



## MEDINA, WASHINGTON

MEDINA CITY COUNCIL  
REGULAR MEETING MINUTES  
Medina City Hall, Council Chambers  
501 Evergreen Point Road, Medina  
Monday, January 14, 2019  
6:30 PM

**MAYOR**  
CYNTHIA F. ADKINS

**DEPUTY MAYOR**  
JESSICA ROSSMAN

**COUNCIL MEMBERS**  
ROGER FREY  
JENNIFER GARONE  
DAVID LEE  
ALEX MORCOS  
SHEREE WEN

**CITY MANAGER**  
MICHAEL SAUERWEIN

**CITY ATTORNEY**  
SCOTT MISSALL

**CITY CLERK**  
AIMEE KELLERMAN

## MINUTES

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

Council Members Adkins, Frey, Garone, Lee, Morcos, Rossman and Wen

City Council Present: Frey, Garone, Lee, Morcos, Rossman, Wen (in at 6:32 p.m.)  
and Mayor Adkins

City Council Absent: None

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

### 2. APPROVAL OF MEETING AGENDA

**ACTION:** By consensus, Council approved the meeting agenda as presented.

### 3. PUBLIC COMMENT PERIOD

Mayor Adkins opened the public comment period at 6:31 p.m. The following individuals addressed the Council:

- Carol Tagayun commented in support of the proposed small cells ordinances.
- Kari Marino commented in support of the proposed small cells ordinances.

Mayor Adkins closed the public comment period at 6:36 p.m.

#### **4. PRESENTATIONS**

**4.1 Reports and announcements from Park Board, Planning Commission, and Emergency Preparedness.**

Drew Blazey reported on the success of the Christmas Ships program on December 21, 2018. Three terms on the Park Board will be expiring in June and Blazey will not be running for another term. In January there will be a new Chair and Vice Chair on the Park Board.

Shawn Schubring reported that at the last Planning Commission meeting they finalized site assessment and hard and impervious surface which was the last components of the Low Impact Development (LID). This will come to Council for consideration the February 11, 2019 meeting.

Chief Burns reported that the next Emergency Preparedness meeting is tomorrow night, January 15, 2019 at 5:00 p.m. The CERT Lite training is scheduled for Saturday, February 9, 2019.

**4.2 Recognition of Jeanne Carlson for her Service to the Planning Commission.**

Mayor Adkins thanked former Planning Commissioner Jeanne Carlson (not in attendance) for her time and service to the Community of Medina.

**4.3 Presentation on Low Impact Development, by Otak consultant Trista Kobluskie, Senior Stormwater Planner**

- a) Parking Code Amendments
- b) Site Assessment Presentation

Otak consultant Trista Kobluskie, Stormwater Planner gave a brief presentation on proposed parking code amendments and proposed site planning and assessment code amendments.

Council asked questions and staff responded.

**4.4 Presentation on Levy Lid Ballot Measure, by City Attorney Scott Missall and Director of Finance and HR Julie Ketter.**

City Attorney Scott Missall gave a presentation on what a Levy Lid Lift is, why the City is proposing a 2019 Levy Lid Lift, the City's options to increase City revenues, duration of Levy Lid Lifts, and ballot proposition process. He also briefed Council on rules for Ballot Elections and use of Public Facilities.

Finance Director Julie Ketter presented on the proposed Levy Lid structure and proposed Levy Lid numbers.

- 4.5 Presentation on Cell Tower Interim Regulations, by City Attorney Scott Missall and Deputy City Attorney Emily Miner.

Deputy City Attorney Emily Miner gave a presentation on the proposed draft emergency wireless code amendments for adoption in City Business.

Council asked questions and staff responded.

***ADDED Presentation on proposed wireless code amendments by Council Member Sheree Wen***

Council Member Wen gave a presentation on the current state of exposed cable wires that are low to the ground in Medina and suggested that Council consider adding integrated wiring to the proposed code amendments and requiring that the small cells be enclosed on metal poles.

## **5. CONSENT AGENDA**

**ACTION:** By consensus, the Consent Agenda was approved.

- 5.1 **Subject:** Approved September 17, 2018 Park Board Meeting Minutes  
**Recommendation:** Receive and File  
**Staff Contact:** Dawn Nations, Deputy City Clerk
- 5.2 **Subject:** Approved Planning Commission Meeting Minutes:  
a) October 16, 2018 Planning Commission Special Meeting Minutes; and  
b) October 23, 2018 Planning Commission Regular Meeting Minutes.  
**Recommendation:** Receive and File.  
**Staff Contact:** Kristin McKenna, Development Services Coordinator
- 5.3 **Subject:** National Children's Dental Health Month Proclamation  
**Recommendation:** Approve.  
**Staff Contact:** Aimee Kellerman, City Clerk
- 5.4 **Subject:** December 2018, Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Julie Ketter, Finance Director
- 5.5 **Subject:** 2019 Fee Schedule Amendment  
**Recommendation:** Adopt Resolution No. 400.  
**Staff Contact:** Julie Ketter, Finance Director
- 5.6 **Subject:** Harbor Patrol Interlocal Agreement  
**Recommendation:** Approve.  
**Staff Contact:** Stephen Burns, Chief of Police

## 6. PUBLIC HEARING

- 6.1 **Subject:** Resolution Establishing a Revolving Line of Credit with US Bank  
**Recommendation:** Adopt Resolution No. 401.  
**Staff Contact:** Julie Ketter, Finance Director

Finance Director Julie Ketter gave a brief introduction and summary of her staff report.

Mayor Adkins opened the public hearing period at 9:15 p.m. There were no speakers. Public hearing was closed.

Council discussed and asked questions. Staff responded.

**ACTION:** Council directed staff look at additional competitors for better rates and come back at the February 11, 2019 Council meeting with alternative options.

## 7. CITY BUSINESS

- 7.1 **Subject:** Council Chambers AV Equipment Replacement  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Osada, Public Works Director and Craig Fischer, Information Systems Coordinator

Public Works Director Ryan Osada gave a summary of the staff report.

Council asked questions regarding maintenance and support. Staff responded.

**ACTION:** Motion Morcos second Garone and carried by a 7:0 vote; Council approved replacement of the Council Chambers AV equipment.

- 7.2 Ordinances Amending Medina Municipal Code (MMC) Title 19 Wireless Franchise Updates and MMC Title 20 Wireless Zoning Updates  
**Recommendation:** Adopt:  
a) Ordinance No. 967 Wireless Franchise Amendment and;  
b) Ordinance No. 968 Wireless Zoning Update.  
**Staff Contact:** Michael Sauerwein, City Manager

**ACTION:** Motion Frey to adopt Ordinance No. 967 Wireless Franchise Amendment and Ordinance No. 968 Wireless Zoning Update. This was seconded by Morcos.

**ACTION:** Motion amended to include as amended by Assistant City Attorney Emily Miner. Motion carried by a 7:0 vote.

**ACTION:** Motion Wen to amend the wireless code to require that wireless carriers use metal poles and have all their components enclosed. The was no second. Motion failed.

**ACTION:** By consensus, Council directed staff to schedule joint Council and Planning Commission meetings to work on addition code amendments to wireless facilities.

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

### **8.1 Police, Development Services, Finance, Central Services, Public Works**

City Manager Michael Sauerwein reported that his report includes an updated narrative of the City departments business lines and services provided. He noted that this will continue to evolve and will be a working document going forward to help make future business decisions.

He also confirmed that representatives from the UW will be at the February Council meeting to give a presentation that they gave the state legislature on their study of SR-520 Expansion Joint Noise Mitigation Study and next steps.

Sauerwein also reviewed the City Manager's goals and objectives for 2019 and the final version will come to the February meeting for final approval.

Director of Public Works gave a brief update on the 84<sup>th</sup> Ave NE project and commented that we're still waiting on the controllers for the signal poles, which still needs to be stress tested.

Director of Development Services Steve Wilcox reported that Development Services is fully staffed, and he is currently training both the new Planning Manager and the new Deputy Building Official.

Police Chief Burns gave a brief update on Police activities.

## **9. PUBLIC COMMENT**

Mayor Adkins opened the public comment period at 9:53. The following individual addressed the Council:

- Marcus King complimented the Medina Police Department for their professionalism in their services provided at the recent incident of one of their employees.

Mayor Adkins closed the public comment period at 9:54 p.m.


10. ADJOURNMENT

Council adjourned the regular meeting at 9:58 p.m.

A handwritten signature in black ink, appearing to read 'Cynthia Adkins', written over a horizontal line.

Cynthia Adkins, Mayor

Attest:

A handwritten signature in blue ink, appearing to read 'Aimee Kellerman', written over a horizontal line.  
Aimee Kellerman, City Clerk