



MEDINA CITY COUNCIL

Monday, September 11, 2023

5:00 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 REGULAR MEETING

Hybrid - Virtual/In-Person

Monday, September 11, 2023 – 5:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Randy Reeves

COUNCIL MEMBERS | Cynthia F. Adkins, Jennifer Garone, Harini Gokul, Mac Johnston, Bob Zook

CITY MANAGER | Stephen R. Burns

CITY ATTORNEY | Scott Missall

CITY CLERK | Aimee Kellerman

Virtual Meeting Participation

The Medina City Council has moved to hybrid meetings, offering both in-person and online meeting participation. In accordance with the direction from Governor Inslee, masking and social distancing will be optional for those participating in person. Individuals who are participating online and wish to speak live can register their request with the City Clerk at 425.233.6411 or email akellerman@medina-wa.gov and leave a message before 2PM on the day of the September 11 Council meeting. Please reference Public Comments for September 11 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. The city will also accept written comments. Any written comments must be submitted by 2 PM on the day of the September 11 Council meeting to the City Clerk at akellerman@medina-wa.gov.

[Join Zoom Meeting](#)

Meeting ID: 819 6169 6176

Passcode: 689036

One tap mobile

+12532050468,,81961696176# US

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Adkins, Garone, Gokul, Johnston, Reeves, Rossman and Zook

2. APPROVAL OF MEETING AGENDA

3. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Virtual City Council meeting may register their request with the City Clerk at 425.233.6411 or email akellerman@medina-wa.gov and leave a message **before 2PM** on the day of the September 11 Council meeting. Please reference Public Comments for September 11 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.

4. **PRESENTATIONS**

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

Time Estimate: 10 minutes

5. **CITY MANAGER'S REPORT**

Time Estimate: 30 minutes

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

- 5.1a City Manager Monthly Report
- 5.1b Police Monthly Report
- 5.1c Development Services Monthly Report
- 5.1d Finance Monthly Report
- 5.1e Central Services Monthly Report
- 5.1f Public Works Monthly Report

6. **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.

- 6.1 July 2023, Check Register
Recommendation: Approve.
Staff Contact: Ryan Wagner, Director of Finance and HR
- 6.2 August 2023, Check Register
Recommendation: Approve.
Staff Contact: Ryan Wagner, Director of Finance and HR

- 6.3 Park Board Meeting Minutes of May 15, 2023
Recommendation: Receive and file.
Staff Contact: Dawn Nations, Deputy City Clerk
- 6.4 Planning Commission Meeting Minutes of:
a) May 24, 2023; and
b) June 27, 2023.
Recommendation: Receive and file.
Staff Contact: Stephanie Keyser, AICP, Planning Manager
- 6.5 Draft City Council Meeting Minutes of:
a) June 12, 2023; and
b) July 10, 2023.
Recommendation: Adopt Minutes.
Staff Contact: Aimee Kellerman, CMC, City Clerk
- 6.6 Civil Service Commission 2022 Annual Report
Recommendation: Approve.
Staff Contact: Dawn Nations, Civil Service Secretary
- 6.7 Gas-Powered Leaf Blower Resolution
Recommendation: Adopt Resolution No. 435.
Staff Contacts: Stephen R. Burns, City Manager and Scott Missall, City Attorney
- 6.8 Upland Road Drainage Improvements
Recommendation: Approve.
Staff Contact: Ryan Osada, Public Works Director
- 6.9 Upland Road Overlay
Recommendation: Approve.
Staff Contact: Ryan Osada, Public Works Director
- 6.10 Confirmation of Appointment to the Medina Parks and Recreation Board
Recommendation: Confirm the appointment of Hayool Park as the Youth Advisor on the Medina Parks and Recreation Board.
Staff Contact: Aimee Kellerman, City Clerk on behalf of the Personnel Committee
- 6.11 Resolution No. 436 Amending Financial Policies, Adding Accounts Payable and Expanding EFT Policy.
Recommendation: Adopt Resolution No. 436.
Staff Contact: Ryan Wagner, Finance & HR Director
- 6.12 Ordinance Amending Section 8.04.160 of the Medina Municipal Code Regarding Work Hours for Professional Yard Maintenance and Landscaping
Recommendation: Adopt Ordinance No. 1021.
Staff Contacts: Stephen R. Burns, City Manager and Scott Missall, City Attorney

7. **LEGISLATIVE HEARING**

None.

8. **PUBLIC HEARING**

8.1 2024 Preliminary Budget Proposal

Recommendation: Discussion item only.

Staff Contact: Ryan Wagner, Director of Finance and HR

Time Estimate: 30 minutes

9. **CITY BUSINESS**

9.1 Comprehensive Plan Update and Existing Conditions Report

Recommendation: Update only; no action needed.

Staff Contact: Stephanie Keyser, AICP, Planning Manger

Time Estimate: 25 minutes

9.2 Proposed Tree Management Code Violations Section – Text Amendment

Recommendation: Discussion and direction.

Staff Contact: Steve Wilcox, Development Services Director

Time Estimate: 30 minutes

9.3 City Manager Review

Recommendation: Discussion and direction.

Staff Contact(s): Scott Missall, City Attorney and Jessica Rossman, Mayor

Time Estimate: 10 minutes

9.4 E-Vehicle Helmet Law Discussion

Recommendation: Discussion and direction.

Staff Contact: Jeff Sass, Chief of Police

Time Estimate: 15 minutes

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

11. **PUBLIC COMMENT**

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

12. **EXECUTIVE SESSION**

Time Estimate: 25 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.

13. ADJOURNMENT

Next regular City Council Meeting: September 25, 2023 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 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 18, 2023 - Park Board Meeting (5:00 PM)
Monday, September 25, 2023 - City Council Meeting (5:00 PM)
Tuesday, September 26, 2023 - Planning Commission Regular Meeting (6:00 PM)
Monday, October 9, 2023 - City Council Meeting (5:00 PM)
Monday, October 23, 2023 - City Council Meeting (5:00 PM)
Tuesday, October 24, 2023 - Planning Commission Regular Meeting (6:00 PM)
Friday, November 10, 2023 - Veterans Day - City Hall Closed
Monday, November 13, 2023 - City Council Meeting (5:00 PM)
Monday, November 20, 2023 - Park Board Meeting (5:00 PM)
Thursday, November 23, 2023 - Thanksgiving Holiday - City Hall Closed
Friday, November 24, 2023 - Day After Thanksgiving Holiday - City Hall Closed
Monday, November 27, 2023 - City Council Meeting (5:00 PM)
Monday, December 11, 2023 - City Council Meeting (5:00 PM)
Wednesday, December 13, 2023 – Emergency Preparedness Meeting (4:00 PM)
Monday, December 25, 2023 - Christmas Day - City Hall Closed

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, September 11, 2023 Regular Meeting of the Medina City Council was posted and available for review on Friday, September 8, 2023 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.