



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, November 12, 2024 – 5:00 PM

MINUTES

1. 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 5:12 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Mac Johnston
Councilmember Heija Nunn

ABSENT

Councilmember Joseph Brazen
Councilmember Harini Gokul
Councilmember Michael Luis

STAFF

Burns, Robertson, Osada, Wagner, Wilcox, Sass, and Kellerman

2. APPROVAL OF MEETING AGENDA

Mayor Rossman announced the removal of Agenda Item 4.1, the *Professional Excellence Award for Police Officer Roman Scott*, as Officer Scott was unable to attend the meeting.

Councilmember Nunn proposed deferring Agenda Item 9.3 to a future meeting to promote greater transparency, encourage public input, and ensure the discussion occurs when the Council has a full quorum.

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

3. PUBLIC COMMENT PERIOD

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

Steven Wells voiced his concerns about nighttime activities at Viewpoint Park, particularly if the Council moves forward with reopening the two parking stalls located at the park's upper parking lot.

Sanjay Nar voiced his concerns on speeding in Medina, particularly around schools, and the need for better traffic management.

With no further comments, Mayor Rossman closed the public comment period.

4. **PRESENTATIONS**

4.1 Professional Excellence Award - Police Officer Roman Scott by Chief Jeffrey Sass

Due to staff absence, this item has been removed from the agenda and will be rescheduled at a future meeting.

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

Planning Commission Chair Laura Bustamante reported that the Commission held a special meeting on November 6, 2024, which included a public hearing on proposed amendments to Medina Municipal Code Chapter 16.80. No public comments were submitted. The Commission unanimously approved the the recommendation to direct staff to forward them to the City Council for review and approval at a future meeting.

Bustamante further reported that SCJ Alliance, the city's middle housing consultants, presented an update to the Commission. Their presentation covered the progress of their work plan, highlighted recent housing legislative changes, and provided a gap analysis along with draft proposals for development code amendments.

Lastly, Bustamante noted that the Commission reviewed the Comprehensive Plan on October 9, approving it to advance to the Council for final review and approval. She expressed gratitude to LDC Consultants for stepping in back in January, enabling the city to produce a draft that complies with state requirements. Bustamante also extended her thanks to the Planning Commission for their dedication, meeting twice a month to ensure the plan's timely completion.

5. **CITY MANAGER'S REPORT**

City Manager Steve Burns reported that staff provided written reports and are available for questions. Council asked questions and staff responded.

6. **CONSENT AGENDA**

ACTION: Mayor Rossman pointed out a minor correction to October 14, 2024, City Council meeting minutes regarding the Personnel Committee, replacing Luis with Reeves.

Motion Reeves second Nunn and carried by a 4:0 (Brazen, Gokul, and Luis absent) vote; Council approved the Consent Agenda as amended.

6.1 October 2024, Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Director of Finance and HR

6.2 Approved Planning Commission Meeting Minutes of September 24, 2024

Recommendation: Receive and file.

Staff Contact: Rebecca Bennett, Development Services Coordinator

6.3 Draft City Council Meeting Minutes of:

a) October 14, 2024; and

b) October 28, 2024.

Recommendation: Adopt Minutes.

Staff Contact: Aimee Kellerman, CMC, City Clerk

- 6.4 Resolution to Amend Contribution Amount and Reauthorize Fund Reallocation from Kenmore to Redmond Supportive Housing for ARCH
Recommendation: Adopt Resolution No. 449.
Staff Contact: Stephen R. Burns, City Manager

7. **LEGISLATIVE HEARING**

None.

8. **PUBLIC HEARING**

- 8.1 2024 Comprehensive Plan Periodic Update
Recommendation: Adopt Ordinance No. 1036.
Staff Contacts: Jonathan Kesler, AICP, Planning Manager and Dane Jepsen, Planner, LDC Inc., Consultants

LDC Consultant Dane Jepsen delivered a presentation on the Final Comprehensive Plan, highlighting the city's progress since the release of its initial draft in May. He explained that ongoing revisions have been made in response to feedback from the public and reviewing agencies. Council asked questions and Jepsen responded.

Mayor Rossman opened the public hearing. The following individual addressed the Council:

Mark Nelson commented in support of adopting the 2024 Comprehensive Plan as presented.

ACTION: Motion Johnston to adopt Ordinance No. 1036, adopting an amended Comprehensive Plan for the City of Medina to comply with the Growth Management Act (GMA); providing for severability and corrections; and establishing an effective date. This was seconded by Reeves. Motion carried by a 4:0 (Brazen, Gokul, and Luis absent) vote.

ACTION: Motion Nunn to amend original motion to add "and the city will go back to review the current Comp Plan to ensure alignment to strategic goals and housing plan". This was seconded by Johnston and carried by a 4:0 (Brazen, Gokul, and Luis absent) vote.

- 8.2 2025 Property Tax Levy Resolution
Recommendation: Adopt Resolution No. 448.
Staff Contact: Ryan Wagner, Director of Finance and HR

Director of Finance and Human Resources Ryan Wagner gave a brief overview of the 2025 Property Tax Levy Resolution. There was no discussion or questions from Council.

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

ACTION: Motion Reeves to adopt Resolution No. 448, adopting the 2025 property tax levy for the City of Medina and setting forth the estimated levy amount. This was seconded by Johnston and carried by a 4:0 (Brazen, Gokul, and Luis absent) vote.

- 8.3 2025 Final Budget and Salary Schedule
Recommendation: Adopt Ordinance No. 1035.
Staff Contact: Ryan Wagner, Director of Finance and HR

Director of Finance and Human Resources Ryan Wagner gave a brief overview of the final 2025 Budget and Salary Schedule. Council asked questions and staff responded.

Mayor Rossman opened the public hearing. There were no speakers. Subsequently, public comments was closed.

ACTION: Motion Johnston to adopt Ordinance No. 1035, adopting the 2025 Budget for the City of Medina setting forth the summary of estimated revenues and expenditures for each fund and the 2025 salary schedule. This was seconded by Reeves and carried by 4:0 (Brazen, Gokul, and Luis absent) vote.

At this point, Council took a brief 10-minute break.

9. **CITY BUSINESS**

9.1 Middle Housing Update

Recommendation: Discussion.

Staff Contacts: Jonathan G. Kesler, AICP – Planning Manager and Kirsten Peterson, Senior Project Manager, SCJ Alliance

SCJ Alliance Senior Project Manager Kirsten Peterson provided an update on the Middle Housing Project, covering key topics such as the current progress report, the 2024-2025 project schedule, an overview of packet materials, a detailed gap analysis, proposed code amendments, and the next steps in the process. Council asked questions and staff responded.

ACTION: Update only; no action taken.

9.2 2024 Budget Amendment

Recommendation: Discussion and direction.

Staff Contact: Ryan Wagner, Director of Finance & HR

Director of Finance and Human Resources, Ryan Wagner, presented an overview of the 2024 Budget Amendment. The presentation highlighted budget overages and previously approved items by the Council, including expenses for middle housing consultants, WSDOT mediation, and city hall deck repairs. Council asked questions and staff responded.

ACTION: Discussion item only; no action taken.

9.3 Viewpoint Park Parking Stalls Discussion

Recommendation: Discussion and direction.

Staff Contacts: Stephen R. Burns, City Manager and Jeffrey Sass, Police Chief

This item has been removed from the agenda and will be rescheduled for discussion at a future meeting.

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

None.

11. **PUBLIC COMMENT**

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

12. **EXECUTIVE SESSION**

The Council entered an Executive Session, with an estimated time of 45 minutes, to discuss matters pursuant to RCW 42.30.110(1)(g). The meeting will adjourn directly following the 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.

ACTION: No action was taken following the Executive Session.

13. ADJOURNMENT

Council adjourned at 8:54 p.m.

Meeting minutes taken by Aimee Kellerman, CMC, City Clerk