



MEDINA, WASHINGTON

MEDINA CITY COUNCIL
SPECIAL AND REGULAR MEETING MINUTES
Medina City Hall, Council Chambers
501 Evergreen Point Road, Medina
Monday, November 9, 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

CITY CLERK
AIMEE KELLERMAN

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: Sauerwein, Haggard, Ganson, Grumbach, and Kellerman

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: 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, Grumbach, Yourkoski, Osada, and Kellerman

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

3. PRESENTATIONS

3.1 State Representative Patty Kuderer will address the Council.

State Representative Patty Kuderer introduced herself as the new 48th District State Representative which was recently vacated by Ross Hunter. Hunter left the legislature to head the state's Department of Early Learning.

3.2 Walkable Medina/Evergreen Point Road.

City Manager Michael Sauerwein introduced Charlie Scott from Jones and Jones Architects.

Charlie Scott presented a PowerPoint proposal on the walkable Medina project and presented Council with examples of previous completed projects from his firm.

4. PUBLIC COMMENT PERIOD

Mayor Boyd opened the public comment period at 6:51 p.m. The following individuals addressed the Council:

- Heija Nunn commented on the lack of including budget for a consultant to help with a Comp Plan update. Nunn asked to understand what the City is planning

going forward, if we are reducing funding, and why that would be in lieu of other projects. She also urged Council not to reduce funding for this project. Lastly, she commented on paying off the post office and whether this is the best move when the City has other priorities where keeping that money available might be prudent.

- Mark Nelson requested that the City Council and the City Manager endorse having the Medina Park Board and City staff study the possibility of allowing four to five Medina residents temporary parking in the Fairweather Parking lot on a permanent basis similar to Bellevue's parking in Vuecrest's area. A temporary permit could be utilized having the following conditions: 1) only available to Medina residents, 2) parking would be allowed beyond the two hour limit, but no more than 24 hours or as recommended by staff, the Park Board, or the Council, 3) the temporary permit would only be good until the Park and Ride lot is fully built out, 4) parking would be limited to week days only, and 5) each car would need to display a City of Medina issued sticker.
- Robbie Bach reiterated support for the Boys and Girls Club in Bellevue and commented that it is an investment for the community.
- Cynthia Adkins commented regarding the T-Mobile lawsuit and invited the City to join with the residents to defend against the lawsuit.

Mayor Boyd closed the public comment period at 6:57 p.m.

5. REPORTS AND ANNOUNCEMENTS

5.1 Commissions, Boards, and Advisory Committee Reports.

Park Board Chair Miles Adam thanked Council for their support of the Park Board budget. He also thanked City Manager Michael Sauerwein, Mayor Boyd, and Council Member Curt Pryde for their support by attending several Park Board meetings over the past year. Adam also commented that there is a Park Board meeting on Monday November 16, 2015, at 5:00 p.m. here at City Hall on the latest proposal on the Bocce Ball Court. The Park Board agenda includes a discussion on parking idea at Fairweather Park from Mark Nelson. The Park Board will be asking Council to consider other areas for permitted parking besides Fairweather Park. Lastly, Adam congratulated the newly elected Council Members.

Council Member Pryde thanked Park Board Chair Adam for his leadership and thanked the Park Board for the time they put in and their efforts in the projects they have worked on.

6. CITY MANAGER'S REPORT

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

Police Chief Burns reported on the month of October. Halloween night was quiet, there were no car prowls for the first month in a while, and there was one burglary that occurred on October 5th. Burns reported that for the burglary, two arrests have been made.

Director of Development Services Robert Grumbach reported about a resident contacting the City about KGM and the deployment of traffic counting devices, which are required as part of their approved revised construction mitigation plan.

Grumbach also reported that Puget Sound Energy has applied for city-wide maintenance trimming of brushes and trees around power poles and included plans to replace power poles. A notice will be going out to the public and a public hearing will be scheduled as their application gets closer to being completed. It will be a Non-Administrative Right-of-Way Tree Activity Permit, which is a hearing examiner decision after a public hearing.

Lastly, Grumbach responded to an earlier inquiry by Council Member Pryde about how the new tree permits are doing under the new tree code. Grumbach reported that about 19 permits have been received since the new code went into effect. Of the 19, eight of them were Administrative Tree Activity Permits to remove a tree under the performance standards, four were received under the restoration standards, one was received under development with no tree removal, four were received under the Administrative Right-of-Way Tree Activity Permit, one was received under the Non-administrative Right-of-Way Tree Activity Permit, and one was received for a right-of-way hazard tree. Overall it appears to be a success.

Director of Public Works Ryan Osada reported on the TIB grant program "Relight Washington". The City of Medina is eligible for the program which does not require matching funds. The program will pay to convert existing streetlights, but will not pay to add new streetlights. The purpose is to convert existing streetlights that have high pressure sodium lamps to more efficient LED lamps. The main goal is to lower the city's street light costs and at the same time provide better lighting in the neighborhoods.

Osada also reported that in October Public Works completed the NE 8th Street and 83rd Ave NE curb installation and began the Indian Trail extension project.

City Clerk Aimee Kellerman reported on the SharePoint implementation project at City Hall. City staff is in need of an electronic document management system; a repository where all City records would reside. The goal of the project is to implement an electronic records management system to reduce liability for the City and to improve workflow efficiencies and offer cost savings in staff time.

Finance Director Nancy Adams reported that the City will be using Socrata on the City's website to make the City's finances transparent to the public. It will be a link on the Finance homepage "2015 Open Expenditures". Charts include top department, top vendor, and top expense category. This link will be available to the public within a week and will hopefully cut down on some public records requests.

6.2 City Manager.

City Manager Michael Sauerwein reported on the 520 lid maintenance. He presented two drawings which show WSDOT's proposal for maintenance on the Evergreen Point Road Lid and the planned Pedestrian Overlook.

Sauerwein also reported that citizens have contacted him about having more options for garbage recycling and yard waste services. Options requested are weekly recycling instead of every other week, smaller garbage cans and larger recycling cans. City staff

has been in contact with Republic Services to see what other options can be provided for the residents.

Lastly, Sauerwein gave a brief history of the post office purchase and provided Council with options to pay the loan off early. Council discussed their options; however, no action was taken.

7. CONSENT AGENDA

ACTION: Motion Luis second Morcos and carried by a 7:0 vote; Council approved the Consent Agenda.

- 7.1 **Subject:** Approved September 21, 2015 Park Board Meeting Minutes
Recommendation: Receive and file.
Staff Contact: Sunita Hall, Deputy City Clerk
- 7.2 **Subject:** Approved September 22, 2015 Planning Commission Minutes
Recommendation: Receive and file.
Staff Contact: Kristin McKenna, Development Services Coordinator
- 7.3 **Subject:** City Council Meeting Minutes of October 21, 2015 Special meeting.
Recommendation: Adopt Minutes.
Staff Contact: Aimee Kellerman, City Clerk
- 7.4 **Subject:** October 2015, Check Register
Recommendation: Approve.
Staff Contact: Nancy Adams, Finance Director
- 7.5 **Subject:** Ordinance Amending MMC 20.52.10 Regarding Nuisance Trees
Recommendation: Adopt Ordinance No. 925.
Result of Recommended Action: Adoption of this ordinance will amend the Medina Tree Code to exclude the removal of nuisance trees from designating lands under development.
Staff Contact: Robert Grumbach, Development Services Director
- 7.6 **Subject:** Ordinance Amending MMC 8.12 Updating House Security Alarm
Recommendation: Adopt Ordinance No.926.
Result of Recommended Action: Adoption of this ordinance will approve changes to MMC Chapter 8.12 - House Security Alarms.
Staff Contact: Stephen Burns, Chief of Police
- 7.7 **Subject:** Ordinance Amending MMC 5.04.030 Extending Utility Taxes and Increasing Rate to Four Percent
Recommendation: Adopt Ordinance No. 927.
Result of Recommended Action: Adoption of this ordinance will extend the collection of utility taxes for another year and increases it to four per cent with a new expiration date of January 31, 2017.
Staff Contact: Nancy Adams, Finance Director

- 7.8 **Subject:** 2015 Maintenance Building ATS (Automatic Transfer Switch) Installation
Recommendation: Approve.
Result of Recommended Action: Approval will enable the City to enter into a contract with Holbrooks Electrical.
Staff Contact: Ryan Osada, Public Works Director

8. PUBLIC HEARING

- 8.1 **Subject:** 2016 Final Budget and Salary Schedule
Recommendation: Adopt Ordinance No. 928.
Result of Recommended Action: Adoption of this ordinance will approve the 2016 Budget for the City of Medina setting forth the summary of estimated revenues and expenditures for each fund and the 2016 salary schedule.
Staff Contact: Nancy Adams, Finance Director

Finance Director Nancy Adams presented on the 2016 final budget and salary schedule. She gave an overview of the 2016 general fund which includes a 4% utility tax increase. At the October meeting there was a \$661k gap and per Council's direction, staff recommended cuts that reduced the gap to \$547k.

Mayor Boyd opened the public hearing period at 8:46 p.m. The following individual addressed the Council:

- Sheree Wen commented on the Park Ponds and wanted to know why there is a high cost of \$250,000 for maintenance and clean up.

Sauerwein responded that the City took a three step approach process. First by cleaning the bottom of the pond, then we used a non-toxic chemical ball to clean the water, and the last step is putting in the aerators into the ponds.

Mayor Boyd closed the public hearing period at 8:48 p.m.

- 8.2 **Subject:** Adoption of 2016 Property Tax Levy and Resolution
Recommendation: Adopt Resolution No. 380.
Result of Recommended Action: Adoption of this resolution will set forth the levy amount for 2016.
Staff Contact: Nancy Adams, Finance Director

Finance Director Nancy Adams gave a brief presentation on the 2016 property tax levy.

Mayor Boyd opened the public hearing period at 8:55 p.m. There were no speakers. Mayor Boyd closed the public hearing period at 8:55 p.m.

9. OTHER BUSINESS

9.1 **Subject:** 2015 Budget Amendment

Recommendation: Adopt Ordinance No. 929.

Result of Recommended Action: Adoption of this ordinance will amend Ordinance No. 913 and the 2015 budget.

Staff Contact: Nancy Adams, Finance Director

ACTION: Motion Morcos second Maffei and carried by a 7:0 vote; Council adopted Ordinance No. 929.

9.2 **Subject:** Adoption of 2016 Property Tax Levy and Resolution

Recommendation: Adopt Resolution No. 380.

Result of Recommended Action: Adoption of this resolution will set forth the levy amount for 2016.

Staff Contact: Nancy Adams, Finance Director

ACTION: Motion Morcos second Decker and carried by a 7:0 vote; Council adopted Resolution No. 380.

9.3 **Subject:** 2016 Final Budget and Salary Schedule

Recommendation: Adopt Ordinance No. 928.

Result of Recommended Action: Adoption of this ordinance will approve the 2016 Budget for the City of Medina setting forth the summary of estimated revenues and expenditures for each fund and the 2016 salary schedule.

Staff Contact: Nancy Adams, Finance Director

ACTION: Motion Luis second Morcos to adopt the 2016 final budget and salary schedule.

Council Member Maffei commented that at the last meeting there was a 4:2 vote, with four Council Members in favor of increasing the utility tax and two not in favor. He would like to reduce fund surpluses and not increase the utility tax by four percent.

Sauerwein responded that because they voted 4:2 at the last meeting the utility tax ordinance was on consent which was already voted on and passed.

ACTION: Motion Maffei to reconsider the Consent Agenda Item 7.7 regarding the Utility Tax Ordinance. This was seconded by Pryde.

Council discussed the General Fund and Capital Reserve Fund carryover. Maffei commented that with these surpluses, we should not increase the utility tax. Pryde concurred with Maffei.

There was consensus among the Council to discuss in 2016 about reducing personnel costs for the 2017 budget.

ACTION: Maffei rescinded his motion to reconsider Agenda Item 7.7.

ACTION: Motion Luis second Morcos and carried by a 7:0 vote; Council adopted Ordinance No. 928.

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 9:16 p.m. The following individual addressed the Council:

- Cynthia Adkins commented on the post office and wanted to clarify that we already own the post office and that we are only looking at the possibility of paying the loan off sooner.

The Mayor announced Council moving into Executive Session at 9:18 p.m. for an estimated time of fifteen minutes.

EXECUTIVE SESSION

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

Council Members Absent: None

Staff Present: Sauerwein, Haggard, Grumbach and Kellerman

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: No action was taken following Executive Session.

11. ADJOURNMENT

Motion Maffei second Pryde; Council voted to adjourn at 9:27 p.m.



Patrick Boyd, Mayor

Attest:

Aimee Kellerman
Aimee Kellerman, City Clerk