



## MEDINA, WASHINGTON

MEDINA CITY COUNCIL  
REGULAR MEETING  
Virtual/Teleconference  
Monday, June 8, 2020  
4:00 PM following COVID-19 Briefing

**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. INCIDENT COMMANDER COVID-19 (Coronavirus) Briefing - 4:00 PM

City Council Present via MS Teams: Adkins, Frey, Garone, Gokul, Morcos, Zook, and Mayor Rossman

Council Members Absent: None

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

#### 1.1 COVID-19 (Coronavirus) Update - Chief Burns

Chief Burns gave a brief update on the novel COVID-19 (Coronavirus) pandemic. On Friday, June 5<sup>th</sup> the Washington State Department of Health accepted King County's plan to allow for limited openings of recreational, social and business activities in a modified Phase 1 of Governor Jay Inslee's Safe Start reopening plan.

The State's plan creates four phases that gradually increase activities based on the prevalence of the disease and the ability to mitigate community transmission of the virus. King County is currently in Phase 1.5.

Nearly all types of activities that are allowed in Phase 2 are allowed in a modified Phase 1, at lower capacities and time limits.

- 1.2 City Staff COVID-19 (Coronavirus) Update - City Manager
- City Hall Operations
  - Police Department
  - Development Services
  - Public Works and Parks Department

The City's leadership team continues to work on specifics for return to work and exploring options for returning to business. Development Services has begun office working with no public contact and Public Works is continuing their staggered work shifts. It appears in Phase 2, general office workers could return to work; however, Phase 3 specifically references government buildings. At this time, city hall remains closed to the public until Phase 3.

## CITY COUNCIL REGULAR MEETING

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

Mayor Rossman called the regular meeting to order at 4:12 p.m.

City Council Present via MS Teams: Adkins, Frey, Garone, Gokul, Morcos, Zook, and Mayor Rossman

Council Members Absent: None

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

### 2. APPROVAL OF MEETING AGENDA

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

### 3. PUBLIC COMMENT PERIOD

There were no public comments.

### 4. PRESENTATIONS

#### 4.1 Presentation by Vicky Clarke, Cascade Bicycle Club

Policy Director, Vicky Clarke of Cascade Bicycle Club gave an overview of their mission, vision, values, and goals. Council asked questions and she responded. Discussion included safety of bicyclists, pedestrians, and drivers through Medina.

#### 4.2 Business License Presentation by Julie Ketter, Finance Director and Emily Miner, Assistant City Attorney.

Finance Director Julie Ketter gave a brief update on the business license program through the Department of Revenues business licensing umbrella. There will be a more detailed discussion on this topic at the upcoming Finance Committee meeting on Monday, June 15 at 10:00 a.m.

- 4.3 Traffic Calming and Bicycles on Evergreen Point Road by Michael Sauerwein, City Manager, Stephen Burns, Chief of Police and Ryan Osada, Public Works Director

City Manager Michael Sauerwein gave a presentation on traffic calming and bicycles on Evergreen Point Road. Goals and priorities include safety, reducing the impact bicyclists are having on Fairweather Park and Fairweather Nature Preserve, and also encourage social distancing within the park and nature preserve during the COVID-19 pandemic.

The city has taken some steps since the trail opened, which include more signage, fencing, increase frequency of emptying garbage cans and allocated funds to assign a police officer to patrol the park and nature preserve Friday, Saturday and Sunday now through Labor Day weekend.

The presentation included short term easy to implement ideas are visual cues such as street signs and pavement markings. Long term ideas include a design and traffic calming solutions such as a raised pavement and raised crosswalk at intersections.

Council asked questions and staff responded.

- 4.4 ARCH (A Regional Coalition for Housing) Update, Klaas Nijhuis, ARCH Senior Planner; Lindsay Masters, Executive Manager

ARCH Executive Manager Lindsay Masters provided an update to Council on the compliance issues they faced last year within the homeownership program.

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

Park Board Chair Sarah Gray gave an update on activities on the Park Board.

Planning Commission Chair Laurel Preston gave an update from the last Planning Commission meeting. Planning Commission temporarily changed their meeting time to 2:00 p.m. for the duration of virtual meetings.

## 5. CONSENT AGENDA

**ACTION:** Motion Zook second Morcos and carried by a 7:0 vote, Council approved the Consent Agenda.

- 5.1 May 2020, Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Julie Ketter, Finance Director

- 5.2 Draft City Council Meeting Minutes of May 11, 2020  
**Recommendation:** Adopt Minutes.  
**Staff Contact:** Aimee Kellerman, CMC, City Clerk
- 5.3 ARCH (A Regional Coalition for Housing) Annual Report and 2021 Work Plan Adoption  
**Recommendation:** Approve.  
**Staff Contact:** Michael Sauerwein, City Manager
- 5.4 Ordinance Adopting Low Income Housing HB 1406  
**Recommendation:** Adopt.  
**Staff Contact:** Michael Sauerwein, City Manager
- 5.5 MCI Metro Franchise Agreement  
**Recommendation:** Approve.  
**Staff Contact:** Emily Miner, Assistant City Attorney
- 5.6 Park Board and Planning Commission Appointment Confirmation  
**Recommendation:** Approve.  
**Staff Contact:** Aimee Kellerman, CMC, City Clerk
- 5.7 Department of Commerce Interagency Contract in Association with Coronavirus Relief Fund for Local Governments  
**Recommendation:** Approve.  
**Staff Contact:** Julie Ketter, Finance Director

## 6. LEGISLATIVE HEARING

None.

## 7. PUBLIC HEARING

- 7.1 CIP/TIP 6-Year Plan 2021-2026  
**Recommendation:** Adopt.  
**Staff Contact:** Ryan Osada, Public Works Director

Public Works Director Ryan Osada gave an overview of the 2021-2026 Six-Year CIP/TIP Plan.

Council discussed, asked questions and staff responded.

**ACTION:** Motion Adkins second Zook and carried by a 7:0 vote; Council approved the 2021-2026 Six-Year CIP/TIP Plan.

- 7.2 Ordinance Amending MMC 2.48 Public Records, Amending Public Records Policy and Resolution Amending Fee Schedule Relating to PRA Requests  
**Recommendation:**

1. Adopt Ordinance No. 983; and
2. Adopt Resolution No. 406.

**Staff Contact:** Aimee Kellerman, CMC, City Clerk

City Clerk Aimee Kellerman gave a brief overview of the outdated code regarding public records and the recommended code amendments, public records policy and fee schedule.

**ACTION:** Motion Adkins second Frey and carried by a 7:0 vote; Council adopted Ordinance No. 983 amending MMC 2.48 and Resolution No. 406 amending the fee schedule.

## 8. CITY BUSINESS

### 8.1 Stormwater Code Discussion

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

**Staff Contact:** Emily Miner, Assistant City Attorney and Ryan Osada, Public Works Director

Assistant City Attorney Emily Miner gave an update on the Stormwater Code. The update included proposed code amendments and next steps. Staff will begin public outreach in June with a legislative hearing in July for public comments. Staff will continue public outreach in August and bring the code amendments back in September for adoption.

**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 Burns gave an update on activities in the police department. Updates included protests and demonstrations in Bellevue, marine patrol contract options and the police department's use of force policy.

Director of Development Services Steve Wilcox gave an update on construction activities in Medina.

Finance Director Julie Ketter gave an update on the City's finances.

Public Works Director Ryan Osada gave an update on Public Works construction projects.

City Manager Michael Sauerwein reminded Council that the City Council mini retreat is still scheduled for Monday, June 22<sup>nd</sup> at 4:00 p.m. via MS Teams.

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

None.

**11. PUBLIC COMMENT**

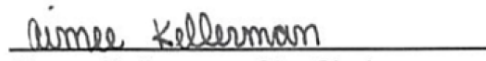
There were no public comments.

**12. ADJOURNMENT**

Motion Garone second Akins; Council adjourned the meeting at 7:20 p.m.

  
Jessica Rossman, Mayor

Attest:

  
Aimee Kellerman, City Clerk