



## MEDINA, WASHINGTON

MEDINA CITY COUNCIL  
SPECIAL AND REGULAR MEETING MINUTES  
Medina City Hall, Council Chambers  
501 Evergreen Point Road, Medina  
Monday, December 14, 2015  
5:30 PM

**MAYOR**  
PATRICK BOYD

**DEPUTY MAYOR**  
JAY DECKER

**COUNCIL MEMBERS**  
DAVID LEE  
MICHAEL LUIS  
JOHN MAFFEI  
ALEX MORCOS  
CURT PRYDE

**CITY MANAGER**  
MICHAEL SAUERWEIN

**CITY ATTORNEY**  
KATHLEEN J. HAGGARD

**DEPUTY CITY CLERK**  
SUNITA HALL

## MINUTES

### SPECIAL MEETING

Mayor Boyd called the special meeting to order in the Medina Council chambers at 5:30 p.m. and announced going into executive session for an estimated time of one-hour.

Council Members Present: Decker, Lee, Luis, Maffei, Morcos, Pryde, and Mayor Boyd

Council Members Absent: None

Staff Present: Burns, Ganson, Grumbach, Haggard, Sauerwein

### 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.

**ES-1: 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.

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

**ADJOURNMENT**

Council adjourned to the regular meeting at 6:28 p.m.

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

Mayor Boyd called the regular meeting to order in the Medina Council Chambers at 6:33 p.m.

Council Members Present: Decker, Lee, Luis, Maffei, Morcos, Pryde, and Mayor Boyd

Council Members Absent: None

Staff Present: Sauerwein, Haggard, Adams, Burns, Grumbach, Osada, and Hall

**2. APPROVAL OF MEETING AGENDA**

**ACTION:** Mayor Boyd added an executive session to the end of the regular meeting with possible Council action.

**ACTION:** Motion Morcos second Pryde and carried by a 7:0 vote; Council approved the agenda as modified by Mayor Boyd.

**3. PRESENTATIONS**

**3.1 Recognition of outgoing Council Members**

City Manager Michael Sauerwein gave a note of thanks to outgoing Council Members Michael Luis and Jay Decker. He confirmed that a farewell party would be held at the Overlake Golf and Country Club later that week and extended an invitation to all. Mayor Boyd presented Council Members Decker and Luis with a gift of pens on behalf of the City and thanked them for their work and contribution to the Council.

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

Mayor Boyd opened the public comment period at 6:34 p.m. The following individuals addressed the Council:

- David Yee requested that the tree permit fees remain the same and suggested that the process be streamlined. On a separate note he thanked Council Members Luis and Decker for their work on the council.
- Miles Adam expressed his concern that there was a conflict of interest with respect to a council member elect and legal challenges involving the Cell Tower and the City. He asked that there be a consistent application of rules when it came to hearing views from residents living near proposed developments or projects.
- Amandeep Kapoor thanked the two outgoing Council Members. He also asked that the tree permit fees not to be increased.

Mayor Boyd closed the public comment period at 6:39 p.m.

#### **5. REPORTS AND ANNOUNCEMENTS**

##### **5.1 Commissions, Boards, and Advisory Committee Reports.**

Emergency Preparedness Report Kay Koelemay stated the next meeting would be held on Tuesday January 19<sup>th</sup>, 2016.

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

##### **6.1 Department Directors: Police, Development Services, Finance, City Clerk and Public Works.**

Police Chief Burns reported on recent activity. He showed video relating to a burglary which resulted in \$65K loss in possessions. Following an e-alert and subsequently obtaining camera footage of alleged perpetrators the department made an identification and arrests. Burns emphasized the importance of partnership with the community and the role of technology. On the subject of traffic Burns showed another video footage of a collision illustrating how technology helped to capture the incident and enable a subsequent arrest.

Council Member Maffei asked whether a future presentation could be given on preparedness. Burns agreed to cover this topic for the Council at a future meeting. Council Member Morcos expressed concern over the intersection at 84<sup>th</sup> and 24<sup>th</sup> Avenues particularly on Thursday afternoons. Burns confirmed that he had been made aware of this and that as well having a police presence he was working with Clyde Hill. Burns confirmed that Hunts Point's police cars were also now equipped with license plate readers.



Director of Development Services Robert Grumbach reported that progress continued to be made on the Tree Management Plan. Work also continued on the View and Sunlight Ordinance with the first draft being prepared for early in the new year.

He also reported that the City had received nine applications in response to the Request for Qualifications for all the consultant positions at the City. Interviews would be held in early January.

He noted that at their last meeting, the Planning Commission discussed the 2016 work program and will be forwarding a proposal after their next meeting.

Grumbach responded to Council Member questions on permitting activity. Grumbach confirmed that it was running roughly the same, but would have more information for Council in February or March.

Lastly, he confirmed that there had been more tree permit activity since the new tree code had come into effect.

Finance Director Nancy Adams reported that a budget amendment was necessary to incorporate expenditure changes involving the Tree fund. Other news was that the Sales Tax Revenue was in line with budget and that year end balances were looking healthy.

Director of Public Works Ryan Osada reported that he had met with the Park Board last month to find a new location for the Bocce Ball court. The location south of the tennis court was voted and approved by the members as the recommended best option. He noted a vote is still required by the Council. Osada stated that the City of Medina had been awarded three grants by the Transportation Improvement Board (TIB) for the Small Cities Program. Osada explained the criteria and scope of each of the grants. Osada updated council on existing projects including the Indian Trail, Dog Agility, Five Corners Irrigation, and the Fountain and Aerator projects.

## 6.2 City Manager.

City Manager Michael Sauerwein reported on the top ten milestones and achievements over the year. In his presentation Sauerwein walked through the highlights from each of the departments. In response to resident concerns over solid waste disposal, Sauerwein explained that cities that have a franchise agreement appear to have more features than smaller cities like Medina. He stated that the City's rates were determined by the State Utilities and Transport Commission and the City was limited by what it could do in terms of negotiating changes in service. There was a consensus that the tenure and terms set in the agreement be reviewed in 2016.

## 7. CONSENT AGENDA

**ACTION:** Motion Lee second Maffei and carried by a 7:0 vote; Council approved the Consent Agenda.

- 7.1 **Subject:** October 19, 2015 Approved Park Board Meeting Minutes  
**Recommendation:** Receive and file.  
**Staff Contact:** Sunita Hall, Deputy City Clerk
- 7.2 **Subject:** October 27, 2015 Approved Planning Commission Minutes  
**Recommendation:** Receive and file.  
**Staff Contact:** Kristin McKenna, Development Services Coordinator
- 7.3 **Subject:** Meeting Minutes of:  
a) November 9, 2015 Special and Regular Meeting; and  
b) November 30, 2015 Special Meeting.  
**Recommendation:** Adopt Minutes.  
**Staff Contact:** Aimee Kellerman, City Clerk
- 7.4 **Subject:** November 2015, Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Nancy Adams, Finance Director
- 7.5 **Subject:** Tree Fund Budget Amendment  
**Recommendation:** Approve.  
**Result of Recommended Action:** Adoption of this ordinance will amend the 2015 Tree Fund Budget.  
**Staff Contact:** Nancy Adams, Finance Director
- 7.6 **Subject:** Relight Washington Contract  
**Recommendation:** Approve.  
**Result of Recommended Action:** Approval will authorize the City Manager to negotiate and enter into an agreement with the Transportation Improvement Board for the Relight Washington Project.  
**Staff Contact:** Ryan Osada, Public Works Director
- 7.7 **Subject:** Transportation Improvement Board Small City Preservation Contract  
**Recommendation:** Approve.  
**Result of Recommended Action:** Approval will authorize the City Manager to negotiate and enter into an agreement with the Transportation Improvement Board for the FY 2017 Overlay Project (#2-P-109 (001) – 1).  
**Staff Contact:** Ryan Osada, Public Works Director

- 7.8     **Subject:** Transportation Improvement Board Sidewalk Contract  
          **Recommendation:** Approve.  
          **Result of Recommended Action:** Approval will authorize the City Manager to negotiate and enter into an agreement with the Transportation Improvement Board for the Evergreen Pint Road, Overlake Drive West to Medina City Hall, Sidewalk Project.  
          **Staff Contact:** Ryan Osada, Public Works Director

## 9.     OTHER BUSINESS

- 9.1     **Subject:** 2016 Fee Schedule Resolution  
          **Recommendation:** Adopt Resolution No.381.  
          **Result of Recommended Action:** Adoption of this resolution will modify and update the Fee Schedule.  
          **Staff Contact:** Robert Grumbach, Development Services Director

Development Services Director Grumbach introduced the item and responded to questions. Grumbach confirmed that there had been 18 permits issued since the new regulations compared to 10 issued over a similar period the previous year. Grumbach was asked about the \$150 fee for administrative tree activity permits involving restoration standards. Grumbach explained the rationale for arriving at the base fee and gave some background and clarified how the proposed fees had been calculated. He noted it would be best to have one fee for this rather than the current two.

**ACTION:** Motion Luis second Maffei for Council to adopt Resolution No. 381.

Maffei spoke in favor of continuing the grace period of charging \$10 fee for the first tree stating that keeping the prices low would give the proper incentive to residents to apply for permits. A discussion occurred on the level of the fee.

**ACTION:** Motion Maffei and second Morcos to amend the Administrative Tree Activity Permit using restoration standards MMC 20.52.150 from the proposed \$150 to \$50 and keep consistent across multiple applications and motion carried by a 7:0 vote;

**ACTION:** Council voted on Resolution No. 381 as amended. Motion carried by a 7:0 vote.

- 9.2     **Subject:** Resolution Authorizing a Financial Contribution to the Boys and Girls Club of Bellevue Capital Campaign  
          **Recommendation:** Adopt Resolution No. 382.  
          **Result of Recommended Action:** Adoption of this resolution will authorize funding for a financial contribution to the Bellevue Boys and Girls Club for the years 2016-2020 General fund Budgets. The Resolution directs Staff to include a \$20k contribution in the 2016, 2017, 2018, 2019 and 2020 General Fund Budgets (total of \$100k).  
          **Staff Contact:** Michael Sauerwein, City Manager



City Manager introduced this item stating that the resolution documents the intent of the Council at this particular time but does not bind future Councils.

**ACTION:** Motion Pryde second Decker and carried by a 7:0 vote; Council adopted Resolution No. 382.

9.4 **Subject:** City Council Agenda Calendar

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

**Result of Recommended Action:** Council and staff will review upcoming meetings and make necessary changes as needed.

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

**ACTION:** There were no changes to the City Council Calendar.

## **10. PUBLIC COMMENT**

Mayor Boyd opened the public comment period at 7:50 p.m. The following individual addressed the Council:

- Mark Nelson thanked Council Members Decker and Luis for their work on the Council.

The Mayor announced Council moving into Executive Session at 7:55 p.m. for an estimated time of twenty minutes.

## **EXECUTIVE SESSION**

Council Members Present: Decker, Lee, Luis, Maffei, Morcos, Pryde, and Mayor Boyd

Council Members Absent: None

Staff Present: Haggard

### **ES-1: RCW 42.30.110 (1)(g)**

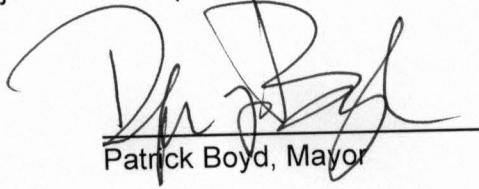
To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

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

## 11. ADJOURNMENT

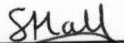
Mayor Boyd reconvened the regular session at 8:36.

Motion Luis second Decker; Council voted to adjourn at 8:37 p.m.



Patrick Boyd, Mayor

Attest:

  
Sunita Hall, Deputy City Clerk