



## MEDINA CITY COUNCIL

Monday, March 09, 2026

5:00 PM – STUDY SESSION  
6:00 PM - REGULAR MEETING

### AGENDA

#### VISION STATEMENT

Medina is a family-friendly, diverse and inclusive community on the shores of Lake Washington. With parks and open spaces, Medina is a quiet and safe small city, with active and highly-engaged residents. Medina honors its heritage while preserving its natural environment and resources for current and future generations.

#### MISSION STATEMENT

Ensure efficient delivery of quality public services, act as responsible stewards of Medina's financial and natural resources, celebrate diversity, leverage local talent, and promote the safety, health, and quality of life of those who live, work, and play in Medina.



**MEDINA, WASHINGTON**  
**MEDINA CITY COUNCIL**  
**SPECIAL AND REGULAR MEETING**

Hybrid - Virtual/In-Person  
Medina City Hall – Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, March 09, 2026 – 5:00 PM**

---

**AGENDA**

**MAYOR** | Jessica Rossman

**DEPUTY MAYOR** | Randy Reeves

**COUNCIL MEMBERS** | Laura Bustamante, Harini Gokul, Michael Luis,  
Heija Nunn

**CITY MANAGER** | Jeff Swanson

**CITY ATTORNEY** | Jennifer S. Robertson

**ACTING CITY CLERK** | Dawn Nations

**Hybrid Meeting Participation**

The Medina City Council has moved to hybrid meetings, offering both in-person and online meeting participation. Medina City Council welcomes and encourages in-person public comments. To participate in person, please fill out a comment card upon arrival at City Hall and turn it in to the City Clerk. To participate online, please register your request with the City Clerk at 425.233.6410 or email [dnations@medina-wa.gov](mailto:dnations@medina-wa.gov) and leave a message before 2PM on the day of the Council meeting; please reference Public Comments for the Council meeting on your correspondence. The City Clerk will call you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit. The city will also accept written comments to [Council@medina-wa.gov](mailto:Council@medina-wa.gov) at any time.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/82744321998?pwd=oNyGHuaSIKurNS5fXbsbi5pOHT3RYH.1>

Meeting ID: 827 4432 1998

Passcode: 311113

One tap mobile

+12532158782 US (Tacoma)

1. **STUDY SESSION starts at 5:00 PM**

The Study Session is an informal discussion for the City Council. This session is held in person only and is not recorded. The public is welcome to attend; however, Zoom access will not be available until the regular meeting begins at **6:00 PM.**

- 1.1 SAO Exit Conference Presentation  
**Staff Contact:** Ryan Wagner, Finance/HR Director

Time Estimate: 20 minutes

- 1.2 CJTC Grant - Public Safety Sales and Use Tax  
**Recommendation:** Discussion.  
**Staff Contact:** Jeff Sass, Police Chief

Time Estimate: 30 minutes

The Regular meeting will start at 6:00 PM.

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

Council Members Bustamante, Gokul, Luis, Nunn, Reeves, Rossman

3. **APPROVAL OF MEETING AGENDA**

4. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Virtual City Council meeting may register their request with the City Clerk at 425.233.6410 or email [dnations@medina-wa.gov](mailto:dnations@medina-wa.gov) and leave a message **before 2PM** on the day of the Council meeting. Please reference Public Comments for the Council Meeting on your correspondence. The City Clerk will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

5. **PRESENTATIONS**

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

Time Estimate: 10 minutes

6. **CITY MANAGER'S REPORT**

Time Estimate: 30 minutes

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

- 6.1a City Manager Monthly Report

- 6.1b Police Monthly Report

- 6.1c Development Services Monthly Report
- 6.1d Finance Monthly Report
- 6.1e Central Services Monthly Report
- 6.1f Public Works Monthly Report

**7. CONSENT AGENDA**

Time Estimate: 5 minutes

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.

- 7.1 February 2026 Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance/HR Director
- 7.2 Draft City Council Meeting Minutes of January 26, 2026.  
**Recommendation:** Adopt minutes.  
**Staff Contact:** Dawn Nations, Acting City Clerk
- 7.3 Medina Park - North Pond Invasive Vegetation Removal Project  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Osada, Public Works Director
- 7.4 City Hall Water Filler Station to Replace the Water Cooler Service  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Osada, Public Works Director
- 7.5 IT Contract  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance/HR Director

**8. LEGISLATIVE HEARING**

None.

**9. PUBLIC HEARING**

None.

**10. CITY BUSINESS**

- 10.1 Tree Code Recommendations  
**Recommendation:** Referral to Planning Commission.  
**Staff Contact:** Steve Wilcox, Development Services Director

Time Estimate: 15 minutes

- 10.2 CJTC Grant - Public Safety Sales and Use Tax  
**Recommendation:** Discussion and adoption.  
**Staff Contact:** Jeff Sass, Police Chief

Time Estimate: 10 minutes

- 10.3 Draft Planning Commission Workplan  
**Recommendation:** Discussion and direction.  
**Staff Contact:** Jeff Swanson, City Manager

Time Estimate: 20 minutes

- 10.4 Process for Filling Council Vacancy  
**Recommendation:** Discussion and direction.  
**Staff Contact:** Jeff Swanson, City Manager

Time Estimate: 20 minutes

11. **COUNCILMEMBER REPORTS AND ROUNDTABLE**

- a) Council Reports
- b) Requests for future agenda items.

12. **PUBLIC COMMENT**

Comment period is limited to 10 minutes. Speaker comments are limited to one minute per person.

13. **EXECUTIVE SESSION**

Time Estimate: 10 minutes

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

Time Estimate: 15 minutes

RCW 42.30.110 (1)(g)

To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to **RCW 42.30.140(4)**, discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual

employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

**14. ADJOURNMENT**

Next Joint City Council and Park Board Meeting: March 16, 2026, at 5 PM.

Next regular City Council Meeting: March 23, 2026, at 5 PM.

### **ADDITIONAL INFORMATION**

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Medina City Hall.

The agenda items are accessible on the City's website at [www.medina-wa.gov](http://www.medina-wa.gov) on Thursdays or Fridays prior to the Regular City Council Meeting.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (425) 233-6410 at least 48 hours prior to the meeting.

### **UPCOMING MEETINGS AND EVENTS**

***Monday, March 16, 2026 - Joint City Council/Park Board Meeting (5:00 PM)***

Monday, March 23, 2026 - City Council Meeting (5:00 PM)

Monday, April 13, 2026 - City Council Meeting (5:00 PM)

Monday, April 27, 2026 - City Council Meeting (5:00 PM)

**May Council Retreat DATE TBD**

Monday, May 11, 2026 - City Council Meeting (5:00 PM)

***Monday, May 25, 2026 - Memorial Day - City Hall Closed***

Tuesday, May 26, 2026 - City Council Meeting (5:00 PM)

Monday, June 8, 2026 - City Council Meeting (5:00 PM)

***Friday, June 19, 2026 - Juneteenth - City Hall Closed***

Monday, June 22, 2026 - City Council Meeting (5:00 PM)

***Friday, July 3, 2026 - Independence Day - City Hall Closed***

Monday, July 13, 2026 - City Council Meeting (5:00 PM)

Monday, July 27, 2026 - City Council Meeting (5:00 PM)

Monday, August 24, 2026 - City Council Meeting (5:00 PM)

Monday, September 14, 2026 - City Council Meeting (5:00 PM)

Monday, September 28, 2026 - City Council Meeting (5:00 PM)

Monday, October 12, 2026 - City Council Meeting (5:00 PM)

Monday, October 26, 2026 - City Council Meeting (5:00 PM)

Monday, November 9, 2026 - City Council Meeting (5:00 PM)

Monday, November 16, 2026 - City Council Meeting (5:00 PM)

Monday, December 14, 2026 - City Council Meeting (5:00 PM)

***Monday, December 28, 2026 - City Council Meeting Canceled***

### **CERTIFICATION OF POSTING AGENDA**

The agenda for Monday, March 9, 2026, Regular Meeting of the Medina City Council was posted and available for review on Thursday, March 5, 2026, at City Hall of the City of Medina, 501 Evergreen Point Road, Medina, WA 98039. The agenda is also available on the city website at [www.medina-wa.gov](http://www.medina-wa.gov).