



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person  
Medina City Hall – Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, March 23, 2026 – 6:00 PM**

---

### MINUTES

#### **1. STUDY SESSION**

No Study Session at this meeting.

#### **2. REGULAR MEETING - CALL TO ORDER / ROLL CALL**

Mayor Jessica Rossman called the Medina City Council regular meeting of Monday, March 23, 2026, to order at 6:00 PM.

##### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Heija Nunn  
Councilmember Laura Bustamante

##### ABSENT

Councilmember Harini Gokul  
Councilmember Michael Luis

##### STAFF

Swanson, Sass, Wagner, Wilcox, Osada, Archer, Nations

#### **3. APPROVAL OF MEETING AGENDA**

Mayor Rossman requested that the item titled Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events be removed from the Consent Agenda and added as a City Business item 10.2.

Councilmember Nunn requested that 2026 Post Office Interior Painting also be removed from the Consent Agenda and added as City Business item 10.3.

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

#### **4. PUBLIC COMMENT PERIOD**

Mayor Jessica Rossman opened the public comment period.

City Clerk Dawn Nations reported that written comments had been received from M. Sweat and Suzanne Fleming. The following person addressed the council:

Mr. Nelson, of Evergreen Point Road, commented on the pulled alcohol-service ordinance. He said he agreed the item needed further discussion and noted that the draft referenced permit fees. He asked who would pay such fees when a sponsor operates a beer or wine garden at an event.

Mr. Nelson addressed the council with concerns regarding flooding affecting a resident living along the south edge of Medina Park.

No further public comment was provided, and the public comment period was closed.

## **5. PRESENTATIONS**

There were no presentations.

## **6. CITY MANAGER'S REPORT**

### 6.1a State Legislative Update

City Manager Swanson reported that three legislative session summaries had been included in the packet, from the Association of Washington Cities, Sound Strategies, and ARCH. He said staff would be reviewing recently passed legislation to determine impacts on City code, particularly related to housing and middle housing and highlighted a transportation operating budget related to lid maintenance.

### 6.1b Park Donation and Memorials Policy Discussion

**Recommendation:** Discuss and provide direction on the Park Donation and Memorials Policy and disposition of the current moratorium.

**Staff Contact:** Jeff Swanson, City Manager

City Manager Swanson introduced the discussion on the Park Donation and Memorials Policy. He summarized concerns identified in the agenda bill, including the potential proliferation of donations and memorials, unintended changes to the function and character of parks, ongoing maintenance and repair liability, and impacts on regular park maintenance and groundskeeping. He reported that the city had received two additional requests since the agenda packet was prepared.

Mr. Swanson asked the Council for policy direction on what memorials in parks should look like and what form recognition should take. Councilmembers discussed the need to move quickly due to the number of pending requests and the need for a fair, consistent approach. There was general support for continuing the pause or moratorium while developing a clearer policy.

Councilmembers expressed interest in having the Park Board focus on how memorial donations could be acknowledged without necessarily adding physical features throughout parks. The discussion emphasized fairness, inclusivity, and maintaining parks primarily as parks rather than allowing memorials to dominate the visual or functional character of public spaces. The policy should be consistent with the comprehensive plan and the intended vision, function, and character of City parks.

**ACTION:** Council directed staff and the Park Board to continue work on a focused memorial policy, maintain the current pause while that work proceeds, consider resident

or Medina-connection criteria, and preserve Council discretion for special recognition of significant community contributions.

## **7. CONSENT AGENDA**

The Consent Agenda was reduced by the removal of 2026 Post Office Interior Painting and Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events for separate discussion.

**ACTION:** Motion to approve the Consent Agenda as amended was made by Deputy Mayor Reeves and seconded by Councilmember Bustamante. By consensus the consent agenda was approved as amended.

### 7.1 2026 Resurface Gravel Walkways

**Recommendation:** Approve.

**Staff Contact:** Ryan Osada, Public Works Director

### 7.2 Planning Commission Appointment Confirmation

**Recommendation:** Approve.

**Staff Contact:** Jeff Swanson, City Manager

## **8. LEGISLATIVE HEARING**

None.

## **9. PUBLIC HEARING**

None.

## **10. CITY BUSINESS**

### 10.1 HB 2015 Public Safety Sales Tax

**Recommendation:** Discuss questions from prior implementation of HB2015 Public Safety Sales Tax.

**Staff Contact:** Jeff Swanson, City Manager, Jeff Sass, Police Chief, Ryan Wagner, Finance/HR Director, Jennifer Robertson, City Attorney

City Manager Swanson introduced the item and reviewed the background. He stated that at the March 9 meeting the Council considered an ordinance adopting a one-tenth of one percent public safety sales tax authorized by HB 2015. Adoption of the sales tax was a prerequisite for eligibility for a three-year grant through the Criminal Justice Training Commission in the amount of \$125,000 per year, with applications due March 31, 2026.

Mr. Swanson explained that the tax revenue would be restricted to eligible law enforcement and public safety expenses, including personnel, corrections, mental health intervention services, and public defense costs. He said Medina met nearly all statutory criteria, but because the City relies on partner agencies for certain services, eligibility depended in part on whether those partners met the required standards. Staff had initially believed Medina would not qualify but learned in February that King County Corrections had met the necessary criteria. That late development created urgency to bring the ordinance forward before the grant deadline.

Councilmembers stated that the staff responses to prior questions were clearly outlined in the Agenda Bill in the packet. This is small investment for a substantial public safety return and thanked staff and the Police Chief for moving quickly to meet the deadline. Mayor Rossman stated that the Council appreciates the Police Department and regularly receives compliments about its service. She characterized the action as supporting long-term community stability and expressing confidence in the Police Department.

Mr. Swanson clarified a prior statement about public safety costs. He reported that the City's total 2026 budget is approximately \$11.6 million, with the General Fund at approximately \$8.7 million. He said public safety costs, broadly including the Police Department, Bellevue Fire contract, Marine services, mental health services, lifeguards, prosecuting and defense services, court and jail costs, and related services, are budgeted at approximately \$4.2 million. He clarified that public safety represents approximately 36 percent of the total City budget.

Councilmembers discussed the value of communicating the City's overall budget and the components of public safety more clearly to residents. Mayor Rossman asked that those communication comments be incorporated into budget planning and future public-facing materials.

Mr. Swanson explained that the bill contains extensive eligibility criteria, including accreditation and policy requirements. He said Medina's Police Department already met nearly all requirements and needed partner agencies to satisfy their portions. He noted that the department had made minor policy changes to align wording with state requirements and would complete required training within the next two months. Chief Sass said the late timing was not his preferred way to bring an item forward, but the opportunity arose when King County Corrections qualified. He thanked the Council for its support.

[No additional formal action was taken on this item during the meeting.](#)

10.2 Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events

**Recommendation:** Adopt Ordinance No. 1055.

**Staff Contact:** Jeff Swanson, City Manager

Mayor Rossman explained that she had pulled the proposed ordinance from the Consent Agenda because she had concerns about the breadth and clarity of the draft. She said the underlying goal was to allow the Saint Thomas Church-sponsored wine garden at Medina Days to be integrated more closely into the event, rather than being located in the right-of-way because of the City's blanket prohibition on alcohol in parks.

Mayor Rossman suggested that staff consider an approach modeled on Kirkland's concept of a City Council-designated community event. She said such an approach could solve the Medina Days issue while avoiding unintended consequences. She also noted that the proposed language referred to "public events" but did not define that term.

Council asked questions and staff responded.

**ACTION:** Council directed staff to research the issue, including any deed, agreement, reverter, or other recorded restriction, so the City understands its rights and obligations.

Councilmembers expressed interest in starting narrowly, potentially with Medina Days and other City-sponsored or City-partnered events and then evaluating whether any broader allowance would be appropriate later.

**ACTION:** Council directed staff to revise the ordinance, clarify definitions and application procedures, evaluate the right-of-way issue, and research any property restrictions affecting Medina Beach Park. The item was expected to return at the next Council meeting.

No action was taken on Ordinance No. 1055.

### 10.3 2026 Post Office Interior Painting

**Recommendation:** Approve.

**Staff Contact:** Ryan Osada, Public Works Director

Councilmember Nunn explained that the Post Office is a highly visible and well-used public asset and asked whether the City's lease or relationship with postal staff would allow for a more holistic review while the interior is being painted. Councilmember Nunn raised questions about the size and placement of City noticeboards, interior organization, waste issues, and whether the City could coordinate with postal leadership to improve the space rather than simply repaint around existing conditions.

Public Works Director Ryan Osada described the project as maintenance. He said the interior had not been painted in approximately 20 years and the work would include walls, ceilings, trim, and doors, while maintaining the blue striping associated with the Post Office. He said much of the work would involve moving furniture, shelving, and boxes so the contractor could paint behind them. Permanent elements such as cabinets and the bathroom would be addressed as appropriate, but removable postal shelving would not be painted.

Mr. Osada said the project would likely take a little more than one week and would be performed by a small crew. He said the selected contractor was the lowest responsible bidder, was qualified, had performed City work previously, and was familiar with the City's expectations.

Councilmembers continued to encourage staff to consider the project in the context of maintaining and improving a city asset. Following discussion, the Council approved the project.

**ACTION:** Motion to approve the 2026 Post Office Interior Painting as presented in the Consent Agenda was made by Councilmember Bustamante and seconded by Councilmember Nunn. The motion carried unanimously.

## **11. COUNCILMEMBER REPORTS AND ROUNDTABLE**

- a) Council Reports
- b) Requests for future agenda items.

Mayor Rossman reported that she attended an East King subarea regional meeting with Sound Transit board members. She said Sound Transit was discussing budget pressures, increased costs, and prioritization among promised service expansions, including West Seattle, Ballard, Kirkland, and Issaquah. She noted that communities

have planned around expected future service and that difficult discussions are continuing. She also mentioned broader regional questions about communities that are significant hubs but are not currently on planned train lines, such as Renton. Mayor Rossman stated that she conveyed the Council's previously provided comments.

Mayor Rossman also reported resident contacts related to a utility trench near the north end of Evergreen Point Road and questions about whether concrete restoration was necessary where different surface materials already exist. She referred the matter to the City Manager and Public Works Director. She also discussed resident questions about business licenses and the need for clear website information and frequently asked questions regarding when licenses are required. Additional contacts included concerns about a possible Airbnb, trash can management, and the annual request for the city to recognize National Boating Week.

Mayor Rossman then raised an upcoming Suburban Cities Association Regional Water Quality Committee issue. She said the SCA caucus was considering a comment letter regarding King County Wastewater Treatment Division's proposed rate increase. Councilmembers asked questions and staff responded. Mr. Swanson offered to serve as a clearing point for future regional policy comment letters, circulating proposed letters to Councilmembers for input and helping consolidate the City's position when timing allows.

Councilmember Bustamante reported that an upcoming ARCH elected officials group meeting would be introductory and that future discussions may include identifying funding sources for housing, potentially including a levy-type approach, though no City position was needed at that time.

Councilmember Nunn reported attending a Public Issues Committee meeting of the Sound Cities Association where members discussed King County Transportation Benefit District revenue options for unincorporated county roads and possibly King County Metro. The discussion involved likely councilmanic tax action, regional tax fatigue, and the desire for cities to have a voice in how revenue is deployed. Councilmember Nunn addressed the importance of keeping Medina's legislative agenda current so representatives can respond consistently when urgent regional issues arise. She also reported resident conversations regarding the Green Store, pickleball and potential pickleball noise, and a coyote problem. Staff and the Police Chief indicated the coyote issue was already being addressed.

Councilmember Bustamante asked City Manager Swanson about Kitchen and Market. Mr. Swanson explained that several parties are involved. He said the concomitant agreement with the property owner concerns retaining a historical use, and amending its conditions would generally require the property owner to proceed in a manner similar to an applicant for land use approval. He said staff would need to research whether the city could act as an applicant or whether area-wide land use changes could provide a separate City-driven path. Mr. Swanson said potential land use changes in the area, if pursued, could help resolve issues related to the agreement.

## **12. PUBLIC COMMENT**

Mayor Jessica Rossman opened the public comment period. The following person addressed the council:

Mark Nelson provided public comment. He agreed with the Council's discussion about

educating residents on taxes and said residents often do not know how much of their property taxes actually go to the City. He stated that Medina's share is low compared with other cities and said that should be included in future communications.

Mr. Nelson also commented on the alcohol-service discussion. He said Yarrow Point allows alcohol at its community celebration and that he would check with Yarrow Point regarding how its code or event process allows alcohol service on that occasion.

No further public comment was provided, and the public comment period was closed.

### **13. EXECUTIVE SESSION AND CLOSED SESSION**

Council entered into executive session at 7:35pm under RCW 42.30.110(1)(i) to discuss with legal counsel matters relating to agency enforcement actions or litigation or potential litigation when public knowledge of the discussion would likely result in adverse legal or financial consequence to the agency.

Mayor Rossman also announced a closed session under RCW 42.30.140(4)(a) and (b) regarding collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, interpretation or application of a labor agreement, strategy or position to be taken during collective bargaining or related proceedings, and review of proposals made in negotiations or proceedings while in progress.

No action was anticipated. The Council announced that it would be in executive session and closed session for a total of 30 minutes and would adjourn directly from the closed session.

**ACTION:** No action was taken following the Executive Session.

The Assistant City Attorney Charlotte Archer was present online during the Executive and Closed Session

### **14. ADJOURNMENT**

The Council recessed into executive session and closed session and was to adjourn directly thereafter.

Meeting Minutes taken by Dawn Nations, Acting City Clerk