



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, October 13, 2025 – 5:00 PM

MINUTES

1. STUDY SESSION

Mayor Rossman called the study session of the Medina City Council to order in the Council Chambers at 5:06 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen (arrived at 5:29pm)
Councilmember Harini Gokul (on-line)
Councilmember Mac Johnston
Councilmember Michael Luis
Councilmember Heija Nunn

STAFF

Swanson, Osada, Wilcox, Wagner, Sass, Nations, Robertson

1.1 2026 Preliminary Budget -Deep Dive

Ryan Wagner, Finance/HR Director gave a presentation on the Preliminary 2026 Budget and specific department proposed budget items. Council discussed, asked questions and staff responded.

ACTION: Discussion only; no action taken.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the regular meeting of the Medina City Council to order in the Council Chambers at 6:02 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen
Councilmember Harini Gokul (on-line)
Councilmember Mac Johnston

Councilmember Michael Luis
Councilmember Heija Nunn

STAFF
Swanson, Osada, Wilcox, Wagner, Sass, Nations, Robertson

3. APPROVAL OF MEETING AGENDA

Mayor Rossman added the request to add ADU discussion to a future agenda.

Councilmember Johnston made a motion to add Gas Powered Leaf Blowers to the agenda. Councilmember Luis seconded the motion. Councilmember Johnston spoke in favor of the motion. He proposed that council discuss and provide the city manager direction to bring back a draft ordinance at the next meeting.

Councilmember Nunn voiced concern to add this agenda item and discuss at the meeting without noticing the public.

Councilmember Luis stated creating draft ordinance giving the public a place to start and comment.

Ryan Osada gave a brief description of what will take place at the study session on October 27 meeting. There will be a demonstration and discussion as to next steps.

Mayor Rossman stated the topic should be added to a future agenda when the public has been noticed and staff can be more prepared to address council questions.

City Manager Jeff Swanson gave a brief update from the July council study session regarding the direction council gave to staff to purchase a gas-powered leaf blower, collect data and report back to council for further discussion.

City Attorney Jennifer Robertson gave further clarification that a complete agenda bill will be provided in the council packet for the October 27th meeting.

Councilmember Johnston withdrew his motion to add the discussion to this meeting and requested the Gas-Powered Leaf Blower discussion points be added to the October 27th Study Session and City Business item for discussion. It would then be brought back at the November 19th council meeting for further discussion for a draft ordinance.

ACTION: By censuses the meeting agenda was approved as presented.

4. PUBLIC COMMENT PERIOD

Mayor Jessica Rossman opened the public comment period. The following individuals addressed the Council:

Mark Nelson responded to comments from the study session. He gave background regarding rocks in the ROW. He suggested that the rules be provided to new homeowners and inform the public regarding the rules for ROW usage and maintenance. He addressed the comp plan mission statement and read it to the council. He stated the vision of a comp plan.

Mark Mowat submitted his public comment in person at City Hall regarding the Critical Area Ordinance with particular concern for the utilization of Site Potential Tree Height to determine substantially increased stream buffers. His entire public comment was emailed to the council and is attached to the agenda packet for record.

5. PRESENTATIONS

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

Planning Commission Chair Laura Bustamante gave update regarding planning commission meeting on Sept. 23rd regarding the introduction of the Critical Areas Update initial draft code and stated the Planning Commission gave feedback regarding the presentation from FACET. The Commissioners will look at the code at the October 28th planning commission meeting. She asked the residents who wish to comment; provide written comments. She advised council read the draft revised code before commenting to residents.

Mayor Rossman and Jeff Swanson gave update Eastside Transportation Partnership meeting regarding information on the upcoming World Cup.

Discussion points addressed at the meeting were:

Cities should start planning for the surge of incoming people.

Short-term rentals policies should be clarified and discuss how they will be managed.

Potential Increase in Park and Ride issues.

Deputy Mayor Reeves gave brief update regarding Lake Washington/Cedar/Sammamish Watershed (WRIA 8) meeting. Reeves mentioned grant opportunities regarding water quality and habitat restoration. Medina's critical areas ordinance and the impact Lake Washington.

Councilmember Nunn gave a brief overview of the behind the scenes SeaTac tour she attended. She stated the city should start preparing for short term rentals during the World Cup games.

6. CITY MANAGER'S REPORT

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

City Manager Jeff Swanson gave a brief overview regarding updating the Development Services Committee and the importance of reconstitute the committee.

ACTION: Motion to reconstitute the Development Services Committee made by Councilmember Johnston Second Nunn. Vote Carries 7-0.

Swanson discussed meeting date changes due to upcoming holidays. He proposed moving the November 24th meeting to November 19th and cancelling the December 22 meeting.

ACTION: Motion to change meeting date and cancel Dec. 22 meeting made by Councilmember Nunn Second by councilmember Johnston. Vote carries 7-0.

There was discussion regarding the Staff/Volunteer Appreciation Luncheon and reception for outgoing councilmember Johnston. Council discussed and asked questions.

ACTION: Council directed staff to go forward with the luncheon and combine the outgoing councilmember recognition to the luncheon.

Mayor Rossman will reach out former councilmember Jennifer Garone to have her recognized at this luncheon as well.

Councilmember Gokul gave a brief introduction regarding the Indian American Government consulate. She will work with city staff to arrange a presentation at future council be for the organization to present the work they are doing and how it can assist Medina residents.

Development Services Director Steve Wilcox gave an update on the Critical Areas Update Ordinance communication to residents. He stated notices went out through GovDelivery emails, postcards, 200 letters to residents, 15 letters to property owners who will specially be impacted, signage was displayed.

Deputy Mayor Reeves addressed the Tree Canopy study. Council asked questions and staff responded.

Finance/HR Ryan Wagner Medina attended the recent AWC meeting and announced that Medina received the Risk Management Achievement award from AWC. He presented the plaque to council.

Public Works Director Ryan Osada gave update on the painting projects at City Hall and post office. Council asked questions and staff responded. Osada asked council if the city would be interested in the Washington EV charging program and stated the deadline to apply for the program is December 18th.

ACTION: Council gave direction to Osada to look into the program.

7. CONSENT AGENDA

ACTION: Motion made by Councilmember Johnston, Seconded by Councilmember Luis. Carried 7-0 vote. The meeting agenda was approved as presented.

- 7.1 September 2025, Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance/HR Director

- 7.2 Park Board Approved Meeting Minutes of July 21, 2025

Recommendation: Receive and file.

Staff Contact: Dawn Nations, Acting City Clerk

- 7.3 Planning Commission Approved Meeting Minutes of July 22, 2025

Recommendation: Receive and file.

Staff Contact: Rebecca Bennett, Development Services Coordinator

7.4 DRAFT City Council Meeting Minutes of:
a) July 14, 2025; and
b) September 8, 2025.
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

9.1 Second Public Hearing, 2026 Preliminary Budget
Recommendation: Receive public comment, discussion and recommendations.
Staff Contact: Ryan Wagner, Finance & HR Director

Mayor Rossman opened the public hearing to receive public testimony. Ryan Wagner, Finance Director gave staff presentation on the Preliminary 2026 Budget and property tax. He gave a timeline of upcoming dates for budget process October 21 open house, October 27 city business discussion, November 10 final public hearing, November 19 draft budget amendments and December 8 for 2026 budget for adoption. Council asked questions and staff responded. No public comment the public hearing was closed.

9.2 Business License Ordinance
Recommendation: Adopt Ordinance No. 1046.
Staff Contact(s): Ryan Wagner, Finance & HR Director, Jennifer Robertson, City Attorney

Mayor Rossman opened the public hearing to receive public testimony. Ryan Wagner, Finance Director, gave staff presentation on the Business License Ordinance and updates to the ordinance. The draft was sent to Department of Commerce, and no comments were received from Commerce. The Business License Ordinance will go in effect in March 2026. Council asked questions and staff responded.

ACTION: Motion made to adopt Ordinance No. 1046 by Deputy Mayor Reeves, Seconded by Councilmember Johnston. Carried 7-0

10. CITY BUSINESS

None.

11. REQUESTS FOR FUTURE AGENDA ITEMS

No Requests presented.

12. PUBLIC COMMENT

Mayor Rossman opened the public comment period.

Laura Bustamante gave input regarding the pocket park by the Post Office.

She encouraged council to consider this land for possible affordable housing. There were no other speakers. Subsequently, public comments was closed.

13. EXECUTIVE SESSION

The Council entered Executive Session at 8:07 PM for an estimated time of 50 minutes to discuss matters as authorized under the following RCW:

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.

ACTION: No action was taken following the Executive Session.

14. ADJOURNMENT

Council adjourned directly from Executive Session.

Meeting Minutes taken by Dawn Nations, Acting City Clerk