



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person
Monday, July 10, 2023 – 5:00 PM

MINUTES

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Adkins, Garone, Gokul, Johnston, Reeves, Rossman and Zook

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 5:01 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Cynthia Adkins
Councilmember Jennifer Garone
Councilmember Harini Gokul
Councilmember Bob Zook (online) (in person at 5:13 p.m.)

ABSENT

Councilmember Mac Johnston

STAFF

Burns, Springer (online), Sass, Wagner, Osada, Wilcox, Nations and Kellerman

2. APPROVAL OF MEETING AGENDA

Agenda Item 6.2b, June 12, 2023 Draft City Council Meeting Minutes was pulled for further clarification and Agenda Item 9.1 Comprehensive Plan Update was pulled due to the absence of the presenting staff.

ACTION: Motion Reeves second Gokul and carried by a 6:0 (Johnston absent), Council approved the meeting agenda as amended.

3. PUBLIC COMMENT PERIOD

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

- Kenneth Pyle regarding the vagueness of language in the agenda regarding the T-Mobile application and asked for clarification on what the potential amendments were for the small wireless facilities.

With no further comments, Mayor Rossman closed the public comment period.

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 Park Board held a weeding event on Saturday, June 10th and the next Park Board meeting is scheduled for Monday, July 17 at 5:00 p.m.

Police Chief Sass reported that the next Emergency Preparedness meeting is scheduled for Wednesday, July 12, 2023 at 4:00 p.m. at city hall.

4.2 Recognition of Outgoing Planning Commissioner Laurel Preston by Mayor Jessica Rossman.

Mayor Rossman recognized outgoing Planning Commission volunteer Laurel Preston.

5. CITY MANAGER'S REPORT

Police Chief Sass gave an update on the proposed amendment for peddler and solicitation activities for adoption on Consent. He also discussed and proposed bike racks for bicycles at Medina Beach Park, Medina Park, and Fairweather Park. Council approved and directed staff to install one bike rack at Medina Beach Park.

Director of Finance and HR Ryan Wagner reported that the 2024 budget process ised starting in the next couple of weeks. He also reported that the city has fully implemented ADP for both payroll and Human Resources. Lastly, he updated Council on the city's financials.

Director of Development Services Steve Wilcox provided responses and clarification to public comment speaker Ken Pyle regarding the T-Mobile application and the small wireless code. Wilcox reported on other activities in Development Services. Council asked questions and staff responded.

Director of Public Works Ryan Osada gave an update on tennis courts and potentially adding pickle ball nets at Fairweather Park. He also gave an update on Public Works projects in the city. Council asked questions and staff responded.

ACTION: Motion Zook that phase 2 of the Medina Elementary sidewalk improvement project be completed and maintained as is with crushed rock and for city staff to not resubmit the grant application for the paving part on phases 2 and 3. This was seconded by Garone and carried by a 6:0 (Johnston absent) vote.

City Manager Steve Burns reported that Medina Days is coming up August 8 through August 13. More information about activities will be coming soon. Burns also reported that

T-Mobile requested to extend the Tolling Agreement to August 31, 2023, which was approved and signed by him prior to the Council meeting. Staff will provide updates on any changes with T-Mobile as they come. Lastly, he resported that WSDOT requested a meeting with staff to begin the discussion of the lid maintenance, scheduled virtually on August 30, 2023.

Council took a 10-minute recess at 7:00 p.m. and reconvened at 7:12 p.m.

6. CONSENT AGENDA

ACTION: Motion Zook second Reeves and carried by a 6:0 (Johnston absent) vote; Council approved the Consent Agenda, with the exception of Agenda Item 6.2b, June 12, 2023 City Council Meeting Minutes, which was pulled for additional review and will be added to the September 11 City Council meeting for adoption.

6.1 June 2023, Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Director of Finance and HR

6.2 Draft Meeting Minutes of:

a) May 8, 2023 City Council Meeting; and

b) June 12, 2023 City Council Meeting.

Recommendation: Adopt Minutes.

Staff Contact: Aimee Kellerman, CMC, City Clerk

6.3 Confirmation of Appointment to the Medina Parks and Recreation Board

Recommendation: Confirm the following appointments:

Parks and Recreation Board

- Viji Raman, Position 2
- India Fitting-Koh, Position 5
- Collette McMullen, Position 7

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

6.4 Ordinance Amending Chapter 5.10 of the Medina Municipal Code Regarding Peddler and Solicitation Activities

Recommendation: Approve

Staff Contacts: Jeff Sass, Chief of Police and Scott M. Missall, City Attorney

7. LEGISLATIVE HEARING

None.

8. PUBLIC HEARING

None.

9. CITY BUSINESS

- 9.1 Comprehensive Plan Update
Recommendation: Update only; no action needed.
Staff Contact: Stephanie Keyser, AICP, Planning Manager

No discussion due to the absence of staff. Agenda Item 9.1 was pulled from the agenda.

- 9.2 Draft Tree Code Fines
Recommendation: Discussion and direction.
Staff Contact: Steve Wilcox, Development Services Director

Director of Development Services Steve Wilcox presented on his proposal on the draft tree code fines. Council asked questions and staff responded.

ACTION: Council directed staff to move forward with a draft of an ordinance.

ACTION: Motion Gokul to include special treatment for legacy and landmark trees in the draft ordinance. This was seconded by Reeves and carried by a 6:0 (Johnston absent) vote.

- 9.3 Gas-powered Leaf Blower Update
Recommendation: Discussion, direction and possible action.
Staff Contact: Stephen R. Burns, City Manager

City Manager Steve Burns summarized his staff report on gas-powered leaf blowers. He noted that the biggest concerns from residents was noise and second was pollution. Council discussed, asked questions, and staff responded.

Council directed staff to look at revised hours

ACTION: Motion Adkins to direct staff to move forward with Option 3 to prepare a resolution like other jurisdictions which would include: recommend Medina Public Works to replace gas-powered leaf blowers with electric or battery operated within a time period or when phasing out old equipment and encourage residents and businesses to voluntarily replace gas-powered equipment with electric or battery operated. This was seconded by Reeves. Motion carried by a 6:0 (Johnston absent) vote.

ACTION: Motion Adkins to amend the city code to read "professional yard maintenance and landscaping may take place only between 9:00 a.m. and 7:00 p.m. on weekdays." This was seconded by Gokul. Motion carried by a 6:0 (Johnston absent) vote.

- 9.4 Financial Policy Update
Recommendation: Direct staff to bring back a resolution for adoption at the next Council Meeting.
Staff Contact: Ryan Wagner, Director of Finance and HR

Director of Finance and HR Ryan Wagner summarized the proposed changes that are recommendations from the 2021 Financial/Accountability audit completed on January 23, 2023. The proposed changes include accounts payable, and authorizing an Audit Officer for the city, and to issue warrants prior to Council approval.

ACTION: Motion Reeves to direct staff to establish a resolution to amend the financial policy for the City of Medina as proposed. This was seconded by Zook and carried by a 6:0 (Johnston absent) vote.

9.5 City Manager Review

Recommendation: Discussion and direction.

Staff Contacts: Stephen R. Burns, City Manager and Jessica Rossman, Mayor

Mayor Rossman gave a quick update and noted that the Personnel Committee will be recommending a process that includes conducting a 360 written reflection from the City Manager and from City Councilmembers to be combined together for a final review of the City Manager.

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

None.

11. **PUBLIC COMMENT**

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

12. **EXECUTIVE SESSION**

Council moved into Executive Session for an estimated time of 15 minutes at 9:00 p.m.

RCW 42.30.110 (1)(c)

To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public.

Council moved back into the regular meeting at 9:05 p.m.

ACTION: No action was taken following the Executive Session.

13. **ADJOURNMENT**

By consensus, Council adjourned the regular meeting at 9:05 p.m.