



MEDINA CITY COUNCIL

Monday, February 28, 2022

4:00 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 CITY COUNCIL MEETING

Virtual/Online

Monday, February 28, 2022 – 4:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Randy Reeves

COUNCIL MEMBERS | Cynthia F. Adkins, Jennifer Garone, Harini Gokul, Mac Johnston, Bob Zook

INTERIM CITY MANAGER | Stephen R. Burns

CITY ATTORNEY | Scott Missall

CITY CLERK | Aimee Kellerman

Virtual Meeting Participation

With the passage of the City's Proclamation of Local Emergency, City Hall is closed to the public. Council participation in this meeting will be by teleconference/online only. Members of the public may also participate by phone/online. Individuals wishing to speak live during the Virtual City Council meeting will need to 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 February 28th Council meeting. Please reference Public Comments for February 28th 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.

[Join Zoom Meeting](#)

Meeting ID: 832 5227 3105

Passcode: 589036

One tap mobile

+12532158782,,83252273105# US (Tacoma)

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 will need to 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 February 28th Council meeting. Please reference Public Comments for February 28th 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**

None.

5. **CONSENT AGENDA**

[5.1](#) Development Services Committee Appointment Confirmation

Recommendation: Confirm appointments.

Staff Contact: Steven R. Wilcox

Time Estimate: 5 minutes

6. **LEGISLATIVE HEARING**

None.

7. **PUBLIC HEARING**

None.

8. **CITY BUSINESS**

[8.1](#) Medina Stormwater Infrastructure Update

Recommendation: Discussion and direction.

Staff Contact: Ryan Osada, Director of Public Works

Time Estimate: 45 minutes

[8.2](#) Interim City Manager Update Overview

Recommendation: Discussion and direction.

Staff Contact: Stephen R. Burns, Interim City Manager

Time Estimate: 20 minutes

[8.3](#) Management Transition Plan

Recommendation: Discussion and direction.

Staff Contacts: Personnel Committee: Councilmembers Adkins, Johnston, and Mayor Rossman

Time Estimate: 15 minutes

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

None.

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)(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.

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.

13. ADJOURNMENT

Next regular City Council Meeting: Monday, March 14, 2022 at 4 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

Monday, March 14, 2022 - City Council Meeting (4:00 PM)
Monday, March 28, 2022 - City Council Meeting (4:00 PM)
Monday, April 11, 2022 - City Council Meeting (4:00 PM)
Monday, April 25, 2022 - City Council Meeting (4:00 PM)

Monday, May 9, 2022 - City Council Meeting (4:00 PM)
Monday, May 23, 2022 - City Council Meeting (4:00 PM)
Monday, May 30, 2022 - Memorial Day - CITY HALL CLOSED
Monday, June 13, 2022 - City Council Meeting (4:00 PM)
Monday, June 27, 2022 - City Council Meeting (4:00 PM)
Monday, July 4, 2022 - Independence Day - City Hall Closed
Monday, July 11, 2022 - City Council Meeting (4:00 PM)
Monday, July 25, 2022 - City Council Meeting (4:00 PM)
Monday, August 8, 2022 - City Council Meeting - **Dark No Meeting**
Monday, August 22, 2022 - City Council Meeting - **Dark No Meeting**
Monday, September 5, 2022 - Labor Day - City Hall Closed
Monday, September 12, 2022 - City Council Meeting (4:00 PM)
Monday, September 26, 2022 - City Council Meeting (4:00 PM)
Monday, October 10, 2022 - City Council Meeting (4:00 PM)
Monday, October 24, 2022 - City Council Meeting (4:00 PM)
Monday, November 14, 2022 - City Council Meeting (4:00 PM)
Thursday, November 24, 2022 - Thanksgiving Holiday - City Hall Closed
Friday, November 25, 2022 - Day After Thanksgiving Holiday - City Hall Closed
Monday, November 28, 2022 - City Council Meeting (4:00 PM)
Monday, December 12, 2022 - City Council Meeting (4:00 PM)
Monday, December 26, 2022 - Day After Christmas Holiday - City Hall Closed
Tuesday, December 27, 2022 - City Council Meeting (4:00 PM)

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, February 28, 2022 Regular Meeting of the Medina City Council was posted and available for review on Thursday, February 24, 2022 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.



MEDINA, WASHINGTON

AGENDA BILL

Monday, February 28, 2022

Subject: Development Services Committee Appointment Confirmation

Category: Consent

Staff Contact: Steven R. Wilcox

Summary

At the January 24, 2022, City Council meeting, Council approved the creation of a special committee. The purpose of this committee is to provide advisory guidance to the Development Services Director as needed and to create efficiency in Council review and adoption of Planning Commission proposals. The committee will also provide guidance and support on other topics as requested by the Development Services Director. The term of this committee ends with the completion of the Comprehensive Update, currently scheduled for June 30, 2024.

The committee will be comprised of three Councilmembers and three Planning Commissioners. At Council's February 14, 2022, City Council meeting, Council appointed Councilmember Gokul, Deputy Mayor Reeves and Mayor Rossman to the Committee.

On Monday, February 28, 2022, Council is asked to confirm the appointments of Planning Commissioners Laura Bustamante, Mark Nelson, and Chair Laurel Preston to the committee.

Attachment:

None.

Budget/Fiscal Impact: n/a

Recommendation: Confirm appointments.

City Manager Approval:

Proposed Council Motion: "I move to confirm the appointments of Planning Commissioners Laura Bustamante, Mark Nelson and Chair Laurel Preston the Development Services Committee."

NO ATTACHMENTS

NO ATTACHMENTS



MEDINA, WASHINGTON

AGENDA BILL

Monday, February 28, 2022

Subject: Management Transition Plan

Category: City Council Business – Discussion

Staff Contacts: Personnel Committee: Councilmembers Adkins, Johnston, and Mayor Rossman

Summary

Personnel Committee Recommendation for 2022 City Manager Hiring Process:

- February 28, 2022: Council Meeting. Personnel Committee presents this recommended workplan for Council approval.
- February 2022 and continuing: Council wants to support Steve in this role. Council asks Steve to identify city manager trainings and other professional supports that he will pursue in order to more fully learn the city manager role, and Council agrees to support those resources (including possible retention of a retired city manager or other consultant).
- March 2022: Council Retreat. The city's goals, objectives and priorities are determined by Council in consultation with staff.
- April 2022: Council Meeting. Steve translates those items from the retreat into his city manager workplan and presents to Council for approval. Council conducts an interview with Steve to discuss his vision of Medina, how he sees the role of city manager, etc.
- Later in April 2022: Personnel Committee performs check-ins with staff (1) about how the city is operating and (2) to conduct 360 review of Steve as interim city manager
- May 2022: Council Meeting, Executive Session. Council holds an executive session to discuss Steve's performance as city manager, including by reference to workplan presented by Steve in April, and determines whether to proceed toward full-time hire. If Council wants to proceed, a community "meet and greet" is scheduled for later in May or early in June.
- Late May / Early June: Community Meet & Greet, if authorized by Council.
- June 2022: Council Meeting. Council reviews any community feedback from meet & greet. Council votes on whether to direct City Attorney to draw up a longer-term contract for Steve as city manager.

Attachment

None.

Budget/Fiscal Impact: n/a

Recommendation: Discussion and direction.

City Manager Approval: 

Proposed Council Motion: n/a

Time Estimate: 15 minutes