



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person  
Medina City Hall – Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, March 10, 2025 – 5:00 PM**

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### MINUTES

#### 1. **STUDY SESSION**

Mayor Rossman called the study session to order in the Medina Council Chambers at 5:03 p.m.

##### PRESENT

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

##### ABSENT

Councilmember Joseph Brazen

##### STAFF

Burns, Robertson, Kesler, Sass, Osada, Wilcox, Wagner, Kellerman

#### 1.1 City Council Retreat Planning

**Contacts:** Mayor Jessica Rossman, Councilmembers Joseph Brazen, Councilmember Heija Nunn, City Manager Steve Burns and City Clerk Aimee Kellerman

Councilmember Nunn provided a summary of the three retreat facilitators interviewed and shared her recommendation for the facilitator she believed would be the best fit for the City Council's upcoming retreat. The Council then discussed her recommendations.

**ACTION:** Council directed staff to engage the third facilitator for services starting at \$0 and to present service options. The Council intends to facilitate its own retreat but requires a neutral party to meet individually with Councilmembers. This facilitator will help align perspectives and establish a foundation for a productive group discussion. Additionally, once staff receives a new proposal, it will be distributed to Council for review and feedback before the next Council meeting for discussion.

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

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 6:00 PM.

**PRESENT**

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

**ABSENT**

Councilmember Joseph Brazen

**STAFF**

Burns, Robertson, Kesler, Sass, Osada, Wilcox, Wagner, Kellerman

**3. APPROVAL OF MEETING AGENDA**

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

**4. PUBLIC COMMENT PERIOD**

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

1. Alex Tsimertman commented on the City of Bellevue's trespass policy.
2. Cindy Spengler voiced concerns about the NE 12th Street landscaping project, citing issues with communication, lack of community input, and irrigation costs.
3. Jeff Spengler raised concerns about the contractor selection process, the disappearance of a contractor, Blackfish, and questioned the cost of a grant related to middle housing.
4. Wady Milner expressed concerns about a private road construction project and the city's public records request process, which she felt caused delays in accessing permit applications.

With no further comments, public comments was closed.

## 5. **PRESENTATIONS**

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

Park Board Chair Collette McMullen shared updates on upcoming events, including the Easter Egg Hunt and Arbor Day celebration.

Planning Commission Chair Laura Bustamante reported that the Medina Planning Commission's February meeting was canceled due to power outages from the storm. She also emphasized the need for a clear strategy on affordable housing.

Emergency Preparedness Chair Rosalie Gann shared the committee's insights on the February storm, highlighting key lessons learned and best practices for future preparedness. To ensure residents without internet access received updates, the Police Chief arranged for E-lets to be printed and posted at Medina Park. Gann noted that during her visit to the park, she observed someone reading and photographing the posted notices, reinforcing the effectiveness of this approach as a key lesson learned for future emergency communication efforts.

Mayor Jessica Rossman reported that Eastside Transportation is updating its agreement, which is included on the Consent Agenda for Council's consideration and approval.

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

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

**ACTION:** Councilmember Nunn moved to direct the staff to create a clearly marked and easy to find section on the website for public notices, first prioritizing hearing examiner activity. The motion was seconded by Councilmember Johnston and carried by a vote of 6-0.

## 7. **CONSENT AGENDA**

**ACTION:** Councilmember Johnston moved to approve the Consent Agenda. The motion was seconded by Councilmember Nunn and carried by a vote of 6-0.

### 7.1 February 2025, Check Register

**Recommendation:** Approve.

**Staff Contact:** Ryan Wagner, Finance/HR Director

### 7.2 Draft City Council Meeting Minutes of February 10, 2025

**Recommendation:** Adopt minutes.

**Staff Contact:** Aimee Kellerman, CMC, City Clerk

### 7.3 Collective Bargaining Agreement – City of Medina and Teamsters

**Recommendation:** Approve.

**Staff Contacts:** Stephen R. Burns, City Manager and Finance/HR Director Ryan Wagner

7.4 Updated Eastside Transportation Partnership Agreement

**Recommendation:** Approve.

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

7.5 City Manager Recruitment

**Recommendation:** Approve.

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

8. **LEGISLATIVE HEARING**

None.

9. **PUBLIC HEARING**

None.

10. **CITY BUSINESS**

10.1 Middle Housing Update

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

**Staff Contacts:** Jonathan G. Kesler, AICP – Planning Manager and Kirsten Peterson, Senior Project Manager, SCJ Alliance

Planning Manager Jonathan Kesler gave an update on the Middle Housing project proposed timeline. Council asked questions and staff responded.

**ACTION:** Discussion only; no action taken. Council directed staff to move public hearing from the May 27 City Council meeting to the May 12 City Council meeting.

10.2 Business License Discussion

**Recommendation:** Discussion and approval.

**Staff Contact:** Ryan Wagner, Finance & HR Director

Director of Finance and HR, Ryan Wagner, provided an introduction and a brief overview of the business license initiative. He outlined two potential “go live” dates for implementation: either in the fourth quarter of 2025 or in March 2026. Council discussed, asked questions, and staff responded.

**ACTION:** Deputy Mayor Reeves moved that the city officially launch businesses at some point in the fourth quarter of 2025 and secondly, that the Finance Committee collaborate with city staff and the Department of Revenue to draft and finalize the business requirements necessary for implementing business licenses in Medina. Councilmember Gokul seconded the motion and carried by a vote of 6-0.

10.3 Proposed Donation for Medina Park – Timber Framed Pavilion

**Recommendation:** Discussion and direction.

**Staff Contacts:** Ryan Osada, Director of Public Works and Stephen R. Burns, City Manager

Director of Public Works Ryan Osada gave a presentation on a proposed timber-framed pavilion, a generous donation offered by a Medina resident in memory of a recently passed loved one, to be placed in Medina Park. Council discussed, asked questions, and staff responded.

**ACTION:** Council directed the Medina Parks and Recreation Board to consider this donation and also to consider it as part of the parks process going forward, and then come back to Council with recommendations.

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

None.

12. **PUBLIC COMMENT**

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

Mark Nelson commented on Council's discussion regarding the second public hearing for Middle Housing and encouraged Councilmembers to attend the first public hearing at the Planning Commission. He suggested that doing so could help generate ideas that may inform potential changes or additions to the code.

In addition, he expressed support for Council's recommendation to refer the proposed timber-framed pavilion donation to the Park Board for review and input. He also recommended inviting the City's arborist to that meeting, noting that their expertise could provide insight into how the pavilion's placement might impact nearby trees.

With no further comments, the public comment period was closed.

13. **EXECUTIVE SESSION**

**ACTION:** Mayor Rossman amended the agenda to reorder the Executive Session items. By consensus, the amended agenda was approved.

The Council entered Executive Session for an estimated duration of 15 minutes pursuant to RCW 42.30.110(1)(b).

**ACTION:** No action was taken following the Executive Session.

The Council reconvened the regular meeting and announced they would enter a second Executive Session, estimated to last 25 minutes, pursuant to RCW 42.30.110(1)(i). No action will be taken, and the meeting will adjourn directly from Executive Session.

**14. ADJOURNMENT**

Council adjourned from the Executive Session at 9:15 p.m.

DRAFT