



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, April 14, 2025 – 5:00 PM

MINUTES

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

Mayor Rossman called the regular meeting of the Medina City Council to order in the Council Chambers at 5:05 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen
Councilmember Harini Gokul
Councilmember Mac Johnston
Councilmember Michael Luis
Councilmember Heija Nunn

STAFF

Osada, Sass, Nations, Wagner, Wilcox, Robertson, Archer

2. **APPROVAL OF MEETING AGENDA**

By consensus, the meeting agenda was approved as amended. Council added an Executive Session to become agenda item 4 and the agenda items all shift down in numbering. Council added specific public comments for agenda item 10. 2 to be heard at that time.

3. **PUBLIC COMMENT PERIOD**

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

1. Alex Tsimerman, he commented on trespasses at various agencies.
2. Mark Nelson addressed the council regarding the petition he presented to Medina residents asking if they would like to have the Kitchen and Market store to be open on all holidays. He will share this petition and the proposed change to the current policy at a future meeting. He voiced concerns and gave suggestions about the NE 12th Street landscaping and irrigation.

With no further comments, public comments was closed.

4. EXECUTIVE SESSION

- 4.1 The Council entered Executive Session for an estimated duration of 30 minutes pursuant to RCW 42.30.110 1(i). The Council reconvened the regular meeting and announced they would extend the Executive Session, an additional 15 minutes and reconvene at 6 PM.

Mayor Rossman discussed the work of the personnel committee and proposed action for the council to consider. The council thanked Steve Burns for his service and wished him the best in his well-deserved retirement. The personnel committee has identified GMC consultants to assist with the recruitment and hiring of a new City Manager which could take up to 4 months. The firm identified several strong candidates to serve as interim City Manager while conducting a thorough and thoughtful search for a new City Manager. The personnel committee recommended Jeff Swanson to serve as the Interim City Manager. Mayor Rossman gave a brief background on Mr. Swanson.

ACTION: Deputy Mayor Reeves moved to authorize the mayor to execute an agreement with Interim City Manager Jeff Swanson and an associated separation agreement with Steve Burns. The motion was seconded by Councilmember Johnston and carried by a vote of 7-0.

5. PRESENTATIONS

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

Ryan Osada, Public Works Director presented the Park Board report on behalf of Park Board Chair Collette McMullen. He shared the recap on the Easter Egg Hunt. It was reported to be a great success. Council extended a huge thank you to the Park Board for their efforts to reorganize this community event and make it successful. Osada also gave updates on upcoming events, Arbor Day celebration on April 25th at 10 a.m. and Weeding/Spring cleanup work party on April 29th at 10 a.m.

Planning Commission Chair Laura Bustamante reported the Planning Commission met on March 25th they reviewed the Middle Housing survey results, presented with the calendar for the remaining middle housing tasks, reviewed Middle Housing and Subdivision ordinance drafts and provided comments to present to council before adoption.

Emergency Preparedness – On behalf of chair Gann, Mayor Rossman extended a thank you to the city for adding information on Emergency Preparedness in the newsletter.

6. CITY MANAGER'S REPORT

Given the heavy agenda, department directors submitted written reports for Council review. Council members had the opportunity to ask questions which staff addressed.

Director of Finance and HR Ryan Wagner provided an update on the city's financial status. Council asked for concrete numbers when entering the 2026 Budget planning period.

Director of Development Services Steve Wilcox reported the T-Mobile Hearing will be on April 16, 2025, and the release of the staff report for the Overlake Golf and Country Club proposed 50-foot fence hearing on May 15, 2025.

Medina Police Chief Sass announced Shredder Day is April 19th at 9 a.m. at Medina Park. He gave an update on recent police activities.

Director of Public Works Ryan Osada provided an update that trail signage is an on-going project and public works will be adding a trail map to the notice boards.

7. CONSENT AGENDA

ACTION: Councilmember Johnston moved to approve the Consent Agenda. The motion was seconded by Councilmember Gokul and carried by a vote of 7-0.

7.1 March 2025 Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, HR/Finance Director

7.2 Park Board Meeting Minutes of January 21, 2025

Recommendation: Receive and file.

Staff Contact: Dawn Nations, Deputy City Clerk

7.3 Planning Commission Meeting Minutes of January 28, 2025

Recommendation: Receive and file.

Staff Contact: Dawn Nations, Deputy City Clerk

7.4 Draft City Council Meeting Minutes of:

a) February 24, 2025; and

b) March 10, 2025.

Recommendation: Adopt minutes.

Staff Contact: Aimee Kellerman, CMC, City Clerk

7.5 2025 Proclamation: Sexual Assault Awareness and Prevention Month

Recommendation: Adopt Proclamation.

Staff Contact: Stephen R. Burns, City Manager

7.6 Proclamation: 56th Annual Professional Municipal Clerks Week May 4-May 10, 2025

Recommendation: Adopt Proclamation.

Staff Contact: Aimee Kellerman, CMC, City Clerk

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

None.

10. CITY BUSINESS

10.1 City Manager Recruitment

Recommendation: Discussion and direction.

Staff Contacts: Ryan Wagner, Finance/HR Director and Charlotte Archer, Assistant City Attorney

Ryan Wagner, Finance/HR Director gave an update on the recruitment process. The job was posted on March 17th and the first review was April 13th. He reported GMC

consultants will conduct the first-round interviews and candidates will be presented to council on April 28, 2025. The city received 26 applications. GMC consultants will prepare a confidential packet will be distributed to the council the week of April 21st.

10.2 NE 12th Street Landscape Update

Recommendation: Discussion and direction.

Staff Contact: Ryan Osada, Public Works Director

Public Comment - Louise Reider commented on the NE 12th Street Landscaping project and thanked council and Ryan Osada for follow up and information. She extended her support for the project.

Ryan Osada, Public Works Director, gave a presentation on the different cost options for council to direct staff on what direction they should move forward with for the project. Council asked questions and staff responded.

ACTION: Councilmember Johnston motion to move forward with draft resistant plants only, do not stub in the irrigation and use water buffalo watering system. The motion was seconded by Councilmember Luis

Motion to Amend the underlining motion by Gokul to review the plants to make ensure the draught tolerance and identify the funds to use the water buffalo system. Motion to Amend seconded by Deputy Reeves carried vote of 5-2.

Motion as Amended is to direct staff to move forward using draught tolerate plants and review the plant list to make sure they are truly draught tolerant and to identify appropriate funds to water the plants until well established using the water buffalo system. Vote carried by a vote of 5-2.

Council members spoke for and against the motion.

10.3 Medina Park Donation Update

Recommendation: Discussion and direction.

Staff Contact: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director, gave a brief update. The Park Board advised staff to draft a policy on this donation and future park donations. Osada will present the draft policy to the park board for discussion and direction at a later meeting. Once the Park Board gives input on the policy it will be presented to the council later this year for review and possible resolution adoption. Osada will contact the donor and update them on the next steps.

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

None.

12. **PUBLIC COMMENT**

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

13. **EXECUTIVE SESSION**

The Council entered Executive Session for an estimated duration of 45 minutes pursuant to RCW 42.30.110 (1)(i). No action was taken following the Executive Session, and the council adjourned from Executive Session.

14. **ADJOURNMENT**

Council adjourned from Executive Session.

Meeting minutes taken by Dawn Nations, Deputy City Clerk

DRAFT