



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, January 12, 2026 – 5:00 PM

MINUTES

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Acting City Clerk Dawn Nations called the regular meeting of the Medina City Council to order in the Council Chambers at 5:01 pm.

PRESENT

Councilmember Jessica Rossman
Councilmember Randy Reeves
Councilmember Joseph Brazen
Councilmember Harini Gokul
Councilmember Laura Bustamante
Councilmember Michael Luis
Councilmember Heija Nunn

STAFF

Swanson, Osada, Wilcox, Wagner, Sass, Nations, Robertson

2. APPROVAL OF MEETING AGENDA

ACTION: By censuses the meeting agenda was approved as presented.

3. PUBLIC COMMENT PERIOD

Acting City Clerk Dawn Nations opened the public comment period.

Mark Nelson extended his congratulations to new councilmember Bustamante and returning councilmembers for their time and commitment to serve the community. He addressed the council regarding the upcoming agenda for the year and its challenges. Mr. Nelson gave his recommendation to re-elect Jessica Rossman as Mayor.

Jesse Hong addressed the council regarding street parking. He expressed his concerns regarding large size vehicles (RV, Trailer) parking.

With no further comments, the Acting City Clerk closed the public comment period.

4. PRESENTATIONS

4.1 Oath of Office - New Councilmembers by Dawn Nations, Acting City Clerk

Acting City Clerk Dawn Nations administered the Oath of Office to incoming Councilmember Laura Bustamante and re-elected Councilmembers Heija Nunn, Randy Reeves and Jessica Rossman.

4.2 Election of Mayor/Deputy Mayor by Dawn Nations, Acting City Clerk

Acting City Clerk Dawn Nations opened the nomination period and called for nominations for Mayor.

ACTION: Council Member Joseph Brazen nominated Heija Nunn for Mayor

ACTION: Council Member Harini Gokul nominated Jessica Rossman for Mayor

ACTION: Council Member Heija Nunn nominated Randy Reeves for Mayor

With no other nominations, the nomination period closed.

The Acting City Clerk provided and opportunity for nominators and nominees to speak to their nominations. Councilmember Randy Reeves declined his nomination.

ACTION: By a 4:3 vote; Council elected Councilmember Rossman as Mayor

Mayor Rossman opened the nomination period and called for nominations for Deputy Mayor.

ACTION: Council Member Joseph Brazen nominated Heija Nunn for Deputy Mayor.

ACTION: Council Member Harini Gokul nominated Randy Reeves for Deputy Mayor.

ACTION: Council Member Heija Nunn nominated Michael Luis for Deputy Mayor.

With no other nominations, the nomination period closed.

Mayor Rossman provided and opportunity for nominators and nominees to speak to their nominations.

ACTION: By a 4:3 vote; Council elected Councilmember Reeves as Deputy Mayor

4.3 Reports and announcements from Park Board, Planning Commission, Emergency Preparedness, and City Council.

Christmas Ships event was a great event and well attended even with wet weather. Council extended thanks to the Park Board Members.

Mark Nelson gave brief statement regarding the importance of appointing a new Planning Commissioner.

Councilmember Gokul gave input on behalf of the Foster School of Business continued interest in working with Medina

Mayor Rossman gave update regarding the Regional Water Quality Committee work plan.

5. CITY MANAGER'S REPORT

City Manager Jeff Swanson gave a brief overview of the reports included in his report. He gave an overview of council business and staff workload for 2025 and how to prioritize and work more efficiently in 2026. Council asked questions and staff responded.

Police Chief Jeff Sass thanked council for their professionalism. He gave a brief overview of the past years and how well the officers have done. He is very proud of the officers. He reported on the amount of crime in Medina is down. Deputy Mayor Reeves thanked the Police Department for their service. Council asked questions and staff responded.

Development Services Director Steve Wilcox gave a brief overview for his department. The development service staff has stepped up in the absence of a staff vacancy. He addressed the big projects that were completed for the year. Council asked questions and staff responded.

Finance/HR Director Ryan Wagner gave update on the open position in the final stages of the interview process. The state audit for 2024. He invited all council to attend the entrance meeting. He gave an overview of 2025 and the main report for 2025 will be presented at the February 2026 meeting. Highlighted projects completed were implementing business licenses and improvements to the budget planning process. Council asked questions and staff responded.

Acting City Clerk Dawn Nations highlighted the end of year celebration luncheon. It was a huge success, and we received positive feedback from all attendees. There will be a more comprehensive report for Central Services presented at a later date.

Public Works Director Ryan Osada highlighted private storm water plan. It was another successful year. He gave credit to Rob Kilmer, Building Official and his hard work with this project. He discussed the reason for the break in 2024 for Easter Egg hunt and reported the 2025 event was a huge success. Bellevue A/C watermain replacement project has been communicated to the residents who will be impacted. He spoke about

the scope of this project and how the city can benefit from these projects. Council asked questions and staff responded.

6. CONSENT AGENDA

ACTION: Motion made by Deputy Mayor Reeves Seconded by Councilmember Gokul and carried by a 7:0 vote. The consent agenda was approved as presented.

6.1 December 2025, Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance and HR Director

6.2 Draft City Council Meeting Minutes of November 19, 2025.

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

7. LEGISLATIVE HEARING

None.

8. PUBLIC HEARING

None.

9. CITY BUSINESS

9.1 DRAFT 2026 City Council Legislative Schedule

Recommendation: Review and provide input on the DRAFT schedule and format.

Staff Contact: Jeff Swanson, City Manager

City Manager Jeff Swanson discussed the council legislative schedule. He combined all the meeting dates in one place. He asked for council direction on meeting date changes.

ACTION: Council discussed and made the following proposals:

- 1) Council will meet on time in August on August 24, 2026.
- 2) Move the November 23 council meeting to November 16.
- 3) Cancel the second December meeting.
- 4) Retreat dates were discussed and will be coordinated with council via email.

The agenda calendar will be populated with agenda items now that the meeting dates are set. The City Attorney Jennifer Robertson will update the council guidelines to reflect meeting date/time changes and will bring back on a consent agenda.

9.2 ARCH Action Items

Recommendation: Adopt Resolution No. 455, 456, 457.

Staff Contact: Jeff Swanson, City Manager

City Manager Jeff Swanson gave an overview of ARCH business. The 3 action items are:

- 2025 ARCH Housing Trust Fund award recommendations

- Downpayment Assistance Program Update
- Delegation of pre-2010 ARCH Housing Trust Fund awards to Administering Agency

ACTION: Motion made to adopt Resolution No. 455 authorizing the duly-appointed Administering agency for ARCH to execute all documents necessary to enter into Agreements for the funding of affordable housing projects, as recommended by the ARCH Executive Board, utilizing funds from the City's Public Housing Services – ARCH Account by Councilmember Luis Seconded by Deputy Mayor Reeves and carried by a 7:0 vote.

ACTION: Motion made to adopt Resolution No. 456 approving revisions to the House Key Plus ARCH (East King County) Down Payment Assistance Program, authorizing execution of related agreements, and ratifying prior actions taken in support of said program, all as recommended by the Executive Board for A Regional Coalition for Housing (ARCH) by Deputy Mayor Reeves Seconded by Councilmember Bustamante and carried by a 7:0 vote

ACTION: Motion made to adopt Resolution No. 457 authorizing the City of Bellevue to administer certain housing project agreements on behalf of the City of Medina, consistent with the Amended and Restated Interlocal Agreement for ARCH – A Regional Coalition for Housing by Councilmember Gokul Seconded by Deputy Mayor Reeves and carried by a 7:0 vote.

10. REQUESTS FOR FUTURE AGENDA ITEMS

- a) Requests for future agenda items.

Councilmember Nunn asked for parking lot agenda items to be prioritized. These items will be discussed at the council retreats.

Interim Official Control – Outdoor Lighting – Public Hearing will be on January 26, 2026. Council asked questions and staff responded.

11. PUBLIC COMMENT

Mayor Jessica Rossman opened the public comment period. The following individual addressed the council:

Michael Nix addressed the council with his interest in joining the Planning Commission. He submitted his application.

There were no additional speakers, and the public comment was closed.

12. STUDY SESSION AND ROLL CALL

Council convened for the study session at 7:37 PM.

PRESENT

Councilmember Jessica Rossman
Councilmember Randy Reeves
Councilmember Harini Gokul
Councilmember Mac Johnston
Councilmember Michael Luis
Councilmember Heija Nunn

ABSENT

Councilmember Joseph Brazen

STAFF

Swanson, Nations, Robertson

12.1 Council Discussion 2026-2027 Term

Recommendation: Discussion.

Staff Contact: Jeff Swanson, City Manager

City Manager Jeff Swanson led the council discussion regarding the 2026-2027 term and discussion for process for council meetings are conducted. Council discussed, asked questions and staff responded.

13. ADJOURNMENT

By consensus the meeting was adjourned at 9:00 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk