding for the NE 170th Interim Sidewalk Project and authorize the City Manager to execute the appropriate agreements with TIB.
[Agenda Bill - TIB Grant Award](#)
- F. Receive and file the A Regional Coalition of Housing (ARCH) March 2024 Strategic Plan.
[Agenda Bill - ARCH Strategic Plan](#)
[Attachment 1 - Letter from ARCH](#)
[Attachment 2 - ARCH Strategic Plan](#)
- G. Authorize the City Manager to execute Change Order #37 (contract No. 20-C2144) with Thomco Construction, Inc. in the amount of \$1,680,105 to reconcile actual bid item quantity overruns / underruns on the project.
[Agenda Bill - Change Order #37 for Contract No. 20-C2144](#)
[Attachment 1 - Change Order #37](#)

MOTION: Councilmember Loutsis moved to approve the consent agenda outlined above. Councilmember Srebnik seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

STUDY SESSION AGENDA

- A. Middle Housing Concepts and Options, joined by Planning Commissioners, presented by Community Development Director Debbie Bent, Principal Planner Todd Hall, and Kimley-Horn Consultant Clay White, *for discussion*
[Agenda Bill - Middle Housing Study Session](#)
[Attachment 1 - Briefing Memo](#)
[Attachment 2 - Presentation \(Updated 4/2/2024\)](#)

The Planning Commission joined the Council for this study session.

Community Development Director Debbie Bent provided background information and history about previous middle housing discussions. She introduced consultants for tonight's study session.

Kimley-Horn Consultants Clay White and Nick Chen presented the Council and the Planning Commission about middle housing, including legislation overview of House Bill 1110, Kenmore's project schedule for the remainder of 2024, community engagement goals, and next steps. The schedule developed lines up with the Comprehensive Plan update schedule, which has to be completed by the end of this year. Some of the community engagement goals with middle housing including building off engagement from the initial phase of work; informing residents and stakeholders about the state requirements and subsequent processes; providing opportunity to listen and inform outside of public meetings and hearings; and listening to residents as well as special interest groups.

The Council and the Planning Commission engaged in a discussion with Staff and consultants.

- B. Proposed Ordinance No. 23-0597, Tier 2 Tree Regulations, presented by Development Services Director Samantha Loyuk and Assistant to the City Manager Garrett Oppenheim, *for discussion*
[Agenda Bill - Tier 2 Tree Regulations](#)
[Attachment 1 - Feedback from the Public \(Excel\)](#)
[Attachment 2 - Written Feedback from the Public on Proposed Regulations \(Updated 4/3/2024\)](#)
[Attachment 3 - Current Kenmore Municipal Code \(KMC\) Provisions](#)
[Attachment 4 - Code Amendments, as Proposed in November 2023](#)
[Attachment 5 - Code Amendments, as Proposed in November 2023 with Annotations where Public Recommends Revisions](#)
[Attachment 6 - City of Kirkland Updated Tree Code](#)
[Attachment 7 - Snohomish County Tree Code](#)

Development Services Director Samantha Loyuk and Assistant to the City Manager Garrett Oppenheim returned to the Council with the remaining Tier 2 Tree Regulations, after receiving direction from the Council in December 2023 to engage with the community for input on these regulations.

Attachment 5 was the most recent version of the amended code and included community comments. Staff went through and highlighted the comments along with staff recommendation based on the comments.

The Council engaged in a discussion with Staff regarding the comments and recommendations for the code amendments.

BUSINESS AGENDA

Post Legislative Session Presentation, presented by Gordon Thomas Honeywell
Government Relations State Lobbyist Shelly Helder, *for discussion*

[Presentation - City of Kenmore 2024 Legislative Session \(Uploaded 4/2/2024\)](#)

[Report - End of Session \(Uploaded 4/2/2024\)](#)

State Lobbyist Shelly Helder highlighted the results of the 2024 Legislative Session, as it pertains to the City of Kenmore. This presentation included:

- Overview of 2024 Legislative Session
- Outcomes of Kenmore priorities
- Additional legislative issues
- Next steps

The 2024 session is the second session of the biennium and is always shorter than the previous year. The objective of the session was to make small changes to the existing biennial budget.

The next steps suggested by Ms. Helder include thanking the City's legislative delegation; implementing the new policies that were passed and taking advantage of grant programs, while recognizing the amount of staff time these grant applications will take; and developing the City's 2025 legislative priorities, which is normally approved in the fall.

Ms. Helder reminded the Council that all the delegation is up for re-election this November and the 2025 legislative session begins January 13, 2025.

Councilmembers thanked Ms. Helder for her hard work during this legislative session.

STAFF REPORTS

City Manager Rob Karlinsey had no staff reports for the evening.

COUNCILMEMBER REPORTS & COMMENTS

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 10:15 PM.


[Nigel G. Herbig \(Dec 11, 2024 07:42 PST\)](#)

Nigel Herbig, Mayor


[Michelle Kang \(Dec 9, 2024 10:31 PST\)](#)

Michelle Kang, Deputy City Clerk

City Council Special and Regular Meeting Minutes from April 8, 2024

Final Audit Report

2024-12-11

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