



## MEDINA CITY COUNCIL

Monday, September 08, 2025

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, September 08, 2025 – 5:00 PM**

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**REVISED - AGENDA**

**MAYOR** | Jessica Rossman

**DEPUTY MAYOR** | Randy Reeves

**COUNCIL MEMBERS** | Joseph Brazen, Harini Gokul, Mac Johnston, 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=oNyGHuaSlKurNS5fXbsbi5pOHT3RYH.1>

Meeting ID: 827 4432 1998

Passcode: 311113

One tap mobile

+1 253 205 0468

+1 253 215 8782

## **Study Session Information**

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. STUDY SESSION/PRESENTATION**

#### **1.1 Presentation on Tree Canopy Assessment by Facet**

**Recommendation:** Discussion item. Council may wish to make a motion to direct staff using the items listed under "Potential Direction" as a guide, or otherwise.

**Staff Contact:** Steven Wilcox, Development Services Director

Time Estimate: 50 minutes

The Regular meeting will start at 6:00 PM

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

Council Members Brazen, Gokul, Luis, Johnston, Nunn, Reeves, Rossman

### **3. APPROVAL OF MEETING AGENDA**

### **4. SPECIAL PRESENTATION**

#### **4.1 Recognition of Lifeguards**

Time Estimate: 10 minutes

### **5. 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.

### **6. PRESENTATIONS**

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

Time Estimate: 10 minutes

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

Time Estimate: 30 minutes

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

- 7.1a City Manager Monthly Report
- 7.1b Police Monthly Report
- 7.1c Development Services Monthly Report
- 7.1d Finance Monthly Report
- 7.1e Central Services Monthly Report
- 7.1f Public Works Monthly Report

## 8. **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.

- 8.1 July 2025, Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance Director
- 8.2 August 2025, Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance Director
- 8.3 Approved Park Board Minutes of May 19, 2025  
**Recommendation:** Receive and file.  
**Staff Contact:** Dawn Nations, Acting City Clerk
- 8.4 Approved Planning Commission Minutes of:  
a) May 28, 2025; and  
b) June 24, 2029.  
**Recommendation:** Receive and file.  
**Staff Contact:** Rebecca Bennett, Development Services Coordinator
- 8.5 Draft City Council Meeting Minutes of:  
a) July 14, 2025; and  
b) July 28, 2025.  
**Recommendation:** Adopt minutes.  
**Staff Contact:** Dawn Nations, Acting City Clerk

- 8.6 On-Call Professional Services Agreement - Transpo Group

**Staff Recommendation:** Approve.

**Staff Contact:** Ryan Osada, Public Works Director

- 8.7 Medina Parking Fine Ordinance – Amending MMC 10.40.070

**Recommendation:** Adopt Ordinance No. 1045.

**Staff Contacts:** Jeff Sass, Police Chief and Jennifer Robertson, City Attorney

9. **LEGISLATIVE HEARING**

None.

10. **PUBLIC HEARING**

- 10.1 Business License Ordinance

**Recommendation:** Receive public comment and direction.

**Staff Contact(s):** Ryan Wagner, Finance & HR Director, Jennifer Robertson, City Attorney

Time Estimate: 15 minutes

- 10.2 2026 Preliminary Budget Hearing

**Recommendation:** Receive public comment and direction.

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

Time Estimate: 30 minutes

11. **CITY BUSINESS**

- 11.1 Medina Complete Streets Ordinance

**Recommendation:** Adopt Ordinance No. 1044.

**Staff Contact:** Ryan Osada, Public Works Director

Time Estimate: 15 minutes

12. **REQUESTS FOR FUTURE AGENDA ITEMS**

a) Requests for future agenda items.

13. **PUBLIC COMMENT**

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

14. **EXECUTIVE SESSIONS**

Time Estimate: 90 minutes

No Action will be taken and Council will adjourn from the 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; and

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.

**15. ADJOURNMENT**

Next regular City Council Meeting: September 22, 2025, 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, September 22, 2025 - City Council Meeting (5:00PM)

Monday, October 13, 2025 - City Council Meeting (5:00PM)

Monday, October 27, 2025 - City Council Meeting (5:00PM)

Monday, November 10, 2025 - City Council Meeting (5:00PM)

***Tuesday, November 11, 2025 - Veterans Day - City Hall Closed***

Monday, November 24, 2025 - City Council Meeting (5:00PM)

***Thursday, November 27, 2025 - Thanksgiving Holiday - City Hall Closed***

***Friday, November 28, 2025 - Day After Thanksgiving Holiday - City Hall Closed***

Monday, December 8, 2025 - City Council Meeting (5:00PM)

Monday, December 22, 2025 - City Council Meeting (5:00PM)

***Thursday, December 25, 2025 - Christmas Day - City Hall Closed***

### **CERTIFICATION OF POSTING AGENDA**

The agenda for Monday, September 8, 2025, Regular Meeting of the Medina City Council was posted and available for review on Thursday, September 4, 2025, 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).