

**MEDINA CITY COUNCIL
SPECIAL AND REGULAR MEETING MINUTES**

Medina City Hall, Council Chambers
501 Evergreen Point Road, Medina
Monday, December 12, 2011; 5:30 pm

SPECIAL MEETING

The December 12, 2011 Special Meeting of the Medina City Council was noticed pursuant to RCW 42.30.080. The meeting was called to order at 5:33 pm. Mayor Jordan immediately recessed meeting into executive session pursuant to RCW 42.30.140(4)(a) and (b) for the purpose of labor negotiation and discussions for an estimated time of 30 minutes. Council members Boyd, Dicharry, Jordan, Lee, Lee, Nelson and Phelps; city manager, city clerk, police chief, city attorney and special counsel Cabot Dow were present. Executive session expired at 6:03 pm and community reception was held honoring outgoing council members Jordan, Nelson and Whitney until 6:30 pm.

REGULAR MEETING

CALL TO ORDER

Mayor Bret Jordan called the December 12, 2011 Regular Meeting of the Medina City Council to order at 6:30 pm.

ROLL CALL

Council Members Present: Patrick Boyd, Doug Dicharry, Bret Jordan, Katie Phelps, David Lee, Janie Lee, and Mark Nelson

City Staff Present: Donna Hanson, City Manager; Bruce Disend, City Attorney, Kenyon Disend; Mark Thomas, Police Chief; Robert Grumbach, Development Services Director; Joe Willis, Public Works Director; Nancy, Adams, Finance Director; and Rachel Baker, City Clerk

Mayor led members of the audience, council members, and staff in the Pledge of Allegiance.

OATH OF OFFICE

City clerk administered Oath of Office to Mr. David Lee who was elected to serve Medina City Council position number two short and long terms.

APPROVAL OF MEETING AGENDA

MOTION NELSON AND SECOND DICHARRY TO APPROVE AGENDA AS PRESENTED AND MOTION CARRIED 7-0 AT 6:32 PM.

PUBLIC COMMENT

Mayor read guidelines concerning public comment period and opened floor to public comment at 6:33 pm.

Medina resident Wilma Edmonds thanked Mayor Jordan for his outstanding leadership over the years and presented him the first document she received documenting City Hall remodel.

Medina resident Scott Hannah commended Mayor Jordan and council members for their professionalism in the handling of the Jeff Chen affair.

Medina resident Heija Nunn read into the record a statement which thanked council members for their service, expressed disappointment in a council-hosted staff appreciation party and raised questions related to the Chen employment matter. Ms. Nunn provided a disc to the City containing ten minutes of video from the June 13, 2011 council meeting.

Mayor closed public comment period at 6:39 pm.

REPORTS AND ANNOUNCEMENTS

Council member Nelson thanked Mayor Jordan for serving as mayor the past two years acknowledging the challenges he faced.

Emergency committee chair Kay Koelemay announced the committee's next meeting would be on a special date, Thursday, January 19, 2012, at 7:00 pm, in order to gather in the Great Hall at St. Thomas Church.

Ms. Koelemay conveyed Dave Nichols, operations manager with Seattle King County Public Health, will facilitate a meeting to discuss emergency medical response and health care providers will be encouraged to attend.

City manager provided summary of city council accomplishments over the past four years and presented outgoing council members with a boxed pen set to thank them for their service.

CONSENT AGENDA

MOTION BOYD AND SECOND DICHARRY TO ADOPT CONSENT AGENDA AND MOTION CARRIED 7-0 AT 6:51 PM.

- Approval of November 14, 2011 City Council Special and Regular Meeting Minutes
- Approval of November 2011 Check Register
Claim check numbers 52283 through 52384 in the amount of \$498,646.64; payroll check numbers 3341 through 3351 in the amount of \$217,290.07. There were no voided or canceled checks.
- City of Bellevue Utilities Contract
- Ordinance Architect Requirement for Building Permit Submittal
- Approval of Patrol Officers Collective 2012-2014 Labor Agreement
- Clarification of Utility Tax Ordinance
- Receipt of Approved September 21, 2011 Emergency Committee Meeting Minutes
- Receipt of Approved October 17, 2011 Park Board Meeting Minutes

OTHER BUSINESS

Final Acceptance of City Hall Expansion and Renovation Project (6:52 pm)

Public works director summarized project status.

MOTION PHELPS AND SECOND LEE ACCEPT THE CITY HALL EXPANSION AND RENOVATION PROJECT AND AUTHORIZE STAFF TO CLOSE OUT THE PROJECT. MOTION CARRIED 7-0 AT 6:55 PM.

2012 Planning Commission Work Plan (6:55 pm)

Development services director summarized proposal.

Phelps requested study session agenda item to discuss tree code in order to define work for the planning commission. Council directed moving unfinished 2011 items to 2012 work plan.

MOTION DICHARRY AND SECOND BOYD TO ACCEPT PROPOSED PLANNING COMMISSION WORK PROGRAM WITH ADDENDUM THAT PROPOSED ITEMS 6, 7, 8, AND 9 FROM 2011 PLAN BE RETAINED AT A LOWER PRIORITY. MOTION CARRIED 7-0 AT PM.

2012 Park Board Work Plan (7:10 pm)

Public works director summarized proposal. Council agreed to remove "Review 84 Avenue Northeast (Northeast 12 to Northeast 24) street improvement design plans and provide input" and to consider it in the future under new item titled "other tasks assigned by city council".

MOTION BOYD AND SECOND D. LEE TO ACCEPT PROPOSED 2012 PARK BOARD WORK PLAN, REMOVING THIRD ITEM, ADDING FINAL ITEM "OTHER ACTIVITIES AS ASSIGNED BY COUNCIL", AND TO HAVE PUBLIC SURVEY FOR PARKS AND OPEN SPACE ELEMENT OF MEDINA COMPREHENSIVE PLAN TO OCCUR AT AN OPEN HOUSE. MOTION CARRIED 7-0 AT 7:18 PM.

Council member Boyd proposed a motion and D. Lee seconded the motion to accept proposed 2012 park board work plan, removing third item, "Review 84 Avenue Northeast (NE 12 to NE 24) street improvement design plans and provide input," and adding a final item titled "Other activities assigned by council."

Council member Phelps proposed amendment to motion to amend item, "Complete update to Parks and Open Space Element of Medina Comprehensive Plan following public survey and open house for public comment on draft plan..." to have a public survey occur at the open house. Council member Dicharry seconded proposed amendment and council members Boyd and D. Lee confirmed approval of amendment.

Ordinance Adopting Fire Apparatus Access Requirements (7:18 pm)

Development services director and building official summarized proposed ordinance and answered questions.

MOTION NELSON AND DICHARRY SECOND TO APPROVE AN ORDINANCE OF THE MEDINA MUNICIPAL CODE AMENDING SECTION 503 OF THE INTERNATIONAL FIRE CODE AND SECTION 17.72.090 OF THE MEDINA MUNICIPAL CODE RELATING TO FIRE APPARATUS ACCESS ROAD STANDARDS. MOTION CARRIED 7-0 AT 7:25 PM.

Draft City Council Guidelines (7:25 pm)

City attorney summarized proposed revisions to document.

Council members requested to retain the following:

- City organizational chart
- Definition of comprehensive emergency management program
- Section defining role of mayor
- Section defining electronic communications
- Section providing executive session overview
- Section pertaining to the Public Records Act

And also the following:

- Re-wording Section 6.04 and eliminating "future"
- General language discouraging communications related to city business through social media
- Prohibition of electronic devices during meetings unless for note taking or family emergency

- Add "A" and "B" to 5.02 and update language pertaining to city manager performance evaluation

MOTION PHELPS AND SECOND NELSON TO ADOPT REVISED GUIDELINES WITH REVISIONS MADE DURING MEETING. MOTION CARRIED 7-0 AT 8:48 PM.

2011 and 2012 City Council Agenda Calendars (8:48 pm)

Future agenda items discussed include:

- Special meeting may be held before end of year for labor negotiations
- Review council guidelines during 2012 council retreat
- Discuss tree code amendment during upcoming study session
- Discuss Eastside Pathways sponsorship during January or February
- Tour updated public works building in coordination with ATC

PUBLIC COMMENT

Mayor opened public comment period at 8:54 pm.

Medina resident Michael Higgins expressed support for proposed 84 Avenue Northeast street improvement project.

Medina resident Kay Koelema complimented council members for all that has been done this year.

Public comment period closed at 8:56 pm and mayor recessed meeting for a break until 9:05 pm.

EXECUTIVE SESSION

At 9:05 pm, mayor announced the city council would enter into an executive session for 30 minutes pursuant to 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 to the agency; and RCW 42.30.110 (1)(g) to review the performance of a public employee. Executive session was extended 10 minutes at 9:35 pm.

City council members Jordan, Boyd, Dicharry, Lee, Lee, Nelson, and Phelps were present. Also in attendance were city manager and city attorney.

Executive session concluded at 9:45 pm and the regular meeting immediately reconvened.

ADJOURNMENT

MOTION NELSON AND SECOND JORDAN TO ADJOURN THE DECEMBER 12, 2011 REGULAR MEETING OF THE MEDINA CITY COUNCIL. MOTION CARRIED 6-1 (D. LEE OPPOSED) AT 9:45 PM.

The December 12, 2011, Regular Meeting of the Medina City Council adjourned at 9:45 pm.

The Medina City Council will hold its next Regular Meeting on Monday January 9, 2012, at 6:30 pm in the Council Chambers at Medina City Hall, 501 Evergreen Point Road, Medina.



Bret Jordan, Mayor

Michael Lewis

Attest:



Rachel Baker, City Clerk