



MEDINA, WASHINGTON

AGENDA BILL

Monday, February 9, 2026

Subject/Topic: Council Committee Assignments – Finance, Personnel, Development Services Dept. Origin: Council Category: City Business Prepared by: Jessica Rossman, Mayor Attachments: None	Proposed Council Action/Motion: <input type="checkbox"/> Information Only <input type="checkbox"/> Receive and File <input checked="" type="checkbox"/> Discuss <input checked="" type="checkbox"/> Provide Direction <input type="checkbox"/> Public Hearing <input type="checkbox"/> Adopt/Approve
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Summary

At our last meeting on January 26th, Council discussed committees and preferences for committee assignments. This is the next step in finalizing arrangements for Committee work.

City of Medina Council Committees.

Here are the committee assignments, consistent with the preferences stated:

- Development Services Committee: Councilmember Joseph Brazen, Councilmember Heija Nunn, Mayor Jessica Rossman
- Finance Committee: Councilmember Laura Bustamante, Councilmember Michael Luis, Mayor Jessica Rossman
- Personnel Committee: Councilmember Harini Gokul, Deputy Mayor Randy Reeves, Mayor Jessica Rossman

Proposed Council Action.

At the February 9th meeting, I'll be proposing the following update to the Council rules for these Committees:

- Each Committee should select a Chair from among the Councilmembers present at its first meeting of the new two-year term.
- The Committee Chair would call for Committee meetings as needed, at least once quarterly, with respect for the needs and constraints of staff.
- The Chair would work with the Committee's lead staff to collaborate on meeting agendas and arrangements.
- The Chair would be responsible for reporting the Committee's activities to the full Council.

Currently, most Committees are chaired by a responsible staff member. I believe changing to Councilmember Chairs would make Medina's operations more consistent with how many other

cities operate and could improve Council's ability to delegate matters to Committees effectively and efficiently (without inadvertently putting staff in an uncomfortable position). The City Manager is in agreement with this proposal, and I've also had positive responses from directors who will be committee liaisons going forward. An alternative would be to assign the Mayor to chair the committees, but I believe the proposed distributed leadership model would provide more stability for the City, make better use of Councilmembers' skills and strengths, and better empower the Council as a team.

Other Committees we discussed forming would be Committees of the Whole, with full Council participation.

Representing Medina on External Committees.

Acting City Clerk Dawn Nations will be sending out an email soliciting Councilmember interest in representing the City on external committees. Councilmembers are not required to volunteer for any of these opportunities and are encouraged to volunteer only for those meetings they can commit to attending regularly on behalf of the City.

A good goal for the City would be to have different Councilmembers attending different meetings, so that the City benefits from different Councilmember perspectives on the issues. To that end, Dawn is asking for each Councilmember's top two choices. Council can then review the interest list and distribute assignments amongst the interested Councilmembers.

Here is the list:

Sound Cities Association Public Issues Committee (PIC)

Meetings: Monthly, 2nd Wednesdays at 7:00 (online and in person)

"The SCA Public Issues Committee (PIC) was established by SCA in 1995 as a standing board committee. Per SCA Bylaws, the PIC "shall review and evaluate policy positions and recommend to the Board what, if any, action should be taken on such policy positions"; Governed by SCA Bylaws (adopted by membership as a whole at Annual Meetings), SCA Board Policies (adopted by Board), and PIC Operating Policies (adopted by PIC). The PIC includes a representative of each city in SCA. Each SCA member has a seat and equal vote at the PIC. It is the body responsible for making recommendations on policies and committee appointments to the Board. The PIC is SCA's vehicle for bringing policies to member cities, and for member cities to bring policies to SCA." <https://soundcities.org/aboutpic/>

WRIA-8: Local partners working together to conserve and restore salmon habitat.

Meetings: Unlisted (Randy Reeves currently attends)

"Chinook Salmon (also known as King Salmon) are listed as *threatened* under the Endangered Species Act. In WRIA 8 local governments, community organizations, scientists, businesses, and state and federal agency partners are working together to protect and restore salmon habitat guided by a science-based salmon conservation plan. Funding from the [28 local government](#) partners and the state of Washington support salmon recovery in the watershed." <https://www.govlink.org/watersheds/8/>

Eastside Transportation Partnership (ETP) — Some coordination required: one of two seats on behalf of Small Cities Coalition (Beaux Arts, Clyde Hill, Hunts Point, Medina, Yarrow Point)

Meetings: Monthly, 2nd Fridays 8:00-9:00 a.m. (in person quarterly, otherwise online)

"The Eastside Transportation Partnership (ETP) provides an Eastside forum for inter-jurisdictional cooperation to implement coordinated, prioritized transportation plans and programs through leadership, education, and advocacy." <https://kingcounty.gov/en/dept/metro/about/transportation-boards/eastside-transportation-partnership>

Sound Cities Association Small Cities Workgroup

Meetings: TBD, starting March 2026

"Convene small cities in King County (those with a population under 10,000) to engage in knowledge-sharing, collaboration, and action on local and regional policy issues. This will include both: (1) identifying shared challenges, resources, and potential solutions and (2) elevating small cities' unique voice to other SCA member cities, King County, and the state government. The Workgroup provides a convening space for small cities to build partnerships and engage on shared policy priorities. While this is focused on small cities, our hope is that some of this work may generate ideas that help all of our cities." Email from SCA Director, 1/13/26.

ARCH Elected Officials *Some coordination required: one of two seats on behalf of Points Communities (Clyde Hill, Hunts Point, Medina, Yarrow Point)*

Meetings: First meeting tentatively March 26th from 5-7pm; regular meeting schedule TBD

"East King County is home to dozens of elected officials who champion affordable housing. The Council of Elected Officials will bring these leaders together to build shared understanding, strengthen relationships, and support coordinated action to create and preserve affordable housing. Over the course of 2026, Council members will serve as a sounding board for the ARCH Executive Board and staff, exchange best practices, and learn more about complex housing policies." <https://www.archhousing.org/news/arch-launches-pilot-council-of-elected-officials-to-advance-affordable-housing>

Council Priorities

This proposal furthers Council Priorities 2, 3, 4 and 5.

1. Financial Stability and Accountability
2. Quality Infrastructure
3. **Efficient and Effective Government**
4. Public Safety and Health
5. Neighborhood Character and Community Building

Budget/Fiscal Impact: N/A

Recommendation: Discussion and direction.

City Manager Approval: 

Proposed Council Motions: N/A

Time Estimate: 20 minutes