



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person  
Monday, June 12, 2023 – 5:00 PM

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### MINUTES

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

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

#### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Cynthia Adkins  
Councilmember Jennifer Garone (online, out at 7:15 p.m.)  
Councilmember Harini Gokul (in person, left at 6:55 p.m., then online at 7:22 p.m.)  
Councilmember Mac Johnston (online, out at 6:28 p.m.)  
Councilmember Bob Zook

#### ABSENT

None

#### STAFF

Burns, Missall, Sass, Wagner, Keyser, Gidlof, Osada, Wilcox, and Kellerman

#### 2. APPROVAL OF MEETING AGENDA

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

#### 3. PUBLIC COMMENT PERIOD

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

#### 4. PRESENTATIONS

##### 4.1 Professional Excellence Award Presentation - Medina Police Department by Police Chief Jeffrey R. Sass.

Medina Police Chief Jeffrey Sass presented Captain Austin Gidlof with a Professional Excellence Award.

- 4.2 Recognize Boards and Commission Volunteers by Mayor Jessica Rossman and Stephen R. Burns, City Manager

Mayor Rossman recognized outgoing city volunteer Sarah Gray for all her years of service and leadership on the Medina Parks and Recreation Board.

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

Planning Commission Chair Laura Bustamante reported that at the last meeting, the Commission considered the Housing Action Plan which is on the Council agenda for approval under Public Hearing. If approved by Council, it will be the topic of discussion for the Planning Commissions next two meetings.

Emergency Preparedness Chair Rosalie Gann reported that the next Emergency Prep meeting is scheduled for Wednesday, July 12, 2023 at 4:00 p.m.

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

Police, Development Services, Finance, Central Services, Public Works, City Attorney

Director of Finance and HR, Ryan Wagner reported that the city's annual audit was submitted and the city is waiting for the results which will be provided to Council at a future meeting.

Police Chief Jeffrey Sass gave an update on the city's new license plate reader software.

Director of Development Services Steve Wilcox gave an update on construction activities in Medina. He also noted that the building code update has been 120 days.

Director of Public Works, Ryan Osada gave an update on upcoming Public Works projects in the city.

City Manager Steve Burns gave a brief update on the gas-powered leaf blowers survey. The results will be presented to the Council at the July meeting.

## 6. **CONSENT AGENDA**

Consent agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a Councilmember or City staff requests the Council to remove an item from the consent agenda.

City Clerk, Aimee Kellerman requested to remove the May 8, 2023 City Council meeting Minutes from the agenda for corrections. The Minutes will be brought back for adoption at the first July City Council meeting.

**ACTION:** Motion Reeves second Gokul to adopt the Consent Agenda as amended. Motion carried by a 7:0 vote.

- 6.1 May 2023 - Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance Director
- 6.2 Park Board Meeting Minutes of March 20, 2023  
**Recommendation:** Receive and file.  
**Staff Contact:** Dawn Nations, Deputy City Clerk
- 6.3 Planning Commission Meeting Minutes of:  
a) March 28, 2023; and  
b) May 2, 2023.  
**Recommendation:** Receive and file.  
**Staff Contact:** Stephanie Keyser, AICP, Planning Manager
- 6.4 Draft Meeting Minutes of:  
a) City Council Meeting May 8, 2023; and  
b) Joint City Council and Planning Commission Meeting May 22, 2023.  
**Recommendation:** Adopt minutes.  
**Staff Contact:** Aimee Kellerman, CMC, City Clerk
- 6.5 Confirmation of Appointment to the Medina Planning Commission  
**Recommendation:** Confirm the following appointments:  
Planning Commission
- Laura Bustamante, Position 2
  - Evonne Lai, Position 4
  - Brian Pao, Position 1 (effective August 1, 2023)
- Staff Contact:** Aimee Kellerman, City Clerk on behalf of the Personnel Committee
- 6.6 TIB Medina Elementary Sidewalk Phase 1  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Osada, Public Works Director
- 6.7 Interlocal Cooperation Agreement Renewal 2024-2026  
**Recommendation:** Approve.  
**Staff Contact:** Stephen R. Burns, City Manager
- 6.8 Moratorium Resolution – Street Vacations  
**Recommendation:** Adopt Resolution No. 434.  
**Staff Contact:** Stephen R. Burns, City Manager
7. **LEGISLATIVE HEARING**
- None.
8. **PUBLIC HEARING**
- 8.1 Housing Action Plan  
**Recommendation:** Adopt  
**Staff Contact(s):** Stephanie Keyser, Planning Manager  
Time Estimate: 15 minutes

Planning Manager Stephanie Keyser gave a presentation on the proposed Housing Action Plan (HAP). Council discussed, asked questions, and staff responded.

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

- Miles Adam commented on the state legislators recently adopted legislation and commented on items that the state requires us to do in Medina.
- Mark Nelson commented on the Housing Action Plan (HAP) and noted that it is a document to receive the grant from the Department of Ecology (DOE).

Mayor Rossman closed the public hearing period.

**ACTION:** Motion Adkins second Zook to adopt the report as presented.

**ACTION:** Motion Adkins amends the motion to adopt Resolution No. 433 as presented. This was seconded by Zook.

Further discussion ensued.

**ACTION:** Motion Reeves to amend the motion to remove the sentence "The sample group who responded to this survey was older, whiter, and owned more homes than the median population". This was seconded by Adkins and carried by a 5:0 (Gokul and Johnston absent) vote.

**ACTION:** Council voted on the motion to approve Resolution No. 433 and adopt the Housing Action Plan as amended. Motion carried 4:1 (Garone dissented) (Gokul and Johnston absent) vote.

Council took a 10-minute recess at 5:15 p.m.

## 8.2 2024-2029 Six Year CIP, TIP, Non-TIP Plan

**Recommendation:** Discussion and direction.

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

Director of Public Works Ryan Osada gave a brief presentation on the proposed 2024-2029 Six-Year CIP/TIP/Non-TIP Plan. Council discussed, asked questions, and staff responded.

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

**ACTION:** Motion Adkins to approve the 2024-2029 Six-Year CIP/TIP/Non-TIP plan as presented. Motion carried 5:0 (Garone and Johnston absent) vote.

## 9. **CITY BUSINESS**

### 9.1 Comprehensive Plan Update

**Recommendation:** Discussion item only; no action needed.

**Staff Contact:** Stephanie Keyser, Planning Manager

Planning Manager Stephanie Keyser gave a brief update on the Medina Comprehensive Plan.

### 9.2 Overlake Golf and Country Club Street Vacation Petition

**Recommendation:** Update only; no action needed.

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

City Manager Steve Burns reported that Overlake Golf and Country Club rescinded their street vacation petition and the city considers the matter closed.

**ACTION:** Update only; no action taken.

### 9.3 E-Bike Restrictions in Medina Park

**Recommendation:** Discussion and direction.

**Staff Contact:** Jeff Sass, Police Chief

Medina Police Chief Jeffrey Sass gave a brief update to Council on e-bike restrictions in Medina's parks. Council discussed, asked questions, and staff responded.

**ACTION:** Council directed staff to look into different options for regulating e-bikes in parks, adding bike racks and include budget allocations. Another proposal for a safety plan will come to Council at a future meeting.

### 9.4 NE 12th Street Pedestrian Improvements

**Recommendation:** Discussion and direction.

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

Director of Public Works, Ryan Osada gave a brief update on the NE 12th Street Pedestrian Improvements project. He noted that the bids came back at over one million dollars to underground utilities in conjunction with sidewalk improvements, about 33 percent over than the engineer's estimate which was estimated at \$700,000.00. Council discussed, asked questions, and staff responded.

**ACTION:** Motion Zook to direct staff to go back to the contractor and come back with a proposal that does not include undergrounding and come back to Council. This was seconded by Reeves and carried by a 5:0 vote (Garone and Johnston absent).

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

Council directed staff to add a discussion on short-term housing as a future agenda item.

## 11. **PUBLIC COMMENT**

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

**12. EXECUTIVE SESSION**

Council moved into Executive Session for an estimated time of 20 minutes at 8:50 p.m.

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; and

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 9:10 p.m.

**ACTION:** No action taken following the executive session.

**13. ADJOURNMENT**

By consensus, Council adjourned the regular meeting at 9:10 p.m.

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Jessica Rossman, Mayor

Attest:

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Aimee Kellerman, City Clerk