



MEDINA CITY COUNCIL

Monday, November 13, 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, November 13, 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 November 13 Council meeting. Please reference Public Comments for November 13 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 November 13 Council meeting to the City Clerk at akellerman@medina-wa.gov.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/81961696176?pwd=WjRuK3ErVy9jdmmtelAvek1VeHkzUT09>

Meeting ID: 819 6169 6176

Passcode: 689036

One tap mobile

+1 253 205 0468, 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 November 13 Council meeting. Please reference Public Comments for November 13 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: 15 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 October 2023, Check Register
Recommendation: Approve.
Staff Contact: Ryan Wagner, Director of Finance and HR

- 6.2 Planning Commission Meeting Minutes of September 26, 2023
Recommendation: Receive and file.
Staff Contact: Rebecca Bennett, Development Services Coordinator
- 6.3 Draft City Council Meeting Minutes of:
a) October 9, 2023; and
b) October 23, 2023.
Recommendation: Adopt minutes.
Staff Contact: Aimee Kellerman, CMC, City Clerk
- 6.4 Resolution Accepting Donation – Adding Two Additional Digital Speed Signs for the City
Recommendation: Adopt Resolution No. 439.
Staff Contact: Jeffrey R. Sass, Chief of Police
- 6.5 Contract Change Order No. 1 – Approving Upland Road Drainage Improvements
Recommendation: Approve.
Staff Contact: Ryan Osada, Public Works Director
7. **LEGISLATIVE HEARING**
- None.
8. **PUBLIC HEARING**
- 8.1 2024 Final Budget and Salary Schedule
Recommendation: Adopt 2024 Budget Ordinance No. 1022.
Staff Contact: Ryan Wagner, Finance Director
- Time Estimate: 30 minutes
- 8.2 2024 Property Tax Levy Resolution
Recommendation: Adopt Resolution No.440.
Staff Contact: Ryan Wagner, Finance Director
- Time Estimate: 5 minutes
9. **CITY BUSINESS**
- 9.1 Council Projects - Timeline and Protocols
Recommendation: Discussion and direction.
Staff Contact: Stephen R. Burns, City Manager
- Time Estimate: 15 minutes
- 9.2 Planning Manager Recruitment Process
Recommendation: Discussion and direction.
Staff Contacts: Stephen R. Burns, City Manager, Mayor Jessica Rossman, Deputy Mayor Randy Reeves
- Time Estimate: 20 minutes

- 9.3 City Attorney Request for Proposal (RFP)
Recommendation: Discussion item only; no action needed.
Staff Contact: Stephen R. Burns, City Manager

Time Estimate: 20 minutes

- 9.4 Solid Waste Services Update
Recommendation: Discussion item only; no action needed.
Staff Contact: Stephen R. Burns, City Manager

Time Estimate: 5 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

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.

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.

Council may take action following the Executive Session.

13. ADJOURNMENT

Next regular City Council Meeting: November 27, 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

Tuesday, November 14, 2023 – Planning Commission Special Meeting - **Cancelled**

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)

December – Planning Commission Special Meeting **TBD**

Monday, December 11, 2023 - City Council Meeting (5:00 PM)

Monday, December 25, 2023 - Christmas Day - City Hall Closed

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, November 13, 2023 Regular Meeting of the Medina City Council was posted and available for review on Thursday, November 9, 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.