



## MEDINA, WASHINGTON

MEDINA CITY COUNCIL  
REGULAR MEETING  
Virtual/Online  
Monday, May 10, 2021  
4:00 PM

**MAYOR**  
JESSICA ROSSMAN

**DEPUTY MAYOR**  
CYNTHIA F. ADKINS

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

**CITY MANAGER**  
MICHAEL SAUERWEIN

**CITY ATTORNEY**  
SCOTT MISSALL

**CITY CLERK**  
AIMEE KELLERMAN

## MINUTES

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

Mayor Rossman called the regular meeting to order at 4:00 p.m. via MS Teams.

City Council Present via MS Teams: Adkins, Garone, Gokul (online at 4:50 pm), Frey, Morcos, Zook and Mayor Rossman

Council Members Absent: None

Staff Present via MS Teams: Sauerwein, Missall, Burns, Sass, Osada, Ketter, Keyser, Nations, Wilcox and Kellerman

### 2. APPROVAL OF MEETING AGENDA

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

### 3. PUBLIC COMMENT PERIOD

Mayor Rossman opened the public comment period. There were no speakers. Subsequently, public comment was closed.

## 4. PRESENTATIONS

- 4.1 Senator Patty Kuderer to address the Council regarding Phase 2 520 Joint Noise abatement and updates on major bills that were passed.

Senator Pattu Kuderer provided an update on bills passed through the State Legislature. She reported that the noise abatement study funding for phase 2 was included in the transportation budget earlier this year plus an additional \$406,000. There may be an upcoming special session to vote on the transportation budget. She also reported on the Capital Gains tax, noting that Washington State was rated last in terms of tax fairness. She clarified that the tax is not a tax on income you earn, but a tax on a sale of an asset you own.

- 4.2 ARCH (A Regional Coalition of Housing) Presentation by Executive Manager, Lindsay Masters

ARCH Executive Manager, Lindsay Masters provided an update on low-income housing projects in King County.

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

Park Board Chair Sarah Gray reported that Park Board is presenting a final design for the new playground equipment at Medina Park at the June 14 City Council meeting.

Planning Commission Chair Laurel Preston reported on upcoming discussions for Planning Commission meetings.

- 4.4 Presentation on National Safe Boating and Paddling Week by Dale Vodicka, Staff Officer Public Affairs Division 2, District 13, United States Coast Guard Auxilliary.

Debra Alderman with the Public Affairs Division 2, District 13, United States Coast Guard Auxiliary thanked the City Council for issuing a proclamation in recognition of National Safe Boating and Paddling week.

## 5. CONSENT AGENDA

**ACTION:** Motion Adkins second Garone and carried by a 6:0 (Gokul absent) vote; Council approved the Consent Agenda.

- 5.1 Check Register, April 2021  
**Recommendation:** Approve.  
**Staff Contact:** Julie Ketter, Finance Director

- 5.2 Approved Park Board Minutes of March 15, 2021  
**Recommendation:** Receive and file.  
**Staff Contact:** Dawn Nations, Deputy City Clerk

- 5.3 Approved Planning Commission Meeting Minutes of:  
a) February 23, 2021; and  
b) March 23, 2021.  
**Recommendation:** Receive and file.  
**Staff Contact:** Dawn Nations, Deputy City Clerk
- 5.4 Draft City Council Meeting Minutes of:  
a) April 12, 2021; and  
b) April 26, 2021.  
**Recommendation:** Adopt Minutes.  
**Staff Contact:** Aimee Kellerman, CMC, City Clerk
- 5.5 Proclamation in Recognition of National Safe Boating and Paddling Week 2021  
**Recommendation:** Adopt Proclamation.  
**Staff Contact:** Aimee Kellerman, CMC, City Clerk
- 5.6 Proclamation in Recognition of National Police Week and Peace Officer Memorial Day 2021  
**Recommendation:** Adopt Proclamation.  
**Staff Contact:** Stephen Burns, Chief of Police
- 5.7 Approval of 2021 Stormwater Management Plan (SWMP)  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Osada, Public Works Director
- 5.8 Confirmation of Appointment to the Medina Park and Recreation Board and Planning Commission  
**Recommendation:** Approve.  
**Staff Contact:** Aimee Kellerman, CMC, City Clerk
- 5.9 Ordinance No. 998 - Comcast Franchise Agreement  
**Recommendation:** Adopt Ordinance No. 998 - Franchise Agreement.  
**Staff Contact:** Emily Miner, Assistant City Attorney

## 6. LEGISLATIVE HEARING

None.

## 7. PUBLIC HEARING

None.

## 8. CITY BUSINESS

- 8.1 2021 City Manager's Goals and Objectives: Central Services and City Clerk's Office Service Level Agreement

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

**Staff Contact:** Michael Sauerwein, City Manager, Aimee Kellerman, CMC, City Clerk

City Clerk Aimee Kellerman gave a presentation on the 2021 City Manager's Goals and Objectives on a proposed service level agreement. The presentation included developing standards for responses and acknowledgements for all inquiries to the city. The City Clerk also noted that Central Services staff is in the process of redesigning the City's website, cleaning up the City's Municipal Code and upgrading the City's agenda management software. These changes will provide better service and ease of use for patrons visiting our website and quickly finding what they need.

The updated and cleaned up version of the Medina Municipal Code will be brought back to Council at a future meeting for adoption.

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

#### 8.2 Minor Code Amendments Presentation

**Recommendation:** Discussion item and possible direction.

**Staff Contact:** Stephanie Keyser, AICP, Planning Manager

Planning Manager Stephanie Keyser gave a presentation on the Minor Code Amendments. The small code amendments are intended to clean-up and clarify the existing code, streamline process for both staff and applicants and incorporate new direction from legislature. The proposed amendments will come to Council at the June 14 City Council meeting for public hearing and adoption. Council asked questions and staff responded.

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

#### 8.3 Street Vacation Policy

**Recommendation:** Discussion and direction.

**Staff Contact:** Scott Missall, City Attorney, Stephanie Keyser, AICP, Planning Manager

Planning Manager Stephanie Keyser gave a presentation on the proposed street vacation policy. The proposal is to add chapter 12.44 to the Medina Municipal Code, establishing procedures and criteria that the city will use to review and decide the vacation of public streets, alleys, sidewalks, trails, and any other public grants. Council discussed the proposed Options A and B, asked questions and staff responded.

**ACTION:** Motion Adkins that city staff look at Option A and removing the "tangible and demonstrable" words in 12.44.140 and in their discretion, either include or exclude examples. This was seconded by Gokul. Motion carried 6:0 (Morcos Offline)

#### 8.4 Animal Control Regulations

**Recommendation:** Discussion and direction.

**Staff Contact:** Michael Sauerwein, City Manager, Steve Wilcox, Development Services Director, Scott Missall, City Attorney

City Attorney Scott Missall reported that staff reviewed and discussed animal control regulations and included discussion of large lot exemptions for farm animals. He suggested that Council hold an Executive Session at the next City Council meeting for further discussions.

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

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

- # - # 9.1 Police, Development Services, Finance, Central Services, Public Works, City Attorney
- Police Chief Steve Burns gave an update on activities in the police department.
- Director of Development Services Steve Wilcox gave an update on activities in Development Services.
- Director of Public Works Ryan Osada gave an update on projects in Public Works.
- Director of Finance and HR Julie Ketter gave an update on the city's finances.
- City Manager Michael Sauerwein provided a summary of his report and provided a follow up to the after-action report from the last City Council meeting.

## **10. REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE**

None.

## **11. PUBLIC COMMENT**

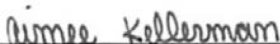
Mayor Rossman opened the public comment period. There were no speakers. Subsequently, public comment was closed.

## **12. ADJOURNMENT**

By consensus, the Council adjourned the regular meeting at 7:15 p.m.

  
Jessica Rossman, Mayor

Attest:

  
Aimee Kellerman, City Clerk

