



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, June 23, 2025 – 5:00 PM

MINUTES

1. **STUDY SESSION - CALL TO ORDER/ROLL CALL**

Mayor Rossman called the study session to order in the Medina Council Chambers at 5:07 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen
Councilmember Harini Gokul
Councilmember Mac Johnston (in at 5:17 p.m.)
Councilmember Michael Luis
Councilmember Heija Nunn

ABSENT

None

STAFF

Swanson, Robertson, Wagner, Osada, Sass, Wilcox, and Kellerman

1.1 Draft Six-Year CIP/TIP/Non-TIP Plan

Recommendation: Discussion and direction.

Staff Contact: Ryan Osada, Director of Public Works

Time Estimate: 50 minutes

Director of Public Works Ryan Osada gave an overview of the changes in the draft six-year CIP/TIP/Non-TIP since the last study session. Council discussed, asked questions, and staff responded.

ACTION: Discussion item only; no action taken.

2. **REGULAR MEETING - CALL TO ORDER / ROLL CALL**

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 6:10 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen
Councilmember Harini Gokul
Councilmember Mac Johnston (in at 5:17 p.m.)
Councilmember Michael Luis
Councilmember Heija Nunn

ABSENT

None

STAFF

Swanson, Robertson, Wagner, Osada, Sass, Wilcox, and Kellerman

3. **APPROVAL OF MEETING AGENDA**

ACTION: Without objections, the meeting agenda was approved as presented.

4. **PUBLIC COMMENT PERIOD**

Mayor Rossman opened the public comment period. There were no speakers. Subsequently, public comments was closed.

5. **PRESENTATIONS**

None.

6. **CITY MANAGER'S REPORT**

None.

7. **CONSENT AGENDA**

ACTION: Motion by Councilmember Mac Johnston to approve the Consent Agenda. This was seconded by Councilmember Heija Nunn and carried by a vote of 7-0.

7.1 Exigy Consulting Invoice Approval – Interim City Manager

Recommendation: Approval of the Invoice for Payment

Staff Contact: Ryan Wagner, Finance/HR Director

8. **LEGISLATIVE HEARING**

None.

9. **PUBLIC HEARING**

9.1 2026-2031 Six Year CIP, TIP, Non-TIP

Recommendation: Presentation, Discussion, and take Public Testimony

Staff Contact: Ryan Osada, Public Works Director

Director of Public Works Ryan Osada gave a presentation on the proposed draft six-year CIP/TIP/Non-TIP. Council discussed, asked questions, and staff responded.

Mayor Rossman opened the public hearing period. There were no speakers. Subsequently, the public hearing was closed.

ACTION: By consensus, the Council directed staff to reevaluate the necessity of reroofing both City Hall and the Post Office building. For the Post Office, staff should explore repair-only options. Council also requested consideration of spot repairs for the pedestrian bridges at Fairweather Park, and consider using prefabricated materials that maintain the rustic, sylvan character appropriate for the park's natural setting. All project evaluations should be conducted in alignment with the recently adopted Comprehensive Plan.

10. **CITY BUSINESS**

10.1 Business License Program Update

Recommendation: Discussion and direction.

Staff Contacts: Ryan Wagner, Director of Finance/HR and Jennifer Robertson, City Attorney

Director of Finance and HR Ryan Wagner presented an update on the proposed Business License Program.

Key points included a revised implementation timeline, with the anticipated “go live” date moved to March 2026. He also provided an overview of the updated draft ordinance and requested feedback and direction from Council. Councilmembers discussed the proposed updates, including licensing requirements and rental fees, asked clarifying questions, and staff responded.

ACTION: Discussion item only; no action taken.

10.2 Lighting Ordinance – Interim Official Control

Recommendation: Adopt Ordinance and direct the Planning Commission to review and process permanent lighting regulations.

Staff Contacts: Jennifer S. Robertson, City Attorney and Steve Wilcox, Development Services Director

City Attorney Jennifer Robertson provided a brief overview of the proposed interim official controls related to lighting regulations in Medina. She explained that interim official controls allow the City Council to temporarily implement regulations while the formal land use code amendment process is underway. This formal process includes a SEPA review, a public hearing, and a mandatory 60-day review period with the Washington State Department of Commerce prior to adoption. Council discussed, asked questions, and staff responded.

ACTION: Council directed staff to remove Figure 3 and relabel Figure 4 as Figure 3.

ACTION: Motion by Deputy Mayor Randy Reeves to adopt Ordinance No. 1043, adopted pursuant to RCW 35A.63.220 and RCW 36.70A.390; imposing an interim official control relating to zoning, adding a new Chapter 16.25 to the Medina Municipal Code (MMC) to require outdoor lighting to meet certain standards therein, revising MMC 16.66.110 for consistency with new Chapter 16.25 MMC; adopting findings in support of this ordinance; providing for vested rights, interpretation authority and setting a public hearing as required by RCW 35A.63.220 and RCW 36.70A.390 to take testimony on this interim official control; providing for severability and corrections; and establishing an effective date. Additionally, remove figure 3 and rename 4 to figure 3. This was seconded by Councilmember Nunn.

ACTION: Motion Councilmember Heija Nunn amend motion to allow City of Medina on city property to properly illuminate sign standards, flag poles and flags, and pathways as necessary for safety and security. This was seconded by Councilmember Mac Johnston.

Council discussed the proposed amendment. City Attorney Jennifer Robertson proposed the following change in the ordinance, page 47 under Chapter 16.25.040 Exemptions, change "Public Recreation Facilities" to "Public Facilities where lighting is necessary for public safety purposes".

ACTION: Councilmember Heija Nunn withdrew her proposed amendment.

ACTION: Motion Councilmember Heija Nunn to amend Chapter 16.25.040 (F) and strike "Public Recreation Facilities" and replace the language to "Public Facilities, where lighting is necessary for public safety purposes". This was seconded by Councilmember Johnston. The amendment was approved by a vote of 7-0.

ACTION: Council voted on the main motion as amended. The motion passed unanimously with a vote of 7-0.

ACTION: Motion Deputy Mayor Reeves to direct the Planning Commission to study and process permanent outdoor lighting regulations to be brought to Council before the expiration of the interim official control on outdoor lighting. The motion was seconded by Councilmember Harini Gokul and carried by a vote of 7-0.

11. REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE

a) Requests for future agenda items.

Councilmember Heija Nunn asked for help with writing an article for the upcoming Medina Newsletter.

Councilmember Heija Nunn requested to add Animal Control and animal licenses to a future agenda.

Councilmember Brazen requested to add Building Community to a future agenda. This was seconded by Johnston.

Councilmember Heija Nunn requested to add tree cutting activities to a future meeting. This was seconded by Mayor Jessica Rossman.

12. PUBLIC COMMENT

Mayor Rossman opened the public comment period. There were no speakers. Subsequently, public comments was closed.

13. EXECUTIVE SESSION

Council moved into Executive Session for discussions under RCW 42.30.110 (1)(g) for an estimated time of 20 minutes.

RCW 42.30.110 (1)(g)

To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to **RCW 42.30.140(4)**, discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

ACTION: Council extended the Executive Session an additional 20 minutes.

ACTION: Council extended the Executive Session an additional 10 minutes.

ACTION: Motion by Councilmember Harini Gokul to authorize the mayor to execute an employee agreement for Jeff Swanson in a form that's acceptable to the city attorney. The motion was seconded by Councilmember Mac Johnston and carried unanimously by a vote of 7-0.

14. ADJOURNMENT

Without objections, Council adjourned the regular meeting at 8:56 p.m.