



## MEDINA, WASHINGTON

MEDINA CITY COUNCIL  
SPECIAL AND REGULAR MEETING  
Medina City Hall, Council Chambers  
501 Evergreen Point Road, Medina  
Monday, February 10, 2020  
6:00 PM

**MAYOR**  
JESSICA ROSSMAN

**CITY MANAGER**  
MICHAEL SAUERWEIN

**DEPUTY MAYOR**  
CYNTHIA F. ADKINS

**CITY ATTORNEY**  
SCOTT MISSALL

**COUNCIL MEMBERS**  
ROGER FREY  
JENNIFER GARONE  
HARINI GOKUL  
ALEX MORCOS  
BOB ZOOK

**CITY CLERK**  
AIMEE KELLERMAN

## MINUTES

### SPECIAL MEETING

Mayor Rossman called the special meeting to order in the Medina Council Chambers at 6:00 p.m.

City Council Present: Frey, Garone, Gokul, Morcos, Adkins, and Mayor Rossman

City Council Absent: Zook

Staff Present: Sauerwein, Missall, Burns, Ketter, Osada, Wilcox, and Kellerman

**ACTION:** Motion Morcos second Garone and carried by a 6:0 vote; Council excused the absence of Council Member Zook.

### EXECUTIVE SESSION

#### **ES-1: 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 of the agency.

**ACTION:** At 6:28 p.m. Council extended the executive session up to an additional fifteen minutes.

## **ADJOURNMENT**

Council adjourned to the regular meeting in the Medina Council Chambers at 6:43 p.m.

**ACTION:** There was no action taken following executive session.

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

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 6:48 p.m.

City Council Present: Frey, Garone, Gokul, Morcos, Zook, Adkins, and Mayor Rossman

City Council Absent: None

Staff Present: Sauerwein, Missall, Burns, Ketter, Osada, Wilcox, and Kellerman

## **2. APPROVAL OF MEETING AGENDA**

**ACTION:** City Manager Sauerwein pulled Agenda Item 4.4 addressing a bill in the State Legislature that would require allowing duplexes in all housing zones throughout the state. However, the bill was amended to only apply to places with a population of 10,000 or more and no longer applies to the City of Medina.

**ACTION:** The meeting agenda was approved as amended.

## **3. PUBLIC COMMENT PERIOD**

Mayor Rossman opened the public comment period at 6:52 p.m. There were no speakers. Subsequently, public comment was closed.

## **4. PRESENTATIONS**

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

Park Board Chair Sarah Gray and Vice Chair Collette McMullen gave a brief report on upcoming Park Board activities. Updates include updating the off-leash area of Medina Park that include more signs reminding dog owners of the rules of the park. Upcoming

events in April hosted by the Park Board is the Annual Easter Egg Hunt at Medina Park and Arbor Day tree planting.

Planning Commission Chair Laurel Preston and Vice Chair Shawn Schubring gave an update on activities in the Planning Commission. Discussions at Planning Commission are largely around bulk in residential areas.

Police Chief Steve Burns reported that Emergency Prep will be hosting another Cert Lite training on May 9 at Medina Elementary.

Council Member Garone reported that she will be attending the Sound Cities Association (SCA) PIC meeting this Wednesday night and will report back at the next meeting.

Council Member Zook reported that he attended an informal SCA meeting that was more of a meet and greet setting.

Mayor Rossman reported that she attended the Points Communities Mayors meeting. Her and City Manager Sauerwein inquired about a joint police force amongst the Points Communities. There was no interest currently.

Council Member Morcos announced that he will be out of town and unable to attend the Eastside Transportation Partnership (ETP) meeting on Friday.

4.2. Presentation and recognition of Cynthia Adkins' term as Mayor.

Mayor Rossman recognized Deputy Mayor Adkins for her work and contributions as Mayor for the City of Medina and presented her with a plaque.

4.3. Presentation of Department of Ecology (DOE) Private Facilities Inspections by Director of Development Services, Steve Wilcox.

Director of Development Services Steve Wilcox gave a brief presentation on DOE Private Facilities Inspections.

4.4. Presentation of Proposed Housing Legislation by Planning Manager, Stephanie Keyser.

No presentation was given.

## 5. CONSENT AGENDA

**ACTION:** Motion Zook second Morcos and carried by a 7:0 vote; Council approved the Consent Agenda as presented.

5.1. Approved Parks and Recreation Board Meeting Minutes of November 18, 2019.

**Recommendation:** Receive and File.

**Staff Contact:** Dawn Nations, Deputy City Clerk



- 5.2. Approved Planning Commission Meeting Minutes of November 19, 2019.

**Recommendation:** Receive and File.

**Staff Contact:** Kristin McKenna, Development Services Coordinator

- 5.3. Draft City Council Meeting Minutes of January 13, 2020.

**Recommendation:** Adopt Minutes.

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

- 5.4. 13th Month 2019 and January 2020, Check Register

**Recommendation:** Approve.

**Staff Contact:** Julie Ketter, Finance Director

## **6. LEGISLATIVE HEARING**

None.

## **7. PUBLIC HEARING**

None.

## **8. CITY BUSINESS**

- 8.1. Discussion of City Council Rules and Guidelines

**Recommendation:** Adopt Council Rules and Guidelines.

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

City Attorney Scott Missall gave a review and outline of the proposed City Council Guidelines.

**ACTION:** Motion Adkins second Morcos to adopt the City Council Rules and Guidelines as presented.

Council discussed and asked questions. Staff responded. Discussion included potential issues with posting sub-committees as potential quorum and whether the OPMA applies when a fourth council member shows up and participates as part of the committee discussion.

**ACTION:** Motion Adkins to amend the City Council Guidelines to change sub-committees to 3 or less. This was seconded by Frey.

Council continued discussion. Suggested changes include revising language in 4.7 changing "City provided Dell Surface Pad" to "City provided device" and adding "other devices may be used with permission of the Mayor" and remove names from the Org Chart.

**ACTION:** Council Member Adkins withdrew her motion to amend.

**ACTION:** Motion Garone to defer the vote to account for necessary edits to the documents.

Council continued discussion.

**ACTION:** Motion Garone withdrew her motion.

**ACTION:** Adkins withdrew her main motion and substituted with the following:

**ACTION:** Motion Adkins to adopt the guidelines as proposed with the changes discussed during the meeting and that the City Attorney bring the updated version back to Council to confirm they reflect the changes that were agreed to, with an understanding that Council can make changes from time to time. This was seconded by Morcos and carried by a 7:0 vote.

8.2. Finance Committee Report

**Recommendation:** Discussion item only; no action needed.

**Staff Contact:** Julie Ketter, Finance Director

Finance Director Julie Ketter gave a brief review of the Finance Committee meeting of February 7.

**ACTION:** Discussion item only; no action taken.

8.3. Draft City Manager Objectives

**Recommendation:** Approve.

**Staff Contact:** Michael Sauerwein, City Manager

Mayor Rossman gave a brief review of the last discussion the three main points for discussion, which include: how the City Manager's objectives should relate to Council's goals and work plans that was established at the retreat, a desire for a shared understanding of how Council can agree on the City Manager's objectives for this year and next year, and the urgency of adopting the City Manager's objectives with time passing and there is no current adopted work plan in place.

**ACTION:** Motion Frey second Adkins to approve the City Manager's objectives for 2020 as presented.

Council went around the dais to discuss. Discussions included financial accountability and transparency, 65<sup>th</sup> anniversary celebration, advancing the City's social media platform, and likely impacts of our parks and streets with the future population growth in Bellevue. Identify challenges and opportunities, develop proposals for managing city resources in accordance with those challenges and opportunities which include items such as preferred bike commuter routes, parking, park use, vehicle traffic, pedestrian safety and coordination with Bellevue's regional planning.

**ACTION:** Council voted on the main motion to approve the City Manager's objectives for 2020 as presented and carried by a 6:1 (Garone dissented) vote.

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

### **9.1. Police, Development Services, Finance, Central Services, Public Works, City Attorney**

Police Chief Burns gave an update on activities in the Police department.

Finance Director Ketter summarized her finance report.

Public Works Director reported on activities in the Public Works department.

Development Services Director gave an update on activities in Development Services.

City Manager Sauerwein gave a summary of his report, which included an update of the state legislature budget that includes funding for the SR-520 bridge joints noise issue.

## **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 comment was closed.

## **12. ADJOURNMENT**

Mayor Rossman adjourned the meeting at 9:00 p.m.

  
Jessica Rossman, Mayor

Attest:

  
Aimee Kellerman, City Clerk