MEDINA, WASHINGTON

MEDINA CITY COUNCIL
REGULAR MEETING

Hybrid – Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, July 13, 2026 – 5:00 PM

MINUTES

1. STUDY SESSION starts at 5:00 PM

Mayor Jessica Rossman called the study session of Monday, July 13, 2026, to order at 5:05 PM.

PRESENT
Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Michael Luis
Councilmember Heija Nunn
Councilmember Laura Bustamante
Councilmember Jeff Price

ABSENT
Councilmember Harini Gokul

STAFF
Swanson, Osada, Wagner, Wilcox, Robertson, Sass, Nations

1.1 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan
Recommendation: Discussion.
Staff Contact: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director gave an update on the 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan regarding requested changes. The stormwater vault on 28th was discussed. A biofiltration swell was discussed. Evergreen Point Road sidewalks and planter strips were discussed. Director Osada will bring the updated 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan to council at a regular meeting to be approved.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Jessica Rossman called the regular meeting of Monday, June 22, 2026, to order at 6:08 PM.

PRESENT
Mayor Jessica Rossman

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Deputy Mayor Randy Reeves
Councilmember Michael Luis
Councilmember Heija Nunn
Councilmember Laura Bustamante
Councilmember Jeff Price
Councilmember Harini Gokul (on-line at 6pm)

STAFF
Swanson, Osada, Wagner, Wilcox, Robertson, Sass, Nations

3. APPROVAL OF MEETING AGENDA

Council added an Executive Session for 10 minutes under RCW42.30.110(1)(g) item 10.1 and City Business item 10.2 Re-Appointment of Planning Commissioners.

ACTION: With no further changes proposed by consensus, the meeting agenda was approved as amended.

4. PUBLIC COMMENT PERIOD

Mayor Jessica Rossman opened the public comment period. The following individuals addressed the council:

Todd Bennett, owner of Customer Home Company, addressed the council regarding Ordinance 1052. He gave 3 suggestions regarding narrow lots, asking for changes and bonus height, roof overhang into setbacks. He gave an overview of his concerns with ordinance 1052.

Steve Burns, Medina resident, addressed the council regarding Gas Powered Leaf blowers. He offered his input on what he has heard from other residents and his concerns with banning the gas leaf blowers.

No further public comment was provided, and the public comment period was closed.

5. PRESENTATIONS

5.1 Reports and announcements from Park Board, Planning Commission, and Emergency Preparedness.

Acting City Clerk Nations reported on behalf of the Park Board. The board met for a special meeting on June 15th to discuss the park enhancement and donation policy. They will meet again on July 20th to further discuss and bring the policy to council at a later date.

No report from Planning Commission or Emergency Preparedness.

6. CITY MANAGER'S REPORT

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6.1a City Manager Monthly Report

City Manager Swanson referred council to the written report from Bellevue fire and the printed council agenda calendar.

6.1b Police Monthly Report

Chief Sass addressed the council the police received the Grant funding to add an additional officer. He reported the new parking arrangement at City Hall and signage has been implemented. The initial observations are positive. He reported that the E-Bike safety class is anticipated to be held in September. He gave an overview of coverage for Seafair weekend. Councilmember Nunn commented the traffic pattern at St. Thomas School and staff gave additional input regarding the traffic plan.

6.1c Development Services Monthly Report

Development Service Director Wilcox reported the Planning Commission met on June 23rd to discuss the outdoor lighting ordinance, and development services committee will meet on July 14th to receive a presentation from the planning consultant. The city arborist identified a diseased tree on Overlake Drive East with beetles. The arborist will address the council on July 27th with his recommendation on how to address this issue.

6.1d Finance Monthly Report

Finance Director Wagner gave an update on Medina Days expected expenses and the process of how to donate. The Hot Cakes and Hot cars event will take place on August 9. Acting City Clerk Nations gave an update regarding save date postcards and event details will all be on the city's website by July 15th. Finance Director Wagner gave a brief update on the current budget. Councilmember Luis asked questions regarding permit evaluation numbers and staff responded.

6.1e Central Services Monthly Report

Councilmember Bustamante asked question regarding public records regarding invoices. Acting City Clerk Nations gave an update and Finance Director reported he provides the check register to the requester. We find out that they are not being used for commercial use. Councilmember Bustamante asked for notice topics to be added to the report. She reported postcards from the city go to the Medina residents only in zip code 98039.

6.1f Public Works Monthly Report

Public Works Director Osada gave an update Overlake Drive East Bridge closure for repairs will be closed from July 20th closed July 31st. The detour signage will be posted on July 14th. Night work for power pole maintenance and outages on Evergreen point road. The 10-day notice will be sent out to residents who will be affected. The city will send out GovDelivery Notice as well. Councilmember Nunn asked questions and staff responded. Mayor Rossman reported the 5-way stop sign was flashing red recently. Staff will research the issue. Council asked questions regarding the goats at Fairweather Nature Preserve and continued phases of how to continue to mitigate the invasive species.

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7. CONSENT AGENDA

ACTION: Motion made by Councilmember Luis, Seconded by Deputy Mayor Reeves to approve the Consent Agenda as presented and carried by a vote of 7-0

7.1 Check Register June 2026
Recommendation: Approve.
Staff Contact: Ryan Wagner, Finance/HR Director

7.2 Draft City Council Meeting Minutes of May 11, 2026.
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

7.3 Interlocal Agreement - University of Washington
Recommendation: To approve the renewal of the law enforcement shared services ILA between the City of Medina and the University of Washington.
Staff Contact: Ryan Wagner, Finance/HR Director, Jeff Sass, Police Chief

7.4 Update of City Council Rules and Guidelines
Recommendation: Adopt Resolution No. 462.
Staff Contact: Jeff Swanson, City Manager, Jennifer Robertson, City Attorney

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

9.1 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan
Recommendation: Conduct public hearing, receive public comments for discussion.
Staff Contact: Ryan Osada, Public Works Director

Mayor Rossman opened the 2nd public hearing for the 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan.

Director Osada gave an overview of the changes from the first hearing.

1) Street improvements and storm drain projects NE 22nd Street. Asphalt Overlay and storm water improvements.

2) Project #1 sidewalk improvements will align with the Comp Plan.

The final version will be brought back to council in final form for adoption.

Deputy Mayor Reeves asked for natural bile capture zones to be discussed.

Councilmember Bustamante asked for assessments on park and open spaces for strategic planning in these spaces.

Councilmember Nunn looking forward to global goals/polices for ROW and citywide vision to making it clear to the public of the city's priorities.

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Mayor Rossman appreciates the effort of staff focus on priority-based budget.

No public testimony public hearing was closed.

10. CITY BUSINESS

10.1 Executive Session RCW42.30.110(1)(g)

Council entered the executive session at 6:59 PM 10 minutes under RCW42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Council reconvened the regular meeting at 7:15 PM.

10.2 Planning Commissioners Re-Appointment
Recommendation: Re- appoint Planning Commissioners.
Staff Contact: Jeff Swanson, City Manager and Harini Gokul, Personnel Committee Chair

Mayor Rossman gave overview of the Agenda Bill presented to council at the Dais to reappoint Planning Commissioners Li Tan-Hsu position 3 and Mark Nelson Position 7. And a request to waive the 10 notice requirements for the appointments. Personnel Committee Chair Gokul addressed the council. She thanked all the volunteers on the boards and commissions.

Personnel Committee Chair Gokul recommended to council the reappointment of Planning Commissioners Li Tan-Hsu position 3 and Commissioner Mark Nelson Position 7. The personnel committee will draft an updated policy regarding reappointments that will be brought back to council.

ACTION: Councilmember Bustamante moved to waive the 10-day council notice period in Rule 3.5.3 of the Council Rules and Guidelines to allow the Council to proceed with confirming an appointment to the Planning commission. Second by Councilmember Price vote carried 7-0.

ACTION: Councilmember Price moved to confirm the mayor's appointments of Li-Tan Hsu to Position 3 and Mark Nelson to Position 7 of the Planning Commission both for terms to expire on June 2030. Second, by Councilmember Bustamante vote carried 7-0.

Mayor Rossman and Councilmember Gokul commended both Commissioners for the dedication to the Commission and invited the community to volunteer.

11. COUNCILMEMBER REPORTS AND ROUNDTABLE

a) Council Reports

Councilmember Bustamante will be attending the July 23rd ARCH Elected officials

meeting. July 30th Issaquah groundbreaking for affordable housing. Working waterfront boat tour for King County on August 5th.

Councilmember Nunn reported she attended the SCA Solid waste for small cities. Attended the AWC conference. She spoke with a WSDOT employee who was watering the trees but not watering the lawn. She reported hearing chain saws on holiday. Requested more communication on sign codes.

Deputy Mayor Reeves thanked David Mills long time member of the community, for donating framed photos of Medina that will preserve the community's heritage. Council is honored to accept these on behalf of the city. Councilmembers Luis gave an estimated the date of the photographs are 1945 and 1933-1934 and gave some history of the story the photos tell.

Mayor Rossman reported she attended the SCA North Cacus Mayor meeting and reported many communities are applying for the grant that our Police department received and communities focusing more on public safety. She received an email regarding random no parking being put up throughout the city, City Manager Swanson responded to emails. She received noise complaints regarding pickle ball in Medina park. She agreed with need for further discussion regarding code enforcement. She did a shout out to City of Kirkland for their summer concert series. She attended the AWC annual conference with Councilmember Nunn and Price, City Manager Swanson and City Attorney Robertson. Special thanks to Councilmember Gokul for her dedication to council from a different time zone while attending to a family matter.

Councilmember Price attended the AWC conference and is excited about Medina Days.

b) Requests for future agenda items.

Mayor Rossman commented on items to get back on workplans and make council immediate priorities clearer. Council requested to arrange a city bus tour or boat tour.

12. PUBLIC COMMENT

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

13. EXECUTIVE SESSION

None.

14. ADJOURNMENT

By consensus the meeting was adjourned at 7:44 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk

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