

**City of Kenmore
City Council Meeting
Special and Regular Meeting Minutes
Monday, June 17, 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
City Clerk Anastasiya Warhol
Receptionist / Co-Clerk Elly Gallo
Development Services Director Samantha Loyuk
Planner Reilly Rosbotham
Engineering Director John Vicente
Community Development Director Debbie Bent
Housing and Human Services Manager Tambi Cork

Public Comments Speaking Guests:
Elizabeth Mooney, Kenmore Resident
Patrick O’Brien, Kenmore Resident

Public Hearing #1 Speaking Guests:
None

Public Hearing #2 Speaking Guests:
Elizabeth Mooney, Kenmore Resident
Patrick O’Brien, Kenmore Resident

Public Hearing #3 Speaking Guests:

Elizabeth Mooney, Kenmore Resident
Patrick O'Brien, Kenmore Resident
Stacey Valenzuela, Kenmore Resident

CALL SPECIAL MEETING TO ORDER

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

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(i), the City Council entered an executive session to discuss pending and potential litigation. The Council will also discussed real estate acquisition, pursuant to RCW 42.30.110(1)(b).

- Time announced: At 6:00 PM, it was announced that the session will last approximately 60 minutes, set to end at 7:00 PM.
- Time entered: 6:00 PM
- Time exited: 7:00 PM
- Extensions: none.
- Final action: none.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at 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.

PROCLAMATION

Mayor Herbig proclaimed June 19th as the Juneteenth Holiday.

[Juneteenth - June 19, 2024](#)

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: https://www.youtube.com/live/J4-EaD_iFfl?si=rKSzcDztAVKTSy3K&t=4038

CONSENT AGENDA

- A. Approve the City Council Regular Meeting Minutes of June 10, 2024.
[City Council Regular Meeting Minutes from June 10, 2024](#)
- B. Authorize the City Manager to execute Contract No. 24-C3003 with the Woodinville Farmers Market for managing and executing the Kenmore Farmers Market in 2025 and 2026.
[Agenda Bill - Woodinville Farmers Market](#)
[Attachment 1 - Contract No. 24-C3003](#)
- C. Authorize the City Manager to sign the 2024 Pride Parade Vehicle Hold Harmless Agreement for Kenmore's participation in the 2024 Seattle Pride Parade and to take all acts necessary to implement to City's participation in the Pride Parade consistent with the Council's direction on the event budget.
[Agenda Bill - 2024 Seattle Pride Parade Participation](#)
[Attachment 1 - 2024 Pride Parade Vehicle Hold Harmless Agreement](#)
[Attachment 2 - 2024 Pride Cost Estimations](#)

The Council discussed item D (below) separately.

- D. Authorize the City Manager to execute Contract No. 24-C3061 with Wagner Architects and Planners for the final design of the Public Works Operations Center in a sum not to exceed \$2,035,500.
[Agenda Bill - Contract No. 24-C3061 with Wagner Architects](#)
[Attachment 1 - Contract No. 24-C3061 \(Added 6/11\)](#)

City staff explained the history of the project and the site-selection process. The contract being discussed is to create the final proposed design to begin construction. The City Manager noted that the final financing for the project was approved by the City Council in December 2023. The project will be funded by Real estate excise tax (REET) and surface water utility taxes. Councilmembers asked questions relating to cost, eco-friendly components of the proposed building, the environmental buffers, impacts to herons, and what is slated to be included in the design.

MOTION: Councilmember Culver moved to approve the consent agenda outlined above, minus item D. Councilmember Srebnik seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

MOTION: Councilmember Srebnik moved to authorize the City Manager to execute Contract No. 24-C3061 with Wagner Architects and Planners for the final design of the Public Works Operations Center in a sum not to exceed \$2,035,500 (Consent agenda item D). Mayor Herbig seconded the motion.

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

PUBLIC HEARINGS

- A. Proposed Ordinance No. 24-0607, amending Kenmore Municipal Code (KMC) Title 5, Title 16, and Title 18 to replace the word "marijuana" with "cannabis", presented by Development Services Director Samantha Loyuk and Planner Reilly Rosbotham, for public hearing

[Agenda Bill - Proposed Ordinance No. 24-0607](#)

[Attachment 1 - Proposed Ordinance No. 24-0607](#)

[Attachment 2 - Exhibit A to Proposed Ordinance No. 24-0607](#)

Planner Reilly Rosbotham explained that in 2022, the Washington state legislature passed Second Substitute House Bill (2SHB) 1210, replacing the term “marijuana” with “cannabis.” Cannabis is a more scientific word, and its use is consistent with the current regulation of this substance.

Mayor Herbig opened the public hearing at 8:00 PM

Link: https://www.youtube.com/live/J4-EaD_iFfI?si=79EGI2-ZQfOkfzkD&t=7162

No speakers. Mayor Herbig closed the public hearing at 8:01 PM

- B. Proposed Ordinance No. 24-0608, amending Kenmore Municipal Code (KMC) Chapter 18.20 to update the definitions of "family" and "adult family home", presented by Development Services Director Samantha Loyuk and Planner Reilly Rosbotham, for public hearing

[Agenda Bill - Proposed Ordinance No. 24-0608](#)

[Attachment 1 - Proposed Ordinance No. 24-0608](#)

[Attachment 2 - Exhibit A to Proposed Ordinance No. 24-0608](#)

Planner Reilly Rosbotham explained that this ordinance reflects a Technical changes are made to Chapter 18.20 of the KMC to update the definitions of “Family” and “Adult family home.” The purpose of the code amendment is to remove the limit on the number of unrelated persons occupying a household or dwelling unit, in order to comply with RCW 35.21.682. The code amendment will also update the definition of “Adult family home” in order to allow up to eight adult residents, which is consistent with the definition in RCW 70.128.010.

Mayor Herbig opened the public hearing at 8:03 PM

https://www.youtube.com/live/J4-EaD_iFfI?si=SEJMO_yIS2-oSsjq&t=7355

Two speakers. Mayor Herbig closed the public hearing at 8:07 PM

C. Proposed Resolution No. 24-413, 2025-2030 Six-Year Transportation Improvement Program, presented by Engineering Director John Vicente, for public hearing

[Agenda Bill - Transportation Improvement Program](#)

[Attachment A - Proposed Resolution No. 24-413](#)

[Presentation - Transportation Improvement Program \(Added 6/11\)](#)

Engineering Director John Vicente explained that in accordance with RCW 35.77.010, the City is required to prepare and adopt a six-year comprehensive Transportation Improvement Program (TIP) on an annual basis. The TIP can also be amended as necessary throughout the year. The primary objective of the TIP is to ensure that each city maintains forward-looking plans extending at least six years into the future to guide the implementation of a coordinated transportation strategy. The current six-year TIP has been developed and is attached to Resolution No. 24-413 (Exhibit A). Mr. Vicente briefly discussed which projects are included in the Program.

Mayor Herbig opened the public hearing at 8:25 PM

https://www.youtube.com/live/J4-EaD_iFfl?si=oACli-cLclgMTTm5&t=8810

Three speakers. Mayor Herbig closed the public hearing at 8:34 PM

BUSINESS AGENDA

A. Proposed Ordinance No. 24-0607, amending Kenmore Municipal Code (KMC) Title 5, Title 16, and Title 18 to replace the word "marijuana" with "cannabis", presented by Development Services Director Samantha Loyuk and Planner Reilly Rosbotham, *for adoption*

[Agenda Bill - Proposed Ordinance No. 24-0607](#)

[Attachment 1 - Proposed Ordinance No. 24-0607](#)

[Attachment 2 - Exhibit A to Proposed Ordinance No. 24-0607](#)

MOTION: Councilmember Culver moved to adopt Ordinance No. 24-0607 to amend Title 5, Title 16, and title 18 of the Kenmore Municipal Code to replace the word "marijuana" with "Cannabis". Councilmember Marshall seconded the motion.

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

MOTION PASSES.

B. Proposed Ordinance No. 24-0608, amending Kenmore Municipal Code (KMC) Chapter 18.20 to update the definitions of "family" and "adult family home", presented by Development Services Director Samantha Loyuk and Planner Reilly Rosbotham, *for adoption*

[Agenda Bill - Proposed Ordinance No. 24-0608](#)

[Attachment 1 - Proposed Ordinance No. 24-0608](#)

[Attachment 2 - Exhibit A to Proposed Ordinance No. 24-0608](#)

MOTION: Councilmember Srebnik moved to adopt Ordinance No. 24-0608 to amend Chapter 18.20 of the Kenmore Municipal Code (KMC) to update the definitions of “Family” and “Adult family home.” Councilmember Marshall seconded the motion.

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

MOTION PASSES.

C. Proposed Resolution No. 24-413, 2025-2030 Six-Year Transportation Improvement Program, presented by Engineering Director John Vicente, for adoption

[Agenda Bill - Transportation Improvement Program](#)

[Attachment A - Proposed Resolution No. 24-413](#)

[Presentation - Transportation Improvement Program \(Added 6/11\)](#)

MOTION: Deputy Mayor O’Cain moved to Adoption of Resolution No. 24-413 for the 2025-2030 Six-Year Transportation Improvement Program. Councilmember Culver seconded the motion.

AMENDMENT: Councilmember Loutsis moved to include within the plan the Simonds Road Sidewalk (NE 152nd – 88th) project. Deputy Mayor O’Cain seconded the motion.

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

AMENDED MAIN MOTION: Adoption of Resolution No. 24-413 for the 2025-2030 Six-Year Transportation Improvement Program as amended (including the Simonds Road Sidewalk Project).

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

MOTION PASSES.

STAFF REPORTS

A. Update on Schedule for Imagine Housing (Holt Property), presented by Community Development Director Debbie Bent and Housing and Human Services Manager Tambi Cork

Community Development Director Debbie Bent explained that in December of 2023, the City approved the Imagine Housing project, specifically "The Approach at Kenmore," is a proposed multifamily building that aims to offer both rental and affordable homeownership options. Located at 7010 NE 181st Street in Kenmore, this development is designed to meet the affordable housing goals of the City. Since December, Imagine Housing has been conducting an analysis of the site and continued the due diligence

program. They have been developing a code-compliant proposal, which eliminates the need for a Development Agreement. The primary challenge for code compliance is the height restriction. To adhere to the 65-foot height limit, the total number of units will be reduced from the originally proposed 153 units to 121 units. Additionally, although not mandated by code, the commercial space has been revised. The initial proposal included a 7,000 square foot space, but the new plans reduce it to 3,000-4,000 square feet. The parking requirement is expected to be met.

The Imagine Housing project will include 103 units, ranging from studios to three-bedroom apartments, with affordability levels set at 50% AMI and 60% AMI. Habitat for Humanity will contribute 18 affordable ownership units at 80% AMI. The development will resemble a typical apartment complex. Staff confirmed that the development will be available to families, not just individuals. There will be a pre-application meeting with the development services team in July; the meeting will confirm whether the project is code compliant. It's likely that the community engagement process will kickoff in the summer 2024. The Council will continue to revisit the project, most notably, to approve a purchase and sale agreement. With a purchase and sale agreement in hand, Imagine Housing will be able to secure funding to complete the project.

B. Other – City Manager Rob Karlinsey

City Manager Karlinsey mentioned the upcoming Farmer's Market and Juneteenth celebration, on June 19th.

COUNCILMEMBER REPORTS & COMMENTS

Councilmembers agreed to discuss the Twin Springs parking lot plan at a future meeting. City Manager Karlinsey explained that this will be presented as part of a staff report in the near future.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:16 PM.


Nigel C. Herbig (Jul 11, 2024 14:58 PDT)

Nigel Herbig, Mayor


Anastasiya Warhol (Jul 11, 2024 08:51 PDT)

Anastasiya Warhol, City Clerk

City Council Special and Regular Meeting Minutes from June 17, 2024

Final Audit Report

2024-07-11

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