

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, January 12, 2026**

These minutes are created to capture Council action. This is not a verbatim transcript. Meeting video is available on the [City YouTube channel](#). Attachments are available on the [CivicClerk Agenda Management Portal](#).

PRESENT:

Councilmembers: Mayor Nigel Herbig
Deputy Mayor Valerie Sasson
Councilmember Melanie O’Cain
Councilmember Joe Marshall
Councilmember Jon Culver
Councilmember Eric Adman
Councilmember Nathan Loutsis

Staff: City Manager Teri Killgore
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Clerk Scott Passey
Deputy City Clerk Michelle Kang
Engineering Director John Vicente
Public Works Operations Director Jennifer Gordon
Environmental Services Director Richard Sawyer
Finance & Administration Director Melinda Merrell
Principal Planner Todd Hall
Development Services Director Sammantha Loyuk
Kenmore Police Chief Brandon Moen

Speaking Guests: Marv Heston, Photographer
Judge Marshall Ferguson, Swearing In Guest
Judge Rebecca Robertson, Swearing In Guest
Staci Adman, Swearing In Guest

Public Comments Speaking Guests:
David Dorrian, Kenmore Resident
Stacey Valenzuela, Kenmore Resident (virtual)

CALL SPECIAL MEETING TO ORDER

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

COUNCIL PHOTOGRAPHS

Photographer Marv Heston photographed Councilmembers in the Community Meeting Room for the 2026-2027 session. Councilmembers took individual headshots and the Council took a group photo.

ADJOURN SPECIAL MEETING

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

CALL REGULAR MEETING TO ORDER

Councilmember Herbig called the regular meeting to order at 7:00 PM.

OATHS OF OFFICE

Councilmember Joe Marshall was ceremonially sworn in by Judge Marshall Ferguson to Position No. 2 for a four-year term.

Councilmember Nigel Herbig was ceremonially sworn in by Judge Rebecca Robertson to Position No. 4 for a four-year term.

Councilmember Eric Adman was ceremonially sworn in by Staci Adman to Position No. 6 for a four-year term.

ELECTION OF MAYOR

MOTION: Elect Nigel Herbig as Mayor for a 2-year term.

Nominated by Sasson.

VOTE: Motion was approved by UNANIMOUS CONSENT

ELECTION OF DEPUTY MAYOR

Councilmember Sasson and Councilmember Loutsis were both nominated.

MOTION: Elect Valerie Sasson as Deputy Mayor for a 2-year term.

Nominated by O'Cain.

VOTE: 6 Yes – O'Cain, Sasson, Culver, Herbig, Adman, Loutsis; 1 No – Marshall.

MOTION PASSES.

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 Teri Killgore highlighted two upcoming events: Kenmore Backgammon Social Club on Tuesday, January 13 and MLK Day of Service at Wallace Swamp Creek Park on Monday, January 19.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: <https://youtu.be/EWRYcBpE68M?t=2831>.

CONSENT AGENDA

- A. Cancel the City Council Regular Meeting of Tuesday, January 20, 2026.
- B. Approve the City Council Regular Meeting Minutes of Monday, December 8, 2025.
- C. Approve the City Council Special Meeting Minutes of Thursday, December 18, 2025.
- D. Approve the following Voucher Certification and Approval:
 - Total Check #s 57478 through 57549 totaling \$1,383,473.15
 - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 12/12/2025 in the amount totaling \$316,125.14
 - Total EFT Payment #s 1930 through 1931 total \$194,538.69
 - Total Wire Transfers totaling \$68,000.00
- E. Approve the proposed 2026 Proclamations Calendar.
- F. Accept the \$2.17 million of Transportation Improvement Board (TIB) funding for the 80th Avenue NE Ped-Bike (SR 522 - NE 185th Street) Project and authorize the City Manager to execute the appropriate agreements with TIB.
- G. Accept the \$750,000 of Transportation Improvement Board (TIB) funding for the Arrowhead Sidewalk and Traffic Calming Project and authorize the City Manager to execute the appropriate agreements with TIB.
- H. Authorize the City Manager to execute a contract for \$2,811,000 with KBA, Inc., for on-call construction management consultant services.

- I. Authorize the City Manager to execute Contract No. 25-C3188 not to exceed \$200,000 for contractor services to administer and pass through funds for a heat pump direct rebate program.

MOTION: Approve the consent agenda outlined above.

Moved by Loutsis; seconded by Culver.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

STUDY SESSION – 2026 COUNCIL KICKOFF

A. 2026 Docket for Planning Commission and City Council

Principal Planner Todd Hall reviewed the preliminary 2026 docket and Planning Commission work program, confirming a city-initiated package of policy and code amendments focused on parks, housing, critical areas, downtown, permitting, transportation, parks rules, surface water, and climate. The docket will return for formal Council adoption on January 26, 2026, alongside the introduction of the PROS Plan recommendation from the Planning Commission.

B. Department Overviews of 2025 Accomplishments and 2026 Workplans

City Manager Teri Killgore provided an overview of the 2026 City Council priorities and City Manager organizational goals, as well as a review of service level budgeting. Presentations from the department heads focused on 2025 departmental accomplishments and outlining 2026 workplans organized by “core, basic, and enhanced” service levels, all aligned with council priorities around financial sustainability, climate action, housing, transportation, human services, DEIA, parks, and community engagement. Departments highlighted significant grant wins, infrastructure and climate projects, technology and budgeting upgrades, and process improvements, while also flagging upcoming decisions to consider for the 2027–2028 budget cycle.

C. City Council Schedule Highlights

D. Other Items for Discussion from Councilmembers

STAFF REPORTS

COUNCILMEMBER REPORTS & COMMENTS

A. Council Committees

Council revised the Council Committee assignments.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:20 PM.

A handwritten signature in black ink, appearing to read "Nigel Herbig", positioned above a horizontal line.

Nigel Herbig, Mayor

A handwritten signature in blue ink, appearing to read "Scott Passey", positioned above a horizontal line.

Scott Passey, City Clerk

City Council Special and Regular Meeting Minutes of Monday, January 12, 2026

Final Audit Report

2026-02-05

Created:	2026-01-27
By:	Michelle Kang (mkang@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA3GytyjFy4NZQDB1HK3-NJtTC6RwWr9z1

"City Council Special and Regular Meeting Minutes of Monday, January 12, 2026" History

-  Document created by Michelle Kang (mkang@kenmorewa.gov)
2026-01-27 - 5:13:35 PM GMT
-  Document emailed to Nigel Herbig (nherbig@kenmorewa.gov) for signature
2026-01-27 - 5:13:39 PM GMT
-  Email viewed by Nigel Herbig (nherbig@kenmorewa.gov)
2026-02-05 - 3:08:47 AM GMT
-  Document e-signed by Nigel Herbig (nherbig@kenmorewa.gov)
Signature Date: 2026-02-05 - 3:09:32 AM GMT - Time Source: server
-  Document emailed to Scott Passey (spassey@kenmorewa.gov) for signature
2026-02-05 - 3:09:33 AM GMT
-  Email viewed by Scott Passey (spassey@kenmorewa.gov)
2026-02-05 - 4:00:38 PM GMT
-  Document e-signed by Scott Passey (spassey@kenmorewa.gov)
Signature Date: 2026-02-05 - 4:00:51 PM GMT - Time Source: server
-  Agreement completed.
2026-02-05 - 4:00:51 PM GMT