



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

Hybrid (In-Person/Online)  
Monday, May 09, 2022 – 5:00 PM

---

**MINUTES**

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

Mayor Rossman called the special meeting to order in the Medina Council Chambers at 5:00 p.m.

**PRESENT**

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Cynthia Adkins  
Councilmember Jennifer Garone  
Councilmember Mac Johnston

**ABSENT**

Councilmember Harini Gokul  
Councilmember Bob Zook

**STAFF PRESENT**

Steve Burns, Scott Missall, Ryan Osada, Steve Wilcox, Jeff Sass, Ryan Wagner,  
Dawn Nations, Aimee Kellerman

**2. APPROVAL OF MEETING AGENDA**

Mayor Rossman pulled Agenda Item 5.6 and moved it to City Business as Agenda Item 8.3 for a separate discussion and action.

**ACTION:** By consensus, the meeting agenda was approved as amended.

**3. PUBLIC COMMENT PERIOD**

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

- Mike Raskin comment in support of adding buffers between schools and transitional housing.

With no other speakers, Mayor Rossman closed the public comment period.

#### **4. PRESENTATIONS**

- 4.1 Presentation on Lake Washington Lake Line by Angela Chung, Bellevue Senior Planner and Linda Debolt Bellevue Utilities Assistant Director.

City of Bellevue Senior Planner, Angela Chung gave a presentation on Bellevue Utilities Lake Washington Lake Line Management Plan project. She gave a brief history on the lake line, challenges and potential replacement options. Council asked questions and she responded.

- 4.2 Planning Commission Chair Laurel Preston reported that Planning Commission is currently in discussions of moving from original grade as the zero point for new buildings and exploring the options of average existing grade.

Acting Chief Sass gave a brief summary of the April 13 Emergency Preparedness meeting.

#### **5. CONSENT AGENDA**

**ACTION:** Motion Reeves second Johnston and carried by a 5:0 (Gokul and Zook absent) vote; Council approved the Consent Agenda as amended.

- 5.1 March and April 2022, Check Register

**Recommendation:** Approve.

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

- 5.2 Approved March 29, 2022 Planning Commission Meeting Minutes

**Recommendation:** Receive and file.

**Staff Contact:** Rebecca Bennett, Development Services Coordinator

- 5.3 Draft City Council Meeting Minutes of:

a) April 11, 2022 Regular Meeting; and

b) April 25, 2022 Regular Meeting.

**Recommendation:** Adopt Minutes.

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

- 5.4 Proclamation recognizing "National Police Week" and "Peace Officer Memorial Day"

**Recommendation:** Approve.

**Staff Contact:** Jeffrey R. Sass, Acting Chief

- 5.5 Proclamation in Recognition of Safe Boating Week: May 21 - 27, 2022

**Recommendation:** Approve.

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

- 5.6 Amendments to Medina Municipal Code Section 16.40.060 Building Permit Expiration

**Recommendation:** Approve.

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

#### **6. LEGISLATIVE HEARING**

None.

7. **PUBLIC HEARING**

None.

8. **CITY BUSINESS**

8.1 Management Transition Plan

**Recommendation:** Discussion.

**Staff Contact:** Scott Missall, City Attorney

City Attorney Scott Missall gave a brief update on the Management Transition Plan.

**ACTION:** Update only; no action taken.

8.2 Permanent and Supportive Transitional Housing - 1,000 ft Buffer Update

**Recommendation:** Update and discussion. Council may take action.

**Staff Contact:** Scott Missall, City Attorney

City Attorney Scott Missall gave an update on his research on buffers between schools and permanent and supportive transitional housing. Council discussed, asked questions and staff responded.

**ACTION:** Motion Reeves facilities shall be located at least 600 feet from an elementary school, middle school, and high school. Distance shall be measured in a straight line between the closest property line of the school and closest property line of the facility. This was seconded by Garone.

Council continued discussion.

**ACTION:** Reeves withdrew motion.

**ACTION:** Motion Reeves facilities shall be located at least 600 feet from a preschool, elementary school, middle school, and high school. Distance shall be measured in a straight line between the closest property line of the school and closest property line of the facility. This was seconded by Garone. Council either spoke in favor of or against the motion.

Motion failed 3:2 (Adkins, Johnston, and Rossman dissented) (Gokul and Zook absent) vote.

**ACTION:** Council directed staff to consult with local experts and evaluate different buffers, siting issues and resident screening processes.

8.3 Passport Services Reinstatement

**Recommendation:** Approve.

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

Councilmember Adkins commented on concerns about impacts to staff and potential traffic increase by being a regional resource with reinstatement of passport services. City Clerk, Aimee Kellerman responded to the concerns.



**ACTION:** By consensus, Council agreed to reinstate passport services.

**9. INTERIM CITY MANAGER'S REPORT**

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

Director of Development Services gave a brief summary of activities in Development Services.

Director of Public Works Ryan Osada gave a brief update on the Medina playground project. The grand opening Park Board celebration will be June 4 at 10:00 am.

Director of Finance and Human Resources Ryan Wagner gave a brief update of the city's finances. Will be scheduling a Finance Committee meeting in June.

Acting Chief Jeff Sass gave a brief summary of the October officer involved shooting for the new Councilmembers.

Interim City Manager Steve Burns gave a summary of his report. University of Washington conducted a high-speed test at the PACCAR technical center track in Mount Vernon on March 11 for the SR 520 Expansion Joint and will provide the city manager with an update over the next few weeks.

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

Councilmember Garone asked about replacement budget for a new willow tree at Medina Park. Director of Public Works, Ryan Osada responded and confirmed that staff does have budget and will be planting a new willow tree in the fall.

**11. PUBLIC COMMENT**

Mayor Rossman opened the public comment period. There were no speakers. Subsequently, public comment was closed.

**12. EXECUTIVE SESSION**

RCW 42.30.140(4)(a)

Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

Council moved into Executive Session for up to 30 minutes at 8:09 p.m.

Council adjourned the executive session back into the regular meeting at 8:28 p.m.

**ACTION:** Motion Reeves to ratify the agreement by and between the City of Medina, Washington and the City of Medina Patrol Officers Collective, January 1, 2022 through December 31, 2026. This was seconded by Adkins and carried by a 5:0 (Gokul and Zook absent) vote.

**13. EXECUTIVE SESSION**

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 moved into executive session for up to 30 minutes at 8:31 p.m.

Council adjourned the executive session back into the regular meeting at 8:40 p.m.

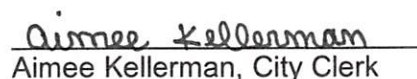
**ACTION:** No action was taken following the executive session.

**14. ADJOURNMENT**

By consensus, Council adjourned the regular meeting at 8:41 p.m.

  
Jessica Rossman, Mayor

Attest:

  
Aimee Kellerman, City Clerk