



# 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 10, 2024 – 5:00 PM**

---

### MINUTES

#### 1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 5:03 p.m.

#### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Joseph Brazen  
Councilmember Jennifer Garone  
Councilmember Harini Gokul  
Councilmember Mac Johnston  
Councilmember Michael Luis

#### ABSENT

None

#### STAFF

Burns, Robertson, Wilcox, Sass, Osada, Wagner, Kesler, and Bennett

#### 2. APPROVAL OF MEETING AGENDA

**ACTION:** By consensus, the meeting agenda was approved as presented.

#### 3. PUBLIC COMMENT PERIOD

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

Ty Schultz commented in opposition of Overlake Golf and Country Club's project proposal which includes a height variance for a 50 foot net fence at the driving range. He requested that if and when OGCC submits an application, that Council/staff take a hard look and consider other alternatives that don't exceed the current height restrictions.

With no other comments, the public comment period was closed.

#### 4. **PRESENTATIONS**

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

Director of Public Works Ryan Osada reported that the Park Board is working on the pet parade for Medina Days and the Personnel Committee will be holding another interview later this week for the upcoming vacancy on the Park Board.

Planning Commission Chair Laura Bustamante reported the Planning Commission met on May 29, 2024 and had their first review of the Comprehensive Plan Preface, Introduction and Background and Context Sections.

#### 5. **CITY MANAGER'S REPORT**

Director of Public Works Ryan Osada gave an update on the NE 12th Street project.

Director of Finance and HR reported that the Finance Committee will be meeting to discuss the upcoming Budget Retreat in July and the Personnel Committee will be meeting to discuss and review the new Personnel handbook.

Police Chief Jeff Sass gave an update on police activity in the city. Council asked questions about the closure of Viewpoint Park parking stalls and staff responded.

**ACTION:** Council directed staff to add Viewpoint Park Parking Stalls as a future agenda item.

Director of Development Services gave a quick up on his staff managing the department while he was out of the office. Council discussed concerns on the potential fence height variance from Overlake Golf and Country Club. Lastly, they requested that staff provide Council with information regarding the Department of Commerce grant for Middle Housing. Specifically, they would like a list of what the grant requirements are, with the deadlines, and any extensions the city has been granted.

City Manager Steve Burns gave an update on the SR 520 mediation with WSDOT.

#### 6. **CONSENT AGENDA**

**ACTION:** Motion Luis second Johnston and carried by a 7:0 vote; Council approved the Consent Agenda as presented.

- 6.1 May 2024, Check Register

**Recommendation:** Approve.

**Staff Contact:** Ryan Wagner, Director of Finance and HR

- 6.2 Draft Regular City Council Meeting Minutes of May 13, 2024

**Recommendation:** Adopt Minutes.

**Staff Contact:** Aimee Kellerman, CMC, City Clerk

- 6.3 Confirmation of Appointment to the Medina Parks and Recreation Board and Planning Commission

**Recommendation:** Confirm the following appointments:

Parks and Recreation Board

- Dana Brekke, Partial Term Position No. 2

Planning Commission

- Julie Barrett, Position No. 6 (reappointment)

**Staff Contact:** Aimee Kellerman, City Clerk on behalf of the Personnel Committee

6.4 Adoption of Amended Unified Fee Schedule

**Recommendation:** Adopt Resolution No. 445.

**Staff Contact:** Aimee Kellerman, CMC, City Clerk

## 7. **LEGISLATIVE HEARING**

None.

## 8. **PUBLIC HEARING**

8.1 DRAFT\_2025-2030 Six Year CIP, TIP, Non-TIP

**Recommendation:** Conduct public hearing, receive public comments for discussion.

**Staff Contact:** Ryan Osada, Public Works Director

Director of Public Works walked Council through the proposed 2025/2030 Six-Year CIP/TIP/Non-TIP Plan. Council asked questions and staff responded.

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

**ACTION:** Motion Reeves to remove the \$100,000.00 for turf and replace with wood chips for Medina Park. This was seconded by Luis and carried by a 7:0 vote.

**ACTION:** Motion Reeves to add Post Office Park on the 2025 Park Board Work Plan for Park Board to recommend a plan to Council. This was seconded by Gokul and carried by a 7:0 vote.

## 9. **CITY BUSINESS**

9.1 Middle Housing Engagement Plan

**Recommendation:** Review and adopt Resolution No. 444.

**Staff Contacts:** Jonathan Kesler, AICP, Planning Manager and Jennifer Robertson, City Attorney

Planning Manager Jonathan Kesler gave a presentation on the Middle Housing Engagement Plan. Council discussed, asked questions, and staff responded.

**ACTION:** Motion Reeves to approve Resolution No. 444 to include the following revisions as stated by the city attorney:

Under "Key Messages from the State Department of Commerce"

## About Middle Housing

- Under No. 1. First bullet, remove second sentence.
- Under No. 4. Revise intro phrase to start with "The Department of Commerce represents that..."
- Under No. 4., the fourth bullet should be revise to read..."20-year planning horizon".
- Under No. 5. Revise intro phrase to start with "The Department of Commerce represents that....."
- Add a number to the butllet between No. 5 and 6 and make it number 6. Additionally, start the sentence with "The Department of Commerce represents that..."
- Renumber the remaining numbers.

## About the Middle Housing Land Use Code Update Project

- Under G, revise the second sentence to include "mail," before email.

**ACTION:** Motion Reeves second Luis to adopt Ordinance No. 444 as amended and carried by a 7:0 vote.

### 9.2 Public Works Project Communication Plan

**Recommendation:** Discussion and approval.

**Staff Contacts:** Ryan Osada, Public Works Director and Stephen R. Burns, City Manager

City Manager Steve Burns gave a presentation on the proposed Public Works Project Communication Plan. Council discussed, asked questions, and staff responded.

Council requested the following changes:

- Delete renderings and replace with site plan.
- Replace VMS signs with signs at the director's discretion.

**ACTION:** Motion Reeves to approve as amended. This was seconded by Gokul and carried by a 7:0 vote.

### 9.3 SR-520 Communication Plan

**Recommendation:** Discussion and direction.

**Staff Contact:** Stephen R. Burns, City Manager

City Manager Steve Burns gave a presentation on the proposed SR-520 Communication Plan. Council discussed, asked questions, and staff responded.

**ACTION:** By consensus, Council requested that staff request from Sound Cities candidate statements of the legislative bodies on the SR 520 Expansion Joins to share with the community. Additionally, they requested staff hold another public forum to encourage resident feedback and participation.

**10. REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE**

Mayor Rossman requested to add as part of a future Council Retreat, goal setting in 2025 between the City Manager and Council to set priorities and how to work together to have effective meetings, additionally, include roles and responsibilities.

Add Viewpoint Park parking to future agenda.

**11. PUBLIC COMMENT**

Comment period is limited to 10 minutes. Speaker comments limited to one minute per person.

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

**12. EXECUTIVE SESSION**

Council moved into Executive Session at 8:06 p.m. for an estimated time of 30 minutes to discuss the following:

ES-1 RCW 42.30.110 (1)(i)

To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

**ACTION:** Motion Luis that the City of Medina increase the amount in the Interlocal Agreement of the Points Communities for lid maintenance from \$10,000.00 to \$20,000.00 second Johnston and carried by a 7:0 vote.

Council moved back into Executive Session for an estimated time of 30 minutes to discuss the following:

ES-2 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 directed the city manager to join a professional association relating to city managers. Additionally, Council requested that Burns take training courses for land use and project management.

13. **ADJOURNMENT**

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

\_\_\_\_\_  
Jessica Rossman, Mayor

Attest:

\_\_\_\_\_  
Aimee Kellerman, City Clerk

DRAFT