



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person
Monday, November 27, 2023 – 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 5:00 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Cynthia Adkins
Councilmember Jennifer Garone
Councilmember Harini Gokul
Councilmember Mac Johnston
Councilmember Bob Zook

ABSENT

None

STAFF

Burns, Missall, Wilcox, Bennett and Kellerman

GUEST ATTENDEES

Planning Commission Chair Laura Bustamante
Planning Commissioner Mark Nelson

2. APPROVAL OF MEETING AGENDA

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

3. PUBLIC COMMENT PERIOD

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

4. PRESENTATIONS

None.

5. **CITY MANAGER'S REPORT**

None.

6. **CONSENT AGENDA**

ACTION: Motion Zook second Reeves and carried by a 7:0 vote, Council approved the Consent Agenda.

6.1 Interlocal Agreement for Joint Negotiation with WSDOT Regarding the Maintenance of SR 520 Facilities

Recommendation: Approve.

Staff Contact: Stephen R. Burns, City Manager

7. **LEGISLATIVE HEARING**

None.

8. **PUBLIC HEARING**

None.

9. **CITY BUSINESS**

9.1 Housing and Community Design Comprehensive Plan Elements

Recommendation: Discussion and direction.

Staff Contacts: Steve Wilcox, Director of Development Services, Jessica Rossman, Mayor, Randy Reeves, Deputy Mayor

Mayor Rossman gave an introduction to the Comprehensive Plan discussion, specifically focusing on the Housing and Community Design elements, with the goal of providing Planning Commission with the first round of Council feedback while the city is recruiting for a new Planning Manager or consultant. Council discussed, asked questions, and staff with the help of Planning Commission Chair Laura Bustamante and Commissioner Mark Nelson responded.

ACTION: Council requested that the Planning Commission consider the following changes:

- Add aesthetic or landscaping as a concept under the Vehicular Surfaces and Parking section on page 1.
- Remove the italics on the word "clutter" under the Street Design section on page 1.
- Under the Medina Landscape Plan section, page 2, consider the following changes:
 - First paragraph, revise the last sentence to read "Clear cutting is not permitted.
 - Consider clarifying bullet point number two, the meaning of screen development from City streets and from neighboring properties and come back with a proposal along those lines.

- Review all bullet points and ensure they cover maintaining privacy between neighboring properties and consider appropriate language for what the streetscape should like come back to Council with a recommendation.
 - Add a bullet point regarding screening during development.
- On page 2, last paragraph, change the first sentence to read "In addition, special design and landscaping consideration should be given to the five vehicular entry points to the City".
- On page 2 and 3, Planning Commission is to consider what should be said about the bus stop and 520 trail as entrances to the City and potentially add the word "vehicular" as a modifier to the sentence "The five "vehicular" entry points are:"
- In the second to last paragraph, the last sentence remove "Arborist" and add a period after City.
- On page 5, the last sentence should be amended to read "Property owners are required to maintain the rights-of-way landscaping adjacent to their property including mowing, weeding, snow removal, and preserving safe sight lines and access. Additionally, Planning Commission is asked to look at where requirements to maintain functional storm drainage could be added.
- Clarify historic view corridors on Legend, page 6.
- School names should be consistent (Bellevue Christian or Three Points, etc.) throughout document.
- Look at Historic/Special/Public Uses and whether it is duplicated elsewhere in the Comprehensive Plan and if it contains important direction. Also, consider deleting Landscape Plan and Landscape Key after looking at legal implications.
- Look at Public Space vs Open Space:
 - Public spaces can be a zoning term, ensure public spaces section expands the identification and discussion of open spaces throughout the city to include parks and open spaces that are not identified within the current document, as well as unopened rights-of-way and anything else that may qualify as an open space. Lastly, ensure that the revised version includes language that is related to and supports the policies that follow.
- In the second paragraph of Public Space replace "maintain" with "preserve" for the sentence to read: It is the intent of the City to preserve this landmark.
- Consider whether there is an appropriate policy on specific design elements for mailboxes.
- Remove policy CD-P5 in lieu of and in reference to policy CD-P10.
- Review and consider if the following should be deleted or moved in Policy CD-P9: "The historic landscaping along the perimeter of the golf course is an iconic part of Medina's character and should be retained and/or replaced in the future with an appropriate selection of trees. Equally as important with this perimeter area is maintaining view corridors into the golf course which contributes a sense of added open space in the heart of the community."
- Add privacy reference to policy CD-P9.
- In policy CD-P12 add to the end of sentence: "which where feasible should be dark sky compliant and shielded from shining into nearby residential windows."
- Change policy CD-P16 to read: "Encourage community activities in public places, such as parks and public buildings. Support public art installations as appropriate."
- Review policies CD-P18 and CD-P19 for consistent language.
- Review policy CD-P24 and add language of "native biodiversity."
- Revisit policy CD-P26 and consider the following language: "Encourage vegetation and landscaping that screens the view and sightlines of houses from adjoining

residential properties, with an emphasis on preserving privacy of adjoining residential properties and reducing visual and sound impacts."

- Revisit policy CD-P27 and consider the following language: "Consider creating a voluntary program to inventory the city's trees in order to measure existing tree canopy and track any increase or decrease."
- Review policy CD-P28 and add "eradicate invasive species" where appropriate.
- Review and clarify Historic Preservation and consider adding another goal such as "Preserve Medina's public historic district to include the green store and post office."

At this point (7:15 PM) Council took a 15-minute recess. The full Council recovered into the regular meeting at 7:30 PM.

ACTION: Motion Garone to defer the Housing Element discussion to the January 2024 City Council meeting and defer the Executive Session discussion to the December 11, 2023 City Council meeting. This was seconded by Johnston and carried by a 7:0 vote.

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

Councilmember Garone asked for a defined process and timeline for the City Attorney recruitment. Garone also requested discussion for when the city puts up a permitting sign for houses, where it should be posted appropriately for a private lane.

Councilmember Gokul requested an update on the Planning Manager recruitment.

11. **PUBLIC COMMENT**

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

12. **EXECUTIVE SESSION**

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: None. Council did not meet in Executive Session.

13. **ADJOURNMENT**

Motion Zook second Johnston, Council adjourned the regular meeting at 7:36 p.m.