

**City of Kenmore
City Council Meeting
Special Meeting Minutes
Monday, February 23, 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 (virtual)
City Clerk Scott Passey
Co-Clerk Michelle Kang
Assistant City Manager/Community Development Director Debbie Bent
Finance & Administration Director Melinda Merrell
Development Services Director Samantha Loyuk
Kenmore Police Chief Brandon Moen
Public Works Operations Director Jennifer Gordon
Engineering Director John Vicente
Environmental Services Director Richard Sawyer
Building Inspector and Plans Examiner Shelby Ball
Sr. Budget & Fiscal Analyst Tshilaba Verite

Speaking Guests: Marella Alejandra, Kenmore Heritage Society President

Public Comments Speaking Guests: (none)

CALL SPECIAL MEETING TO ORDER

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

LAND ACKNOWLEDGEMENT

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

FLAG SALUTE

Mayor Herbig led the Council in the Pledge of Allegiance.

PROCLAMATION

Mayor Herbig, on behalf of the Kenmore City Council, proclaimed March 2026 as Women's History Month, throughout the City of Kenmore. The proclamation was read by Deputy Mayor Valerie Sasson. Kenmore Heritage Society President Marella Alejandrino accepted this year's proclamation and provided remarks.

WHERE'S THE FUN?

City Manager Teri Killgore highlighted the City's For the Love of Kenmore Volunteer Appreciation Event that took place on Wednesday, February 11.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: <https://youtu.be/bF9nKSJAokg?t=701>.

CONSENT AGENDA

Approve the following Voucher Certification and Approval:

- Total Check #s 57689 through 57761 totaling \$601,716.64
- Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 01/23/2026 in the amount totaling \$320,738.87
- Total EFT Payment #s 1944 through 1948 total \$15,595.30

MOTION: Approve the consent agenda outlined above.

Moved by Culver; seconded by Marshall.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

PRESENTATION

The following new staff were introduced to the Council:

- Shelby Ball, Building Inspector and Plans Examiner, introduced by Development Services Director Samantha Loyuk
- Tshilaba Verite, Sr. Budget & Fiscal Analyst, introduced by Finance & Administration Director Melinda Merrell
- Michelle Kang, Interim Assistant to the City Manager, introduced by City Manager Teri Killgore

STUDY SESSION AGENDA

1. Forecast Update and Discussion, presented by City Manager Teri Killgore and Finance & Administration Director Melinda Merrell, *for discussion and direction*
2. Discussion of Potential Revenue Measure Options, presented by City Manager Teri Killgore and Finance & Administration Director Melinda Merrell, *for discussion and direction*

City Manager Teri Killgore and Finance & Administration Director Melinda Merrell presented a six-year financial forecast showing that major costs, particularly public safety and park operations, are projected to grow faster than key revenues, resulting in annual operating deficits beginning in 2027 and a cumulative gap of roughly 20 million by 2032. The City has demonstrated strong financial stewardship through completion of prior voter-approved projects, implementation of multiple Financial Sustainability Plan recommendations, and consistent clean audits, but under current policies general fund reserves are expected to fall below the 20 percent target around 2028–2029.

Three main levers were identified to address the structural imbalance—new revenues, further cost reductions and efficiencies, and revisiting key assumptions—and reviewed possible councilmanic actions (e.g., vehicle license fee and utility tax increases, transportation/public safety sales tax) and voter-approved options (e.g., a Metropolitan Park District and levy lid lifts for public safety and related services).

Councilmembers asked clarifying questions about CAPE revenue and court cost uncertainties, banked property tax capacity, and previously implemented FSP items such as LED streetlight conversions, and requested additional cost-benefit information. Discussion emphasized the community value of enhanced services, the importance of considering regional ballot timing, and a general preference for using a combination of revenue tools and efficiencies, with earlier action noted as reducing the size of any future revenue request needed to maintain structural balance and reserve targets.

STAFF REPORTS

City Manager Teri Killgore reported on the bid opening for the Public Works Operations Center (PWOC) General Construction Contract.

COUNCILMEMBER REPORTS & COMMENTS

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(b), the City Council entered an executive session to consider the acquisition of real estate. This executive session was slated to last approximately 15 minutes. No final action was expected. The Council extended the

executive session by five minutes. The Council exited executive session at approximately 8:46 PM. No final action took place.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 8:46 PM.



Nigel Herbig, Mayor



Scott Passey, City Clerk









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Final Audit Report

2026-04-06

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