



## MEDINA CITY COUNCIL

Monday, June 12, 2023

**5:00 PM – REGULAR MEETING**

### AGENDA

#### VISION STATEMENT

Medina is a family-friendly, diverse and inclusive community on the shores of Lake Washington. With parks and open spaces, Medina is a quiet and safe small city, with active and highly-engaged residents. Medina honors its heritage while preserving its natural environment and resources for current and future generations.

#### MISSION STATEMENT

Ensure efficient delivery of quality public services, act as responsible stewards of Medina's financial and natural resources, celebrate diversity, leverage local talent, and promote the safety, health, and quality of life of those who live, work, and play in Medina.



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person  
Monday, June 12, 2023 – 5:00 PM

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### AGENDA

**MAYOR** | Jessica Rossman

**DEPUTY MAYOR** | Randy Reeves

**COUNCIL MEMBERS** | Cynthia F. Adkins, Jennifer Garone, Harini Gokul, Mac Johnston, Bob Zook

**CITY MANAGER** | Stephen R. Burns

**CITY ATTORNEY** | Scott Missall

**CITY CLERK** | Aimee Kellerman

#### Virtual Meeting Participation

The Medina City Council has moved to hybrid meetings, offering both in-person and online meeting participation. In accordance with the direction from Governor Inslee, masking and social distancing will be optional for those participating in person. Individuals who are participating online and wish to speak live can register their request with the City Clerk at 425.233.6411 or email [akellerman@medina-wa.gov](mailto:akellerman@medina-wa.gov) and leave a message before 2PM on the day of the June 12 Council meeting. Please reference Public Comments for June 12 Council Meeting on your correspondence. The City Clerk will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3 minute limit. The city will also accept written comments. Any written comments must be submitted by 2 PM on the day of the June 12 Council meeting to the City Clerk at [akellerman@medina-wa.gov](mailto:akellerman@medina-wa.gov).

#### [Join Zoom Meeting](#)

Meeting ID: 832 5227 3105

Passcode: 589036

One tap mobile

+12532158782,,83252273105# US (Tacoma)

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

Council Members Adkins, Garone, Gokul, Johnston, Reeves, Rossman and Zook

#### 2. APPROVAL OF MEETING AGENDA

#### 3. PUBLIC COMMENT PERIOD

Individuals wishing to speak live during the Virtual City Council meeting may register their request ahead of time with the City Clerk at 425.233.6411 or email [akellerman@medina-wa.gov](mailto:akellerman@medina-wa.gov) and leave a message **before 2PM** on the day of the June 12 Council meeting. Please reference Public Comments for June 12 Council Meeting on your correspondence. The City Clerk will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3 minute limit.

#### 4. **PRESENTATIONS**

- 4.1 Professional Excellence Award Presentation - Medina Police Department by Police Chief Jeffrey R. Sass.

Time Estimate: 10 minutes

- 4.2 Recognize Boards and Commission Volunteers by Mayor Jessica Rossman and Stephen R. Burns, City Manager

Time Estimate: 10 minutes

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

Time Estimate: 10 minutes

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

Time Estimate: 15 minutes

Police, Development Services, Finance, Central Services, Public Works, City Attorney

[5.1a](#) City Manager Monthly Report

[5.1b](#) Police Monthly Report

[5.1c](#) Development Services Monthly Report

[5.1d](#) Finance Monthly Report

[5.1e](#) Central Services Monthly Report

[5.1f](#) Public Works Monthly Report

#### 6. **CONSENT AGENDA**

Time Estimate: 5 minutes

Consent agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a Councilmember or City staff requests the Council to remove an item from the consent agenda.

[6.1](#) May 2023 - Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance Director

[6.2](#) Park Board Meeting Minutes of March 20, 2023  
**Recommendation:** Receive and file.  
**Staff Contact:** Dawn Nations, Deputy City Clerk

[6.3](#) Planning Commission Meeting Minutes of:  
a) March 28, 2023; and  
b) May 2, 2023.

**Recommendation:** Receive and file.

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

[6.4](#) Draft Meeting Minutes of:

a) City Council Meeting May 8, 2023; and

b) Joint City Council and Planning Commission Meeting May 22, 2023.

**Recommendation:** Adopt minutes.

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

[6.5](#) Confirmation of Appointment to the Medina Planning Commission

**Recommendation:** Confirm the following appointments:

Planning Commission

- Laura Bustamante, Position 2
- Evonne Lai, Position 4
- Brian Pao, Position 1 (effective August 1, 2023)

**Staff Contact:** Aimee Kellerman, City Clerk on behalf of the Personnel Committee

[6.6](#) TIB Medina Elementary Sidewalk Phase 1

**Recommendation:** Approve.

**Staff Contact:** Ryan Osada, Public Works Director

[6.7](#) Interlocal Cooperation Agreement Renewal 2024-2026

**Recommendation:** Approve.

**Staff Contact:** Stephen R. Burns, City Manager

[6.8](#) Moratorium Resolution – Street Vacations

**Recommendation:** Adopt Resolution No. 434.

**Staff Contact:** Stephen R. Burns, City Manager

7. **LEGISLATIVE HEARING**

None.

8. **PUBLIC HEARING**

[8.1](#) Housing Action Plan

**Recommendation:** Adopt Plan.

**Staff Contact(s):** Stephanie Keyser, Planning Manager

Time Estimate: 15 minutes

[8.2](#) 2024-2029 Six Year CIP, TIP, Non-TIP Plan

**Recommendation:** Discussion and direction.

**Staff Contact:** Ryan Osada, Public Works Director

Time Estimate: 15 minutes

9. **CITY BUSINESS**

[9.1](#) Comprehensive Plan Update

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

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

Time Estimate: 5 minutes

- [9.2](#) Overlake Golf and Country Club Street Vacation Petition  
**Recommendation:** Update only; no action needed.  
**Staff Contact:** Stephen R. Burns, City Manager

Time Estimate: 5 minutes

- [9.3](#) E-Bike Restrictions in Medina Park  
**Recommendation:** Discussion and direction.  
**Staff Contact:** Jeff Sass, Police Chief

Time Estimate: 15 minutes

- [9.4](#) NE 12th Street Pedestrian Improvements  
**Recommendation:** Discussion and direction.  
**Staff Contact:** Ryan Osada, Public Works Director

Time Estimate: 15 minutes

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

11. **PUBLIC COMMENT**

Comment period is limited to 10 minutes. Speaker comments limited to one minute per person.

12. **EXECUTIVE SESSION** - Time Estimate: 60 minutes

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)(c)

To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public.

Council may take action following one or both of the Executive Sessions.

13. **ADJOURNMENT**

Next regular City Council Meeting: July 10, 2023 at 5 PM.

No City Business scheduled for the June 26, 2023 Council Meeting.

### **ADDITIONAL INFORMATION**

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Medina City Hall.

The agenda items are accessible on the City's website at [www.medina-wa.gov](http://www.medina-wa.gov) on Thursdays or Fridays prior to the Regular City Council Meeting.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (425) 233-6410 at least 48 hours prior to the meeting.

### **UPCOMING MEETINGS AND EVENTS**

Monday, June 26, 2023 - City Council Meeting - **CANCELLED**  
Tuesday, June 27, 2023 - Planning Commission Regular Meeting (6:00 PM)  
**Tuesday, July 4, 2023 - Independence Day - City Hall Closed**  
Monday, July 10, 2023 - City Council Meeting (5:00 PM)  
Monday, July 17, 2023 - Park Board Meeting (5:00 PM)  
Monday, July 24, 2023 - City Council Meeting (5:00 PM)  
Tuesday, July 26, 2023 - Planning Commission Regular Meeting (6:00 PM)  
Wednesday, August 9, 2023 – Emergency Preparedness Meeting (4:00 PM)  
Monday, August 14, 2023 - City Council Meeting - **Dark No Meeting**  
Monday, August 28, 2023 - City Council Meeting - **Dark No Meeting**  
**Monday, September 4, 2023 - Labor Day - City Hall Closed**  
Monday, September 11, 2023 - City Council Meeting (5:00 PM)  
Monday, September 18, 2023 - Park Board Meeting (5:00 PM)  
Monday, September 25, 2023 - City Council Meeting (5:00 PM)  
Tuesday, September 26, 2023 - Planning Commission Regular Meeting (6:00 PM)  
Monday, October 9, 2023 - City Council Meeting (5:00 PM)  
Monday, October 23, 2023 - City Council Meeting (5:00 PM)  
Tuesday, October 24, 2023 - Planning Commission Regular Meeting (6:00 PM)  
**Friday, November 10, 2023 - Veterans Day - City Hall Closed**  
Monday, November 13, 2023 - City Council Meeting (5:00 PM)  
Monday, November 20, 2023 - Park Board Meeting (5:00 PM)  
**Thursday, November 23, 2023 - Thanksgiving Holiday - City Hall Closed**  
**Friday, November 24, 2023 - Day After Thanksgiving Holiday - City Hall Closed**  
Monday, November 27, 2023 - City Council Meeting (5:00 PM)  
Monday, December 11, 2023 - City Council Meeting (5:00 PM)  
Wednesday, December 13, 2023 – Emergency Preparedness Meeting (4:00 PM)  
**Monday, December 25, 2023 - Christmas Day - City Hall Closed**

### **CERTIFICATION OF POSTING AGENDA**

The agenda for Monday, June 12, 2023 Regular Meeting of the Medina City Council was posted and available for review on Friday, June 9, 2023 at City Hall of the City of Medina, 501 Evergreen Point Road, Medina, WA 98039. The agenda is also available on the city website at [www.medina-wa.gov](http://www.medina-wa.gov).



# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
TELEPHONE 425-233-6400 | [www.medina-wa.gov](http://www.medina-wa.gov)

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**Date:** May 8, 2023  
**To:** Honorable Mayor and City Council  
**From:** Stephen R. Burns, City Manager  
**Subject:** City Manager Report

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- The City Council has identified six goals and priorities for staff to work on in 2023. Below are the goals and status update.
- Create a clear timeline and protocols for Council projects to include no new code without an enforcement plan.
    - *City staff is working on this with a tentative timeline to report back to Council in the Fall of 2023.*
  - Strategy for creative revenue sources, relook at fine structure and compare or calibrate with other cities.
    - *Development Services Director Steve Wilcox provided an update to the City Council on February 27 covering short-term and long-term budget outlook and stabilization for Development Services. Looking forward, one item we will continue to monitor is the fee schedule to ensure it accurately reflects cost recovery.*
  - Implement a full HR system that covers employee lifecycle.
    - *Finance/HR Director Ryan Wagner has implemented the first phase of implementing a full-service Human Resources program that will standardize Medina employment requirements. The first phase was moving the city staff from paper timesheets to a fully automated payroll software solution through ADP. The city went live with solution on May 1, 2023. The Finance department will continue the buildout of phase 2 for the Human Resources piece that includes hiring, onboarding, and managing HR compliance. City staff estimates that this will be ready to come to Council in the Fall 2023.*
  - Add each department's business lines and service levels on the website.
    - *In the first week of June, Central Services Director Aimee Kellerman, worked with staff to get business lines and service levels on the city website – under “Know Your Government” - [Check Out Your Local Government and the Services We Provide | Medina Washington \(medina-wa.gov\)](http://www.medina-wa.gov). **Complete***

- Research and develop a plan for undergrounding utilities; and
  - *Public Works Director Ryan Osada provided an update to the Council at the April 24 City Council Meeting. Staff will create a web page about undergrounding utilities with updated FAQ's as directed by Council. This page is expected to be live by the end of June.*
  
- Research available options for reducing ghost homes.
  - *City Attorney Scott Missall is researching options and will be providing a brief to Council in the Fall of 2023.*
  
- Gas-Powered Leaf Blower Education Plan – City staff has created an education and resource page on the city's website. This page includes an introduction to what Medina is looking into, FAQs, and links to other cities that have banned or are considering a ban on gas-powered leaf blowers. This is part of the education and outreach regarding gas-powered leaf blowers that the Council directed to staff. City staff held an Open House at City Hall on May 11, 2023, from 5pm to 6:30pm – 15 residents attended and provided input and feedback to City Staff. A survey, which went out city wide, has been receiving comments and suggestions from residents about gas-powered leaf blower restrictions. Final survey information will be provided at the July Council Meeting.
  
- Bellevue Fire Report – **Attached.**
  
- 2023 City Council Calendar – **Attached.**

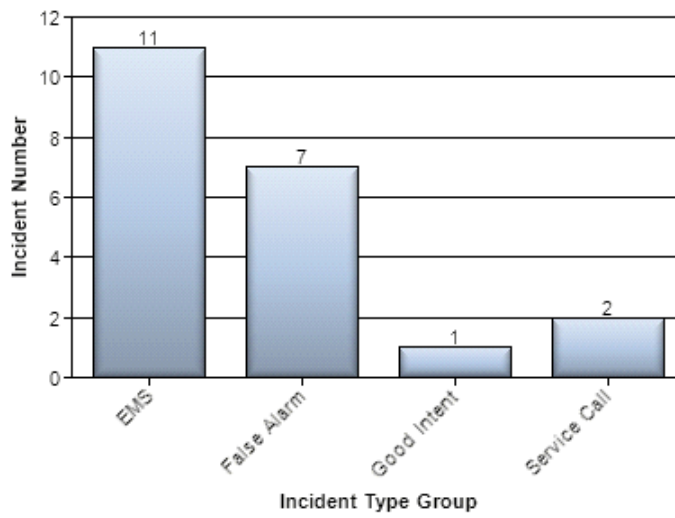


20180807 - Contract Cities Incident Types

Date: Monday, June 5, 2023  
Time: 8:45:18 AM

Incident Date between 2023-05-01 and 2023-06-01  
City equal to Medina

Incident Type Group	Incident Count
EMS	11
False Alarm	7
Good Intent	1
Service Call	2



**ATTACHMENT 2**



**MEDINA CITY COUNCIL**

2023 AGENDA/ACTION CALENDAR

Meetings scheduled for 5:00 pm, online (unless noticed otherwise).

JANUARY 9, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	SR520 Build It Faster by Carl Stixrood and John Hutchins - SR520 Working Group - 15 Minutes	Burns		Completed	
Consent Agenda	December 2022, Check Register			Approved	
Consent Agenda	DRAFT CC Minutes 12/12/2022			Adopted	
Consent Agenda	Resolution Supporting Mercer Island Marine Patrol Funding			Adopted Res. No. 429	
Legislative Hearing	Ordinance Approving New Solicitation and Permitting Regulations	Sass		Adopted Ord. No.1018	Legal Notice in Seattle Times 12/24/2022
Public Hearing					
City Business	Comp Plan Update	Keyser		Completed	
City Business	Gas-Powered Leaf Blower Education and Outreach Plan	Burns		Completed	
City Business	Park Use Permit Pilot Program	Burns/Kellerman		Approved	
JANUARY 23, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business	City Arborist Presentation and Discussion	Wilcox	Discussion and direction	Completed	
City Business	Tree Management Code Amendments	Wilcox	Approve	Approved	

**FEBRUARY 13, City Council Regular Meeting, 5:00 pm** **ATTACHMENT 2**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation	Professional Excellence Award Presentations - Medina Police Department	Sass		completed	
Consent Agenda	January and 13th Month Check Register			approved	
Consent Agenda	PB Minutes 11/21/2022			received	
Consent Agenda	PC Minutes 11/15/2022			received	
Consent Agenda	CC Minutes 1/9/2023 , 1/23/2023			adopted	
Consent Agenda	Flock Contract for License Plate Reader Cameras - Tentative	Sass		approved	
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business	Comp Plan Public Participation Resolution	Keyser		adopted	
City Business	Comp Plan Update	Keyser		completed	
City Business	Ordinance Amending MMC Chapter 2.24 Parks and Recreation Board and MMC Chapter 2.28 Planning Commission to Allow for Hybrid Meetings and Clarify the Number of Parks and Recreation Board Meetings	Osada/Nations		adopted	
Executive Session	RCW 42.30.110(1)(i) Potential Litigation			completed	

**FEBRUARY 27, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	None				
Consent Agenda	None				
Consent Agenda	None				
Legislative Hearing	None				
Public Hearing	None				
City Business	Development Services Enterprise Budget Discussion	Wilcox	Discussion/Direction	completed	
City Business	Pending Legislative Session Bills	Keyser	Discussion/Direction	completed	

**ATTACHMENT 2**

<b>MARCH 13, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Presentation	SR-520 Noise Abatement Project Update by University of Washington Professor of Mechanical Engineering, Per Reinhall - 30 Minutes	Burns		N/A	
Presentation	Professional Excellence Award Presentation - Medina Police Department	Sass		Moved to 5/8	
Consent Agenda	February Check Register			Approved	
Consent Agenda	PC Minutes			Approved	
Consent Agenda	DRAFT CC Minutes			Approved	
Legislative Hearing	None			N/A	
Public Hearing	None			N/A	
City Business	Comp Plan Update	Keyser		None	
City Business	OGCC Street Vacation Update	Keyser/Romanenko		Moved to 4/10	
City Business	Gas-Powered Leaf Blower Update	Burns		Moved to 4/10	
<b>MARCH 27, City Council Regular Meeting, 5:00 pm - CANCELLED</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
<b>APRIL 10, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Presentation	None			None	
Consent Agenda	March Check Register		Approve	Approved	
Consent Agenda	PB Minutes - January 23			Approved	
Consent Agenda	PC Minutes		Approve	Approved	
Consent Agenda	DRAFT CC Minutes		Approve	Approved	
Consent Agenda	Proclamation in Recognition of Municipal Clerks Week - Apr 30 - May 6		Approve	Approved	
Consent Agenda	2023 ARCH Work Program and Budget	Burns	Approve	Approved	
Consent Agenda	Contract Approval with BVC, Inc., for city-wide crack seal project	Osada	Approve	Approved	
Legislative Hearing	None			None	
Public Hearing	None			None	

**ATTACHMENT 2**

City Business	Comp Plan Update	Keyser	None	None	
City Business	Housing Action Plan	Keyser		None	
City Business	OGCC Street Vacation Update	Keyser/Romanenko		Legislative hearing scheduled for 6/12/2023	
City Business	Gas-Powered Leaf Blower Update	Burns		None	
City Business	Park Use Pilot Program	Burns/Kellerman	Approve	Moved to 5/8	
Executive Session	Potential Litigation 42.30.110(1)(i)				

**APRIL 24, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	None			None	
Consent Agenda	None			None	
Legislative Hearing	None			None	
Public Hearing	None			None	
City Business	Undergrounding Utilities Presentation	Osada	Discussion/Direction	None	
City Business	Funding Stormwater Replacement Options	Wagner	Discussion/Direction	Moving Forward	
City Business	Resolution Setting Public Hearing - OGCC Street Vacation	Keyser/Missall	Adopt Resolution	Approved	

**MAY 8, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda	April Check Register		Approve	Approved	
Consent Agenda	DRAFT CC Minutes of 4/10 & 4/24		Adopt	Adopted	
Consent Agenda	National Police Week and Peace Officer Day Proclamation		Approve	Approved	
Legislative Hearing	None				
Public Hearing	None				
City Business	Comp Plan Update	Keyser	Discussion only	Completed	
City Business	New Housing Legislation	Keyser	Discussion only	Completed	
City Business	Park Use Pilot Program	Burns/Kellerman	Approve	Moved to a later date	
City Business	Small Wireless Facility Permit Process	Romanenko	Discussion only	Completed	

**MAY 22, Joint City Council and Planning Commission Meeting, 5:00 pm** **ATTACHMENT 2**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	None				
Consent Agenda	None				
Legislative Hearing	None				
Public Hearing	None				
City Business	Comprehensive Plan (Housing Element)	Keyser		Completed	

**JUNE 12, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	Professional Excellence Award Presentation - Medina Police Department	Sass			
Presentation	Volunteer Certificates	Rossmann			
Consent Agenda	May 2023 Check Register		Approve		
Consent Agenda	Approved PB 3/20 Minutes		Receive and file		
Consent Agenda	Approved PC 3/28 & 5/2 Minutes		Receive and file		
Consent Agenda	DRAFT CC Minutes 5/8 & 5/22		Adopt		
Consent Agenda	PB and PC Appointment Confirmations	Kellerman	Approve		
Consent Agenda	King County Interlocal Cooperation Agreement Renewal for 2024-2026	Burns	Approve		
Consent Agenda	Medina Elementary Side Walk Phase 1 Contract	Osada	Approve		
Consent Agenda	Street Vacation Moratorium	Burns/Missall	Adopt		
Legislative Hearing	none		none		
Public Hearing	Housing Action Plan	Keyser	Approve		5/25/2023
Public Hearing	Six-Year CIP/TIP-Non-TIP	Osada	Discussion and direction		5/22/2023
City Business	Comp Plan Update	Keyser	Discussion item only; no action needed.		
City Business	OGCC Street Vacation Petition Update	Burns/Missall	Update only		5/22/2023
City Business	12th Street Sidewalk and Undergrounding Contract	Osada	Discussion and direction		
City Business	Electric Bike Park Restriction	Sass	Discussion and direction		
Executive Session	RCW 42.30.110 (1)(i) and RCW 42.30.110 (1) ©				

**JUNE 26, City Council Regular Meeting, 5:00 pm - CANCELLED** **ATTACHMENT 2**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business					
City Business					
City Business					

**JULY 10, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	Recognition of Outgoing Volunteer Laurel Preston by Mayor Rossman				
Presentation					
Presentation					
Presentation					
Consent Agenda	June 2023, Check Register				
Consent Agenda	Draft CC Minutes				
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing	Six-Year CIP/TIP/Non-TIP	Osada	Approve		
City Business	Comp Plan Update	Keyser			
City Business	Peddler Ordinance Update	Sass/Missall			
City Business	DRAFT Tree Code Fines	Wilcox			
City Business	Personnel Committee Discussion	Burns/Rossman			
City Business	Street Vacation Petition Process Discussion	Burns/Missall			
Executive Session					

**JULY 24, City Council Regular Meeting, 5:00 pm** **ATTACHMENT 2**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business					
City Business					
City Business					

**AUGUST 14, City Council DARK - CANCELLED**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business					
City Business					
City Business					



**AUGUST 28, City Council DARK - CANCELLED** **ATTACHMENT 2**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business					
City Business					
City Business					

**SEPTEMBER 11, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business	Comp Plan Update	Keyser			
City Business					
City Business					

**ATTACHMENT 2**

**SEPTEMBER 25, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business					
City Business					
City Business					

**OCTOBER 9, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business	Comp Plan Update	Keyser			
City Business					
City Business					

**OCTOBER 23, City Council Regular Meeting, 5:00 pm** **ATTACHMENT 2**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business					
City Business					
City Business					

**NOVEMBER 13, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda	2021 WA State Building Code Update - TENTATIVE	Wilcox			
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business	Comp Plan Update	Keyser			
City Business					
City Business					

**ATTACHMENT 2**

**DECEMBER 11, City Council Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Presentation					
Presentation					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
Public Hearing					
City Business	Comp Plan Update	Keyser			
City Business					
City Business					

**DECEMBER 25, City Council Regular Meeting, 5:00 pm - CANCELLED**

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					



## MEDINA POLICE DEPARTMENT

**DATE:** June 12, 2023  
**TO:** Stephen R. Burns, City Manager  
**FROM:** Jeffrey R. Sass, Chief of Police  
**RE:** Police Department Update – May 2023

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The following is a summary highlighting some of the Medina Police Department activity in May 2023.

### Follow up:

Nothing to report.

### Walkathon:

On Friday May 12<sup>th</sup>, Officer Brady Halverson and Officer Roman Scott stopped by St. Thomas School for their annual walkathon. This event is a community building event to help raise funds for the school and local charities. Cliff Avril of the Seattle Seahawks was the MC for the event. The interaction was very fun and positive.



**Three Points Elementary:**

On Thursday May 25<sup>th</sup>, Sergeant Eric Anderson and Officer James Martin participated in escorting the Bellevue Christian High School Vikings from Clyde Hill city limits to Three Points Elementary. The students at Three Point Elementary gave the team a special send-off as they headed to the State Championship.

**Marine Patrol:**

Nothing to report.



**MEDINA POLICE DEPARTMENT**  
*Jeffrey R. Sass, Chief of Police*  
**MONTHLY SUMMARY**  
**MAY 2023**



**FELONY CRIMES**

**Fraud** **2023-00002430** **05/20/2023**  
 A resident contacted the Police Department for a report of extortion. The victim received a phone call from subjects that posed as Chinese Police/Government and demanded \$83,000 from the victim, or they would be deported. The victim sent the money electronically to the suspects. Under investigation.

**Motor Vehicle Prowl/Theft** **2023-00002490** **05/25/2023**  
 A Police Officer was dispatched to the 400 block of Overlake Drive East for a report of a motor vehicle prowling. The vehicle was locked, and entry was made by smashing three of the vehicles' windows. Approximately \$10,000 worth of clothing, shoes and accessories were taken from the vehicle. There are no investigatory leads at this time.

**Burglary** **2023-00002573** **05/30/2023**  
 An officer was dispatched to a reported burglary in the 3400 block of Evergreen Point Road. The burglary involved tools missing from inside a locked residence under construction. Approximately \$2000 worth of construction tools were taken. Latent fingerprint evidence was recovered at the scene and was sent to the lab for processing. Under investigation.

**MISDEMEANOR CRIMES**

**Trespass** **2023-00002124** **05/02/2023**  
 A Police Officer was dispatched to the 1800 block of 73<sup>rd</sup> Ave NE for a report of a subject trespassing on the property. The subject had been previously trespassed and refused to leave. Due to medical and mental health concerns, the subject was transported to the King County Crisis Solutions Center for treatment and services.

**Theft** **2023-00002363** **05/16/2023**  
 A Police Officer was dispatched to the 3400 block of Evergreen Point Road for a theft in progress. The Officer contacted the suspect on the property and the suspect was arrested. The stolen items from the residence were recovered and returned to the homeowner and the suspect was transported to jail.

**Malicious Mischief** **2023-00002366** **05/16/2023**  
 A Police Officer was dispatched to the 3600 block of Evergreen Point Road for a report of a mailbox that had been damaged. The mailbox had been pried open; no mail was missing. The estimated damage to the mailbox is \$300. There are no investigatory leads at this time.

**Theft** **2023-00002412** **05/19/2023**

A resident contacted the Police Department for a theft report. The resident stated that both license plates were stolen from their vehicle. Unknown where this had occurred. There are no investigatory leads at this time.

**Trespass** **2023-00002475** **05/23/2023**

A Police Officer was dispatched to the Chevron Gas Station in the 8400 block of NE 12<sup>th</sup> St for a subject reportedly trespassing and causing a disturbance. The subject was issued a trespass warning letter and left the property immediately.

**Domestic** **2023-00002462** **05/23/2023**

A Police Officer responded to a reported domestic violence call.

**Motor Vehicle Prowl** **2023-00002501** **05/25/2023**

A Police Officer was dispatched to the 2600 block of 82<sup>nd</sup> Ave NE for a report of a motor vehicle prowling. Two vehicles at the residence were unlocked and had been rummaged through. Clothing was taken from one of the vehicles valued at approximately \$120. There are no investigatory leads at this time.

**OTHER**

**Collision** **2023-00002201** **05/08/2023**

A Police Officer was dispatched to the 8800 blk of Overlake Drive West for a report of a vehicle going off roadway striking several trees. There were minor injuries to the driver. The vehicle was towed from the scene and the driver was cited for speed and operating an electronic device while driving.





# MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

City of Medina



## May 2023 - Monthly Report

CRIMES	Current Month	YTD 2023	YTD 2022	Year-End 2022
Burglary	1	2	4	10
Vehicle Prowl	2	3	4	4
Vehicle Theft	0	2	3	7
Theft (mail & all other)	2	14	4	10
ID Theft/Fraud	0	5	5	16
Malicious Mischief (Vandalism)	1	9	4	5
Domestic Violence/Violation of No Contact Order	1	4	4	5
Disturbance, Harassment & Non-DV Assault	0	4	4	19
<b>TOTAL CRIMES</b>	<b>7</b>	<b>43</b>	<b>32</b>	<b>76</b>

COMMUNITY POLICING				
Drug Violations - Referrals to Treatment	0	0	0	1
Community Assists	6	69	49	139
House Watch Checks	93	365	248	595
School Zone	25	97	110	216
Mental Health	2	12	9	39
<b>TOTAL ENFORCEMENT</b>	<b>126</b>	<b>543</b>	<b>416</b>	<b>990</b>

TRAFFIC				
Collisions				
Injury	0	2	0	2
Non-Injury	2	8	3	6
Non-Reportable	0	0	0	1
Traffic Stops				
Citations/Infractions/Parking	21	92	131	250
Warnings	112	813	610	1426
<b>TOTAL TRAFFIC</b>	<b>135</b>	<b>915</b>	<b>744</b>	<b>1685</b>

CALLS FOR SERVICE				
Animal Complaints	5	18	20	46
Residential Alarms	25	99	109	255
Missing Person	0	2	1	5
Suspicious Activity/Area Check	45	115	99	219
Medical Call/Assist Fire Department	0	4	16	29
Juvenile (underage party, substance use, etc.)	0	0	2	7
<b>TOTAL SERVICE</b>	<b>75</b>	<b>238</b>	<b>247</b>	<b>561</b>

*\*This report does not include all calls for service handled by Medina Police Officers. It is meant to be an overview of general calls for service within the specified reporting period.*



**MEDINA POLICE DEPARTMENT**  
*Jeffrey R. Sass, Chief of Police*  
**MONTHLY SUMMARY**  
**MAY 2023**



**FELONY CRIMES**

**Fraud** **2023-00002154** **05/04/2023**  
 A resident contacted the Police Department for a fraud report. The victim reported that 4 credit cards had been fraudulently opened in their name. Victim working with the credit card companies to resolve the issue.

**MISDEMEANOR CRIMES**

**Nothing to report.**

**OTHER**

**Traffic Offense** **2023-00002332** **05/15/2023**  
 Police Officers arrived upon a vehicle in the roadway in the 8500 block of NE 28<sup>th</sup> St. When the officers arrived, they discovered the vehicle had been left in drive and the driver was non-responsive. Narcan was administered, causing the driver to become responsive. The driver was transported by aid to the hospital and the vehicle was impounded. Charges are pending.



# MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

Town of Hunts Point



## May 2023 - Monthly Report

CRIMES	Current Month	YTD 2023	YTD 2022	Year-End 2022
Burglary	0	0	0	1
Vehicle Prowl	0	0	0	0
Vehicle Theft	0	0	0	0
Theft (mail & all other)	0	1	1	4
ID Theft/Fraud	1	3	1	2
Malicious Mischief (Vandalism)	0	1	1	2
Domestic Violence/Violation of Contact Order	No			
Disturbance, Harassment & Non-DV Assault	0	1	2	5
<b>TOTAL CRIMES</b>	<b>1</b>	<b>7</b>	<b>6</b>	<b>15</b>

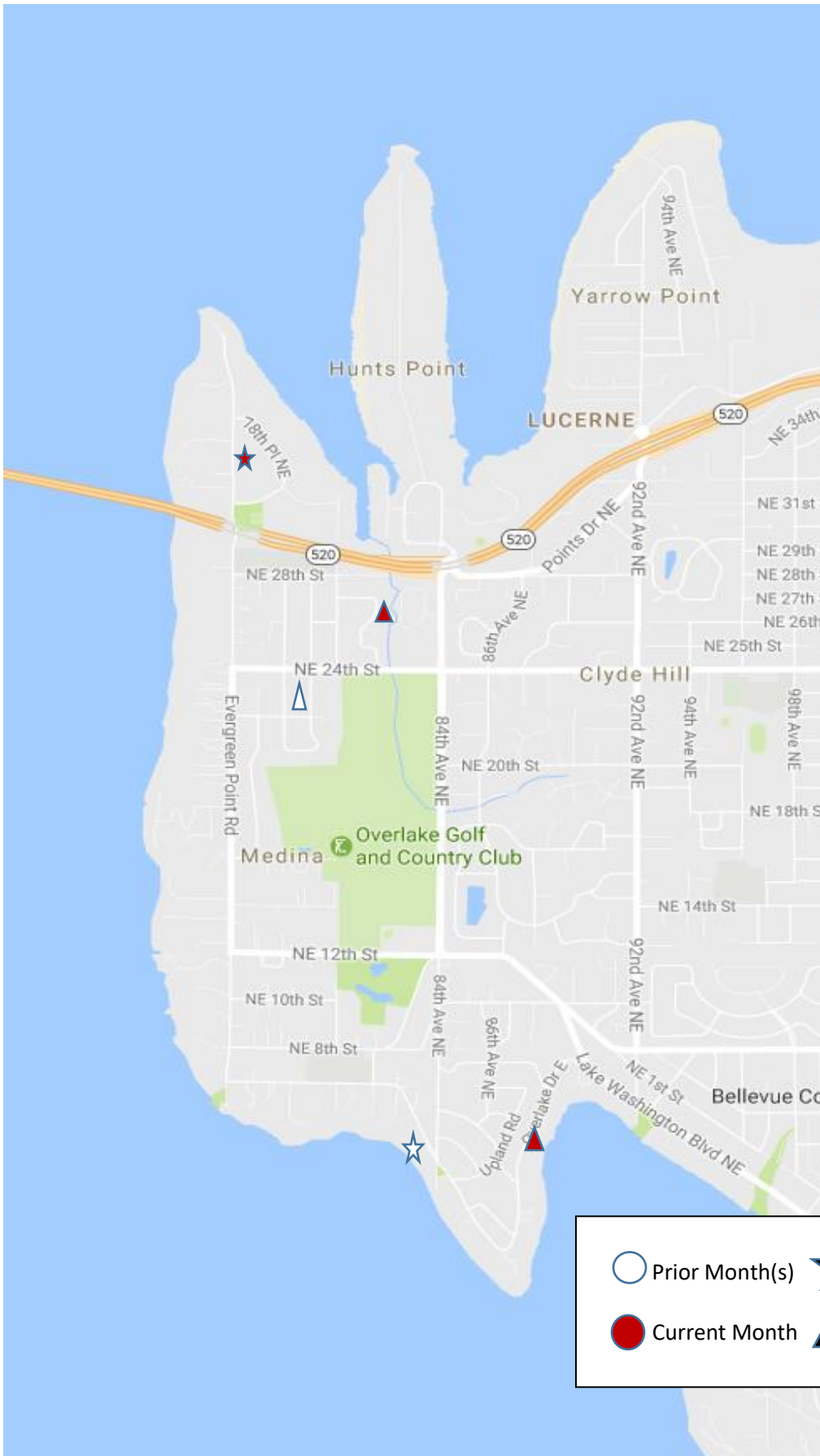
COMMUNITY POLICING	Current Month	YTD 2023	YTD 2022	Year-End 2022
Drug Violations - Referrals to Treatment	0	0	0	0
Community Assists	1	8	4	17
House Watch Checks	4	20	31	60
Mental Health	0	1	3	11
<b>TOTAL ENFORCEMENT</b>	<b>5</b>	<b>29</b>	<b>38</b>	<b>88</b>

TRAFFIC	Current Month	YTD 2023	YTD 2022	Year-End 2022
Collisions				
Injury	0	0	0	0
Non-Injury	0	0	0	1
Non-Reportable	0	0	0	1
				0
Traffic Stops				0
Citations/Infractions/Parking	3	30	40	82
Warnings	30	195	103	289
<b>TOTAL TRAFFIC</b>	<b>33</b>	<b>225</b>	<b>143</b>	<b>373</b>

CALLS FOR SERVICE	Current Month	YTD 2023	YTD 2022	Year-End 2022
Animal Complaints	0	2	1	4
Residential Alarms	4	13	15	32
Missing Person	0	0	0	0
Suspicious Activity/Area Check	1	3	6	23
Medical Call/Assist Fire Department	0	0	3	5
Juvenile (underage party, substance use, etc.)	0	1	0	1
<b>TOTAL SERVICE</b>	<b>5</b>	<b>19</b>	<b>25</b>	<b>65</b>

\*This report does not include all calls for service handled by Medina Police Officers. It is meant to be an overview of general calls for service within the specified reporting period.

# 2023 Burglaries & Vehicle Prowls Medina & Hunts Point





# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
 TELEPHONE 425-233-6400 | www.medina-wa.gov

**Date:** June 12, 2023  
**To:** Honorable Mayor and City Council  
**Via:** Stephen R. Burns, City Manager  
**From:** Steven R. Wilcox, Development Services Department Director  
**Subject:** Development Services Department Monthly Report

## Permit Activity

At the current pace of building permit applications, we would be on-target for what was anticipated for 2023 permit valuation.

Permit valuation has recovered from a slow first quarter of 2023 and we are now ahead of last year at this time. Please see the attached permit applications received report for May 2023.

We are waiting for July to see the first half of 2023 financial data including revenues which will provide a more accurate idea of our budget condition.

In May we had 4-Construction Activity Permit Open Houses and in June we have scheduled 8-open houses. Open houses occur when projects meet or exceed \$500,000 permit value.

## Municipal Code Amendments

Creation of draft proposals to the Medina Municipal Code are being developed by staff. At least one proposal should be ready for discussion with Council in July.

Our city attorney has advised that provisions in our city code associated with permit noticing including tree removal noticing requires amendment. We are preparing a draft which will allow staff to require site notice posting for all tree removals. This noticing would not include a comment period and would be intended to advise of a pending tree removal permit application.

Lessons learned from a recent code violation at the 200 block of Upland Road involving two large public right of way trees is helping to form a proposal for a new tree removal penalty and reimbursement code section. Simply using other jurisdiction's tree removal penalty provisions is not comprehensive enough, or adequate for Medina's needs. A new code enforcement proposal regarding tree removal violations on private and public property is underway,

Work on shared Development Services and Public Works Department's code amendment proposals topics regarding construction vehicle fees for the use of Medina streets during construction, and utility connection fees are being drafted.

### **Washington State Building Code Update**

The 2021 Washington State Building Code was scheduled for implementation by all jurisdictions including Medina on July 1, 2023. In early May the State Building Code Council extended the implementation date for an additional 120-days. Concerns from private associations had a strong influence in the decision to delay the code implementation.

As with all new building code updates there are concerns about impacts on costs of construction. The Building Industry Association of Washington said on their website that the increase in construction costs due to the entire 2021 building code adoption is \$55,282.00 for a 2,200 sq. ft. home.

While BIAW estimates may be considered to be skewed high against the code update, there are no other current state sponsored cost analysis available to comprehensively provide a comparison.

Cost increase to the Development Services Department budget to implement the 2021 codes will be in the range of \$4,000 to \$8,000 annually. The increase is primarily associated with the energy code and new complexities affecting our mandated code compliance review and field inspections enforcement.

### **King County Wastewater Pump Station Maintenance Project**

We are still waiting for King County to choose a general contractor. Without a contractor King County does not have details needed to complete notifications to residents affected by the July 2023 project.

The work is anticipated to be started early July and last 2-4 weeks with significant disruption of nearby residents due to outdoors temporary pumps, and one full night of trucking and work. More information to come as we know it.

My sense is that this project may be delayed, although King County has not said this.

### **Tree Code Enforcement**

The two attached tree permit reports indicate that our consultants have been busy.

The most significant tree activity permit that has been issued is the work at 3444 and 3450 Evergreen Point Road. These adjacent properties have a common owner. There will be several large trees removed and they are near the public right of way.

This permitted work will have an effect on the canopy and appearance of Evergreen Point Road. Site posting was required in an effort to advise neighbors of the pending tree removal.

Our tree code consultant and staff worked every possibility we could to try to convince the property owner to alter the design and preserve trees. Code compliance via plans has been confirmed and the work will now need to be field inspected.

### **Permit Tracking and Public Portal**

We continue to explore the possibility of moving on to a new permit tracking and public portal system.

We are exploring the possibility of replacing our permit tracking software including our public portal. Medina staff member Rebecca Bennet is on the Steering Committee for this project.

A team involving several local jurisdictions lead by Bellevue are exploring how to create a new permit system.

## May 2023 Permit Applications Received

Permit Type	Submitted Date	Permit Number	Total Valuation	Address
B-ADD/ALT	05/02/2023	B-23-041	\$4,500.00	7664 NE 14TH ST
B-ADD/ALT	05/09/2023	B-23-042	\$42,000.00	3223 Evergreen Point Road
B-ADD/ALT	05/18/2023	B-23-046	\$270,000.00	122 OVERLAKE DR E
<b>TOTAL B-ADD/ALT:</b>	<b>3</b>		<b>\$316,500.00</b>	
B-DECK	05/15/2023	B-23-044	\$20,000.00	2837 Evergreen Point Road
<b>TOTAL B-DECK:</b>	<b>1</b>		<b>\$20,000.00</b>	
B-DEM	05/01/2023	D-23-008		7409 Rambling Lane
B-DEM	05/09/2023	D-23-009		3603 EVERGREEN POINT RD
B-DEM	05/10/2023	D-23-010		1013 84TH AVE NE
<b>TOTAL B-DEM:</b>	<b>3</b>		<b>\$0.00</b>	
B-GATE	05/19/2023	B-23-047	\$12,000.00	442 87TH AVE NE
<b>TOTAL B-GATE:</b>	<b>1</b>		<b>\$12,000.00</b>	
B-MECHANICAL	05/08/2023	M-23-027		1847 Evergreen Point Road
B-MECHANICAL	05/16/2023	M-23-028		1013 84TH AVE NE
B-MECHANICAL	05/22/2023	M-23-029		402 UPLAND RD



B-MECHANICAL	05/24/2023	M-23-030		8743 Overlake Drive West
B-MECHANICAL	05/24/2023	M-23-031		2839 Evergreen Point Road
B-MECHANICAL	05/30/2023	M-23-032		925 87TH AVE NE
<b>TOTAL B-MECHANICAL:</b>	<b>6</b>		<b>\$0.00</b>	
B-PLUMBING	05/09/2023	P-23-019		8024 NE 8TH ST
B-PLUMBING	05/09/2023	P-23-020		8024 NE 8TH ST
B-PLUMBING	05/15/2023	P-23-021		7611 NE 12TH ST
<b>TOTAL B-PLUMBING:</b>	<b>3</b>		<b>\$0.00</b>	
B-ROOF	05/11/2023	B-23-043		501 EVERGREEN POINT RD
<b>TOTAL B-ROOF:</b>	<b>1</b>		<b>\$0.00</b>	
B-SFR	05/01/2023	B-23-040	\$950,000.00	2626 Evergreen Point Road
B-SFR	05/16/2023	B-23-045	\$2,785,963.00	1013 84TH AVE NE
<b>TOTAL B-SFR:</b>	<b>2</b>		<b>\$3,735,963.00</b>	
CAP - CONSTRUCTION ACTIVITY PERMIT	05/01/2023	CAP-23-020		2213 EVERGREEN POINT RD
CAP - CONSTRUCTION ACTIVITY PERMIT	05/09/2023	CAP-23-021		1013 84TH AVE NE
CAP - CONSTRUCTION ACTIVITY PERMIT	05/15/2023	CAP-23-022		2837 76TH AVE NE

CAP - CONSTRUCTION ACTIVITY PERMIT	05/17/2023	CAP-23-023		3223 EVERGREEN POINT RD
CAP - CONSTRUCTION ACTIVITY PERMIT	05/22/2023	CAP-23-024		122 OVERLAKE DR E
<b>TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT:</b>	<b>5</b>		<b>\$0.00</b>	
ENG-GRADING/DRAINAGE	05/04/2023	ENG-GD-23-014		2213 EVERGREEN POINT RD
ENG-GRADING/DRAINAGE	05/10/2023	ENG-GD-23-015		1013 84TH AVE NE
<b>TOTAL ENG-GRADING/DRAINAGE:</b>	<b>2</b>		<b>\$0.00</b>	
P-ADMIN SPECIAL USE	05/26/2023	P-23-022		3265 EVERGREEN POINT RD
P-ADMIN SPECIAL USE	05/26/2023	P-23-023		3263 EVERGREEN POINT RD
<b>TOTAL P-ADMIN SPECIAL USE:</b>	<b>2</b>		<b>\$0.00</b>	
P-CRITICAL AREAS REVIEW	05/31/2023	P-23-024		3263 EVERGREEN POINT RD
<b>TOTAL P-CRITICAL AREAS REVIEW:</b>	<b>1</b>		<b>\$0.00</b>	
P-SEPA THRESHOLD	05/01/2023	P-23-017		3619 EVERGREEN POINT RD
<b>TOTAL P-SEPA THRESHOLD:</b>	<b>1</b>		<b>\$0.00</b>	
P-SEPA/SUBSTANTIAL DEV	05/03/2023	P-23-018		8865 OVERLAKE DR W
<b>TOTAL P-SEPA/SUBSTANTIAL DEV:</b>	<b>1</b>		<b>\$0.00</b>	
PW-RIGHT OF WAY	05/13/2023	PW-ROW-23-028		2626 Evergreen Point Road
PW-RIGHT OF WAY	05/09/2023	PW-ROW-23-026		8417 NE 12TH ST

PW-RIGHT OF WAY	05/09/2023	PW-ROW-23-027		2426 80TH AVE NE
PW-RIGHT OF WAY	05/15/2023	PW-ROW-23-029		2201 EVERGREEN POINT RD
PW-RIGHT OF WAY	05/15/2023	PW-ROW-23-030		922 87th Ave NE
PW-RIGHT OF WAY	05/23/2023	PW-ROW-23-031		854 Evergreen Point Road
PW-RIGHT OF WAY	05/24/2023	PW-ROW-23-032		8425 RIDGE RD
PW-RIGHT OF WAY	05/25/2023	PW-ROW-23-033		2450 78TH AVE NE
PW-RIGHT OF WAY	05/26/2023	PW-ROW-23-034		707 Overlake Drive East
<b>TOTAL PW-RIGHT OF WAY:</b>	<b>9</b>		<b>\$0.00</b>	
TREE-ADMIN ROW TREE REMOVAL	05/03/2023	TREE-23-025		2213 EVERGREEN POINT RD
<b>TOTAL TREE-ADMIN ROW TREE REMOVAL:</b>	<b>1</b>		<b>\$0.00</b>	
TREE-HAZARD EVALUATION	05/31/2023	TREE-23-029		830 82ND AVE NE
<b>TOTAL TREE-HAZARD EVALUATION:</b>	<b>1</b>		<b>\$0.00</b>	
TREE-PERFORMANCE	05/01/2023	TREE-23-023		3220 78TH PL NE
TREE-PERFORMANCE	05/09/2023	TREE-23-026		1013 84TH AVE NE
<b>TOTAL TREE-PERFORMANCE:</b>	<b>2</b>		<b>\$0.00</b>	
TREE-RESTORATION	05/22/2023	TREE-23-028		2611 EVERGREEN POINT RD
<b>TOTAL TREE-RESTORATION:</b>	<b>1</b>		<b>\$0.00</b>	

TREE-WITH BUILDING/DEVELOPMENT	05/02/2023	TREE-23-024		2213 EVERGREEN POINT RD
TREE-WITH BUILDING/DEVELOPMENT	05/18/2023	TREE-23-027		8417 NE 12TH ST
<b>TOTAL TREE-WITH BUILDING/DEVELOPMENT:</b>	<b>2</b>		<b>\$0.00</b>	
<b>Total # of Permits</b>	<b>48</b>		<b>\$4,084,463.00</b>	



## May 2023 Issued Permits

Page 1 of 1

Report run on: 06/01/2022 07:35 AM

<b>Construction Value:</b>	<b>May 2023</b>	<b>May 2022</b>	<b>2023 YTM</b>	<b>2022 YTM</b>	<b>Difference</b>
Accessory Structure	-	-	-	\$70,000.00	(\$70,000.00)
Addition / Alteration	\$444,500.00	\$180,000.00	\$9,397,875.53	\$2,669,007.62	\$6,728,867.91
Fence / Wall	\$110,000.00	\$20,000.00	\$229,259.00	\$108,700.00	\$120,559.00
New Construction	\$10,473,950.00	\$4,900,000.00	\$13,574,442.00	\$20,117,837.00	(\$6,543,395.00)
Repair / Replace	-	-	-	-	\$0.00
Wireless Comm. Facility	-	-	-	\$70,000.00	(\$70,000.00)
<b>Total Value:</b>	<b>\$11,028,450.00</b>	<b>\$5,100,000.00</b>	<b>\$23,201,576.53</b>	<b>\$23,035,544.62</b>	<b>\$166,031.91</b>
<b>Permits Issued:</b>	<b>May 2023</b>	<b>May 2022</b>	<b>2023 YTM</b>	<b>2022 YTM</b>	<b>Difference</b>
New Construction	2	4	4	10	(6)
Permit Extension	1	5	19	20	(1)
Accessory Structure	-	-	-	1	(1)
Addition / Alteration	4	4	14	12	2
Construction Activity Permit	6	3	15	13	2
Demolition	3	1	5	6	(1)
Fence / Wall	2	1	10	6	4
Grading / Drainage	6	3	13	10	3
Mechanical	5	6	34	51	(17)
Other - Moving	-	-	-	-	0
Plumbing / Gas	3	7	19	27	(8)
Repair / Replace	-	-	-	-	0
Reroof	-	-	-	-	0
Right of Way Use	10	7	33	37	(4)
Tree Mitigation	7	3	22	25	(3)
Wireless Comm. Facility	-	-	-	1	(1)
<b>Total Permits:</b>	<b>49</b>	<b>44</b>	<b>188</b>	<b>219</b>	<b>(31)</b>
<b>Inspections:</b>	<b>May 2023</b>	<b>May 2022</b>	<b>2023 YTM</b>	<b>2022 YTM</b>	<b>Difference</b>
Building	87	106	333	484	(151)
Engineering/Other	12	17	72	101	(29)
	6	17	21	40	(19)
Tree	4	2	39	27	12
<b>Total Inspections:</b>	<b>109</b>	<b>142</b>	<b>465</b>	<b>652</b>	<b>(187)</b>



### May Code Enforcement Report

Case Number	Case Type	Assigned To	Address	Case Text
CC-2023-089	STOP WORK ORDER	Rob Kilmer	8718 Overlake Drive West	<p>Description: Tree pruning performed in nonconforming manner with code.</p> <p>Action Taken: Stop Work Order issued</p>
CC-2023-090	GENERAL	Rob Kilmer	8460 NE 7TH ST	<p>Description: Observed excavation and drainage work occurring on property.</p> <p>Action Taken: Spoke with project manager and determined that scope of work does not require a permit. No further action taken.</p>
CC-2023-091	SIGN VIOLATION	Rob Kilmer	7741 OVERLAKE DR W	<p>Description: Observed commercial advertising sign (Three Tree Roofing) visible from right-of-way.</p> <p>Action Taken: Removed sign and contacted company to inform them regarding sign rules in Medina.</p>
CC-2023-092	GENERAL	Rob Kilmer	View Point Park	<p>Description: Observed three work vehicles parked in lot.</p> <p>Action Taken: Determined the vehicles belonged to a landscaping maintenance company. Photographed/documented. No further action taken.</p>
CC-2023-093	STOP WORK ORDER	Rob Kilmer	2837 Evergreen Point Road	<p>Description: Received report of construction work being performed without a permit.</p> <p>Action Taken: Visited site and determined that a building permit is required. Issued Stop Work Order.</p>
CC-2023-094	GENERAL	Rob Kilmer	8024 NE 8TH ST	<p>Description: Received report from Public Works Department that an irrigation line in the right-of-way had been damaged by construction vehicles.</p> <p>Action Taken: Investigated and observed broke irrigation line next to construction entrance as well as overgrown blackberries and bushes encroaching onto sidewalk. Notified project agent that both issues are required to be addressed.</p> <p>Irrigation line has now been repaired. Bushes have been trimmed 5/9/23</p>
CC-2023-095	SIGN VIOLATION	Rob Kilmer	NE 24th & Evergreen Pt Rd	<p>Description: Observed commercial advertising sign (Astrapintingllc.com) in grass-strip of right-of-way</p> <p>Action Taken: Removed sign and contacted company to inform the of sign rules in Medina.</p>

CC-2023-096	GENERAL	Rob Kilmer	3660 FAIRWEATHER LN	<p>Description: Received report of dogs running loose.</p> <p>Action Taken: Drove area, parked and listened, will continue to monitor in coming days.</p>
CC-2023-097	GENERAL	Rob Kilmer	1405 EVERGREEN POINT RD	<p>Description: Received report of tree-related object over roadway.</p> <p>Action Taken: Visited site, spoke with adjacent homeowner about having the object removed. Alerted Public Works department so they could also evaluate and remove if needed.</p>
CC-2023-098	REFUSE BINS	Rob Kilmer	7661 NE 14TH ST	<p>Description: Observed refuse bins (4) along roadway edge.</p> <p>Action Taken: Moved bins back away from roadway. Observed informational notices on all four bins were attached from previous weeks. Attempted to speak with residents. Left warning letter at door.</p>
CC-2023-099	GENERAL	Rob Kilmer	920 86TH AVE NE	<p>Description: Have received multiple complaints from neighbors regarding property.</p> <p>Action Taken: Visited site on several occasions in attempt to speak with occupants. Documented vehicles and site conditions. Left multiple notices at door and on vehicles. Notices at door are un-collected. Vehicles with notices on them left site and have not returned.</p> <p>5/30/23 -- Spoke with house occupant. She stated that the vehicles belong to the son who likes to fix up cars as a personal project. Additionally stated that they would address the site conditions within the next week.</p>
CC-2023-100	SIGN VIOLATION	Rob Kilmer	Various	<p>Description: Observed multiple signs (Climate Kids Camp) throughout the City.</p> <p>Action Taken: Investigated and determined the signs were for a non-local, non-community event. Removed signs.</p>
CC-2023-101	SIGN VIOLATION	Rob Kilmer	2221 76TH AVE NE	<p>Description: Real estate agent sign observed that exceeds the maximum sign limits set by MMC 16.30.020(F)</p> <p>Action Taken: Notified real estate agent to correct the sign.</p>
CC-2023-102	SIGN VIOLATION	Rob Kilmer	2659 EVERGREEN POINT RD	<p>Description: Real estate agent sign observed that exceeds the maximum sign limits set by MMC 16.30.020(F)</p> <p>Action Taken: Notified real estate agent to correct the sign.</p>

CC-2023-103	TREE INVESTIGATION	Rob Kilmer	2221 78TH AVE NE	<p>Description: Received report of trees being cut down by neighbor.</p> <p>Action Taken: Investigated and determined scope of work is covered by permit TREE-23-021. Informed tree permit inspector that work was proceeding and that they should follow up to insure compliance.</p>
CC-2023-104	GENERAL	Rob Kilmer	802 84TH AVE NE	<p>Description: Received complaint of work noise occurring after hours on Saturdays.</p> <p>Action Taken: Will visit property to speak with occupants.</p>



**Non-Development Tree Permit Activity Report  
May 2023  
By Andy Crossett**

Non-Development Tree Permit Activity Report					
Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
Tree Performance	2221 78th Ave NE	2 Douglas fir, 2 Cottonwood	22", 14", 12", 12"	4	Standard tree performance permit.
Tree Performance	3220 78th Pl NE	1 Douglas fir, 1 Japanese Cedar	21", 21"	N/A	Standard tree performance permit. Japanese cedar was unhealthy. No replacement required.
Hazard Tree	830 82nd Ave NE	1 Co-dominant stem from Willow	~10"	N/A	Hazardous codominant stem removed. Remaining portion of tree retained.
ROW Tree	825 83rd Ave NE	1 Giant Sequoia	N/A	N/A	Met on-site with Resident, City of Bellevue rep, and contractor to discuss moving water meter so as to retain the ROW tree.
Dead Trees	2617 Evergreen Point Road	2 Western hemlocks	9", 16"	N/A	Confirmed both trees are 100% dead.

3220 78th PI NE – Tree Performance



830 82nd Ave NE – Hazardous codominant stem.



2617 Evergreen Point Road – Dead trees.



## Development Project Tree Permit Activity Report

### March 2023

By Sean Dugan

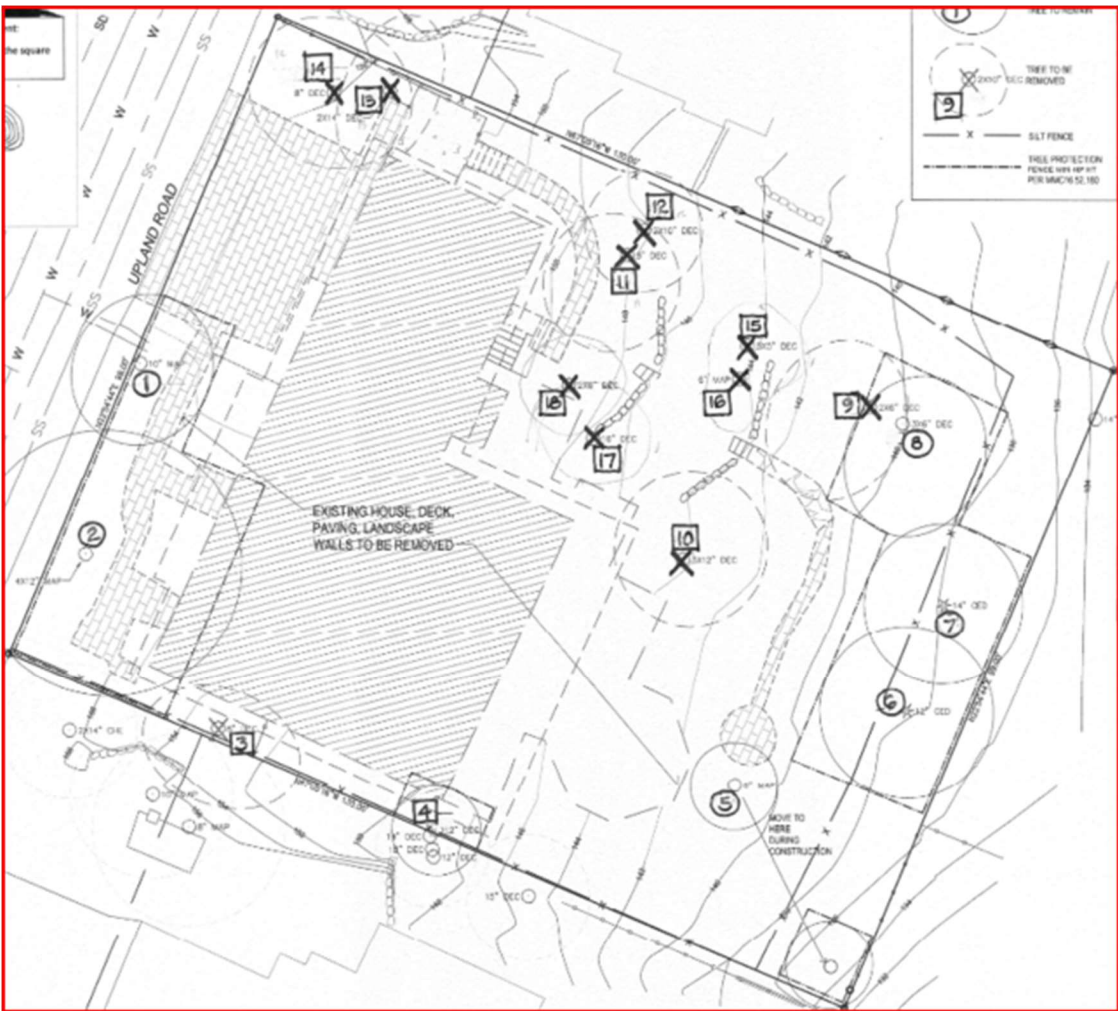
Permit Type	Address	# Trees Removed	Tree Size (inches)	*Supplemental Required	Description
<b>Development Project - Permitted Tree Removal</b>					
TREE-WITH BUILDING/DEVELOPMENT	3605 EVERGREEN POINT RD	1	9, 9, 12	6	17K sq. ft site with 3 trees, removing 1, planting 6 to meet minimum. Proposing 6 hinoki cypress
TREE-WITH BUILDING/DEVELOPMENT	530 87th Ave NE	11	10,11,12,12,18	0	12.8K sq. ft lot with 17 trees, removeing 11, 6 will remain: 3 japanese maple, 2 hinoki cypress, 1 magnolia
Tree Performance	3226 78TH PL NE	1	14	1	remove 1 lawson cypress tree and replace with 1 shore pine tree in shoreline zone
* Size meets minimum standards outlined in 16.52.100.A.1.					
<b>Development Project - Pending</b>					
TREE-WITH BUILDING/DEVELOPMENT	7645 NE 12th St	8	36, 34, 23, 21, 20, 11, 9, 8	?	1 legacy tree, trees on adjacent property will be negatively impacted from the development of the site due to overhanging canopy. calculations and determination if project is compliant with code objectives and intent; 42 inch legacy tree may be removed for hazard without replacement.
TREE-WITH BUILDING/DEVELOPMENT	3450 EVERGREEN POINT RD	4	10, 11, 14, 42	?	Previously reported, addition of 1 legacy tree proposed for removal. Pending - arborist report with revised calculations and determination if project is compliant with code objectives and intent; two legacy trees proposed for removal for driveway reconfiguration.
TREE-WITH BUILDING/DEVELOPMENT	3444 Evergreen Point Rd	6	20, 24, 26, 30, 40, 44	?	



3605 Evergreen Point Rd. - Red arrows point to tree proposed to be removed. Cedar tree in yellow ellipse currently proposed for preservation.



530 87<sup>th</sup> Ave. NE. - Red arrows point to two of 11 trees to be removed. Six trees will remain. No replacement required. A section of the tree-protection plan can be seen below.



Development Project – Pending



7645 NE 12<sup>th</sup> St. - Red arrows point to two trees proposed to be removed, including a legacy tree.



7645 NE 12<sup>th</sup> St. - Legacy tree prosed for removal.



7645 NE 12<sup>th</sup> St. - Red arrows points to a 50-inch diameter Redwood tree. The tree may be negatively impacted from adjacent site development. The tree does not meet legacy/landmark status since it is not a native species.



Photo taken from the northwest of the property at 3450 Evergreen Point Road. Red arrows point to trees at 3450 and 3444 Evergreen Point Road proposed for removal. Ten trees total are proposed for removal, including three legacy trees visible from the roadway.





# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
 TELEPHONE 425-233-6400 | www.medina-wa.gov

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**Date:** June 12, 2023  
**To:** Honorable Mayor and City Council  
**Via:** Stephen R. Burns, City Manager  
**From:** Ryan Wagner, Finance & HR Director  
**Subject:** May 2023 Financial Report

The May 2023 Reporting includes:

- May AP Check Register Activity Detail
- Key Revenue and Expenditures in May 2023
- Potential Budget Amendment Items for 2023
- May 2023 Financial Report
- May 2023 Cash Position Report
- May 2023 REET Report

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## Key Revenue from May of 2023

- \$779K in property tax revenue
- \$149K in retail sales and use tax.
- \$42K in investment earnings
- \$22K in May REET (paid out in June) please see attached report

## Key Expenditures from May of 2023

- \$20K NORCOM – Police dispatch services
- \$19K Ogden Murphy Wallace – April legal services
- \$18K CREA – Comprehensive Plan
- \$17K CWA Consultants – Building code review
- \$14K TIG – IT managed services

## City Investments Dated June 1<sup>st</sup>, 2023

It is the policy of the City of Medina to invest public funds in a manner which will provide the maximum security of the principal; meet the daily cash flow demands of the City; provide the City with the highest investment return and conform to all Washington statutes governing the investment of public funds.

Activity:

The 11 Month Bond purchased in June of 2022 matured on May 31<sup>st</sup>, 2023. This investment generated over \$25,000 in revenue for the City of Medina.

To lock in current rates, and to maintain steady investment revenue into the future, the city authorized the purchase of two additional Treasury Bonds.

The first being valued at \$1M, maturing at the end of the fiscal year 2024 and yielding 4.75% annually. The second being valued at \$500K, maturing in May of 2027 and yielding 5% annually.

If neither bond is called early, the city can expect to earn approximately \$170K in additional investment interest through May of 2027.

Budget Amendment Items

- 20K for WCIA 2023 bill, good faith estimate was understated by Finance Director

Potential Amendment Items

- \$10K for outgoing Council celebration and end of year banquet
- \$25K for potential arborist fee study (already presented to council in Jan 23)
- \$40K for Body Cameras for our PD, potential Q4 expense
- \$30K for a Development Services fee study, (Feb second meeting discussion)
- \$50K for potential Overlay projects (high estimate per PW Director)

May 2023 Cash Position Report

<u>2023 Cash Balance, 4/30/2023</u>		<u>2023 Cash Balance, 5/31/2023</u>	
TOTAL CASH & INVESTMENTS		TOTAL CASH & INVESTMENTS	
Period Ending: 04/30/2023		Period Ending: 05/31/2023	
WA ST INV POOL	\$ 7,781,437	WA ST INV POOL	\$ 7,977,599
OTHER INVESTMENTS*	4,150,000	OTHER INVESTMENTS*	3,150,000
CHECKING	1,687,144	CHECKING	3,140,664
	<u>\$ 13,618,581</u>		<u>\$ 14,268,263</u>
		Outstanding Checks	<u>\$ 144,546.45</u>
			<u>\$ 14,123,717</u>

\*Bond maturity dates:

New Bond 19 Month  
4.75% annual yield



New Bond 4 Year  
5% annual yield



\$1M bond (Aug 2020)	8/5/2024
<b>\$1M bond (June 2023)</b>	<b>12/31/2024</b>
\$500K bond (Mar 2020)	3/25/2025
\$500K bond (June 2022)	12/31/2025
\$1.15M bond (Jan 2023)	6/30/2026
<b>\$500K bond (June 2023)</b>	<b>12/31/2027</b>

## 2024 Preliminary Budget Calendar City of Medina, Washington

<b>Statutory Dates</b>	<b>Planned/Actual Dates</b>	<b>2024 Budget Process</b>
July 1, 2023	June 12, 2023	Council holds <b>Public Hearing</b> on 6 year Capital Improvement Plan (CIP/TIB/Non-TIB)
July 1, 2023	June 12, 2023	Council approves 6 year Capital Improvement Plan, file w/ Sec of Transp. by 7/31
Sept 11, 2023	July 25, 2023	Department Directors begin preparing 2024 Budget Requests.
Sept 24, 2023	August 20, 2023	Department Directors 2024 Budget requests submitted to Finance Director. RCW 35.33.031 and RCW 35A.33.030.
Oct 2, 2023	August 27, 2023	2024 Preliminary Budget estimates are presented to the City Manager by Finance Director for modification, revision or addition. RCW 35.33.031 and RCW 35A.33.030.
No legal requirement	September 11, 2023	Council holds <b>Public Hearing</b> to gather input on 2024 Preliminary Budget.
Oct 2, 2023	September 11, 2023	City Manager provides City Council with 2024 Revenue projections for the current year. City Manager provides a 2024 Preliminary Budget showing 2024 Revenue and Expenditures by Department.
No legal requirement	Sept 25, 2023	City Council holds a study session on 2024 Preliminary Budget. <i>Balancing decisions made if necessary.</i>
Nov 2, 2023	October 9, 2023	City Manager files 2024 Updated Preliminary Budget & Budget Message with the City Clerk and the City Council.
Prior to November 25, 2023	October 9, 2023	City Council holds Preliminary <b>Public Hearing</b> on 2024 Budget & Revenue Sources (Property Tax Levy)
No later than Nov 2, through Nov 20, 2023	Dates as needed prior to Nov 8 <sup>th</sup> meeting	City Clerk publishes notice of filing of 2024 Budget and publishes notice of public hearing on final budget once a week for two consecutive weeks.
Nov 21, 2023	Nov 13, 2023	Copies of 2024 proposed final budget are made available to the public at the Regular City Council meeting.
Nov 30, 2023 (KC due date) (Hearing due date 12/4/23)	Nov 13, 2023	Council holds <b>Final Public Hearing</b> and sets the 2024 Property Tax Levy to certify property tax levy to King County Assessor's Office
Dec. 31, 2023	Nov 13, 2023	Council adopts Final 2024 Budget at the Regular Monthly City Council meeting.
After Adoption	After Adoption	Copies of 2024 Final Budget Ordinance are filed with the Washington State Auditor's Office, MRSC and AWC.



King County Recorder's Office  
 201 S. Jackson St., Ste 204  
 Seattle, WA 98104  
 (206) 477-6620

Excise Tax Number	Recorded Date	Conveyance Doc	Sale Date	Taxable Selling Price	Address	CIP 1	CIP 2	CIP 1 INT	CIP 2 INT	COUNTY	Total Local	Jurisdiction	Tax Amount	Tax Exempt
Jurisdiction: MEDINA														
3237736	5/18/2023	WARRANTY DEED	05/15/2023	4,350,000.00	2438 80th AVE NE	10,766.25	10,766.25	0.00	0.00	1,511.98	23,044.48	MEDINA	121,325.00	N
			Grantor: CHRISTIAN, DALE		Grantee: RAIGANDHI, NAMITA H			Parcel ID: 5426300025		Instrument: 20230518000393				
<b>MEDINA Subtotal:</b>				<b>4,350,000.00</b>		<b>10,766.25</b>	<b>10,766.25</b>	<b>0.00</b>	<b>0.00</b>	<b>1,511.98</b>	<b>23,044.48</b>		<b>121,325.00</b>	
<b>Count:</b>	<b>1</b>	<b>Report Totals:</b>		<b>4,350,000.00</b>		<b>10,766.25</b>	<b>10,766.25</b>	<b>0.00</b>	<b>0.00</b>	<b>1,511.98</b>	<b>23,044.48</b>		<b>121,325.00</b>	



# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
 TELEPHONE 425-233-6400 | www.medina-wa.gov

**Date:** June 12, 2023  
**To:** Honorable Mayor and City Council  
**Via:** Stephen R. Burns, City Manager  
**From:** Aimee Kellerman, City Clerk  
**Subject:** Central Services Department Monthly Report

## APRIL AND MAY PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
City Council Meeting - <b>CANCELLED</b>	Jun 26		
Planning Commission Meeting	Jun 27	6:00 pm	In-Person/Online
Independence Day Holiday – City Hall Closed	Jul 4		
City Council Meeting	Jul 10	5:00 pm	In-Person/Online
Park Board Meeting	Jul 17	5:00 pm	In-Person/Online
City Council Meeting	Jul 24	5:00 pm	In-Person/Online
Planning Commission Meeting	Jul 25	6:00 pm	In-Person/Online

*Meetings are publicly noticed on the City’s three official notice boards, City website, and via GovDelivery. Occasionally notices require publication in the City’s official newspaper, The Seattle Times. Public meetings scheduled after publication of this report can be found on the City’s website.*

## COMMUNICATION TO OUR COMMUNITY

**E-Notice Program:** During the month of May, the City issued 28 bulletins amounting to a total of 142,208 bulletins delivered to subscribers; approximately 16% were opened. See **Attachment**.

As of May 31, the city had 15,028 subscribers (change in total subscribers **+210**), with a combined total of 136,549 subscriptions (change in total subscriptions **+2,279**).

## RECORDS REQUESTS

During the month of May, 16 public records requests have been received by Central Services. See **Attachment 2**.

ATTACHMENT 1

	<b>Bulletins Developed</b>	<b>Total Recipients</b>	<b>Total Delivered</b>	<b>Unique Email Opens</b>	<b>Unique Email Open Rate</b>	<b>Wireless Recipients</b>
Comparisons:						
May, 2023	28	159,825	142,208	14,563	16.00%	61,919
April, 2023	32	213,523	191,506	20,444	16.60%	81,637
March, 2023	21	129,439	115,951	11,878	15.90%	49,669
January, 2023	30	192,287	172,943	23,109	19.90%	68,940
December, 2022	33	223,587	202,268	25,975	19.00%	78,584
November, 2022	24	128,822	116,286	14,221	17.90%	44,131
October, 2022	28	131,830	119,181	15,287	18.10%	41,173
September, 2022	18	71,635	64,845	8,554	18.20%	21,385
August, 2022	13	65,817	60,494	8,916	19.90%	18,579
July, 2022	17	66,926	61,741	8,809	18.5%	16,757
June, 2022	38	170,001	156,176	17,192	15.00%	48,346
May, 2022	21	93,246	86,088	9,650	14.8%	24,298
April, 2022	31	166,938	154,946	17,108	14.70%	45,327
March, 2022	21	108,426	100,766	11,437	15.00%	28,354
<b>Date Sent</b>	<b>Top 10 Most Read Bulletins During May</b>			<b>Emails Opened</b>	<b>Email Open Rate</b>	
05/02/2023 11:00 AM PDT	Community Bulletin - Scam Referencing Local Police Agencies			2,042	20%	
05/10/2023 11:00 AM PDT	Community Bulletin - Open Police Officer Position			1,937	19%	
05/12/2023 08:00 AM PDT	Proclamation - National Police Week and Peace Office Memorial Day May 14 - May 20, 2023			1,490	16%	
05/12/2023 09:21 AM PDT	Candidate Filing Week - May 15-19			1,254	15%	
05/17/2023 03:23 PM PDT	Community Bulletin - WA State Drug Crime Legislation			1,990	19%	
05/18/2023 03:43 PM PDT	King County Candidate Filing period closes on May 19th!			1,236	15%	
05/24/2023 12:04 PM PDT	Notice of Public Hearing - 2024-2029 Six Year CIP/TIP & non- TIP - June 12, 2023			1,373	16%	
05/30/2023 08:01 AM PDT	Survey - Gas-Powered Leaf Blowers in Medina			1327	16%	
05/30/2023 03:50 PM PDT	Community Bulletin - Recent Criminal Activity			2,629	22%	
05/31/2023 11:05 AM PDT	Community Bulletin - Police Activity - Clyde Hill 76 Gas Station			2,266	22%	

**ATTACHMENT 2**

501 EVERGREEN POINT ROAD • P.O. BOX 144 • MEDINA, WA 98039-0144  
TELEPHONE (425) 233-6400 • FAX (425) 451-8197 • [www.medina-wa.gov](http://www.medina-wa.gov)

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DATE: June 12, 2023  
TO: Mayor and City Council  
From: Aimee Kellerman, City Clerk  
Subject: May 2023, Public Records Request Tracking

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In May 2023, Central Services staff received **16** new public records requests and **1** ongoing request. These requests required approximately **34 hours** of Central Services staff time and **1 hour** of consulting time with the City Attorney. The overall March and April cost, which includes staff hourly rate plus benefits and City Attorney fees is approximately **\$3157**.

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In May 2023, the Police Department received **34** new records requests. These requests required approximately **8 hours** of staff time and **0 hours** of consulting time with the City Attorney. The overall May cost, which includes staff hourly rate plus benefits, is approximately **\$542**. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

# May 2023 Monthly PRR Report

Run Date: 06/05/2023 4:34 PM

Assigned Dept	Create Date	Reference No	Request Type	Required Completion Date	Summary	Customer Full Name	PRR - Type of Records Requested	Public Record Desired	Assigned Staff
Central Services	5/1/2023	<a href="#">P002753-050123</a>	Public Records Request	5/10/2023	Public Records Request	BEN THORN	Building	Could I please request the documents for Building Permit number B-23-001for the proposed installation of the T-Mobile cell tower on 84th Ave NE. Thanks, Ben Thorn	Dawn Nations
Central Services	5/1/2023	<a href="#">P002754-050123</a>	Public Records Request	5/10/2023	Public Records Request	Susanna Morgan	Building	Permit or info for 7626 NE 10th. CAP-22-002	Dawn Nations
Central Services	5/4/2023	<a href="#">P002760-050423</a>	Public Records Request	5/15/2023	Public Records Request	Jeffrey Richey	Development Services	Remodel plans and survey for 1864 77th Ave NE, Medina, WA. I have misplaced my plans and survey and would like to make copies of the set that the City of Medina has.	Dawn Nations
Central Services	5/4/2023	<a href="#">P002762-050423</a>	Public Records Request	5/17/2023	Public Records Request	Property and building documentation at 8607 EVERGREEN	Development Services	I am a landscape designer and looking for any site records of the property and house structures as 3607 EVERGREEN POINT RD 98039 Parcel number: 2425049122	Dawn Nations
Central Services	5/4/2023	<a href="#">P002763-050423</a>	Public Records Request	5/17/2023	Public Records Request	Partner Robert Smith	Building	All public records related to proposed development at 3605 Evergreen Point Road, Medina, WA 98039, including but not limited to all applications associated with CAP-22-036 (building permit, demolition permit, grading and drainage permit, tree activity); site plans; engineering and technical reports; all written correspondence; and any associated staff reports or other City documents.	Dawn Nations
Central Services	5/5/2023	<a href="#">P002765-050523</a>	Public Records Request	6/9/2023	Public Records Request	John Ebel [mailto: John Ebel	Public Works	Please send me a copy of the T-Mobile franchise agreement with the City of Medina. If there are agreements or proposed agreements with other wireless carriers, I would also appreciate it if you would provide copies of those documents as well. In addition to the document request set forth in my email (below) that I sent you earlier this morning, would you please also provide the following: 1.Copies of the T-Mobile drawings that were displayed at the function Wednesday evening, and any other documents provided by T-Mobile to the city regarding the proposed cell tower; and 2.Copies of any other documents (including internal city analysis, and correspondence between the city and T-Mobile) that relate to the proposed facility and/or to the T-Mobile franchise agreement before or after it was signed.	Dawn Nations



Central Services	5/9/2023	<a href="#">P002768-050923</a>	Public Records Request	5/26/2023	Public Records Request	MS Hejja Nunn	Development Services	Can you please share any and all information, communications, documents, emails etc that will be utilized to converse with T-Mobile during the upcoming meeting and meetings related to the antennae proposal on 84th.	Aimee Kellerman
Central Services	5/9/2023	<a href="#">P002770-050923</a>	Public Records Request	5/18/2023	Public Records Request	Paralegal Donna Pucel	Building	All documents relating to permit number 17125224 for construction of new home at 2610 82nd Avenue NE, Medina (owners - Bob Bagga and Anita Ninan Bagga), including permits, inspections, final plans stamped by the City of Medina as being approved for construction, any changes to the plans, and City approval of same,	Dawn Nations
Central Services	5/10/2023	<a href="#">P002771-051023</a>	Public Records Request	5/19/2023	Public Records Request	Maria Hui	Building	building and land use permits for parcel # 326230-1555	Dawn Nations
Central Services	5/10/2023	<a href="#">P002772-051023</a>	Public Records Request	5/19/2023	Public Records Request	Braden Mineer	Building	Requesting a report of all issued and pending building permits for residential & commercial properties from 4/1/2023 - 4/30/2023. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Dawn Nations
Central Services	5/10/2023	<a href="#">P002774-051023</a>	Public Records Request	5/22/2023	Public Records Request	Paige Cornwell	Central Services	Please provide audio of the May 8, 2023 Medina City Council meeting. Thank you.	Aimee Kellerman
Central Services	5/11/2023	<a href="#">P002776-051123</a>	Public Records Request	5/23/2023	Public Records Request	Bob Bagga	Building	We require all approved building permits & inspections for 2610 82nd ave NE Medina WA 98039 PERMIT# B-17-073 Specifically Final structural sign off from the engineer of record on the structural observation program report This one document is of priority if it can be expedited. Many thanks in advance & I can pick up also if necessary	Dawn Nations
Central Services	5/15/2023	<a href="#">P002780-051523</a>	Public Records Request	5/25/2023	Public Records Request	Maria Hui	Building	Approved land use, structural, and building permit drawing submittals (not issued permits) for: 2604 79th Ave NE, 98039	Dawn Nations
Central Services	5/16/2023	<a href="#">P002782-051623</a>	Public Records Request	5/25/2023	Public Records Request	David McCourt	Building	1686 77th Ave NE / B-20-085 7611 NE 12th ST / B-16-053 Thanks! David Assessments	Dawn Nations
Central Services	5/22/2023	<a href="#">P002789-052223</a>	Public Records Request	5/31/2023	Public Records Request	Galya Kirstine	Building	Hello, I'd like to request the permitted house plans for 3225 Evergreen Point Road, Medina. In particular I'm looking for the total square footage of the home. Thank you, Galya	Dawn Nations
Central Services	5/23/2023	<a href="#">P002790-052323</a>	Public Records Request	6/1/2023	Public Records Request	Taylor Schulte	Building	I am trying to locate private storm drainage lines as the run through and on 3605 and 3603 Evergreen Point Road NE. I believe they are draining to the lake. Any building plans or utility plans would be greatly appreciated.	Dawn Nations



# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
TELEPHONE 425-233-6400 | www.medina-wa.gov

**Date:** June 12, 2023

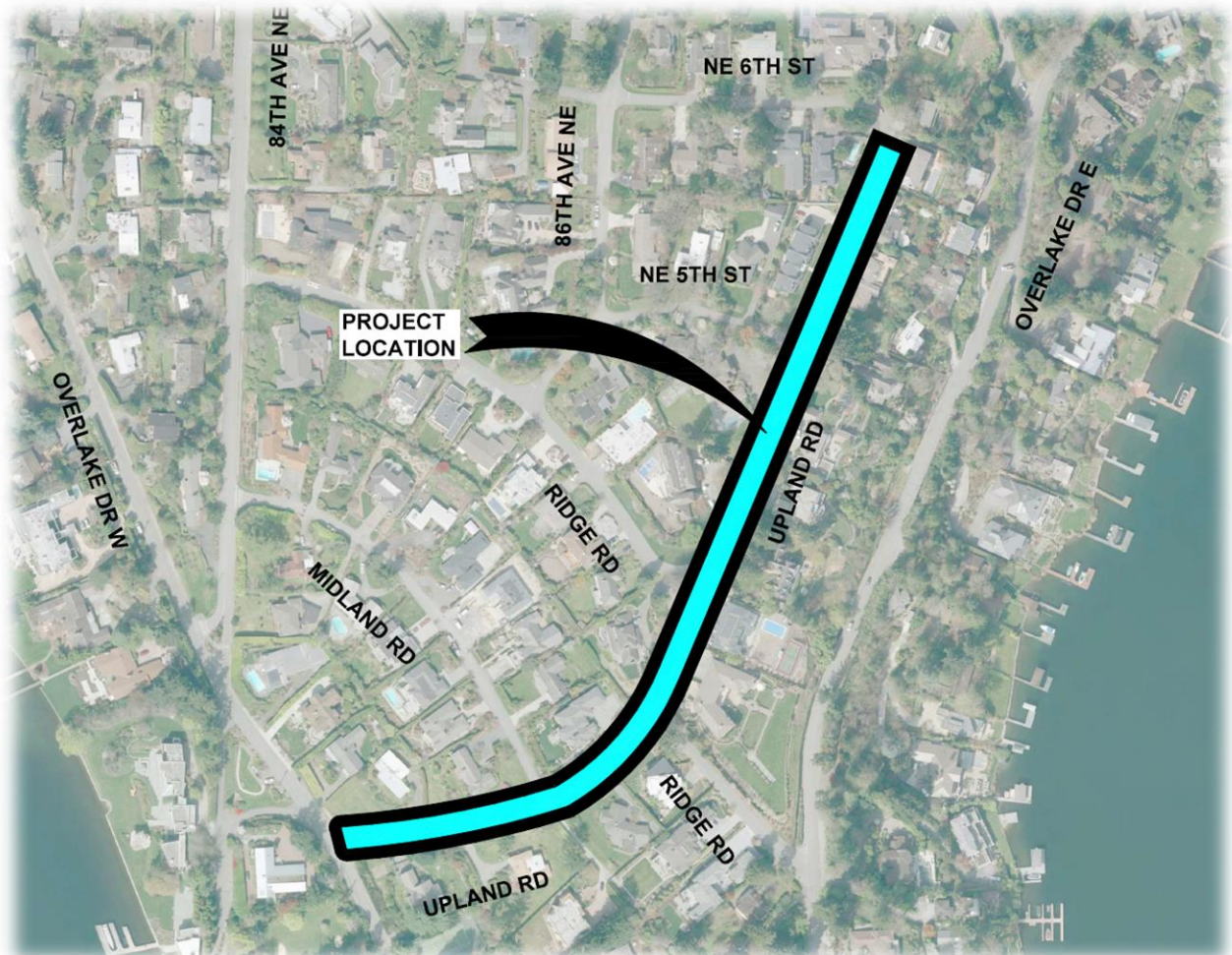
**To:** Honorable Mayor and City Council

**Via:** Stephen R. Burns, City Manager

**From:** Ryan Osada, Public Works Director

**Subject:** Public Works Monthly Report

- TIB\_UPLAND ROAD OVERLAY** – The City of Medina partnered with King County Road Services for the Upland Road Overlay. King County selected contractor will also overlay 86<sup>th</sup> Ave NE as part of this project. Bid opening is currently scheduled for June 15<sup>th</sup>. Total estimated project cost is \$288,567.00 with Medina’s contribution totaling \$32,907.00.



**2. BELLEVUE AC WATERMAIN REPLACEMENT PHASE 2** – The City of Bellevue’s contractor (Tetra Tech) has been performing survey work on NE 18<sup>th</sup> Street and 73<sup>rd</sup> Ave NE. There was also potholing performed at the intersection to locate specific utilities in the right-of-way. The preliminary work will be ongoing for several months so Bellevue can draft accurate plans for the AC Watermain Replacement project. Medina City Staff has been working closely with the contractor providing support and notification assistance to the affected residents.

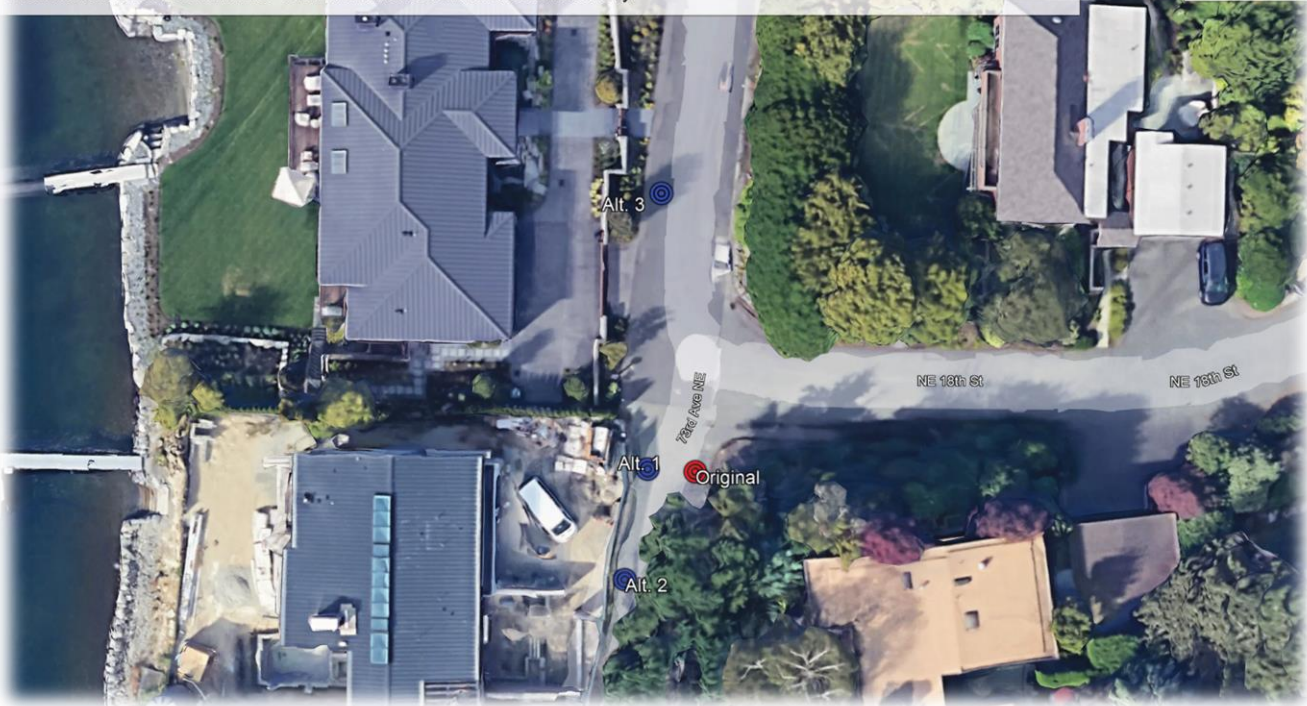
**Site A - Potential Boring Locations**

Drilling appears to be infeasible in the east lane of 73rd Ave NE due to utility conflicts, so drilling at the original location is likely not possible.

Preferred locations are Alternatives 1 and 2. Alternative 3 will be used if necessary.

**Legend**

- Alt.
- Original



**3. TASK ORDER ACTIVITIES FOR HUNTS POINT** – Earlier this year Hunts Point and City of Medina came to an agreement to provide task order services for public works maintenance items. Each task order is billed on an hourly basis plus equipment and material use. It was also agreed that City of Medina maintenance will take precedence. Recently, Hunts Point requested cleaning services for their tennis courts.



4. **MAINTENANCE** – Public Works has been ramping up their efforts in the parks, especially the beach park. Over the last several years, we have noticed a substantial increase in visitors to our parks. Medina Beach Park is very popular with the surrounding communities, especially during the summer months. The lifeguards start at the end of June and public works has been on weekend garbage duty since May.



**5. PROJECT UPDATES -**

**Upland Road Overlay** – bidding

**86<sup>th</sup> Ave NE Overlay** – bidding

**2023 Crack Seal** – start late June

**Medina Elementary Sidewalks\_81<sup>st</sup> Ave NE** – on consent

**Medina Park Irrigation & Pathway Improvements\_West** – go out for bid June

**2023 Upland Road Stormwater Improvements** – in design

**City Hall Carpet Replacement** – soliciting bids

**Post Office Floor Replacement** – complete

**2023 Hazardous Tree Removal** – summer

**Citywide Stormwater System Mapping & Evaluation** – G&O has completed most of the mapping. We are currently working on scoping and mapping the storm infrastructure that is located on several private properties.

**NE 12th Street Sidewalk Improvements & Undergrounding** – Bid result discussion

**2022 City Hall Repairs – Miscellaneous** – Balcony – design

**77<sup>TH</sup> Ave NE Sidewalk & Curb Ramp Imp.** – reevaluating scope of work

**2017 Medina Beach Park Tree Replanting** – Phase III tree planting.

**2015 Medina Park Stormwater Pond Imp.** – Dredging is tentatively planned for summer of 2024

Account Code	2023 Budget	2023 PROPOSED PROJECT LIST	START DATE	DURATION	GRANT FUNDS	TOTAL COST	CITY COST
<b>CAPITAL STREETS:</b>		<b>STREETS:</b>					
307 000 000 595 30 63 01	\$ 120,000.00	Upland Road Overlay	Sep-23	4 weeks	\$ 255,660.00	\$ 288,567.00	\$ 32,907.00
		86th Ave NE _ Ridge Rd, NE 5th, NE 6th	Sep-23	1 week	\$ -	\$ 90,000.00	\$ 90,000.00
		2023 Maintenance Project _ Crack Seal	Jun-23	1 week	\$ 54,360.00	\$ 60,400.00	\$ 6,040.00
<b>CAPITAL SIDEWALK:</b>		<b>SIDEWALK:</b>					
307 000 000 595 30 63 10	\$ 520,000.00	Medina Elementary School Sidewalks Ph 1 _ NE 8th St to Overlake Dr W	Aug-23	4 weeks	\$ 188,501.00	\$ 152,800.00	\$ 35,701.00
		NE 12th Street Sidewalk Improvements & Undergrounding	Sep-23	8 weeks	\$ -	\$ 520,000.00	\$ 520,000.00
<b>CAPITAL PARKS:</b>		<b>PARKS:</b>					
307 000 000 594 76 63 20	\$ 50,000.00	Medina Park Irrigation & Pathway Improvements _ West	Jul-23	3 weeks	\$ 50,000.00	\$ 50,000.00	\$ -
		Medina Beach Park Tree Planting	Apr-23	2 days	\$ -	\$ 5,000.00	\$ 5,000.00
<b>CAPITAL STORMWATER:</b>		<b>STORMWATER:</b>					
307.000 000 595 30 63 02	\$ 200,000.00	2023 Localized Improvements *Upland Road	Jul-23	TBD	\$ 200,000.00	\$ 200,000.00	\$ -
		Citywide Stormwater System Mapping & Evaluation	2023	TBD	\$ -	\$ 10,000.00	\$ 10,000.00
<b>CAPITAL BUILDING:</b>		<b>BUILDING:</b>					
307 000 000 594 18 60 00	\$ 200,000.00	City Hall Balcony Improvements	Jul-23	3 weeks	\$ -	\$ 90,000.00	\$ 90,000.00
		City Hall Security Door *DELETED*	2023	TBD	\$ -	\$ 5,000.00	\$ 5,000.00
		City Hall Carpet Replacement	2023	TBD	\$ -	\$ 20,000.00	\$ 20,000.00
		Post Office Floor Replacement	2023	2 weeks	\$ -	\$ 5,000.00	\$ 5,000.00
<b>TREE FUND:</b>		<b>OTHER:</b>					
103 000 000 558 60 49 10	\$ 30,000.00	2023 Hazardous Tree Removal	Summer 2022	2 weeks	\$ -	\$ 25,000.00	\$ 25,000.00
*UPDATED 6/7/2023							
<b>TOTALS</b>	\$ 1,120,000.00	UNBUDGETED GRANT REVENUE		<b>TOTALS</b>	\$ 748,521.00	\$ 1,521,767.00	\$ 844,648.00

### May 2023 Check Register

Vendor Name	Transaction Reference	Detail Notes	Detail Amount	Transaction Number	Print Date	Account Number	Description
8X8, Inc.	3838465	CH Phones	\$913.82	64680	5/16/2023	001-000-000-518-80-41-50	Technical Services, Software Services
			<b>\$913.82</b>				
911 Supply Inc	INV-2-28460	PD Supplies/Uniform	\$33.03	64681	5/16/2023	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-28463	PD Supplies/Uniform	\$26.43	64681	5/16/2023	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-28461	PD Supplies/Uniform	\$47.35	64681	5/16/2023	001-000-000-521-20-22-00	Uniforms
			<b>\$106.81</b>				
ADP, Inc.	May 2023 ADP Processing Charges	First Payment, New HR/Payroll System	\$2,150.10	20100967-May 2023 ADP Processing Charge	6/2/2023	001-000-000-514-20-41-01	Professional Services
			<b>\$2,150.10</b>				
ADT Commercial LLC	150674857	PW Shop - Fire System	\$3,746.70	64717	6/1/2023	001-000-000-576-80-41-00	Professional Services
			<b>\$3,746.70</b>				
Alexander Gow Fire Equipment Co.	12466748	Fire Alarm Panel Replacement	\$429.67	64682	5/16/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Alexander Gow Fire Equipment Co.	12467109	CH Fire Suppression Inspection	\$1,523.78	64718	6/1/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			<b>\$1,953.45</b>				
AT&T Mobility	287287975246X05272023	PD Patrol Car Connection	\$851.50	64719	6/1/2023	001-000-000-521-20-42-00	Communications (phone,Pager)
			<b>\$851.50</b>				
AutoNation Chrysler, Jeep, Dodge Bellevue	320847	Maintenance PD Car	\$109.56	64683	5/16/2023	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
AutoNation Chrysler, Jeep, Dodge Bellevue	320522	Maintenance Car #28	\$1,672.16	64683	5/16/2023	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
AutoNation Chrysler, Jeep, Dodge Bellevue	320827	Maintenance PD Car	\$105.33	64683	5/16/2023	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
			<b>\$1,887.05</b>				
Bellevue City Treasurer - Water	Service from 2/9/2023 to 4/5/2023 (501 Evergreen Point Rd)	CH Utilities - Water	\$702.75	64684	5/16/2023	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Bellevue City Treasurer - Water	Service from 2/5/2023 to 4/3/2023 (7801 NE 32nd St)	Fairweather Pk Irrigation	\$129.15	64684	5/16/2023	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Service from 2/10/2023 to 4/10/2023 (1000 80th Ave NE)	Medina Pk Irrigation	\$3,173.91	64684	5/16/2023	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Service from 2/9/2023 to 4/5/2023 (506 Evergreen Point Rd)	Medina Beach Pk Irrigation	\$218.48	64684	5/16/2023	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Service from 2/7/2023 to 4/6/2023 (84th NE)	24th Irrigation	\$129.15	64684	5/16/2023	101-000-000-542-70-40-00	Street Irrigation Utilities
			<b>\$4,353.44</b>				
Blueline Group LLC, The	25919	Zoning Code Review	\$1,500.00	64685	5/16/2023	401-000-000-558-60-41-01	Planning Consultant
Blueline Group LLC, The	25954	Housing Action Plan	\$1,274.80	64685	5/16/2023	401-000-000-558-60-41-01	Planning Consultant
			<b>\$2,774.80</b>				
BRC Acoustics & Audiovisual Design	27088	Sound Test Consultant	\$1,728.17	64720	6/1/2023	401-000-000-558-60-41-08	Sound Testing Consultant
			<b>\$1,728.17</b>				
Buenavista Services, Inc	10649	Janitorial Services at Parks Restrooms	\$1,158.62	64721	6/1/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	10650	Janitorial Services at Post Office	\$2,037.75	64721	6/1/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			<b>\$3,196.37</b>				
Car Wash Enterprises	April 2023	April 2023 PD Car Wash	\$12.00	64722	6/1/2023	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			<b>\$12.00</b>				
Carquest Auto Parts Stores	2417-534783	Chevy Serpentine Belt	\$38.35	64686	5/16/2023	101-000-000-542-30-48-00	Equipment Maintenance
			<b>\$38.35</b>				
Centurylink	Charges from May 07 to Jun 07, 2023	CH/CC Terminal	\$177.33	64723	6/1/2023	001-000-000-518-10-42-00	Postage/Telephone
Centurylink	Charges from Apr 17 to May 17, 2023	PD Phone/Fax	\$255.50	64687	5/16/2023	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink	Charges from May 17 to Jun 17, 2023	PD Phone/Fax	\$253.86	64723	6/1/2023	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink	Charges from Apr 8 to May 8, 2023	PW Shop Fire Alarm	\$135.40	64687	5/16/2023	001-000-000-576-80-42-00	Telephone/postage
			<b>\$822.09</b>				
Chen Binhong & Shao Lian	Chen Advance Deposit Return for DEP00045	Advance Deposit Return for DEP00045	\$3,204.77	64713	5/18/2023	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			<b>\$3,204.77</b>				
Comcast	Services from May 7 to Jun 6, 2023 (700 Lake Wash Blvd NE)	700 LWB NE Camera	\$255.87	64724	6/1/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	Services from May 16 to Jun 15, 2023 (8300 NE 12th St)	NE 12th St Camera	\$245.36	64724	6/1/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	Services from May 16 to Jun 15, 2023 (8300 NE 24th St)	NE 24th St Camera	\$245.36	64724	6/1/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	Services from Apr 25 to May 24, 2023 (1000 80th Ave NE)	Internet Services PW Shop	\$166.36	64688	5/16/2023	001-000-000-576-80-42-00	Telephone/postage
			<b>\$912.95</b>				
Commercial Entry Systems, Inc.	7785	Door Repair CH	\$1,348.73	64725	6/1/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			<b>\$1,348.73</b>				
CREA Affiliates, LLC	WMD22107-006	Comprehensive Plan Update	\$18,357.00	64689	5/16/2023	001-000-000-518-10-41-00	Professional Services
			<b>\$18,357.00</b>				
Crystal And Sierra Springs-Admin	11037150 052023	Ch Drinking Water	\$107.38	64726	6/1/2023	001-000-000-518-10-31-00	Office And Operating Supplies
			<b>\$107.38</b>				
CWA Consultants	23-095 through 23-108	Building Permit Code Review Services	\$16,610.00	64690	5/16/2023	401-000-000-558-60-41-00	Professional Services
			<b>\$16,610.00</b>				
Daily Journal of Commerce	3389086	Call for Bids - 12th St Pedestrian Project	\$398.40	64727	6/1/2023	001-000-000-518-10-44-00	Advertising
Daily Journal of Commerce	3389085	Call for Bids - Medina Elementary Sidewalk	\$393.60	64727	6/1/2023	001-000-000-518-10-44-00	Advertising
			<b>\$792.00</b>				
Eastside Public Safety Communications	11145	May 2023 Radio Fees	\$530.25	64728	6/1/2023	001-000-000-521-20-41-20	Dispatch-EPSCA
			<b>\$530.25</b>				
FCI - Custom Police Vehicles	15026	Lease MPD Car #30 and #31	\$1,855.53	64729	6/1/2023	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15027	Lease MPD Car #26	\$822.71	64729	6/1/2023	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost



FCI - Custom Police Vehicles	15025	Lease MPD Car #29	\$1,046.22	64729	6/1/2023	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15023	Lease MPD Car #27	\$736.98	64729	6/1/2023	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15024	Lease MPD Car #28	\$863.42	64729	6/1/2023	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15026	Interest Car #30 and #31	\$849.27	64729	6/1/2023	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15024	Interest Car #28	\$217.66	64729	6/1/2023	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15025	Interest Car #29	\$322.74	64729	6/1/2023	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15023	Interest Car #27	\$202.14	64729	6/1/2023	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15027	Interest Car #26	\$171.01	64729	6/1/2023	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
			<b>\$7,087.68</b>				
Goodyear Auto Service Center	0000031807	Car/Vehicle Maintenance	\$779.12	64730	6/1/2023	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
			<b>\$779.12</b>				
Gray & Osborne, Inc.	Invoice No: 11/Project No: 21427.07	Grading and Drainage Services	\$211.37	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 23427.02	Grading and Drainage Services	\$135.71	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 5/Project No: 21427.27	Grading and Drainage Services	\$339.28	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 1/Project No: 23512.00	Grading and Drainage Services	\$203.57	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 12/Project No: 20425.23	Project No: 20425.23	\$219.17	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 3/Project No: 22427.27	Grading and Drainage Services	\$1,112.84	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 1/Project No: 23427.05	Grading and Drainage Services	\$407.13	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 11/Project No: 21427.14	Grading and Drainage Services	\$356.18	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 4/Project No: 23427.00	Grading and Drainage Services	\$135.71	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 6/Project No: 22427.17	Grading and Drainage Services	\$143.51	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 22427.25	Grading and Drainage Services	\$67.86	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 13/Project No: 23427.11	Grading and Drainage Services	\$641.90	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 1/Project No: 23427.06	Grading and Drainage Services	\$407.13	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 1/Project No: 22427.20	Grading and Drainage Services	\$339.28	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 22427.23	Grading and Drainage Services	\$949.97	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 4/Project No: 22427.06	Grading and Drainage Services	\$362.68	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 22427.28	Grading and Drainage Services	\$203.57	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 19/Project No: 19412.03	Grading and Drainage Services	\$211.37	64691	5/16/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 3/Project No: 22427.27	Grading and Drainage Services	\$244.28	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 7/Project No: 21427.13	Grading and Drainage Services	\$583.80	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 4/Project No: 23427.13	Grading and Drainage Services	\$464.18	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 1/Project No: 23427.11	Grading and Drainage Services	\$490.59	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 6/Project No: 21427.17	Grading and Drainage Services	\$135.71	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 23427.09	Grading and Drainage Services	\$203.57	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 22427.29	Grading and Drainage Services	\$407.13	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 22427.19	Grading and Drainage Services	\$219.17	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 3/Project No: 22427.30	Grading and Drainage Services	\$67.86	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 5/Project No: 23427.00	Grading and Drainage Services	\$67.86	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 3/Project No: 22427.28	Grading and Drainage Services	\$203.57	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 10/Project No: 22427.05	Grading and Drainage Services	\$517.81	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 2/Project No: 23427.05	Grading and Drainage Services	\$135.71	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	Invoice No: 4/Project No: 22427.27	Grading and Drainage Services	\$176.43	64731	6/1/2023	401-000-000-558-60-41-07	Engineering Consultant
			<b>\$10,365.90</b>				
Halverson, Brady	May 2023 Halverson Expense Reimbursement	Base Pad for Glock 9/40 Full Size Magazines	\$117.71	EFT Payment 5/16/2023 1:19:55 PM - 1	5/16/2023	001-000-000-521-20-31-40	Police Operating Supplies
			<b>\$117.71</b>				
Hermanson Company, LLP	8037584	CH HVAC Maintenance	\$2,067.40	64732	6/1/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			<b>\$2,067.40</b>				
Home Depot Credit Services	May 2023 Home Depot CC Statement	Concrete for Bench	\$121.55	EFT Home Depot May 23 Payment EFT1	5/31/2023	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	Replacement GFCI Electrical Outlets	\$67.93	EFT Home Depot May 23 Payment EFT1	5/31/2023	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	Applied Credit on Account	(\$965.61)	EFT Home Depot May 23 Payment EFT1	5/31/2023	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	Storage and Parts Organizers	\$240.99	EFT Home Depot May 23 Payment EFT1	5/31/2023	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	Bench Screws and Bolts	\$46.03	EFT Home Depot May 23 Payment EFT1	5/31/2023	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	Storage Bins	\$279.52	EFT Home Depot May 23 Payment EFT1	5/31/2023	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	Storage and Parts Bins	\$234.51	EFT Home Depot May 23 Payment EFT1	5/31/2023	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	DeWalt Battery Tools for Shop	\$383.15	EFT Home Depot May 23 Payment EFT1	5/31/2023	101-000-000-542-30-31-00	Operating & Maintenance Supplies
Home Depot Credit Services	May 2023 Home Depot CC Statement	Nail Gun	\$274.15	EFT Home Depot May 23 Payment EFT1	5/31/2023	101-000-000-542-30-35-00	Small Tools/minor Equipment
			<b>\$682.22</b>				
KC Office of Finance	11013593	KC INET	\$375.00	64733	6/1/2023	001-000-000-518-80-41-50	Technical Services, Software Services
			<b>\$375.00</b>				
Kirkland Municipal Court	APR23MED	March 2023 Filing Fees	\$859.54	64692	5/16/2023	001-000-000-512-50-40-10	Municipal Court-Traffic/NonTrf
			<b>\$859.54</b>				
Konica Minolta Business Solutions	286255765	PW Printer Copier	\$17.00	64693	5/16/2023	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Business Solutions	286828860	PW Printer Copier	\$7.44	64693	5/16/2023	001-000-000-518-10-31-00	Office And Operating Supplies
			<b>\$24.44</b>				
Leadonline.com	404703	Annual Membership Dues/Renewal	\$2,329.00	64734	6/1/2023	001-000-000-521-20-49-40	Dues,Subscriptions,Memberships
			<b>\$2,329.00</b>				

LexisNexis Risk Management - Account 1011660	1011660-20230430	Investigating Tool	\$233.62	64735	6/1/2023	001-000-000-521-20-41-00	Professional Services
			<b>\$233.62</b>				
Message Watcher, LLC	52181	Web/Email/SM Archiving	\$240.20	64694	5/16/2023	001-000-000-518-80-41-50	Technical Services, Software Services
			<b>\$240.20</b>				
Moberly & Roberts, PLLC	1099	Prosecution Services	\$4,000.00	64695	5/16/2023	001-000-000-512-50-41-10	Prosecuting Attorney
			<b>\$4,000.00</b>				
Navia Benefit Solutions	10692819	April 2023 Navia Benefits Payment	\$100.00	64696	5/16/2023	001-000-000-514-20-49-10	Miscellaneous
Navia Benefit Solutions	10705871	Monthly Navia Fees	\$100.00	64736	6/1/2023	001-000-000-514-20-49-10	Miscellaneous
			<b>\$200.00</b>				
Norcom	0001470	911 Dispatch Services	\$20,391.59	64737	6/1/2023	001-000-000-521-20-41-15	Dispatch Services-Norcom Trans
			<b>\$20,391.59</b>				
Ogden Murphy Wallace	875839	City Attorney Contract	\$74.00	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875840	City Attorney Contract	\$84.00	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875834	City Attorney Contract	\$280.00	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875842	City Attorney Contract	\$270.00	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875836	City Attorney Contract	\$2,128.00	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875841	City Attorney Contract	\$3,248.00	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875835	City Attorney Contract	\$10,082.38	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875837	City Attorney Contract	\$910.00	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	875838	City Attorney Contract	\$1,688.50	64697	5/16/2023	001-000-000-515-41-40-00	City Attorney
			<b>\$18,764.88</b>				
Osada, Ryan	May 2023 Osada Expense Reimbursement	Arbor Day Seedling Bags	\$52.82	EFT Payment 5/16/2023 1:23:42 PM - 1	5/16/2023	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
			<b>\$52.82</b>				
Overlake Golf & Country Club	Overlake Advance Deposit Return for DEP00040	Advance Deposit Return for DEP00040	\$506.00	64714	5/18/2023	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			<b>\$506.00</b>				
Pro-shred	63031	CH Shredding	\$55.66	64698	5/16/2023	001-000-000-518-10-41-00	Professional Services
Pro-shred	63408	CH Shredding	\$55.66	64738	6/1/2023	001-000-000-518-10-41-00	Professional Services
			<b>\$111.32</b>				
Psalm 127 Trust - Button	Psalm Advance Deposit Return for DEP00047	Advance Deposit Return for DEP00047	\$2,231.74	64715	5/18/2023	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			<b>\$2,231.74</b>				
Puget Sound Energy	For Service 3/21/2023 - 4/20/2023 (501 Evergreen Point Rd)	CH Utilities	\$1,672.42	64699	5/16/2023	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Puget Sound Energy	For Service 3/21/2023 - 4/20/2023 (1050 82nd Ave NE)	82nd Ave NE Camera	\$33.65	64699	5/16/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	For Service 3/16/2023 - 4/17/2023 (8300 NE 24th St)	NE 24th St Camera	\$26.29	64699	5/16/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	For Service 3/22/2023 - 4/21/2023 (8670 NE 10th St)	NE 10th St Camera	\$35.70	64699	5/16/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	For Service 3/22/2023 - 4/21/2023 (740 Overlake Dr E)	ODE Camera	\$24.83	64699	5/16/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	Services from 4/17/2023 through 5/16/2023 (8300 NE 24th St)	NE 24th St Camera	\$25.25	64739	6/1/2023	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	For Service 3/22/2023 - 4/21/2023 (84th Ave NE)	View Pt Pk Irrigation	\$15.62	64699	5/16/2023	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	For Service 3/22/2023 - 4/20/2023 (1000 80th Ave NE)	Medina Pk Irrigation	\$389.72	64699	5/16/2023	001-000-000-576-80-47-00	Utilities
			<b>\$2,223.48</b>				
Republic Services, Inc. dba Rabanco, Ltd.	0172-009256893	Dumpster	\$582.72	64700	5/16/2023	001-000-000-576-80-41-04	Professional Services-Misc
			<b>\$582.72</b>				
Scott, Roman	May 2023 Scott Expense Reimbursement Form	College Degree for Law Enforcement Career Advancement	\$260.04	EFT Payment 6/2/2023 12:49:52 PM - 1	6/2/2023	001-000-000-521-20-23-00	Tuition
			<b>\$260.04</b>				
Seattle Times, The	37779	Legal Notices/Job Posting	\$2,383.75	64701	5/16/2023	001-000-000-518-10-44-00	Advertising
Seattle Times, The	37779	Planning Notices	\$450.46	64701	5/16/2023	401-000-000-558-60-42-00	Communications
			<b>\$2,834.21</b>				
SHI International Corp	B16837435	Azure Storage Overages	\$650.33	64702	5/16/2023	001-000-000-518-80-41-50	Technical Services, Software Services
			<b>\$650.33</b>				
Sound View Strategies, LLC	2919	SR520 Consultant	\$3,000.00	64703	5/16/2023	001-000-000-513-10-41-00	Professional Services
			<b>\$3,000.00</b>				
Spot-On Print & Design	58491	Receipt Forms - Office Supplies	\$525.73	64740	6/1/2023	001-000-000-518-10-31-00	Office And Operating Supplies
Spot-On Print & Design	58564	Gas Powered Leaf Blower Survey	\$2,694.72	64740	6/1/2023	001-000-000-518-10-49-30	Postcard, Public information
			<b>\$3,220.45</b>				
Staples Business Advantage	3537233287	Office Supplies	\$258.17	64704	5/16/2023	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	3538144780	PD Office Supplies	\$89.72	64741	6/1/2023	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	3538144781	PD Office Supplies	\$59.86	64741	6/1/2023	001-000-000-521-20-31-00	Office Supplies
			<b>\$407.75</b>				
Statewide Security	216019	Fire/Alarm Call Out	\$176.16	64742	6/1/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			<b>\$176.16</b>				
Stephanus, John W	Stephanus Advance Deposit Return for DEP00039	Advance Deposit Return for DEP00039	\$459.39	64716	5/18/2023	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			<b>\$459.39</b>				
Supply Source Inc., The	2305499	Janitorial Supplies City Hall	\$1,021.28	64743	6/1/2023	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			<b>\$1,021.28</b>				
TIG Technology Integration Group	62517	IT Managed Services	\$11,848.04	64705	5/16/2023	001-000-000-518-80-41-50	Technical Services, Software Services
TIG Technology Integration Group	5511335	Duo Software	\$29.73	64744	6/1/2023	001-000-000-518-80-41-50	Technical Services, Software Services
TIG Technology Integration Group	62517	IT Services	\$2,183.27	64705	5/16/2023	401-000-000-518-80-41-50	Technical Services, Software Services
			<b>\$14,061.04</b>				

Tree Frog LLC	1681*	Arborist - Nondevelopment	\$935.00	64706	5/16/2023	401-000-000-558-60-41-50	Landscape Consultant
			<b>\$935.00</b>				
Tree Solutions, Inc.	35911 through 35898	Arborist Development Tree Code Services	\$3,991.25	64707	5/16/2023	401-000-000-558-60-41-50	Landscape Consultant
			<b>\$3,991.25</b>				
US Bank	May 2023 JE #2087 Bank Fees	May 2023 Bank Fees	\$208.71	20100967-May 2023 Bank Fees	6/2/2023	001-000-000-514-20-49-00	Misc-Dues,Subscriptions
US Bank	May 2023 JE #2087 Bank Fees	May 2023 Bank Fees	\$2,687.51	20100967-May 2023 Bank Fees	6/2/2023	401-000-000-558-60-49-10	Miscellaneous
US Bank	May 2023 Nations CC Statement	Drinks for Council Meeting	\$46.18	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-511-60-49-00	Miscellaneous
US Bank	May 2023 Nations CC Statement	Office Supplies - Cooling Fan for Council Chambers Computer	\$19.86	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-518-10-31-00	Office And Operating Supplies
US Bank	May 2023 Kellerman CC Statement	Public Records Spring Training Conference - CC	\$65.00	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-518-10-43-00	Travel & Training
US Bank	May 2023 Nations CC Statement	Clerks Training - Professional Development 2 Nations	\$1,075.00	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-518-10-43-00	Travel & Training
US Bank	May 2023 Kellerman CC Statement	WA Municipal Clerk's Association Annual Dues - CC	\$100.00	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-518-10-49-20	Dues, Subscriptions
US Bank	May 2023 Kellerman CC Statement	Zoom Meetings Annual Renewal	\$2,200.90	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-518-80-41-50	Technical Services, Software Services
US Bank	May 2023 Anderson CC Statement	Uniforms (Boots)	\$121.05	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-22-00	Uniforms
US Bank	May 2023 Sass CC Statement	C. Bell Refreshments	\$15.99	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-31-00	Office Supplies
US Bank	May 2023 Sass CC Statement	C. Bell Refreshments	\$22.02	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-31-00	Office Supplies
US Bank	May 2023 Anderson CC Statement	USB 4 Port	\$8.80	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-31-00	Office Supplies
US Bank	May 2023 Gidlof CC Statement	Frame Supplies	\$120.93	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-31-00	Office Supplies
US Bank	May 2023 Sass CC Statement	C. Bell Refreshments	\$37.90	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-31-00	Office Supplies
US Bank	May 2023 Anderson CC Statement	Intoximeters Supplies	\$236.44	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-31-40	Police Operating Supplies
US Bank	May 2023 Gidlof CC Statement	Records Training B. Marxer	\$65.00	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-521-20-43-00	Travel & Training
US Bank	May 2023 Crickmore CC Statement	Uniforms	\$45.04	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-22-00	Uniforms
US Bank	May 2023 Crickmore CC Statement	Uniforms	\$269.68	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-22-00	Uniforms
US Bank	May 2023 Crickmore CC Statement	Gaffer Tape	\$22.01	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-31-00	Operating Supplies
US Bank	May 2023 Crickmore CC Statement	Broom	\$60.54	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-31-00	Operating Supplies
US Bank	May 2023 Crickmore CC Statement	Diesel Fuel	\$175.00	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-32-00	Vehicle Fuel & Lube
US Bank	May 2023 Crickmore CC Statement	Diesel Fuel	\$300.00	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-32-00	Vehicle Fuel & Lube
US Bank	May 2023 Crickmore CC Statement	Set Beaver Trap and Remove Beaver	\$880.80	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-41-00	Professional Services
US Bank	May 2023 Crickmore CC Statement	Replace Honda Mower Engine	\$633.81	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-48-00	Repair & Maint Equipment
US Bank	May 2023 Crickmore CC Statement	Repair Honda Mower Engine	\$363.41	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	001-000-000-576-80-48-00	Repair & Maint Equipment
US Bank	May 2023 Burns CC Statement	MRSC Rosters (SW/Con/Ven)	\$135.00	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	101-000-000-542-30-41-00	Professional Services
US Bank	May 2023 Crickmore CC Statement	Tree Replacement	\$396.26	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
US Bank	May 2023 Crickmore CC Statement	Tree Replacement	\$344.57	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
US Bank	May 2023 Osada CC Statement	Arbor Day Seedlings	\$195.98	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
US Bank	May 2023 Crickmore CC Statement	Tree Replacement	\$446.61	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
US Bank	May 2023 Crickmore CC Statement	Tree Replacement	\$334.70	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
US Bank	May 2023 Crickmore CC Statement	Tree Replacement & Arbor Day Tree	\$925.67	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
US Bank	May 2023 Wilcox CC Statement	Regular and Certified Mail for Code Enforcement	\$8.13	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	401-000-000-558-60-49-10	Miscellaneous
US Bank	May 2023 Wilcox CC Statement	Regular and Certified Mail for Code Enforcement	\$8.13	EFT Payment 6/2/2023 12:51:38 PM - 1	6/2/2023	401-000-000-558-60-49-10	Miscellaneous
			<b>\$12,576.63</b>				
US Bank Voyager Fleet Sys.	May 2023 Voyager Fleet Payment	PD Fuel	\$2,748.55	EFT Payment 6/2/2023 12:52:00 PM - 1	6/2/2023	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			<b>\$2,748.55</b>				
Utilities Underground Location Ctr	3040182	Locate Services	\$43.86	64745	6/1/2023	101-000-000-542-30-47-00	Utility Services
			<b>\$43.86</b>				
WA ST Dept of Ecology	23-WAG994640-1	Aquatic Permit	\$94.00	64746	6/1/2023	101-000-000-542-30-41-03	NPDES Grant
			<b>\$94.00</b>				
WA ST Dept of Licensing	May 2023 CPL Receipts	May 2023 CPL Receipts	\$72.00	20100967-May 2023 CPL Receipts	6/2/2023	631-000-000-589-30-01-00	Dept Of Lic-Gun Permit
			<b>\$72.00</b>				
WA ST Dept of Transportation	FB91017010231	PW Vehicle Fuel	\$421.31	64708	5/16/2023	001-000-000-576-80-32-00	Vehicle Fuel & Lube
WA ST Dept of Transportation	FB91017010231	Building Inspections Vehicle	\$53.62	64708	5/16/2023	401-000-000-558-60-32-00	Vehicle Expenses - Gas, Oil, Maint.
			<b>\$474.93</b>				
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$123.74	64679	5/3/2023	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$743.38	64712	5/16/2023	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$761.37	64712	5/16/2023	631-000-000-586-00-01-00	WA St-Auto Theft Protection

WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$71.47	64712	5/16/2023	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$144.16	64712	5/16/2023	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$61.76	64679	5/3/2023	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$362.72	64712	5/16/2023	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$377.61	64712	5/16/2023	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$72.35	64712	5/16/2023	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$35.46	64712	5/16/2023	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$61.56	64679	5/3/2023	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$370.96	64712	5/16/2023	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$379.86	64712	5/16/2023	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$35.63	64712	5/16/2023	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$71.83	64712	5/16/2023	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$6.06	64679	5/3/2023	631-000-000-586-89-12-00	WA St-Accessible Communities
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$16.57	64679	5/3/2023	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$7.00	64712	5/16/2023	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$3.33	64712	5/16/2023	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$0.86	64712	5/16/2023	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$15.35	64712	5/16/2023	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$743.72	64679	5/3/2023	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$337.57	64712	5/16/2023	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$3,322.21	64712	5/16/2023	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$708.15	64712	5/16/2023	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$3,386.35	64712	5/16/2023	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$446.00	64679	5/3/2023	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$1,970.92	64712	5/16/2023	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$416.56	64712	5/16/2023	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$1,940.01	64712	5/16/2023	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$196.93	64712	5/16/2023	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$283.84	64679	5/3/2023	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$1,749.96	64712	5/16/2023	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$164.12	64712	5/16/2023	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$1,702.73	64712	5/16/2023	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$331.16	64712	5/16/2023	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$10.17	64679	5/3/2023	631-000-000-586-99-07-00	WA ST Sch Zone Safety
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$49.63	64712	5/16/2023	631-000-000-586-99-07-00	WA ST Sch Zone Safety
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$6.78	64712	5/16/2023	631-000-000-586-99-07-00	WA ST Sch Zone Safety
WA ST Treasurer's Office	Q1 2023 State Shared Revenue	2023 Q1 State Shared Rev	\$136.50	64679	5/3/2023	631-000-000-589-30-03-00	WA St-Bldg Code Fee
WA ST Treasurer's Office	2022 Q1 State Shared Revenue	2022 Q1 State Shared Revenue	\$156.00	64712	5/16/2023	631-000-000-589-30-03-00	WA St-Bldg Code Fee
WA ST Treasurer's Office	2022 Q4 State Shared Revenue	2022 Q4 State Shared Revenue	\$136.50	64712	5/16/2023	631-000-000-589-30-03-00	WA St-Bldg Code Fee
WA ST Treasurer's Office	2022 Q2 State Shared Revenue	2022 Q2 State Shared Revenue	\$221.25	64712	5/16/2023	631-000-000-589-30-03-00	WA St-Bldg Code Fee
WA ST Treasurer's Office	2022 Q3 State Shared Revenue	2022 Q3 State Shared Revenue	\$149.50	64712	5/16/2023	631-000-000-589-30-03-00	WA St-Bldg Code Fee
			<b>\$22,289.59</b>				
Washington State Patrol	I23006028	Background Checks	\$26.50	64709	5/16/2023	001-000-000-521-20-41-50	Recruitment-Background
			<b>\$26.50</b>				
Watershed Company, The	2023-0676	Shoreline Master Program User Guide	\$1,610.75	64710	5/16/2023	401-000-000-558-60-41-55	Shoreline Consultant
			<b>\$1,610.75</b>				
Wide Format Company, The	141041	PRA Copies	\$82.41	64747	6/1/2023	001-000-000-518-10-49-40	Photocopies
			<b>\$82.41</b>				
Zumar Industries, Inc.	43053	PW Supplies/Equipment	\$1,579.27	64711	5/16/2023	101-000-000-542-64-41-00	Traffic Control Devices
			<b>\$1,579.27</b>				
		<b>Grand Total for Accounts Payable</b>	<b>\$213,239.50</b>				
		<b>Grand Total for Payroll</b>	<b>\$343,383.05</b>				

\* Please note that a breakdown of payroll by department and vendor/benefits will be provided for approval at the July first meeting. We are currently implementing a new payroll software, and are working to finalize the journal entries into Vision. Thank you for your patience, accuracy of financial reporting is important to us and reporting will be made available as soon as it is finalized and reviewed.



# MEDINA, WASHINGTON

## PARK BOARD MEETING

Hybrid - Virtual/In-Person  
Monday, March 20, 2023 – 5:00 PM

### MINUTES

#### 1. CALL TO ORDER / ROLL CALL

Board Vice Chair Barbara Moe called the Parks and Recreation Board meeting to order in the Medina Council Chambers at 5:00 p.m.

##### PRESENT

Vice Chair Barbara Moe  
Board Member Gretchen Stengel  
Board Member Rebecca Johnston  
Board Member Collette McMullen (in at 5:07 p.m.)  
Board Member Katie Surbeck  
Board Member India Fitting-Koh (online)  
Emeritus Member Penny Martin

##### ABSENT

Chair Sarah Gray  
Youth Advisor Will Reeves

##### STAFF

Osada, Burns (online), Crickmore, Sass, Kellerman

#### 2. ANNOUNCEMENTS

##### 2.1 City Council Approval of Park Board Meeting Changes

Park Board Vice Chair Barbara Moe announced that the City Council approved the Park Board meeting date changes at their February 13, 2023 City Council meeting.

##### 2.2 Youth Advisor Recruitment Update

Park Board Vice Chair Barbara Moe reported that the recruitment flyer for the youth advisor was published in the March edition of the Greet West Bellevue magazine.

#### 3. APPROVAL OF PARK BOARD MINUTES

**ACTION:** Motion Surbeck second Johnston and without objections; Park Board approved the January 17, 2023, meeting Minutes.

- 3.1 January 17, 2023 Meeting Minutes  
**Recommendation:** Adopt Minutes.  
**Staff Contact:** Dawn Nations, Deputy City Clerk

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

Vice Chair Barbara Moe opened the public comment period. There were no speakers. Subsequently, the public comment was closed.

#### 5. **PARK BOARD BUSINESS**

- 5.1 Fairweather Park Ivy Removal Update by Public Works Department

Public Works Director Ryan Osada gave an update on Fairweather Park ivy removal. He noted one company was unavailable and is waiting for confirmation of availability and cost from a second company. He will report back to the Park Board with additional information once received.

- 5.2 Easter Egg Hunt Finalize Details

- a) Reminder - Egg Stuffing Date- March 27, 2023 - City Hall at 10 AM
- b) Reminder - Candy Needed
- c) Saturday, April 1, 2023 - Medina Park at 10 AM (set- up at 9 AM)
- d) Public Works - signage

Vice Chair Barbara Moe reminded the board that the easter egg stuffing event is scheduled for Monday, March 27 here at city hall at 10:00 a.m. She also reported that there are a couple of high school students interested in volunteering to help fill easter eggs and Deputy City Clerk Dawn Nations is coordinating with them.

Board members will meet in the Medina Park parking lot at 9:00 a.m. on Saturday, April 1st to distribute the eggs around the park.

Board members discussed staggering start times for the different age groups to allow the younger children a head start and limiting the number of eggs per basket. Public Works will put out flags and signs the day of the event.

- 5.3 Arbor Day Event Discussion

- a) Friday, April 28, 2023 at 10 AM
- b) Contact Medina Elementary for class participation
- c) Public Works to get Tree and order seedlings

Vice Chair Barbara Moe reported that Arbor Day is scheduled for Friday, April 28 at 10:00 a.m. in Medina Park.

Board member Rebecca Johnston reported she contacted Medina Elementary about class participation and will report back when she hears back from them.

Public Works Maintenance Supervisor Pat Crickmore reported that they're waiting to see what types of trees comes into the nursery. The tree they pick out will dictate where it goes in the park.

Public Works Director Ryan Osada will order about 100 seedings and asked for volunteers to help wrap them. Board member Katie Surbeck volunteered to help.

5.4 Spring Weeding Event Discussion  
a) Decide on date

Board members discussed areas and dates for the spring weeding events. Areas under consideration for weeding is the Medina Kitchen and Market up to and around Medina Elementary.

**ACTION:** By consensus, the Park Board scheduled the spring weeding for Monday, April 24, 2023, meeting at 10:00 am in front of Medina Kitchen and Market.

6. **OTHER BUSINESS**

Park Board member Gretchen Stengel asked about the removal of the two parking spots at View Point Park. Chief Sass reported that the same person that reported to Park Board gave the same report to Council and it is being handled at the Council and Director level. Chief Sass will report back to the Park Board if and when any direction or decisions are made by the Council.

7. **PARK REPORTS**

Park Board members reported back on conditions of their assigned parks. Chief Sass reported that Officer Connor Bell is working on different laws and action that Council can take regarding e-bikes at Medina Park.

8. **ADJOURNMENT**

By consensus the Park Board adjourned the regular meeting at 5:35 p.m.

Minutes taken by:

Aimee Kellerman, CMC, City Clerk



# MEDINA, WASHINGTON

## PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, March 28, 2023 – 6:00 PM

### MINUTES

**COMMISSION CHAIR** | Laura Bustamante

**COMMISSION VICE-CHAIR** | Shawn Schubring

**COMMISSIONERS** | Li-Tan Hsu, David Langworthy, Mark Nelson, Laurel Preston, Mike Raskin

**PLANNING MANAGER** | Stephanie Keyser

#### 1. CALL TO ORDER / ROLL CALL

Vice Chair Schubring called the meeting to order at 6:07pm.

##### PRESENT

Chair Laura Bustamante

Vice Chair Shawn Schubring

Commissioner Li-Tan Hsu (departed at 6:34pm)

Commissioner Mark Nelson

Commissioner Laurel Preston

##### ABSENT

Commissioner David Langworthy

Commissioner Mike Raskin

##### STAFF

Bennett, Burns, Keyser, Wilcox

#### 2. APPROVAL OF MEETING AGENDA

By consensus, Planning Commission approved the meeting agenda as presented.

#### 3. APPROVAL OF MINUTES

3.1 Planning Commission Minutes of February 28, 2023

**Recommendation:** Approve Minutes.

**Staff Contact:** Rebecca Bennett, Development Services Coordinator

**ACTION:** Motion to approve minutes. (Approved 5-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Preston.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu,



Commissioner Nelson, Commissioner Preston

#### **4. ANNOUNCEMENTS**

##### 4.1 Staff/Commissioners

Keyser made announcement that the Public Hearing for the HAP will be on May 2nd.

#### **5. AUDIENCE PARTICIPATION**

There was no audience participation.

#### **6. DISCUSSION**

##### 6.1 Comprehensive Plan Update Schedule

**Recommendation:** N/A

**Staff Contact(s):** Stephanie Keyser, Planning Manager

**Time Estimate:** 30 minutes

Keyser gave overview. Commissioners agreed to have more meetings in 2023.

##### 6.2 Current Session Bills

**Recommendation:** N/A

**Staff Contact(s):** Stephanie Keyser, Planning Manager

**Time Estimate:** 60 minutes

Keyser gave update on four pending bills. Commissioners discussed and asked questions.

#### **7. ADJOURNMENT**

Meeting adjourned at 7:01pm.

**ACTION:** Motion to adjourn. (Approved 4-0).

Motion made by Commissioner Nelson, Seconded by Commissioner Preston.  
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Nelson,  
Commissioner Preston

Minutes taken by: Rebecca Bennett, Development Services Coordinator



# MEDINA, WASHINGTON

## PLANNING COMMISSION SPECIAL MEETING

Hybrid-Virtual/In Person  
Tuesday, May 02, 2023 – 6:00 PM

### MINUTES

**COMMISSION CHAIR** | Laura Bustamante

**COMMISSION VICE-CHAIR** | Shawn Schubring

**COMMISSIONERS** | Li-Tan Hsu, David Langworthy, Mark Nelson, Laurel Preston, Mike Raskin

**PLANNING MANAGER** | Stephanie Keyser

#### 1. CALL TO ORDER / ROLL CALL

Vice Chair Schubring called the meeting to order at 6:02pm.

##### PRESENT

Chair Laura Bustamante

Vice Chair Shawn Schubring

Commissioner Mark Nelson

Commissioner Laurel Preston

Commissioner Mike Raskin

##### ABSENT

Commissioner David Langworthy

##### STAFF

Bennett, Burns, Keyser, Romanenko, Wilcox

#### 2. APPROVAL OF MINUTES

2.1 Planning Commission Minutes of March 28, 2023

**Recommendation:** Approve Minutes.

**Staff Contact:** Rebecca Bennett, Development Services Coordinator

**ACTION:** Motion to approve minutes. (Approved 6-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Raskin.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Nelson, Commissioner Preston, Commissioner Raskin

#### 3. ANNOUNCEMENTS

3.1 Staff/Commissioners

Keyser made announcement that on May 22nd there is a joint council meeting being held at city hall at 5:00pm

#### **4. AUDIENCE PARTICIPATION**

There was no audience participation.

#### **5. PUBLIC HEARING**

##### 5.1 Housing Action Plan

**Recommendation:** Approve

**Staff Contact(s):** Stephanie Keyser, AICP, Planning Manager

**Time Estimate:** 60 minutes

Keyser gave presentation on the Housing Action Plan. Commissioners discussed and asked questions.

Two residents of the city spoke about their concerns regarding the Housing Action Plan.

**ACTION:** To have a Planning Commission Meeting on the 23rd of May. (Approved 6-0).

Motion made by Commissioner Preston, Seconded by Vice Chair Schubring.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Nelson, Commissioner Preston, Commissioner Raskin

**ACTION:** Provide Keyser with edits to the Housing Action Plan by May 12th. (Approved 6-0).

Motion made by Commissioner Preston, Seconded by Vice Chair Schubring.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Nelson, Commissioner Preston, Commissioner Raskin

**ACTION:** To have the Planning Commission Meeting moved to the 24th of May. (Approved 6-0).

Motion made by Commissioner Raskin, Seconded by Commissioner Hsu.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Nelson, Commissioner Preston, Commissioner Raskin

#### **6. ADJOURNMENT**

Meeting adjourned at 7:24pm.

**ACTION:** Motion to adjourn. (Approved 6-0)

Motion made by Commissioner Hsu, Seconded by Commissioner Nelson.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Nelson, Commissioner Preston, Commissioner Raskin

Minutes taken by:

Rebecca Bennett, Development Services Coordinator



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person  
Monday, May 08, 2023 – 5:00 PM

### MINUTES

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

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 5:02 p.m.

#### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Cynthia Adkins  
Councilmember Mac Johnston  
Councilmember Bob Zook

#### ABSENT

Councilmember Jennifer Garone  
Councilmember Harini Gokul

#### STAFF

Burns, Missall, Romanenko, Sass, Wagner, Keyser, Osada, Wilcox, and Kellerman

#### 2. APPROVAL OF MEETING AGENDA

Mayor Rossman proposed amending the meeting agenda to pull Agenda Item 9.1 and refer the Park Use Pilot Program to the Park Board for further deliberation and move 9.4 Small Wireless Facility Permit Process up to Agenda Item 9.1.

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

#### 3. PUBLIC COMMENT PERIOD

Mayor Rossman opened the public comment period. The following individuals addressed the Council:

- Paul Saad commented in opposition of the proposed T-Mobile wireless facilities permit.
- John Ebel commented in opposition of the proposed T-Mobile wireless facilities permit.

- Ken Pyle commented in opposition of the proposed T-Mobile wireless facilities permit.
- Mike Eberhard commented in opposition of the proposed T-Mobile wireless facilities permit.
- Ed Freedman commented in opposition of the proposed T-Mobile wireless facilities permit.
- Heija Nunn commented on the proposed T-Mobile wireless facilities permit.

#### 4. **PRESENTATIONS**

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

Park Board Chair Sarah Gray reported on the success of the annual Easter Egg Hunt and Arbor Day. She also reported that she will be resigning from the Park Board on Monday, May 15.

Planning Commission Chair Laura Bustamante reported that Planning Commission has been working on the Housing Action Plan and will be moving forward with a recommendation to Council at their June meeting.

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

Police, Development Services, Finance, Central Services, Public Works, City Attorney

Police Chief Jeff Sass reported on activities in the police department.

Director of Development Services Steve Wilcox reported that the 2021 State Building Code will be coming to Council for adoption at their June meeting.

Director of Finance and HR Ryan Wagner reported on the city's finances.

Director of Public Works Ryan Osada reported on upcoming Capital Projects in the city.

City Manager Steve Burns reported on the SR 520 funding for the noise mitigation. He reported that the funding did not make in the Transportation Budget at the state legislature and staff will continue to push for it to be included in 2024. The gas-powered leaf blowers open house is scheduled for this Thursday here at city hall from 5:00 pm to 6:30 pm.

#### 6. **CONSENT AGENDA**

**ACTION:** Motion Zook second Reeves and carried by a 5:0 (Garone and Gokul absent) vote; Council approved the Consent agenda as presented.

- 6.1 April 2023 - Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance Director
- 6.2 Draft Meeting Minutes of:  
 a) April 10, 2023; and  
 b) April 24, 2023.

**Recommendation:** Adopt minutes.

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

- 6.3 Proclamation recognizing “National Police Week” and Peace Officer Memorial Day”

**Recommendation:** Approve.

**Staff Contact:** Jeffrey R. Sass, Chief of Police

- 6.4 Public Defender Contract for Court

**Recommendation:** Approve.

**Staff Contact:** Jeffrey R. Sass, Chief of Police

## 7. **LEGISLATIVE HEARING**

None.

## 8. **PUBLIC HEARING**

None.

## 9. **CITY BUSINESS**

- 9.1 Comprehensive Plan Update

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

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

Planning Manager Stephanie Keyser gave a brief update on the Comprehensive Plan.

**ACTION:** Update only; no action taken.

- 9.2 New Housing Legislation

**Recommendation:** N/A

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

Planning Manager Stephanie Keyser gave an update on the new housing legislation. Council asked questions and staff responded.

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

***The council took a brief 10-minute recess. (6:05 p.m. to 6:15 p.m.)***

- 9.3 Small Wireless Facility Permit Process

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

**Staff Contact(s):** Emily Romanenko, Assistant City Attorney and Steve Wilcox, Development Services Director

Assistant City Attorney Emily Romanenko gave a presentation on the small wireless facility permit process and the current status of the pending T-Mobile Small Wireless Facility Application. Council discussed, asked questions and staff responded.

Council requested that staff approach and demonstrate we are pro-community mindset, when feasible, interpret laws in favor of the community, request that T-Mobile assign their

A-team, look for locations least intrusive as well as aesthetics. Lastly, schedule a community forum with T-Mobile after the upcoming meeting.

**ACTION:** Council directed staff to retain an expert if needed.

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

None.

**11. PUBLIC COMMENT**

Mayor Rossman opened the public comment period. The following individual addressed the Council:

- Heija Nunn commented on the T-Mobile wireless facilities permit application.

With no further comments, Mayor Rossman closed the public comment period.

**12. EXECUTIVE SESSION**

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.

Council moved into Executive Session at 7:19 p.m. for an estimated time of 30 minutes.

Council adjourned the Executive Session back into the Regular meeting at 7:45 p.m.

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

**13. ADJOURNMENT**

By consensus, Council adjourned the regular meeting at 7:45 p.m.



# MEDINA, WASHINGTON

## JOINT CITY COUNCIL AND PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person  
Monday, May 22, 2023 – 5:00 PM

### MINUTES

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

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 5:26 p.m.

#### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Cynthia Adkins  
Councilmember Jennifer Garone  
Councilmember Harini Gokul  
Councilmember Mac Johnston  
Councilmember Bob Zook  
Commission Chair Laura Bustamante  
Commissioner David Langworthy (online)  
Commissioner Mark Nelson  
Commissioner Laurel Preston

#### ABSENT

Commission Vice-Chair Shawn Schubring  
Commissioner Li-Tan Hsu  
Commissioner Mike Raskin

#### STAFF PRESENT:

Burns, Keyser, Wilcox and Kellerman

#### 2. APPROVAL OF MEETING AGENDA

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**

None.

**5. CITY MANAGER'S REPORT**

None.

**6. CONSENT AGENDA**

None.

**7. LEGISLATIVE HEARING**

None.

**8. PUBLIC HEARING**

None.

**9. CITY BUSINESS****9.1 Comprehensive Plan (Housing Element)**

**Recommendation:** N/A

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

Planning Manager Stephanie Keyser gave an overview of the Comprehensive Plan housing element as required by HB (House Bill) 1220, which requires cities to plan for and accommodate housing to all economic segments and development code timelines. Council and Commissioners asked questions and staff responded.

**ACTION:** As part of the Comprehensive Plan update, Council directed staff to work with Planning Commission to look at reconfiguring parts of R-16, creating a smaller zoning district and applying it to lots that more appropriately fit that standard, allowing the City greater nuance with zoning controls in the future.

Council also directed staff to work with Planning Commission to look at decreasing impervious surface and structural coverage.

**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 joint meeting was adjourned at 7:23 p.m.



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

**Subject:** Confirmation of Appointment to the Medina Planning Commission

**Category:** Consent

**Staff Contact:** Aimee Kellerman, City Clerk on behalf of the Personnel Committee

### **Summary**

On June 30, 2023, the following terms will expire for the Medina Planning Commission:

- Planning Commission, Position 2
- Planning Commission, Position 4

Volunteers in these positions were notified of expiring terms and encouraged to reapply. On April 10, 2023, recruitment notices were posted on City notice boards, on the City's website, and delivered through the City's e-notice program.

During the open filing period, the city received three applications. One of the two incumbents reapplied, and we received two new applications for the upcoming vacancies. The Personnel Committee held interviews on May 24, 2023.

On June 1, 2023, Commissioner Laurel Preston sent a notice of resignation to be effective July 31, 2023.

The Council Personnel Committee (Mayor Rossman and Councilmember Gokul) recommends the reappointment of Laura Bustamante to Position 2 and Evonne Lai to Position 4, and Brian Pao to Position 1 on the Medina Planning.

This meets and supports Council's priority number 3.

Council Priorities:

1. Financial Stability and Accountability
2. Quality Infrastructure
3. Efficient and Effective Government
4. Public Safety and Health
5. Neighborhood Character

### **Attachment**

None.

**Budget/Fiscal Impact:** N/A

**Recommendation:** Confirm the following appointments:

Planning Commission

- Laura Bustamante, Position 2
- Evonne Lai, Position 4
- Brian Pao, Position 1 (effective August 1, 2023)

**City Manager Approval:**



**Proposed Council Motion:** “I move to approve the Personnel Committee’s appointment recommendations as presented.”



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

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**Subject:** TIB Medina Elementary Sidewalk Phase 1

**Category:** Consent

**Staff Contact:** Ryan Osada, Public Works Director

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### **Summary**

This contract provides for the construction of approximately 430 linear feet of new ADA compliant sidewalk along 81st Avenue NE, from NE 8th Street to Overlake Drive West. Improvements include, but are not limited to, excavation, cement concrete curb and gutter, cement concrete sidewalk, storm drainage improvements, minor asphalt paving, traffic control and other related work items.

### **Attachment(s)**

Contract/Specifications

Plans

Bid Tabulations

**Budget/Fiscal Impact:** \$186,501.00 (Medina Cost \$35,701.00)

**Staff Recommendation:** approve.

**City Manager Approval:**

**Proposed Council Motion:** I move to authorize the City Manager to negotiate and enter into an agreement with Kamins Construction Inc. for the TIB\_Medina Elementary Sidewalk Ph 1 project.

# CITY OF MEDINA

KING COUNTY

WASHINGTON



## CONTRACT PROVISIONS

for

### MEDINA ELEMENTARY SCHOOL SIDEWALK TIB PROJECT NO. P-P-109(P04)-1

G&O #23449  
MAY 2023



**Gray & Osborne, Inc.**  
CONSULTING ENGINEERS

# CITY OF MEDINA

KING COUNTY

WASHINGTON



## CONTRACT PROVISIONS

for

**MEDINA ELEMENTARY SCHOOL SIDEWALK  
TIB PROJECT NO. P-P-109(P04)-1**



**G&O #23449  
MAY 2023**



**Gray & Osborne, Inc.**  
CONSULTING ENGINEERS

**CALL FOR BIDS**

**CITY OF MEDINA**

**MEDINA ELEMENTARY SCHOOL SIDEWALK**

Sealed Proposals will be received by the undersigned at the City of Medina, 501 Evergreen Point Road, Medina, Washington 98039, up to 11:00 a.m.; local time on Thursday, May 25, 2023, for furnishing the necessary labor, materials, equipment, tools, and guarantees thereof to construct Medina Elementary School Sidewalk.

This contract provides for the construction of approximately 430 linear feet of new ADA compliant sidewalk along 81<sup>st</sup> Avenue NE, from NE 8<sup>th</sup> Street to Overlake Drive West. Improvements include, but are not limited to, excavation, cement concrete curb and gutter, cement concrete sidewalk, storm drainage improvements, minor asphalt paving, traffic control and other related work items.

The Work shall be substantially complete within 20 working days after the commencement date stated in the Notice to Proceed. All bidding and construction is to be performed in compliance with the Contract Provisions and Contract Plans for this project and any addenda issued thereto that are on file at the office of the City Clerk, City Hall, Medina, Washington.

The Proposals will be publicly opened and read aloud shortly after the time and date stated above. Proposals are to be submitted only on the form provided with the Bid Documents. All Proposals must be accompanied by a certified check, postal money order, cashiers check, or Proposal bond payable to the "City of Medina" and in an amount of not less than five percent (5%) of the total Proposal amount.

Bid Documents for this project are available free-of-charge at the following website: <http://gobids.grayandosborne.com>. Bidders are encouraged to register in order to receive automatic email notification of future addenda and to be placed on the Bidders List. For assistance, please call (206) 284-0860. Contract questions shall be directed only to the office of the Project Engineer.

Financing of the Project has been provided by City of Medina, Washington and the Washington State Transportation Improvement Board. The City of Medina expressly reserves the right to reject any or all Proposals and to waive minor irregularities or informalities in any Proposal.

(Signed)           **AIMEE KELLERMAN**            
**CITY CLERK**

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CITY OF MEDINA  
MEDINA ELEMENTARY SCHOOL SIDEWALK**

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DIVISION 4 – BASES.....	4-1
DIVISION 5 – SURFACE TREATMENTS AND PAVEMENTS .....	5-1 TO 5-36
DIVISION 7 – DRAINAGE STRUCTURES, STORM SEWERS, SANITARY SEWERS, WATER MAINS, AND CONDUITS .....	7-1 TO 7-8
DIVISION 8 – MISCELLANEOUS CONSTRUCTION .....	8-1 TO 8-11
DIVISION 9 – MATERIALS .....	9-1 TO 9-2
<b>PART 4. WAGE RATES</b>	
<b>PART 5. APPENDIX</b>	
Appendix A – Supplemental Bidder Responsibility Criteria Forms	



**PART 1**  
**BID DOCUMENTS**

## **BIDDER'S CHECKLIST**

### **1. REQUIRED FORMS**

The Bidder shall submit the following forms, which must be executed in full and submitted with the Proposal.

- a. Proposal (including Statement of Bidder's Qualifications) (Pages P-1 - P-7)
- b. Bid Deposit or Proposal Bond (PB-1)

### **2. SUPPLEMENTAL BIDDER CRITERIA**

The Apparent two lowest bidders shall submit to the Contracting Agency the completed Supplemental Bidder Criteria forms in the Appendix by noon of the second business day following the bid submittal deadline.

### **3. AGREEMENT FORMS**

The following forms (a., b., and c.) are to be executed and the Certificates of Insurance (d. and e.) are to be provided after the Contract is awarded and prior to Contract execution.

- a. Agreement (Pages A-1 - A-3)
- b. Performance Bond (Page B-1)
- c. Public Works Payment Bond (Page B-2)
- d. Certificate of Insurance
- e. Certificate of Builders Risk Insurance

## MEDINA ELEMENTARY SCHOOL SIDEWALK

### PROPOSAL

City of Medina  
501 Evergreen Point Road  
Medina, Washington 98039

The undersigned has examined the Work site(s), local conditions, the Contract, and all applicable laws and regulations covering the Work. The following unit and lump sum prices are tendered as an offer to perform the Work in accordance with all of the requirements set forth in the Contract and all applicable laws and regulations.

As required by the Contract, a postal money order, certified check, cashier's check or Proposal bond made payable to the Owner is attached hereto. If this Proposal is accepted and the undersigned fail(s) or refuse(s) to enter into a contract and furnish the required performance bond, labor and material payment bond, special guarantee bonds (if required), required insurance and all other required documentation, the undersigned will forfeit to the Owner an amount equal to five percent of the Proposal amount.

After the date and hour set for submitting the Proposals, no bidder may withdraw its Proposal, unless the Award of the contract is delayed for a period exceeding 60 consecutive calendar days.

The undersigned agrees that in the event it is Awarded the contract for the Work, it shall employ only Contractors and Subcontractors that are duly licensed by the State of Washington and remain so at all times they are in any way involved with the Work.

The undersigned agrees that the Owner reserves the right to reject any or all Proposals and to waive any minor irregularities and informalities in any Proposal.

**The undersigned agrees that the Owner will Award the Contract to the lowest responsible, responsive bidder whose Proposal is in the best interest of the Owner.**

**PROPOSAL - Continued**

<u>NO.</u>	<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Minor Change (1-04.4(1))	1 CALC	\$2,000.00	\$2,000.00
2.	SPCC Plan (1-07.15(1))	1 LS	\$ _____	\$ _____
3.	Mobilization, Cleanup and Demobilization (1-09.7)	1 LS	\$ _____	\$ _____
4.	Project Temporary Traffic Control (1-10.4(1))	1 LS	\$ _____	\$ _____
5.	Clearing and Grubbing (2-01.5)	1 LS	\$ _____	\$ _____
6.	Removal of Structures and Obstructions (2-02.5)	1 LS	\$ _____	\$ _____
7.	Excavation, Embankment and Grading, Incl. Haul (2-03.5)	1 LS	\$ _____	\$ _____
8.	Locate Existing Utilities (2-09.5)	1 LS	\$ _____	\$ _____
9.	Crushed Surfacing Top Course (4-04.5)	110 TN	\$ _____	\$ _____
10.	Commercial HMA (5-04.5)	25 TN	\$ _____	\$ _____
11.	PVC Storm Sewer Pipe, 6 In. Diam. (Incl. Bedding) (7-04.5)	30 LF	\$ _____	\$ _____
12.	PVC Storm Sewer Pipe, 8 In. Diam. (Incl. Bedding) (7-04.5)	15 LF	\$ _____	\$ _____
13.	Concrete Inlet (7-05.5)	2 EA	\$ _____	\$ _____
14.	Area Drain (7-05.5)	2 EA	\$ _____	\$ _____
15.	Adjust Catch Basin (7-05.5)	4 EA	\$ _____	\$ _____
16.	Adjust Manhole (7-05.5)	1 EA	\$ _____	\$ _____
17.	Bank Run Gravel for Trench Backfill (7-08.5)	15 TN	\$ _____	\$ _____
18.	Erosion Control and Water Pollution Prevention (8-01.5)	1 LS	\$ _____	\$ _____

**PROPOSAL - Continued**

<u>NO.</u>	<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
19.	Seeding, Fertilizing and Mulching (8-02.5)	170 SY	\$ _____	\$ _____
20.	Topsoil, Type A (8-02.5)	25 CY	\$ _____	\$ _____
21.	Cement Conc. Traffic Curb and Gutter (8-04.5)	174 LF	\$ _____	\$ _____
22.	Cement Conc. Traffic Curb (8-04.5)	32 LF	\$ _____	\$ _____
23.	Cement Conc. Driveway Entrance (8-06.5)	44 SY	\$ _____	\$ _____
24.	Cement Conc. Sidewalk (8-14.5)	200 SY	\$ _____	\$ _____
25.	Detectable Warning Surface (8-14.5)	10 SF	\$ _____	\$ _____

Subtotal: .....\$ \_\_\_\_\_

Washington State Sales Tax (0% Per W.S. Revenue Rule 171):.....\$ \_\_\_\_\_ 0.00

TOTAL CONSTRUCTION COST: .....\$ \_\_\_\_\_

**Note: A bid must be received on all items.**

**PROPOSAL - Continued**

**STATEMENT OF BIDDER'S QUALIFICATIONS**

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Contact Person for this Project: \_\_\_\_\_

E-mail: \_\_\_\_\_

Number of years the Contractor has been engaged in the construction business under the present firm name, as indicated above:

---

**WORK TO BE COMPLETED BY BIDDER**

List the Work and the dollar amount thereof that the Bidder will complete with its forces, if awarded the contract.

Work to be Performed	Dollar Amount

**PROPOSAL - Continued**

**PROPOSED SUBCONTRACTORS** (Per RCW 39.30.060)

For Proposals exceeding one million dollars, indicate who (either the Contractor submitting this bid or a subcontractor) will be completing the work for each of the five categories listed below. Information shall include their Washington State Department of Licensing Contractor's Registration No. This information shall be provided with the Proposal or within one hour after the published Proposal submittal time in accordance with RCW 39.30.060.

<b>Work to be Performed</b>	<b>Subcontractor or Prime (Name and Registration Number)</b>
Heating, Ventilation and Air Conditioning	
Plumbing	
Electrical	
Structural Steel Installation	
Rebar Installation	

**ADDENDA RECEIVED**

<b>Addendum No.</b>	<b>Date Received</b>	<b>Name of Recipient</b>

**NOTE: Bidder shall acknowledge receipt of all addenda. Bidder is responsible for verifying the actual number of addenda issued prior to submitting a Proposal.**

Subject to any extensions of the Contract Time granted under the Contract, the undersigned agrees to substantially complete the Work required under this Contract within 20 working days (the Substantial Completion Date) and to physically complete the Work required under this contract within 25 working days (the Physical Completion Date) from when Contract Time begins.

The undersigned has reviewed and fully understands the provisions in the Contract regarding liquidated damages and agrees that liquidated damages shall be \$1,500.00 per day for each and every working day beyond the Contract Time allowed for substantial completion until the

**PROPOSAL - Continued**

Substantial Completion Date is achieved and \$1,500.00 for each and every working day required beyond the Contract Time for physical completion until the Physical Completion Date is achieved.

The undersigned is, and will remain in, full compliance with all Washington State administrative agency requirements including, but not limited to registration requirements of Washington State Department of Labor & Industries for contractors, including but not limited to requirements for bond, proof of insurance and annual registration fee. The undersigned's Washington State:

Dept. of Labor and Industries Workman's Compensation Account No. is \_\_\_\_\_;  
 Dept. of Licensing Contractor's Registration No. is \_\_\_\_\_;  
 Unified Business Identifier Number is \_\_\_\_\_;  
 Excise Tax Registration Number is \_\_\_\_\_; and  
 Employment Security Account Number is \_\_\_\_\_.

The undersigned has reviewed all insurance requirements contained in the Contract and has verified the availability of and the undersigned's eligibility for all required insurance. The undersigned verifies that the cost for all required insurance, has been included in this Proposal.

In relation to claims related in whole or in part to workplace injuries to employees, the undersigned waives any immunity granted under the State Industrial Insurance Law, RCW Title 51. This waiver has been specially negotiated by the parties, which is acknowledged by the undersigned in signing this Proposal.

By signing the proposal, the undersigned declares, under penalty of perjury under the laws of the United States and the State of Washington, that the following statements are true and correct:

1. That the undersigned person(s) or entity(ies) has(have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this Proposal is submitted.
2. The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date May 11, 2023, that the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.





**PROPOSAL BOND**

KNOW ALL MEN BY THESE PRESENTS, That we \_\_\_\_\_

of \_\_\_\_\_ as principal, and the \_\_\_\_\_

a corporation duly organized under the laws of the state of \_\_\_\_\_,  
\_\_\_\_\_ and authorized to do business in the State of  
Washington, as surety, are held and firmly bound unto the **CITY OF MEDINA** in the full and  
penal sum of five percent of the total amount of the bid proposal of said principal for the work  
hereinafter described, for the payment of which, well and truly to be made, we bind our heirs,  
executors, administrators and assigns, and successors and assigns, firmly by these presents.

The condition of this bond is such, that whereas the principal herein is herewith  
submitting his or its sealed proposal for the following construction project, to wit:

**MEDINA ELEMENTARY SCHOOL SIDEWALK**

said bid and proposal, by reference thereto, being made a part hereof.

NOW, THEREFORE, If the said proposal bid by said principal be accepted, and the  
contract be awarded to said principal, and if said principal shall duly make and enter into and  
execute said Contract and shall furnish bond as required by the **CITY OF MEDINA** within a  
period of 10 days from and after said award, exclusive of the day of such award, then this  
obligation shall be null and void, otherwise it shall remain and be in full force and effect.

IN TESTIMONY WHEREOF, The principal and surety have caused these presents to be  
signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_  
(Principal)

\_\_\_\_\_  
(Surety)

\_\_\_\_\_  
(Attorney-in-fact)

**PART 2**  
**AGREEMENT AND BONDS**

## AGREEMENT

THIS AGREEMENT is entered into by and between the **CITY OF MEDINA** (hereinafter called the Owner) and \_\_\_\_\_ (hereinafter called the Contractor).

The Owner and the Contractor agree as follows:

### **ARTICLE 1. WORK.**

**[Include description of all schedules, alternate or additive items awarded]**

### **ARTICLE 2. CONTRACT TIME.**

The Contractor shall substantially complete the Work required by the Contract within \_\_\_\_\_ working days (the Substantial Completion Date) and physically complete the Work within \_\_\_\_\_ working days (the Physical Completion Date).

### **ARTICLE 3. LIQUIDATED DAMAGES.**

The Owner and the Contractor recognize that time is of the essence and that the Owner will suffer financial loss if the Work is not completed within the time, plus any extensions thereof, allowed in accordance with the Contract. They also recognize the inconvenience, expense, and difficulties involved in a legal proceeding to prove the actual loss suffered by the Owner if the Work is not completed within the time allowed in the Contract. Accordingly, the Owner and the Contractor agree that as liquidated damages for delay, and not as a penalty, the Contractor shall pay the Owner (\$ \_\_\_\_\_) per day for each working day beyond the Substantial Completion Date until the Contractor achieves substantial completion of the Work and (\$ \_\_\_\_\_) per day for each working day beyond the Physical Completion Date until the Contractor achieves physical completion of the Work.

### **ARTICLE 4. CONTRACT PRICE.**

The Owner shall pay the Contractor the amount(s) set forth in the Proposal (in United States dollars) for completion of the Work in accordance with the Contract.

## AGREEMENT – Continued

**ARTICLE 5. CONTRACT.**

The Contract, which comprises the entire agreement between the Owner and the Contractor concerning the Work, consists of the following:

- This Agreement;
- The Contractor's Proposal including the bid, bid schedule(s), information required of bidder, Proposal bond, and all required certificates and affidavits;
- The Performance Bond and the Public Works Payment Bond;
- The Contract Provisions;
- The Plans (or drawings) consisting of \_\_\_\_\_ sheets, as listed in the index on sheet \_\_\_\_\_ of the Plans;
- Addenda numbers \_\_\_\_\_, inclusive; and
- Change Orders issued after the effective date of this Agreement.

There are no Contract Documents other than those listed in this Article 5. The Contract may be amended only in writing by Change Order as provided in the Contract.

**ARTICLE 6. MISCELLANEOUS.**

For purpose of indemnifying and defending any work place injury claims by employees of the Contractor and Subcontractors, the Contractor waives any immunity granted under the State Industrial Insurance Law, RCW Title 51. This waiver has been specifically negotiated between the parties and is hereby acknowledged by the Contractor.  
 \_\_\_\_\_ (Contractor's initials)

The Contractor shall not assign any rights under or interests in the Contract, including but not limited to rights to payment, without the prior written consent of the Owner. Unless specifically stated in a written consent to an assignment, no assignment will release or discharge the Contractor-assignor from any duty or responsibility under the Contract.

The Contract is binding upon the Owner and the Contractor, and their respective partners, successors, assigns and legal representatives.

AGREEMENT – Continued

IN WITNESS WHEREOF, Owner and Contractor have caused this Agreement to be executed the day and year indicated below.

**CITY OF MEDINA**

**CONTRACTOR**

By \_\_\_\_\_

License No. \_\_\_\_\_  
By \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

Attest \_\_\_\_\_

Name and Address for giving notices (print)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INFORMATION ONLY

**PUBLIC WORKS PERFORMANCE BOND  
to CITY OF MEDINA, WA**

Bond No. \_\_\_\_\_

The **CITY OF MEDINA**, Washington, (City) has awarded to \_\_\_\_\_ (Principal), a contract for the construction of the project designated as Medina Elementary School Sidewalk in Medina, Washington (Contract), and said Principal is required under the terms of that Contract to furnish a bond for performance of all obligations under the Contract.

The Principal, and \_\_\_\_\_ (Surety), a corporation organized under the laws of the State of \_\_\_\_\_ and licensed to do business in the State of Washington as surety and named in the current list of "Surety Companies Acceptable in Federal Bonds" as published in the Federal Register by the Audit Staff Bureau of Accounts, U.S. Treasury Dept., are jointly and severally held and firmly bound to the City, in the sum of \_\_\_\_\_ US Dollars (\$ \_\_\_\_\_ **amount to include sales tax**) Total Contract Amount, subject to the provisions herein.

This statutory performance bond shall become null and void, if and when the Principal, its heirs, executors, administrators, successors, or assigns shall well and faithfully perform all of the Principal's obligations under the Contract and fulfill all the terms and conditions of all duly authorized modifications, additions, and changes to said Contract that may hereafter be made, at the time and in the manner therein specified; and if such performance obligations have not been fulfilled, this bond shall remain in full force and effect.

The Surety agrees to indemnify, defend, and protect the City against any claim of direct or indirect loss resulting from the failure of the Principal, its heirs, executors, administrators, successors, or assigns (or any of the employees, subcontractors, or lower tier subcontractors of the Principal) to faithfully perform the Contract.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation.

This bond may be executed in two (2) original counterparts, and shall be signed by the parties' duly authorized officers. This bond will only be accepted if it is accompanied by a fully executed and original power of attorney for the officer executing on behalf of the surety.

The Surety agrees to be bound by the laws of the state of Washington and subjected to the jurisdiction of the state of Washington.

PRINCIPAL

SURETY

Principal Signature \_\_\_\_\_ Date \_\_\_\_\_

Surety Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Local office/agent of Surety Company:

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Address \_\_\_\_\_

**PUBLIC WORKS PAYMENT BOND  
to CITY OF MEDINA, WA**

Bond No. \_\_\_\_\_

The **CITY OF MEDINA**, Washington, (City) has awarded to \_\_\_\_\_ (Principal), a contract for the construction of the project designated as Medina Elementary School Sidewalk in Medina, Washington (Contract), and said Principal is required under the terms of that Contract to furnish a payment bond in accord with Title 39.08 Revised Code of Washington (RCW) and (where applicable) 60.28 RCW.

The Principal, and \_\_\_\_\_ (Surety), a corporation organized under the laws of the State of \_\_\_\_\_ and licensed to do business in the State of Washington as surety and named in the current list of "Surety Companies Acceptable in Federal Bonds" as published in the Federal Register by the Audit Staff Bureau of Accounts, U.S. Treasury Dept., are jointly and severally held and firmly bound to the City, in the sum of \_\_\_\_\_ US Dollars (\$ \_\_\_\_\_ **amount to include sales tax**) Total Contract Amount, subject to the provisions herein.

This statutory payment bond shall become null and void, if and when the Principal, its heirs, executors, administrators, successors, or assigns shall pay all persons in accordance with RCW Titles 60.28, 39.08, and 39.12 including all workers, laborers, mechanics, subcontractors, lower tier subcontractors, and material suppliers, and all persons who shall supply such contractor or subcontractor with provisions and supplies for the carrying on of such work, and all taxes incurred on said Contract under Title 50 and 51 RCW and all taxes imposed on the Principal under Title 82 RCW; and if such payment obligations have not been fulfilled, this bond shall remain in full force and effect.

The Surety agrees to indemnify, defend, and protect the City against any claim of direct or indirect loss resulting from the failure of the Principal, its heirs, executors, administrators, successors, or assigns, (or the subcontractors or lower tier subcontractors of the Principal) to pay all laborers, mechanics, subcontractors, lower tier subcontractors materialpersons, and all persons who shall supply such contractor or subcontractors with provisions and supplies for the carrying on of such work.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, except as provided herein, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation.

This bond may be executed in two (2) original counterparts, and shall be signed by the parties' duly authorized officers. This bond will only be accepted if it is accompanied by a fully executed and original power of attorney for the officer executing on behalf of the surety.

The Surety agrees to be bound by the laws of the state of Washington and subjected to the jurisdiction of the state of Washington.

PRINCIPAL

SURETY

Principal Signature \_\_\_\_\_ Date \_\_\_\_\_

Surety Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Local office/agent of Surety Company:

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Address \_\_\_\_\_



**PART 3**  
**SPECIAL PROVISIONS**

## INTRODUCTION TO THE SPECIAL PROVISIONS

(December 10, 2020 APWA GSP)

The work on this project shall be accomplished in accordance with the *Standard Specifications for Road, Bridge and Municipal Construction*, 2023 edition, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter (hereafter “Standard Specifications”). The Standard Specifications, as modified or supplemented by these Special Provisions, all of which are made a part of the Contract Documents, shall govern all of the Work.

These Special Provisions are made up of both General Special Provisions (GSPs) from various sources, which may have project-specific fill-ins; and project-specific Special Provisions. Each Provision either supplements, modifies, or replaces the comparable Standard Specification, or is a new Provision. The deletion, amendment, alteration, or addition to any subsection or portion of the Standard Specifications is meant to pertain only to that particular portion of the section, and in no way should it be interpreted that the balance of the section does not apply.

The project-specific Special Provisions are not labeled as such. The GSPs are labeled under the headers of each GSP, with the effective date of the GSP and its source. For example:

- (March 8, 2013 APWA GSP)
- (April 1, 2013 WSDOT GSP)
- (May 1, 2013 G&O GSP)

Also incorporated into the Contract Documents by reference are:

- *Manual on Uniform Traffic Control Devices for Streets and Highways*, currently adopted edition, with Washington State modifications, if any
- *Standard Plans for Road, Bridge and Municipal Construction*, WSDOT/APWA, current edition

Contractor shall obtain copies of these publications, at Contractor’s own expense.

**DIVISION 1**  
**GENERAL REQUIREMENTS**

1 **DIVISION 1**

2  
3 **GENERAL REQUIREMENTS**

4  
5 **DESCRIPTION OF WORK**

6 (March 13, 1995 WSDOT GSP)

7 This Contract provides for the construction of approximately 430 linear feet of new  
8 ADA compliant sidewalk along 81<sup>st</sup> Avenue NE, from NE 8<sup>th</sup> Street to Overlake  
9 Drive West. Improvements include, but are not limited to, excavation, cement  
10 concrete curb and gutter, cement concrete sidewalk, storm drainage  
11 improvements, minor asphalt paving, traffic control and other work all in  
12 accordance with the attached Contract Plans, these Special Provisions and the  
13 Standard Specifications.

14  
15 **1-01 DEFINITIONS AND TERMS**

16  
17 **1-01.3 Definitions**

18 (February 7, 2022 G&O GSP)

19  
20 Delete the definition of “Bid Documents,” “Completion Dates,” “Contract” and  
21 “Contracting Agency.”

22  
23 This Section is supplemented with the following:

24  
25 All references in the Standard Specifications and WSDOT General Special  
26 Provisions to the terms “Department of Transportation,” “Washington State  
27 Transportation Commission,” “Commission,” “Secretary of Transportation,”  
28 “Secretary,” “Headquarters,” and “State Treasurer” shall be revised to read  
29 “Contracting Agency.”

30  
31 All references to the terms “State” or “state” shall be revised to read  
32 “Contracting Agency” unless the reference is to an administrative agency of  
33 the State of Washington, a State statute or regulation, or the context  
34 reasonably indicates otherwise.

35  
36 All references to “State Materials Laboratory” shall be revised to read  
37 “Contracting Agency designated location.”

38  
39 All references to “final contract voucher certification” shall be interpreted to  
40 mean the Contracting Agency form(s) by which final payment is authorized,  
41 and final completion and acceptance granted.

SPECIAL PROVISIONS - Continued**Additive**

1  
2 A supplemental unit of work or group of bid items, identified separately in  
3 the Proposal, which may, at the discretion of the Contracting Agency, be  
4 awarded in addition to the base bid.

5

**Alternate**

6  
7 One of two or more units of work or groups of bid items, identified separately  
8 in the Proposal, from which the Contracting Agency may make a choice  
9 between different methods or material of construction for performing the  
10 same work.

11

**Bid Documents**

12  
13 The component parts of the proposed Contract which may include, but are  
14 not limited to, the Proposal form, the proposed Contract Provisions, the  
15 proposed Contract Plans, Addenda, and Subsurface Boring Logs (if any).

16

**Business Day**

17  
18 A business day is any day from Monday through Friday, except holidays as  
19 listed in Section 1-08.5.

20

**Contract**

21  
22 The written agreement between the Contracting Agency and the Contractor.  
23 It describes, among other things:

24

- 25 1. What work will be done, and by when;  
26 2. Who provides labor and materials; and  
27 3. How Contractor will be paid.

28

29 The Contract includes the Contract (Agreement) form, bidder's completed  
30 Proposal Form, all required certificates and affidavits, performance and  
31 payment bonds, Standard Specifications for Road, Bridge and Municipal  
32 Construction, Contract Provisions, Contract Plans, Standard Plans,  
33 addenda and change orders.

34

**Contract Bond**

35  
36 The definition in the Standard Specifications for "Contract Bond" applies to  
37 whatever bond form(s) are required by the Contract Documents, which may  
38 be a combination of a Payment Bond and a Performance Bond.

39

**Contract Documents**

40  
41 See definition for "Contract."

42

**Contract Time**

43  
44 The period of time established by the terms and conditions of the contract  
45 within which the Work must be completed.

SPECIAL PROVISIONS - Continued

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44

**Contracting Agency (Owner)**

Agency of Government that is responsible for the execution and administration of the Contract.

**Dates*****Bid Opening Date***

The date on which the Contracting Agency publicly opens and reads the bids.

***Award Date***

The date of the formal decision of the Contracting Agency to accept the lowest responsible and responsive bidder for the Work.

***Contract Execution Date***

The date when both the Contractor and the Contracting Agency have signed the Agreement, binding themselves to the Contract.

***Notice to Proceed Date***

The date stated in the Notice to Proceed on which the Contract time begins.

***Substantial Completion Date***

The day the Engineer determines the Contracting Agency has full and unrestricted use and benefit of the facilities, both from the operational and safety standpoint, any remaining traffic disruptions will be rare and brief, and only minor incidental work, replacement of temporary substitute facilities, plant establishment periods or correction or repair remains for the Physical Completion of the total Contract.

***Physical Completion Date***

The day all of the Work is physically completed on the project. The Engineer has received from the Contractor record drawings, operation and maintenance manuals, manufacturers' affidavits, and software and programming.

***Completion Date***

The day all the Work specified in the Contract is completed and all the obligations of the Contractor under the Contract are fulfilled by the Contractor. All documentation required by the Contract and required by law must be furnished by the Contractor before establishment of this date.

SPECIAL PROVISIONS - Continued

1                   **Final Acceptance Date**  
 2                   The date on which the Contracting Agency accepts the Work as  
 3                   complete.

4  
 5                   **Notice of Award**  
 6                   The written notice from the Contracting Agency to the successful bidder  
 7                   signifying the Contracting Agency's acceptance of the Bid Proposal.

8  
 9                   **Notice to Proceed**  
 10                  The written notice from the Contracting Agency or Engineer to the  
 11                  Contractor authorizing and directing the Contractor to proceed with the  
 12                  Work and establishing the date on which the Contract time begins.

13  
 14                  **Traffic**  
 15                  Both vehicular and non-vehicular traffic, such as pedestrians, bicyclists,  
 16                  wheelchairs, and equestrian traffic.

17  
 18                  **1-02 BID PROCEDURES AND CONDITIONS**

19  
 20                  **1-02.1 Prequalification of Bidders**

21  
 22                  Delete this Section and replace it with the following:

23  
 24                         **1-02.1 Qualifications of Bidder**  
 25                         (January 24, 2011 APWA GSP)

26  
 27                         Before award of a public works contract, a bidder must meet at least the  
 28                         minimum qualifications of RCW 39.04.350(1) to be considered a  
 29                         responsible bidder and qualified to be awarded a public works project.

30  
 31                         **1-02.1(1) Supplemental Qualifications Criteria**  
 32                         (April 6, 2018 G&O GSP)

33  
 34                         In addition, the Contracting Agency has established Contracting Agency-specific  
 35                         and/or project-specific supplemental criteria, in accordance with RCW  
 36                         39.04.350(3), for determining Bidder responsibility, including the basis for  
 37                         evaluation and the deadline for appealing a determination that a Bidder is not  
 38                         responsible. These criteria are contained in Section 1-02.14.

39  
 40

SPECIAL PROVISIONS - Continued

**1-02.2 Plans and Specifications**

(June 27, 2011 G&O GSP)

Delete this Section and replace it with the following:

Information as to where Bid Documents can be obtained or reviewed is contained in the Call for Bids (Advertisement for Bids) for the Work.

After Award of the Contract, Plans and Contract Provisions will be issued to the Contractor at as stated below:

To Prime Contractor	No. of Sets	Basis of Distribution
Contract Provisions	2	Furnished automatically
Reduced Plans (11" x 17")	2	Furnished automatically

Additional Plans and other Contract Provisions may be purchased by the Contractor.

**1-02.4 Examination of Plans, Specifications, and Site of Work**

**1-02.4(1) General**

(December 30, 2022 APWA GSP Option A)

The first sentence of the ninth paragraph, beginning with “Prospective Bidder desiring...”, is revised to read:

Prospective Bidders desiring an explanation or interpretation of the Bid Documents, shall request the explanation or interpretation in writing soon enough to allow a written reply to reach all prospective Bidders before the submission of their Bids.

(June 16, 2006 G&O GSP)

This Section is supplemented with the following:

Contractor shall review the entire Contract to ensure that the completeness of their Proposal includes all items of Work regardless of where shown in the Contract. Bidders are cautioned that alternate sources of information (copies of the Contract obtained from third parties) are not necessarily an accurate or complete representation of the Contract. Bidders shall use such information at their own risk.



SPECIAL PROVISIONS - Continued**1-02.4(2) Subsurface Information**

(February 7, 2022 G&O GSP)

Delete this Section and replace it with the following:

If the Contracting Agency has made a subsurface investigation of the site of the proposed Work, the boring log data and soil sample test data accumulated by the Contracting Agency will be made available for inspection by the Bidders. However, the Contracting Agency makes no representation or warranty, expressed or implied, that:

- a. The Bidders' interpretations from the boring logs may be correct;
- b. Moisture conditions and indicated water tables will not vary from those found at the time the borings were made;
- c. The ground at the location of the borings has not been physically disturbed or altered after the boring was made; and
- d. Conditions below the surface of the ground are consistent throughout the site with the information made available hereunder, or that conditions to be encountered on the site are uniform or consistent with geological conditions usually encountered in the area.

The Contracting Agency makes no representations, guarantees, or warranties as to the condition, materials, or proportions of the materials between the specific borings, regardless of any subsurface information the Contracting Agency may make available to the prospective Bidders. Bidders are solely responsible for making the necessary investigations to support and/or verify any conclusions or assumptions used in preparation of their bids.

Any subsurface investigations and analysis were carried out for design purposes only. Contractor may not rely upon or make any claim against Contracting Agency, Engineer, or any of their subconsultants, with respect to:

1. The completeness of such reports for Contractor's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, and safety precautions and programs incident thereto; or

SPECIAL PROVISIONS - Continued

1           2.       Other conclusions, interpretations, opinions, representations, and  
2                   information contained in such reports; or

3  
4           3.       Any Contractor interpretation of or conclusion drawn from any  
5                   “technical data” or any such other data, conclusions, interpretations,  
6                   opinions or information.

7  
8           The availability of subsurface information from the Contracting Agency shall  
9                   not relieve the Bidder or the Contractor from any risks or of any duty to make  
10                  examinations and investigations as required by Section 1-02.4(1) or any  
11                  other responsibility under the Contract or as may be required by law.

**1-02.5 Proposal Forms**

12  
13 (June 27, 2011 G&O GSP)

14  
15  
16 Delete this Section and replace it with the following:

17  
18           Proposals shall be submitted on the Proposal Form, which is included with  
19                   the Contract. All Proposals shall be completed, signed and dated.

20  
21           The Proposal Form will identify the project and its location and describe the  
22                   Work. It will also list estimated quantities, units of measurement, the items  
23                   of work, and the materials to be furnished at the lump sum and/or unit bid  
24                   prices. The Bidder shall complete spaces on the Proposal Form that call for,  
25                   but are not limited to, unit prices; extensions; summations; the total bid  
26                   amount; signatures; date; and, where applicable, retail sales taxes and  
27                   acknowledgment of addenda; the bidder’s name, address, telephone  
28                   number, and signature; the Bidder’s D/M/WBE commitment, if applicable; a  
29                   State of Washington Contractor’s Registration Number; and a Business  
30                   License Number, if applicable. Bids shall be completed by typing or shall  
31                   be printed in ink by hand, preferably in black ink. Required certifications are  
32                   included as part of the Proposal Form.

33  
34           The Contracting Agency reserves the right to arrange the proposal forms  
35                   with alternates and additives, if such be to the advantage of the Contracting  
36                   Agency. The Bidder shall bid on all alternates and additives set forth in the  
37                   Proposal form unless otherwise specified.

**1-02.6 Preparation of Proposal**

38  
39 (January 11, 2023 G&O GSP)

40  
41  
42 Supplement the second paragraph with the following:

43  
44           4.       If a minimum bid amount has been established for any item, the unit  
45                   or lump sum price must equal or exceed the minimum amount stated.

SPECIAL PROVISIONS - Continued

1

2

5. Any correction to a bid made by interlineation, alteration, or erasure, shall be initialed by the signer of the bid.

3

4

5

Delete the last two paragraphs, and replace it with the following:

6

7

The Bidder shall certify compliance with Contractor Certification Wage Law. The certification is included in the Proposal form.

8

9

10

The Bidder shall make no stipulation on the Bid Form, nor qualify the bid in any manner.

11

12

13

A bid by a corporation shall be executed in the corporate name, by the president or a vice president (or other corporate officer accompanied by evidence of authority to sign).

14

15

16

17

A bid by a partnership shall be executed in the partnership name, and signed by a partner. A copy of the partnership agreement shall be submitted with the Bid Form if any UDBE requirements are to be satisfied through such an agreement.

18

19

20

21

22

A bid by a joint venture shall be executed in the joint venture name and signed by a member of the joint venture. A copy of the joint venture agreement shall be submitted with the Bid Form if any DBE requirements are to be satisfied through such an agreement.

23

24

25

26

27

All Proposals submitted shall, on their face, remain valid for a period of 60 days following the date of Bid opening. In the event of a conflict in this duration, which may appear elsewhere in the Contract Provisions, the longest duration shall apply.

28

29

30

31

32

**1-02.7 Bid Deposit**

33

(March 8, 2013 G&O GSP)

34

35

Supplemented this Section with the following:

36

37

Bid bonds shall contain the following:

38

39

1. The name of the project;

40

41

2. The name of the Contracting Agency, named as the obligee;

42

43

3. The amount of the bid bond stated either as a dollar figure or as a percentage which represents five percent of the maximum bid amount that could be awarded;

44

45

SPECIAL PROVISIONS - Continued

- 1  
2           4.     The signature of the bidder's officer empowered to sign official  
3           statements. The signature of the person authorized to submit  
4           the Proposal should agree with the signature on the bond, and  
5           the title of the person must accompany the said signature;  
6  
7           5.     The signature of the surety's officer empowered to sign the  
8           bond, and the power of attorney.  
9

10           The Bidder must use the bond form included in the Contract.  
11

**1-02.9 Delivery of Proposal**

12 (January 3, 2012 G&O GSP)  
13  
14

15 Delete this section in its entirety and replace with the following:  
16

17           The Proposal, bid deposit, and all other certificates, forms or other  
18           documents required by any Contract Provisions to be executed and  
19           delivered with said Proposal shall be submitted, in a sealed package,  
20           addressed to the Contracting Agency, and plainly marked "Proposal for  
21           \_\_\_\_\_ (insert name of project as shown on the Proposal) to be  
22           opened on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_," (said day, month and  
23           year to be used as shown in the published Call for Bids).  
24

25           The Contracting Agency will not consider any Proposal or any supplement  
26           to a Proposal that is received after the time specified for receipt of  
27           Proposals, or received in a location other than that specified for receipt of  
28           Proposal. Emailed or faxed Proposals or supplement to a Proposal are not  
29           acceptable.  
30

**1-02.10 Withdrawing, Revising, or Supplementary Proposal**

31 (July 23, 2015 APWA GSP)  
32  
33

34 Delete this Section and replace it with the following:  
35

36           After submitting a physical Bid Proposal to the Contracting Agency, the  
37           Bidder may withdraw, revise, or supplement it if:  
38

- 39           1.     The Bidder submits a written request signed by an authorized person  
40           and physically delivers it to the place designated for receipt of Bid  
41           Proposals, and  
42  
43           2.     The Contracting Agency receives the request before the time set for  
44           receipt of Bid Proposals, and  
45

SPECIAL PROVISIONS - Continued

- 1           3.       The revised or supplemented Bid Proposal (if any) is received by the  
2                           Contracting Agency before the time set for receipt of Bid Proposals.

3  
4           If the Bidder's request to withdraw, revise, or supplement its Bid Proposal  
5           is received before the time set for receipt of Bid Proposals, the Contracting  
6           Agency will return the unopened Proposal package to the Bidder. The  
7           Bidder must then submit the revised or supplemented package in its  
8           entirety. If the Bidder does not submit a revised or supplemented package,  
9           then its bid shall be considered withdrawn.

10  
11           Late revised or supplemented Bid Proposals or late withdrawal requests will  
12           be date recorded by the Contracting Agency and returned unopened.  
13           Mailed, emailed, or faxed requests to withdraw, revise, or supplement a Bid  
14           Proposal are not acceptable.

**1-02.11 Combination and Multiple Proposals**

15  
16 (June 16, 2006 G&O GSP)

17  
18 Delete this Section in its entirety.

**1-02.13 Irregular Proposals**

19  
20 (December 30, 2022 APWA GSP)

21  
22 Delete this Section and replace it with the following:

- 23  
24  
25  
26           1.       A Proposal will be considered irregular and will be rejected if:  
27  
28                   a.       The Bidder is not prequalified when so required;  
29  
30                   b.       The authorized Proposal form furnished by the Contracting  
31                   Agency is not used or is altered;  
32  
33                   c.       The completed Proposal form contains any unauthorized  
34                   additions, deletions, alternate Bids, or conditions;  
35  
36                   d.       The Bidder adds provisions reserving the right to reject or  
37                   accept the award, or enter into the Contract;  
38  
39                   e.       A price per unit cannot be determined from the Bid Proposal;  
40  
41                   f.       The Proposal form is not properly executed;  
42  
43                   g.       The Bidder fails to submit or properly complete a  
44                   subcontractor list (WSDOT Form 271-015), if applicable, as  
45                   required in Section 1-02.6;

SPECIAL PROVISIONS - Continued

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45
- h. The Bidder fails to submit or properly complete a Disadvantaged Business Enterprise Certification (WSDOT Form 272-056), if applicable, as required in Section 1-02.6;
  - i. The Bidder fails to submit Written Confirmations (WSDOT Form 422-031) from each DBE firm listed on the Bidder's completed DBE Utilization Certification that they are in agreement with the bidder's DBE participation commitment, if applicable, as required in Section 1-02.6, or if the written confirmation that is submitted fails to meet the requirements of the Special Provisions;
  - j. The Bidder fails to submit DBE Good Faith Effort documentation, if applicable, as required in Section 1-02.6, or if the documentation that is submitted fails to demonstrate that a Good Faith Effort to meet the Condition of Award was made;
  - k. The Bidder fails to submit a DBE Bid Item Breakdown (WSDOT Form 272-054), if applicable, as required in Section 1-02.6, or if the documentation that is submitted fails to meet the requirements of the Special Provisions;
  - l. The Bidder fails to submit DBE Trucking Credit Forms (WSDOT Form 272-058), if applicable, as required in Section 1-02.6, or if the documentation that is submitted fails to meet the requirements of the Special Provisions;
  - m. The Bid Proposal does not constitute a definite and unqualified offer to meet the material terms of the Bid invitation; or
  - n. More than one Proposal is submitted for the same project from a Bidder under the same or different names.
2. A Proposal may be considered irregular and may be rejected if:
- a. The Proposal does not include a unit price for every Bid item;
  - b. Any of the unit prices are excessively unbalanced (either above or below the amount of a reasonable Bid) to the potential detriment of the Contracting Agency;
  - c. Receipt of Addenda is not acknowledged;

SPECIAL PROVISIONS - Continued

- 1 d. A member of a joint venture or partnership and the joint  
 2 venture or partnership submit Proposals for the same project  
 3 (in such an instance, both Bids may be rejected); or  
 4  
 5 e. If Proposal form entries are not made in ink.  
 6

7 **1-02.14 Disqualification of Bidders**  
 8 (March 1, 2023 G&O GSP)  
 9

10 Delete this section and replace it with the following:  
 11

12 A Bidder will be deemed not responsible if the Bidder does not meet the  
 13 mandatory bidder responsibility criteria in RCW 39.04.350(1), as amended;  
 14 or does not meet Supplemental Criteria 1 through 9 in this Section:  
 15

16 The Contracting Agency will verify that the Bidder meets the mandatory  
 17 bidder responsibility criteria in RCW 39.04.350(1), and Supplemental  
 18 Criteria 1. Evidence that the Bidder meets Supplemental Criteria 2 through  
 19 9 shall be provided by the Bidder as stated later in this Section.  
 20

21 1. **Federal Debarment**  
 22

- 23 A. Criterion: The Bidder shall not currently be debarred or  
 24 suspended by the Federal government.  
 25  
 26 B. Documentation: The Bidder shall not be listed as having an  
 27 “active exclusion” on the U.S. government’s “System for  
 28 Award Management” database ([www.sam.gov](http://www.sam.gov)).  
 29

30 2. **Delinquent State Taxes**  
 31

- 32 A. Criterion: The Bidder shall not owe delinquent taxes to the  
 33 Washington State Department of Revenue without a payment  
 34 plan approved by the Department of Revenue.  
 35  
 36 B. Documentation: The Bidder shall, if and when required as  
 37 detailed below, sign a statement (on a form to be provided by  
 38 the Contracting Agency) that the Bidder does not owe  
 39 delinquent taxes to the Department of Revenue. If the Bidder  
 40 owes delinquent taxes, they must submit a written payment  
 41 plan approved by the Department of Revenue, to the  
 42 Contracting Agency by the deadline listed below.  
 43

SPECIAL PROVISIONS - Continued3. **Subcontractor Responsibility**

A. Criterion: The Bidder's standard subcontract form shall include the subcontractor responsibility language required by RCW 39.06.020, and the Bidder shall have an established procedure which it utilizes to validate the responsibility of each of its subcontractors. The Bidder's subcontract form shall also include a requirement that each of its subcontractors shall have and document a similar procedure to determine whether the sub-tier subcontractors with whom it contracts are also "responsible" subcontractors as defined by RCW 39.06.020.

B. Documentation: The Bidder, if and when required as detailed below, shall sign a statement (on a form to be provided by the Contracting Agency) that the Bidder complies with the subcontractor responsibility requirements of RCW 39.06.020.

4. **Claims Against Retainage and Bonds**

A. Criterion: The Bidder shall not have a record of excessive claims filed against the retainage or payment bonds for public works projects in the 3 years prior to the bid submittal date, that demonstrate a lack of effective management by the Bidder of making timely and appropriate payments to its Subcontractors, suppliers, and workers, unless there are extenuating circumstances and such circumstances are deemed acceptable to the Contracting Agency.

B. Documentation: The Bidder shall, if and when required as detailed below, sign a statement (on a form to be provided by the Contracting Agency) that the Bidder has not had claims against retainage and bonds in the 3 years prior to the bid submittal date. If the Bidder has had claims against retainage and bonds in the 3 years prior to the bid submittal date, they shall submit a list of the public works projects completed in the 3 years prior to the bid submittal date that have had claims against retainage and bonds and include for each project the following information:

- Name of project
- The owner and contact information for the owner;
- A list of claims filed against the retainage and/or payment bond for any of the projects listed;



SPECIAL PROVISIONS - Continued

- A written explanation of the circumstances surrounding each claim and the ultimate resolution of the claim.

5. **Public Bidding Crime**

- A. Criterion: The Bidder and/or its owners shall not have been convicted of a crime involving bidding on a public works contract in the 5 years prior to the bid submittal date.
- B. Documentation: The Bidder, if and when required as detailed below, shall sign a statement (on a form to be provided by the Contracting Agency) that the Bidder and/or its owners have not been convicted of a crime involving bidding on a public works contract.

6. **Termination for Cause/Termination for Default**

- A. Criterion: The Bidder shall not have had any public works contract terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date, unless there are extenuating circumstances and such circumstances are deemed acceptable to the Contracting Agency.
- B. Documentation: The Bidder, if and when required as detailed below, shall sign a statement (on a form to be provided by the Contracting Agency) that the Bidder has not had any public works contract terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date; or if Bidder was terminated, describe the circumstances.

7. **Lawsuits**

- A. Criterion: The Bidder shall not have lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts, unless there are extenuating circumstances and such circumstances are deemed acceptable to the Contracting Agency.
- B. Documentation: The Bidder, if and when required as detailed below, shall sign a statement (on a form to be provided by the Contracting Agency) that the Bidder has not had any lawsuits

SPECIAL PROVISIONS - Continued

1 with judgments entered against the Bidder in the 5 years prior  
 2 to the bid submittal date that demonstrate a pattern of failing  
 3 to meet the terms of contracts, or shall submit a list of all  
 4 lawsuits with judgments entered against the Bidder in the five  
 5 years prior to the bid submittal date, along with a written  
 6 explanation of the circumstances surrounding each such  
 7 lawsuit. The Contracting Agency shall evaluate these  
 8 explanations to determine whether the lawsuits demonstrate  
 9 a pattern of failing to meet of terms of construction related  
 10 contracts.

11  
 12 **8. Contract Time (Liquidated Damages)**

13  
 14 A. Criterion: The Bidder shall not have had liquidated damages  
 15 assessed on any projects it has completed 5 years prior to the  
 16 bid submittal date that demonstrate a pattern of failing to meet  
 17 contract time, unless there are extenuating circumstances  
 18 and such circumstances are deemed acceptable to the  
 19 Contracting Agency.

20  
 21 B. Documentation: The Bidder, if and when required as detailed  
 22 below, shall sign a statement (on a form to be provided by the  
 23 Contracting Agency) that the Bidder has not had liquidated  
 24 damages assessed on any projects it has completed within  
 25 the five years prior to the bid submittal date, or shall submit a  
 26 list of Projects with assessed liquidated damages along with  
 27 Owner contact information, and number of days assessed  
 28 liquidated damages.

29  
 30 **9. Capacity and Experience**

31  
 32 A. Criterion: The Bidder shall have sufficient current capacity  
 33 and the project superintendent assigned to the project shall  
 34 have experience to meet the requirements of this Project. The  
 35 Bidder and the project superintendent shall have successfully  
 36 completed at least two projects as prime contractor, of a  
 37 similar size and scope, during the 5-year period immediately  
 38 preceding the bid submittal deadline for this project. Similar  
 39 size is defined as a minimum of 70 percent of the bid amount  
 40 submitted by the Bidder.

41  
 42 B. Documentation: The Bidder shall, if and when required as  
 43 detailed below, on a form to be provided by the Contracting  
 44 Agency, provide the Bidder's gross dollar amount of work  
 45 currently under contract, the Bidder's gross dollar amount of

SPECIAL PROVISIONS - Continued

1 contracts currently not completed, five major pieces of  
 2 equipment anticipated to be on the project and whether the  
 3 equipment is leased or owned, name of superintendent  
 4 assigned to this project and their number of years of  
 5 experience, and two project references of similar size and  
 6 scope during the five year period immediately preceding the  
 7 bid submittal deadline for this project. The Contracting  
 8 Agency may check owner references for the previous projects  
 9 and may evaluate the owner's assessment of the Bidder  
 10 performance.

11  
 12 As evidence that the Bidder meets Supplemental Responsibility Criteria 2  
 13 through 9 stated above, the apparent two lowest Bidders must submit to the  
 14 Contracting Agency by 12:00 P.M. (noon) of the second business day  
 15 following the bid submittal deadline, a written statement verifying that the  
 16 Bidder meets Supplemental Criteria 2 through 9 together with supporting  
 17 documentation (sufficient in the sole judgment of the Contracting Agency)  
 18 demonstrating compliance with Supplemental Responsibility Criteria 2  
 19 through 9. The Contracting Agency reserves the right to request further  
 20 documentation as needed from the low bidder and documentation from  
 21 other Bidders as well to assess Bidder responsibility and compliance with  
 22 all bidder responsibility criteria. The Contracting Agency also reserves the  
 23 right to obtain information from third-parties and independent sources of  
 24 information concerning a Bidder's compliance with the mandatory and  
 25 supplemental criteria, and to use that information in their evaluation. The  
 26 Contracting Agency may consider mitigating factors in determining whether  
 27 the Bidder complies with the requirements of the Supplemental Criteria.

28  
 29 The basis for evaluation of Bidder compliance with these mandatory and  
 30 Supplemental Criteria shall include any documents or facts obtained by  
 31 Contracting Agency (whether from the Bidder or third parties) including but  
 32 not limited to: (i) financial, historical, or operational data from the Bidder;  
 33 (ii) information obtained directly by the Contracting Agency from others for  
 34 whom the Bidder has worked, or other public agencies or private  
 35 enterprises; and (iii) any additional information obtained by the Contracting  
 36 Agency which is believed to be relevant to the matter.

37  
 38 If the Contracting Agency determines the Bidder does not meet the bidder  
 39 responsibility criteria above and is therefore not a responsible Bidder, the  
 40 Contracting Agency shall notify the Bidder in writing, with the reasons for its  
 41 determination. If the Bidder disagrees with this determination, it may appeal  
 42 the determination within 2 business days of the Contracting Agency's  
 43 determination by presenting its appeal and any additional information to the  
 44 Contracting Agency. The Contracting Agency will consider the appeal and  
 45 any additional information before issuing its final determination. If the final

SPECIAL PROVISIONS - Continued

1 determination affirms that the Bidder is not responsible, the Contracting  
 2 Agency will not execute a contract with any other Bidder until at least  
 3 2 business days after the Bidder determined to be not responsible has  
 4 received the Contracting Agency's final determination.

5  
 6 Request to Change Supplemental Bidder Responsibility Criteria Prior To  
 7 Bid: Bidders with concerns about the relevancy or restrictiveness of the  
 8 Supplemental Bidder Responsibility Criteria may make or submit requests  
 9 to the Contracting Agency to modify the criteria. Such requests shall be in  
 10 writing, describe the nature of the concerns, and propose specific  
 11 modifications to the criteria. Bidders shall submit such requests to the  
 12 Contracting Agency no later than 5 business days prior to the bid submittal  
 13 deadline and address the request to the Project Engineer or such other  
 14 person designated by the Contracting Agency in the Bid Documents.

**1-02.15 Pre-Award Information**

16 (December 30, 2022 APWA GSP)

17  
 18  
 19 Revise this Section to read:

20  
 21 Before awarding any contract, the Contracting Agency may require one or  
 22 more of these items or actions of the apparent lowest responsible bidder:

- 23  
 24 1. A complete statement of the origin, composition, and manufacture of  
 25 any or all materials to be used;
- 26  
 27 2. Samples of these materials for quality and fitness tests;
- 28  
 29 3. A progress schedule (in a form the Contracting Agency requires)  
 30 showing the order of and time required for the various phases of the  
 31 work;
- 32  
 33 4. A breakdown of costs assigned to any bid item;
- 34  
 35 5. Attendance at a conference with the Engineer or representatives of  
 36 the Engineer;
- 37  
 38 6. Obtain, and furnish a copy of, a business license to do business in the  
 39 city or county where the work is located;
- 40  
 41 7. Any other information or action taken that is deemed necessary to  
 42 ensure that the bidder is the lowest responsible bidder.

SPECIAL PROVISIONS - Continued**1-03 AWARD AND EXECUTION OF CONTRACT****1-03.1 Consideration of Bids**

(December 30, 2022 APWA GSP)

Revise the first paragraph to read:

After opening and reading proposals, the Contracting Agency will check them for correctness of extensions of the prices per unit and the total price. If a discrepancy exists between the price per unit and the extended amount of any bid item, the price per unit will control. If a minimum bid amount has been established for any item and the bidder's unit or lump sum price is less than the minimum specified amount, the Contracting Agency will unilaterally revise the unit or lump sum price, to the minimum specified amount and recalculate the extension. The total of extensions, corrected where necessary, including sales taxes where applicable and such additives and/or alternates as selected by the Contracting Agency, will be used by the Contracting Agency for award purposes and to fix the Awarded Contract Price amount and the amount of the contract bond.

**1-03.2 Award of Contract**

(June 16, 2006 G&amp;O GSP)

Delete this Section and replace it with the following:

Normally, Contract Award or bid rejection will occur within 60 calendar days after bid opening. If the lowest responsible Bidder and the Contracting Agency agree, this deadline may be extended. If they cannot agree on an extension by the 60<sup>th</sup> calendar day deadline, the Contracting Agency reserves the right to award the Contract to the next lowest responsible Bidder or reject all bids. The Contracting Agency will notify the successful Bidder of the Contract Award in writing.

**1-03.3 Execution of Contract**

(January 11, 2023 G&amp;O GSP)

Delete this Section and replace it with the following:

Within 10 calendar days after the Award date, the successful Bidder shall return the signed Contracting Agency-prepared Contract, an insurance certification as required by Section 1-07.18, and satisfactory bonds as required by law and Section 1-03.4 and the Transfer of Coverage form for the Construction Stormwater General Permit with Section I, III, and VII completed when provided. Before execution of the Contract by the

SPECIAL PROVISIONS - Continued

1 Contracting Agency, the successful Bidder shall provide any pre-Award  
2 information the Contracting Agency may require under Section 1-02.15.

3  
4 Until the Contracting Agency executes a Contract, no Proposal shall bind  
5 the Contracting Agency nor shall any work begin within the project limits or  
6 within Contracting Agency-furnished sites. The Contractor shall bear all  
7 risks for any work begun outside such areas and for any materials ordered  
8 before the Contract is executed by the Contracting Agency.

9  
10 A written Notice to Proceed will be issued after the Contract has been  
11 executed by the Contractor and the Contracting Agency, and the  
12 performance and labor and material payment bonds, other required  
13 certificates and documents and insurance certificates are approved by the  
14 Contracting Agency or, where applicable, by State or Federal agencies  
15 responsible for funding any portion of the project.

**1-03.4 Contract Bond**

16  
17 (July 21, 2020, G&O GSP)

18  
19  
20 Revise the first paragraph to read:

21  
22 The successful bidder shall provide an executed performance and public  
23 works payment bonds for the full contract amount. These bonds shall:

- 24  
25 1. Be on Contracting Agency-furnished forms;
- 26  
27 2. Be signed by an approved surety (or sureties) that:
- 28  
29 a. Is registered with the Washington State Insurance  
30 Commissioner; and
- 31  
32 b. Appears on the current Authorized Insurance List in the State  
33 of Washington published by the Office of the Insurance  
34 Commissioner.
- 35  
36 3. Be conditioned upon the faithful performance of the contract by the  
37 Contractor within the prescribed time;
- 38  
39 4. Guarantee that the Contractor will perform and comply with all  
40 obligations, duties, and conditions under the Contract including, but  
41 not limited to, the duty and obligation to indemnify, defend, and  
42 protect the Contracting Agency against all losses and claims related  
43 directly or indirectly from any failure:
- 44

SPECIAL PROVISIONS - Continued

- 1           a.     Of the Contractor (or any of the employees, Subcontractors,
- 2                     or lower tier Subcontractors of the Contractor) to faithfully
- 3                     perform and comply with the contract; or
- 4
- 5           b.     Of the Contractor (or the Subcontractors or lower tier
- 6                     Subcontractors of the Contractor) to pay all laborers,
- 7                     mechanics, Subcontractors, lower tier Subcontractors,
- 8                     materialperson, or any other person who provides supplies or
- 9                     provisions for carrying out the Work.
- 10
- 11          5.     Be conditioned upon payment of taxes, increases, and penalties
- 12                     incurred on the project under Titles 50, 51, and 82 RCW; and
- 13
- 14          6.     Be accompanied by a power of attorney for the Surety's officer
- 15                     empowered to sign the bond; and
- 16
- 17          7.     Be signed by an officer of the Contractor empowered to sign official
- 18                     statements (sole proprietor or partner). If the Contractor is a
- 19                     corporation, the bond must be signed by the president or vice-
- 20                     president, unless accompanied by written proof of the authority of the
- 21                     individual signing the bond to bind the corporation (i.e., corporate
- 22                     resolution, power of attorney or a letter to such effect by the president
- 23                     or vice-president).
- 24

**1-03.7 Judicial Review**  
(December 30, 2022 APWA GSP)

Revise this Section to read:

All decisions made by the Contracting Agency regarding the Award and execution of the Contract or Bid rejection shall be conclusive subject to the scope of judicial review permitted under Washington Law. Such review, if any, shall be timely filed in the Superior Court of the county where the Contracting Agency headquarters is located, provided that where an action is asserted against a county, RCW 36.01.050 shall control venue and jurisdiction.

SPECIAL PROVISIONS - Continued1 **1-04 SCOPE OF THE WORK**2  
3 **1-04.2 Coordination of Contract Documents, Plans, Special Provisions,**  
4 **Specifications, and Addenda**5 (January 13, 2023 G&O GSP)  
67 Delete the first two paragraphs of this Section and replace them with the following:  
89 The complete Contract includes these parts: Contract (Agreement) form,  
10 bidder's completed Proposal Form, Contract Plans, Contract Provisions,  
11 Standard Specifications, Standard Plans, addenda, all required certificates  
12 and affidavits, performance and labor and material payment bonds, and  
13 change orders. These parts complement each other in describing a  
14 complete Work. Any requirement in one part binds as if stated in all parts.  
15 The Contractor shall provide any work or materials clearly implied in the  
16 Contract even if the Contract does not mention it specifically.  
1718 Any inconsistency in the parts of the Contract shall be resolved by following  
19 this order of precedence (e.g., 1 presiding over 2, 2 over 3, 3 over 4, and so  
20 forth):  
21

- 22 1. Addenda;
- 
- 23
- 
- 24 2. Proposal Form and Agreement;
- 
- 25
- 
- 26 3. Special Provisions;
- 
- 27
- 
- 28 4. Contract Plans;
- 
- 29
- 
- 30 5. Standard Specifications;
- 
- 31
- 
- 32 6. Contracting Agency's Standard Plans or Details (if any); and
- 
- 33
- 
- 34 7. WSDOT Standard Plans for Road, Bridge, and Municipal
- 
- 35 Construction.
- 
- 36



SPECIAL PROVISIONS - Continued**1-04.4 Changes**

(January 19, 2022 APWA GSP)

The first two sentences of the last paragraph of Section 1-04.4 are deleted.

**1-04.4(1) Minor Changes**

(June 7, 2019 G&O GSP)

This Section is revised to read as follows:

Payments or credits for changes may be made under the Bid item “Minor Change.” At the discretion of the Contracting Agency, this procedure for Minor Changes may be used in lieu of the more formal procedure as outlined in Section 1-04.4, Changes.

The Contractor will be provided a copy of the completed order for Minor Changes. The agreement for the Minor Changes will be documented by signature of the Contractor, or notation of verbal agreement. If the Contractor is in disagreement with anything required by the order for Minor Changes, the Contractor may protest the order as provided in Section 1-04.5.

Payments will be determined in accordance with Section 1-09.4. For the purpose of providing a common Proposal for all Bidders, the Contracting Agency has entered an amount for “Minor Change” in the Proposal to become a part of the total Bid by the Contractor. The Contractor/Bidder is cautioned that payment of any portion of this bid item is not guaranteed unless such need arises during the performance of this project. Where references are made herein to consider some work incidental to the Contract and as such to merge the cost of incidental work into the various items bid, no such costs shall be merged into this bid item.

All “Minor Change” work will be within the scope of the Contract Work and will not change Contract Time.

**1-04.6 Variation in Estimated Quantities**

(December 30, 2022 APWA GSP, Option B)

Revise the first paragraph to read:

Payment to the Contractor will be made only for the actual quantities of Work performed and accepted in conformance with the Contract. When the accepted quantity of Work performed under a unit item varies from the original Proposal quantity, payment will be at the unit Contract price for all Work unless the total accepted quantity of the Contract item, adjusted to

SPECIAL PROVISIONS - Continued

1 exclude added or deleted amounts included in change orders accepted by  
 2 both parties, increases or decreases by more than 25 percent from the  
 3 original Proposal quantity, and if the total extended bid price for that item at  
 4 time of award is equal to or greater than 10 percent of the total contract  
 5 price at time of award. In that case, payment for contract work may be  
 6 adjusted as described herein:  
 7

**1-05 CONTROL OF WORK****1-05.1 Authority of the Engineer**

10 (July 21, 2020 G&O GSP)  
 11

12 This Section is supplemented with the following:  
 13

14  
 15 The Engineer does not purport to be a safety expert, is not engaged in that  
 16 capacity under this Contract or the Engineer's contract with the Contracting  
 17 Agency. The Engineer does not have either the authority or the  
 18 responsibility to enforce construction safety laws, rules, regulations or  
 19 procedures, or to order the stoppage of Work for claimed violations thereof.  
 20 From time to time, the Engineer may inform the Contractor of conditions that  
 21 may constitute safety issues or violations. Such information will be provided  
 22 solely to cooperate with and assist the Contractor and shall not make the  
 23 Engineer or Inspector responsible for the enforcement of safety laws, rules,  
 24 regulations or procedures. After receiving information relating to safety  
 25 issues from the Engineer, the Contractor shall make its own examination  
 26 and analysis of the situation reported and take such action, if any, that the  
 27 Contractor determines to be appropriate. The Engineer's performance of  
 28 project representation and observation services for the Contracting Agency  
 29 shall not make the Engineer responsible for the enforcement of safety laws,  
 30 rules, regulations or procedures. The Engineer also shall not be  
 31 responsible for construction means, methods, techniques, sequences, or  
 32 procedures or for the Contractor's failure to properly perform the Work, all  
 33 of which are entirely the responsibility of the Contractor.  
 34

35 The Engineer shall have no liability whatsoever to, or contractual  
 36 relationship with, the Contractor in any way relating to this Contract. The  
 37 Contracting Agency and the Contractor must look solely to each other for  
 38 the enforcement with respect to any rights, obligations, claims or liabilities  
 39 arising under or in any way relating to the Contract. Neither the authority  
 40 given to the Engineer herein, nor any action or service provided by the  
 41 Engineer or its subconsultants with regard to the Project, shall create any  
 42 duty owed by the Engineer or its subconsultants to the Contractor or a  
 43 cause of action against the Engineer or its subconsultants by Contractor.  
 44

SPECIAL PROVISIONS - Continued

1 Neither the Engineer nor any of its assistants or agents shall have any  
 2 power to waive any obligation of the Contract. The Engineer's failure to  
 3 reject Work that is defective or otherwise does not comply with the  
 4 requirements of the Contract shall not constitute approval or acceptance of  
 5 the Work or relieve the Contractor of its obligations under the Contract,  
 6 notwithstanding that such Work has been estimated for payment or that  
 7 payments have been made for that Work. Neither shall such failure to reject  
 8 Work, nor any acceptance by the Engineer or by the Contracting Agency of  
 9 any part of or the whole of the Work bar a claim by the Contracting Agency  
 10 at any subsequent time for recovery of damages for the cost of removal and  
 11 replacement of any portions of the Work that do not comply with the  
 12 Contract.

13  
 14 **1-05.2 Authority of Assistants and Inspectors**  
 15 (June 16, 2006 G&O GSP)

16  
 17 This Section is supplemented with the following:

18  
 19 The presence or absence of an Inspector at the Work site will be at the sole  
 20 discretion of the Contracting Agency and will not in any way relieve the  
 21 Contractor of its responsibility to properly perform the Work as required by  
 22 the Contract Provisions.

23  
 24 The Inspector does not purport to be a safety expert, and is not engaged in  
 25 that capacity under this Contract or the Engineer's contract with the  
 26 Contracting Agency. The Inspector does not have the authority or the  
 27 responsibility to enforce construction safety laws, rules, regulations or  
 28 procedures, or to order the stoppage of Work for claimed violations thereof.  
 29 From time to time, the Inspector may inform the Contractor of conditions  
 30 that may constitute safety issues or violations. Such information will be  
 31 provided solely to cooperate with and assist the Contractor and shall not  
 32 make the Inspector or the Engineer responsible for the enforcement of  
 33 safety laws, rules, regulations or procedures. After receiving information  
 34 relating to safety issues from the Resident Engineer, the Contractor shall  
 35 make its own examination and analysis of the situation reported and take  
 36 such action, if any, that the Contractor determines to be appropriate. The  
 37 Inspector's performance of project representation and observation services  
 38 shall not make the Inspector responsible for the enforcement of safety laws,  
 39 rules, regulations or procedures; nor shall it make the Inspector responsible  
 40 for construction means, methods, techniques, sequences, or procedures,  
 41 or for the Contractor's failure to properly perform the Work, all of which are  
 42 entirely the responsibility of the Contractor.  
 43

SPECIAL PROVISIONS - Continued**1-05.4 Conformity With and Deviation from Plans and Stakes**

(January 17, 2022 G&O GSP)

Delete this Section and replace it with the following:

**1-05.4(1) Description**

The Contractor shall furnish all survey necessary for the construction of this project.

**The Contractor shall be responsible for setting, maintaining and resetting** (as may be required) all alignment stakes, slope stakes, and grades necessary for the construction of the roadbed, utilities, surfacing, paving, sidewalks, etc. Except for the survey control data furnished by the Contracting Agency, any additional calculations, surveying, and measuring required for utilizing and maintaining the necessary lines and grades shall be the Contractor's responsibility. The meaning of words and terms used in this provision shall be as listed in "Definitions of Surveying and Associated Terms" current edition, published by the American Congress on Surveying and Mapping and the American Society of Civil Engineers.

Survey work shall include the following:

1. Establish the centerlines of all alignments, by placing hubs, stakes, nails, or marks on centerline or on offsets to centerline at all curve points (PCs, PTs, and PIs) and at points on the alignments spaced at intervals of approximately 50 feet.
2. Establish clearing limits, placing stakes at all angle points and at intermediate points at approximately 50 foot intervals.
3. Establish the horizontal and vertical location of all storm structures, placing offset stakes to all storm structures.
4. Establish roadbed, surfacing, and sidewalk elevations by placing stakes at the top of subgrade and at the top of each course of surfacing. Subgrade and surfacing stakes shall be set at horizontal intervals not greater than 50 feet in tangent sections, 25 feet in curve sections with a radius less than 10 feet, and at 10 foot intervals in intersection radii with a radius less than 10 feet. Transversely, stakes shall be placed at all location where the roadway slope changes and at additional points such that the transverse spacing of stakes is not more than 12 feet.

SPECIAL PROVISIONS - Continued

1                   5.       Establish intermediate elevation benchmarks as needed to  
2   check work throughout the project.

3  
4                   6.       For all other types of construction, provide staking and layout  
5   as necessary to adequately locate, construct, and check the  
6   specific construction activity.

7  
8       The Contractor shall provide the Contracting Agency copies of any  
9       calculations and staking data performed by the Contractor when requested  
10      by the Engineer.

11  
12      Stakes shall be marked in accordance with the Plans. When stakes are  
13      needed that are not described in the Plans, then those stakes shall be  
14      marked as directed by the Engineer.

15  
16      The Contractor shall protect all survey markers, monuments and property  
17      corners unless shown otherwise on the Plans. The Contractor shall work to  
18      preserve the existing monumentation as provided in RCW 58.09.130 and  
19      WAC 332-120. The Contractor shall notify the Engineer immediately if it  
20      becomes apparent that a survey marker will be disturbed due to  
21      construction. The Contractor shall allow 5 working days for the Engineer to  
22      acquire adequate information so that the monument, including property  
23      corners, may be replaced referenced in its original position prior to  
24      disturbance. All cost associated with replacement of monuments that have  
25      been disturbed before being referenced due to lack of proper notification by  
26      the Contractor shall be deducted from monies due to the Contractor.

27  
28      **1-05.4(2) Payment (New Section)**

29  
30      The lump sum price for "Mobilization, Cleanup and Demobilization" shall be  
31      full compensation for all costs incurred by the Contractor in performing the  
32      Contract Work in Section 1-05.4.

33  
34      **1-05.7 Removal of Defective and Unauthorized Work**

35      (June 16, 2006 G&O GSP)

36  
37      This Section is supplemented with the following:

38  
39      If the Contractor fails to remedy defective or unauthorized work within the  
40      time specified in a written notice from the Contracting Agency, or fails to  
41      perform any part of the Work required by the Contract, the Engineer may  
42      correct and remedy such work as may be identified in the written notice with  
43      Contracting Agency forces or by such other means as the Contracting  
44      Agency may deem necessary.

SPECIAL PROVISIONS - Continued

1 If the Contractor fails to comply with a written order to remedy what the  
 2 Engineer determines to be an emergency or urgent situation, the  
 3 Contracting Agency may have the defective work corrected immediately,  
 4 have the rejected work removed and replaced, or have work that the  
 5 Contractor refuses or fails to perform completed by others. An emergency  
 6 or urgent situation is any situation when, in the opinion of the Engineer, a  
 7 delay in taking remedial action could be potentially unsafe and may cause  
 8 risk of personal injury, property damage, or economic loss to the public, the  
 9 Work, or the Contracting Agency.

10

11 Direct or indirect costs incurred by the Contracting Agency attributable to  
 12 correcting and remedying defective or unauthorized work, or work the  
 13 Contractor failed or refused to perform, shall be paid by the Contractor.  
 14 Payment will be deducted by the Contracting Agency from monies due, or  
 15 to become due, the Contractor. Such direct and indirect costs shall include,  
 16 without limitation, compensation for additional professional services  
 17 required, and costs for repair and replacement of work of others destroyed  
 18 or damaged by correction, removal, or replacement of the Contractor's  
 19 defective or unauthorized work.

20

21 No extension of the Contract time or additional compensation will be  
 22 allowed because of any delay in the performance of the Work attributable  
 23 to the Contracting Agency's exercise of its rights provided by this Section.

24

25 The rights provided to the Contracting Agency by this Section shall not  
 26 diminish the Contracting Agency's right to pursue any other or additional  
 27 remedy with respect to the Contractor's failure to perform the Work as  
 28 required.

29

**1-05.11 Final Inspection**

30 (June 16, 2006 G&O GSP)

31

32 Delete this Section and replace it with the following:

33

**1-05.11 Final Inspections and Operational Testing (New Section)**

34 (June 16, 2006 G&O GSP)

35

**1-05.11(1) Substantial Completion Date**

36

37 When the Contractor considers the Work to be substantially complete, the  
 38 Contractor shall notify the Engineer in writing and request that the Engineer  
 39 establish the Substantial Completion Date. The Contractor's notice shall  
 40 list the specific items of the Work that remain to be completed in order to  
 41 achieve physical completion. The Engineer will schedule an inspection of  
 42  
 43  
 44

SPECIAL PROVISIONS - Continued

1 the Work with the Contractor to determine the status of completion. The  
 2 Engineer may also establish the Substantial Completion Date unilaterally.

3  
 4 If, after inspection, the Engineer concurs with the Contractor that the Work  
 5 is substantially complete and ready for its intended use, the Engineer, by  
 6 written notice to the Contractor, will establish the Substantial Completion  
 7 Date. If, after inspection, the Engineer does not consider the Work to be  
 8 substantially complete and ready for its intended use, the Engineer will  
 9 notify the Contractor in writing and provide the reasons therefore.

10  
 11 Upon receipt of written notice either establishing the Substantial Completion  
 12 Date or informing the Contractor that the Work is not substantially complete,  
 13 whichever is applicable, the Contractor shall pursue vigorously, diligently  
 14 and without unauthorized interruption, the Work necessary to reach  
 15 substantial completion and physical completion of the Work. The  
 16 Contractor shall provide the Engineer with a revised schedule indicating  
 17 when the Contractor expects to reach substantial and physical completion  
 18 of the Work.

19  
 20 The above process shall be repeated until the Engineer establishes the  
 21 Substantial Completion Date and the Contractor considers the Work  
 22 physically complete and ready for final inspection.

23  
 24 **1-05.11(2) Final Inspection and Physical Completion Date**

25  
 26 When the Contractor considers the Work to be physically complete and  
 27 ready for final inspection, the Contractor shall provide written notice to the  
 28 Engineer requesting a final inspection. The Engineer will then schedule a  
 29 date for final inspection. The Engineer and the Contractor will then make a  
 30 final inspection, and the Engineer will notify the Contractor in writing of all  
 31 particulars in which the final inspection reveals the Work to be incomplete  
 32 or unacceptable. The Contractor shall immediately take such corrective  
 33 measures as are necessary to remedy the listed deficiencies. Corrective  
 34 work shall be pursued vigorously, diligently, and without interruption until  
 35 the listed deficiencies have been completed. This process will continue until  
 36 the Contracting Agency is satisfied the listed deficiencies have been  
 37 corrected and the Work is physically complete.

38  
 39 If action to correct the listed deficiencies is not initiated within seven days  
 40 after receipt of the written notice listing the deficiencies, the Contracting  
 41 Agency may, upon written notice to the Contractor, take whatever steps are  
 42 necessary to correct those deficiencies pursuant to Section 1-05.7. The  
 43 Contractor will not be allowed any extension of the Contract time or  
 44 additional compensation because of a delay in the performance of the Work  
 45 attributable to the exercise of the Contracting Agency's rights hereunder.

SPECIAL PROVISIONS - Continued

1  
2 Upon correction of all deficiencies, the Engineer will notify the Contractor  
3 and the Contracting Agency, in writing, of the date upon which the Work was  
4 considered physically complete. That date shall constitute the Physical  
5 Completion Date of the Contract, but shall not constitute acceptance of the  
6 Work or imply that all the obligations of the Contractor under the Contract  
7 have been fulfilled.

8  
9 Add the following new section:

10  
11 **1-05.12(1) 2-Year Guarantee Period**  
12 (March 8, 2013 G&O GSP)

13  
14 The Contractor shall return to the project and repair or replace all defects in  
15 workmanship and material discovered within two years after Final  
16 Acceptance of the Work. The Contractor shall start Work to remedy any  
17 such defects within 7 calendar days of receiving Contracting Agency's  
18 written notice of a defect, and shall complete such Work within the time  
19 stated in the Contracting Agency's notice. In case of an emergency, where  
20 damage may result from delay or where loss of services may result, such  
21 corrections may be made by the Contracting Agency's own forces or  
22 another contractor, in which case the cost of corrections shall be paid by the  
23 Contractor. In the event the Contractor does not accomplish corrections  
24 within the time specified, the Work will be otherwise accomplished and the  
25 cost of same shall be paid by the Contractor.

26  
27 When corrections of defects are made, the Contractor shall then be  
28 responsible for correcting all defects in workmanship and materials in the  
29 corrected work for two years after acceptance of the corrections by  
30 Contracting Agency.

31  
32 This guarantee is supplemental to and does not limit or affect the  
33 requirements that the Contractor's Work comply with the requirements of  
34 the Contract or any other legal rights or remedies of the Contracting Agency.

35  
36 **1-05.13 Superintendents, Labor and Equipment of Contractor**  
37 (August 14, 2013 APWA GSP)

38  
39 Delete the sixth and seventh paragraph of this Section.  
40



SPECIAL PROVISIONS - Continued**1-05.14 Cooperation With Other Contractors**

(March 13, 1995 WSDOT GSP)

This Section is supplemented with the following:

**Other Contracts or Other Work**

It is anticipated that the following work adjacent to or within the limits of this project will be performed by others during the course of this project and will require coordination of the Work:

Puget Sound Energy, Lumen, and/or Comcast – Adjustment of existing vault/handhole lids.

**1-05.15 Method of Serving Notices**

(December 30, 2022 APWA GSP)

Revise the second paragraph to read:

All correspondence from the Contractor shall be directed to the Project Engineer. All correspondence from the Contractor constituting any notification, notice of protest, notice of dispute, or other correspondence constituting notification required to be furnished under the Contract, must be in paper format, hand delivered or sent via mail delivery service to the Project Engineer's office. Electronic copies such as e-mails or electronically delivered copies of correspondence will not constitute such notice and will not comply with the requirements of the Contract.

Add the following new section:

**1-05.16 Water and Power (New Section)**

(October 1, 2005 APWA GSP)

The Contractor shall make necessary arrangements, and shall bear the costs for power and water necessary for the performance of the Work, unless the Contract includes power and water as a pay item.

**1-06 CONTROL OF MATERIAL****1-06.1 Approval of Materials Prior to Use**

(January 11, 2023 G&amp;O GSP)

This Section is supplemented with the following:

The Contractor shall be responsible for the accuracy and completeness of the information contained in each QPL and RAM submittal and shall ensure

SPECIAL PROVISIONS - Continued

1 that all material, equipment or method of work shall be as described in the  
 2 QPL and approved RAM. The Contractor shall verify that all features of all  
 3 products conform to the requirements of the Contract and Plans. The  
 4 Contractor shall ensure that there is no conflict with other submittals and  
 5 specifically notify the Contracting Agency in each case where the  
 6 Contractor's submittal may affect the work of another contractor or the  
 7 Contracting Agency. The Contractor shall ensure coordination of submittals  
 8 among the related crafts and Subcontractors. If the Contractor proposes to  
 9 provide material, equipment, or a method of work, which deviates from the  
 10 Contract, the Contractor shall indicate so on the transmittal form  
 11 accompanying the QPL and/or RAM submittals and submit a written request  
 12 to the Engineer for approval of the proposed substitution.

13  
 14 Submittals required for the Work shall include any or all of the following, as  
 15 required by the Contract:

- 16  
 17 a. Manufacturer's literature  
 18 b. Shop drawings  
 19 c. Material samples  
 20 d. Test reports

**Timing of Product Submittals**

21  
 22  
 23  
 24 All submittal information shall be sent to the Engineer through the  
 25 Contractor.

26  
 27 All submittals shall be provided far enough in advance of installation to allow  
 28 sufficient time for reviews and necessary approvals.

29  
 30 The Contractor shall allow at least 14 calendar days for the Engineer's  
 31 review of all submittals.

**Number of Submittals**

32  
 33  
 34  
 35 The Contractor shall submit one (min.) copy of each QPL and RAM  
 36 submittal. One (min.) copy will be returned to the Contractor. In lieu of  
 37 submitting electronic copies the Contractor may submit QPLs and RAMs by  
 38 hard copy.

**Resubmittals**

39  
 40  
 41  
 42 When a submittal is resubmitted for any reason, it shall be resubmitted  
 43 referencing the previous RAM # and the number of times it has been  
 44 resubmitted (RAM # - times resubmitted).  
 45

SPECIAL PROVISIONS - Continued1       **Delays**

2

3       All costs of delays caused by the failure of the Contractor to provide  
4       submittals in a timely manner will be borne by the Contractor.

5

6       **Payment**

7

8       The cost to prepare and submit submittals, equipment manuals, testing, and  
9       materials samples shall be included in the bid prices for various items  
10      associated with the required submittals.

11

12      **1-06.1(2) Request for Approval of Material (RAM)**

13      (June 16, 2006 G&amp;O GSP)

14

15      This Section is supplemented with the following:

16

17           **Submittal Information**

18

19       Shop, catalog, and other appropriate drawings shall be submitted to the  
20       Engineer for review prior to fabrication or ordering of all equipment or  
21       materials specified. Submittal documents shall be clearly edited to indicate  
22       only those items, models, or series of materials or equipment which are  
23       being submitted for review. All extraneous materials shall be crossed out or  
24       otherwise obliterated.

24

25       Shop drawings shall be submitted in the form of blue-line or black-line prints  
26       of each sheet. Blueprint submittals will not be acceptable.

27

28       All shop drawings shall be accurately drawn to a scale sufficiently large  
29       enough to show pertinent features and methods of connection or jointing.  
30       Figure dimensions shall be used on all shop drawings, as opposed to scaled  
31       dimensions.

32

33       All shop drawings shall bear the Contractor's certification that the Contractor  
34       has reviewed, checked, and approved the shop drawings.

35

36      **1-06.2(1) Samples and Test for Acceptance**

37      (January 11, 2023 G&amp;O GSP)

38

39      This Section is supplemented with the following:

40

41       The Contractor shall be responsible for all materials testing specified in the  
42       Contract Provisions. The materials testing laboratory shall be accredited  
43       for performing the various testing methods either by AASHTO R18,  
44       AASHTO 150/IEC 17025, or the American Association for Laboratory  
45       Accreditation and further approved by the Contracting Agency. Test

SPECIAL PROVISIONS - Continued

1 methods shall be completed in accordance with the current WSDOT  
 2 Standard Specifications and Construction Manual. The Engineer or the  
 3 Inspector shall specify the items or areas to be tested. The materials testing  
 4 laboratory shall send test results directly to the Contracting Agency. Any  
 5 area that does not meet the material gradation and/or compaction test  
 6 requirements shall be repaired/replaced at the Contractor's expense. Areas  
 7 that do not meet compaction test requirements shall be retested at the  
 8 Contractor's expense. Locations for testing and retesting shall be selected  
 9 and marked by the Engineer.

10  
 11 The maximum density and optimum moisture content methods shall be in  
 12 accordance with the Contract Provisions. The frequency and type of testing  
 13 the Contractor shall provide is listed below:

14 **Earthwork**

15

16

Item	Location	Test	Testing Frequency
Subgrades	Site	In Place Density <sup>(3)</sup>	One test per lift per 2,500 sq. ft.
		Moisture Density Relationship (Modified Proctor)	One test and any time material type changes.

17 **Aggregate Materials**

18

19

Item	Test	Testing Frequency
Crushed Surfacing Top Course	Gradation, SE and Fracture	1 – 2,000 TN.
	Density <sup>(1)</sup>	One test on every lift on material placed at a frequency of 250 square yards of completed area or one test per 1,000 LF per layer (road).
	Moisture Density Relationship (Modified Proctor)	One test and any time material changes

SPECIAL PROVISIONS - Continued

1  
2

**PCC Structures (All PCC except PCC Paving)**

Item	Test	Testing Frequency
Course Aggregate <sup>(7)(8)</sup>	Gradation	1 – 1,000 CY.
Fine Aggregate <sup>(7)(8)</sup>	Gradation	1 – 1,000 CY.
Combined Aggregate <sup>(7)(8)</sup>	Gradation	1 – 1,000 CY.
Consistency <sup>(10)</sup>	Slump	Each Day; First truck and each load until two successive loads meet specification.
Air Content <sup>(10)</sup>	Air	Each Day; First truck and each load until two successive loads meet specification.
Cylinders (28 Day) <sup>(8)</sup>	Compressive Strength	1 – 50 CY.
Cement <sup>(6)(8)</sup>	Chemical and Physical Certification	

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26

- (1) All acceptance tests shall be conducted from in-place samples.
- (2) All compaction shall be in accordance with the Compaction Control Test of Section 2-03.3(14)D. The nuclear densometer, if properly calibrated, may be used for the required testing frequency and procedures. The densometer shall be calibrated and is recommended for use when the time for complete results becomes critical.
- (3) Cement may be accepted by the Engineer based on the Manufacturer's Mill Test Report number indicating full conformance to the Specification.
- (4) The frequency for fine, course, and combined concrete aggregate samples for PCC Paving and PCC Structures shall be based on the cubic yard (CY) of concrete.
- (5) Commercial concrete will be accepted with Certificate of Compliance.
- (6) Agency representative to witness each test.

**Payment**

All costs to prepare and implement the sample and testing program shall be included in the bid prices for the various items associated with the sample and testing program.

**1-06.2(2)B Financial Incentive**  
(February 15, 2008 G&O GSP)

Delete the first sentence of the first paragraph of this Section.

SPECIAL PROVISIONS - Continued**1-06.4 Handling and Storing Materials**

(June 16, 2006 G&amp;O GSP)

This Section is supplemented with the following:

The Contractor may be required to provide off-site storage of equipment and materials to enable construction to occur at the construction site. The Contractor has full responsibility to secure all off-site storage areas, if needed, and shall include the costs for providing such storage areas in the Proposal for the individual equipment and material bid items requiring off-site storage. All off-site storage areas shall be fenced, secure and have access restricted or withheld from the general public.

**1-06.6 Recycled Materials**

(January 4, 2016 APWA GSP)

Delete this Section, including its subsections, and replace it with the following:

The Contractor shall make their best effort to utilize recycled materials in the construction of the project. Approval of such material use shall be as detailed elsewhere in the Standard Specifications.

Prior to Physical Completion the Contractor shall report the quantity of recycled materials that were utilized in the construction of the project for each of the items listed in Section 9-03.21. The report shall include hot mix asphalt, recycled concrete aggregate, recycled glass, steel furnace slag and other recycled materials (e.g. utilization of on-site material and aggregates from concrete returned to the supplier). The Contractor's report shall be provided on DOT form 350-075 Recycled Materials Reporting.

**1-07 LEGAL RELATIONS AND RESPONSIBILITIES TO THE PUBLIC****1-07.1 Laws to be Observed**

(June 16, 2006 G&amp;O GSP)

This Section is supplemented with the following:

In cases of conflict between different safety regulations, the more stringent regulation shall apply.

The Washington State Department of Labor and Industries shall be the sole and paramount administrative agency responsible for the administration of the provisions of the Washington Industrial Safety and Health Act of 1973 (WISHA).

SPECIAL PROVISIONS - Continued

1 All Work under this Contract shall be performed in a safe manner. The  
 2 Contractor and all Subcontractors shall observe all rules and regulations of  
 3 the Washington State Department of Labor and Industries, rules and  
 4 regulations of OSHA, WISHA or any other jurisdiction, and all other  
 5 applicable safety standards. The Contractor shall be solely and completely  
 6 responsible for conditions of the job site, including safety of all persons and  
 7 property during performance of the Work. This requirement shall apply  
 8 continuously and not be limited to normal working hours.  
 9

10 The Engineer's review of the Contractor's Work plan, safety plan,  
 11 construction sequence, schedule or performance does not and is not  
 12 intended to include review or approval of the adequacy of the Contractor's  
 13 safety measures in, on, or near the construction site. The Engineer does  
 14 not purport to be a safety expert, is not engaged in that capacity under this  
 15 Contract, and has neither the authority nor the responsibility to enforce  
 16 construction safety laws, rules, regulations, or procedures, or to order the  
 17 stoppage of Work for claimed violations thereof.  
 18

19 The Contractor shall exercise every precaution at all times for the  
 20 prevention of accidents and the protection of persons (including employees)  
 21 and property. All exposed moving parts of equipment capable of inflicting  
 22 injury by accidental contact shall be protected with sturdy removable guards  
 23 in accordance with applicable safety regulations.  
 24

25 (April 3, 2006 WSDOT GSP)

26 This Section is supplemented with the following:

27  
 28 **Confined Space**

29  
 30 Confined spaces are known to exist at the following locations:

31  
 32 **Manholes/Storm Structures**

33  
 34 The Contractor shall be fully responsible for the safety and health of all on-  
 35 site workers and compliant with Washington Administrative Code (WAC  
 36 296-809).  
 37

38 The Contractor shall prepare and implement a confined space program for  
 39 the Work. No work shall be performed in or adjacent to the confined space  
 40 until the Contractor has prepared and implemented the confined space  
 41 program.  
 42

43 All costs to prepare and implement the confined space program shall be  
 44 included in the bid prices for the various items associated with the confined  
 45 space work.

SPECIAL PROVISIONS - Continued1  
2 **1-07.2 Sales Tax**  
3

4 Delete this section, including its subsections, in its entirety and replace it with the  
5 following:

6  
7 **1-07.2 Sales Tax**  
8 (June 27, 2011 APWA GSP)  
9

10 The Washington State Department of Revenue has issued special rules  
11 on the State sales tax. Sections 1-07.2(1) through 1-07.2(3) are meant to  
12 clarify those rules. The Contractor should contact the Washington State  
13 Department of Revenue for answers to questions in this area. The  
14 Contracting Agency will not adjust its payment if the Contractor bases a  
15 bid on a misunderstood tax liability.  
16

17 The Contractor shall include all Contractor-paid taxes in the unit bid prices  
18 or other contract amounts. In some cases, however, state retail sales tax  
19 will not be included. Section 1-07.2(2) describes this exception.  
20

21 The Contracting Agency will pay the retained percentage (or release the  
22 Contract Bond if a FHWA funded project) only if the Contractor has  
23 obtained from the Washington State Department of Revenue a certificate  
24 showing that all contract-related taxes have been paid (RCW 60.28.051).  
25 The Contracting Agency may deduct from its payments to the Contractor  
26 any amount the Contractor may owe the Washington State Department of  
27 Revenue, whether the amount owed relates to this contract or not. Any  
28 amount so deducted will be paid into the proper State fund.  
29

30 **1-07.2(1) State Sales Tax — Rule 171**  
31

32 WAC 458-20-171, and its related rules, apply to building, repairing, or  
33 improving streets, roads, etc., which are owned by a municipal  
34 corporation, or political subdivision of the state, or by the United States,  
35 and which are used primarily for foot or vehicular traffic. This includes  
36 storm or combined sewer systems within and included as a part of the  
37 street or road drainage system and power lines when such are part of the  
38 roadway lighting system. For work performed in such cases, the  
39 Contractor shall include Washington State Retail Sales Taxes in the  
40 various unit bid item prices, or other contract amounts, including those that  
41 the Contractor pays on the purchase of the materials, equipment, or  
42 supplies used or consumed in doing the Work.  
43



SPECIAL PROVISIONS - Continued**1-07.2(2) State Sales Tax — Rule 170**

WAC 458-20-170, and its related rules, apply to the constructing and repairing of new or existing buildings, or other structures, upon real property. This includes, but is not limited to, the construction of streets, roads, highways, etc., owned by the state of Washington; water mains and their appurtenances; sanitary sewers and sewage disposal systems unless such sewers and disposal systems are within, and a part of, a street or road drainage system; telephone, telegraph, electrical power distribution lines, or other conduits or lines in or above streets or roads, unless such power lines become a part of a street or road lighting system; and installing or attaching of any article of tangible personal property in or to real property, whether or not such personal property becomes a part of the realty by virtue of installation.

For Work performed in such cases, the Contractor shall collect from the Contracting Agency, retail sales tax on the full contract price. The Contracting Agency will automatically add this sales tax to each payment to the Contractor. For this reason, the Contractor shall not include the retail sales tax in the unit bid item prices, or in any other contract amount subject to Rule 170, with the following exception.

Exception: The Contracting Agency will not add in sales tax for a payment the Contractor or a Subcontractor makes on the purchase or rental of tools, machinery, equipment, or consumable supplies not integrated into the project. Such sales taxes shall be included in the unit bid item prices or in any other contract amount.

**1-07.2(3) Services**

The Contractor shall not collect retail sales tax from the Contracting Agency on any contract wholly for professional or other services (as defined in Washington State Department of Revenue Rules 138 and 244).

**1-07.7 Load Limits**

(March 13, 1995 WSDOT GSP)

This Section is supplemented with the following:

If the sources of materials provided by the Contractor necessitate hauling over roads other than Contracting Agency roads, the Contractor shall, at the Contractor's expense, make all arrangements for the use of the haul routes.

SPECIAL PROVISIONS - Continued**1-07.9(5) Required Documents**

(January 13, 2023 G&O GSP)

This Section is supplemented with the following:

**General**

All "Statements of Intent to Pay Prevailing Wages", "Affidavits of Wages Paid" and Certified Payrolls, including a signed Statement of Compliance for Federal-aid projects, shall be submitted to the State L&I online Prevailing Wage Intent & Affidavit (PWIA) system. "Statements of Intent to Pay Prevailing Wages", and "Affidavits of Wages Paid" shall also be submitted to the Engineer. When requested by the Engineer, Certified Payrolls shall also be submitted to the Engineer.

**1-07.13 Contractor's Responsibility for Work**

(March 31, 2010 G&O GSP)

**1-07.13(1) General**

Delete this Section in its entirety and replace it with the following:

All Work and material for the contract, including any change order work, shall be at the sole risk of the Contractor until the entire improvement has been completed as determined by the Engineer, except as provided in this Section.

The Contractor shall rebuild, repair, restore, and make good all damages to any portion of the permanent or temporary work occurring before the physical completion date and shall bear all the expense to do so.

If the performance of the Work is delayed as a result of damage by others, an extension of time will be evaluated in accordance with Section 1-08.8.

Nothing contained in this Section shall be construed as relieving the Contractor of responsibility for, or damage resulting from, the Contractor's operations or negligence, nor shall the Contractor be relieved from full responsibility for making good any defective Work or materials as provided for under Section 1-05.

SPECIAL PROVISIONS - Continued

1 **1-07.16 (1) Private/Public Property**

2 (August 1, 2009 G&O GSP)

3

4 This Section is supplemented with the following:

5

6 The Contractor shall keep the Work site, staging areas, and Contractor's  
 7 facilities clean and free from rubbish and debris. Materials and equipment  
 8 shall be removed from the site when they are no longer necessary.

9

10 **Damage and Claims**

11

12 Along the street to be improved there are privately owned improvements on  
 13 the properties abutting the right-of-way. Even though all reasonable  
 14 precaution is to be taken by the Contractor, these improvements may in  
 15 some instances be damaged. In the event such occurs, and claims for  
 16 damages are filed by the property owners, the Contracting Agency will  
 17 request the Contractor to provide evidence that the Contractor has  
 18 requested its insurance company to contact the claimant. Any settlement  
 19 for claims for damage to private property shall be by and between the  
 20 claimant, the Contractor, and the Contractor's insurance company.

21

22 **1-07.17 Utilities and Similar Facilities**

23 (April 2, 2007 WSDOT GSP)

24

25 This Section is supplemented with the following:

26

27 Locations and dimensions shown in the Plans for existing facilities are in  
 28 accordance with available information obtained without uncovering,  
 29 measuring, or other verification.

30

31 **Utility Locations**

32

33 The following addresses and telephone numbers of utility companies known  
 34 or suspected of having facilities within the project limits are supplied for the  
 35 Contractor's convenience.

36

Gas and Power Puget Sound Energy Jeff McMeekin P.O. Box 90868 Bellevue, WA 98009-0868 Tel. (425) 462-3824 Emergency (800) 552-7171	Water and Sewer City of Bellevue Abe Santos (425) 452-6456
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37

38

SPECIAL PROVISIONS - Continued

1

Telecommunications Comcast Jill Look 3414 California Street Everett, WA 98201 Tel. (425) 317-9601 Ext. 250 Cell (206) 396-6032	Telecommunications CenturyLink Jennifer Johnson 1550 Newport Way NW Issaquah, WA 98027 Tel. (206) 346-6537 Cell (206) 941-0368
--	--

2

3

**1-07.17(2) Utility Construction, Removal, or Relocation by Others**

4

(July 20, 2020 G&O GSP)

5

6

Delete this Section in its entirety and replace with the following:

7

8

Any authorized agent of the Contracting Agency or utility owners may enter the right-of-way to repair, rearrange, alter, or connect their equipment. The Contractor shall cooperate with such effort and shall avoid creating delays or hindrances to those doing the Work. As needed, the Contractor shall arrange to coordinate work schedules.

9

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14

The Contractor shall carry out the Work in a way that will minimize interference and delay for all forces involved. Any costs incurred prior to the utility owners anticipated completion (or if no completion is specified, within a reasonable period of time) that results from the coordination and prosecution of the Work regarding utility adjustment, relocation, replacement, or construction shall be at the Contractor's expense as provided in Section 1-05.14.

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The Contractor shall coordinate all work with the various utility companies and their Contractors. The Contractor, when scheduling his work crews, shall use production rates that anticipate the need to provide block-outs and/or gaps in the driveways, curb and gutter, and/or pavement sections where existing utility structures currently exist, and then come back at a later time to construct the missing sections after the utility has been relocated or adjusted by the applicable utility. The Contractor shall assume that the utilities will not be relocated prior to construction of this project nor at his convenience during the course of construction. As such, the Contractor shall assume such, and schedule his crews and his Subcontractors to remobilize to the various sites and temporarily relocate his or his Subcontractor's crews to other areas of the project and complete other unaffected portions of the project in order to coordinate the relocation of the utilities with the various utility companies. There shall be no additional money or time due the Contractor for leaving gaps or for block-out construction, remobilization, demobilization, out of sequence construction, relocation of work crews, and construction of curb, gutter, or driveway

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SPECIAL PROVISIONS - Continued

1 patches after the utility has been relocated. It is the intent of these  
 2 Specifications that the Contractor diligently pursue other work on the site  
 3 when such conflicts occur and recognize and plan for the inherent  
 4 inefficiencies and impaired production rates.

5  
 6 **Payment**

7  
 8 All costs to comply with this Section and repair specified in this Section,  
 9 unless otherwise stated, are incidental to the Contract and are the  
 10 responsibility of the Contractor. The Contractor shall include all related  
 11 costs in the bid prices of the Contract.

12  
 13 **1-07.18 Public Liability and Property Damage Insurance**

14 (January 4, 2016 G&O GSP)

15  
 16 Delete this Section and replace it with the following:

17  
 18 **1-07.18(1) General Requirements**

- 19  
 20 A. The Contractor shall procure and maintain insurance described in all  
 21 subsections of 1-07.18 of these Special Provisions, from insurers  
 22 with a current A.M. Best rating not less than A – VII and licensed to  
 23 do business in the state of Washington. The Contracting Agency  
 24 reserves the right to approve or reject the insurance provided, based  
 25 on the insurer (including financial condition), terms and coverage, the  
 26 Certificate of Insurance, and/or endorsements.  
 27  
 28 B. The Contractor shall keep this insurance in force during the term of  
 29 the Contract and for thirty (30) days after the Physical Completion  
 30 Date, unless otherwise indicated.  
 31  
 32 C. All insurance coverage required by this section shall be written and  
 33 provided by “occurrence-based” policy forms rather than by “claims  
 34 made” forms.  
 35  
 36 D. The insurance policies shall contain a “cross liability” provision.  
 37  
 38 E. The Contractor’s and all Subcontractors’ insurance coverage shall  
 39 be primary and non-contributory insurance as respects the  
 40 Contracting Agency’s insurance, self-insurance, or insurance pool  
 41 coverage. Any insurance, self-insurance or self-insured pool  
 42 coverage maintained by the Contracting Agency shall be excess of  
 43 the Contractor’s insurance and shall not contribute with it.  
 44

SPECIAL PROVISIONS - Continued

1 F. The Contractor shall provide the Contracting Agency and all  
 2 Additional Insured with written notice of any policy cancellation and  
 3 the date of effective cancellation within 2 business days of receipt.  
 4

5 G. The Contractor shall not begin work under the Contract until the  
 6 required insurance has been obtained and approved by the  
 7 Contracting Agency.  
 8

9 H. Failure on the part of the Contractor to maintain the insurance as  
 10 required shall constitute a material breach of Contract, upon which  
 11 the Contracting Agency may, after giving five business days notice to  
 12 the Contractor to correct the breach, immediately terminate the  
 13 Contract or, at its discretion, procure or renew such insurance and  
 14 pay any and all premiums in connection therewith, with any sums so  
 15 expended to be repaid to the Contracting Agency on demand, or at  
 16 the sole discretion of the Contracting Agency, offset against funds  
 17 due the Contractor from the Contracting Agency.  
 18

19 I. All costs for insurance shall be incidental to and included in the unit  
 20 or lump sum prices of the Contract and no additional payment will be  
 21 made.  
 22

**1-07.18(2) Additional Insured**

23 All insurance policies, with the exception of Workers Compensation, shall  
 24 name the following listed entities as additional insured(s) using the forms or  
 25 endorsements required herein:  
 26  
 27

- 28
- 29 • The Contracting Agency and its officers, elected/appointed
- 30 officials, employees, agents, and volunteers;
- 31 • Gray & Osborne, Inc.  
 32

33 The above-listed entities shall be additional insured(s) for the full available  
 34 limits of liability maintained by the Contractor, irrespective of whether such  
 35 limits maintained by the Contractor are greater than those required by this  
 36 Contract, and irrespective of whether the Certificate of Insurance provided  
 37 by the Contractor pursuant to 1-07.18(4) describes limits lower than those  
 38 maintained by the Contractor.  
 39

**1-07.18(3) Subcontractors**

40 Contractor shall ensure that each Subcontractor of every tier obtains and  
 41 maintains at a minimum the insurance coverages listed in 1-07.18(5)A and  
 42 1-07.18(5)B. Upon request of the Contracting Agency, the Contractor shall  
 43 provide evidence of such insurance.  
 44  
 45

SPECIAL PROVISIONS - Continued**1-07.18(4) Verification of Coverage**

The Contractor shall deliver to the Contracting Agency a Certificate(s) of Insurance and endorsements for each policy of insurance meeting the requirements set forth herein when the Contractor delivers the signed Contract for the Work. The certificate and endorsements must conform to the following requirements:

1. An ACORD certificate or a form determined by the Contracting Agency to be equivalent. The certificate or an endorsement form shall indicate the Contractor's insurance is primary and non-contributory.
2. The Contractor shall obtain endorsement forms CG 2010 10 01, CG 2032 07 04 and CG 2037 10 01 or the equivalent of each, naming the Contracting Agency and all other entities listed in 1-07.18(2) as Additional Insured(s) and showing the policy number. If the Contractor is unsuccessful in securing these endorsements after exerting commercially reasonable efforts, the Contractor shall obtain other endorsements providing equivalent protection to the Additional Insured. Commercially reasonable efforts shall be evidenced by a signed statement by the Contractor's insurance broker indicating that endorsement forms CG 2010 10 01, CG 2032 07 04 and CG 2037 10 01 are not available and the endorsements submitted provide equivalent protection to the Additional Insured.
3. Any other amendatory endorsements to show the coverage required herein.
4. A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements; actual endorsements must be submitted.

Upon request, the Contractor shall forward to the Contracting Agency a full and certified copy of the insurance policy(s). If Builders Risk Insurance is required on this project, a full and certified copy of that policy is required when the Contractor delivers the signed Contract for the Work.

SPECIAL PROVISIONS - Continued**1-07.18(5) Coverages and Limits**

The insurance shall provide the minimum coverages and limits set forth below. Providing coverage in these stated minimum limits shall not be construed to relieve the Contractor from liability in excess of such limits. All deductibles and self-insured retentions must be disclosed and are subject to approval by the Contracting Agency. The cost of any claim payments falling within the deductible shall be the responsibility of the Contractor.

**1-07.18(5)A Commercial General Liability**

Commercial General Liability insurance shall be written on coverage forms at least as broad as ISO occurrence form CG 00 01, including but not limited to liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract. There shall be no exclusion for liability arising from explosion, collapse or underground property damage.

The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit, using ISO form CG 25 03 05 09 or an equivalent endorsement.

Contractor shall maintain Commercial General Liability Insurance arising out of the Contractor's completed operations for at least three years following Substantial Completion of the Work.

Such policy must provide the following minimum limits:

\$1,000,000	Each Occurrence
\$2,000,000	General Aggregate
\$2,000,000	Products & Completed Operations Aggregate
\$1,000,000	Personal & Advertising Injury, each offence
\$1,000,000	Stop Gap/Employers' Liability

**1-07.18(5)B Automobile Liability**

Automobile Liability for owned, non-owned, hired, and leased vehicles, with an MCS 90 endorsement and a CA 9948 endorsement attached if "pollutants" are to be transported. Such policy(ies) must provide the following minimum limit:

\$1,000,000	combined single limit each accident
-------------	-------------------------------------



SPECIAL PROVISIONS - Continued**1-07.18(5)C Workers' Compensation**

The Contractor shall comply with Workers' Compensation coverage as required by the Industrial Insurance laws of the state of Washington.

**1-07.18(5)D Excess or Umbrella Liability**

The Contractor shall provide Excess or Umbrella Liability coverage with limits not less than \$2 million per occurrence and annual aggregate. This excess or umbrella liability coverage shall be excess over and at least as broad in coverage as the Contractor's Commercial General and Auto Liability insurance.

This requirement may be satisfied instead through the Contractor's primary Commercial General and Automobile Liability coverage, or any combination thereof.

**1-07.18(5)E Builders Risk Insurance**

The Contractor shall purchase and maintain Builders Risk insurance covering interests of the Contracting Agency, the Contractor, Subcontractors, and lower tier Subcontractors in the work. Builders Risk shall be required for all structures on the project. A structure is any equipment, facility, building, bridge, retaining wall, or tank extending four feet or more above adjacent grade; or any facility less than four feet above adjacent grade, and containing more than \$50,000 worth of electrical or mechanical equipment. Poles, light standards, or antenna less than 50 feet in height and less than two feet in diameter shall not be considered structures. Builders Risk insurance, when required, shall be on an all-risk policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including flood, earthquake, theft, vandalism, malicious mischief and collapse. The Builders Risk insurance, when required, shall include coverage for temporary buildings, debris removal, and damage to materials in transit or stored off-site. Such insurance shall cover "soft costs" including but not limited to design costs, licensing fees, and architect's and engineer's fees. Builders Risk insurance shall be written in the amount of the completed value of the applicable portions of the project, with no coinsurance provisions.

The Builders Risk insurance covering the Work shall have a deductible of \$5,000 for each occurrence, which will be the responsibility of the Contractor. Higher deductibles for flood, earthquake and all other perils may be accepted by the Contracting Agency upon written request by the Contractor and written acceptance by the Contracting Agency. Any

SPECIAL PROVISIONS - Continued

1 increased deductibles accepted by the Contracting Agency will remain the  
2 responsibility of the Contractor.

3  
4 The Builders Risk insurance shall be maintained until the Physical  
5 Completion Date.

6  
7 The Contractor and the Contracting Agency waive all rights against each  
8 other and any of their Subcontractors, lower tier Subcontractors, agents and  
9 employees, each of the other, for damages caused by fire or other perils to  
10 the extent covered by Builders Risk insurance or other property insurance  
11 applicable to the work. The policies shall provide such waivers by  
12 endorsement or otherwise.

13  
14 Liability for facilities not covered by Builders Risk shall remain the  
15 responsibility of the contractor.

16  
17 **1-07.23 Public Convenience and Safety**

18  
19 **1-07.23(1) Construction Under Traffic**

20 (May 2, 2017 G&O GSP)

21  
22 Delete the second paragraph of this Section and replace it with the following:

23  
24 To disrupt public traffic as little as possible, the Contractor shall permit traffic  
25 to pass through the Work with the least possible inconvenience or delay.  
26 The Contractor shall maintain existing roads, streets, sidewalks, and paths  
27 within the project limits, keeping them open, and in good, clean, safe  
28 condition at all times. Accessibility to existing or temporary pedestrian push  
29 buttons shall not be impaired. Deficiencies caused by the Contractor's  
30 operations shall be repaired at the Contractor's expense. Deficiencies not  
31 caused by the Contractor's operations shall be repaired by the Contractor  
32 when directed in writing by the Engineer, at the Contracting Agency's  
33 expense. The Contractor shall also maintain roads, streets, sidewalks, and  
34 paths adjacent to the project limits when affected by the Contractor's  
35 operations. Snow and ice control will be performed by the Contracting  
36 Agency or the Project will be shutdown at the Contracting Agency's  
37 discretion. The Contractor shall perform the following:

- 38  
39 1. Remove or repair any condition resulting from the Work that  
40 might impede traffic or create a hazard.  
41  
42 2. Keep existing traffic signal and street lighting systems in  
43 operation as the Work proceeds.  
44  
45 3. Maintain the striping on the roadway.

SPECIAL PROVISIONS - Continued

- 1  
2 4. Maintain existing permanent signing.  
3  
4 5. Keep drainage systems clean and allow for unobstructed flow  
5 of water.  
6

7 **1-07.24 Rights of Way**  
8 (July 20, 2020 G&O GSP)  
9

10 Delete this section in its entirety, and replace it with the following:

11  
12 Street right of way lines, limits of easements, and limits of construction  
13 permits are indicated in the Plans. The Contractor's construction activities  
14 shall be confined within these limits, unless arrangements for use of private  
15 property are made.  
16

17 Generally, the Contracting Agency will have obtained, prior to bid opening,  
18 all rights of way and easements, both permanent and temporary, necessary  
19 for carrying out the Work. Exceptions to this are noted in the Bid Documents  
20 or will be brought to the Contractor's attention by a duly issued Addendum.  
21

22 Whenever any of the Work is accomplished on or through property other  
23 than public right of way, the Contractor shall meet and fulfill all covenants  
24 and stipulations of any easement agreement obtained by the Contracting  
25 Agency from the owner of the private property. Copies of the easement  
26 agreements may be included in the Contract Provisions or made available  
27 to the Contractor as soon as practical after they have been obtained by the  
28 Engineer.  
29

30 The Contractor shall not proceed with any portion of the Work in areas  
31 where right of way, easements or rights of entry have not been acquired  
32 until the Engineer certifies to the Contractor that the right of way or  
33 easement is available or that the right of entry has been received.  
34

35 The Contractor shall be responsible for providing, without expense or  
36 liability to the Contracting Agency, any additional land and access thereto  
37 that the Contractor may desire for temporary construction facilities, storage  
38 of materials, or other Contractor needs. However, before using any private  
39 property, whether adjoining the Work or not, the Contractor shall file with  
40 the Engineer a written permission of the private property owner, and, upon  
41 vacating the premises, a written release from the property owner of each  
42 property disturbed or otherwise interfered with by reasons of construction  
43 pursued under this contract. The statement shall be signed by the private  
44 property owner, or proper authority acting for the owner of the private  
45 property affected, stating that permission has been granted to use the

SPECIAL PROVISIONS - Continued

1 property and all necessary permits have been obtained or, in the case of a  
 2 release, that the restoration of the property has been satisfactorily  
 3 accomplished. The statement shall include the parcel number, address,  
 4 and date of signature. Written releases must be filed with the Engineer  
 5 before the Completion Date will be established.

6

7

**PUBLIC NOTIFICATION**

8

9 Each property owner shall be given a minimum of 2 working days notice  
 10 prior to entry upon the owner's property by the Contractor. This includes  
 11 entry onto easements and private property where private improvements  
 12 must be adjusted.

13

14 The Contractor shall notify all residents and businesses within 300 feet from  
 15 the edge of the Work area prior to performing any Work under this Contract.

16

17 Notification shall be made to ensure that:

18

19

1. Parked vehicles are moved;

20

21

2. The public is aware that access may be temporarily impeded;

22

23

3. The public is aware that private improvements within the Work  
 24 area may be impacted.

25

26

Notification shall be as follows:

27

28

A. Pre-notification to residents, and businesses shall be provided  
 29 indicating the Contractor's intended construction schedule.  
 30 This notification shall precede the Work by a minimum of  
 31 10 calendar days. Wording shall be approved by the  
 32 Contracting Agency prior to the performance of any Work.

33

34

B. Final notification shall state the exact construction start date,  
 35 after which any private improvements that remain within the  
 36 right-of-way and/or easements will be subject to removal or  
 37 relocation by the Contractor as indicated on the Plans and  
 38 Section 1-07.16. This notification shall be made a minimum  
 39 of 2 working days in advance of the construction start date.

40

41

Any delay or shut down in the continuous prosecution of the Work, as  
 42 specified, shall require another notification as described herein.

43

44

SPECIAL PROVISIONS - Continued1           **Payment**

2

3

4

5

6

7

**1-08 PROSECUTION AND PROGRESS**

8

9

Add the following new section:

10

11

**1-08.0 Preliminary Matters (New Section)**

12

(May 25, 2006 APWA GSP)

13

14

**1-08.0(1) Preconstruction Conference**

15

(October 10, 2008 G&amp;O GSP)

16

17

18

19

20

Prior to the Contractor beginning the Work, a preconstruction conference will be held between the Contractor, the Contracting Agency, the Engineer and such other persons as may be invited. The purpose of the preconstruction conference will be:

21

22

1. To review the initial progress schedule;

23

24

2. To establish a working understanding among the various persons associated with or affected by the Work;

25

26

27

3. To establish and review procedures for progress payment, notifications, approvals, submittals, etc.;

28

29

30

4. To establish normal working hours for the Work;

31

32

5. To review traffic control; and

33

34

6. To discuss such other related items as may be pertinent to the Work.

35

36

37

The Contractor shall prepare and submit the following to the Engineer at the preconstruction meeting:

38

39

40

1. Breakdown of all lump sum items in the Proposal;

41

42

2. A preliminary schedule for working drawing submittals; and

43

44

3. A list of material sources for approval, if applicable.

45

SPECIAL PROVISIONS - Continued

1 Add the following new section:

2  
3 **1-08.0(2) Hours of Work**

4 (December 8, 2014 APWA GSP)

5  
6 Except in the case of emergency or unless otherwise approved by the  
7 Engineer, the normal working hours for the Contract shall be any  
8 consecutive 8-hour period between 7:00 a.m. and 6:00 p.m. Monday  
9 through Friday, exclusive of a lunch break. If the Contractor desires different  
10 than the normal working hours stated above, the request must be submitted  
11 in writing prior to the preconstruction conference, subject to the provisions  
12 below. The working hours for the Contract shall be established at or prior  
13 to the preconstruction conference.  
14

15 All working hours and days are also subject to local permit and ordinance  
16 conditions (such as noise ordinances).  
17

18 If the Contractor wishes to deviate from the established working hours, the  
19 Contractor shall submit a written request to the Engineer for consideration.  
20 This request shall state what hours are being requested, and why.  
21 Requests shall be submitted for review no later than 48 hours prior to the  
22 day(s) the Contractor is requesting to change the hours.  
23

24 If the Contracting Agency approves such a deviation, such approval may be  
25 subject to certain other conditions, which will be detailed in writing. For  
26 example:  
27

- 28 1. On non-Federal aid projects, requiring the Contractor to reimburse  
29 the Contracting Agency for the costs in excess of straight-time costs  
30 for Contracting Agency representatives who worked during such  
31 times. (The Engineer may require designated representatives to be  
32 present during the Work. Representatives who may be deemed  
33 necessary by the Engineer include, but are not limited to: survey  
34 crews; personnel from the Contracting Agency's material testing lab;  
35 inspectors; and other Contracting Agency employees or third party  
36 consultants when, in the opinion of the Engineer, such work  
37 necessitates their presence.)  
38
- 39 2. Considering the Work performed on Saturdays, Sundays, and  
40 holidays as working days with regard to the contract time.  
41
- 42 3. Considering multiple work shifts as multiple working days with  
43 respect to contract time even though the multiple shifts occur in a  
44 single 24-hour period.  
45

SPECIAL PROVISIONS - Continued

- 1           4.       If a 4-10 work schedule is requested and approved the non working  
2                   day for the week will be charged as a working day.  
3
- 4           5.       If Davis Bacon wage rates apply to this Contract, all requirements  
5                   must be met and recorded properly on certified payroll  
6

**1-08.1 Subcontracting****1-08.1(7)A Payment Certification**

(December 30, 2022 APWA GSP)

Revise this Section to read "Vacant."

**1-08.3(2)A Type A Progress Schedule**

(December 30, 2022 APWA GSP)

Revise this section to read:

The Contractor shall submit one copy of a Type A Progress Schedule no later than at the preconstruction conference, or some other mutually agreed upon submittal time. The schedule may be a critical path method (CPM) schedule, bar chart, or other standard schedule format. Regardless of which format used, the schedule shall identify the critical path. The Engineer will evaluate the Type A Progress Schedule and approve or return the schedule for corrections within 15 calendar days of receiving the submittal.

**1-08.3(2)D Weekly Look-Ahead Schedule**

(August 2009 G&amp;O GSP)

This Section is supplemented with the following:

The Contractor shall attend a weekly construction meeting with the Contracting Agency. The meeting will include discussion of the weekly look-ahead schedule, status of the Work, utility coordination, and traffic control. The Contractor's superintendent/foreman shall attend and participate in the weekly construction meeting.

**1-08.4 Prosecution of Work**

(January 13, 2023 G&amp;O GSP)

Delete the first sentence of this Section and replace with the following:

The Contract time shall begin on the first working day following the 10<sup>th</sup> calendar day after the issuance of the written notice to proceed or the first day on which the Contractor begins to perform Work on the site, whichever

SPECIAL PROVISIONS - Continued

1 first occurs.

2

3 **1-08.5 Time for Completion**

4 (May 4, 2022 G&O GSP)

5

6 Delete this Section in its entirety and replace with the following:

7

8 The Contractor shall complete all Contract Work within the number of  
9 working days stated in the Contract Provisions or as extended by the  
10 Engineer in accordance with Section 1-08.8. Every day will be counted as  
11 a working day unless it is a nonworking day or an Engineer determined  
12 unworkable day. A nonworking day is defined as a Saturday, a Sunday, a  
13 day on which the Contract specifically suspends Work, or one of these  
14 holidays: January 1, the third Monday of January, the third Monday of  
15 February, Memorial Day, June 19, July 4, Labor Day, November 11,  
16 Thanksgiving, the day after Thanksgiving, and Christmas Day. When any  
17 of these holidays fall on a Sunday, the following Monday shall be counted  
18 a nonworking day. When the holiday falls on a Saturday, the preceding  
19 Friday shall be counted a nonworking day. The days between December 25  
20 and January 1 will be classified as nonworking days, provided the  
21 Contractor actually suspends performance of the Work.

22

23 Any unworkable day is defined as a half or whole day the Engineer declares  
24 to be unworkable because of weather or conditions caused by the weather  
25 that prevents satisfactory and timely performance of the Work. If the  
26 Contractor works, regardless of the weather, that day shall be counted as a  
27 working day. Other conditions beyond the control of the Contractor may  
28 qualify for an extension of time in accordance with Section 1-08.8.

29

30 The Contract time shall begin on the first working day following the 10<sup>th</sup>  
31 calendar day after the issuance of the written notice to proceed or the first  
32 day on which the Contractor begins to perform Work on the site, whichever  
33 first occurs. The Contract Provisions may specify another starting date for  
34 the Contract time, in which case time will begin on the starting date  
35 specified.

36

37 Each working day shall be charged to the Contract as it occurs until the  
38 Work is physically complete. If requested by the Contractor in writing, the  
39 Engineer will provide the Contractor with a weekly statement that shows the  
40 number of working days: (1) charged to the Contract the week before; (2)  
41 specified for the substantial and physical completion of the Contract; and  
42 (3) remaining for the substantial and physical completion of the Contract.  
43 The statement will also show the nonworking days and any partial or whole  
44 days that the Engineer determines to be unworkable. If the Contractor  
45 disagrees with any statement issued by the Engineer, the Contractor shall



SPECIAL PROVISIONS - Continued

1 submit a written protest within 10 calendar days after the date of the  
 2 statement. The protest shall be sufficiently detailed to enable the Engineer  
 3 to ascertain the basis for the dispute and the amount of time disputed. Any  
 4 statement that is not protested by the Contractor as required in this Section  
 5 shall be deemed as having been accepted. If the Contractor elects to work  
 6 10 hours a day for four days a week (a 4-10 schedule), the fifth day of the  
 7 week of that week will be charged as a working day if that day would be  
 8 chargeable as a working day if the Contractor had not elected to utilize the  
 9 4-10 schedule.

10  
 11 The Engineer will give the Contractor written notice of the Completion Date  
 12 of the Contract after all of the Contractor's obligations under the Contract  
 13 have been performed by the Contractor. The following events must occur  
 14 before the Completion Date will be established:

- 15  
 16 1. The physical Work on the project must be complete; and
- 17  
 18 2. The Contractor must furnish all documentation required by the  
 19 Contract and required by law, to allow the Contracting Agency  
 20 to process final acceptance of the Contract. The following  
 21 documents must be received by the Project Engineer prior to  
 22 establishing a Completion Date:
  - 23  
 24 a. Certified payrolls (per Section 1-07.9(5));
  - 25  
 26 b. Material acceptance certification documents;
  - 27  
 28 c. Final Contract Voucher certification;
  - 29  
 30 d. Property owner releases required by Section 1-07.24.
  - 31  
 32 e. Affidavits of Wages Paid for the Contractor and all  
 33 Subcontractors must be submitted to the Contracting  
 34 Agency.
  - 35  
 36 f. A copy of the Notice of Termination sent to the  
 37 Washington State Department of Ecology (Ecology);  
 38 the elapse of 30 calendar days from the date of receipt  
 39 of the Notice of Termination by Ecology; and no  
 40 rejection of the Notice of Termination by Ecology. This  
 41 requirement will not apply if the Construction  
 42 Stormwater General Permit is transferred back to the  
 43 Contracting Agency in accordance with  
 44 Section 8-01.3(16).  
 45

SPECIAL PROVISIONS - Continued**1-08.8 Extension of Time**

(February 15, 2008 G&amp;O GSP)

Delete Item 6 of the third paragraph and replace it with the following:

6. If the actual quantity of Work performed for a bid item was more than the original Plan quantity and increased the duration of a critical activity, and if the total extended bid price for that item at time of award was equal to or greater than 10 percent of the total Contract price at time of award. Extensions of time will be limited to only those bid items where the quantity exceeded the original Plan quantity by 25 percent or more.

**1-08.9 Liquidated Damages**

(June 16, 2006 G&amp;O GSP)

Delete this Section and replace it with the following:

Time is of the essence of this Contract. All of the Work shall be completed within the time limits set forth in the Contract, and the Contractor's unexcused failure to do so shall result in liquidated damages being assessed as provided in the Contract Provisions.

- a. The Contractor acknowledges that the Contracting Agency will suffer monetary damages in the event of an unexcused delay in the substantial completion and physical completion of the Work. If the Contractor fails, without excuse under the Contract, or otherwise refuses to complete the Work within the Contract time, or any extension thereof granted by the Contracting Agency, the Contractor agrees to pay to the Contracting Agency the amount specified in the Contract Provisions, not as a penalty, but as liquidated damages for such breach of the Contract, for each day that the Contractor shall be in default after the time stipulated in the Contract for substantial completion and physical completion of the Work.
- b. The amount of liquidated damages is fixed and agreed upon by and between the Contractor and the Contracting Agency because of the impracticability and extreme difficulty of determining the actual damages that the Contracting Agency would sustain. The amount of liquidated damages is specifically agreed to be a reasonable approximation of the damages which the Contracting Agency would sustain as a result of an unexcused delay in the substantial completion and the physical completion of the Work. The Contracting Agency may retain liquidated damages from progress payments that otherwise would be due to the Contractor.

SPECIAL PROVISIONS - Continued1  
2 **1-09 MEASUREMENT AND PAYMENT**3  
4 **1-09.2(1) General Requirements for Weighing Equipment**

5 (December 30, 2022 APWA GSP, Option 2)

6  
7 Revise item 4 of the fifth paragraph to read:

- 8
- 
- 9 4. Test results and scale weight records for each day's hauling
- 
- 10 operations are provided to the Engineer daily. Reporting shall utilize
- 
- 11 WSDOT form 422-027, Scaleman's Daily Report, unless the printed
- 
- 12 ticket contains the same information that is on the Scaleman's Daily
- 
- 13 Report Form. The scale operator must provide AM and/or PM tare
- 
- 14 weights for each truck on the printed ticket.
- 
- 15

16 **1-09.2(5) Measurement**

17 (December 30, 2022 APWA GSP)

18  
19 Revise the first paragraph to read:20  
21 **Scale Verification Checks** – At the Engineer's discretion, the Engineer  
22 may perform verification checks on the accuracy of each batch, hopper, or  
23 platform scale used in weighing contract items of Work.  
2425 **1-09.6 Force Account**

26 (January 17, 2023 G&amp;O GSP)

27  
28 Delete this Section and replace it with the following:29  
30 The cost to be included in the equitable adjustment for any changes directed  
31 or approved in accordance with Section 1-04.4, will be determined by one  
32 or more of the following methods:

- 33
- 
- 34 a. Contract unit bid prices previously approved; or
- 
- 35
- 
- 36 b. If there are no unit bid prices, an agreed lump sum; or
- 
- 37
- 
- 38 c. If the amount of the adjustment cannot be agreed upon in
- 
- 39 advance or in the manner provided in subparagraph a. or b.
- 
- 40 above, the cost will be determined by the actual cost of:
- 
- 41
- 
- 42 1. Labor including working foremen. Labor rates will
- 
- 43 include the basic wage and fringe benefits, current
- 
- 44 rates for Federal Insurance Compensation Act (FICA),
- 
- 45 Federal Unemployment Tax Act (FUTA) and State

SPECIAL PROVISIONS - Continued

1 Unemployment Tax Act (SUTA), and the company's  
 2 present rates for medical aid and industrial insurance  
 3 premiums. Labor reimbursement calculations will be  
 4 based on a "Labor List" (List) prepared and submitted  
 5 by the Contractor and any Subcontractor before the  
 6 Contractor commences force account Work. The  
 7 Engineer may compare the List to payrolls and other  
 8 documents and may at any time, require the Contractor  
 9 to submit a new List.

10  
 11 In the event that an acceptable List is not received by  
 12 the time that force account calculations are begun, the  
 13 Engineer will develop a List unilaterally, utilizing the  
 14 best data available;

15  
 16 2. Materials and equipment incorporated permanently  
 17 into the Work;

18  
 19 3. The ownership or rental cost of equipment during the  
 20 time of use on the extra Work. Equipment rates shall  
 21 be as set forth in the then current AGC/WSDOT  
 22 Equipment Rental Agreement. These rates shall be full  
 23 compensation for all costs incidental to furnishing and  
 24 operating the equipment. The Contractor shall submit  
 25 copies of applicable portions of the AGC/WSDOT  
 26 Equipment Rental Agreement to the Engineer. The  
 27 rates listed in the Rental Rate Blue Book (as modified  
 28 by the current AGC/WSDOT Equipment Rental  
 29 Agreement) shall be full compensation for all fuel, oil,  
 30 lubrication, ordinary repairs, maintenance, and all other  
 31 costs incidental to furnishing and operating the  
 32 equipment except labor for operation; plus

33  
 34 4. Overhead and Profit as follows:

35  
 36 For Work performed by the Contractor, an amount to  
 37 be agreed upon but not to exceed 15 percent of the  
 38 labor, material, and equipment cost agreed to by the  
 39 Engineer as compensation for supervision, small tools,  
 40 provisions for safety, home office and field overhead,  
 41 profit and other general conditions expenses,  
 42 including, but not limited to, insurance, bonds and  
 43 business & occupation taxes.  
 44

SPECIAL PROVISIONS - Continued

1 For Subcontractor work, the Subcontractor will be  
 2 allowed an amount to be agreed upon but not to  
 3 exceed 15 percent of the labor, material, and  
 4 equipment cost agreed to by the Engineer as  
 5 compensation for supervision, small tools, provisions  
 6 for safety, home office and field overhead, profit and  
 7 other general conditions expenses, including, but not  
 8 limited to, insurance, bonds and business & occupation  
 9 taxes. The Contractor will be allowed an additional  
 10 markup of 10 percent to compensate the Contractor for  
 11 all administrative costs, including home office and field  
 12 overhead, profit, bonds, insurance, business &  
 13 occupation taxes and any other costs incurred.

14  
 15 In no case will the total fixed fee for the Contractor, all  
 16 Subcontractors of all tiers exceed 30 percent.

**1-09.7 Mobilization**

18 (June 6, 2006, G&O GSP)  
 19

20  
 21 Delete the second and third paragraph of this Section. This Section is  
 22 supplemented with the following:  
 23

24 Throughout construction and until the Physical Completion Date, the  
 25 Contractor shall thoroughly comb and search the Work site and surrounding  
 26 area and remove any waste construction material, empty containers, litter  
 27 and other debris, whether or not deposited by the Contractor, and tidy up  
 28 the surrounding general area to make it neat in appearance.  
 29

**ROUTINE CLEANING****A. General:**

- 34 1. Maintain all stored materials and equipment in an orderly  
 35 fashion allowing maximum access, not impeding drainage,  
 36 pedestrian or vehicle traffic.  
 37
- 38 2. Do not allow the accumulation of scrap, waste material, used  
 39 containers, debris and other items not required for the Work.  
 40
- 41 3. At least once a week, and more often if necessary, completely  
 42 remove all scrap, debris, and waste material from the Work  
 43 site.  
 44

SPECIAL PROVISIONS - Continued

- 1                   4.     Provide adequate storage for all materials awaiting removal  
2                   from the Work site, observing all requirements for fire  
3                   protection and protection of the environment.  
4

5           B.     Site:  
6

- 7                   1.     Daily, and more often if necessary, inspect the Work site and  
8                   pick up all scrap, debris, and waste material. Remove all such  
9                   items to the place designated for their storage until they can  
10                  be disposed of.  
11  
12                  2.     Weekly, and more often if necessary, inspect the arrangement  
13                  of all materials and equipment stored on the Work site, re-  
14                  stack, tidy or otherwise rearrange them to meet the  
15                  requirements above.  
16  
17                  3.     Maintain the Work site at all times in a neat and orderly  
18                  condition meeting the approval of the Contracting Agency.  
19

20           **FINAL CLEANING**  
21

22           A.     General:  
23

24                   Prior to final inspection, remove from the Work site all tools, surplus  
25                   materials, equipment, scrap, debris and waste. The Contractor shall  
26                   thoroughly comb and search the surrounding area and remove any  
27                   debris of any kind and tidy up the general area to make it neat in  
28                   appearance, including removal of debris not deposited by the  
29                   Contractor's operations.  
30

31           **Payment**  
32

33                   “Mobilization, Cleanup, and Demobilization,” lump sum.  
34

35                   The lump sum contract payment shall be full compensation for all costs  
36                   incurred by the Contractor in performing the Contract Work defined in this  
37                   Section. Payment for this item shall be made as follows:  
38

- 39                   1.     Fifty percent of this item will be included in the first monthly  
40                   pay estimate after the Contractor is in full operation and  
41                   construction of the Work has began;  
42  
43                   2.     Forty percent of this item will be proportioned equally (based  
44                   on the number of working days in the Contract) and included  
45                   in each monthly pay estimate submitted by the Contractor.

SPECIAL PROVISIONS - Continued

1 The Contractor shall provide regular and ongoing cleanup.  
 2 Failure of the Contractor to provide regular ongoing cleanup  
 3 will be cause for permanent forfeiture of the monthly payment  
 4 for each month that the cleanup is not performed as required.  
 5 If cleanup is not performed during a monthly pay period, it  
 6 shall not be subject to reimbursement under any following  
 7 monthly pay estimate, and the lump sum amount due will be  
 8 adjusted accordingly.  
 9

- 10 3. Ten percent of this item will be included in the estimate issued  
 11 when the Physical Completion Date is achieved, including the  
 12 removal of all equipment from the Work site.  
 13

**1-09.8 Payment for Material on Hand**

14 (June 16, 2006 G&O GSP)  
 15  
 16

17 Delete the first paragraph of this Section and replace it with the following:  
 18

19 The Contracting Agency may reimburse the Contractor for 90 percent of the  
 20 invoice amount of the material and equipment purchased before their  
 21 incorporation into the Work if they:  
 22

- 23 1. Meet the requirements of the Plans and Specifications;  
 24  
 25 2. Are delivered to or stockpiled near the Work site or to another  
 26 Engineer-approved storage site; and  
 27  
 28 3. Consist of: piping material, reinforcing steel, bronze plates,  
 29 structural steel; machinery; piling, timber and lumber (not  
 30 including forms and falsework), large signs unique to the  
 31 Work, prestressed concrete beams or girders, or other  
 32 material the Engineer may approve.  
 33

**1-09.9 Payments**

34 (January 13, 2023 G&O GSP)  
 35  
 36

37 This Section is revised to read:  
 38

39 The basis of payment will be the actual quantities of Work performed  
 40 according to the Contract and as specified for payment.  
 41

42 The Contractor shall submit a breakdown of the cost of lump sum bid items  
 43 at the Preconstruction Conference, to enable the Project Engineer to  
 44 determine the Work performed on a monthly basis. A breakdown is not  
 45 required for lump sum items that include a basis for incremental payments

SPECIAL PROVISIONS - Continued

1 as part of the respective Specification. Absent a lump sum breakdown, the  
 2 Project Engineer will make a determination based on information available.  
 3 The Project Engineer's determination of the cost of work shall be final.

4  
 5 Progress payments for completed work and material on hand will be based  
 6 upon progress estimates prepared by the Engineer. A progress estimate  
 7 cutoff date will be established at the preconstruction conference.

8  
 9 The initial progress estimate will be made not later than 30 days after the  
 10 Contractor commences the work, and successive progress estimates will  
 11 be made every month thereafter until the Completion Date. Progress  
 12 estimates made during progress of the work are tentative, and made only  
 13 for the purpose of determining progress payments. The progress estimates  
 14 are subject to change at any time prior to the calculation of the final  
 15 payment.

16  
 17 The value of the progress estimate will be the sum of the following:

- 18  
 19 1. Unit Price Items in the Bid Form — the approximate quantity of  
 20 acceptable units of work completed multiplied by the unit price.
- 21  
 22 2. Lump Sum Items in the Bid Form — based on the approved  
 23 Contractor's lump sum breakdown for that item, or absent such a  
 24 breakdown, based on the Engineer's determination.
- 25  
 26 3. Materials On Hand — 90 percent of invoiced cost of material  
 27 delivered to Job site or other storage area approved by the Engineer.
- 28  
 29 4. Change Orders — entitlement for approved extra cost or completed  
 30 extra work as determined by the Engineer.

31  
 32 Progress payments will be made in accordance with the progress estimate  
 33 less:

- 34  
 35 1. Retainage per Section 1-09.9(1), on non FHWA-funded projects;
- 36  
 37 2. The amount of progress payments previously made; and
- 38  
 39 3. Funds withheld by the Contracting Agency for disbursement in  
 40 accordance with the Contract Documents.

41  
 42 Progress payments for work performed shall not be evidence of acceptable  
 43 performance or an admission by the Contracting Agency that any work has  
 44 been satisfactorily completed. The determination of payments under the  
 45 contract will be final in accordance with Section 1-05.1.



SPECIAL PROVISIONS - Continued

1  
2 Failure to perform any of the obligations under the Contract by the  
3 Contractor may be decreed by the Contracting Agency to be adequate  
4 reason for withholding any payments until compliance is achieved.

5  
6 Upon completion of all Work and after final inspection (Section 1-05.11), the  
7 amount due the Contractor under the Contract will be paid based upon the  
8 final estimate made by the Engineer and presentation of a Final Contract  
9 Voucher Certification to be signed by the Contractor. The Contractor's  
10 signature on such voucher shall be deemed a release of all claims of the  
11 Contractor unless a Certified Claim is filed in accordance with the  
12 requirements of Section 1-09.11 and is expressly excepted from the  
13 Contractor's certification on the Final Contract Voucher Certification. The  
14 date the Contracting Agency signs the Final Contract Voucher Certification  
15 constitutes the final acceptance date (Section 1-05.12).

16  
17 If the Contractor fails, refuses, or is unable to sign and return the Final  
18 Contract Voucher Certification or any other documentation required for  
19 completion and final acceptance of the Contract, the Contracting Agency  
20 reserves the right to establish a Completion Date (for the purpose of  
21 meeting the requirements of RCW 60.28) and unilaterally accept the  
22 Contract. Unilateral final acceptance will occur only after the Contractor has  
23 been provided the opportunity, by written request from the Engineer, to  
24 voluntarily submit such documents. If voluntary compliance is not achieved,  
25 formal notification of the impending establishment of a Completion Date and  
26 unilateral final acceptance will be provided by email with delivery  
27 confirmation from the Contracting Agency to the Contractor, which will  
28 provide 30 calendar days for the Contractor to submit the necessary  
29 documents. The 30 calendar day period will begin on the date the email with  
30 delivery confirmation is received by the Contractor. The date the Contracting  
31 Agency unilaterally signs the Final Contract Voucher Certification shall  
32 constitute the Completion Date and the final acceptance date  
33 (Section 1-05.12). The reservation by the Contracting Agency to unilaterally  
34 accept the Contract will apply to Contracts that are Physically Completed in  
35 accordance with Section 1-08.5, or for Contracts that are terminated in  
36 accordance with Section 1-08.10. Unilateral final acceptance of the  
37 Contract by the Contracting Agency does not in any way relieve the  
38 Contractor of their responsibility to comply with all Federal, State, tribal, or  
39 local laws, ordinances, and regulations that affect the Work under the  
40 Contract.

41  
42 Payment to the Contractor of partial estimates, final estimates, and retained  
43 percentages shall be subject to controlling laws.

44

SPECIAL PROVISIONS - Continued**1-09.11(3) Time Limitation and Jurisdiction**

(December 30, 2022 APWA GSP)

Revise this section to read:

For the convenience of the parties to the Contract it is mutually agreed by the parties that all claims or causes of action which the Contractor has against the Contracting Agency arising from the Contract shall be brought within 180 calendar days from the date of final acceptance (Section 1-05.12) of the Contract by the Contracting Agency; and it is further agreed that all such claims or causes of action shall be brought only in the Superior Court of the county where the Contracting Agency headquarters is located, provided that where an action is asserted against a county, RCW 36.01.050 shall control venue and jurisdiction. The parties understand and agree that the Contractor's failure to bring suit within the time period provided, shall be a complete bar to all such claims or causes of action. It is further mutually agreed by the parties that when claims or causes of action which the Contractor asserts against the Contracting Agency arising from the Contract are filed with the Contracting Agency or initiated in court, the Contractor shall permit the Contracting Agency to have timely access to all records deemed necessary by the Contracting Agency to assist in evaluating the claims or action.

**1-09.13(1)A General**

(December 30, 2022 APWA GSP)

Revise this section to read:

Prior to seeking claims resolution through arbitration or litigation, the Contractor shall proceed in accordance with Sections 1-04.5 and 1-09.11. The provisions of Sections 1-04.5 and 1-09.11 must be complied with in full as a condition precedent to the Contractor's right to seek claim resolution through binding arbitration or litigation.

Any claims or causes of action which the Contractor has against the Contracting Agency arising from the Contract shall be resolved, as prescribed herein, through binding arbitration or litigation.

The Contractor and the Contracting Agency mutually agree that those claims or causes of action which total \$1,000,000 or less, which are not resolved by mediation, shall be resolved through litigation unless the parties mutually agree in writing to resolve the claim through binding arbitration.

The Contractor and the Contracting Agency mutually agree that those claims or causes of action in excess of \$1,000,000, which are not resolved

SPECIAL PROVISIONS - Continued

1 by mediation, shall be resolved through litigation unless the parties mutually  
2 agree in writing to resolve the claim through binding arbitration.

3

4 **1-09.13(3)A Arbitration General**

5 (January 19, 2022 APWA GSP)

6

7 Revise the third paragraph to read:

8

9 The Contracting Agency and the Contractor mutually agree to be bound by  
10 the decision of the arbitrator, and judgment upon the award rendered by the  
11 arbitrator may be entered in the Superior Court of the county in which the  
12 Contracting Agency's headquarters is located, provided that where claims  
13 subject to arbitration are asserted against a county, RCW 36.01.050 shall  
14 control venue and jurisdiction of the Superior Court. The decision of the  
15 arbitrator and the specific basis for the decision shall be in writing. The  
16 arbitrator shall use the Contract as a basis for decisions.

17

18 **1-09.13(4) Venue for Litigation**

19 (December 30, 2022 APWA GSP)

20

21 Revise this section to read:

22

23 Litigation shall be brought in the Superior Court of the county in which the  
24 Contracting Agency's headquarters is located, provided that where claims  
25 are asserted against a county, RCW 36.01.050 shall control venue and  
26 jurisdiction of the Superior Court. It is mutually agreed by the parties that  
27 when litigation occurs, the Contractor shall permit the Contracting Agency  
28 to have timely access to all records deemed necessary by the Contracting  
29 Agency to assist in evaluating the claims or action.

30

31 **1-10 TEMPORARY TRAFFIC CONTROL**

32

33 **1-10.2(1) General**

34

35 This Section is supplemented with the following:

36

37 (October 3, 2022 WSDOT GSP)

38

The Traffic Control Supervisor shall be certified by one of the following:

39

40 The Northwest Laborers-Employers Training Trust

41

27055 Ohio Ave.

42

Kingston, WA 98346

43

(360) 297-3035

44

<https://www.nwlett.edu>

45

SPECIAL PROVISIONS - Continued

1 Evergreen Safety Council  
 2 12545 135<sup>th</sup> Ave. NE  
 3 Kirkland, WA 98034-8709  
 4 1-800-521-0778  
 5 <https://www.esc.org>  
 6  
 7 The American Traffic Safety Services Association  
 8 15 Riverside Parkway, Suite 100  
 9 Fredericksburg, Virginia 22406-1022  
 10 Training Dept. Toll Free (877) 642-4637  
 11 Phone: (540) 368-1701  
 12 <https://atssa.com/training>  
 13  
 14 Integrity Safety  
 15 13912 NE 20th Ave.  
 16 Vancouver, WA 98686  
 17 (360) 574-6071  
 18 <https://www.integritysafety.com>  
 19  
 20 US Safety Alliance  
 21 (904) 705-5660  
 22 <https://www.ussafetyalliance.com>  
 23  
 24 K&D Services Inc.  
 25 2719 Rockefeller Ave.  
 26 Everett, WA 98201  
 27 (800) 343-4049  
 28 <https://www.kndsolutions.net>  
 29

30 **1-10.2(2) Traffic Control Plans**  
 31 (March 31, 2016 G&O GSP)

32  
 33 This Section is supplemented with the following:

34  
 35 If traffic control plans are not included in the Contract Documents, the  
 36 Contractor shall submit traffic control plans for the Engineer's review and  
 37 approval.

**DIVISION 2**  
**EARTHWORK**

1 **2-01 CLEARING, GRUBBING AND ROADSIDE CLEANUP**

2  
3 **2-01.1 Description**

4 (December 7, 2006 G&O GSP)

5  
6 This Section is supplemented with the following:

7  
8 Clearing and grubbing on this project shall be performed within the  
9 following limits:

10  
11 Within the construction area of 81<sup>st</sup> Avenue NE, and within the  
12 right-of-way, where required. The area to be cleared and grubbed shall  
13 extend to 1 foot beyond the improvements (i.e., toe of fill, top of cut slope,  
14 fence, sidewalk, pavement removal area, pavement, curb, etc.) unless  
15 indicated otherwise on the Plans. The Contractor shall coordinate with the  
16 Engineer to protect and leave in place those trees, landscaping, or other  
17 items specifically identified to be saved. Where such is required, the  
18 Contractor shall flag those trees, shrubs, etc., to identify to his workforce  
19 their need to be saved.

20  
21 Existing landscaping, including but not limited to, rockeries, beauty bark,  
22 decorative gravel or rock, bushes, trees, and shrubbery within and/or  
23 adjacent to the work areas shall be protected from damage and/or  
24 removed and/or relocated as indicated on the Plans. The Contractor shall  
25 provide protection, removal, temporary or permanent relocation, watering,  
26 staking, etc., as directed by the Engineer.

27  
28 Unless indicated otherwise on the Plans, the property owners shall be  
29 allowed to remove and/or relocate trees, shrubs, irrigation, wood headers,  
30 ornamental plants, and any other decorative landscaping materials within  
31 the work areas that they wish to save. The Contractor shall notify both  
32 verbally and in writing (by certified mail) all abutting property owners and  
33 allow them a minimum of two weeks from the date the property owner is  
34 notified for the property owner to remove landscaping within the work  
35 area. The Contractor shall submit a checklist to the Contracting Agency  
36 verifying notification of property owners of landscaping relocation  
37 requirements. The Contractor shall remove and wastehaul all such items  
38 not removed by the property owner. Prior to the removal of the  
39 landscaping materials, the Contractor must receive approval from the  
40 Engineer to begin this work.

41  
42 If the Contractor removes or damages any existing vegetation,  
43 landscaping item or private irrigation system not designated for removal  
44 because of any act, omission, neglect or misconduct in the execution of  
45 the work, such items shall be restored or replaced in kind by the

SPECIAL PROVISIONS - Continued

1 Contractor to a condition similar or equal to that existing before such  
2 damage or removal occurred.

3

4 **2-01.2 Disposal of Usable Material and Debris**

5 (December 7, 2006 G&O GSP)

6

7 Delete the third paragraph of this Section and replace with the following:

8

9 Refuse and debris shall be loaded and hauled to a waste site secured by  
10 the Contractor and shall be disposed of in such a manner as to meet all  
11 requirements of state, county, and municipal regulations regarding health,  
12 safety and public welfare.

13

14 **2-01.5 Payment**

15 (March 6, 2016 G&O GSP)

16

17 This Section is supplemented with the following:

18

19 The lump sum contract price for "Clearing and Grubbing" shall include all  
20 costs associated with furnishing all labor, materials, tools, and equipment  
21 for completion of clearing and grubbing as indicated on the Plans and  
22 specified herein including, but not limited to, clearing and grubbing,  
23 wastehaul, notification/coordination with property owners and Contracting  
24 Agency, protecting landscaping to remain, restoration/replacement of  
25 those items identified to be saved that are damaged by the Contractor,  
26 and landscaping relocations as indicated on the Plans and specified  
27 herein.

28

29 **2-02 REMOVAL OF STRUCTURES AND OBSTRUCTIONS**

30

31 **2-02.1 Description**

32 (November 24, 2010 G&O GSP)

33

34 This Section is supplemented with the following:

35

36 This work also consists of removing, handling and disposing of deleterious  
37 material or debris encountered during roadway, sidewalk, and trench  
38 excavation or other work as indicated on the Plans within the Project site,  
39 including, but not limited to, existing pipes, utility structures or  
40 appurtenances, riprap, buried concrete including thrust blocks, concrete  
41 footings and/or slabs, buried logs or debris, asphalt pavement, cement  
42 concrete pavement, sidewalks, landscaping items, signs and any and all  
43 other structures and obstructions (unless a separate bid item has been  
44 provided for this work). All salvageable items shall be removed and

SPECIAL PROVISIONS - Continued

1 delivered to the Contracting Agency unless indicated otherwise on the  
2 Plans.

3

4 **2-02.3 Construction Requirements**

5 (January 7, 2013 G&O GSP)

6

7 This Section is supplemented with the following:

8

9 The removal of any existing improvements shall be conducted in such a  
10 manner as not to damage utilities and any portion of the infrastructure that  
11 is to remain in place. Any deviation in this matter will obligate the  
12 Contractor at his own expense, to repair, replace or otherwise make  
13 proper restoration to the satisfaction of the Contracting Agency.

14

15 When sawing of concrete or combinations of materials is required, the  
16 depth of cut shall be as required to accomplish the intended purpose,  
17 without damaging surfaces to be left in place and will be determined in the  
18 field to the satisfaction of the Engineer.

19

20 Unless otherwise indicated on the Plans or in the Special Provisions, all  
21 structures, castings, pipe and other material of recoverable value removed  
22 from the Project site shall be carefully salvaged and delivered to the  
23 Owner of said utility items in good condition and in such order of salvage  
24 as the Engineer may direct. Materials and other items deemed of no  
25 value by the Engineer shall be promptly removed, loaded and  
26 wastehauled by the Contractor and becomes his property, to be disposed  
27 of at his discretion, in compliance with regulatory requirements.

28

29 Waste materials shall be loaded and hauled to a waste site secured by the  
30 Contractor and shall be disposed of in such a manner as to meet all  
31 requirements of state, county and municipal regulations regarding health,  
32 safety and public welfare.

33

34 **2-02.3(3) Removal of Pavement, Sidewalks, Curbs and Gutters**

35 (January 4, 2010 G&O GSP)

36

37 This Section is supplemented with the following:

38

39 Existing cement concrete sidewalks, roadway slabs, curbs, and curbs and  
40 gutters shall be removed at the nearest construction joint where possible,  
41 and removed and wastehauled as required for the construction of this  
42 Project. Where directed by the Engineer, cement concrete curbs or curb  
43 and gutter shall be saw-cut prior to removal. Existing pavement shall be  
44 precut before commencing excavation and shall be removed as required  
45 for the construction.



SPECIAL PROVISIONS - Continued

1  
2 Where shown on the Plans or where directed in the field by the Engineer,  
3 the Contractor shall make a neat vertical saw-cut at the boundaries of the  
4 area to be removed. Care shall be taken during sawcutting so as to  
5 prevent damage to the existing asphalt concrete, or concrete, to remain in  
6 place. Any pavement or concrete damaged by the Contractor outside the  
7 area scheduled for removal due to the Contractor's operations or  
8 negligence shall be repaired or replaced to the Contracting Agency's  
9 satisfaction by the Contractor at no additional cost to the Contracting  
10 Agency.

11  
12 All cuts shall be continuous, full depth, and shall be made with saws  
13 specifically equipped for this purpose. No skip cutting or jack hammering  
14 will be allowed unless specifically approved otherwise in writing by the  
15 Engineer.

16  
17 Wheel cutting or jack hammering shall not be considered an acceptable  
18 means of pavement "cutting," unless pre-approved in writing by the  
19 Engineer. However, even if pre-approved as a method of cutting, no  
20 payment will be made for this type of work, and it shall be included in the  
21 various unit contract and lump sum prices listed in the Proposal.

22  
23 The location of all pavement cuts shall be pre-approved by the Engineer in  
24 the field before cutting commences.

25  
26 All water and slurry material resulting from sawcutting operations shall not  
27 be allowed to enter the storm drainage or sanitary sewer system and shall  
28 be removed from the site and disposed of in accordance with the  
29 Washington State Department of Ecology regulations.

30  
31 **2-02.5 Payment**

32 (November 24, 2010 G&O GSP)

33  
34 This Section is supplemented with the following:

35  
36 All costs for sawcutting as indicated in the Plans and as may be  
37 additionally necessary to construct the Project shall be included in the unit  
38 contract and lump sum prices as listed in the Proposal. No additional or  
39 separate payment will be made for sawcutting.

40  
41 The lump sum contract price for "Removal of Structure and Obstruction"  
42 shall be full compensation for furnishing all tools, labor, equipment,  
43 materials, and incidentals necessary for removing, loading, hauling,  
44 relocating, disposing of, and/or delivering items as noted herein and

SPECIAL PROVISIONS - Continued

1 directed in the field by the Resident Inspector, to include but not limited to,  
 2 fees and permits related to disposal.

3

4 **2-03 ROADWAY EXCAVATION AND EMBANKMENT**

5

6 **2-03.1 Description**

7 (March 17, 2016 G&O GSP)

8

9 This Section is supplemented with the following:

10

11 This work also includes wet weather and wet condition earthwork  
 12 measures.

13

14 **2-03.3 Construction Requirements**

15 (January 7, 2013 G&O GSP)

16

17 This Section is supplemented with the following:

18

19 The following items shall be followed if earthwork is to be performed in wet  
 20 weather or in wet conditions:

21

22 1. Earthwork shall be performed in small sections to minimize  
 23 exposure to wet weather. Excavation or the removal of unsuitable  
 24 soil shall be followed immediately by the placement and  
 25 compaction of a suitable thickness (generally eight inches or less)  
 26 of clean structural fill. The size and/or type of construction  
 27 equipment shall be selected as required to prevent soil disturbance.  
 28 In some instances, it may be necessary to limit equipment size to  
 29 minimize subgrade disturbance caused by equipment traffic.

30

31 2. During wet weather conditions, the allowable fines content of the  
 32 gravel borrow shall be reduced to no more than 5 percent by weight  
 33 based on the portion passing the 3/4-inch sieve. The sand  
 34 equivalent shall be 50 percent minimum.

35

36 3. The ground surface in the construction area shall be graded to  
 37 promote the rapid runoff of surface water and to prevent ponding of  
 38 water.

39

40 4. No soil should be left uncompacted and exposed to moisture. A  
 41 smooth drum vibratory roller, or equivalent, shall be used to seal  
 42 the ground surface.

43

SPECIAL PROVISIONS - Continued

1           5.       Excavation and placement of fill or backfill material will be observed  
2                    by the Engineer, to determine that all work is being accomplished in  
3                    accordance with the project specifications.  
4

**2-03.3(7)B Haul**

6 (January 7, 2013 G&O GSP)  
7

8 Delete this Section and replace it with the following:  
9

10           There shall be no separate payment for haul of excess or unsuitable  
11           excavated material, or debris to the Contractor provided disposal site.  
12           The Contracting Agency is not providing a disposal site for this Project. All  
13           costs for haul shall be included in the bid prices for other work.  
14

**2-03.3(7)C Contractor-Provided Disposal Site**

16 (January 7, 2013 G&O GSP)  
17

18 Delete the first paragraph and replace it with the following:  
19

20           The Contractor shall arrange for the disposal of the excess or unsuitable  
21           excavated material, or other materials at no expense to the Contracting  
22           Agency.  
23

**2-03.3(10) Selected Material**

25 (May 5, 2016 G&O GSP)  
26

27 Delete the second paragraph and insert the following in its place:  
28

29           **Direct Hauling.** If it is practical, the Contractor shall haul selected  
30           material immediately from the excavation to its final place on the  
31           Roadbed. The Contracting Agency will pay for such Work at the unit  
32           Contract price for "Excavation, Embankment and Grading, Incl. Haul."  
33

34 Delete the fifth paragraph and insert the following in its place:  
35

36           There will be not additional payment for hauling, handling and stockpiling  
37           selected materials.  
38

**2-03.3(12) Overbreak**

41 Delete the last sentence in this Section.  
42

SPECIAL PROVISIONS - Continued**2-03.4 Measurement****(\*\*\*\*\*)**

Delete all paragraphs under this Section and replace with the following:

Only one determination of the original ground elevation will be made on this project. Measurement for Excavation, Embankment and Grading, Incl. Haul will be based on the original ground elevations recorded previous to the award of this contract.

If discrepancies are discovered in the ground elevations, which will materially affect the quantities of earthwork, the original computations of earthwork quantities will be adjusted accordingly.

Earthwork quantities will be computed, either manually or by means of electronic data processing equipment, by use of the average end area method or by the finite element analysis method utilizing digital terrain modeling techniques.

Copies of the original survey notes will be made available for the successful bidder's inspection if the Contract is awarded.

No specific unit of measure shall apply to the lump sum item Excavation, Embankment and Grading, Incl. Haul.

**2-03.5 Payment****(\*\*\*\*\*)**

Delete all paragraphs under this Section and replace with the following:

Payment will be made in accordance with Section 1-04.1 for each of the following bid items that are included in the Proposal:

"Excavation, Embankment and Grading, Incl. Haul," lump sum.

The lump sum price for "Excavation, Embankment and Grading, Incl. Haul" shall be full pay for all materials, tools, labor, and equipment necessary for excavation to the grade lines shown including, but not limited to, haul, stockpiling, placing, shaping, and grading per Section 2-03, Subgrade Preparation per Section 2-06, Watering per Section 2-07, compacting, testing, loading, hauling to waste and disposing of all excess or unsuitable material, including logs, rocks, cobbles, etc. The unit contract price shall also include all costs required to uniformly grade and clean existing and/or new ditches to drain to existing and/or proposed

SPECIAL PROVISIONS - Continued

1 drainage structures and the earthwork required for construction of  
2 driveways.

3

4 In the event the Contractor overcuts a street, due to his oversight or error,  
5 the structural fill material (as approved by Contracting Agency) and  
6 compaction required to bring the roadway section back to subgrade  
7 elevation shall be furnished and accomplished at his sole expense, as no  
8 additional payment will be due the Contractor for this work.

9

10 Should solid rock be encountered, the excavation, removal and wastehaul  
11 will be paid by change order per Section 1-04.4. Boulders or broken rock  
12 less than 2 cubic yards in volume will not be classified as solid rock, nor  
13 will so called "hard-pan" or cemented gravel, even though it may be  
14 advantageous to use explosives in its removal.

15

## 16 **2-04 HAUL**

17

### 18 **2-04.1 Description**

19 (June 16, 2006 G&O GSP)

20

21 This Section is supplemented with the following:

22

23 If the sources of materials provided by the Contractor necessitates hauling  
24 over any public roads, the Contractor shall, at the Contractor's expense,  
25 make all arrangements for the use of the haul routes. No separate monies  
26 will be due the Contractor for this work.

27

## 28 **2-06 SUBGRADE PREPARATION**

29

### 30 **2-06.3(1) Subgrade for Surfacing**

31 (June 16, 2006 G&O GSP)

32

33 This Section is supplemented with the following:

34

35 9. The grading shall be completed at least 100 feet ahead of the  
36 placing of gravel borrow or crushed surfacing base material.

37

38

SPECIAL PROVISIONS - Continued**2-07 WATERING****2-07.3 Construction Requirements**

(November 24, 2010 G&amp;O GSP)

This Section is supplemented with the following:

During construction, the Contractor shall have dedicated to the Project a suitable water truck that shall be operated as necessary to control dust. Failure to have a water truck immediately accessible to the job and failure to use a water truck for dust control shall be adequate reason for the Engineer to issue a suspension of work.

A hydrant permit will be required to be secured by the Contractor for any necessary water. Water will be provided at the convenience of the Contracting Agency which reserves the right to control the location and use of water based on the Contracting Agency's own needs.

**2-07.5 Payment**

(May 5, 2016 G&amp;O GSP)

This Section is supplemented with the following:

The cost for all water permit(s), and furnishing and placing water shall be included in the lump sum price for "Excavation, Embankment and Grading, Incl. Haul."

**2-09 STRUCTURE EXCAVATION****2-09.3(1) General Requirements**

(August 1, 2009 G&amp;O GSP)

This Section is supplemented with the following:

When any Work is being considered by the Contractor in the vicinity of an existing utility, the Contractor shall so inform an authority of the particular utility in ample time so that the utility involved and the Contractor may take any precautions necessary to facilitate construction in the vicinity of the utility, and thereby protect that particular utility from damage.

**Protecting and Maintaining Utility Service**

The Contractor shall protect and maintain the operational service of existing utility systems in a continuous manner as possible. The Contractor shall have the approval from the Engineer and notification shall

SPECIAL PROVISIONS - Continued

1 be given to the Contracting Agency before any disruptions of service in  
 2 existing utilities will be allowed. The Contractor shall comply with all the  
 3 conditions established by the Engineer and the Contracting Agency. The  
 4 Contractor shall give the utility owner a minimum notice of 48 hours before  
 5 disrupting any planned service interruption. No planned interruption to an  
 6 existing system shall be allowed on Fridays, weekends, or holidays,  
 7 unless specifically agreed to in writing by the Contracting Agency. Where  
 8 services are to be shut down, affected parties shall be notified in writing by  
 9 the Contractor (i.e., door hangers) at least 48 hours and not more than  
 10 72 hours in advance of the time and period of shut down. The Contractor  
 11 shall make every effort to keep shut down schedules to periods of  
 12 anticipated minimum usage and for the least period of time.

13  
 14 Where the construction crosses or is adjacent to existing utilities, the  
 15 Contractor shall exercise extreme care to protect such utilities from  
 16 damage. Additionally, the Contractor shall review the Plans, the project  
 17 site and familiarize himself with the various utilities and plan his  
 18 construction activities in recognition that the very close proximity of  
 19 existing utilities to the proposed work will adversely affect production rates  
 20 of installation of the various planned improvements. The Contractor is  
 21 hereby advised and cautioned that the location of existing utilities will be  
 22 cause for considerable and extreme care and due diligence on the part of  
 23 the Contractor. As such, work production rates are anticipated to be  
 24 significantly impacted by their presence and normal production rates  
 25 should not be anticipated, during construction by the Contractor for work in  
 26 these areas. The Contractor shall anticipate minor alignment adjustments  
 27 will also be required to accommodate the installation of utilities.

**2-09.3(5) Locating Utilities (New Section)**

28  
 29 (March 3, 2011 G&O GSP)  
 30

31  
 32 A reasonable attempt has been made to locate known existing utilities; however,  
 33 the exact location, and/or depth is unknown in most instances. It shall be the  
 34 responsibility of the Contractor to locate existing utilities, to include their  
 35 respective depths.  
 36

37 The Contractor shall provide field exploration through vacuum excavation,  
 38 potholing or other suitable means to locate more precisely existing underground  
 39 utilities as to location and depth. The Contractor shall decide on the difficulties to  
 40 be encountered in constructing the project, and determine therefrom the extent of  
 41 exploration required to expedite the construction to first prevent damage to those  
 42 utilities, and secondly to determine if the new construction is to go around, over  
 43 or under the existing utility. Where underground utilities are found to be in the  
 44 way of construction, such condition shall not be deemed to be a changed or  
 45 differing site condition, and if necessary, minor pipe alignment or grade will be

SPECIAL PROVISIONS - Continued

1 modified at no additional cost to the Contracting Agency. At a minimum,  
2 potholing will be required at all utility interties prior to trench excavation for  
3 connections and at all major utility crossings, and potential conflicts noted by  
4 underground location notification as may be directed by the Engineer. See  
5 Contract Plans for additional specific locations.

6  
7 **2-09.4 Measurement**

8 (March 3, 2011 G&O GSP)  
9

10 This Section is supplemented with the following:

11  
12 No specific unit of measurement shall apply to the lump sum item of locate  
13 existing utilities.  
14

15 **2-09.5 Payment**

16 (March 3, 2011 G&O GSP)  
17

18 Delete all paragraphs under this Section and replace with the following:  
19

20 Payment will be made in accordance with Section 1-04.1 for each of the  
21 following bid items that are included in the Proposal.  
22

23 "Locate Existing Utilities," per lump sum.  
24

25 The lump sum contract price for "Locate Existing Utilities" shall be full  
26 compensation for all costs incurred by the Contractor in performing the  
27 work. This bid item shall be paid proportionate to the installation of all  
28 utilities, complete and in place.



**DIVISION 3**

**AGGREGATE PRODUCTION AND ACCEPTANCE**

1 **3-01 PRODUCTION FROM QUARRY AND PIT SITES**

2

3 **3-01.2 Material Sources, General Requirement**

4

5 **3-01.2(1) Approval of Source**

6 (August 16, 2012 G&O GSP)

7

8 This Section is supplemented with the following:

9

10 The Contractor is responsible for all costs associated with approval of the  
11 material source.

## **DIVISION 4**

### **BASES**

1 **4-04 BALLAST AND CRUSHED SURFACING**

2

3 **4-04.4 Measurement**

4 (March 17, 2016 G&O GSP)

5

6 Delete the last sentence in this Section and replace with the following:

7

8

9

No measurement will be made for water used in placing and compacting surfacing materials.

10

11 **4-04.5 Payment**

12 (March 17, 2016 G&O GSP)

13

14 This Section is supplemented with the following:

15

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22

The unit contract prices for the various types of ballast, structural fill, crushed surfacing base course, and crushed surfacing top course materials shall include all costs for obtaining the materials, hauling the materials to the site, stockpiling, spreading, grading, shaping, moisture conditioning, compacting, material and compaction testing, and all other incidentals, complete, in place. Asphalt grindings are not subject to reimbursement under any of these bid items.

**DIVISION 5**  
**SURFACE TREATMENTS AND PAVEMENTS**

1 **5-04 HOT MIX ASPHALT**  
 2 (March 23, 2022 G&O GSP)

3  
 4 Delete this entire section with the exception of 5-04.2(1), and replace it with the  
 5 following:

6  
 7 **5-04.1 Description**

8  
 9 This Work shall consist of providing and placing one or more layers of plant-  
 10 mixed hot mix asphalt (HMA) on a prepared foundation or base in  
 11 accordance with these Specifications and the lines, grades, thicknesses,  
 12 and typical cross-sections shown in the Plans. The manufacture of HMA  
 13 may include warm mix asphalt (WMA) processes in accordance with these  
 14 Specifications. WMA processes include organic additives, chemical  
 15 additives, and foaming.

16  
 17 This work also consists of adjusting castings to grade per the details in the  
 18 Contract Plans.

19  
 20 HMA shall be composed of asphalt binder and mineral materials as may  
 21 be required, mixed in the proportions specified to provide a homogeneous,  
 22 stable, and workable mixture.

23  
 24 **5-04.2 Materials**

25  
 26 Materials shall meet the requirements of the following sections:

27

28 Asphalt Binder	9-02.1(4)
29 Cationic Emulsified Asphalt	9-02.1(6)
30 Anti-Stripping Additive	9-02.4
31 HMA Additive	9-02.5
32 Aggregates	9-03.8
33 Recycled Asphalt Pavement	9-03.8(3)B
34 Mineral Filler	9-03.8(5)
35 Recycled Material	9-03.21
36 Portland Cement	9-01
37 Sand	9-03.1(2).
38 (As noted in 5-04.3(5)C for crack sealing)	
39 Joint Sealant	9-04.2
40 Foam Backer Rod	9-04.2(3)A

41  
 42 The Contract documents may establish that the various mineral materials  
 43 required for the manufacture of HMA will be furnished in whole or in part by  
 44 the Contracting Agency. If the documents do not establish the furnishing of  
 45 any of these mineral materials by the Contracting Agency, the Contractor

SPECIAL PROVISIONS - Continued

1 shall be required to furnish such materials in the amounts required for the  
2 designated mix. Mineral materials include coarse and fine aggregates, and  
3 mineral filler.

4  
5 The Contractor may choose to utilize recycled asphalt pavement (RAP) in  
6 the production of HMA. The RAP may be from pavements removed under  
7 the Contract, if any, or pavement material from an existing stockpile.

8  
9 The Contractor may use up to 20 percent RAP by total weight of HMA with  
10 no additional sampling or testing of the RAP. The RAP shall be sampled  
11 and tested at a frequency of one sample for every 1,000 tons produced and  
12 not less than ten samples per project. The asphalt content and gradation  
13 test data shall be reported to the Contracting Agency when submitting the  
14 mix design for approval on the QPL. The Contractor shall include the RAP  
15 as part of the mix design as defined in these Specifications.

16  
17 The grade of asphalt binder shall be as required by the Contract. Blending  
18 of asphalt binder from different sources is not permitted.

19  
20 The Contractor may only use warm mix asphalt (WMA) processes in the  
21 production of HMA with 20 percent or less RAP by total weight of HMA. The  
22 Contractor shall submit to the Engineer for approval the process that is  
23 proposed and how it will be used in the manufacture of HMA.

24  
25 Production of aggregates shall comply with the requirements of  
26 Section 3-01.

27  
28 Preparation of stockpile site, the stockpiling of aggregates, and the removal  
29 of aggregates from stockpiles shall comply with the requirements of  
30 Section 3-02.

### 31 32 **5-04.2(2) Mix Design – Obtaining Project Approval**

#### 33 34 *ESALs*

35  
36 The number of ESALs for the design and acceptance of the HMA shall be  
37 0.5 million.

38  
39 Commercial HMA shall be an HMA Cl. 1/2" PG 58H-22 design mix.

40  
41 No paving shall begin prior to the approval of the mix design by the  
42 Engineer.

43  
44 **Nonstatistical** evaluation will be used for all HMA not designated as  
45 Commercial HMA in the contract documents.

SPECIAL PROVISIONS - Continued

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**Commercial** evaluation will be used for Commercial HMA and for other classes of HMA in the following applications: sidewalks, road approaches, ditches, slopes, paths, trails, gores, prelevel, and pavement repair. Other nonstructural applications of HMA accepted by commercial evaluation shall be as approved by the Project Engineer. Sampling and testing of HMA accepted by commercial evaluation will be at the option of the Project Engineer. The Proposal quantity of HMA that is accepted by commercial evaluation will be excluded from the quantities used in the determination of nonstatistical evaluation.

12

13

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**Nonstatistical Mix Design.** Fifteen days prior to the first day of paving the contractor shall provide one of the following mix design verification certifications for Contracting Agency review:

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17

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26

- The WSDOT Mix Design Evaluation Report from the current WSDOT QPL, or one of the mix design verification certifications listed below.
- The proposed HMA mix design on WSDOT Form 350-042 with the seal and certification (stamp & signature) of a valid licensed Washington State Professional Engineer.
- The Mix Design Report for the proposed HMA mix design developed by a qualified City or County laboratory that is within one year of the approval date.\*\*

27

28

29

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31

32

33

The mix design shall be performed by a lab accredited by a national authority such as Laboratory Accreditation Bureau, L-A-B for Construction Materials Testing, The Construction Materials Engineering Council (CMEC's) ISO 17025 or AASHTO Accreditation Program (AAP) and shall supply evidence of participation in the AASHTO resource proficiency sample program.

34

35

Mix designs for HMA accepted by Nonstatistical evaluation shall:

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- Have the aggregate structure and asphalt binder content determined in accordance with WSDOT Standard Operating Procedure 732 and meet the requirements of Sections 9-03.8(2), except that Hamburg testing for ruts and stripping are at the discretion of the Engineer, and 9-03.8(6).
- Have anti-strip requirements, if any, for the proposed mix design determined in accordance with AASHTO T 283 or T 324, or based on historic anti-strip and aggregate source compatibility from previous WSDOT lab testing.



SPECIAL PROVISIONS - Continued

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At the discretion of the Engineer, agencies may accept verified mix designs older than 12 months from the original verification date with a certification from the Contractor that the materials and sources are the same as those shown on the original mix design.

**Commercial Evaluation** Approval of a mix design for “Commercial Evaluation” will be based on a review of the Contractor’s submittal of WSDOT Form 350-042 (For commercial mixes, AASHTO T 324 evaluation is not required) or a Mix Design from the current WSDOT QPL or from one of the processes allowed by this section. Testing of the HMA by the Contracting Agency for mix design approval is not required.

#### **5-04.2(2)B Using Warm Mix Asphalt Processes**

The Contractor may elect to use additives that reduce the optimum mixing temperature or serve as a compaction aid for producing HMA. Additives include organic additives, chemical additives and foaming processes. The use of Additives is subject to the following:

- Do not use additives that reduce the mixing temperature more than allowed in Section 5-04.3(6) in the production of mixtures.
- Before using additives, obtain the Engineer’s approval using WSDOT Form 350-076 to describe the proposed additive and process.

#### **5-04.3 Construction Requirements**

##### **5-04.3(1) Weather Limitations**

Do not place HMA for wearing course on any Traveled Way beginning October 1<sup>st</sup> through March 31<sup>st</sup> of the following year without written concurrence from the Engineer.

Do not place HMA on any wet surface, or when the average surface temperatures are less than those specified below, or when weather conditions otherwise prevent the proper handling or finishing of the HMA.

SPECIAL PROVISIONS - Continued

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**Minimum Surface Temperature for Paving**

<b>Compacted Thickness (Feet)</b>	<b>Wearing Course</b>	<b>Other Courses</b>
Less than 0.10	55 degrees F	45 degrees F
0.10 to .20	45 degrees F	35 degrees F
More than 0.20	35 degrees F	35 degrees F

**5-04.3(2) Paving Under Traffic**

When the Roadway being paved is open to traffic, the requirements of this Section shall apply.

The Contractor shall keep intersections open to traffic at all times except when paving the intersection or paving across the intersection. During such time, and provided that there has been an advance warning to the public, the intersection may be closed for the minimum time required to place and compact the mixture. In hot weather, the Engineer may require the application of water to the pavement to accelerate the finish rolling of the pavement and to shorten the time required before reopening to traffic.

Before closing an intersection, advance warning signs shall be placed and signs shall also be placed marking the detour or alternate route.

During paving operations, temporary pavement markings shall be maintained throughout the project. Temporary pavement markings shall be installed on the Roadway prior to opening to traffic. Temporary pavement markings shall be in accordance with Section 8-23.

All costs in connection with performing the Work in accordance with these requirements shall be included in the unit Contract prices for the various Bid items involved in the Contract.

**5-04.3(3) Equipment**

**5-04.3(3)A Mixing Plant**

Plants used for the preparation of HMA shall conform to the following requirements:

- Equipment for Preparation of Asphalt Binder** – Tanks for the storage of asphalt binder shall be equipped to heat and hold the material at the required temperatures. The heating shall be accomplished by steam coils, electricity, or other approved means so that no flame shall be in contact with the storage tank. The

SPECIAL PROVISIONS - Continued

1 circulating system for the asphalt binder shall be designed to ensure  
 2 proper and continuous circulation during the operating period. A  
 3 valve for the purpose of sampling the asphalt binder shall be placed  
 4 in either the storage tank or in the supply line to the mixer.  
 5

- 6 2. **Thermometric Equipment** – An armored thermometer, capable of  
 7 detecting temperature ranges expected in the HMA mix, shall be  
 8 fixed in the asphalt binder feed line at a location near the charging  
 9 valve at the mixer unit. The thermometer location shall be convenient  
 10 and safe for access by Inspectors. The plant shall also be equipped  
 11 with an approved dial-scale thermometer, a mercury actuated  
 12 thermometer, an electric pyrometer, or another approved  
 13 thermometric instrument placed at the discharge chute of the drier to  
 14 automatically register or indicate the temperature of the heated  
 15 aggregates. This device shall be in full view of the plant operator.  
 16

- 17 3. **Heating of Asphalt Binder** – The temperature of the asphalt binder  
 18 shall not exceed the maximum recommended by the asphalt binder  
 19 manufacturer nor shall it be below the minimum temperature  
 20 required to maintain the asphalt binder in a homogeneous state. The  
 21 asphalt binder shall be heated in a manner that will avoid local  
 22 variations in heating. The heating method shall provide a continuous  
 23 supply of asphalt binder to the mixer at a uniform average  
 24 temperature with no individual variations exceeding 25 degrees F.  
 25 Also, when a WMA additive is included in the asphalt binder, the  
 26 temperature of the asphalt binder shall not exceed the maximum  
 27 recommended by the manufacturer of the WMA additive.  
 28

- 29 4. **Sampling and Testing of Mineral Materials** – The HMA plant shall  
 30 be equipped with a mechanical sampler for the sampling of the  
 31 mineral materials. The mechanical sampler shall meet the  
 32 requirements of Section 1-05.6 for the crushing and screening  
 33 operation. The Contractor shall provide for the setup and operation  
 34 of the field testing facilities of the Contracting Agency as provided for  
 35 in Section 3-01.2(2).  
 36

- 37 5. **Sampling HMA** – The HMA plant shall provide for sampling HMA by  
 38 one of the following methods:  
 39

- 40 a. A mechanical sampling device attached to the HMA plant.  
 41  
 42 b. Platforms or devices to enable sampling from the hauling  
 43 vehicle without entering the hauling vehicle.  
 44  
 45

SPECIAL PROVISIONS - Continued**5-04.3(3)B Hauling Equipment**

Trucks used for hauling HMA shall have tight, clean, smooth metal beds and shall have a cover of canvas or other suitable material of sufficient size to protect the mixture from adverse weather. Whenever the weather conditions during the work shift include, or are forecast to include, precipitation or an air temperature less than 45 degrees F or when time from loading to unloading exceeds 30 minutes, the cover shall be securely attached to protect the HMA.

The Contractor shall provide an environmentally benign means to prevent the HMA mixture from adhering to the hauling equipment. Excess release agent shall be drained prior to filling hauling equipment with HMA. Petroleum derivatives or other coating material that contaminate or alter the characteristics of the HMA shall not be used. For live bed trucks, the conveyer shall be in operation during the process of applying the release agent.

**5-04.3(3)C Pavers**

HMA pavers shall be self-contained, power-propelled units, provided with an internally heated vibratory screed and shall be capable of spreading and finishing courses of HMA plant mix material in lane widths required by the paving section shown in the Plans.

The HMA paver shall be in good condition and shall have the most current equipment available from the manufacturer for the prevention of segregation of the HMA mixture installed, in good condition, and in working order. The equipment certification shall list the make, model, and year of the paver and any equipment that has been retrofitted.

The screed shall be operated in accordance with the manufacturer's recommendations and shall effectively produce a finished surface of the required evenness and texture without tearing, shoving, segregating, or gouging the mixture. A copy of the manufacturer's recommendations shall be provided upon request by the Contracting Agency. Extensions will be allowed provided they produce the same results, including ride, density, and surface texture as obtained by the primary screed. Extensions without augers and an internally heated vibratory screed shall not be used in the Traveled Way.

When specified in the Contract, reference lines for vertical control will be required. Lines shall be placed on both outer edges of the Traveled Way of each Roadway. Horizontal control utilizing the reference line will be permitted. The grade and slope for intermediate lanes shall be controlled

SPECIAL PROVISIONS - Continued

1 automatically from reference lines or by means of a mat referencing device  
 2 and a slope control device. When the finish of the grade prepared for paving  
 3 is superior to the established tolerances and when, in the opinion of the  
 4 Engineer, further improvement to the line, grade, cross-section, and  
 5 smoothness can best be achieved without the use of the reference line, a  
 6 mat referencing device may be substituted for the reference line.  
 7 Substitution of the device will be subject to the continued approval of the  
 8 Engineer. A joint matcher may be used subject to the approval of the  
 9 Engineer. The reference line may be removed after the completion of the  
 10 first course of HMA when approved by the Engineer. Whenever the  
 11 Engineer determines that any of these methods are failing to provide the  
 12 necessary vertical control, the reference lines will be reinstalled by the  
 13 Contractor.

14  
 15 The Contractor shall furnish and install all pins, brackets, tensioning  
 16 devices, wire, and accessories necessary for satisfactory operation of the  
 17 automatic control equipment.

18  
 19 If the paving machine in use is not providing the required finish, the  
 20 Engineer may suspend Work as allowed by Section 1-08.6. Any cleaning or  
 21 solvent type liquids spilled on the pavement shall be thoroughly removed  
 22 before paving proceeds.

23  
 24 **5-04.3(3)D Material Transfer Device or Material Transfer Vehicle**

25  
 26 A Material Transfer Device/Vehicle (MTD/V) shall only be used with the  
 27 Engineer's approval, unless otherwise required by the contract.

28  
 29 Where an MTD/V is required by the contract, the Engineer may approve  
 30 paving without an MTD/V, at the request of the Contractor. The Engineer  
 31 will determine if an equitable adjustment in cost or time is due.

32  
 33 When used, the MTD/V shall mix the HMA after delivery by the hauling  
 34 equipment and prior to laydown by the paving machine. Mixing of the HMA  
 35 shall be sufficient to obtain a uniform temperature throughout the mixture.  
 36 If a windrow elevator is used, the length of the windrow may be limited in  
 37 urban areas or through intersections, at the discretion of the Engineer.

38  
 39 To be approved for use, an MTV:

- 40  
 41 1. Shall be self-propelled vehicle, separate from the hauling vehicle or  
 42 paver.  
 43  
 44 2. Shall not be connected to the hauling vehicle or paver.  
 45

SPECIAL PROVISIONS - Continued

- 1           3.     May accept HMA directly from the haul vehicle or pick up HMA from
- 2                     a windrow.
- 3
- 4           4.     Shall mix the HMA after delivery by the hauling equipment and prior
- 5                     to placement into the paving machine.
- 6
- 7           5.     Shall mix the HMA sufficiently to obtain a uniform temperature
- 8                     throughout the mixture.
- 9

10           To be approved for use, an MTD:

- 11
- 12           1.     Shall be positively connected to the paver.
- 13
- 14           2.     May accept HMA directly from the haul vehicle or pick up HMA from
- 15                     a windrow.
- 16
- 17           3.     Shall mix the HMA after delivery by the hauling equipment and prior
- 18                     to placement into the paving machine.
- 19
- 20           4.     Shall mix the HMA sufficiently to obtain a uniform temperature
- 21                     throughout the mixture.
- 22

**5-04.3(3)E Rollers**

23  
24  
25           Rollers shall be of the steel wheel, vibratory, oscillatory, or pneumatic tire  
26                     type, in good condition and capable of reversing without backlash.  
27                     Operation of the roller shall be in accordance with the manufacturer's  
28                     recommendations. When ordered by the Engineer for any roller planned for  
29                     use on the project, the Contractor shall provide a copy of the manufacturer's  
30                     recommendation for the use of that roller for compaction of HMA. The  
31                     number and weight of rollers shall be sufficient to compact the mixture in  
32                     compliance with the requirements of Section 5-04.3(10). The use of  
33                     equipment that results in crushing of the aggregate will not be permitted.  
34                     Rollers producing pickup, washboard, uneven compaction of the surface,  
35                     displacement of the mixture or other undesirable results shall not be used.

**5-04.3(4) Preparation of Treated Surfaces for HMA**

36  
37  
38  
39           A treated surface includes cement concrete, asphalt concrete, brick, seal  
40                     coat, bituminous surface treatment and cement treated base. When the  
41                     treated surface or old base is irregular, the Contractor shall bring it to a  
42                     uniform grade and cross-section as shown on the Plans or approved  
43                     by the Engineer.

44

SPECIAL PROVISIONS - Continued

1 Preleveling of uneven or broken treated surfaces over which HMA is to be  
2 placed may be accomplished by using an asphalt paver, a motor patrol  
3 grader, or by hand raking, as approved by the Engineer.  
4

5 Compaction of preleveling HMA shall be to the satisfaction of the Engineer  
6 and may require the use of small steel wheel rollers, plate compactors, or  
7 pneumatic rollers to avoid bridging across preleveled areas by the  
8 compaction equipment. Equipment used for the compaction of preleveling  
9 HMA shall be approved by the Engineer.  
10

11 Before construction of HMA on an existing paved surface, the entire surface  
12 of the pavement shall be clean. All fatty asphalt patches, grease drippings,  
13 and other objectionable matter shall be entirely removed from the existing  
14 pavement.  
15

16 All treated surfaces over which HMA is to be placed shall be thoroughly  
17 cleaned of dust, soil, pavement grindings, and other foreign matter. All holes  
18 and small depressions shall be filled with an appropriate class of HMA.  
19 The surface of the patched area shall be leveled and compacted thoroughly.  
20 Prior to the application of tack coat, or paving, the condition of the surface  
21 shall be approved by the Engineer.  
22

23 A tack coat of asphalt shall be applied to all treated surfaces on which any  
24 course of HMA is to be placed or abutted. Tack coat shall be uniformly  
25 applied to cover the treated surface with a thin film of residual asphalt free  
26 of streaks and bare spots at a rate between 0.02 and 0.10 gallons per  
27 square yard of retained asphalt. The rate of application shall be approved  
28 by the Engineer. A heavy application of tack coat shall be applied to all  
29 joints. For Roadways open to traffic, the application of tack coat shall be  
30 limited to surfaces that will be paved during the same working shift. The  
31 spreading equipment shall be equipped with a thermometer to indicate the  
32 temperature of the tack coat material.  
33

34 Equipment shall not operate on tacked surfaces until the tack has broken  
35 and cured. If the Contractor's operation damages the tack coat it shall be  
36 repaired prior to placement of the HMA.  
37

38 The tack coat shall be CSS-1, or CSS-1h emulsified asphalt. The CSS-1  
39 and CSS-1h emulsified asphalt may be diluted once with water at a rate not  
40 to exceed one part water to one part emulsified asphalt. The tack coat shall  
41 have sufficient temperature such that it may be applied uniformly at the  
42 specified rate of application and shall not exceed the maximum temperature  
43 recommended by the emulsified asphalt manufacturer.  
44  
45

SPECIAL PROVISIONS - Continued1           **5-04.3(4)A Crack Sealing**2  
3           **5-04.3(4)A1 General**4  
5           When the Proposal includes a pay item for crack sealing, seal all cracks  
6           1/4 inch in width and greater.7  
8           **Cleaning:** Ensure that cracks are thoroughly clean, dry and free of all loose  
9           and foreign material when filling with crack sealant material. Use a hot  
10          compressed air lance to dry and warm the pavement surfaces within the  
11          crack immediately prior to filling a crack with the sealant material. Do not  
12          overheat pavement. Do not use direct flame dryers. Routing cracks is not  
13          required.14  
15          **Sand Slurry:** For cracks that are to be filled with sand slurry, thoroughly  
16          mix the components and pour the mixture into the cracks until full. Add  
17          additional CSS-1 cationic emulsified asphalt to the sand slurry as needed  
18          for workability to ensure the mixture will completely fill the cracks. Strike off  
19          the sand slurry flush with the existing pavement surface and allow the  
20          mixture to cure. Top off cracks that were not completely filled with additional  
21          sand slurry. Do not place the HMA overlay until the slurry has fully cured.22  
23          The sand slurry shall consist of approximately 20 percent CSS-1 emulsified  
24          asphalt, approximately 2 percent portland cement, water (if required), and  
25          the remainder clean Class 1 or 2 fine aggregate per section 9-03.1(2). The  
26          components shall be thoroughly mixed and then poured into the cracks and  
27          joints until full. The following day, any cracks or joints that are not  
28          completely filled shall be topped off with additional sand slurry. After the  
29          sand slurry is placed, the filler shall be struck off flush with the existing  
30          pavement surface and allowed to cure. The HMA overlay shall not be placed  
31          until the slurry has fully cured. The requirements of Section 1-06 will not  
32          apply to the portland cement and sand used in the sand slurry.33  
34          In areas where HMA will be placed, use sand slurry to fill the cracks.35  
36          In areas where HMA will not be placed, fill the cracks as follows:

- 37
- 
- 38          1.       Cracks 1/4 inch to 1 inch in width – fill with hot pressure fed
- 
- 39               sealant.
- 
- 40
- 
- 41          2.       Cracks greater than 1 inch in width – fill with sand slurry.

42  
43          **Hot Pressure Fed Sealant:** For cracks that are to be filled with hot poured  
44          sealant, apply the material in accordance with these requirements and the  
45          manufacturer's recommendations. Furnish a Type 1 Working Drawing of the



SPECIAL PROVISIONS - Continued

1 manufacturer's product information and recommendations to the Engineer  
 2 prior to the start of work, including the manufacturer's recommended  
 3 heating time and temperatures, allowable storage time and temperatures  
 4 after initial heating, allowable reheating criteria, and application temperature  
 5 range. Confine hot poured sealant material within the crack. Clean any  
 6 overflow of sealant from the pavement surface. If, in the opinion of the  
 7 Engineer, the Contractor's method of sealing the cracks with hot pressure  
 8 fed sealant results in an excessive amount of material on the pavement  
 9 surface, stop and correct the operation to eliminate the excess material.  
 10 Pouring sealant is not an acceptable method.

**5-04.3(4)A2 Crack Sealing Areas Prior to Paving**

11  
 12  
 13  
 14 In areas where HMA will be placed, use sand slurry to fill the cracks.

**5-04.3(4)A3 Crack Sealing Areas Not to be Paved**

15  
 16  
 17  
 18 In areas where HMA will not be placed, fill the cracks as follows:

- 19  
 20 a. Cracks 1/4 inch to 1 inch in width - fill with hot pressure fed sealant.  
 21  
 22 b. Cracks greater than 1 inch in width – fill with sand slurry.

**5-04.3(4)B Vacant****5-04.3(4)C Pavement Repair**

23  
 24  
 25  
 26  
 27  
 28 The Contractor shall excavate pavement repair areas and shall backfill  
 29 these with HMA in accordance with the details shown in the Plans and as  
 30 marked in the field. The Contractor shall conduct the excavation operations  
 31 in a manner that will protect the pavement that is to remain. Pavement not  
 32 designated to be removed that is damaged as a result of the Contractor's  
 33 operations shall be repaired by the Contractor to the satisfaction of the  
 34 Engineer at no cost to the Contracting Agency. The Contractor shall  
 35 excavate only within one lane at a time unless approved otherwise by the  
 36 Engineer. The Contractor shall not excavate more area than can be  
 37 completely finished during the same shift, unless approved by the Engineer.

38  
 39 Unless otherwise shown in the Plans or determined by the Engineer,  
 40 excavate to a depth of 1.0 feet. The Engineer will make the final  
 41 determination of the excavation depth required. The minimum width of any  
 42 pavement repair area shall be 40 inches unless shown otherwise in the  
 43 Plans. Before any excavation, the existing pavement shall be sawcut or  
 44 shall be removed by a pavement grinder. Excavated materials will become  
 45 the property of the Contractor and shall be disposed of in a Contractor-

SPECIAL PROVISIONS - Continued

1 provided site off the Right of Way or used in accordance with  
2 Sections 2-02.3(3) or 9-03.21.

3  
4 Asphalt for tack coat shall be required as specified in Section 5-04.3(4). A  
5 heavy application of tack coat shall be applied to all surfaces of existing  
6 pavement in the pavement repair area.

7  
8 Placement of the HMA backfill shall be accomplished in lifts not to exceed  
9 0.35-foot compacted depth. Lifts that exceed 0.35 foot of compacted depth  
10 may be accomplished with the approval of the Engineer. Each lift shall be  
11 thoroughly compacted by a mechanical tamper or a roller.

12  
13 **5-04.3(5) Producing/Stockpiling Aggregates and RAP**

14  
15 Aggregates and RAP shall be stockpiled according to the requirements of  
16 Section 3-02. Sufficient storage space shall be provided for each size of  
17 aggregate and RAP. Materials shall be removed from stockpile(s) in a  
18 manner to ensure minimal segregation when being moved to the HMA plant  
19 for processing into the final mixture. Different aggregate sizes shall be kept  
20 separated until they have been delivered to the HMA plant.

21  
22 **5-04.3(5)A Vacant**

23  
24 **5-04.3(6) Mixing**

25  
26 After the required amount of mineral materials, asphalt binder, recycling  
27 agent and anti-stripping additives have been introduced into the mixer the  
28 HMA shall be mixed until complete and uniform coating of the particles and  
29 thorough distribution of the asphalt binder throughout the mineral materials  
30 is ensured.

31  
32 When discharged, the temperature of the HMA shall not exceed the  
33 optimum mixing temperature by more than 25 degrees F as shown on the  
34 reference mix design report or as approved by the Engineer. Also, when a  
35 WMA additive is included in the manufacture of HMA, the discharge  
36 temperature of the HMA shall not exceed the maximum recommended  
37 by the manufacturer of the WMA additive. A maximum water content of  
38 2 percent in the mix, at discharge, will be allowed providing the water  
39 causes no problems with handling, stripping, or flushing. If the water in the  
40 HMA causes any of these problems, the moisture content shall be reduced  
41 as directed by the Engineer.

42  
43 Storing or holding of the HMA in approved storage facilities will be permitted  
44 with approval of the Engineer, but in no event shall the HMA be held for  
45 more than 24 hours. HMA held for more than 24 hours after mixing shall be

SPECIAL PROVISIONS - Continued

1 rejected. Rejected HMA shall be disposed of by the Contractor at no  
 2 expense to the Contracting Agency. The storage facility shall have an  
 3 accessible device located at the top of the cone or about the third point. The  
 4 device shall indicate the amount of material in storage. No HMA shall be  
 5 accepted from the storage facility when the HMA in storage is below the top  
 6 of the cone of the storage facility, except as the storage facility is being  
 7 emptied at the end of the working shift.

8  
 9 Recycled asphalt pavement (RAP) utilized in the production of HMA shall  
 10 be sized prior to entering the mixer so that a uniform and thoroughly mixed  
 11 HMA is produced. If there is evidence of the recycled asphalt pavement not  
 12 breaking down during the heating and mixing of the HMA, the Contractor  
 13 shall immediately suspend the use of the RAP until changes have been  
 14 approved by the Engineer. After the required amount of mineral materials,  
 15 RAP, new asphalt binder and asphalt rejuvenator have been introduced into  
 16 the mixer the HMA shall be mixed until complete and uniform coating of the  
 17 particles and thorough distribution of the asphalt binder throughout the  
 18 mineral materials, and RAP is ensured.

19  
 20 **5-04.3(7) Spreading and Finishing**

21  
 22 The mixture shall be laid upon an approved surface, spread, and struck off  
 23 to the grade and elevation established. HMA pavers complying with  
 24 Section 5-04.3(3) shall be used to distribute the mixture. Unless otherwise  
 25 directed by the Engineer, the nominal compacted depth of any layer of any  
 26 course shall not exceed the following:

27

28	HMA Class 1"	0.35 feet
29	HMA Class 3/4" and HMA Class 1/2" wearing course	0.30 feet
30	HMA Class 3/4" and HMA Class 1/2" other courses	0.35 feet
31	HMA Class 3/8" wearing course	0.25 feet
32	HMA Class 3/8" other courses	0.30 feet

33  
 34 On areas where irregularities or unavoidable obstacles make the use of  
 35 mechanical spreading and finishing equipment impractical, the paving may  
 36 be done with other equipment or by hand.

37  
 38 When more than one job mix formula (JMF) is being utilized to produce  
 39 HMA, the material produced for each JMF shall be placed by separate  
 40 spreading and compacting equipment. The intermingling of HMA produced  
 41 from more than one JMF is prohibited. Each strip of HMA placed during a  
 42 work shift shall conform to a single JMF established for the class of HMA  
 43 specified unless there is a need to make an adjustment in the JMF.

SPECIAL PROVISIONS - Continued

**5-04.3(8) Aggregate Acceptance Prior to Incorporation in HMA**

For HMA accepted by nonstatistical evaluation the aggregate properties of sand equivalent, uncompacted void content and fracture will be evaluated in accordance with Section 3-04. Sampling and testing of aggregates for HMA accepted by commercial evaluation will be at the option of the Engineer.

**5-04.3(9) HMA Mixture Acceptance**

Acceptance of HMA shall be as provided under nonstatistical, or commercial evaluation.

Nonstatistical evaluation will be used for the acceptance of HMA unless Commercial Evaluation is specified.

Commercial evaluation will be used for Commercial HMA and for other classes of HMA in the following applications: sidewalks, road approaches, ditches, slopes, paths, trails, gores, prelevel, temporary pavement, and pavement repair. Other nonstructural applications of HMA accepted by commercial evaluation shall be as approved by the Engineer. Sampling and testing of HMA accepted by commercial evaluation will be at the option of the Engineer.

The mix design will be the initial JMF for the class of HMA. The Contractor may request a change in the JMF. Any adjustments to the JMF will require the approval of the Engineer and may be made in accordance with this section.

**HMA Tolerances and Adjustments**

- Job Mix Formula Tolerances** – The constituents of the mixture at the time of acceptance shall conform to the following tolerances:

<b>Aggregate Percent Passing</b>	<b>Non-Statistical Evaluation</b>	<b>Commercial Evaluation</b>
1", 3/4", 1/2", and 3/8" sieves	+/- 6%	+/- 8%
No. 4 sieve	+/-6%	+/- 8%
No. 8 Sieve	+/- 6%	+/-8%
No. 200 sieve	+/- 2.0%	+/- 3.0%
Asphalt Binder	+/- 0.5%	+/- 0.7%
Air Voids, Va	2.5% min. and 5.5% max	N/A

These tolerance limits constitute the allowable limits as described in Section 1-06.2. The tolerance limit for aggregate shall not exceed the limits

SPECIAL PROVISIONS - Continued

1 of the control points, except the tolerance limits for sieves designated as  
 2 100 percent passing will be 99-100.

3  
 4 1. **Job Mix Formula Adjustments** – An adjustment to the aggregate  
 5 gradation or asphalt binder content of the JMF requires approval of  
 6 the Engineer. Adjustments to the JMF will only be considered if the  
 7 change produces material of equal or better quality and may require  
 8 the development of a new mix design if the adjustment exceeds the  
 9 amounts listed below.

10  
 11 a. **Aggregates** – 2 percent for the aggregate passing the 1-1/2",  
 12 1", 3/4", 1/2", 3/8", and the No. 4 sieves, 1 percent for  
 13 aggregate passing the No. 8 sieve, and 0.5 percent for the  
 14 aggregate passing the No. 200 sieve. The adjusted JMF shall  
 15 be within the range of the control points in Section 9-03.8(6).  
 16

17 b. **Asphalt Binder Content** – The Engineer may order or  
 18 approve changes to asphalt binder content. The maximum  
 19 adjustment from the approved mix design for the asphalt  
 20 binder content shall be 0.3 percent  
 21

22 **5-04.3(9)A Vacant**

23  
 24 **5-04.3(9)B Vacant**

25  
 26 **5-04.3(9)C Mixture Acceptance – Nonstatistical Evaluation**

27  
 28 HMA mixture which is accepted by Nonstatistical Evaluation will be  
 29 evaluated by the Contracting Agency by dividing the HMA tonnage into lots.  
 30

31 The Contractor will furnish the Engineer with a copy of the results of all  
 32 acceptance testing performed in the field. The Engineer will provide the  
 33 Composite Pay Factor (CPF) of the completed sublots after three sublots  
 34 have been tested. Sublot sample test results (gradation and asphalt binder  
 35 content) may be challenged by the Contractor.  
 36

37 **5-04.3(9)C1 Mixture Nonstatistical Evaluation – Lots and Sublots**

38  
 39 A lot is represented by randomly selected samples of the same mix design  
 40 that will be tested for acceptance. A lot is defined as the total quantity of  
 41 material or work produced for each JMF placed. Only one lot per JMF is  
 42 expected. A subplot shall be equal to one day's production or 800 tons,  
 43 whichever is less except that the final subplot will be a minimum of 400 tons  
 44 and may be increased to 1,200 tons.  
 45

SPECIAL PROVISIONS - Continued

1 All of the test results obtained from the acceptance samples from a given  
 2 lot shall be evaluated collectively. If the Contractor requests a change to the  
 3 JMF that is approved, the material produced after the change will be  
 4 evaluated on the basis of the new JMF for the remaining sublots in the  
 5 current lot and for acceptance of subsequent lots. For a lot in progress with  
 6 a CPF less than 0.75, a new lot will begin at the Contractor's request after  
 7 the Engineer is satisfied that material conforming to the Specifications can  
 8 be produced.

9

10 Sampling and testing for evaluation shall be performed on the frequency of  
 11 one sample per subplot.

12

**5-04.3(9)C2 Mixture Nonstatistical Evaluation Sampling**

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Sampling and testing HMA in a Structural application where quantities are  
 less than 400 tons is at the discretion of the Engineer.

For HMA used in a structural application and with a total project quantity  
 less than 800 tons but more than 400 tons, a minimum of one acceptance  
 test shall be performed. In all cases, a minimum of 3 samples will be  
 obtained at the point of acceptance, a minimum of one of the three samples  
 will be tested for conformance to the JMF:

- If the test results are found to be within specification requirements,  
 additional testing will be at the Engineer's discretion.
- If test results are found not to be within specification requirements,  
 additional testing of the remaining samples to determine a  
 Composite Pay Factor (CPF) shall be performed.

**5-04.3(9)C3 Mixture Nonstatistical Evaluation – Acceptance Testing**

Testing of HMA for compliance of  $V_a$  will at the option of the Contracting  
 Agency. If tested, compliance of  $V_a$  will use WSDOT SOP 731.

Testing for compliance of asphalt binder content will be by WSDOT FOP for  
 AASHTO T 308.

SPECIAL PROVISIONS - Continued

1 Testing for compliance of gradation will be by FOP for WAQTC T 27/T 11.

2  
3 The Contractor will furnish the Engineer with a copy of the results of all  
4 acceptance testing performed in the field.

5  
6 **5-04.3(9)C4 Mixture Nonstatistical Evaluation – Pay Factors**

7  
8 For each lot of material falling outside the tolerance limits in 5-04.3(9), the  
9 Contracting Agency will determine a Composite Pay Factor (CPF) using the  
10 following price adjustment factors:  
11

Table of Price Adjustment Factors	
Constituent	Factor “f”
All aggregate passing: 1-1/2", 1", 3/4", 1/2", 3/8" and No. 4 sieves	2
All aggregate passing No. 8 sieve	15
All aggregate passing No. 200 sieve	20
Asphalt binder	40
Air Voids (Va) (where applicable)	20

12  
13 Each lot of HMA produced under Nonstatistical Evaluation and having all  
14 constituents falling within the tolerance limits of the job mix formula shall be  
15 accepted at the unit Contract price with no further evaluation. When one or  
16 more constituents fall outside the nonstatistical tolerance limits in the Job  
17 Mix Formula shown in Table of Price Adjustment Factors, the lot shall be  
18 evaluated in accordance with Section 1-06.2 to determine the appropriate  
19 CPF. The nonstatistical tolerance limits will be used in the calculation of the  
20 CPF and the maximum CPF shall be 1.00. When less than three sublots  
21 exist, backup samples of the existing sublots or samples from the Roadway  
22 shall be tested to provide a minimum of three sets of results for evaluation.  
23

24 **5-04.3(9)C5 Vacant**

25  
26 **5-04.3(9)C6 Mixture Nonstatistical Evaluation – Price Adjustments**

27  
28 For each lot of HMA mix produced under Nonstatistical Evaluation when the  
29 calculated CPF is less than 1.00, a Nonconforming Mix Factor (NCMF) will  
30 be determined. The NCMF equals the algebraic difference of CPF minus  
31 1.00 multiplied by 60 percent. The total job mix compliance price adjustment  
32 will be calculated as the product of the NCMF, the quantity of HMA in the  
33 lot in tons, and the unit Contract price per ton of mix.  
34

35 If a constituent is not measured in accordance with these Specifications,  
36 its individual pay factor will be considered 1.00 in calculating the Composite  
37 Pay Factor (CPF).

SPECIAL PROVISIONS - Continued

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**5-04.3(9)C7 Mixture Nonstatistical Evaluation – Retests**

3

4

The Contractor may request a subplot be retested. To request a retest, the Contractor shall submit a written request within 7 calendar days after the specific test results have been received. A split of the original acceptance sample will be retested. The split of the sample will not be tested with the same tester that ran the original acceptance test. The sample will be tested for a complete gradation analysis, asphalt binder content, and, at the option of the agency, Va. The results of the retest will be used for the acceptance of the HMA in place of the original subplot sample test results. The cost of testing will be deducted from any monies due or that may come due the Contractor under the Contract at the rate of \$500 per sample.

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**5-04.3 (9)D Mixture Acceptance – Commercial Evaluation**

15

16

17

If sampled and tested, HMA produced under Commercial Evaluation and having all constituents falling within the tolerance limits of the job mix formula shall be accepted at the unit Contract price with no further evaluation. When one or more constituents fall outside the commercial tolerance limits in the Job Mix Formula shown in 5-04.3(9), the lot shall be evaluated in accordance with Section 1-06.2 to determine the appropriate CPF. The commercial tolerance limits will be used in the calculation of the CPF and the maximum CPF shall be 1.00. When less than three sublots exist, backup samples of the existing sublots or samples from the street shall be tested to provide a minimum of three sets of results for evaluation.

18

19

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27

For each lot of HMA mix produced and tested under Commercial Evaluation when the calculated CPF is less than 1.00, a Nonconforming Mix Factor (NCMF) will be determined. The NCMF equals the algebraic difference of CPF minus 1.00 multiplied by 60 percent. The Job Mix Compliance Price Adjustment will be calculated as the product of the NCMF, the quantity of HMA in the lot in tons, and the unit Contract price per ton of mix.

28

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34

If a constituent is not measured in accordance with these Specifications, its individual pay factor will be considered 1.00 in calculating the Composite Pay Factor (CPF).

35

36

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**5-04.3(10) HMA Compaction Acceptance**

39

40

HMA mixture accepted by nonstatistical evaluation that is used in traffic lanes, including lanes for intersections, ramps, truck climbing, weaving, and speed change, and having a specified compacted course thickness greater than 0.10-foot, shall be compacted to a specified level of relative density. The specified level of relative density shall be a Composite Pay Factor

41

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43

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45



SPECIAL PROVISIONS - Continued

1 (CPF) of not less than 0.75 when evaluated in accordance with  
2 Section 1-06.2, using a minimum of 92 percent of the maximum density.  
3 The maximum density shall be determined by WSDOT FOP for AASHTO  
4 T 729. The specified level of density attained will be determined by the  
5 evaluation of the density of the pavement. The density of the pavement shall  
6 be determined in accordance with WSDOT FOP for WAQTC TM 8, except  
7 that gauge correlation will be at the discretion of the Engineer, when using  
8 the nuclear density gauge and WSDOT SOP 736 when using cores to  
9 determine density.

10  
11 Tests for the determination of the pavement density will be taken in  
12 accordance with the required procedures for measurement by a nuclear  
13 density gauge or roadway cores after completion of the finish rolling.  
14 If the Contracting Agency uses a nuclear density gauge to determine  
15 density the test procedures FOP for WAQTC TM 8 and WSDOT SOP T 729  
16 will be used on the day the mix is placed and prior to opening to traffic.

17  
18 Roadway cores for density may be obtained by either the Contracting  
19 Agency or the Contractor in accordance with WSDOT SOP 734. The core  
20 diameter shall be 4-inches minimum, unless otherwise approved by the  
21 Engineer. Roadway cores will be tested by the Contracting Agency in  
22 accordance with WSDOT FOP for AASHTO T 166.

23  
24 If the Contract includes the Bid item "Roadway Core" the cores shall be  
25 obtained by the Contractor in the presence of the Engineer on the same day  
26 the mix is placed and at locations designated by the Engineer. If the  
27 Contract does not include the Bid item "Roadway Core" the Contracting  
28 Agency will obtain the cores.

29  
30 For a lot in progress with a CPF less than 0.75, a new lot will begin at the  
31 Contractor's request after the Engineer is satisfied that material conforming  
32 to the Specifications can be produced.

33  
34 A lot is represented by randomly selected samples of the same mix design  
35 that will be tested for acceptance. A lot is defined as the total quantity of  
36 material or work produced for each Job Mix Formula placed. Only one lot  
37 per JMF is expected. A subplot shall be equal to one day's production or 400  
38 tons, whichever is less except that the final subplot will be a minimum of 200  
39 tons and may be increased to 800 tons. Testing for compaction will be at  
40 the rate of 5 tests per subplot per WSDOT T 738.

41  
42 HMA mixture accepted by commercial evaluation and HMA constructed  
43 under conditions other than those listed above shall be compacted on the  
44 basis of a test point evaluation of the compaction train. The test point  
45 evaluation shall be performed in accordance with instructions from the

SPECIAL PROVISIONS - Continued

1 Engineer. The number of passes with an approved compaction train,  
 2 required to attain the maximum test point density, shall be used on all  
 3 subsequent paving.

4  
 5 HMA for preleveling shall be thoroughly compacted. HMA that is used for  
 6 preleveling wheel rutting shall be compacted with a pneumatic tire roller  
 7 unless otherwise approved by the Engineer.

8  
 9 **Test Results**

10  
 11 For a subplot that has been tested with a nuclear density gauge that did not  
 12 meet the minimum of 92 percent of the reference maximum density in a  
 13 compaction lot with a CPF below 1.00 and thus subject to a price reduction  
 14 or rejection, the Contractor may request that a core be used for  
 15 determination of the relative density of the subplot. The relative density of the  
 16 core will replace the relative density determined by the nuclear density  
 17 gauge for the subplot and will be used for calculation of the CPF and  
 18 acceptance of HMA compaction lot.

19  
 20 When cores are taken by the Contracting Agency at the request of the  
 21 Contractor, they shall be requested by noon of the next workday after the  
 22 test results for the subplot have been provided or made available to the  
 23 Contractor. Core locations shall be outside of wheel paths and as  
 24 determined by the Engineer. Traffic control shall be provided by the  
 25 Contractor as requested by the Engineer. Failure by the Contractor to  
 26 provide the requested traffic control will result in forfeiture of the request for  
 27 cores. When the CPF for the lot based on the results of the HMA cores is  
 28 less than 1.00, the cost for the coring will be deducted from any monies due  
 29 or that may become due the Contractor under the Contract at the rate of  
 30 \$200 per core and the Contractor shall pay for the cost of the traffic control.

31  
 32 **5-04.3(10)A HMA Compaction – General Compaction Requirements**

33  
 34 Compaction shall take place when the mixture is in the proper condition so  
 35 that no undue displacement, cracking, or shoving occurs. Areas  
 36 inaccessible to large compaction equipment shall be compacted by other  
 37 mechanical means. Any HMA that becomes loose, broken, contaminated,  
 38 shows an excess or deficiency of asphalt, or is in any way defective, shall  
 39 be removed and replaced with new hot mix that shall be immediately  
 40 compacted to conform to the surrounding area.

41  
 42 The type of rollers to be used and their relative position in the compaction  
 43 sequence shall generally be the Contractor's option, provided the specified  
 44 densities are attained. Unless the Engineer has approved otherwise, rollers  
 45 shall only be operated in the static mode when the internal temperature of

SPECIAL PROVISIONS - Continued

1 the mix is less than 175 degrees F. Regardless of mix temperature, a roller  
 2 shall not be operated in a mode that results in checking or cracking of the  
 3 mat. Rollers shall only be operated in static mode on bridge decks.

4  
 5 **5-04.3(10)B HMA Compaction – Cyclic Density**

6  
 7 Low cyclic density areas are defined as spots or streaks in the pavement  
 8 that are less than 90 percent of the theoretical maximum density. At the  
 9 Engineer’s discretion, the Engineer may evaluate the HMA pavement for  
 10 low cyclic density, and when doing so will follow WSDOT SOP 733. A \$500  
 11 Cyclic Density Price Adjustment will be assessed for any 500-foot section  
 12 with two or more density readings below 90 percent of the theoretical  
 13 maximum density.

14  
 15 **5-04.3(10)C Vacant**

16  
 17 **5-04.3(10)D HMA Nonstatistical Compaction**

18  
 19 **5-04.3(10)D1 HMA Nonstatistical Compaction – Lots and Sublots**

20  
 21 HMA compaction which is accepted by nonstatistical evaluation will be  
 22 based on acceptance testing performed by the Contracting Agency dividing  
 23 the project into compaction lots.

24  
 25 A lot is represented by randomly selected samples of the same mix design  
 26 that will be tested for acceptance, with a maximum of 15 sublots per lot; the  
 27 final lot for a mix design may be increased to 25 sublots. Sublots will be  
 28 uniform in size with a maximum subplot size based on original Plan quantity  
 29 tons of HMA as specified in the table below. The subplot locations within each  
 30 density lot will be determined by the Engineer. For a lot in progress with a  
 31 CPF less than 0.75, a new lot will begin at the Contractor’s request after the  
 32 Engineer is satisfied that material conforming to the Specifications can be  
 33 produced.

HMA Original Plan Quantity (tons)	Sublot Size (tons)
<20,000	100
20,000 to 30,000	150
>30,000	200

34  
 35  
 36 HMA mixture accepted by commercial evaluation and HMA constructed  
 37 under conditions other than those listed above shall be compacted on the  
 38 basis of a test point evaluation of the compaction train. The test point  
 39 evaluation shall be performed in accordance with instructions from the  
 40 Engineer. The number of passes with an approved compaction train,

SPECIAL PROVISIONS - Continued

1 required to attain the maximum test point density, shall be used on all  
 2 subsequent paving.

3  
 4 HMA for preleveling shall be thoroughly compacted. HMA that is used to  
 5 prelevel wheel ruts shall be compacted with a pneumatic tire roller unless  
 6 otherwise approved by the Engineer.

7  
 8 **5-04.3(10)D2 HMA Compaction Nonstatistical Evaluation –**  
 9 **Acceptance Testing**

10  
 11 The location of the HMA compaction acceptance tests will be randomly  
 12 selected by the Engineer from within each subplot, with one test per subplot.

13  
 14 **5-04.3(10)D3 HMA Nonstatistical Compaction – Price Adjustments**

15  
 16 For each compaction lot with one or two sublots, having all sublots attain a  
 17 relative density that is 92 percent of the reference maximum density the  
 18 HMA shall be accepted at the unit Contract price with no further evaluation.  
 19 When a subplot does not attain a relative density that is 92 percent of the  
 20 reference maximum density, the lot shall be evaluated in accordance with  
 21 Section 1-06.2 to determine the appropriate CPF. The maximum CPF shall  
 22 be 1.00, however, lots with a calculated CPF in excess of 1.00 will be used  
 23 to offset lots with CPF values below 1.00 but greater than 0.90. Lots with  
 24 CPF lower than 0.90 will be evaluated for compliance per 5-04.3(11).  
 25 Additional testing by either a nuclear moisture-density gauge or cores will  
 26 be completed as required to provide a minimum of three tests for evaluation.

27  
 28 For compaction below the required 92% a Non-Conforming Compaction  
 29 Factor (NCCF) will be determined. The NCCF equals the algebraic  
 30 difference of CPF minus 1.00 multiplied by 40 percent. The Compaction  
 31 Price Adjustment will be calculated as the product of CPF, the quantity of  
 32 HMA in the compaction control lot in tons, and the unit Contract price per  
 33 ton of mix.

34  
 35 **5-04.3(11) Reject Work**

36  
 37 **5-04.3(11)A Reject Work General**

38  
 39 Work that is defective or does not conform to Contract requirements shall  
 40 be rejected. The Contractor may propose, in writing, alternatives to removal  
 41 and replacement of rejected material. Acceptability of such alternative  
 42 proposals will be determined at the sole discretion of the Engineer. HMA  
 43 that has been rejected is subject to the requirements in Section 1-06.2(2)  
 44 and this specification, and the Contractor shall submit a corrective action  
 45 proposal to the Engineer for approval.

SPECIAL PROVISIONS - Continued

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**5-04.3(11)B Rejection by Contractor**

The Contractor may, prior to sampling, elect to remove any defective material and replace it with new material. Any such new material will be sampled, tested, and evaluated for acceptance.

**5-04.3(11)C Rejection Without Testing (Mixture or Compaction)**

The Engineer may, without sampling, reject any batch, load, or section of Roadway that appears defective. Material rejected before placement shall not be incorporated into the pavement. Any rejected section of Roadway shall be removed.

No payment will be made for the rejected materials or the removal of the materials unless the Contractor requests that the rejected material be tested. If the Contractor elects to have the rejected material tested, a minimum of three representative samples will be obtained and tested. Acceptance of rejected material will be based on conformance with the nonstatistical acceptance Specification. If the CPF for the rejected material is less than 0.75, no payment will be made for the rejected material; in addition, the cost of sampling and testing shall be borne by the Contractor. If the CPF is greater than or equal to 0.75, the cost of sampling and testing will be borne by the Contracting Agency. If the material is rejected before placement and the CPF is greater than or equal to 0.75, compensation for the rejected material will be at a CPF of 0.75. If rejection occurs after placement and the CPF is greater than or equal to 0.75, compensation for the rejected material will be at the calculated CPF with an addition of 25 percent of the unit Contract price added for the cost of removal and disposal.

**5-04.3(11)D Rejection – A Partial Sublot**

In addition to the random acceptance sampling and testing, the Engineer may also isolate from a normal sublot any material that is suspected of being defective in relative density, gradation or asphalt binder content. Such isolated material will not include an original sample location. A minimum of three random samples of the suspect material will be obtained and tested. The material will then be non-statistically evaluated as an independent lot in accordance with Section 5-04.3(9)C4.

**5-04.3(11)E Rejection – An Entire Sublot**

An entire sublot that is suspected of being defective may be rejected. When a sublot is rejected a minimum of two additional random samples from this

SPECIAL PROVISIONS - Continued

1 subplot will be obtained. These additional samples and the original subplot will  
 2 be evaluated as an independent lot in accordance with  
 3 Section 5-04.3(9)C4.

**5-04.3(11)F Rejection – A Lot in Progress**

6  
 7 The Contractor shall shut down operations and shall not resume HMA  
 8 placement until such time as the Engineer is satisfied that material  
 9 conforming to the Specifications can be produced:

- 10  
 11 1. When the Composite Pay Factor (CPF) of a lot in progress drops  
 12 below 1.00 and the Contractor is taking no corrective action; or  
 13  
 14 2. When the Pay Factor (PF) for any constituent of a lot in progress  
 15 drops below 0.95 and the Contractor is taking no corrective action;  
 16 or  
 17  
 18 3. When either the PF for any constituent or the CPF of a lot in progress  
 19 is less than 0.75.

**5-04.3(11)G Rejection – An Entire Lot (Mixture or Compaction)**

20  
 21 An entire lot with a CPF of less than 0.75 will be rejected.

**5-04.3(12) Joints****5-04.3(12)A HMA Joints****5-04.3(12)A1 Transverse Joints**

22  
 23  
 24  
 25  
 26  
 27  
 28  
 29  
 30  
 31 The Contractor shall conduct operations such that the placing of the top or  
 32 wearing course is a continuous operation or as close to continuous as  
 33 possible. Unscheduled transverse joints will be allowed and the roller may  
 34 pass over the unprotected end of the freshly laid mixture only when the  
 35 placement of the course must be discontinued for such a length of time that  
 36 the mixture will cool below compaction temperature. When the Work is  
 37 resumed, the previously compacted mixture shall be cut back to produce a  
 38 slightly beveled edge for the full thickness of the course.

39  
 40 A temporary wedge of HMA constructed on a 20H:1V shall be constructed  
 41 where a transverse joint as a result of paving or planing is open to traffic.  
 42 The HMA in the temporary wedge shall be separated from the permanent  
 43 HMA by strips of heavy wrapping paper or other methods approved by the  
 44 Engineer. The wrapping paper shall be removed and the joint trimmed to a

SPECIAL PROVISIONS - Continued

1 slightly beveled edge for the full thickness of the course prior to resumption  
2 of paving.  
3

4 The material that is cut away shall be wasted and new mix shall be laid  
5 against the cut. Rollers or tamping irons shall be used to seal the joint.  
6

7 **5-04.3(12)A2 Longitudinal Joints**  
8

9 The longitudinal joint in any one course shall be offset from the course  
10 immediately below by not more than 6 inches nor less than 2 inches. All  
11 longitudinal joints constructed in the wearing course shall be located at a  
12 lane line or an edge line of the Traveled Way. A notched wedge joint shall  
13 be constructed along all longitudinal joints in the wearing surface of new  
14 HMA unless otherwise approved by the Engineer. The notched wedge joint  
15 shall have a vertical edge of not less than the maximum aggregate size or  
16 more than ½ of the compacted lift thickness and then taper down on a slope  
17 not steeper than 4H:1V. The sloped portion of the HMA notched wedge joint  
18 shall be uniformly compacted.  
19

20 **5-04.3(12)B Bridge Paving Joint Seals**  
21

22 **5-04.3(12)B1 HMA Sawcut and Seal**  
23

24 Prior to placing HMA on the bridge deck, establish sawcut alignment points  
25 at both ends of the bridge paving joint seals to be placed at the bridge ends,  
26 and at interior joints within the bridge deck when and where shown in the  
27 Plans. Establish the sawcut alignment points in a manner that they remain  
28 functional for use in aligning the sawcut after placing the overlay.  
29

30 Submit a Type 1 Working Drawing consisting of the sealant manufacturer's  
31 application procedure.  
32

33 Construct the bridge paving joint seal as specified ion the Plans and in  
34 accordance with the detail shown in the Standard Plans. Construct the  
35 sawcut in accordance with the detail shown in the Standard Plan. Construct  
36 the sawcut in accordance with Section 5-05.3(8)B and the manufacturer's  
37 application procedure.  
38

39 **5-04.3(12)B2 Paved Panel Joint Seal**  
40

41 Construct the paved panel joint seal in accordance with the requirements  
42 specified in section 5-04.3(12)B1 and the following requirement:  
43

SPECIAL PROVISIONS - Continued

- 1           1.     Clean and seal the existing joint between concrete panels in  
2                     accordance with Section 5-01.3(8) and the details shown in the  
3                     Standard Plans.

**5-04.3(13) Surface Smoothness**

4  
5  
6  
7           The completed surface of all courses shall be of uniform texture, smooth,  
8           uniform as to crown and grade, and free from defects of all kinds. The  
9           completed surface of the wearing course of the following sections of  
10          Roadway shall not vary more than 1/4 inch from the lower edge of a 10-foot  
11          straightedge placed on the surface parallel to centerline:

- 12  
13          1.     Roads less than 45 mph

14  
15          The completed surface of the wearing course of all other sections of  
16          Roadway shall not vary more than 1/8 inch from the lower edge of a 10-foot  
17          straightedge placed on the surface parallel to centerline.

18  
19          The transverse slope of the completed surface of the wearing course shall  
20          vary not more than 1/4 inch in 10 feet from the rate of transverse slope  
21          shown in the Plans.

22  
23          When deviations in excess of the above tolerances are found that result  
24          from a high place in the HMA, the pavement surface shall be corrected by  
25          one of the following methods:

- 26  
27          1.     Removal of material from high places by grinding with an approved  
28                 grinding machine; or  
29  
30          2.     Removal and replacement of the wearing course of HMA; or  
31  
32          3.     By other method approved by the Engineer.

33  
34          Correction of defects shall be carried out until there are no deviations  
35          anywhere greater than the allowable tolerances.

36  
37          Deviations in excess of the above tolerances that result from a low place in  
38          the HMA and deviations resulting from a high place where corrective action,  
39          in the opinion of the Engineer, will not produce satisfactory results will be  
40          accepted with a price adjustment. The Engineer shall deduct from monies  
41          due or that may become due to the Contractor the sum of \$500.00 for each  
42          and every section of single traffic lane 100 feet in length in which any  
43          excessive deviations described above are found.  
44



SPECIAL PROVISIONS - Continued

1 All utility castings and monuments within the existing and/or new pavement  
 2 area shall be referenced by the Contractor prior to any pavement removal  
 3 or planing. The Contractor shall keep a record of such references, and  
 4 submit a copy to the Contracting Agency.

5  
 6 Existing structures and new structures shall be adjusted to the finished  
 7 grade as shown on the Plans and as further specified herein. Existing  
 8 boxes, rings, grates, covers, and lids shall be reset in a careful and  
 9 workmanlike manner to conform to the required grades.

10  
 11 The new and existing utility castings and monuments shall be adjusted to  
 12 grade in the following manner:

13  
 14 As soon as the street has been paved past each structure or casting, the  
 15 asphalt concrete mat shall be scored around the location of the structure or  
 16 casting. After rolling has been completed and the mat has cooled, it shall  
 17 be cut along the scored lines. The structure or casting shall then be raised  
 18 to finished pavement grade and the annular spaces filled as indicated on  
 19 the Plans. The Contractor shall install the pavement to give a smooth  
 20 finished appearance. All covers, lids, frames, and grates shall be  
 21 thoroughly cleaned.

22  
 23 After pavement is in place, all new pavement joints shall be sealed with a  
 24 6-inch-wide strip of hot asphalt sealer. A sand blanket shall be applied to  
 25 the surface of the hot asphalt sealer immediately after the placement of the  
 26 sealer to help alleviate the tracking of the asphalt. The sealer shall meet  
 27 the requirements of Section 9-04.2(1) of the Standard Specifications.

28  
 29 **5-04.3(14) Planing (Milling) Bituminous Pavement**

30  
 31 The planing plan must be approved by the Engineer and a pre planing  
 32 meeting must be held prior to the start of any planing. See  
 33 Section 5-04.3(14)B2 for information on planning submittals.

34  
 35 Locations of existing surfacing to be planed are as shown in the Drawings.

36  
 37 Where planing an existing pavement is specified in the Contract, the  
 38 Contractor must remove existing surfacing material and to reshape the  
 39 surface to remove irregularities. The finished product must be a prepared  
 40 surface acceptable for receiving an HMA overlay.

41  
 42 Use the cold milling method for planing unless otherwise specified in the  
 43 Contract. Do not use the planer on the final wearing course of new HMA.  
 44 Conduct planing operations in a manner that does not tear, break, burn, or  
 45 otherwise damage the surface which is to remain. The finished planed

SPECIAL PROVISIONS - Continued

1 surface must be slightly grooved or roughened and must be free from  
 2 gouges, deep grooves, ridges, or other imperfections. The Contractor must  
 3 repair any damage to the surface by the Contractor's planing equipment,  
 4 using an Engineer approved method.

5  
 6 Repair or replace any metal castings and other surface improvements  
 7 damaged by planing, as determined by the Engineer.

8  
 9 A tapered wedge cut must be planed longitudinally along curb lines  
 10 sufficient to provide a minimum of 4 inches of curb reveal after placement  
 11 and compaction of the final wearing course. The dimensions of the wedge  
 12 must be as shown on the Drawings or as specified by the Engineer.

13  
 14 A tapered wedge cut must also be made at transitions to adjoining  
 15 pavement surfaces (meet lines) where butt joints are shown on the  
 16 Drawings. Cut butt joints in a straight line with vertical faces 2 inches or  
 17 more in height, producing a smooth transition to the existing adjoining  
 18 pavement.

19  
 20 After planing is complete, planed surfaces must be swept, cleaned, and if  
 21 required by the Contract, patched and preleveled.

22  
 23 The Engineer may direct additional depth planing. Before performing this  
 24 additional depth planing, the Contractor must conduct a hidden metal in  
 25 pavement detection survey as specified in Section 5-04.3(14)A.

26  
 27 Gutter panels, curbs, or utility structures damaged as a result of planing  
 28 operations shall be replaced by the Contractor at their own expense. No  
 29 additional monies will be due the Contractor for damage to curbs, gutters,  
 30 or utility structures, all costs of which shall be borne by the Contractor.

31  
 32 **5-04.3(14)A Pre-Planing Metal Detection Check**

33  
 34 Before starting planing of pavements, and before any additional depth  
 35 planing required by the Engineer, the Contractor must conduct a physical  
 36 survey of existing pavement to be planed with equipment that can identify  
 37 hidden metal objects.

38  
 39 Should such metal be identified, promptly notify the Engineer.

40  
 41 See Section 1-07.16(1) regarding the protection of survey monumentation  
 42 that may be hidden in pavement.

43  
 44 The Contractor is solely responsible for any damage to equipment resulting  
 45 from the Contractor's failure to conduct a pre-planing metal detection

SPECIAL PROVISIONS - Continued

1 survey, or from the Contractor's failure to notify the Engineer of any hidden  
2 metal that is detected.

3  
4 **5-04.3(14)B Paving and Planing Under Traffic**

5  
6 **5-04.3(14)B1 General**

7  
8 In addition, the requirements of Section 1-07.23 and the traffic controls  
9 required in Section 1-10, and unless the Contract specifies otherwise or  
10 the Engineer approves, the Contractor must comply with the following:

11  
12 1. Intersections

- 13  
14 a. Keep intersections open to traffic at all times, except when  
15 paving or planing operations through an intersection  
16 requires closure. Such closure must be kept to the  
17 minimum time required to place and compact the HMA  
18 mixture, or plane as appropriate. For paving, schedule such  
19 closure to individual lanes or portions thereof that allows  
20 the traffic volumes and schedule of traffic volumes required  
21 in the approved traffic control plan. Schedule work so that  
22 adjacent intersections are not impacted at the same time  
23 and comply with the traffic control restrictions required by  
24 the Traffic Engineer. Each individual intersection closure or  
25 partial closure, must be addressed in the traffic control  
26 plan, which must be submitted to and accepted by the  
27 Engineer, see Section 1-10.2(2).  
28
- 29 b. When planing or paving and related construction must occur  
30 in an intersection, consider scheduling and sequencing  
31 such work into quarters of the intersection, or half or more  
32 of an intersection with side street detours. Be prepared to  
33 sequence the work to individual lanes or portions thereof.  
34
- 35 c. Should closure of the intersection in its entirety be  
36 necessary, and no trolley service is impacted, keep such  
37 closure to the minimum time required to place and compact  
38 the HMA mixture, plane, remove asphalt, tack coat, and as  
39 needed.  
40
- 41 d. Any work in an intersection requires advance warning in  
42 both signage and a number of Working Days advance  
43 notice as determined by the Engineer, to alert traffic and  
44 emergency services of the intersection closure or partial  
45 closure.

SPECIAL PROVISIONS - Continued

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45

e. Allow new compacted HMA asphalt to cool to ambient temperature before any traffic is allowed on it. Traffic is not allowed on newly placed asphalt until approval has been obtained from the Engineer.

2. Temporary centerline marking, post-paving temporary marking, temporary stop bars, and maintaining temporary pavement marking must comply with Section 8-23.

3. Permanent pavement marking must comply with Section 8-22.

4. Roadways Open to Traffic

When the roadway being paved is open to traffic, the following requirements shall apply:

The Contractor shall keep roadways open to traffic at all times except where paving is in progress. During such time, and provided that there has been an advance warning to the public, only that specified section of road being paved may be closed for the minimum time required to place and compact the HMA. Adjacent travel lanes and shoulder shall be left open for traffic during these times. In hot weather, the Engineer may require the application of water to the pavement to accelerate the finish rolling of the pavement and to shorten the time required before reopening to traffic.

Before temporarily closing a portion of the road, advance-warning signs shall be placed and signs shall also be placed clearly alerting the driver of temporary lane closures.

During paving operations, temporary pavement markings shall be maintained throughout the project. Temporary pavement markings shall be installed on the roadway prior to opening to traffic and shall be in accordance with Section 8-23.

All costs in connection with performing the Work in accordance with these requirements shall be included in the unit contract prices for the various bid items involved in the Contract.

**5-04.3(14)B2 Submittals – Planing Plan and HMA Paving Plan**

The Contractor must submit a separate planing plan and a separate paving plan to the Engineer at least 5 Working Days in advance of each operation’s activity start date. These plans must show how the moving operation and

SPECIAL PROVISIONS - Continued

1 traffic control are coordinated, as they will be discussed at the pre-planing  
 2 briefing and pre-paving briefing. When requested by the Engineer, the  
 3 Contractor must provide each operation's traffic control plan on 24 x 36 inch  
 4 or larger size Shop Drawings with a scale showing both the area of  
 5 operation and sufficient detail of traffic beyond the area of operation where  
 6 detour traffic may be required. The scale on the Shop Drawings is 1 inch =  
 7 20 feet, which may be changed if the Engineer agrees sufficient detail is  
 8 shown.

9  
 10 The planing operation and the paving operation include, but are not limited  
 11 to, metal detection, removal of asphalt and temporary asphalt of any kind,  
 12 tack coat and drying, staging of supply trucks, paving trains, rolling,  
 13 scheduling, and as may be discussed at the briefing.

14  
 15 When intersections will be partially blocked or when allowed to be totally  
 16 blocked, provide adequately sized and noticeable signage alerting traffic of  
 17 closures to come, a minimum 2 Working Days in advance. The traffic control  
 18 plan must show where police officers will be stationed when signalization is  
 19 or may be, countermanded, and show areas where flaggers are proposed.

20  
 21 At a minimum, the planing and the paving plan must include:

- 22  
 23 1. A copy of the accepted traffic control plan, see Section 1-10.2(2),  
 24 detailing each day's traffic control as it relates to the specific  
 25 requirements of that day's planing and paving. Briefly describe the  
 26 sequencing of traffic control consistent with the proposed planing  
 27 and paving sequence, and scheduling of placement of temporary  
 28 pavement markings and channelizing devices after each day's  
 29 planing, and paving.  
 30  
 31 2. A copy of each intersection's traffic control plan.  
 32  
 33 3. Haul routes from Supplier facilities, and locations of temporary  
 34 parking and staging areas, including return routes. Describe  
 35 the complete round trip as it relates to the sequencing of  
 36 paving operations.  
 37  
 38 4. Names and locations of HMA Supplier facilities to be used.  
 39  
 40 5. List of all equipment to be used for paving.  
 41  
 42 6. List of personnel and associated job classification assigned to each  
 43 piece of paving equipment.  
 44

SPECIAL PROVISIONS - Continued

- 1           7.     Description (geometric or narrative) of the scheduled sequence of  
 2           planing and of paving, and intended area of planing and of paving  
 3           for each day's work, must include the directions of proposed  
 4           planing and of proposed paving, sequence of adjacent lane  
 5           paving, sequence of skipped lane paving, intersection planing and  
 6           paving scheduling and sequencing, and proposed notifications  
 7           and coordinations to be timely made. The plan must show HMA  
 8           joints relative to the final pavement marking lane lines.  
 9
- 10          8.     Names, job titles, and contact information for field, office, and plant  
 11          supervisory personnel.  
 12
- 13          9.     A copy of the approved Mix Designs.  
 14
- 15          10.    Tonnage of HMA to be placed each day.  
 16
- 17          11.    Approximate times and days for starting and ending daily  
 18          operations.  
 19

**5-04.3(14)B3 Pre-Paving and Pre-Planing Briefing**

20  
 21  
 22         At least 2 Working Days before the first paving operation and the first  
 23         planing operation, or as scheduled by the Engineer for future paving and  
 24         planing operations to ensure the Contractor has adequately prepared for  
 25         notifying and coordinating as required in the Contract, the Contractor must  
 26         be prepared to discuss that day's operations as they relate to other entities  
 27         and to public safety and convenience, including driveway and business  
 28         access, garbage truck operations, transit operations and working around  
 29         energized overhead wires, school and nursing home and hospital and other  
 30         accesses, other contractors who may be operating in the area, pedestrian  
 31         and bicycle traffic, and emergency services. The Contractor, and  
 32         Subcontractors that may be part of that day's operations, must meet with  
 33         the Engineer and discuss the proposed operation as it relates to the  
 34         submitted planing plan and paving plan, approved traffic control plan, and  
 35         public convenience and safety. Such discussion includes, but is not limited  
 36         to:  
 37

- 38         1.     General for both Paving Plan and for Planing Plan:  
 39
- 40            a.     The actual times of starting and ending daily  
 41            operations.  
 42
- 43            b.     In intersections, how to break up the intersection, and  
 44            address traffic control and signalization for that  
 45            operation, including use of peace officers.

SPECIAL PROVISIONS - Continued

- 1
- 2 c. The sequencing and scheduling of paving operations
- 3 and of planing operations, as applicable, as it relates to
- 4 traffic control, to public convenience and safety, and to
- 5 other contractors who may operate in the Project Site.
- 6
- 7 d. Notifications required of Contractor activities, and
- 8 coordinating with other entities and the public as
- 9 necessary.
- 10
- 11 e. Description of the sequencing of installation and types
- 12 of temporary pavement markings as it relates to
- 13 planning and to paving.
- 14
- 15 f. Description of the sequencing of installation of, and the
- 16 removal of, temporary pavement patch material around
- 17 exposed castings and as may be needed.
- 18
- 19 g. Description of procedures and equipment to identify
- 20 hidden metal in the pavement, such as survey
- 21 monumentation, monitoring wells, street car rail, and
- 22 castings, before planning, see Section 5-04.3(14)B2.
- 23
- 24 h. Description of how flaggers will be coordinated with the
- 25 planing, paving, and related operations.
- 26
- 27 i. Description of sequencing of traffic controls for the process of
- 28 rigid pavement base repairs.
- 29
- 30 j. Other items the Engineer deems necessary to address.
- 31
- 32 2. Paving – additional topics:
- 33
- 34 a. When to start applying tack and coordinating with paving.
- 35
- 36 b. Types of equipment and numbers of each type equipment to
- 37 be used. If more pieces of equipment than personnel are
- 38 proposed, describe the sequencing of the personnel
- 39 operating the types of equipment. Discuss the continuance
- 40 of operator personnel for each type equipment as it relates to
- 41 meeting Specification requirements.
- 42
- 43 c. Number of JMFs to be placed, and if more than one JMF
- 44 how the Contractor will ensure different JMFs are
- 45 distinguished, how pavers and MTVs are distinguished if

SPECIAL PROVISIONS - Continued

1 more than one JMF is being placed at the time, and how  
 2 pavers and MTVs are cleaned so that one JMF does not  
 3 adversely influence the other JMF.  
 4

5 d. Description of contingency plans for that day's operations  
 6 such as equipment breakdown, rain out, and Supplier  
 7 shutdown of operations.  
 8

9 e. Number of sublots to be placed, sequencing of density testing,  
 10 and other sampling and testing.  
 11

**5-04.3(15) Sealing Pavement Surfaces**

12  
 13  
 14 Apply a fog seal where shown in the plans. Construct the fog seal in  
 15 accordance with Section 5-02.3. Unless otherwise approved by the  
 16 Engineer, apply the fog seal prior to opening to traffic.  
 17

**5-04.3(16) HMA Road Approaches**

18  
 19  
 20 HMA approaches shall be constructed at the locations shown in the Plans  
 21 or where staked by the Engineer. The Work shall be performed in  
 22 accordance with Section 5-04.  
 23

**5-04.4 Measurement**

24  
 25  
 26 Commercial HMA will be measured by the ton in accordance with Section  
 27 1-09.2, with no deduction being made for the weight of asphalt binder,  
 28 mineral filler, or any other component of the mixture. If the Contractor elects  
 29 to remove and replace mix as allowed by Section 5-04.3(11), the material  
 30 removed will not be measured.  
 31

**5-04.5 Payment**

32  
 33  
 34 Payment will be made for each of the following Bid items that are included  
 35 in the Proposal:  
 36

37 "Commercial HMA," per ton.  
 38

39 The unit contract price per ton for "Commercial HMA" shall include the cost  
 40 for all labor, materials, equipment and tools for furnishing, placing,  
 41 compacting and constructing asphalt pavement including mix design, anti-  
 42 strip determination, mix design verification, preparation of untreated  
 43 roadway, preparation of treated surfaces, sweeping, anti-stripping additive,  
 44 soil residual herbicide, asphalt for tack coat, HMA pavement, HMA for  
 45 preleveling, HMA patches, HMA transition sections, HMA ramps, HMA



SPECIAL PROVISIONS - Continued

- 1 driveways/approaches, HMA wedge curb, spreading and finishing, water,  
2 compaction, sealing all cold joints with asphalt sealant (and sand blanket to  
3 alleviate tracking), temporary pavement markings, removal of temporary  
4 pavement markings, material and compaction testing, and all other  
5 incidentals necessary for a complete paving system to the lines, cross  
6 section and grades in accordance with the Plans.  
7
- 8 The unit contract price per ton for "Commercial HMA" shall be full  
9 compensation for all costs incurred to carry out the requirements of  
10 Section 5-04 except for those costs which are included in other items which  
11 are included in this Subsection and which are included in the Proposal.

**DIVISION 7**

**DRAINAGE STRUCTURES, STORM SEWERS, SANITARY  
SEWERS, WATER MAINS, AND CONDUITS**

1 **7-04 STORM SEWERS**

2  
3 **7-04.2 Materials**

4 (January 4, 2010 G&O GSP)

5  
6 Delete the sixth paragraph under this Section and replace it with the following:

7  
8 The Contractor shall provide the diameter and type of pipe specified on  
9 the Plans.

10  
11 **7-04.3(1)A General**

12 (January 20, 2009 G&O GSP)

13  
14 This Section is supplemented with the following:

15  
16 All lines shall be flushed clean of all debris prior to acceptance. The  
17 debris shall be intercepted and collected at the nearest downstream point  
18 of access. The material shall then be loaded and wastehauled to a  
19 Contracting Agency approved dumpsite.

20  
21 **7-04.5 Payment**

22 (January 7, 2013 G&O GSP)

23  
24 Delete all paragraphs under this section and replace with the following:

25  
26 Payment will be made in accordance with Section 1-04.1, for each of the  
27 following bid items that are included in the Proposal:

28  
29 “ \_\_\_\_ Storm Sewer Pipe, \_\_\_\_ In. Diam. (Incl. Bedding),” per linear foot.

30  
31 The unit contract price per linear foot of “ \_\_\_\_ Storm Sewer Pipe, \_\_\_\_ In.  
32 Diam. (Incl. Bedding)” shall constitute full compensation for all labor,  
33 materials, tools, equipment, transportation, supplies, and incidentals  
34 required to complete all work to furnish and install this item to include, but  
35 not limited to, excavation, pipe bedding, compaction, removal and  
36 wastehaul of excess or unsuitable trench excavation material, dewatering,  
37 bypass pumping and maintaining storm sewer flows, connections to  
38 existing and new systems, flushing and cleaning.

SPECIAL PROVISIONS - Continued

**7-05 MANHOLES, INLETS, CATCH BASINS, AND DRYWELLS**

**7-05.3 Construction Requirements**

(January 20, 2009 G&O GSP)

This Section is supplemented with the following:

The Contractor shall construct all manholes and catch basins from precast concrete bases and risers. Cast-in-place concrete bases shall only be used for “straddle” of existing systems and shall be watertight.

In areas of new and existing pavement, the grate rim elevation shall be set to promote drainage flow. In unimproved areas, the rim elevations shall be set 2 inches above finished grade unless otherwise shown on the Plans.

Dewatering shall be per Section 7-08.3(1).

Unless specifically noted herein or shown differently on the Plans, the Contractor shall connect to the manhole and catch basin as follows:

<u>Pipe</u>	<u>Connection System</u>
DI	Kor-N-Seal*
HDPE	Kor-N-Seal*
PVC	Kor-N-Seal*
Corrugated Polyethylene	Per Manufacturer’s Recommendation

\*Or Contracting Agency approved equal.

**7-05.3(3) Connections to Existing Manholes**

(June 16, 2006 G&O GSP)

This Section is supplemented with the following:

The locations, type and size of the existing structures and lines have been determined from available records, and are approximate; however, it is anticipated that connections to these existing facilities may be made, in general, as shown on the Plans.

It shall be the responsibility of the Contractor to determine the exact location and ascertain the type and size of the existing facilities prior to starting work on each connection, and to provide any minor alterations, as required, at no additional cost to the Contracting Agency.

SPECIAL PROVISIONS - Continued

1 Where piping is to be connected to existing structures, the opening(s)  
 2 shall be core-drilled in the structure. The use of jackhammers and/or  
 3 sledgehammers to knock out the hole shall not be allowed.  
 4

**7-05.5 Payment**

6 (January 7, 2013 G&O GSP)  
 7

8 Delete all paragraphs under this Section and replace with the following:  
 9

10 Payment will be made in accordance with Section 1-04.1, for each of the  
 11 following bid items that are included in the Proposal:

12 "Concrete Inlet," per each.  
 13

14 "Area Drain," per each.  
 15

16  
 17 The unit contract price per each for "Concrete Inlet" or "Area Drain" shall  
 18 constitute full compensation for all labor, materials, tools, equipment,  
 19 transportation, supplies, and incidentals required to complete all work to  
 20 furnish and install this item to include, but not limited to, lids, frames and  
 21 grates, slip resistant lids where indicated on the Plans, structure  
 22 excavation, foundation gravel, compaction, removal and wastehaul of  
 23 excess or unsuitable excavated material, pipe connection, dewatering,  
 24 bypass pumping and maintaining stormwater flows, and adjusting to  
 25 finished grade.  
 26

27 "Adjust Catch Basin," per each.  
 28

29 "Adjust Manhole," per each.  
 30

31 The unit contract price per each for "Adjust Catch Basin" or "Adjust  
 32 Manhole" shall include all costs to adjust the existing structures to the  
 33 finished grade including, but not limited to, sawcutting, wastehaul,  
 34 furnishing and installing adjustment rings and blocks, HMA patch and  
 35 CDF. The cost for temporary or other adjustment not to final grade shall  
 36 be considered incidental to the Project and as such merged into the items  
 37 bid. The cost for replacing existing frames, grates, rings, and/or lids with  
 38 new frames, grates, rings, and/or lids on existing structures (where noted  
 39 on the Plans) including but not limited to supplying and installing all  
 40 materials, labor, and equipment, removal, salvage, and/or wastehaul of  
 41 existing frames, grates, etc., as referenced on the Plans and specified  
 42 herein, shall be included in the unit contract price per each for "Adjust  
 43 Catch Basin" or "Adjust Manhole."  
 44

SPECIAL PROVISIONS - Continued**7-07 CLEANING EXISTING DRAINAGE STRUCTURES****7-07.4 Measurement**

(January 20, 2009 G&O GSP)

Delete this Section and replace with the following:

No specific unit of measurement will apply to cleaning existing drainage structures.

**7-07.5 Payment**

(November 24, 2010 G&O GSP)

Delete this Section and replace with the following:

No separate or additional payment will be made for cleaning existing drainage structures. This work shall be considered incidental and shall be included in the various unit and lump sum contract prices.

**7-08 GENERAL PIPE INSTALLATION REQUIREMENTS****7-08.2 Materials**

(January 4, 2010 G&O GSP)

This Section is supplemented with the following:

The pipe used on this project shall be the type and size specified on the Plans.

Bank run gravel for trench backfill shall meet the requirements of Section 9-03.19.

**7-08.3(1)A Trenches**

(November 24, 2010 G&O GSP)

Delete the first three paragraphs under this Section and replace them with the following:

The length of trench excavation in advance of pipe laying shall be kept to a maximum of 100 feet. Excavation shall either be closed up at the end of the day or protected per Section 1.07.23(1).

The Contractor shall limit his excavation to the limits of the maximum payment width and depth shown on the Plans. If the Contractor purposely or neglectfully excavates trenches to a width or depth beyond the neat line

SPECIAL PROVISIONS - Continued

1 payment limit of the trench as shown on the Plans, the expenses  
2 associated with any additional trenching, wastehaul, trench backfill,  
3 compaction and testing, and surface restoration as a result of excavating  
4 beyond the neat line payment limits shall be borne by the Contractor.

5  
6 It is not anticipated that solid rock will be encountered. Should such  
7 material be encountered, the excavation, removal and wastehaul will be  
8 paid for by change order per Section 1-04.4. Boulders or broken rock less  
9 than 2 cubic yards in volume, shall not be classified as rock, nor will so-  
10 called "hard-pan" or cemented gravel, even though it may be  
11 advantageous to use special equipment in its removal.

12  
13 Trench excavation shall also include wastehauling all excess and/or  
14 unsuitable material encountered, including but not limited to, abandoned  
15 pipelines, concrete, asphalt, tree stumps, trees, logs, abandoned rail ties,  
16 piling, and riprap.

17  
18 The Contractor shall furnish all equipment necessary to dewater the  
19 excavation. Before operations begin, the Contractor shall have sufficient  
20 pumping equipment and/or other machinery available on site to assure  
21 that the operation of any dewatering system can be maintained.

22  
23 The Contractor shall dispose of the water in such a manner as not to  
24 cause a nuisance or menace to the public, and comply with all codes,  
25 regulations, and ordinances of applicable governing authorities with regard  
26 to drilling, dewatering, and erosion control.

27  
28 The release of groundwater to its static level shall be performed in such a  
29 manner as to maintain the undisturbed state of the natural foundation soil,  
30 prevent disturbance of backfill and prevent movement of structures and  
31 pipelines.

32  
33 The dewatering system shall be installed and operated by the Contractor  
34 so that the groundwater level outside the excavation is not reduced to the  
35 extent that would damage or endanger adjacent structures or property.  
36 Should settlement of the surrounding area and/or structures be observed,  
37 the Contractor shall cease dewatering operations and implement  
38 contingency plans. The cost of repairing any damage to adjacent  
39 structures, underground facilities or utilities and satisfactory restoration of  
40 above ground facilities to include fences, paving, concrete, etc., shall be  
41 the responsibility of the Contractor.

42  
43 The Contractor shall be required to comply with all conditions and  
44 requirements mandated by the Department of Ecology for the  
45 construction, operation, and decommissioning of dewatering facilities.

SPECIAL PROVISIONS - Continued

1  
2 The Contractor shall obtain approved grading and filling permits for all  
3 spoils material sites, from the Contracting Agency, County, or both as  
4 required. These permits shall be secured and paid for by the Contractor.

5  
6 **7-08.3(2)B Pipe Laying – General**  
7 (January 4, 2010 G&O GSP)

8  
9 This Section is supplemented with the following:

10  
11 All pipe shall be unloaded from delivery vehicles with mechanical  
12 equipment. Dropping of pipe onto the ground or mats will not be  
13 permitted. All pipe and fittings shall be carefully lowered into the trench in  
14 such a way as to prevent damage to pipe materials and protective  
15 coatings and linings. Under no circumstances shall materials be dropped  
16 or dumped into the trench.

17  
18 All pipe shall be laid in straight lines and at uniform rate for grade between  
19 structures. Variation in the invert elevation between adjoining ends of pipe  
20 due to non-concentricity of joining surface and pipe interior surfaces shall  
21 not exceed 1/64 inch per inch of pipe diameter, or 1/2-inch maximum.

22  
23 Every precaution shall be taken to prevent foreign material from entering  
24 the pipe while it is being laid. After placing a length of pipe in the trench,  
25 the spigot end shall be centered in the bell and pipe forced home and  
26 brought to correct line and grade. The pipe shall be secured in place with  
27 pipe bedding tamped under it. Precaution shall be taken to prevent dirt  
28 from entering the joint space. At times when pipe laying is not in progress,  
29 the open ends of pipe shall be closed by a watertight plug or other means  
30 approved by the Contracting Agency. If water is in the trench when work  
31 resumes, the seal shall remain in place until the trench is dewatered as  
32 specified for groundwater control. Tee branches shall be blocked and  
33 sealed with the same joint and pipe material as used for pipes.

34  
35 Care shall be taken to properly align, clean and lubricate the spigot and  
36 socket area of the pipes before joining. The pipe spigot shall be forced  
37 into the socket until the reference mark on the spigot is flush with the bell  
38 end.

39  
40 All connections to existing pipe of differing materials shall be made with  
41 adapters which are specifically manufactured for this purpose. If the band  
42 type adapters are used, then only stainless steel bands will be allowed.

43



SPECIAL PROVISIONS - Continued

1 The Contractor shall obtain approved grading and filling permits for all  
 2 spoils material sites, from the Contracting Agency, County, or both as  
 3 required. These permits shall be secured and paid for by the Contractor.  
 4

**7-08.3(3) Backfilling**

6 (January 4, 2010 G&O GSP)  
 7

8 Delete the second paragraph under this Section and replace with the following:  
 9

10 Pipe zone backfill shall be gravel backfill for pipe zone bedding conforming  
 11 to the requirements of Section 9-03.12(3).  
 12

**7-08.4 Measurement**

14 (January 7, 2013 G&O GSP)  
 15

16 Delete all paragraphs under this Section and replace with the following:  
 17

18 Measurement of Bank Run Gravel for Trench Backfill will be per ton. The  
 19 measurement shall be calculated in accordance with the trench detail  
 20 shown on the Plans and using a conversion factor for cubic yards to tons  
 21 of 1.8 tons/cy. The Contractor shall provide the Contracting Agency with  
 22 truckload tickets at the end of each day to be used to support the  
 23 calculated quantities.  
 24

**7-08.5 Payment**

26 (January 7, 2013 G&O GSP)  
 27

28 Delete all paragraphs under this Section and replace with the following:  
 29

30 Payment will be made in accordance with Section 1-04.1, for each of the  
 31 following bid items that are included in the Proposal:  
 32

33 "Bank Run Gravel for Trench Backfill," per ton.  
 34

35 The unit contract price per ton for "Bank Run Gravel for Trench Backfill"  
 36 shall constitute full compensation for all labor, materials, tools, equipment,  
 37 transportation, supplies, and incidentals required to complete all work to  
 38 furnish and install the imported trench backfill to include, but not limited to,  
 39 backfilling trenches, placing, shaping, compacting, and material and  
 40 compaction testing of the bank run gravel backfill material.  
 41

42 All costs associated with furnishing and installing pipe bedding for  
 43 culverts, and storm sewer systems shall be included into the unit contract  
 44 price for the type and size of pipe installed.  
 45

SPECIAL PROVISIONS - Continued

- 1 All costs to providing dewatering as required shall be included into the unit
- 2 contract price for the type and size of pipe installed.
- 3
- 4 All costs of providing bypass pumping as required shall be included into
- 5 the unit contract price for the type and size of pipe installed.

**DIVISION 8**  
**MISCELLANEOUS CONSTRUCTION**

1 **8-01 EROSION CONTROL AND WATER POLLUTION CONTROL**

2  
3 **8-01.3 Construction Requirements**

4 (May 4, 2020 G&O GSP)

5  
6 This Section is supplemented with the following:

7  
8 The Contractor shall take all necessary precautions and utilize the  
9 Department of Ecology's (ECY) Best Management Practices to prevent  
10 sediment and fugitive dust from construction activities from entering into  
11 storm water systems, natural waterways, or environmentally sensitive  
12 areas and from otherwise being carried away from the construction area  
13 by stormwater or air.

14  
15 Temporary erosion protection shall be furnished, installed, and maintained  
16 for the duration of this Project to protect environmentally sensitive areas,  
17 sloped surfaces, adjacent areas and/or water bodies or conveyance  
18 systems. Temporary erosion protection may include the use of straw, jute  
19 matting, wattles, heavy plastic sheeting, or other forms of ground cover on  
20 areas disturbed by construction. Sloped surfaces shall be restored and  
21 protected in such a manner that surface runoff does not erode the  
22 embankments, slopes, or ground surfaces, nor create surface channels, or  
23 ruts.

24  
25 Any damage caused by the Contractor's failure to keep the erosion  
26 materials maintained shall be borne by the Contractor alone.

27  
28 **8-01.3(1)A Submittals**

29 (May 4, 2020 G&O GSP)

30  
31 This Section is supplemented with the following:

32  
33 The Contractor shall be required to prepare, maintain, and update the  
34 TESC plan, as may be required during the course of the Project. The  
35 details included are provided solely for the establishment of basic erosion  
36 control measures and are not intended to be a complete plan.

37  
38 **8-01.3(9)D Inlet Protection**

39 (May 4, 2020 G&O GSP)

40  
41 This Section is supplemented with the following:

42  
43 All catch basins grates within the project limits and adjacent areas shall  
44 have inlet protection installed to prevent sedimentation from entering the  
45 storm system. The inlet protection shall be routinely cleaned of sediment

SPECIAL PROVISIONS - Continued

1 to prevent plugging. This sediment shall be regularly removed, loaded,  
 2 and hauled to waste whenever it presents a potential surface  
 3 accumulation problem or concern to the Contracting Agency.  
 4

**8-01.4 Measurement**

5  
 6 (May 4, 2020 G&O GSP)  
 7

8 This Section is supplemented with the following:  
 9

10 No specific unit of measure will apply to erosion control and water  
 11 pollution prevention.  
 12

**8-01.5 Payment**

13  
 14 (May 4, 2020 G&O GSP)  
 15

16 Supplement this Section with the following:  
 17

18 Payments will be made in accordance with Section 1-04.1 for the following  
 19 Bid Item(s):  
 20

21 "Erosion Control and Water Pollution Prevention"  
 22

23 The lump sum contract price for "Erosion Control and Water Pollution  
 24 Prevention" shall include all costs for preparing a TESC plan: inspecting,  
 25 documenting, testing, and notification as required and all temporary  
 26 erosion control and water pollution prevention as stated herein and as  
 27 further indicated on the Plans that is not otherwise paid under separate  
 28 contract items in the Proposal, including furnishing, installing, maintaining,  
 29 removal of erosion/water pollution prevention devices.  
 30

**8-02 ROADSIDE RESTORATION****8-02.2 Materials**

31  
 32  
 33  
 34 (May 4, 2020 G&O GSP)  
 35

36 This Section shall be supplemented with the following:  
 37

38 Grass seed, of the following composition, proportion, and quality shall be  
 39 applied at the rates shown below on all areas requiring roadside seeding  
 40 within the project:  
 41  
 42

SPECIAL PROVISIONS - Continued

1

<b>Kind and Variety of Seed in Mixture by Common Name and (Botanical Name)</b>	<b>Pounds Pure Live Seed (PLS) Per Acre</b>
Dwarf Perennial Ryegrass	100
Creeping Red Fescue	50
Hard Fescue	50
<b>Total Pounds PLS Per Acre</b>	<b>200</b>

2

3

Seeds shall be certified "Weed Free," indicating there are no noxious or nuisance weeds in the seed.

4

5

6

Sufficient quantities of 18-6-12 fertilizer shall be applied at 650 pounds per acre, 72 percent of nitrogen applied per acre shall be derived from isobutylidene diurea (IBDU), cyclo-di-urea (CDU), or a time release, polyurethane coated source with a minimum release time of 6 months. The remainder may be derived from any source.

7

8

9

10

11

12

The fertilizer formulation and application rate shall be approved by the Engineer before use.

13

14

15

Wood fiber mulch shall be applied at a rate of 2,000 pounds per acre, and tackifier shall be applied at a rate of 43 pounds per acre.

16

17

**8-02.3(3)B Chemical Pesticides**

(May 4, 2020 G&O GSP)

18

19

This Section is supplemented with the following:

20

21

No chemical herbicides will be allowed in planting areas.

22

23

**8-02.3(4) Topsoil**

(January 7, 2013 G&O GSP)

24

25

This Section is supplemented with the following:

26

27

The costs of removing all excess material and debris shall be considered incidental to the Project and as such merged in the various items bid.

28

29

30

Cultivate 4 inches of imported topsoil, Type A into the existing subgrades to a minimum transition depth of 6 inches in areas to be seeded with topsoil, in sod areas, in planting strip areas and in fill slopes to be planted, as shown on the Plans.

31

32

33

34

35

36

37

SPECIAL PROVISIONS - Continued**8-02.3(4)A Topsoil Type A**

(May 4, 2020 G&amp;O GSP)

This Section is supplemented with the following:

Imported Topsoil, Type A, shall be a mixture of 33.3 percent compost by volume, 33.3 percent loam by volume and 33.3 percent sandy loam by volume as defined by USDA soil texture triangle, screened through a 3/8-inch screen or approved equal. Compost shall be made from ground yard waste that has first been screened through a 5/8-inch trammel screen. The composting process shall include five 3-day periods during which the compost temperature is 131 to 165 degrees Fahrenheit. The total composting time period shall be a minimum of 4 months. Topsoil shall be weed free.

**8-02.3(5) Roadside Seeding, Lawn and Planting Area Preparation**

(May 4, 2020 G&amp;O GSP)

This Section is supplemented with the following:

**Seeding Areas:** Finished grades of seeding areas shall allow for soil preparation and mulch. Finished grades shall be as follows:

Seeding Areas: 1 inch below all walks, curbs, and/or hard-surface edges.

Perform all excavation and backfill necessary to provide finish grade of landscape areas as indicated and specified. Remove from site excess and unsuitable material. Landscape areas shall be graded to lines, grades, and cross sections indicated. Grades shall meet the following:

1. Maximum 2:1 slope, unless otherwise indicated.
2. Smooth and round off surfaces at abrupt grade changes.
3. Feather grades to meet existing gradually. Rake planting areas smooth and remove surface rocks over 2-inches diameter.
4. Provide minimum 2 percent crown or slope in all landscape areas. The Contractor is responsible for any adverse drainage conditions that may affect plant growth, unless he contacts the Project Engineer immediately indicating any possible problem.

Finish grades shall be inspected and accepted by the Contracting Agency prior to commencing planting or seeding work.

SPECIAL PROVISIONS - Continued

1  
2 The costs of removing all excess material and debris shall be considered  
3 incidental to the Project and as such merged in the various items bid.  
4

5 **Final Acceptance**  
6

7 Final acceptance by the Contracting Agency for soil preparation will be  
8 contingent on the approval of all inspections, and that the soil preparation  
9 is consistent with these specifications and with the Plans.  
10

11 **8-02.3(10)C Lawn Establishment**

12 (May 4, 2020 G&O GSP)  
13

14 This Section is supplemented with the following:  
15

16 **Inspection and Substantial Completion**  
17

18 After completion of all seeding, including the post-planting fertilization  
19 which follows the first mowing, the Contracting Agency will review the  
20 seeded areas for adequacy. Areas not fully germinated (seeded) with a  
21 uniform stand of grass, or areas damaged through any cause prior to this  
22 inspection shall be reseeded, by the Contractor as herein specified and at  
23 the Contractor's sole expense as no additional monies will be due the  
24 Contractor. "Uniform stand of grass" shall signify complete cover of lush,  
25 thriving, green grass with no bare spots.  
26

27 **Reseeding**  
28

29 Reseed and fertilize with 6-2-4 at a rate of 400 pounds (30 pounds) per  
30 1,000 square foot, all areas failing to show a uniform stand of grass after  
31 germination of seed, or damage through any cause before physical  
32 completion of the Project.  
33

34 **8-02.4 Measurement**

35 (May 4, 2020 G&O GSP)  
36

37 Delete all paragraphs under this Section and replace with the following:  
38

39 Topsoil will be measured by the cubic yard to the nearest 0.5 cubic yard in  
40 the haul conveyance or container at the point of delivery. The Inspector  
41 shall be given a copy of the trip ticket or other such evidence, which lists  
42 the quantity delivered and placed on site. The Contractor shall coordinate  
43 same.  
44



SPECIAL PROVISIONS - Continued**8-02.5 Payment**

(May 4, 2020 G&amp;O GSP)

Delete all paragraphs under this Section and replace with the following:

Payment will be made in accordance with Section 1-04.1 for each of the following listed bid items that are included in the Proposal:

“Topsoil, Type \_\_”, per cubic yard.

The unit contract price per cubic yard for “Topsoil, Type \_\_” shall be full pay for all costs necessary for providing the source of material for topsoil Type \_\_, for pre-excavation weed control, excavating, loading, hauling, intermediate windrowing, stockpiling, weed control on stockpiles or windrows, and removal, furnishing, placing, cultivating, spreading, processing, and compacting the topsoil.

“Seeding, Fertilizing and Mulching,” per square yard.

The unit contract price per square yard for “Seeding, Fertilizing and Mulching” shall include all costs necessary to prepare the area, furnish and install the seed, fertilizer, mulch and tackifier, erect barriers, control weeds, establish lawn areas, water, mow, complete the Work as specified, and reseed as needed.

**8-04 CURB, GUTTERS, AND SPILLWAYS****8-04.3 Construction Requirements**

(November 21, 2009 G&amp;O GSP)

This Section is supplemented with the following:

Any curb and gutter damaged, defaced, cracked, chipped, or determined to be of poor workmanship, in the opinion of the Contracting Agency, shall be removed, wastehauled and replaced by the Contractor, at the Contractor’s expense. Sacking and grinding shall not be considered an acceptable means for repairing unacceptable sections. The Contractor shall further provide verbal and written notice (door hanger) to property owners identifying restricted use of their driveways, sidewalks, etc. This notice must be provided twice: at 1 week prior and again 1 day prior to the work being performed.

SPECIAL PROVISIONS - Continued**1 8-04.5 Payment**

2 (January 7, 2013 G&O GSP)

3  
4 This Section is supplemented with the following:

5  
6 The unit contract price per linear foot for “Cement Conc. Traffic Curb and  
7 Gutter” and “Cement Conc. Traffic Curb” shall include all costs associated  
8 with furnishing labor, material, tools, and equipment for the complete  
9 installation of these items including, but not limited to, forming, placing,  
10 block-outs, lowering curbs for sidewalk ramps and driveways, reinforcing  
11 steel, joint filler, curing, temporary barricades, end-sections, material  
12 testing and any other items as shown on the plans and as required in the  
13 field for a complete installation. It shall also include protecting all curb and  
14 gutters from vandalism and other damage until accepted by the  
15 Contracting Agency.

**16 17 8-06 CEMENT CONCRETE DRIVEWAY ENTRANCES****18 19 8-06.3 Construction Requirements**

20 (September 18, 2018 G&O GSP)

21  
22 This Section shall be supplemented with the following:

23  
24 Cement Conc. Driveway Entrance shall conform to the details shown on  
25 the Plans. The driveway width shall be as shown on the Plans or as  
26 directed by the Engineer to suit field conditions. The Contractor’s  
27 attention is called to the several different driveway entrance  
28 configurations. It is essential that the proper detail be used as indicated  
29 on the Plans. The Contractor shall confirm each driveway type and width  
30 in the field with the Engineer prior to forming the driveway. Failure to do  
31 so shall be justification for removing and replacing the work at no  
32 additional cost to the Contracting Agency.

33  
34 Before placing any concrete, the Contractor shall have on the job site  
35 enough protective paper, or equivalent, to cover the pour of an entire day  
36 in the event of rain or other unsuitable weather conditions.

37  
38 Driveway access shall be maintained at all times. The Contractor shall  
39 use steel plates to bridge entrances or construct entrances in sections in  
40 order to protect new driveway entrances and allow access during the  
41 curing period.

42  
43 The placing and compaction of the subgrade and crushed surfacing shall  
44 be in accordance with the requirements of the applicable sections of the  
45 Standard Specifications and these Special Provisions.

SPECIAL PROVISIONS - Continued

1  
2 The driveway entrance shall be protected against damage or defacement  
3 of any kind until acceptance by the Contracting Agency. Any driveway  
4 entrance not acceptable, in the opinion of the Engineer, because of  
5 damage or defacement shall be removed, wastehauled, and replaced by  
6 the Contractor at the Contractor's expense. Sacking, grinding, or spot  
7 repair shall not be considered an acceptable means for repairing  
8 unacceptable sections.

**8-06.4 Measurement**

9  
10 (November 21, 2009)

11  
12 Delete this Section and replace with the following:

13  
14  
15 Cement Conc. Driveway Entrance will be measured by the square yard of  
16 total surface area from the backside of the curb to the backside of the  
17 sidewalk, regardless of entrance type.

**8-06.5 Payment**

18  
19 (January 7, 2013 G&O GSP)

20  
21 This Section is supplemented with the following:

22  
23  
24 The unit contract price per square yard for "Cement Conc. Driveway  
25 Entrance" shall be full compensation for all labor, tools, equipment,  
26 materials, and incidentals required to perform the work as specified  
27 including, but not limited to, forming, joint material, furnishing and installing  
28 the concrete, finishing, protecting the work, temporary steel plating, and  
29 material testing, regardless of entrance type.

30  
31 Crushed surfacing top course shall be paid under the unit contract item for  
32 "Crushed Surfacing Top Course."

**8-14 CEMENT CONCRETE SIDEWALKS****8-14.3 Construction Requirements**

33  
34 (November 21, 2009 G&O GSP)

35  
36 This Section is supplemented with the following:

37  
38  
39 Any sidewalk damaged, defaced, cracked, chipped, or determined to be of  
40 poor workmanship, in the opinion of the Contracting Agency, shall be  
41 removed, wastehauled, and replaced by the Contractor at the Contractor's  
42 expense. Damaged sidewalk shall be removed at a construction or  
43 expansion joint; sawcutting will not be allowed. Sacking, grinding, or spot  
44  
45

SPECIAL PROVISIONS - Continued

1 repaired shall not be considered an acceptable means for repairing  
 2 unacceptable sections. The Contractor shall further provide verbal and  
 3 written notice (door hanger) to property owners abutting the Project  
 4 identifying restricted use of these facilities, etc. This notice must be  
 5 provided 1 week prior and again 1 day prior to the work being performed.  
 6

**8-14.5 Payment**

7  
 8 (December 14, 2016 G&O GSP)  
 9

10 This Section is supplemented with the following:  
 11

12 The unit contract price per square yard for "Cement Conc. Sidewalk" shall  
 13 include all costs of furnishing all materials, labor, tools, and equipment  
 14 necessary for a complete installation including forming, furnishing and  
 15 placing concrete, thickened edges, jointing and joint filler, curing, material  
 16 testing, temporary barricades, and any other items required for a complete  
 17 installation in good working order and in accordance with the Plans, the  
 18 Specifications, and as required in the field. It shall also include protecting  
 19 all sidewalks from damage until accepted by the Contracting Agency.  
 20

**SECTION 8 – MISCELLANEOUS**

21  
 22  
 23 This Section is supplemented with the following:  
 24

**PROJECT DOCUMENTATION**

25  
 26 (November 24, 2010 G&O GSP)  
 27

**Description**

28  
 29  
 30 The Work described in this section includes photographs and property release  
 31 forms.  
 32

**Construction Requirements****Photographs**

33  
 34  
 35  
 36  
 37 The Contractor shall provide comprehensive preconstruction photographs of the  
 38 entire Work site and adjoining properties. The photographs shall provide  
 39 complete coverage of all features.  
 40

41 Before construction starts, electronic files of all photos shall be delivered to the  
 42 Contracting Agency. Photographs shall be taken in and along the project limits,  
 43 prior to construction. Special attention shall be provided to depict existing  
 44 conditions, edge of pavement, drainage facilities, private improvements, and  
 45 utility markers. The photographs shall be provided with date the photos were

SPECIAL PROVISIONS - Continued

1 taken, and arranged in a logical order. The Contractor shall provide post-  
 2 construction photographs from the same spot and angle as the pre-construction  
 3 photographs. An electronic file of post-construction photos shall be submitted.  
 4 The Contractor shall provide 30 pre- and 30 post-construction photographs of the  
 5 Work site.

6  
 7 **Payment**

8  
 9 All costs incurred by the Contractor in performing the work defined in this Section  
 10 shall be included in the lump sum contract price for "Mobilization, Cleanup and  
 11 Demobilization."

12  
 13 **ORDER OF WORK**

14 (November 24, 2010 G&O GSP)

15  
 16 The order of work except as may otherwise be outlined herein will be at the  
 17 Contractor's option, in keeping with good construction practice. The work shall  
 18 be scheduled and constructed in accordance with the various permits and  
 19 franchise requirements and/or conditions.

20  
 21 Prior to starting construction, the Contractor shall furnish the Contracting Agency  
 22 with an Erosion Control Plan, a Spill Prevention Control and Countermeasures  
 23 Plan (SPCC Plan), Progress Schedule, and a Traffic Control Plan. All plans shall  
 24 be approved by the Contracting Agency prior to commencing any construction  
 25 operations.

26  
 27 As a **first order of work**, the Contractor shall attend a mandatory pre-  
 28 construction meeting.

29  
 30 As a **second order of work**, the Contractor shall provide Public Notice to  
 31 property owners abutting the project limits.

32  
 33 As a **third order of work**, the Contractor shall provide material submittals. The  
 34 Contractor shall also provide a schedule of value for all lump sum bid items.

35  
 36 As a **fourth order of work**, the Contractor shall call 1-CALL and have utilities  
 37 marked in the field by the various utility owners.

38  
 39 As a **fifth order of work**, after the utilities have been marked, the Contractor  
 40 shall provide for the photographing of the entire project site. This activity must be  
 41 completed and the photographs and digital files delivered to the Contracting  
 42 Agency as required and further specified in Section 8 prior to any excavation,  
 43 asphalt cutting, mobilization, staging, or any other work items being performed.  
 44

SPECIAL PROVISIONS - Continued

1 As a **sixth order of work**, the Contractor shall furnish and install all temporary  
2 facilities, erosion control items, and signs/barricades for detour routes, unless  
3 indicated otherwise on the Plans.

4  
5 As a **seventh order of work**, the Contractor shall pothole existing utilities as  
6 specifically noted on the Plans, as well as in other areas the Contractor deems  
7 necessary.

8  
9 As a **eighth order of work**, the Contractor shall install all underground utilities  
10 prior to grading the roadway section, unless otherwise approved by the  
11 Contracting Agency.

12  
13 The remaining order of work shall be at the Contractor's option, in keeping with  
14 generally accepted, good construction practice. However, the Contractor shall  
15 coordinate work by others which will affect his production, schedule, mobilization  
16 and demobilization efforts.

17  
18 After all preliminary and final "punch list" items have been satisfactorily  
19 completed, then, as a **last order of work**, the Contractor shall provide post-  
20 construction photographs.

21  
22 The Contractor shall conduct the order of work to allow all existing facilities to  
23 remain operational except as noted herein during the construction of this project,  
24 and to minimize disruption of any utility service. The order of work for the  
25 Contract shall be so planned as to complete all work within the time limits  
26 established within the Contract Provisions.

**DIVISION 9**  
**MATERIALS**

1 **DIVISION 9 MATERIALS**

2  
3 **9-03 AGGREGATES**

4  
5 **9-03.8(7) HMA Tolerances and Adjustments**

6 (March 14, 2014 G&O GSP)

7  
8 Delete Item 1 and replace it with the following:

- 9  
10 1. **Job Mix Formula Tolerances.** After the JMF is determined as  
11 required in 5-04.3(7)A, the constituents of the mixture at the time of  
12 acceptance shall conform to the following tolerances:  
13

Aggregate, percent passing	Nonstatistical Evaluation	Commercial Evaluation
1", 3/4", 1/2", and 3/8" sieves	±6%	±8%
U.S. No. 4 sieve	±6%	±8%
U.S. No. 8 sieve	±6%	±8%
U.S. No. 200 sieve	±2.0%	±3.0%
Asphalt Binder	±0.5%	±0.7%

14  
15 These tolerance limits constitute the allowable limits as described in  
16 Section 1-06.2. The tolerance limit for aggregate shall not exceed the  
17 limits of the control points section, except the tolerance limits for sieves  
18 designated as 100 percent passing will be 99-100. The tolerance limits on  
19 sieves shall only apply to sieves with control points.

20  
21 **9-05 DRAINAGE STRUCTURES AND CULVERTS**

22  
23 **9-05.15(2) Metal Frame and Solid Metal Cover for Catch Basins or Inlets**

24 (January 4, 2010 G&O GSP)

25  
26 This Section is supplemented with the following:

27  
28 Metal frames and solid metal covers for catch basins or inlets shall conform  
29 to Section 9-05.15(2) of the Standard Specifications unless indicated  
30 otherwise in the Contract Documents.  
31  
32



SPECIAL PROVISIONS - Continued**1 9-05.20 Corrugated Polyethylene Storm Sewer Pipe**

2 (January 7, 2013 G&O GSP)

3

4 Delete the first sentence of the first paragraph and replace with the following:

5

6 Corrugated polyethylene storm sewer pipe, couplings and fittings shall meet  
7 the requirements of AASHTO M 294 Type S

8

**9 9-05.50(3) Precast Concrete Catch Basins**

10 (May 5, 2016 G&O GSP)

11

12 This Section is supplemented with the following:

13

14 Catch Basin steps shall be polypropylene plastic coated on a No. 4  
15 deformed rebar conforming to ASTM C478. Polypropylene shall conform  
16 to ASTM D4101. Steps shall be a minimum of 16-inches wide and project  
17 a minimum of 7 inches away from the wall. The top surface of the step shall  
18 have a studded non-slip surface.

**PART 4**  
**WAGE RATES**

State of Washington  
Department of Labor & Industries  
Prevailing Wage Section - Telephone 360-902-5335  
PO Box 44540, Olympia, WA 98504-4540

### Washington State Prevailing Wage

The PREVAILING WAGES listed here include both the hourly wage rate and the hourly rate of fringe benefits. On public works projects, worker's wage and benefit rates must add to not less than this total. A brief description of overtime calculation requirements are provided on the Benefit Code Key.

#### Journey Level Prevailing Wage Rates for the Effective Date: 05/25/2023

<u>County</u>	<u>Trade</u>	<u>Job Classification</u>	<u>Wage</u>	<u>Holiday</u>	<u>Overtime</u>	<u>Note</u>	<u>*Risk Class</u>
King	<a href="#">Asbestos Abatement Workers</a>	Journey Level	\$56.80	<u>5D</u>	<u>1H</u>		<a href="#">View</a>
King	<a href="#">Boilermakers</a>	Journey Level	\$74.29	<u>5N</u>	<u>1C</u>		<a href="#">View</a>
King	<a href="#">Brick Mason</a>	Journey Level	\$66.32	<u>7E</u>	<u>1N</u>		<a href="#">View</a>
King	<a href="#">Brick Mason</a>	Pointer-Caulker-Cleaner	\$66.32	<u>7E</u>	<u>1N</u>		<a href="#">View</a>
King	<a href="#">Building Service Employees</a>	Janitor	\$28.23	<u>5S</u>	<u>2F</u>		<a href="#">View</a>
King	<a href="#">Building Service Employees</a>	Traveling Waxer/Shampooer	\$28.68	<u>5S</u>	<u>2F</u>		<a href="#">View</a>
King	<a href="#">Building Service Employees</a>	Window Cleaner (Non-Scaffold)	\$32.18	<u>5S</u>	<u>2F</u>		<a href="#">View</a>
King	<a href="#">Building Service Employees</a>	Window Cleaner (Scaffold)	\$33.18	<u>5S</u>	<u>2F</u>		<a href="#">View</a>
King	<a href="#">Cabinet Makers (In Shop)</a>	Journey Level	\$22.74		<u>1</u>		<a href="#">View</a>
King	<a href="#">Carpenters</a>	Acoustical Worker	\$71.53	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Carpenters</a>	Bridge, Dock And Wharf Carpenters	\$71.53	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Carpenters</a>	Floor Layer & Floor Finisher	\$71.53	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Carpenters</a>	Journey Level	\$71.53	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Carpenters</a>	Scaffold Erector	\$71.53	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Application of all Composition Mastic	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Application of all Epoxy Material	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Application of all Plastic Material	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Application of Sealing Compound	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Application of Underlayment	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Building General	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Composition or Kalman Floors	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Concrete Paving	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Curb & Gutter Machine	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Curb & Gutter, Sidewalks	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Curing Concrete	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Finish Colored Concrete	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>

King	<a href="#">Cement Masons</a>	Floor Grinding	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Floor Grinding/Polisher	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Green Concrete Saw, self-powered	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Grouting of all Plates	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Grouting of all Tilt-up Panels	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Guniting Nozzleman	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Hand Powered Grinder	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Journey Level	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Patching Concrete	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Pneumatic Power Tools	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Power Chipping & Brushing	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Sand Blasting Architectural Finish	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Screed & Rodding Machine	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Spackling or Skim Coat Concrete	\$69.59	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Troweling Machine Operator	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Troweling Machine Operator on Colored Slabs	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Cement Masons</a>	Tunnel Workers	\$70.09	<u>15J</u>	<u>4U</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Bell/Vehicle or Submersible Operator (Not Under Pressure)	\$126.05	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Dive Supervisor/Master	\$89.94	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Diver	\$126.05	<u>15J</u>	<u>4C</u>	<u>8V</u>	<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Diver On Standby	\$84.94	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Diver Tender	\$77.16	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 0-30.00 PSI	\$89.09	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 30.01 - 44.00 PSI	\$94.09	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 44.01 - 54.00 PSI	\$107.09	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 54.01 - 60.00 PSI	\$103.09	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 60.01 - 64.00 PSI	\$105.59	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 64.01 - 68.00 PSI	\$110.59	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 68.01 - 70.00 PSI	\$112.59	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 70.01 - 72.00 PSI	\$114.59	<u>15J</u>	<u>4C</u>		<a href="#">View</a>

King	<a href="#">Divers &amp; Tenders</a>	Hyperbaric Worker - Compressed Air Worker 72.01 - 74.00 PSI	\$116.59	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Manifold Operator	\$77.16	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Manifold Operator Mixed Gas	\$82.16	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Remote Operated Vehicle Operator/Technician	\$77.16	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Divers &amp; Tenders</a>	Remote Operated Vehicle Tender	\$71.98	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Dredge Workers</a>	Assistant Engineer	\$76.56	<u>5D</u>	<u>3F</u>		<a href="#">View</a>
King	<a href="#">Dredge Workers</a>	Assistant Mate (Deckhand)	\$75.97	<u>5D</u>	<u>3F</u>		<a href="#">View</a>
King	<a href="#">Dredge Workers</a>	Boatmen	\$76.56	<u>5D</u>	<u>3F</u>		<a href="#">View</a>
King	<a href="#">Dredge Workers</a>	Engineer Welder	\$78.03	<u>5D</u>	<u>3F</u>		<a href="#">View</a>
King	<a href="#">Dredge Workers</a>	Leverman, Hydraulic	\$79.59	<u>5D</u>	<u>3F</u>		<a href="#">View</a>
King	<a href="#">Dredge Workers</a>	Mates	\$76.56	<u>5D</u>	<u>3F</u>		<a href="#">View</a>
King	<a href="#">Dredge Workers</a>	Oiler	\$75.97	<u>5D</u>	<u>3F</u>		<a href="#">View</a>
King	<a href="#">Drywall Applicator</a>	Journey Level	\$71.53	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Drywall Tapers</a>	Journey Level	\$70.61	<u>5P</u>	<u>1E</u>		<a href="#">View</a>
King	<a href="#">Electrical Fixture Maintenance Workers</a>	Journey Level	\$37.19	<u>5L</u>	<u>1E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Inside</a>	Cable Splicer	\$102.90	<u>7C</u>	<u>4E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Inside</a>	Cable Splicer (tunnel)	\$110.61	<u>7C</u>	<u>4E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Inside</a>	Certified Welder	\$99.38	<u>7C</u>	<u>4E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Inside</a>	Certified Welder (tunnel)	\$106.75	<u>7C</u>	<u>4E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Inside</a>	Construction Stock Person	\$49.28	<u>7C</u>	<u>4E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Inside</a>	Journey Level	\$95.88	<u>7C</u>	<u>4E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Inside</a>	Journey Level (tunnel)	\$102.90	<u>7C</u>	<u>4E</u>		<a href="#">View</a>
King	<a href="#">Electricians - Motor Shop</a>	Journey Level	\$48.68	<u>5A</u>	<u>1B</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Cable Splicer	\$93.00	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Certified Line Welder	\$85.42	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Groundperson	\$55.27	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Heavy Line Equipment Operator	\$85.42	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Journey Level Lineperson	\$85.42	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Line Equipment Operator	\$73.35	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Meter Installer	\$55.27	<u>5A</u>	<u>4D</u>	<u>8W</u>	<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Pole Sprayer	\$85.42	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electricians - Powerline Construction</a>	Powderperson	\$63.50	<u>5A</u>	<u>4D</u>		<a href="#">View</a>
King	<a href="#">Electronic Technicians</a>	Journey Level	\$62.13	<u>7E</u>	<u>1E</u>		<a href="#">View</a>
King	<a href="#">Elevator Constructors</a>	Mechanic	\$107.49	<u>7D</u>	<u>4A</u>		<a href="#">View</a>
King	<a href="#">Elevator Constructors</a>	Mechanic In Charge	\$116.13	<u>7D</u>	<u>4A</u>		<a href="#">View</a>

King	<a href="#">Fabricated Precast Concrete Products</a>	All Classifications - In-Factory Work Only	\$21.34	<u>5B</u>	<u>1R</u>		<a href="#">View</a>
King	<a href="#">Fence Erectors</a>	Fence Erector	\$48.14	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Fence Erectors</a>	Fence Laborer	\$48.14	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Flaggers</a>	Journey Level	\$48.14	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Glaziers</a>	Journey Level	\$75.91	<u>7L</u>	<u>1Y</u>		<a href="#">View</a>
King	<a href="#">Heat &amp; Frost Insulators And Asbestos Workers</a>	Journey Level	\$84.84	<u>15H</u>	<u>11C</u>		<a href="#">View</a>
King	<a href="#">Heating Equipment Mechanics</a>	Journey Level	\$94.11	<u>7F</u>	<u>1E</u>		<a href="#">View</a>
King	<a href="#">Hod Carriers &amp; Mason Tenders</a>	Journey Level	\$59.85	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Industrial Power Vacuum Cleaner</a>	Journey Level	\$15.74		<u>1</u>		<a href="#">View</a>
King	<a href="#">Inland Boatmen</a>	Boat Operator	\$61.41	<u>5B</u>	<u>1K</u>		<a href="#">View</a>
King	<a href="#">Inland Boatmen</a>	Cook	\$56.48	<u>5B</u>	<u>1K</u>		<a href="#">View</a>
King	<a href="#">Inland Boatmen</a>	Deckhand	\$57.48	<u>5B</u>	<u>1K</u>		<a href="#">View</a>
King	<a href="#">Inland Boatmen</a>	Deckhand Engineer	\$58.81	<u>5B</u>	<u>1K</u>		<a href="#">View</a>
King	<a href="#">Inland Boatmen</a>	Launch Operator	\$58.89	<u>5B</u>	<u>1K</u>		<a href="#">View</a>
King	<a href="#">Inland Boatmen</a>	Mate	\$57.31	<u>5B</u>	<u>1K</u>		<a href="#">View</a>
King	<a href="#">Inspection/Cleaning/Sealing Of Sewer &amp; Water Systems By Remote Control</a>	Cleaner Operator, Foamer Operator	\$31.49		<u>1</u>		<a href="#">View</a>
King	<a href="#">Inspection/Cleaning/Sealing Of Sewer &amp; Water Systems By Remote Control</a>	Grout Truck Operator	\$15.74		<u>1</u>		<a href="#">View</a>
King	<a href="#">Inspection/Cleaning/Sealing Of Sewer &amp; Water Systems By Remote Control</a>	Head Operator	\$24.91		<u>1</u>		<a href="#">View</a>
King	<a href="#">Inspection/Cleaning/Sealing Of Sewer &amp; Water Systems By Remote Control</a>	Technician	\$19.33		<u>1</u>		<a href="#">View</a>
King	<a href="#">Inspection/Cleaning/Sealing Of Sewer &amp; Water Systems By Remote Control</a>	Tv Truck Operator	\$20.45		<u>1</u>		<a href="#">View</a>
King	<a href="#">Insulation Applicators</a>	Journey Level	\$71.53	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Ironworkers</a>	Journeyman	\$83.79	<u>15K</u>	<u>11N</u>		<a href="#">View</a>
King	<a href="#">Laborers</a>	Air, Gas Or Electric Vibrating Screed	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Airtrac Drill Operator	\$58.56	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Ballast Regular Machine	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Batch Weighman	\$48.14	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Brick Pavers	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Brush Cutter	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Brush Hog Feeder	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Burner	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Caisson Worker	\$58.56	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Carpenter Tender	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Cement Dumper-paving	\$57.84	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Cement Finisher Tender	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Change House Or Dry Shack	\$56.80	<u>15J</u>	<u>4V</u>	<u>8Y</u>	<a href="#">View</a>

King	<a href="#">Laborers</a>	Chipping Gun (30 Lbs. And Over)	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Chipping Gun (Under 30 Lbs.)	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Choker Setter	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Chuck Tender	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Clary Power Spreader	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Clean-up Laborer	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Concrete Dumper/Chute Operator	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Concrete Form Stripper	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Concrete Placement Crew	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Concrete Saw Operator/Core Driller	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Crusher Feeder	\$48.14	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Curing Laborer	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Demolition: Wrecking & Moving (Incl. Charred Material)	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Ditch Digger	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Diver	\$58.56	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Drill Operator (Hydraulic, Diamond)	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Dry Stack Walls	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Dump Person	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Epoxy Technician	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Erosion Control Worker	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Faller & Bucker Chain Saw	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Fine Graders	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Firewatch	\$48.14	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Form Setter	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Gabian Basket Builders	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	General Laborer	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Grade Checker & Transit Person	\$59.85	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Grinders	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Grout Machine Tender	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Groutmen (Pressure) Including Post Tension Beams	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Guardrail Erector	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Hazardous Waste Worker (Level A)	\$58.56	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Hazardous Waste Worker (Level B)	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Hazardous Waste Worker (Level C)	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	High Scaler	\$58.56	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Jackhammer	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Laserbeam Operator	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Maintenance Person	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Manhole Builder-Mudman	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>

King	<a href="#">Laborers</a>	Material Yard Person	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Mold Abatement Worker	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Motorman-Dinky Locomotive	\$59.95	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	nozzleman (concrete pump, green cutter when using combination of high pressure air & water on concrete & rock, sandblast, gunite, shotcrete, water blaster, vacuum blaster)	\$59.85	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pavement Breaker	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pilot Car	\$48.14	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pipe Layer (Lead)	\$59.85	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pipe Layer/Tailor	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pipe Pot Tender	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pipe Reliner	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pipe Wrapper	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Pot Tender	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Powderman	\$58.56	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Powderman's Helper	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Power Jacks	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Railroad Spike Puller - Power	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Raker - Asphalt	\$59.85	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Re-timberman	\$58.56	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Remote Equipment Operator	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Rigger/Signal Person	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Rip Rap Person	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Rivet Buster	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Rodder	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Scaffold Erector	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Scale Person	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Sloper (Over 20")	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Sloper Sprayer	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Spreader (Concrete)	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Stake Hopper	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Stock Piler	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Swinging Stage/Boatswain Chair	\$48.14	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tamper & Similar Electric, Air & Gas Operated Tools	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tamper (Multiple & Self-propelled)	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Timber Person - Sewer (Lagger, Shorer & Cribber)	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Toolroom Person (at Jobsite)	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Topper	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Track Laborer	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Track Liner (Power)	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Traffic Control Laborer	\$51.48	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9C</a>	<a href="#">View</a>



King	<a href="#">Laborers</a>	Traffic Control Supervisor	\$54.55	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9C</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Truck Spotter	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tugger Operator	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 0-30 psi	\$158.87	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 30.01-44.00 psi	\$163.90	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 44.01-54.00 psi	\$167.58	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 54.01-60.00 psi	\$173.28	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 60.01-64.00 psi	\$175.40	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 64.01-68.00 psi	\$180.50	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 68.01-70.00 psi	\$182.40	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 70.01-72.00 psi	\$184.40	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Compressed Air Worker 72.01-74.00 psi	\$186.40	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">9B</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Guage and Lock Tender	\$59.95	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Tunnel Work-Miner	\$59.95	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Vibrator	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Vinyl Seamer	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Watchman	\$43.76	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Welder	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Well Point Laborer	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers</a>	Window Washer/Cleaner	\$43.76	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers - Underground Sewer &amp; Water</a>	General Laborer & Topman	\$56.80	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Laborers - Underground Sewer &amp; Water</a>	Pipe Layer	\$57.84	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Landscape Construction</a>	Landscape Construction/Landscaping Or Planting Laborers	\$43.76	<a href="#">15J</a>	<a href="#">4V</a>	<a href="#">8Y</a>	<a href="#">View</a>
King	<a href="#">Landscape Construction</a>	Landscape Operator	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Landscape Maintenance</a>	Groundskeeper	\$17.87		<a href="#">1</a>		<a href="#">View</a>
King	<a href="#">Lathers</a>	Journey Level	\$71.53	<a href="#">15J</a>	<a href="#">4C</a>		<a href="#">View</a>
King	<a href="#">Marble Setters</a>	Journey Level	\$66.32	<a href="#">7E</a>	<a href="#">1N</a>		<a href="#">View</a>
King	<a href="#">Metal Fabrication (In Shop)</a>	Fitter/Certified Welder	\$42.17	<a href="#">15I</a>	<a href="#">11E</a>		<a href="#">View</a>
King	<a href="#">Metal Fabrication (In Shop)</a>	General Laborer	\$30.07	<a href="#">15I</a>	<a href="#">11E</a>		<a href="#">View</a>
King	<a href="#">Metal Fabrication (In Shop)</a>	Mechanic	\$43.63	<a href="#">15I</a>	<a href="#">11E</a>		<a href="#">View</a>
King	<a href="#">Metal Fabrication (In Shop)</a>	Welder/Burner	\$39.28	<a href="#">15I</a>	<a href="#">11E</a>		<a href="#">View</a>
King	<a href="#">Millwright</a>	Journey Level	\$73.08	<a href="#">15J</a>	<a href="#">4C</a>		<a href="#">View</a>
King	<a href="#">Modular Buildings</a>	Cabinet Assembly	\$15.74		<a href="#">1</a>		<a href="#">View</a>
King	<a href="#">Modular Buildings</a>	Electrician	\$15.74		<a href="#">1</a>		<a href="#">View</a>
King	<a href="#">Modular Buildings</a>	Equipment Maintenance	\$15.74		<a href="#">1</a>		<a href="#">View</a>
King	<a href="#">Modular Buildings</a>	Plumber	\$15.74		<a href="#">1</a>		<a href="#">View</a>

King	<a href="#">Modular Buildings</a>	Production Worker	\$15.74		1		<a href="#">View</a>
King	<a href="#">Modular Buildings</a>	Tool Maintenance	\$15.74		1		<a href="#">View</a>
King	<a href="#">Modular Buildings</a>	Utility Person	\$15.74		1		<a href="#">View</a>
King	<a href="#">Modular Buildings</a>	Welder	\$15.74		1		<a href="#">View</a>
King	<a href="#">Painters</a>	Journey Level	\$49.46	6Z	11J		<a href="#">View</a>
King	<a href="#">Pile Driver</a>	Crew Tender	\$77.16	15J	4C		<a href="#">View</a>
King	<a href="#">Pile Driver</a>	Journey Level	\$71.98	15J	4C		<a href="#">View</a>
King	<a href="#">Plasterers</a>	Journey Level	\$67.49	7Q	1R		<a href="#">View</a>
King	<a href="#">Plasterers</a>	Nozzleman	\$71.49	7Q	1R		<a href="#">View</a>
King	<a href="#">Playground &amp; Park Equipment Installers</a>	Journey Level	\$15.74		1		<a href="#">View</a>
King	<a href="#">Plumbers &amp; Pipefitters</a>	Journey Level	\$96.69	6Z	1G		<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Asphalt Plant Operators	\$80.12	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Assistant Engineer	\$75.35	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Barrier Machine (zipper)	\$79.41	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Batch Plant Operator: concrete	\$79.41	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Boat Operator	\$80.33	7A	11H	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Bobcat	\$75.35	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Brokk - Remote Demolition Equipment	\$75.35	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Brooms	\$75.35	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Bump Cutter	\$79.41	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cableways	\$80.12	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Chipper	\$79.41	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Compressor	\$75.35	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Concrete Finish Machine - Laser Screed	\$75.35	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Concrete Pump - Mounted Or Trailer High Pressure Line Pump, Pump High Pressure	\$78.80	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Concrete Pump: Truck Mount With Boom Attachment Over 42 M	\$80.12	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Concrete Pump: Truck Mount With Boom Attachment Up To 42m	\$79.41	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Conveyors	\$78.80	15J	11G	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes Friction: 200 tons and over	\$82.76	7A	11H	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes, A-frame: 10 tons and under	\$75.55	7A	11H	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes: 100 tons through 199 tons, or 150' of boom (including jib with attachments)	\$81.12	7A	11H	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes: 20 tons through 44 tons with attachments	\$79.62	7A	11H	8X	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes: 200 tons- 299 tons, or 250' of boom including jib with attachments	\$81.97	7A	11H	8X	<a href="#">View</a>

King	<a href="#">Power Equipment Operators</a>	Cranes: 300 tons and over or 300' of boom including jib with attachments	\$82.76	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes: 45 tons through 99 tons, under 150' of boom(including jib with attachments)	\$80.33	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes: Friction cranes through 199 tons	\$81.97	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Cranes: through 19 tons with attachments, a-frame over 10 tons	\$79.00	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Crusher	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Deck Engineer/Deck Winches (power)	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Derricks, On Building Work	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Dozers D-9 & Under	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Drill Oilers: Auger Type, Truck Or Crane Mount	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Drilling Machine	\$80.92	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Elevator and man-lift: permanent and shaft type	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Finishing Machine, Bidwell And Gamaco & Similar Equipment	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Forklift: 3000 lbs and over with attachments	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Forklifts: under 3000 lbs. with attachments	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Grade Engineer: Using Blue Prints, Cut Sheets, Etc	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Gradechecker/Stakeman	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Guardrail Punch	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Hard Tail End Dump Articulating Off- Road Equipment 45 Yards. & Over	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Hard Tail End Dump Articulating Off-road Equipment Under 45 Yards	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Horizontal/Directional Drill Locator	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Horizontal/Directional Drill Operator	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Hydralifts/Boom Trucks Over 10 Tons	\$79.00	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Hydralifts/boom trucks: 10 tons and under	\$75.55	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Leverman	\$81.75	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Loader, Overhead, 6 Yards. But Not Including 8 Yards	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Loaders, Overhead Under 6 Yards	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Loaders, Plant Feed	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>

King	<a href="#">Power Equipment Operators</a>	Loaders: Elevating Type Belt	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Locomotives, All	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Material Transfer Device	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Mechanics: All (Leadmen - \$0.50 per hour over mechanic)	\$80.92	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Motor Patrol Graders	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Mucking Machine, Mole, Tunnel Drill, Boring, Road Header And/or Shield	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Oil Distributors, Blower Distribution & Mulch Seeding Operator	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Outside Hoists (Elevators and Manlifts), Air Tuggers, Strato	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Overhead, bridge type Crane: 20 tons through 44 tons	\$79.62	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Overhead, bridge type: 100 tons and over	\$81.12	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Overhead, bridge type: 45 tons through 99 tons	\$80.33	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Pavement Breaker	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Pile Driver (other Than Crane Mount)	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Plant Oiler - Asphalt, Crusher	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Posthole Digger, Mechanical	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Power Plant	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Pumps - Water	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Quad 9, Hd 41, D10 And Over	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Quick Tower: no cab, under 100 feet in height base to boom	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Remote Control Operator On Rubber Tired Earth Moving Equipment	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Rigger and Bellman	\$75.55	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Rigger/Signal Person, Bellman(Certified)	\$79.00	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Rollagon	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Roller, Other Than Plant Mix	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Roller, Plant Mix Or Multi-lift Materials	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Roto-mill, Roto-grinder	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Saws - Concrete	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Scraper, Self Propelled Under 45 Yards	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Scrapers - Concrete & Carry All	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Scrapers, Self-propelled: 45 Yards And Over	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Service Engineers: Equipment	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Shotcrete/Gunite Equipment	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<a href="#">View</a>

King	<a href="#">Power Equipment Operators</a>	Shovel, Excavator, Backhoe, Tractors Under 15 Metric Tons	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Shovel, Excavator, Backhoe: Over 30 Metric Tons To 50 Metric Tons	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Shovel, Excavator, Backhoes, Tractors: 15 To 30 Metric Tons	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Shovel, Excavator, Backhoes: Over 50 Metric Tons To 90 Metric Tons	\$80.92	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Shovel, Excavator, Backhoes: Over 90 Metric Tons	\$81.75	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Slipform Pavers	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Spreader, Topsider & Screedman	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Subgrader Trimmer	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Tower Bucket Elevators	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Tower Crane: over 175' through 250' in height, base to boom	\$81.97	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Tower crane: up to 175' in height base to boom	\$81.12	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Tower Cranes: over 250' in height from base to boom	\$82.76	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Transporters, All Track Or Truck Type	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Trenching Machines	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Truck Crane Oiler/Driver: 100 tons and over	\$79.62	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Truck crane oiler/driver: under 100 tons	\$79.00	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Truck Mount Portable Conveyor	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Vac Truck (Vactor Guzzler, Hydro Excavator)	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Welder	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Wheel Tractors, Farmall Type	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators</a>	Yo Yo Pay Dozer	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Asphalt Plant Operators	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Assistant Engineer	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Barrier Machine (zipper)	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Batch Plant Operator, Concrete	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Boat Operator	\$80.33	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Bobcat	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Brokk - Remote Demolition Equipment	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Brooms	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>

King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Bump Cutter	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cableways	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Chipper	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Compressor	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Concrete Finish Machine - Laser Screed	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Concrete Pump - Mounted Or Trailer High Pressure Line Pump, Pump High Pressure	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Concrete Pump: Truck Mount With Boom Attachment Over 42 M	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Concrete Pump: Truck Mount With Boom Attachment Up To 42m	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Conveyors	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes Friction: 200 tons and over	\$82.76	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes, A-frame: 10 tons and under	\$75.55	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: 100 tons through 199 tons, or 150' of boom (including jib with attachments)	\$81.12	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: 20 tons through 44 tons with attachments	\$79.62	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: 20 tons through 44 tons with attachments	\$79.62	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: 200 tons- 299 tons, or 250' of boom including jib with attachments	\$81.97	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: 300 tons and over or 300' of boom including jib with attachments	\$82.76	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: 45 tons through 99 tons, under 150' of boom(including jib with attachments)	\$80.33	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: Friction cranes through 199 tons	\$81.97	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Cranes: through 19 tons with attachments, a-frame over 10 tons	\$79.00	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Crusher	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Deck Engineer/Deck Winches (power)	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Derricks, On Building Work	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>

King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Dozers D-9 & Under	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Drill Oilers: Auger Type, Truck Or Crane Mount	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Drilling Machine	\$80.92	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Elevator and man-lift: permanent and shaft type	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Finishing Machine, Bidwell And Gamaco & Similar Equipment	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Forklift: 3000 lbs and over with attachments	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Forklifts: under 3000 lbs. with attachments	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Grade Engineer: Using Blue Prints, Cut Sheets, Etc	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Gradechecker/Stakeman	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Guardrail Punch	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Hard Tail End Dump Articulating Off- Road Equipment 45 Yards. & Over	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Hard Tail End Dump Articulating Off-road Equipment Under 45 Yards	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Horizontal/Directional Drill Locator	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Horizontal/Directional Drill Operator	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Hydralifts/boom trucks: 10 tons and under	\$75.55	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Hydralifts/boom trucks: over 10 tons	\$79.00	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Leverman	\$81.75	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Loader, Overhead, 6 Yards. But Not Including 8 Yards	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Loaders, Overhead Under 6 Yards	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Loaders, Plant Feed	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Loaders: Elevating Type Belt	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Locomotives, All	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Material Transfer Device	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Mechanics: All (Leadmen - \$0.50 per hour over mechanic)	\$80.92	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Motor Patrol Graders	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>

King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Mucking Machine, Mole, Tunnel Drill, Boring, Road Header And/or Shield	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Oil Distributors, Blower Distribution & Mulch Seeding Operator	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Outside Hoists (Elevators and Manlifts), Air Tuggers, Strato	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Overhead, bridge type Crane: 20 tons through 44 tons	\$79.62	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Overhead, bridge type: 100 tons and over	\$81.12	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Overhead, bridge type: 45 tons through 99 tons	\$80.33	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Pavement Breaker	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Pile Driver (other Than Crane Mount)	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Plant Oiler - Asphalt, Crusher	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Posthole Digger, Mechanical	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Power Plant	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Pumps - Water	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Quad 9, Hd 41, D10 And Over	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Quick Tower: no cab, under 100 feet in height base to boom	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Remote Control Operator On Rubber Tired Earth Moving Equipment	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Rigger and Bellman	\$75.55	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Rigger/Signal Person, Bellman(Certified)	\$79.00	<a href="#">7A</a>	<a href="#">11H</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Rollagon	\$80.12	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Roller, Other Than Plant Mix	\$75.35	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Roller, Plant Mix Or Multi-lift Materials	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Roto-mill, Roto-grinder	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Saws - Concrete	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Scraper, Self Propelled Under 45 Yards	\$79.41	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Scrapers - Concrete & Carry All	\$78.80	<a href="#">15J</a>	<a href="#">11G</a>	<a href="#">8X</a>	<a href="#">View</a>



King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Scrapers, Self-propelled: 45 Yards And Over	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Shotcrete/Gunite Equipment	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Shovel, Excavator, Backhoe, Tractors Under 15 Metric Tons	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Shovel, Excavator, Backhoe: Over 30 Metric Tons To 50 Metric Tons	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Shovel, Excavator, Backhoes, Tractors: 15 To 30 Metric Tons	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Shovel, Excavator, Backhoes: Over 50 Metric Tons To 90 Metric Tons	\$80.92	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Shovel, Excavator, Backhoes: Over 90 Metric Tons	\$81.75	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Slipform Pavers	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Spreader, Topsider & Screedman	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Subgrader Trimmer	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Tower Bucket Elevators	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Tower Crane: over 175' through 250' in height, base to boom	\$81.97	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Tower crane: up to 175' in height base to boom	\$81.12	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Tower Cranes: over 250' in height from base to boom	\$82.76	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Transporters, All Track Or Truck Type	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Trenching Machines	\$78.80	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Truck Crane Oiler/Driver: 100 tons and over	\$79.62	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Truck Crane Oiler/Driver: 100 tons and over	\$79.62	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Truck crane oiler/driver: under 100 tons	\$79.00	<u>7A</u>	<u>11H</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Truck Mount Portable Conveyor	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Vac Truck (Vactor Guzzler, Hydro Excavator)	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Welder	\$80.12	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Wheel Tractors, Farmall Type	\$75.35	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Equipment Operators-Underground Sewer &amp; Water</a>	Yo Yo Pay Dozer	\$79.41	<u>15J</u>	<u>11G</u>	<u>8X</u>	<u>View</u>
King	<a href="#">Power Line Clearance Tree Trimmers</a>	Journey Level In Charge	\$57.22	<u>5A</u>	<u>4A</u>		<u>View</u>

King	<a href="#">Power Line Clearance Tree Trimmers</a>	Spray Person	\$54.32	<u>5A</u>	<u>4A</u>	<a href="#">View</a>
King	<a href="#">Power Line Clearance Tree Trimmers</a>	Tree Equipment Operator	\$57.22	<u>5A</u>	<u>4A</u>	<a href="#">View</a>
King	<a href="#">Power Line Clearance Tree Trimmers</a>	Tree Trimmer	\$51.18	<u>5A</u>	<u>4A</u>	<a href="#">View</a>
King	<a href="#">Power Line Clearance Tree Trimmers</a>	Tree Trimmer Groundperson	\$38.99	<u>5A</u>	<u>4A</u>	<a href="#">View</a>
King	<a href="#">Refrigeration &amp; Air Conditioning Mechanics</a>	Journey Level	\$92.51	<u>6Z</u>	<u>1G</u>	<a href="#">View</a>
King	<a href="#">Residential Brick Mason</a>	Journey Level	\$66.32	<u>7E</u>	<u>1N</u>	<a href="#">View</a>
King	<a href="#">Residential Carpenters</a>	Journey Level	\$36.44		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Cement Masons</a>	Journey Level	\$46.64		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Drywall Applicators</a>	Journey Level	\$71.53	<u>15J</u>	<u>4C</u>	<a href="#">View</a>
King	<a href="#">Residential Drywall Tapers</a>	Journey Level	\$36.36		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Electricians</a>	Journey Level	\$48.80		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Glaziers</a>	Journey Level	\$28.93		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Insulation Applicators</a>	Journey Level	\$28.18		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Laborers</a>	Journey Level	\$29.73		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Marble Setters</a>	Journey Level	\$27.38		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Painters</a>	Journey Level	\$23.47		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Plumbers &amp; Pipefitters</a>	Journey Level	\$96.69	<u>6Z</u>	<u>1G</u>	<a href="#">View</a>
King	<a href="#">Residential Refrigeration &amp; Air Conditioning Mechanics</a>	Journey Level	\$92.51	<u>6Z</u>	<u>1G</u>	<a href="#">View</a>
King	<a href="#">Residential Sheet Metal Workers</a>	Journey Level	\$94.11	<u>7F</u>	<u>1E</u>	<a href="#">View</a>
King	<a href="#">Residential Soft Floor Layers</a>	Journey Level	\$55.76	<u>5A</u>	<u>3J</u>	<a href="#">View</a>
King	<a href="#">Residential Sprinkler Fitters (Fire Protection)</a>	Journey Level	\$58.26	<u>5C</u>	<u>2R</u>	<a href="#">View</a>
King	<a href="#">Residential Stone Masons</a>	Journey Level	\$66.32	<u>7E</u>	<u>1N</u>	<a href="#">View</a>
King	<a href="#">Residential Terrazzo Workers</a>	Journey Level	\$60.36	<u>7E</u>	<u>1N</u>	<a href="#">View</a>
King	<a href="#">Residential Terrazzo/Tile Finishers</a>	Journey Level	\$24.39		<u>1</u>	<a href="#">View</a>
King	<a href="#">Residential Tile Setters</a>	Journey Level	\$21.04		<u>1</u>	<a href="#">View</a>
King	<a href="#">Roofers</a>	Journey Level	\$60.95	<u>5A</u>	<u>3H</u>	<a href="#">View</a>
King	<a href="#">Roofers</a>	Using Irritable Bituminous Materials	\$63.95	<u>5A</u>	<u>3H</u>	<a href="#">View</a>
King	<a href="#">Sheet Metal Workers</a>	Journey Level (Field or Shop)	\$94.11	<u>7F</u>	<u>1E</u>	<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Boilermaker	\$41.83	<u>7V</u>	<u>1</u>	<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Carpenter	\$41.83	<u>7V</u>	<u>1</u>	<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Crane Operator	\$41.83	<u>7V</u>	<u>1</u>	<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Electrician	\$41.83	<u>7V</u>	<u>1</u>	<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Heat & Frost Insulator	\$84.84	<u>15H</u>	<u>11C</u>	<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Laborer	\$41.83	<u>7V</u>	<u>1</u>	<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Machinist	\$41.83	<u>7V</u>	<u>1</u>	<a href="#">View</a>

King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Operating Engineer	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Painter	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Pipefitter	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Rigger	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Sheet Metal	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Shipfitter	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Warehouse/Teamster	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	New Construction Welder / Burner	\$41.83	<u>7V</u>	1		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Boilermaker	\$50.35	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Carpenter	\$50.95	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Crane Operator	\$45.06	<u>7Y</u>	<u>4K</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Electrician	\$50.42	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Heat & Frost Insulator	\$84.84	<u>15H</u>	<u>11C</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Laborer	\$50.95	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Machinist	\$50.95	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Operating Engineer	\$45.06	<u>7Y</u>	<u>4K</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Painter	\$50.95	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Pipefitter	\$50.95	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Rigger	\$50.35	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Sheet Metal	\$50.35	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Shipwright	\$50.95	<u>7X</u>	<u>4J</u>		<a href="#">View</a>
King	<a href="#">Shipbuilding &amp; Ship Repair</a>	Ship Repair Warehouse / Teamster	\$45.06	<u>7Y</u>	<u>4K</u>		<a href="#">View</a>
King	<a href="#">Sign Makers &amp; Installers (Electrical)</a>	Journey Level	\$55.78	<u>0</u>	1		<a href="#">View</a>
King	<a href="#">Sign Makers &amp; Installers (Non-Electrical)</a>	Journey Level	\$35.73	<u>0</u>	1		<a href="#">View</a>
King	<a href="#">Soft Floor Layers</a>	Journey Level	\$62.39	<u>15J</u>	<u>4C</u>		<a href="#">View</a>
King	<a href="#">Solar Controls For Windows</a>	Journey Level	\$15.74		1		<a href="#">View</a>
King	<a href="#">Sprinkler Fitters (Fire Protection)</a>	Journey Level	\$92.49	<u>5C</u>	<u>1X</u>		<a href="#">View</a>
King	<a href="#">Stage Rigging Mechanics (Non Structural)</a>	Journey Level	\$15.74		1		<a href="#">View</a>
King	<a href="#">Stone Masons</a>	Journey Level	\$66.32	<u>7E</u>	<u>1N</u>		<a href="#">View</a>
King	<a href="#">Street And Parking Lot Sweeper Workers</a>	Journey Level	\$19.09		1		<a href="#">View</a>
King	<a href="#">Surveyors</a>	Assistant Construction Site Surveyor	\$79.00	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Surveyors</a>	Chainman	\$75.55	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Surveyors</a>	Construction Site Surveyor	\$80.33	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Surveyors</a>	Drone Operator (when used in conjunction with survey work only)	\$75.55	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Surveyors</a>	Ground Penetrating Radar Operator	\$75.55	<u>7A</u>	<u>11H</u>	<u>8X</u>	<a href="#">View</a>
King	<a href="#">Telecommunication Technicians</a>	Journey Level	\$62.13	<u>7E</u>	<u>1E</u>		<a href="#">View</a>

King	<a href="#">Telephone Line Construction - Outside</a>	Cable Splicer	\$39.15	<u>5A</u>	<u>2B</u>		<u>View</u>
King	<a href="#">Telephone Line Construction - Outside</a>	Hole Digger/Ground Person	\$26.29	<u>5A</u>	<u>2B</u>		<u>View</u>
King	<a href="#">Telephone Line Construction - Outside</a>	Telephone Equipment Operator (Light)	\$32.72	<u>5A</u>	<u>2B</u>		<u>View</u>
King	<a href="#">Telephone Line Construction - Outside</a>	Telephone Lineperson	\$37.00	<u>5A</u>	<u>2B</u>		<u>View</u>
King	<a href="#">Terrazzo Workers</a>	Journey Level	\$60.36	<u>7E</u>	<u>1N</u>		<u>View</u>
King	<a href="#">Tile Setters</a>	Journey Level	\$60.36	<u>7E</u>	<u>1N</u>		<u>View</u>
King	<a href="#">Tile, Marble &amp; Terrazzo Finishers</a>	Finisher	\$51.19	<u>7E</u>	<u>1N</u>		<u>View</u>
King	<a href="#">Traffic Control Stripers</a>	Journey Level	\$51.90	<u>7A</u>	<u>1K</u>		<u>View</u>
King	<a href="#">Truck Drivers</a>	Asphalt Mix Over 16 Yards	\$72.45	<u>15J</u>	<u>11M</u>	<u>8L</u>	<u>View</u>
King	<a href="#">Truck Drivers</a>	Asphalt Mix To 16 Yards	\$71.61	<u>15J</u>	<u>11M</u>	<u>8L</u>	<u>View</u>
King	<a href="#">Truck Drivers</a>	Dump Truck	\$71.61	<u>15J</u>	<u>11M</u>	<u>8L</u>	<u>View</u>
King	<a href="#">Truck Drivers</a>	Dump Truck & Trailer	\$72.45	<u>15J</u>	<u>11M</u>	<u>8L</u>	<u>View</u>
King	<a href="#">Truck Drivers</a>	Other Trucks	\$72.45	<u>15J</u>	<u>11M</u>	<u>8L</u>	<u>View</u>
King	<a href="#">Truck Drivers - Ready Mix</a>	Transit Mix	\$72.45	<u>15J</u>	<u>11M</u>	<u>8L</u>	<u>View</u>
King	<a href="#">Well Drillers &amp; Irrigation Pump Installers</a>	Irrigation Pump Installer	\$17.71		<u>1</u>		<u>View</u>
King	<a href="#">Well Drillers &amp; Irrigation Pump Installers</a>	Oiler	\$15.74		<u>1</u>		<u>View</u>
King	<a href="#">Well Drillers &amp; Irrigation Pump Installers</a>	Well Driller	\$18.00		<u>1</u>		<u>View</u>

Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

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**Overtime Codes**

**Overtime calculations** are based on the hourly rate actually paid to the worker. On public works projects, the hourly rate must be not less than the prevailing rate of wage minus the hourly rate of the cost of fringe benefits actually provided for the worker.

1. ALL HOURS WORKED IN EXCESS OF EIGHT (8) HOURS PER DAY OR FORTY (40) HOURS PER WEEK SHALL BE PAID AT ONE AND ONE-HALF TIMES THE HOURLY RATE OF WAGE.
  - B. All hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
  - C. The first two (2) hours after eight (8) regular hours Monday through Friday and the first ten (10) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All other overtime hours and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
  - D. The first two (2) hours before or after a five-eight (8) hour workweek day or a four-ten (10) hour workweek day and the first eight (8) hours worked the next day after either workweek shall be paid at one and one-half times the hourly rate of wage. All additional hours worked and all worked on Sundays and holidays shall be paid at double the hourly rate of wage.
  - E. The first two (2) hours after eight (8) regular hours Monday through Friday and the first eight (8) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All other hours worked Monday through Saturday, and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
  - F. The first two (2) hours after eight (8) regular hours Monday through Friday and the first ten (10) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All other overtime hours worked, except Labor Day, shall be paid at double the hourly rate of wage. All hours worked on Labor Day shall be paid at three times the hourly rate of wage.
  - G. The first ten (10) hours worked on Saturdays and the first ten (10) hours worked on a fifth calendar weekday in a four-ten hour schedule, shall be paid at one and one-half times the hourly rate of wage. All hours worked in excess of ten (10) hours per day Monday through Saturday and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
  - H. All hours worked on Saturdays (except makeup days if work is lost due to inclement weather conditions or equipment breakdown) shall be paid at one and one-half times the hourly rate of wage. All hours worked Monday through Saturday over twelve (12) hours and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
  - I. All hours worked on Sundays and holidays shall also be paid at double the hourly rate of wage.
  - J. The first two (2) hours after eight (8) regular hours Monday through Friday and the first ten (10) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All hours worked over ten (10) hours Monday through Saturday, Sundays and holidays shall be paid at double the hourly rate of wage.
  - K. All hours worked on Saturdays and Sundays shall be paid at one and one-half times the hourly rate of wage. All hours worked on holidays shall be paid at double the hourly rate of wage.
  - M. All hours worked on Saturdays (except makeup days if work is lost due to inclement weather conditions) shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
  - N. All hours worked on Saturdays (except makeup days) shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Overtime Codes Continued**

1. O. The first ten (10) hours worked on Saturday shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sundays, holidays and after twelve (12) hours, Monday through Friday and after ten (10) hours on Saturday shall be paid at double the hourly rate of wage.
- P. All hours worked on Saturdays (except makeup days if circumstances warrant) and Sundays shall be paid at one and one-half times the hourly rate of wage. All hours worked on holidays shall be paid at double the hourly rate of wage.
- Q. The first two (2) hours after eight (8) regular hours Monday through Friday and up to ten (10) hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All hours worked in excess of ten (10) hours per day Monday through Saturday and all hours worked on Sundays and holidays (except Christmas day) shall be paid at double the hourly rate of wage. All hours worked on Christmas day shall be paid at two and one-half times the hourly rate of wage.
- R. All hours worked on Sundays and holidays shall be paid at two times the hourly rate of wage.
- U. All hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sundays and holidays (except Labor Day) shall be paid at two times the hourly rate of wage. All hours worked on Labor Day shall be paid at three times the hourly rate of wage.
- V. All hours worked on Sundays and holidays (except Thanksgiving Day and Christmas day) shall be paid at one and one-half times the hourly rate of wage. All hours worked on Thanksgiving Day and Christmas day shall be paid at double the hourly rate of wage.
- W. All hours worked on Saturdays and Sundays (except make-up days due to conditions beyond the control of the employer)) shall be paid at one and one-half times the hourly rate of wage. All hours worked on holidays shall be paid at double the hourly rate of wage.
- X. The first four (4) hours after eight (8) regular hours Monday through Friday and the first twelve (12) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All hours worked over twelve (12) hours Monday through Saturday, Sundays and holidays shall be paid at double the hourly rate of wage. When holiday falls on Saturday or Sunday, the day before Saturday, Friday, and the day after Sunday, Monday, shall be considered the holiday and all work performed shall be paid at double the hourly rate of wage.
- Y. All hours worked outside the hours of 5:00 am and 5:00 pm (or such other hours as may be agreed upon by any employer and the employee) and all hours worked in excess of eight (8) hours per day (10 hours per day for a 4 x 10 workweek) and on Saturdays and holidays (except labor day) shall be paid at one and one-half times the hourly rate of wage. (except for employees who are absent from work without prior approval on a scheduled workday during the workweek shall be paid at the straight-time rate until they have worked 8 hours in a day (10 in a 4 x 10 workweek) or 40 hours during that workweek.) All hours worked Monday through Saturday over twelve (12) hours and all hours worked on Sundays and Labor Day shall be paid at double the hourly rate of wage.
- Z. All hours worked on Saturdays and Sundays shall be paid at one and one-half times the hourly rate of wage. All hours worked on holidays shall be paid the straight time rate of pay in addition to holiday pay.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Overtime Codes Continued**

2. ALL HOURS WORKED IN EXCESS OF EIGHT (8) HOURS PER DAY OR FORTY (40) HOURS PER WEEK SHALL BE PAID AT ONE AND ONE-HALF TIMES THE HOURLY RATE OF WAGE.
- B. All hours worked on holidays shall be paid at one and one-half times the hourly rate of wage.
- F. The first eight (8) hours worked on holidays shall be paid at the straight hourly rate of wage in addition to the holiday pay. All hours worked in excess of eight (8) hours on holidays shall be paid at double the hourly rate of wage.
- M. This code appears to be missing. All hours worked on Saturdays, Sundays and holidays shall be paid at double the hourly rate of wage.
- O. All hours worked on Sundays and holidays shall be paid at one and one-half times the hourly rate of wage.
- R. All hours worked on Sundays and holidays and all hours worked over sixty (60) in one week shall be paid at double the hourly rate of wage.
- U. All hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All hours worked over 12 hours in a day or on Sundays and holidays shall be paid at double the hourly rate of wage.
3. ALL HOURS WORKED IN EXCESS OF EIGHT (8) HOURS PER DAY OR FORTY (40) HOURS PER WEEK SHALL BE PAID AT ONE AND ONE-HALF TIMES THE HOURLY RATE OF WAGE.
- F. All hours worked on Saturday shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sunday shall be paid at two times the hourly rate of wage. All hours worked on paid holidays shall be paid at two and one-half times the hourly rate of wage including holiday pay.
- H. All work performed on Sundays between March 16th and October 14th and all Holidays shall be compensated for at two (2) times the regular rate of pay. Work performed on Sundays between October 15th and March 15th shall be compensated at one and one half (1-1/2) times the regular rate of pay.
- J. All hours worked between the hours of 10:00 pm and 5:00 am, Monday through Friday, and all hours worked on Saturdays shall be paid at a one and one-half times the hourly rate of wage. All hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
- K. Work performed in excess of eight (8) hours of straight time per day, or ten (10) hours of straight time per day when four ten (10) hour shifts are established, or forty (40) hours of straight time per week, Monday through Friday, or outside the normal 5 am to 6pm shift, and all work on Saturdays shall be paid at one and one-half times the hourly rate of wage. All work performed after 6:00 pm Saturday to 5:00 am Monday and Holidays, and all hours worked in excess of twelve (12) hours in a single shift shall be paid at double the hourly rate of wage.
- After an employee has worked eight (8) hours at an applicable overtime rate, all additional hours shall be at the applicable overtime rate until such time as the employee has had a break of eight (8) hours or more. When an employee returns to work without at least eight (8) hours time off since their previous shift, all such time shall be a continuation of shift and paid at the applicable overtime rate until he/she shall have the eight (8) hours rest period.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Overtime Codes Continued****4. ALL HOURS WORKED IN EXCESS OF EIGHT (8) HOURS PER DAY OR FORTY (40) HOURS PER WEEK SHALL BE PAID AT ONE AND ONE-HALF TIMES THE HOURLY RATE OF WAGE.**

- A. All hours worked in excess of eight (8) hours per day or forty (40) hours per week shall be paid at double the hourly rate of wage. All hours worked on Saturdays, Sundays and holidays shall be paid at double the hourly rate of wage
- C. On Monday through Friday, the first four (4) hours of overtime after eight (8) hours of straight time work shall be paid at one and one half (1-1/2) times the straight time rate of pay, unless a four (4) day ten (10) hour workweek has been established. On a four (4) day ten (10) hour workweek scheduled Monday through Thursday, or Tuesday through Friday, the first two (2) hours of overtime after ten (10) hours of straight time work shall be paid at one and one half (1-1/2) times the straight time rate of pay. On Saturday, the first twelve (12) hours of work shall be paid at one and one half (1-1/2) times the straight time rate of pay, except that if the job is down on Monday through Friday due to weather conditions or other conditions outside the control of the employer, the first ten (10) hours on Saturday may be worked at the straight time rate of pay. All hours worked over twelve (12) hours in a day and all hours worked on Sunday and Holidays shall be paid at two (2) times the straight time rate of pay.
- D. All hours worked in excess of eight (8) hours per day or forty (40) hours per week shall be paid at double the hourly rate of wage. All hours worked on Saturday, Sundays and holidays shall be paid at double the hourly rate of pay. Rates include all members of the assigned crew.

**EXCEPTION:**

On all multipole structures and steel transmission lines, switching stations, regulating, capacitor stations, generating plants, industrial plants, associated installations and substations, except those substations whose primary function is to feed a distribution system, will be paid overtime under the following rates:

The first two (2) hours after eight (8) regular hours Monday through Friday of overtime on a regular workday, shall be paid at one and one-half times the hourly rate of wage. All hours in excess of ten (10) hours will be at two (2) times the hourly rate of wage. The first eight (8) hours worked on Saturday will be paid at one and one-half (1-1/2) times the hourly rate of wage. All hours worked in excess of eight (8) hours on Saturday, and all hours worked on Sundays and holidays will be at the double the hourly rate of wage.

All overtime eligible hours performed on the above described work that is energized, shall be paid at the double the hourly rate of wage.

- E. The first two (2) hours after eight (8) regular hours Monday through Friday and the first eight (8) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All other hours worked Monday through Saturday, and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
- On a four-day, ten-hour weekly schedule, either Monday thru Thursday or Tuesday thru Friday schedule, all hours worked after ten shall be paid at double the hourly rate of wage. The Monday or Friday not utilized in the normal four-day, ten hour work week, and Saturday shall be paid at one and one half (1½) times the regular shift rate for the first eight (8) hours. All other hours worked Monday through Saturday, and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
- G. All hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All hours worked Monday through Saturday over twelve (12) hours and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
- I. The First eight (8) hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All hours worked in excess of eight (8) per day on Saturdays shall be paid at double the hourly rate of wage. All hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.



## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Overtime Codes Continued**

4. J. The first eight (8) hours worked on a Saturday shall be paid at one and one-half times the hourly rate of wage. All hours worked in excess of eight (8) hours on a Saturday shall be paid at double the hourly rate of wage. All hours worked over twelve (12) in a day, and all hours worked on Sundays and Holidays shall be paid at double the hourly rate of wage.
- K. All hours worked on a Saturday shall be paid at one and one-half times the hourly rate of wage, so long as Saturday is the sixth consecutive day worked. All hours worked over twelve (12) in a day Monday through Saturday, and all hours worked on Sundays and Holidays shall be paid at double the hourly rate of wage.
- L. The first twelve (12) hours worked on a Saturday shall be paid at one and one-half times the hourly rate of wage. All hours worked on a Saturday in excess of twelve (12) hours shall be paid at double the hourly rate of pay. All hours worked over twelve (12) in a day Monday through Friday, and all hours worked on Sundays shall be paid at double the hourly rate of wage. All hours worked on a holiday shall be paid at one and one-half times the hourly rate of wage, except that all hours worked on Labor Day shall be paid at double the hourly rate of pay.
- U. The first four (4) hours after eight (8) regular hours Monday through Friday and the first twelve (12) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. (Except on makeup days if work is lost due to inclement weather, then the first eight (8) hours on Saturday may be paid the regular rate.) All hours worked over twelve (12) hours Monday through Saturday, and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.
- S. On a four (4) day ten (10) hour workweek scheduled Monday through Thursday, or Tuesday through Friday, work performed in excess of (10) hours shall be paid at one and one half (1-1/2) times the hourly rate of pay. On Monday through Friday, work performed outside the normal work hours of 6:00 a.m. and 6:00 p.m. shall be paid at one and one-half (1-1/2) times the straight time rate, (except for special shifts or multiple shift operations).

All hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All work performed on Sundays and holidays shall be paid at double the hourly rate of wage. When an employee returns to work without at least eight (8) hours time off since their previous shift, all such time shall be a continuation of shift and paid at the applicable overtime rate until such time as the employee has had a break of eight (8) hours.

Multiple Shift Operations: When the first shift of a multiple shift (a two or three shift) operation is started at the basic straight time rate or at a specific overtime rate, all shifts of that day's operation shall be completed at that rate. Special Shifts: The Special Shift Premium is the basic hourly rate of pay plus \$2.00 an hour. When due to conditions beyond the control of the employer or when an owner (not acting as the contractor), a government agency or the contract specifications require more than four (4) hours of a special shift can only be performed outside the normal 6am to 6pm shift then the special shift premium will be applied to the basic straight time for the entire shift. When an employee works on a special shift, they shall be paid the special shift premium for each hour worked unless they are in overtime or double-time status. (For example, the special shift premium does not waive the overtime requirements for work performed on Saturday or Sunday).

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Overtime Codes Continued**

4. V. Work performed in excess of ten (10) hours of straight time per day when four ten (10) hour shifts are established or outside the normal shift (5 am to 6pm), and all work on Saturdays, except for make-up days shall be paid at time and one-half (1 ½) the straight time rate.

In the event the job is down due to weather conditions, then Saturday may, be worked as a voluntary make-up day at the straight time rate. However, Saturday shall not be utilized as a make-up day when a holiday falls on Friday. All work performed on Sundays and holidays and work in excess of twelve (12) hours per day shall be paid at double (2x) the straight time rate of pay.

After an employee has worked eight (8) hours at an applicable overtime rate, all additional hours shall be at the applicable overtime rate until such time as the employee has had a break of eight (8) hours.

When an employee returns to work without a break of eight (8) hours since their previous shift, all such time shall be a continuation of shift and paid at the applicable overtime rate until such time as the employee has had a break of eight (8) hours.

- X. All hours worked on Saturdays shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sundays and holidays shall be paid at double the hourly rate of wage. Work performed outside the normal shift of 6 am to 6pm shall be paid at one and one-half the straight time rate, (except for special shifts or three shift operations). All work performed on Sundays and holidays shall be paid at double the hourly rate of wage. Shifts may be established when considered necessary by the Employer.

The Employer may establish shifts consisting of eight (8) or ten (10) hours of work (subject to WAC 296-127-022), that shall constitute a normal forty (40) hour work week. The Employer can change from a 5-eight to a 4-ten hour schedule or back to the other. All hours of work on these shifts shall be paid for at the straight time hourly rate. Work performed in excess of eight hours (or ten hours per day (subject to WAC 296-127-022) shall be paid at one and one-half the straight time rate.

When due to conditions beyond the control of the Employer, or when contract specifications require that work can only be performed outside the regular day shift, then by mutual agreement a special shift may be worked at the straight time rate, eight (8) hours work for eight (8) hours pay. The starting time shall be arranged to fit such conditions of work.

When an employee returns to work without at a break of eight (8) hours since their previous shift, all such time shall be a continuation of shift and paid at the applicable overtime rate until such time as the employee has had a break of eight (8) hours.

11. ALL HOURS WORKED IN EXCESS OF EIGHT (8) HOURS PER DAY OR FORTY (40) HOURS PER WEEK SHALL BE PAID AT ONE AND ONE-HALF TIMES THE HOURLY RATE OF WAGE.

- B After an employee has worked eight (8) hours, all additional hours worked shall be paid at the applicable overtime rate until such time as the employee has had a break of eight (8) hours or more.

- C The first two (2) hours after eight (8) regular hours Monday through Friday and the first eight (8) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All other overtime hours worked, except Labor Day, and all hours on Sunday shall be paid at double the hourly rate of wage. All hours worked on Labor Day shall be paid at three times the hourly rate of wage. All non-overtime and non-holiday hours worked between 4:00 pm and 5:00 am, Monday through Friday, shall be paid at a premium rate of 15% over the hourly rate of wage.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Overtime Codes Continued**

11. D. All hours worked on Saturdays and holidays shall be paid at one and one-half times the hourly rate of wage. All hours worked on Sundays shall be paid at double the hourly rate of wage.

After an employee has worked eight (8) hours, all additional hours worked shall be paid at the applicable overtime rate until such time as the employee has had a break of eight (8) hours or more.

- E. The first two (2) hours after eight (8) regular hours Monday through Friday, the first ten (10) hours on Saturday, and the first ten (10) hours worked on Holidays shall be paid at one and one-half times the hourly rate of wage. All hours worked over ten (10) hours Monday through Saturday, and Sundays shall be paid at double the hourly rate of wage.

After an employee has worked eight (8) hours, all additional hours worked shall be paid at the applicable overtime rate until such time as the employee has had a break of eight (8) hours or more.

- F. The first two (2) hours after eight (8) regular hours Monday through Friday and the first eight (8) hours on Saturday shall be paid at one and one-half times the hourly rate of wage. All other hours worked Monday through Saturday, and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.

On a four-day, ten-hour weekly schedule, either Monday thru Thursday or Tuesday thru Friday schedule, all hours worked after ten shall be paid at double the hourly rate of wage. The Monday or Friday not utilized in the normal four-day, ten hour work week, and Saturday shall be paid at one-half times the hourly rate of wage for the first eight (8) hours. All other hours worked Monday through Saturday, and all hours worked on Sundays and holidays shall be paid at double the hourly rate of wage.

- G. Work performed in excess of eight (8) hours of straight time per day, or ten (10) hours of straight time per day when four ten (10) hour shifts are established, or forty (40) hours of straight time per week, Monday through Friday, or outside the normal 5 am to 6pm shift, and all work on Saturdays shall be paid at one and one-half times the hourly rate of wage.

All work performed after 6:00 pm Saturday to 5:00 am Monday and Holidays, and all hours worked in excess of twelve (12) hours in a single shift shall be paid at double the hourly rate of wage.

After an employee has worked eight (8) hours at an applicable overtime rate, all additional hours shall be at the applicable overtime rate until such time as the employee has had a break of nine (9) hours or more. When an employee returns to work without at least nine (9) hours time off since their previous shift, all such time shall be a continuation of shift and paid at the applicable overtime rate until he/she shall have the nine (9) hours rest period.

- H. Work performed in excess of eight (8) hours of straight time per day, or ten (10) hours of straight time per day when four ten (10) hour shifts are established, or forty (40) hours of straight time per week, Monday through Friday, or outside the normal 5 am to 6pm shift, and all work on Saturdays shall be paid at one and one-half times the hourly rate of wage.

All work performed after 6:00 pm Saturday to 5:00 am Monday and Holidays, and all hours worked in excess of twelve (12) hours in a single shift shall be paid at double the hourly rate of wage.

After an employee has worked eight (8) hours at an applicable overtime rate, all additional hours shall be at the applicable overtime rate until such time as the employee has had a break of ten (10) hours or more. When an employee returns to work without at least ten (10) hours time off since their previous shift, all such time shall be a continuation of shift and paid at the applicable overtime rate until he/she shall have the ten (10) hours rest period.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Overtime Codes Continued**

11. J. All hours worked on holidays shall be paid at double the hourly rate of wage.
- K. On Monday through Friday hours worked outside 4:00 am and 5:00 pm, and the first two (2) hours after eight (8) hours worked shall be paid at one and one-half times the hourly rate. All hours worked over 10 hours per day Monday through Friday, and all hours worked on Saturdays, Sundays, and Holidays worked shall be paid at double the hourly rate of wage.
- L. An employee working outside 5:00 am and 5:00 pm shall receive an additional two dollar (\$2.00) per hour for all hours worked that shift. All hours worked on holidays shall be paid at one and one-half times the hourly rate of wage. All hours worked on holidays shall be paid at one and one-half times the hourly rate of wage.
- M. On Monday through Friday, the first four (4) hours of overtime after eight (8) hours of straight time work shall be paid at one and one half (1-1/2) times the straight time rate of pay, unless a four (4) day ten (10) hour workweek has been established. On a four (4) day ten (10) hour workweek scheduled Monday through Thursday, or Tuesday through Friday, the first two (2) hours of overtime after ten (10) hours of straight time work shall be paid at one and one half (1-1/2) times the straight time rate of pay.
- Work performed outside the normal work hours of 5:00 a.m. and 6:00 p.m. shall be paid at one and one-half (1-1/2) times the straight time rate, (except for special shifts or multiple shift operations). When the first shift of a multiple shift (a two or three shift) operation is started at the basic straight time rate or at a specific overtime rate, all shifts of that day's operation shall be completed at that rate. When due to conditions beyond the control of the Employer or when contract specifications require that work can only be performed outside the regular day shift of 5:00 am to 6:00 pm, then a special shift may be worked at the straight time rate, plus the shift pay premium when applicable. The starting time of work will be arranged to fit such conditions of work. Such shift shall consist of eight (8) hours work for eight (8) hours pay or ten (10) hours work for ten (10) hours pay for four ten shifts.
- On Saturday, the first twelve (12) hours of work shall be paid at one and one half (1-1/2) times the straight time rate of pay. All work performed after 6:00 pm Saturday to 5:00 am Monday, all work performed over twelve (12) hours, and all work performed on holidays shall be paid at double the straight time rate of pay.
- Shift Pay Premium: In an addition to any overtime already required, all hours worked between the hours of 6:00 pm and 5:00 am shall receive an additional two dollars (\$2.00) per hour.
- N. All work performed over twelve hours in a shift and all work performed on Sundays and Holidays shall be paid at double the straight time rate.
- Any time worked over eight (8) hours on Saturday shall be paid double the straight time rate, except employees assigned to work six 10-hour shifts per week shall be paid double the straight time rate for any time worked on Saturday over 10 hours.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

Holiday Codes

5. A. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day, and Christmas Day (7).
- B. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day, the day before Christmas, and Christmas Day (8).
- C. Holidays: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, And Christmas Day (8).
- D. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday and Saturday after Thanksgiving Day, And Christmas Day (8).
- H. Holidays: New Year's Day, Memorial Day, Independence Day, Thanksgiving Day, the Day after Thanksgiving Day, And Christmas (6).
- I. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day (6).
- K. Holidays: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday After Thanksgiving Day, The Day Before Christmas, And Christmas Day (9).
- L. Holidays: New Year's Day, Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day, And Christmas Day (8).
- N. Holidays: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, The Friday After Thanksgiving Day, And Christmas Day (9).
- P. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday And Saturday After Thanksgiving Day, The Day Before Christmas, And Christmas Day (9). If A Holiday Falls On Sunday, The Following Monday Shall Be Considered As A Holiday.
- Q. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day (6).
- R. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day After Thanksgiving Day, One-Half Day Before Christmas Day, And Christmas Day. (7 1/2).
- S. Paid Holidays: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, And Christmas Day (7).
- Z. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving Day, And Christmas Day (8).
6. G. Paid Holidays: New Year's Day, Martin Luther King Jr. Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, and Christmas Eve Day (11).
- H. Paid Holidays: New Year's Day, New Year's Eve Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday After Thanksgiving Day, Christmas Day, The Day After Christmas, And A Floating Holiday (10).

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Holiday Codes Continued**

6. T. Paid Holidays: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, The Friday After Thanksgiving Day, The Last Working Day Before Christmas Day, And Christmas Day (9).
- Z. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day, And Christmas Day (7). If a holiday falls on Saturday, the preceding Friday shall be considered as the holiday. If a holiday falls on Sunday, the following Monday shall be considered as the holiday.
7. A. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday and Saturday after Thanksgiving Day, And Christmas Day (8). Any Holiday Which Falls On A Sunday Shall Be Observed As A Holiday On The Following Monday. If any of the listed holidays falls on a Saturday, the preceding Friday shall be a regular work day.
- B. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday and Saturday after Thanksgiving Day, And Christmas Day (8). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- C. Holidays: New Year's Day, Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, And Christmas Day (8). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- D. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the Friday after Thanksgiving Day, And Christmas Day (8). Unpaid Holidays: President's Day. Any paid holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any paid holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- E. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, And Christmas Day (7). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- F. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, the last working day before Christmas day and Christmas day (8). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- G. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day (6). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday.
- H. Holidays: New Year's Day, Martin Luther King Jr. Day, Independence Day, Memorial Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, the Last Working Day before Christmas Day and Christmas Day (9). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- I. Holidays: New Year's Day, President's Day, Independence Day, Memorial Day, Labor Day, Thanksgiving Day, The Friday After Thanksgiving Day, The Day Before Christmas Day And Christmas Day (9). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Holiday Codes Continued**

7. J. Holidays: New Year's Day, Independence Day, Memorial Day, Labor Day, Thanksgiving Day and Christmas Day (6). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- K. Holidays: New Year's Day, Memorial Day, Independence Day, Thanksgiving Day, the Friday and Saturday after Thanksgiving Day, And Christmas Day (8). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- L. Holidays: New Year's Day, Memorial Day, Labor Day, Independence Day, Thanksgiving Day, the Last Work Day before Christmas Day, And Christmas Day (7). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- N. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, And Christmas Day (7). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. When Christmas falls on a Saturday, the preceding Friday shall be observed as a holiday.
- P. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day, And Christmas Day (7). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday.
- Q. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, the Last Working Day before Christmas Day and Christmas Day (8). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. If any of the listed holidays falls on a Saturday, the preceding Friday shall be a regular work day.
- S. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day, Christmas Day, the Day after Christmas, and A Floating Holiday (9). If any of the listed holidays falls on a Sunday, the day observed by the Nation shall be considered a holiday and compensated accordingly.
- V. Holidays: New Year's Day, President's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, the day before or after Christmas, and the day before or after New Year's Day. If any of the above listed holidays falls on a Sunday, the day observed by the Nation shall be considered a holiday and compensated accordingly.
- W. Holidays: New Year's Day, Day After New Year's, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Eve Day, Christmas Day, the day after Christmas, the day before New Year's Day, and a Floating Holiday.
- X. Holidays: New Year's Day, Day before or after New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, and the day before or after Christmas day. If a holiday falls on a Saturday or on a Friday that is the normal day off, then the holiday will be taken on the last normal workday. If the holiday falls on a Monday that is the normal day off or on a Sunday, then the holiday will be taken on the next normal workday.
- Y. Holidays: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, and Christmas Day. (8) If the holiday falls on a Sunday, then the day observed by the federal government shall be considered a holiday and compensated accordingly.
- Z. Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday and Saturday after Thanksgiving Day, Christmas Eve, and Christmas Day (9). Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday. Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Holiday Codes Continued**

15. G. New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, The Friday After Thanksgiving Day, the last scheduled workday before Christmas, and Christmas Day (9). If any of the listed holidays falls on a Sunday, the day observed by the Nation shall be considered a holiday and compensated accordingly.
- H. Holidays: New Year's Day, Martin Luther King Jr. Day, Independence Day, Memorial Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, the Last Working Day before Christmas Day and Christmas Day (9). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- I. Holidays: New Year's Day, President's Day, Independence Day, Memorial Day, Labor Day, Thanksgiving Day, The Friday After Thanksgiving Day, The Day Before Christmas Day And Christmas Day (9). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- J. Holidays: New Year's Day, Independence Day, Memorial Day, Labor Day, Thanksgiving Day and Christmas Day (6). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.
- K. Holidays: New Year's Day, Memorial Day, Independence Day, Thanksgiving Day, the Friday and Saturday after Thanksgiving Day, And Christmas Day (8). Any holiday which falls on a Sunday shall be observed as a holiday on the following Monday. Any holiday which falls on a Saturday shall be observed as a holiday on the preceding Friday.

**Note Codes**

8. D. Workers working with supplied air on hazmat projects receive an additional \$1.00 per hour.
- L. Workers on hazmat projects receive additional hourly premiums as follows -Level A: \$0.75, Level B: \$0.50, And Level C: \$0.25.
- M. Workers on hazmat projects receive additional hourly premiums as follows: Levels A & B: \$1.00, Levels C & D: \$0.50.
- N. Workers on hazmat projects receive additional hourly premiums as follows -Level A: \$1.00, Level B: \$0.75, Level C: \$0.50, And Level D: \$0.25.
- S. Effective August 31, 2012 – A Traffic Control Supervisor shall be present on the project whenever flagging or spotting or other traffic control labor is being utilized. Flaggers and Spotters shall be posted where shown on approved Traffic Control Plans or where directed by the Engineer. All flaggers and spotters shall possess a current flagging card issued by the State of Washington, Oregon, Montana, or Idaho. This classification is only effective on or after August 31, 2012.
- T. Effective August 31, 2012 – A Traffic Control Laborer performs the setup, maintenance and removal of all temporary traffic control devices and construction signs necessary to control vehicular, bicycle, and pedestrian traffic during construction operations. Flaggers and Spotters shall be posted where shown on approved Traffic Control Plans or where directed by the Engineer. All flaggers and spotters shall possess a current flagging card issued by the State of Washington, Oregon, Montana, or Idaho. This classification is only effective on or after August 31, 2012.



## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Note Codes Continued**

8. U. Workers on hazmat projects receive additional hourly premiums as follows – Class A Suit: \$2.00, Class B Suit: \$1.50, And Class C Suit: \$1.00. Workers performing underground work receive an additional \$0.40 per hour for any and all work performed underground, including operating, servicing and repairing of equipment. The premium for underground work shall be paid for the entire shift worked. Workers who work suspended by a rope or cable receive an additional \$0.50 per hour. The premium for work suspended shall be paid for the entire shift worked. Workers who do “pioneer” work (break open a cut, build road, etc.) more than one hundred fifty (150) feet above grade elevation receive an additional \$0.50 per hour.
- V. In addition to the hourly wage and fringe benefits, the following depth and enclosure premiums shall be paid. The premiums are to be calculated for the maximum depth and distance into an enclosure that a diver reaches in a day. The premiums are to be paid one time for the day and are not used in calculating overtime pay.
- Depth premiums apply to depths of fifty feet or more. Over 50' to 100' - \$2.00 per foot for each foot over 50 feet. Over 101' to 150' - \$3.00 per foot for each foot over 101 feet. Over 151' to 220' - \$4.00 per foot for each foot over 220 feet. Over 221' - \$5.00 per foot for each foot over 221 feet.
- Enclosure premiums apply when divers enter enclosures (such as pipes or tunnels) where there is no vertical ascent and is measured by the distance travelled from the entrance. 25' to 300' - \$1.00 per foot from entrance. 300' to 600' - \$1.50 per foot beginning at 300'. Over 600' - \$2.00 per foot beginning at 600'.
- W. Meter Installers work on single phase 120/240V self-contained residential meters. The Lineman/Groundmen rates would apply to meters not fitting this description.
- X. Workers on hazmat projects receive additional hourly premiums as follows - Class A Suit: \$2.00, Class B Suit: \$1.50, Class C Suit: \$1.00, and Class D Suit: \$0.50. Special Shift Premium: Basic hourly rate plus \$2.00 per hour.
- When due to conditions beyond the control of the Employer or when an owner (not acting as the contractor), a government agency or the contract specifications requires that work can only be performed outside the normal 5 am to 6pm shift, then the special shift premium will be applied to the basic hourly rate. When an employee works on a special shift, they shall be paid a special shift premium for each hour worked unless they are in OT or Double-time status. (For example, the special shift premium does not waive the overtime requirements for work performed on Saturday or Sunday.)
- Y. Tide Work: When employees are called out between the hours of 6:00 p.m. and 6:00 a.m. to work on tide work (work located in the tide plane) all time worked shall be at one and one-half times the hourly rate of pay.
- Swinging Stage/Boatswains Chair: Employees working on a swinging state or boatswains chair or under conditions that require them to be tied off to allow their hands to be free shall receive seventy-five cents (\$0.75) per hour above the classification rate.
- Z. Workers working with supplied air on hazmat projects receive an additional \$1.00 per hour.
- Special Shift Premium: Basic hourly rate plus \$2.00 per hour. When due to conditions beyond the control of the Employer or when an owner (not acting as a contractor), a government agency or the contract specifications require that more than (4) hours of a special shift can only be performed outside the normal 6 am to 6pm shift, then the special shift premium will be applied to the basic straight time for the entire shift. When an employee works on a special shift, they will be paid a special shift premium for each hour worked unless they are in overtime or double-time status. (For example, the special shift premium does not waive the overtime requirements for work performed on Saturday or Sunday.)

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

Note Codes Continued

9. A. Workers working with supplied air on hazmat projects receive an additional \$1.00 per hour.

Special Shift Premium: Basic hourly rate plus \$2.00 per hour. When due to conditions beyond the control of the Employer or when an owner (not acting as the contractor), a government agency or the contract specifications require that more than four (4) hours of a special shift can only be performed outside the normal 6 am to 6pm shift, then the special shift premium will be applied to the basic straight time for the entire shift. When an employee works on a special shift, they shall be paid a special shift premium for each hour worked unless they are in overtime or double-time status. (For example, the special shift premium does not waive the overtime requirements for work performed on Saturday or Sunday.)

Certified Crane Operator Premium: Crane operators requiring certifications shall be paid \$0.50 per hour above their classification rate.

Boom Pay Premium: All cranes including tower shall be paid as follows based on boom length:

(A) – 130' to 199' – \$0.50 per hour over their classification rate.

(B) – 200' to 299' – \$0.80 per hour over their classification rate.

(C) – 300' and over – \$1.00 per hour over their classification rate.

- B. The highest pressure registered on the gauge for an accumulated time of more than fifteen (15) minutes during the shift shall be used in determining the scale paid.

Tide Work: When employees are called out between the hours of 6:00 p.m. and 6:00 a.m. to work on tide work (work located in the tide plane) all time worked shall be at one and one-half times the hourly rate of pay. Swinging Stage/Boatswains Chair: Employees working on a swinging stage or boatswains chair or under conditions that require them to be tied off to allow their hands to be free shall receive seventy-five cents (\$0.75) per hour above the classification rate.

- C. Tide Work: When employees are called out between the hours of 6:00 p.m. and 6:00 a.m. to work on tide work (work located in the tide plane) all time worked shall be at one and one-half times the hourly rate of pay. Swinging Stage/Boatswains Chair: Employees working on a swinging stage or boatswains chair or under conditions that require them to be tied off to allow their hands to be free shall receive seventy-five cents (\$0.75) per hour above the classification rate.

Effective August 31, 2012 – A Traffic Control Supervisor shall be present on the project whenever flagging or spotting or other traffic control labor is being utilized. A Traffic Control Laborer performs the setup, maintenance and removal of all temporary traffic control devices and construction signs necessary to control vehicular, bicycle, and pedestrian traffic during construction operations. Flaggers and Spotters shall be posted where shown on approved Traffic Control Plans or where directed by the Engineer. All flaggers and spotters shall possess a current flagging card issued by the State of Washington, Oregon, Montana, or Idaho. These classifications are only effective on or after August 31, 2012.

- D. Industrial Painter wages are required for painting within industrial facilities such as treatment plants, pipelines, towers, dams, bridges, power generation facilities and manufacturing facilities such as chemical plants, etc., or anywhere abrasive blasting is necessary to prepare surfaces, or hazardous materials encapsulation is required.
- E. Heavy Construction includes construction, repair, alteration or additions to the production, fabrication or manufacturing portions of industrial or manufacturing plants, hydroelectric or nuclear power plants and atomic reactor construction. Workers on hazmat projects receive additional hourly premiums as follows -Level A: \$1.00, Level B: \$0.75, Level C: \$0.50, And Level D: \$0.25.
- F. Industrial Painter wages are required for painting within industrial facilities such as treatment plants, pipelines, towers, dams, power generation facilities and manufacturing facilities such as chemical plants, etc., or anywhere abrasive blasting is necessary to prepare surfaces, or hazardous materials encapsulation is required.

## Benefit Code Key – Effective 3/3/2023 thru 8/30/2023

**Note Codes Continued**

9. H. One (1) person crew shall consist of a Party Chief. (Total Station or similar one (1) person survey system). Two (2) person survey party shall consist of a least a Party Chief and a Chain Person. Three (3) person survey party shall consist of at least a Party Chief, an Instrument Person, and a Chain Person.

**PART 5**  
**APPENDIX**

**APPENDIX A**

**SUPPLEMENTAL BIDDER RESPONSIBILITY CRITERIA**

APPENDIX A

SUPPLEMENTAL BIDDER RESPONSIBILITY CRITERIA FORMS  
MEDINA ELEMENTARY SCHOOL SIDEWALK

These forms shall be completed in their entirety and submitted by the apparent two lowest Bidders to the City of Medina by 12:00 p.m. (noon) of the second business day following the bid submittal deadline.

Failure to submit and meet the requirements as stated in Section 1-02 of the Special Provisions shall be grounds for rejection of the bid. The City of Medina will be the sole judge in determining if the prospective contractor meets the minimum experience requirements.

Contractor:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

2. Delinquent State Taxes

Instructions to Bidders: Check the appropriate box

- The Bidder does not owe delinquent taxes to the Washington State Department of Revenue.
- Alternatively, the Bidder does owe delinquent taxes to the Washington State Department of Revenue.

If the Bidder owes delinquent taxes, they must submit a written payment plan approved by the Department of Revenue, to the Contracting Agency.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

**3. Subcontractor Responsibility:**

Instructions to Bidders: Check all boxes that apply

- The Bidder’s standard subcontract form includes the subcontractor responsibility language required by RCW 39.06.020.
- The Bidder has a procedure for validating the responsibility of subcontractors with which the Bidder contracts.
- The Bidder’s subcontract form includes a requirement that each of its subcontractors shall have and document a similar procedure to determine whether the sub-tier subcontractors with whom it contracts are also “responsible” subcontractors as defined by RCW 39.06.020.

If the Bidder is unable to check all of the above boxes, provide an explanation as to how the bidder will comply with RCW 39.06.020.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

**4. Claims Against Retainage and Bonds:**

Instructions to Bidders: Check the appropriate box

- The Bidder has not had claims against retainage and bonds in the 3 years prior to the bid submittal date.
- Alternatively, the Bidder has had claims against retainage and bonds in the 3 years prior to the bid submittal date.

If the Bidder has had claims against retainage and bonds in the 3 years prior to the bid submittal date, submit a list of public works projects completed during this period that have had claims against retainage and bonds and include name of Project, contact information for the Owner, a list of claims filed against retainage and/or payment bond for any of the projects listed; and a written explanation of circumstances surrounding each claim and the ultimate resolution of the claim.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)



**5. Public Bidding Crime:**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder and/or its Owners have not been convicted of a crime involving bidding on a public works contract in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder and/or its Owners have been convicted of a crime involving bidding on a public works contract in the 5 years prior to the bid submittal date.

If the Bidder and/or its Owners have been convicted of a crime involving bidding on a public works contract, provide a written explanation identifying the date of the conviction and a description of the circumstances surrounding the conviction.

\_\_\_\_\_

(Date)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Title)

**6. Termination for Cause/Termination for Default**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had any public works contracts terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder has had public works contracts terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date.

If the Bidder has had any public works contracts terminated for cause or terminated for default in the 5 years prior to the bid submittal date, provide a written explanation for all contracts terminated for cause or terminated for default by identifying the project contract that was terminated, the government agency which terminated the Contract, the date of the termination, and a description of the circumstances surrounding the termination.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

**7. Lawsuits**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts.
- Alternatively, the undersigned confirms that the Bidder has had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts.

If the Bidder has had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts, submit a list of lawsuits along with a written explanation of the circumstances surrounding each lawsuit. The Contracting Agency shall evaluate these explanations to determine whether the lawsuits demonstrate a pattern of failing to meet the terms of contracts.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

**8. Contract Time (Liquidated Damages)**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had liquidated damages assessed on any project it has completed in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder has had liquidated damages assessed on projects in the 5 years prior to the bid submittal date.

If the Bidder has had liquidated damages assessed against projects in the 5 years prior to the bid submittal dated, submit a list of projects along with Owner contact information, and number of days assessed liquidated damages. The Contracting Agency shall determine whether the Contractor has a pattern of failing to complete projects within Contract Time.

\_\_\_\_\_

(Date)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Title)

**9. Capacity and Experience**

The Bidder shall have sufficient current capacity and the Project Superintendent assigned to the Project shall have experience to meet the requirements of this Project. The Bidder and Project Superintendent shall have successfully completed at least two projects as the prime contractor, of a similar size and scope, during the 5-year period immediately preceding the bid submittal deadline for this project. Similar size is defined as a minimum of 70 percent of the bid amount submitted by the Bidder.

A. Capacity

i. Gross dollar amount of work currently under contract:

\_\_\_\_\_

ii. Gross dollar amount of contracts currently not completed:

\_\_\_\_\_

iii. List five major pieces of equipment which are anticipated to be used on this project by the Contractor and note which items are owned by the Contractor and which are to be leased or rented from others:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iv. Number of superintendents on Bidder's staff:

\_\_\_\_\_

B. Experience

i. General character of work performed by firm:

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ii. Identify who will be the superintendent on this project and years of experience. Also, list the number of years this person has been with your firm.

---

---

iii. Similar Size and Scope Projects Completed in the Past 5 Years

#1 Owner's Name and Contact Information: \_\_\_\_\_

---

Owner is a Government Agency? \_\_\_ Yes \_\_\_ No

Superintendent's Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Awarded Contract Amount: \_\_\_\_\_

Final Contract Amount: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Project Description: \_\_\_\_\_

---

---

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#2 Owner's Name and Contact Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Owner is a Government Agency? \_\_\_ Yes \_\_\_ No  
Superintendent's Name: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Awarded Contract Amount: \_\_\_\_\_  
Final Contract Amount: \_\_\_\_\_  
Completion Date: \_\_\_\_\_  
Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#3 Owner's Name and Contact Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Owner is a Government Agency? \_\_\_ Yes \_\_\_ No  
Superintendent's Name: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Awarded Contract Amount: \_\_\_\_\_  
Final Contract Amount: \_\_\_\_\_  
Completion Date: \_\_\_\_\_  
Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

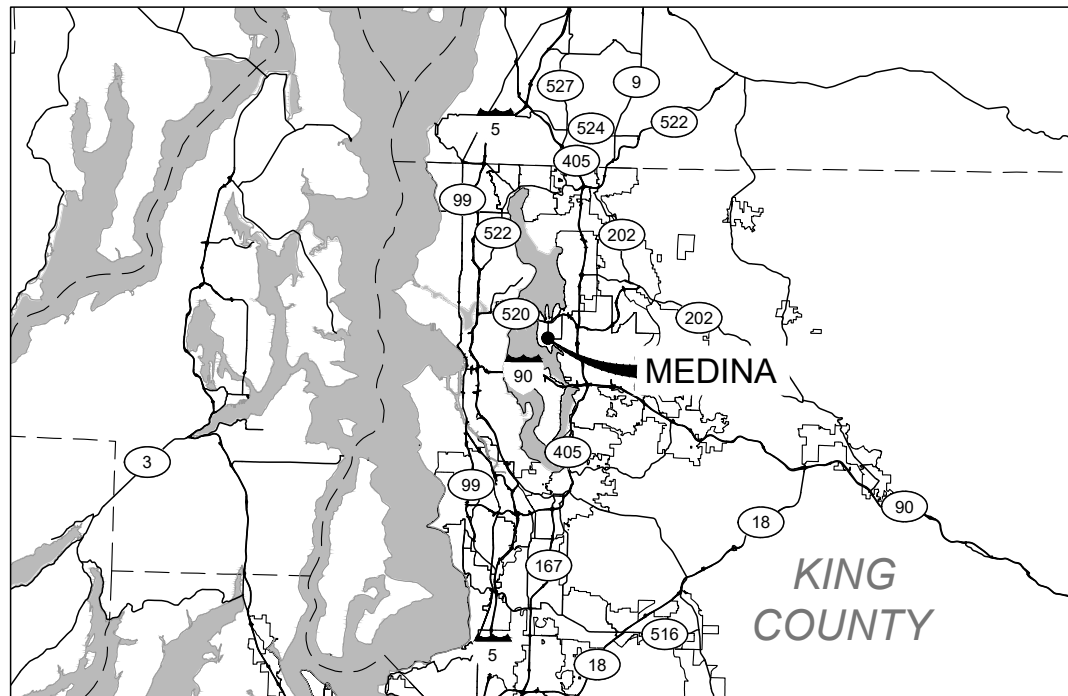
# CITY OF MEDINA

KING COUNTY

WASHINGTON

## MEDINA ELEMENTARY SCHOOL SIDEWALK

### TIB PROJECT NO. P-P-109(P04)-1



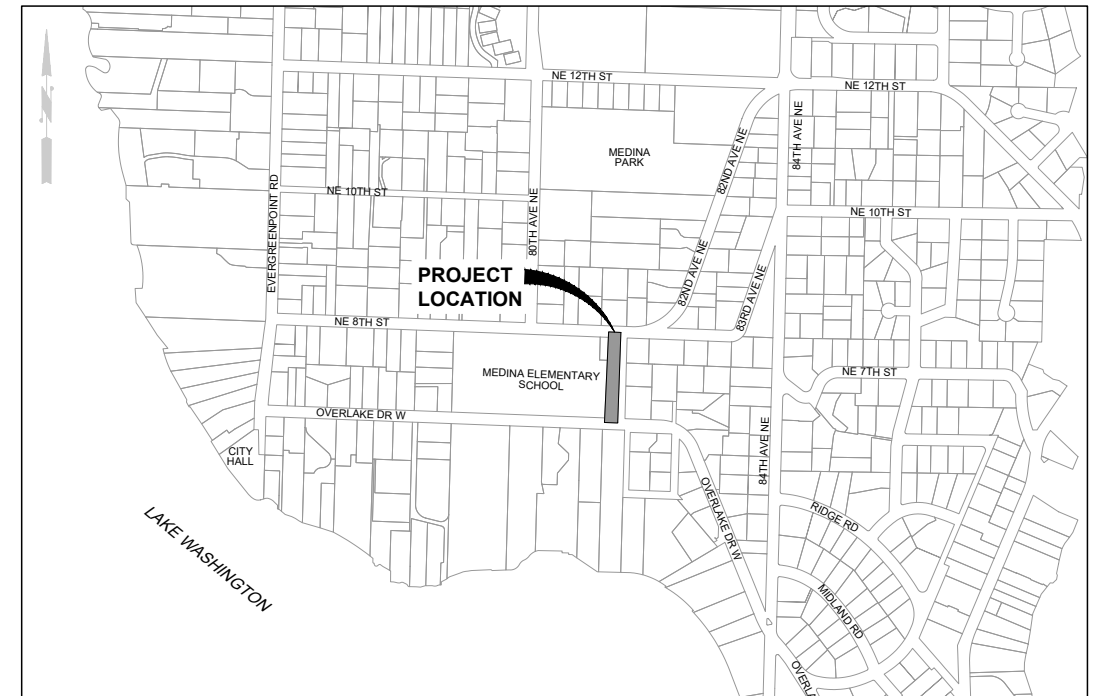
VICINITY MAP  
NOT TO SCALE



### CITY OFFICIALS

**JESSICA ROSSMAN**

Mayor



PROJECT LOCATION MAP  
NOT TO SCALE

**JENNIFER GARONE**

**CYNTHIA ATKINS**

**HARINI GOKUL**

City Council

**MAC JOHNSTON**

**ROBERT ZOOK**

City Council

**STEVE BURNS**

CITY MANAGER

**RANDY REEVES**

DEPUTY MAYOR

**RYAN OSADA**

PUBLIC WORKS DIRECTOR



**MAY 2023**  
**G&O #23449**



No.	DATE	REVISION

ISSUED FOR:

ISSUE DATE: MAY 2023

APPROVED BY: BLS

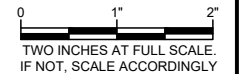
CHECKED BY: BLS

DRAWN BY: MN

DESIGNER: MAN

G & O JOB NO.: 23449

FILE: LEGEND.DWG



**GENERAL**  
**SYMBOL LEGEND,  
ABBREVIATIONS,  
GENERAL NOTES, AND  
SHEET INDEX**

DRAWING: **1**

**GENERAL NOTES:**

- ALL MATERIALS AND WORKMANSHIP SHALL BE FURNISHED AND SUPPLIED IN ACCORDANCE WITH THE 2023 WASHINGTON STATE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD, BRIDGE AND MUNICIPAL CONSTRUCTION AND CITY OF MEDINA PUBLIC WORKS STANDARDS, AND THESE CONTRACT DOCUMENTS UNLESS OTHERWISE SPECIFICALLY NOTED.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTACT AND COORDINATE WITH ALL UTILITY COMPANIES IN ORDER TO ASSURE THAT ALL LINES, PIPES, POLES AND OTHER APPURTENANCES ARE PROPERLY LOCATED, SECURED, AND/OR PROTECTED. BURIED UTILITIES (WHERE KNOWN) ARE SHOWN IN THEIR APPROXIMATE LOCATION. THE CONTRACTOR SHALL HAVE UTILITIES VERIFIED ON THE GROUND PRIOR TO ANY CONSTRUCTION. NOTIFY THE UNDERGROUND UTILITIES LOCATE CENTER: CALL #811.
- THE CONTRACTOR SHALL HAVE A COPY OF THESE PLANS, ANY ADDENDA, CHANGE ORDERS AND THE CONTRACT SPECIFICATIONS ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
- THE CONTRACTOR SHALL PROMPTLY NOTIFY THE ENGINEER IN THE EVENT OF DISCOVERY OF UNSUITABLE SOILS OR HIGH GROUND WATER CONDITIONS OR DISCREPANCIES FROM THE PLANS.
- WHEREVER PLANS REFER TO "SAWCUT" OF ASPHALT CONCRETE PAVEMENT OR OIL MAT, OR CONCRETE SURFACE, THE CONTRACTOR SHALL PERFORM A "NEAT LINE CUT" PER SPECIFICATIONS.
- THE CONTRACTOR SHALL MAINTAIN A CLEAN LEGIBLE SET OF RECORD DRAWINGS AND PROVIDE A SET TO THE OWNER PRIOR TO DEMOBILIZATION OF THE SITE. SEE SPECIFICATIONS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL IN ACCORDANCE WITH MUTCD. PRIOR TO DISRUPTION OF ANY TRAFFIC, TRAFFIC CONTROL PLANS SHALL BE PREPARED AND SUBMITTED TO THE CITY FOR APPROVAL. NO WORK SHALL COMMENCE UNTIL ALL APPROVED TRAFFIC CONTROL IS IN PLACE.
- PROTECTION OF THE ENVIRONMENT:** NO CONSTRUCTION RELATED ACTIVITY SHALL CONTRIBUTE TO THE DEGRADATION OF THE ENVIRONMENT. ALLOW MATERIAL TO ENTER SURFACE OR GROUND WATERS, OR ALLOW PARTICULATE EMISSIONS TO THE ATMOSPHERE, WHICH EXCEED STATE OR FEDERAL STANDARDS. ANY ACTIONS THAT POTENTIALLY ALLOW A DISCHARGE TO STATE WATERS MUST HAVE PRIOR APPROVAL OF THE WASHINGTON STATE DEPARTMENT OF ECOLOGY.

**CHANNELIZATION SYMBOLS**

EXISTING	PROPOSED	DESCRIPTION
		CENTER LANE LINE
		CROSS WALK MARKING
		STOP BAR

**WATER SYMBOLS**

EXISTING	PROPOSED	DESCRIPTION
		GUARD POST / BOLLARD
		GATE VALVE
		GAS VALVE
		POWER VAULT (SIZE VARIES)
		UTILITY PEDESTAL
		COMMUNICATION HANDHOLE

**GAS/POWER/TELEPHONE SYMBOLS**

EXISTING	PROPOSED	DESCRIPTION
		GAS VALVE
		POWER VAULT (SIZE VARIES)
		UTILITY PEDESTAL
		COMMUNICATION HANDHOLE
		CONTROL POINT
		MONUMENT (IN CASE)

**SURVEY SYMBOLS**

EXISTING	PROPOSED	DESCRIPTION
		CONTROL POINT
		MONUMENT (IN CASE)

**SANITARY/STORM SEWER SYMBOLS**

EXISTING	PROPOSED	DESCRIPTION
		STORM DRAIN MANHOLE/TYPE 2 CATCH BASIN (ACTUAL DIMENSION SHOWN FOR PROPOSED)
		STORM DRAIN CATCH BASIN, CONCRETE INLET, OR YARD/AREA DRAIN (ACTUAL DIMENSION SHOWN FOR PROPOSED)
		SANITARY SEWER MANHOLE (ACTUAL DIMENSION SHOWN FOR PROPOSED)

**SURFACE FEATURES/LANDSCAPING**

EXISTING	PROPOSED	DESCRIPTION
		SIGN
		SHRUB
		TREE (CONIFER)
		TREE (DECIDUOUS)
		TREE STUMP
		WOOD STEPS

**SHEET INDEX**

SHEET NO.	DESCRIPTION
<b>COVER</b>	<b>TITLE, VICINITY MAP, PROJECT LOCATION MAP AND CITY OFFICIALS</b>
<b>SHEET 1</b>	<b>SYMBOL LEGEND, ABBREVIATIONS, GENERAL NOTES, AND SHEET INDEX</b>
<b>SHEET 2</b>	<b>SURVEY CONTROL AND ALIGNMENT TABLE</b>
<b>SHEET 3</b>	<b>EROSION CONTROL NOTES AND DETAIL</b>
<b>SHEET 4</b>	<b>PLAN AND PROFILE</b>
<b>SHEET 5</b>	<b>RAMP AND CURB DETAILS</b>
<b>SHEET 6</b>	<b>DRIVEWAY PROFILES</b>
<b>SHEET 7 - 8</b>	<b>ROADWAY DETAILS</b>
<b>SHEET 9 - 12</b>	<b>STORM DETAILS</b>
<b>SHEET 13 - 14</b>	<b>TRAFFIC CONTROL DETAILS</b>

**LINETYPES**

EXISTING	PROPOSED	DESCRIPTION
		CURB (TYPE AS NOTED)
		CURB & GUTTER
		ASPHALT PAVEMENT
		GRAVEL SURFACING
		CONCRETE SURFACING
		CEMENT CONC. SIDEWALK
		FENCE/RAILING (TYPE AS NOTED)
		RIGHT-OF-WAY LINE
		CENTERLINE OF CONSTRUCTION
		PROPERTY LINE
		CONTOUR LINE
		SAWCUT LINE (APPROXIMATE LOCATION)
		BURIED ELECTRICAL
		BURIED TELEPHONE/COMMUNICATIONS
		BURIED COMMUNICATIONS
		GAS MAIN (SIZE AS NOTED)
		WATER MAIN (SIZE AS NOTED)
		SANITARY SEWER MAIN (SIZE AS NOTED)
		STORM DRAIN (SIZE AS NOTED)
		CULVERT (SIZE & TYPE AS NOTED)

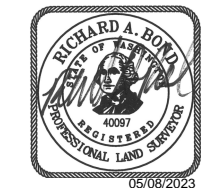
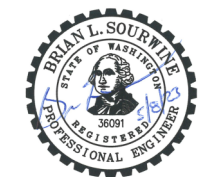
**SIGNALIZATION/ILLUMINATION SYMBOLS**

EXISTING	PROPOSED	DESCRIPTION
		JUNCTION BOX (TYPE I, II, VIII)
		LIGHT/LUMINAIRE POLE W/ARM

**ABBREVIATIONS**

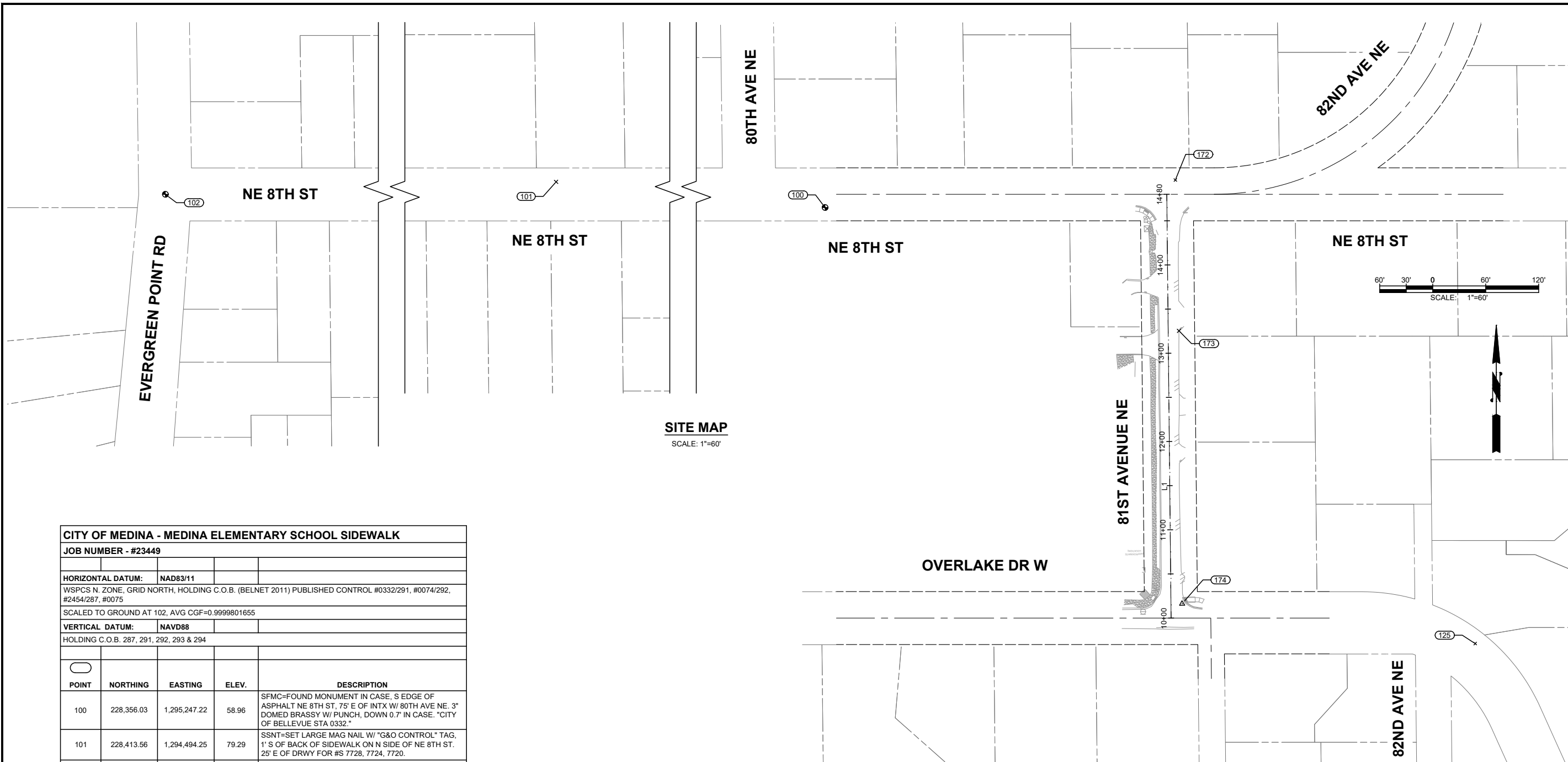
AC	ASBESTOS CEMENT PIPE
ADJ	ADJUST
ALT	ALTERNATE
ALUM	ALUMINUM
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE
AP	ANGLE POINT
ASPH	ASPHALT
ASSY	ASSEMBLY
ASTM	AMERICAN SOCIETY OF TESTING AND MATERIALS
AVE	AVENUE
BF	BLIND FLANGE
BLDG	BUILDING
BLK	BLOCK
BO	BLOW OFF
BOP	BEGINNING OF PROJECT
BVCE	BEGIN VERTICAL CURVE ELEVATION
BVCS	BEGIN VERTICAL CURVE STATION
C	CONDUIT
CAP	CORRUGATED ALUMINUM PIPE
CB	CATCH BASIN
CF	CUBIC FEET
CFS	CUBIC FEET PER SECOND
CICL	CAST IRON CLASS
CLR	CLEARANCE
CMP	CORRUGATED METAL PIPE
CO	CLEANOUT
CONC	CONCRETE
CONN	CONNECTION
CONT	CONTINUED/CONTINUOUS
CPEP	CORRUGATED POLYETHYLENE PIPE
CPLG	COUPLING
CTR	CENTER
CY	CUBIC YARD
CL	CENTER LINE
D	DRAIN
DC	DEGREE OF CURVATURE
DI	DUCTILE IRON
DIA	DIAMETER
DIM	DIMENSION
DOT	DEPARTMENT OF TRANSPORTATION
DWGS	DRAWING(S)
E	EAST
EA	EACH
EL	ELEVATION
ELEC	ELECTRICAL
EOA	EDGE OF ASPHALT
EOP	END OF PROJECT
EVCE	END VERTICAL CURVE ELEVATION
EVCS	END VERTICAL CURVE STATION
EXIST	EXISTING
FIG	FIGURE
FIN	FINISHED
FL	FLANGE
FT	FEET
GA	GALVE
GALV	GALVANIZED
GI	GALVANIZED IRON
GV	GATE VALVE
HDPE	HIGH DENSITY POLYETHYLENE PIPE
ID	INSIDE DIAMETER
IE	INVERT ELEVATION
IN	INCH
INV	INVERT
L	LENGTH
LB	POUND
LF	LINEAR FEET
MAX	MAXIMUM
MFR	MANUFACTURER
MH	MANHOLE
MIN	MINIMUM
MISC	MISCELLANEOUS
MJ	MECHANICAL JOINT
N	NORTH
NO	NUMBER
NTS	NOT TO SCALE
OC	ON CENTER
OD	OUTSIDE DIAMETER
PC	POINT OF CURVATURE
PE	PLAIN END
PERF	PERFORATED
PI	POINT OF INTERSECTION
PP	POWER POLE
PT	POINT OF TANGENCY
PVC	POLYVINYL CHLORIDE
PVI	POINT OF VERTICAL INTERSECTION
PVMT	PAVEMENT
PVT	POINT OF VERTICAL TANGENT
QTY	QUANTITY
R	RADIUS
R/W	RIGHT-OF-WAY
RED	REDUCER
REINF	REINFORCE
REQD	REQUIRED
RET	RETAINING
RR	RAILROAD
S	SOUTH
SCH	SCHEDULE
SF	SQUARE FEET
SHT	SHEET
SL	SLOPE
SPECS	SPECIFICATIONS
SO	SQUARE
STA	STATION
STD	STANDARD
TB	THRUST BLOCK
TC	TOP OF CURB
TEL	TELEPHONE
TESC	TEMPORARY EROSION AND SEDIMENT CONTROL
THRD	THREADED
THRU	THROUGH
TYP	TYPICAL
VERT	VERTICAL
W	WEST
W/	WITH
W/O	WITHOUT
WSDOT	WASHINGTON STATE DEPARTMENT OF TRANSPORTATION

**Gray & Osborne, Inc.**  
 CONSULTING ENGINEERS  
 1130 RAINIER AVENUE SOUTH,  
 SUITE 300  
 SEATTLE, WASHINGTON 98144  
 (206) 284-0860



CITY OF MEDINA

MEDINA ELEMENTARY  
 SCHOOL SIDEWALK



**SITE MAP**  
 SCALE: 1"=60'



CITY OF MEDINA - MEDINA ELEMENTARY SCHOOL SIDEWALK				
JOB NUMBER - #23449				
HORIZONTAL DATUM:		NAD83/11		
WSPCS N. ZONE, GRID NORTH, HOLDING C.O.B. (BELNET 2011) PUBLISHED CONTROL #0332/291, #0074/292, #2454/287, #0075				
SCALED TO GROUND AT 102, AVG CGF=0.9999801655				
VERTICAL DATUM:		NAVD88		
HOLDING C.O.B. 287, 291, 292, 293 & 294				
POINT	NORTHING	EASTING	ELEV.	DESCRIPTION
100	228,356.03	1,295,247.22	58.96	SFMC=FOUND MONUMENT IN CASE, S EDGE OF ASPHALT NE 8TH ST, 75' E OF INTX W/ 80TH AVE NE, 3" DOMED BRASSY W/ PUNCH, DOWN 0.7" IN CASE. "CITY OF BELLEVUE STA 0332."
101	228,413.56	1,294,494.25	79.29	SSNT=SET LARGE MAG NAIL W/ "G&O CONTROL" TAG, 1' S OF BACK OF SIDEWALK ON N SIDE OF NE 8TH ST, 25' E OF DRWY FOR #S 7728, 7724, 7720.
102	228,425.30	1,293,811.75	77.50	SFMC, CENTER OF INTX EVERGREEN POINT RD & NE 8TH ST, CITY OF BELLEVUE #0074, 2" BRASS DISC WITH LARGE "X", DOWN 0.55" IN CASE.
125	227,834.65	1,295,964.24	50.47	SFNT=FOUND NAIL W/ TAG, "RH LS 31667, LS 36802" NWLY CORNER OF DRIVEWAY TO HOUSE #8222, 1.70' BACK OF WALK.
172	228,372.14	1,295,644.79	52.44	SFNT, MAG NAIL W/ "HGG TRAVE PELS 6422" TAG, N SIDE INTX NE 8TH ST & 81ST AVE NE, IN NE CORNER OF DRIVEWAY APRON TO 8048 NE 8TH ST, JUST S OF FRONT OF SIDEWALK.
173	228,201.32	1,295,642.45	51.63	SSN=SET NAIL, MEDIUM MAG NAIL IN SW TIP OF DRIVEWAY TO 630 81ST AVE NE.
174	227,892.27	1,295,634.25	48.73	SSNT, NE CORNER OF INTX OVERLAKE DR W & 81ST AVE NE, 2.0' W OF CENTER OF ROUND CATCH BASIN GRATE.

OVERLAKE DR W

81ST AVE CL (ROW) - CONSTRUCTION CENTERLINE ALIGNMENT												
SEGMENT	BEGIN STATION	BEGIN NORTHING	BEGIN EASTING	END STATION	END NORTHING	END EASTING	DISTANCE	BEARING	RADIUS	TANGENT	CURVE LENGTH	DELTA
L1	10+00.00	227,876.49	1,295,621.22	14+80.02	228,356.34	1,295,634.48	480.02	N1°34'58"E				

No.	DATE	REVISION

ISSUED FOR:  
 ISSUE DATE: MAY 2023  
 APPROVED BY: BLS  
 CHECKED BY: BLS  
 DRAWN BY: MN  
 DESIGNER: MAN  
 G & O JOB NO.: 23449  
 FILE: SURVEY CONTROL.DWG



**GENERAL**

**SURVEY CONTROL AND ALIGNMENT TABLE**

DRAWING: 2

**RIGHT-OF-WAY DISCLAIMER**  
 THE RIGHT-OF-WAY AND/OR PROPERTY LINES SHOWN HEREON ARE BASED ON AVAILABLE INFORMATION, NOT ON A SURVEYED LOCATION AND ARE ONLY APPROXIMATE.

M:\Medina\23449 Medina Elem. School Sidewalk\01 Design\PlanSet\General\SURVEY CONTROL.dwg, 5/8/2023 1:46 PM, MARK NAGEL

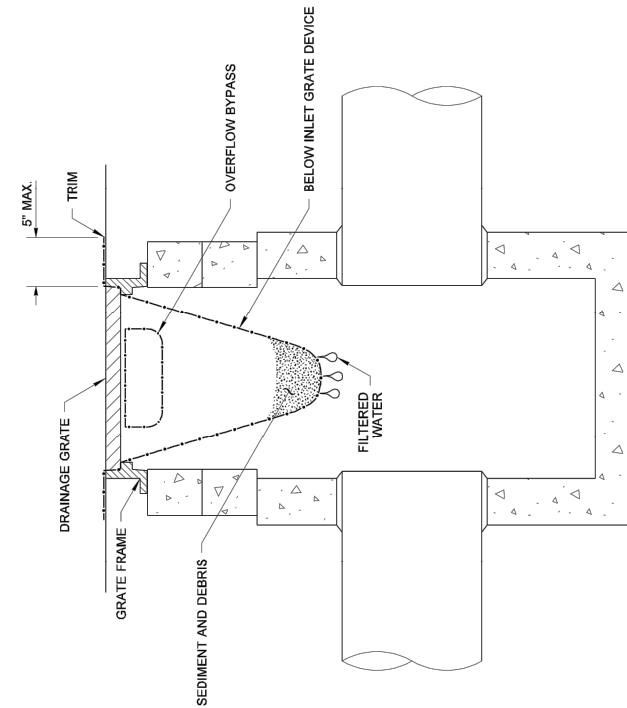
### STANDARD EROSION AND SEDIMENT CONTROL (TESC) NOTES

- ALL REQUIRED SEDIMENTATION/EROSION CONTROL FACILITIES MUST BE IN OPERATION PRIOR TO LAND CLEARING AND/OR OTHER CONSTRUCTION TO ENSURE THAT SEDIMENT LADEN WATER DOES NOT ENTER THE NATURAL DRAINAGE SYSTEM. ALL EROSION AND SEDIMENT FACILITIES SHALL BE MAINTAINED IN A SATISFACTORY CONDITION UNTIL SUCH TIME THAT CLEARING AND/OR CONSTRUCTION IS COMPLETED AND THE POTENTIAL FOR ON-SITE EROSION HAS PASSED. THE IMPLEMENTATION, MAINTENANCE, REPLACEMENT AND ADDITIONS TO EROSION/SEDIMENTATION CONTROL SYSTEMS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHOULD ANTICIPATE THAT EROSION AND SEDIMENTATION CONTROL FACILITIES WILL BE NECESSARY TO ENSURE COMPLETE SILTATION CONTROL ON THE PROPOSED SITE. DURING THE COURSE OF CONSTRUCTION, IT SHALL BE THE OBLIGATION AND RESPONSIBILITY OF THE CONTRACTOR TO ADDRESS ANY NEW CONDITIONS THAT MAY BE CREATED BY HIS ACTIVITIES AND TO PROVIDE ADDITIONAL FACILITIES AS MAY BE NEEDED TO PROTECT ADJACENT PROPERTIES AND THE WATER QUALITY OF THE RECEIVING DRAINAGE SYSTEM.
- AT NO TIME SHALL MORE THAN SIX INCHES OF SEDIMENT BE ALLOWED TO ACCUMULATE WITHIN A CATCH BASIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND DISPOSING OF THE SEDIMENT. ALL CATCH BASINS, CONVEYANCE LINES AND DITCHES SHALL BE CLEANED PRIOR TO PAVING.
- THE CONTRACTOR SHALL REMOVE AND WASTEHAUL MATERIAL DROPPED, WASHED OR TRACKED FROM VEHICLES ONTO THE TOWN RIGHT-OF-WAY OR INTO THE EXISTING STORM DRAINAGE SYSTEM. DEBRIS SHALL NOT BE WASHED INTO THE STORM DRAINAGE SYSTEM.
- TEMPORARY EROSION CONTROL FACILITIES SHALL BE INSPECTED WEEKLY AND MAINTAINED WITHIN 24 HOURS FOLLOWING A STORM EVENT. SEDIMENT SHALL BE REMOVED TO INSURE THE FACILITIES WILL FUNCTION PROPERLY. THE FACILITIES SHALL BE SATISFACTORILY MAINTAINED UNTIL CONSTRUCTION IS COMPLETED AND THE POTENTIAL FOR ON-SITE EROSION HAS PASSED.
- ALL STORM DRAIN INLETS MADE OPERABLE DURING CONSTRUCTION SHALL BE PROTECTED SO THAT STORMWATER RUNOFF SHALL NOT ENTER THE CONVEYANCE SYSTEM WITHOUT FIRST BEING FILTERED OR OTHERWISE TREATED TO REMOVE SEDIMENT.
- NO DISTURBED SOIL SHALL REMAIN UNSTABILIZED FOR MORE THAN TWO DAYS.

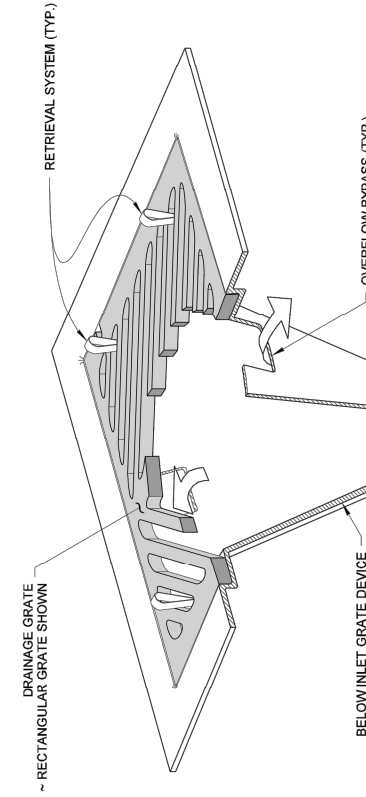
DRAWN BY: LISA CYFORD

#### NOTES

- Size the Below Inlet Grate Device (BIGD) for the storm water structure it will service.
- The BIGD shall have a built-in high-flow relief system (overflow bypass).
- The retrieval system must allow removal of the BIGD without spilling the collected material.
- Perform maintenance in accordance with Standard Specification 8-01.3(15).



SECTION VIEW  
NOT TO SCALE



ISOMETRIC VIEW



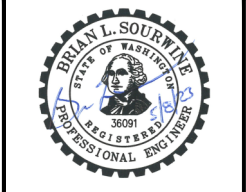
STATE OF WASHINGTON  
REGISTERED  
LANDSCAPE ARCHITECT  
**MARK W. MAURER**  
CERTIFICATE NO. 000598

NOTE: THIS PLAN IS NOT A LEGAL ENGINEERING DOCUMENT. IT IS A DESIGN DOCUMENT. IT IS NOT TO BE USED FOR CONSTRUCTION WITHOUT THE SIGNATURE AND SEAL OF A REGISTERED PROFESSIONAL ENGINEER. APPROVED FOR PUBLICATION SUBJECT TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION. A COPY MAY BE OBTAINED UPON REQUEST.

**STORM DRAIN  
INLET PROTECTION**  
**STANDARD PLAN I-40.20-00**  
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION  
**Pasco Bakotich III**  
STATE DESIGN ENGINEER  
DATE: **09-20-07**  
Washington State Department of Transportation

**Gray & Osborne, Inc.**  
CONSULTING ENGINEERS  
1130 RAINIER AVENUE SOUTH,  
SUITE 300  
SEATTLE, WASHINGTON 98144  
(206) 284-0860



**CITY OF MEDINA**  
**MEDINA ELEMENTARY  
SCHOOL SIDEWALK**

No.	DATE	REVISION
ISSUED FOR:		
ISSUE DATE:		MAY 2023
APPROVED BY:		BLS
CHECKED BY:		BLS
DRAWN BY:		MN
DESIGNER:		MAN
G & O JOB NO.:		23449
FILE:		EROSION CONTROL.DWG

**GENERAL**  
**EROSION CONTROL;  
NOTES AND DETAIL**

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MEDINA ELEMENTARY SCHOOL SIDEWALK

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ISSUE DATE:	MAY 2023
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DESIGNER:	MAN
G & O JOB NO.:	23449
FILE:	PLANPROFILE.DWG

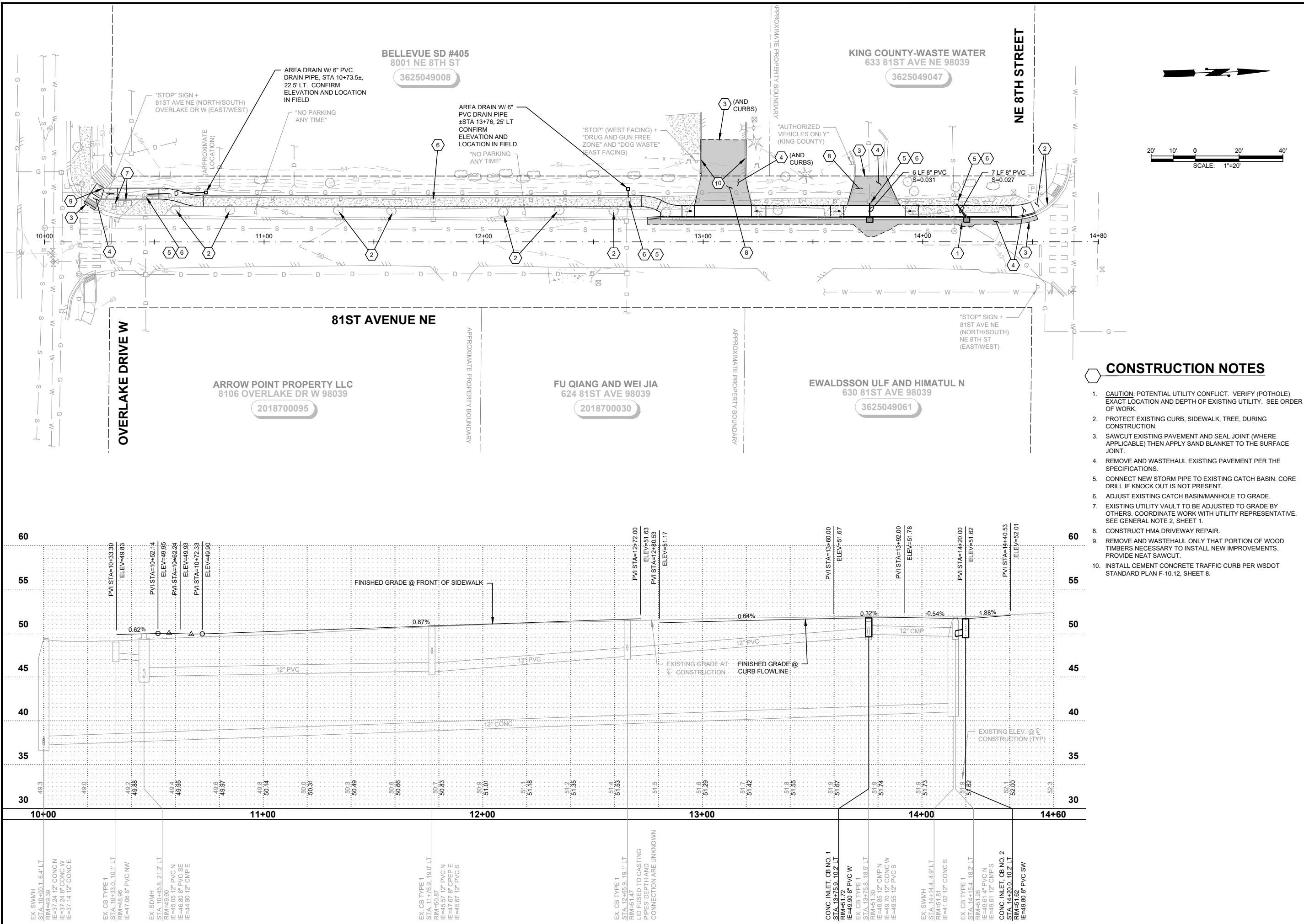


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PLAN AND PROFILE

DRAWING: 4

300

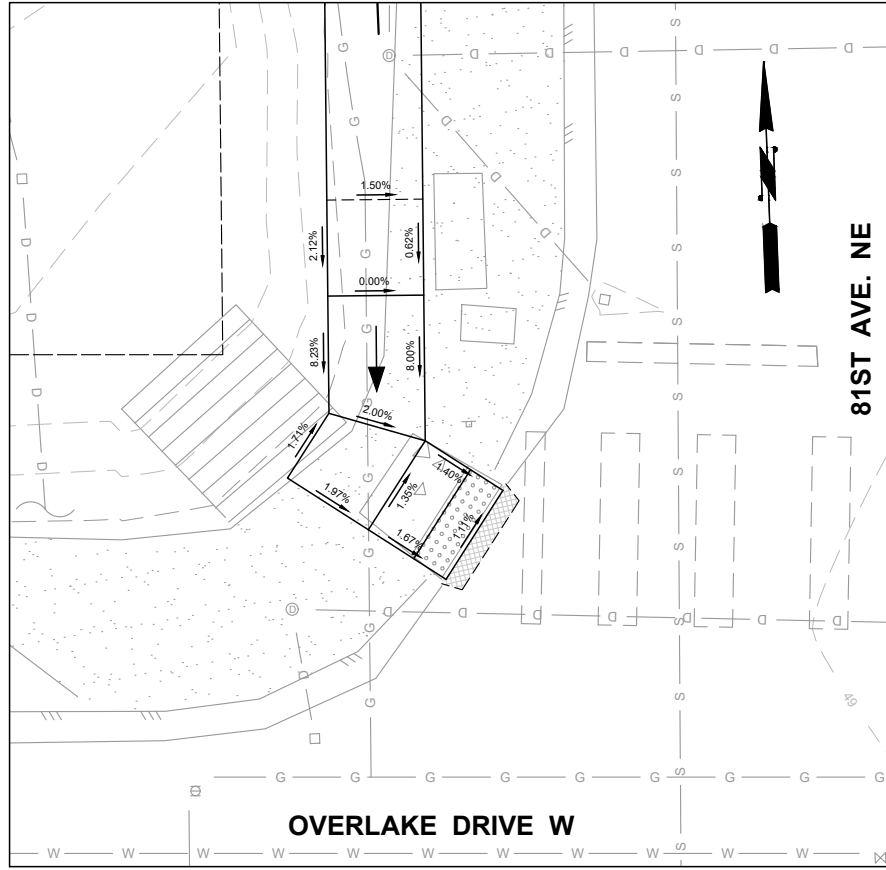


**CONSTRUCTION NOTES**

1. CAUTION: POTENTIAL UTILITY CONFLICT. VERIFY (POTHOLE) EXACT LOCATION AND DEPTH OF EXISTING UTILITY. SEE ORDER OF WORK.
2. PROTECT EXISTING CURB, SIDEWALK, TREE, DURING CONSTRUCTION.
3. SAWCUT EXISTING PAVEMENT AND SEAL JOINT (WHERE APPLICABLE) THEN APPLY SAND BLANKET TO THE SURFACE JOINT.
4. REMOVE AND WASTEHAUL EXISTING PAVEMENT PER THE SPECIFICATIONS.
5. CONNECT NEW STORM PIPE TO EXISTING CATCH BASIN. CORE DRILL IF KNOCK OUT IS NOT PRESENT.
6. ADJUST EXISTING CATCH BASIN/MANHOLE TO GRADE.
7. EXISTING UTILITY VAULT TO BE ADJUSTED TO GRADE BY OTHERS. COORDINATE WORK WITH UTILITY REPRESENTATIVE. SEE GENERAL NOTE 2, SHEET 1.
8. CONSTRUCT HMA DRIVEWAY REPAIR.
9. REMOVE AND WASTEHAUL ONLY THAT PORTION OF WOOD TIMBERS NECESSARY TO INSTALL NEW IMPROVEMENTS. PROVIDE NEAT SAWCUT.
10. INSTALL CEMENT CONCRETE TRAFFIC CURB PER WSDOT STANDARD PLAN F-10.12, SHEET 8.

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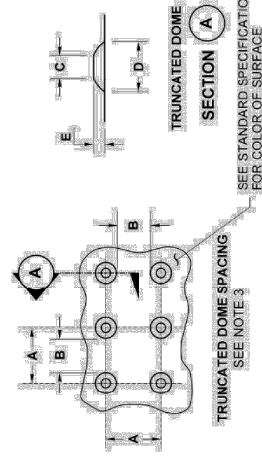
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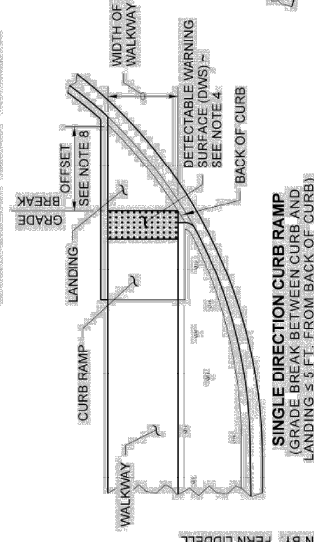
**ADA CURB RAMP**

SCALE: 1"=5'

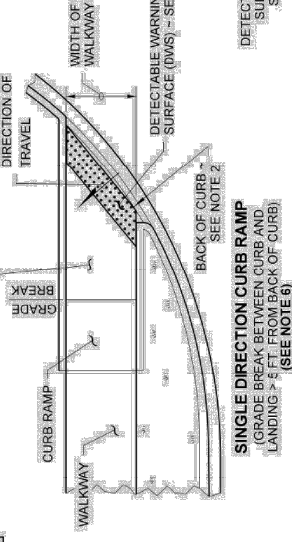
	MIN.	MAX.
A	1.60"	2.40"
B	0.65"	---
C	0.45"	0.90"
D	0.9"	1.40"
E	0.2"	0.22"



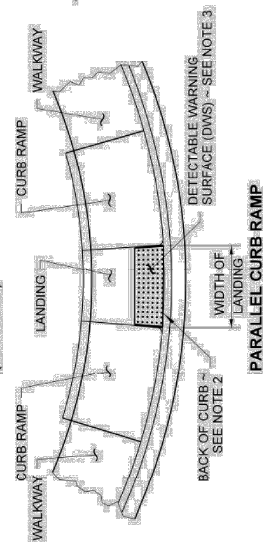
**TRUNCATED DOME DETAILS**



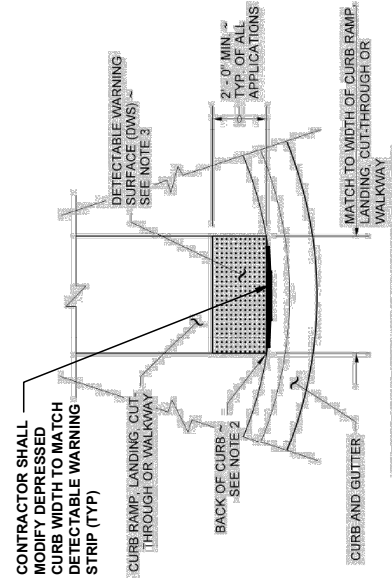
**SINGLE DIRECTION CURB RAMP**  
(GRADE BREAK BETWEEN CURB AND LANDING ≤ 5 FT. FROM BACK OF CURB) (SEE NOTE 6)



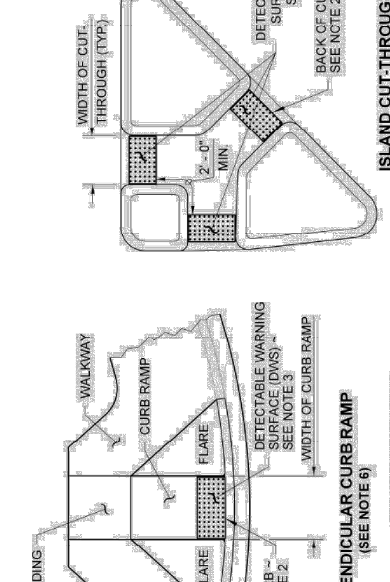
**SINGLE DIRECTION CURB RAMP**  
(GRADE BREAK BETWEEN CURB AND LANDING ≤ 5 FT. FROM BACK OF CURB) (SEE NOTE 6)



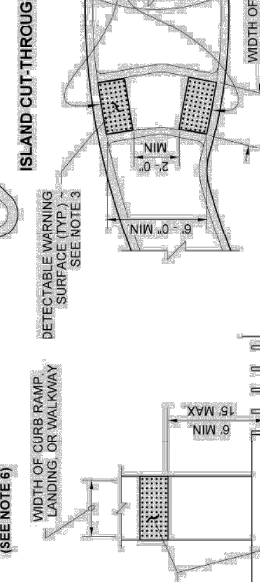
**PARALLEL CURB RAMP**  
(SEE NOTE 6)



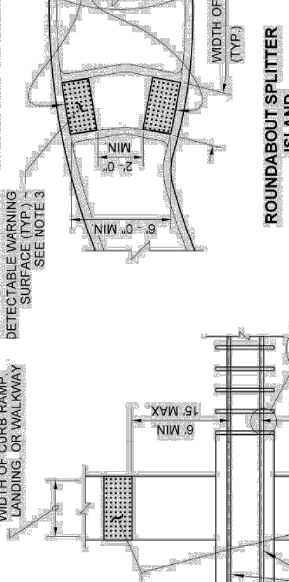
**DETECTABLE WARNING SURFACE DETAIL**



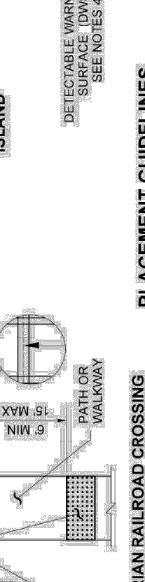
**PERPENDICULAR CURB RAMP**  
(SEE NOTE 6)



**ISLAND CUT-THROUGH**



**ROUNDABOUT SPLITTER ISLAND**



**PEDESTRIAN RAILROAD CROSSING**

**PLACEMENT GUIDELINES**

**SHARED-USE PATH CONNECTION**

**NOTES**

- The Detectable Warning Surface (DWS) shall extend the full width of the curb ramp, landing, or other roadway entrance as applicable. Exception: If the Manufacturer of the DWS requires a concrete border around the DWS, a variance of up to 2 inches on each side of the DWS is permitted.
- The Detectable Warning Surface (DWS) shall be placed at the back of curb, with the two leading corners of the DWS panel placed adjacent to the back of the curb, and with no more than a 2-inch gap between the DWS and the back of the curb measured at the center of the DWS panel. Exception: If the Manufacturer of the selected DWS requires a concrete border around the DWS, a variance of up to 2 inches from the back of the curb is permitted, measured at the leading corners of the DWS panel.
- The rows of truncated domes shall be aligned to be perpendicular to the grade break at the back of curb.
- The rows of truncated domes shall be aligned to be parallel to the direction of travel. If curb and gutter are not present, such as a shared-use path connection, the Detectable Warning Surface shall be placed at the pavement edge.
- See Standard Plans for sidewalk and curb ramp details.
- If a curb ramp is required, the location of the Detectable Warning Surface must be at the bottom of the ramp and within the required distance from the rail.
- When the grade break between the curb ramp and the landing is less than or equal to 5 ft. from the back of curb at all points, place the Detectable Warning Surface on the bottom of the curb ramp directly above the grade break.

DRAWN BY: FERN LIDDELL

NOTE: ADA DOMES SHALL BE BLACK

MODIFIED

DETECTABLE WARNING SURFACE  
STANDARD PLAN F-45.10-02

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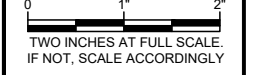


**CITY OF MEDINA**  
**MEDINA ELEMENTARY SCHOOL SIDEWALK**

No.	DATE	REVISION

ISSUED FOR:

ISSUE DATE:	MAY 2023
APPROVED BY:	BLS
CHECKED BY:	BLS
DRAWN BY:	MN
DESIGNER:	MAN
G & O JOB NO.:	23449
FILE:	RAMP DETAILS.DWG



**CIVIL**

**CURB RAMP DETAILS**

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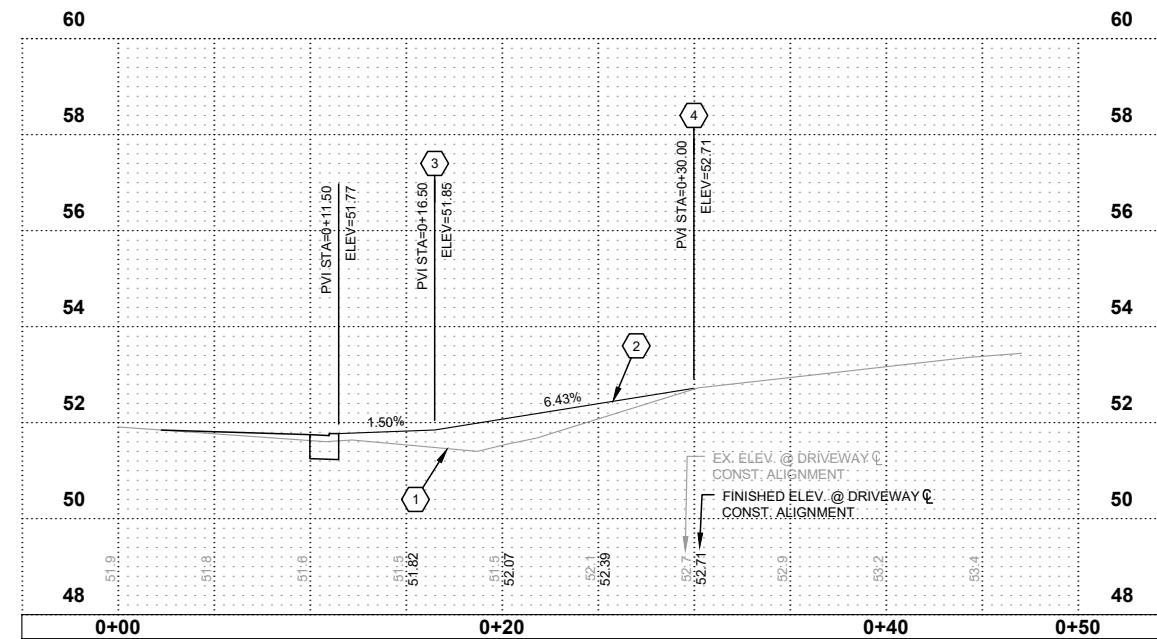
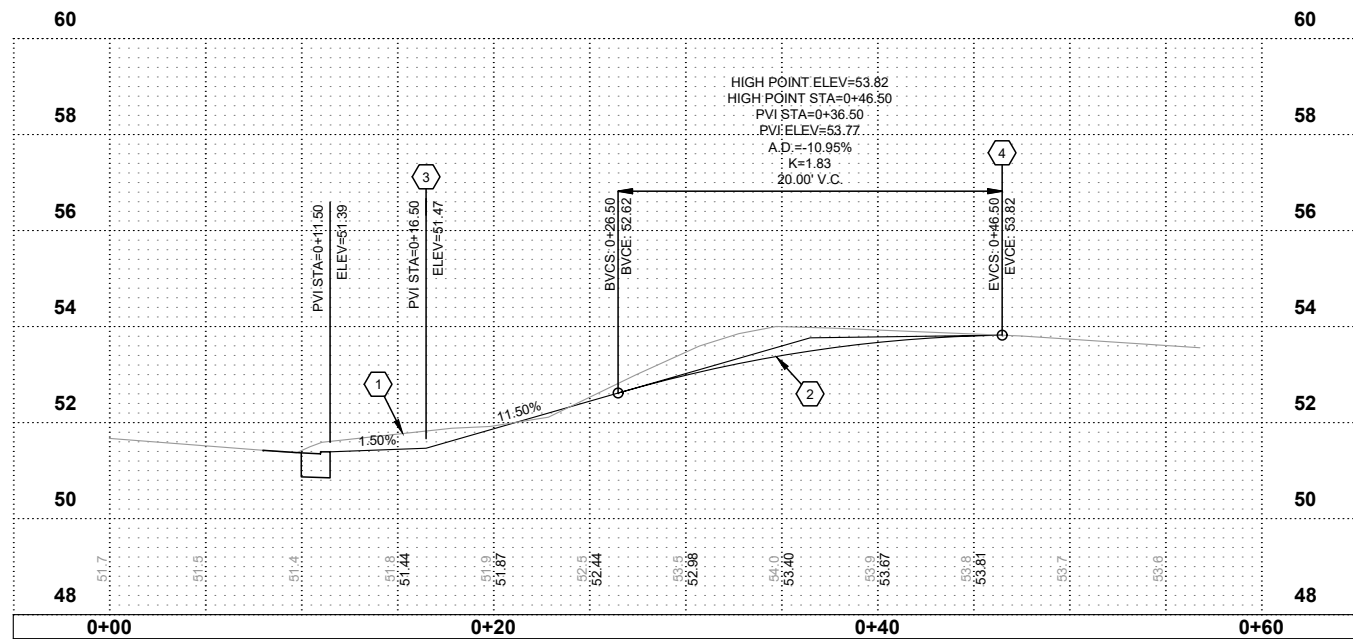
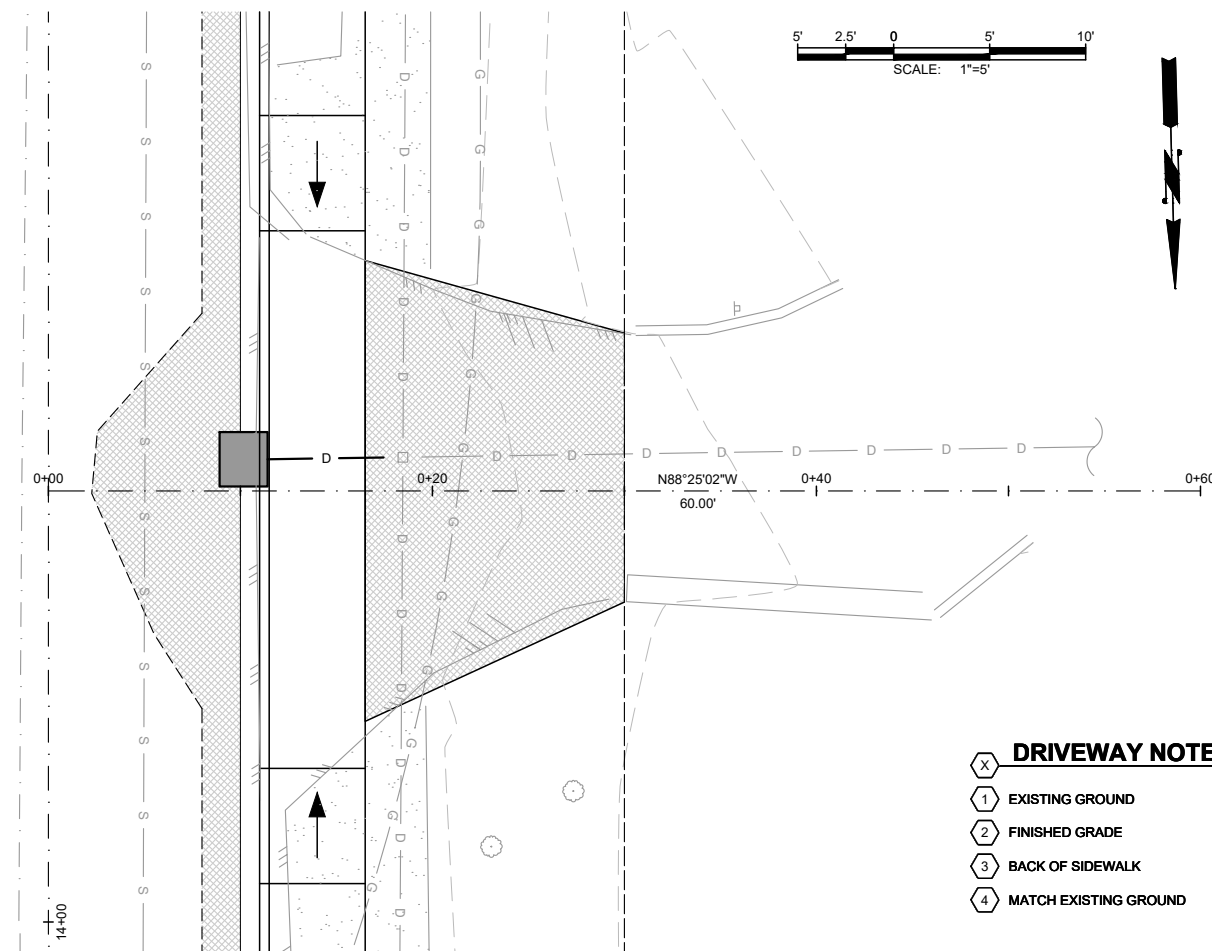
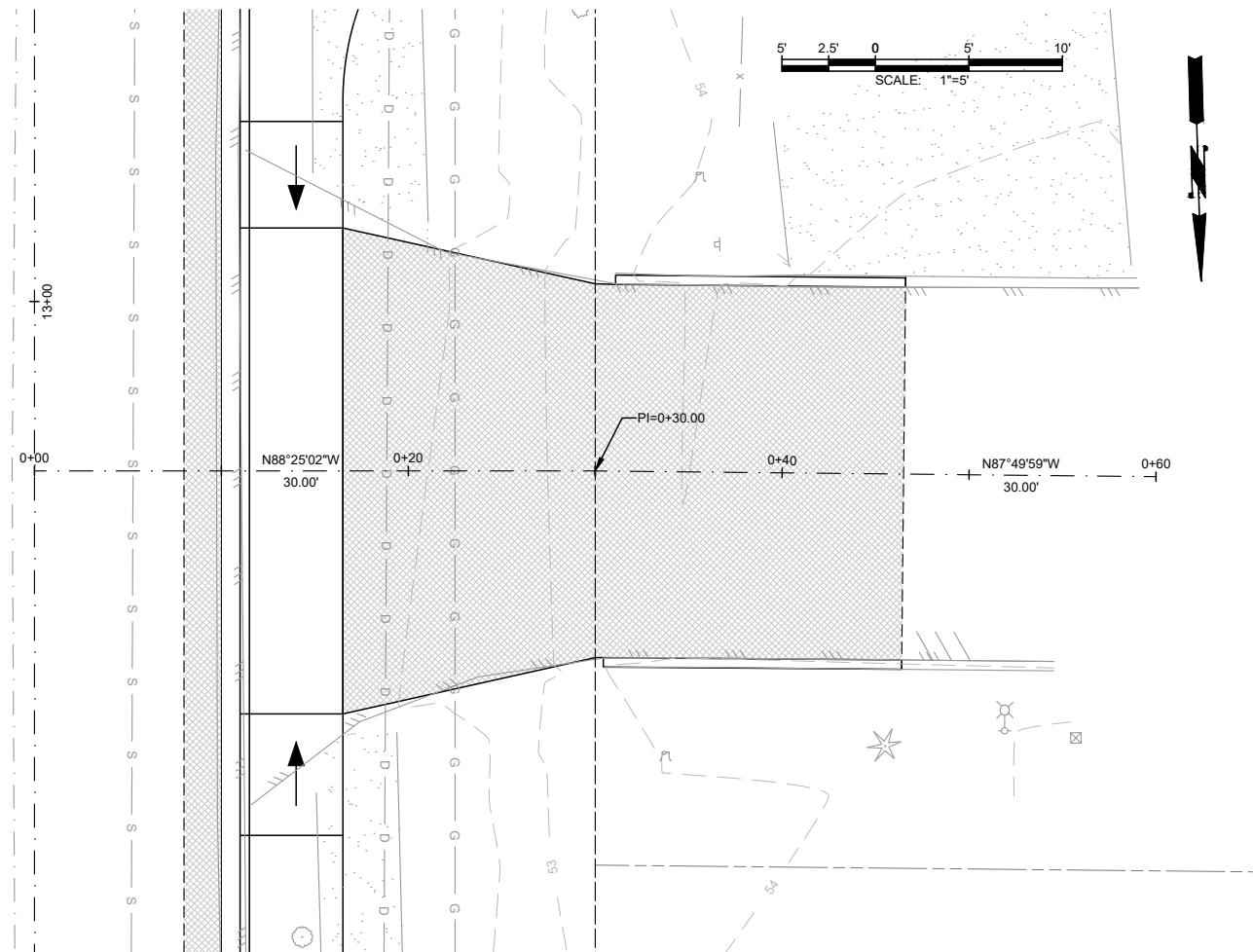


CITY OF MEDINA

MEDINA ELEMENTARY  
SCHOOL SIDEWALK

**DRIVEWAY NOTES**

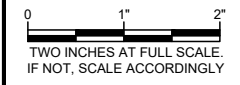
- (X) DRIVEWAY CENTERLINE
- (1) EXISTING GROUND
- (2) FINISHED GRADE
- (3) BACK OF SIDEWALK
- (4) MATCH EXISTING GROUND



**DRIVEWAY CENTERLINE AT STA. 13+09.07, LT**  
81ST AVE NE, WEST SIDE  
SCALE: 1"=5'(H); 1"=2'(V)

**DRIVEWAY CENTERLINE AT STA. 13+77.55, LT**  
81ST AVE NE, WEST SIDE  
SCALE: 1"=5'(H); 1"=2'(V)

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ISSUED FOR:		
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G & O JOB NO.:		23449
FILE:		DRIVEWAY.DWG



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DRIVEWAY PLANS  
AND PROFILES

DRAWING: 6

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CITY OF MEDINA

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SCHOOL SIDEWALK

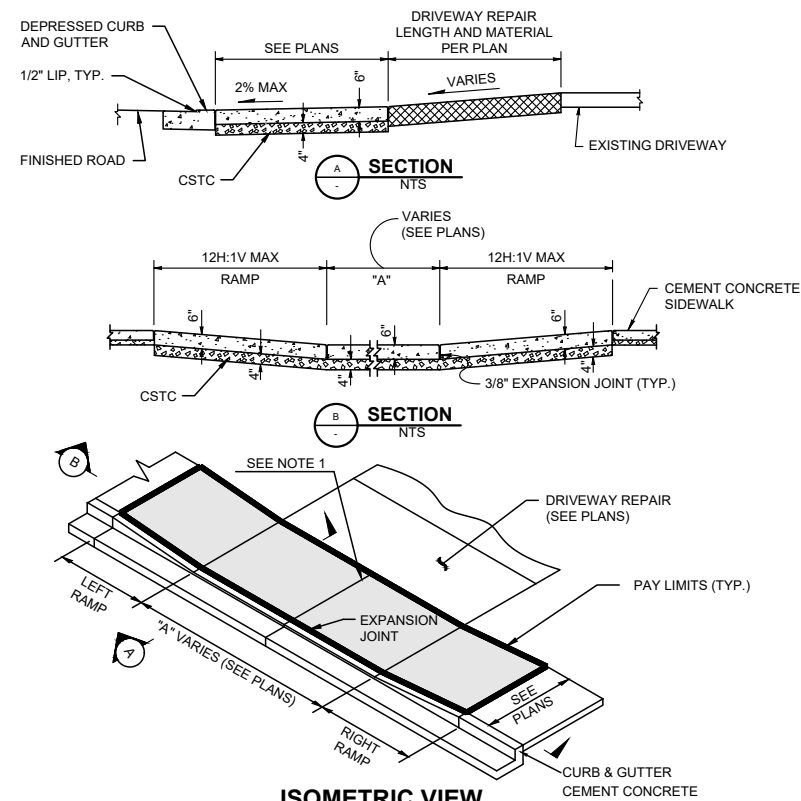
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ISSUED FOR:		
ISSUE DATE:		MAY 2023
APPROVED BY:		BLS
CHECKED BY:		BLS
DRAWN BY:		MN
DESIGNER:		MAN
G & O JOB NO.:		23449
FILE:		RD-SD.DWG

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ROADWAY DETAILS

DRAWING: 7

303

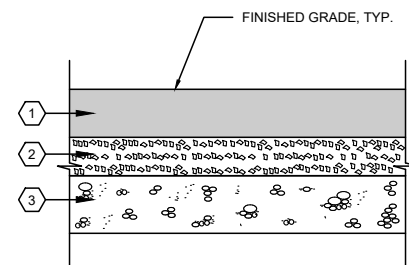


- NOTES:**
1. WHEN THE DRIVEWAY WIDTH EXCEEDS 15 FEET, CONSTRUCT A FULL DEPTH EXPANSION JOINT WITH 3/8" JOINT FILLER ALONG THE DRIVEWAY CENTERLINE. CONSTRUCT EXPANSION JOINTS PARALLEL WITH THE CENTERLINE AS REQUIRED AT 15' MAXIMUM SPACING WHEN DRIVEWAY WIDTHS EXCEED 30'.
  2. CEMENT CONCRETE DRIVEWAY SHALL BE CL 4000.

**CEMENT CONCRETE DRIVEWAY ENTRANCE**  
NOT TO SCALE

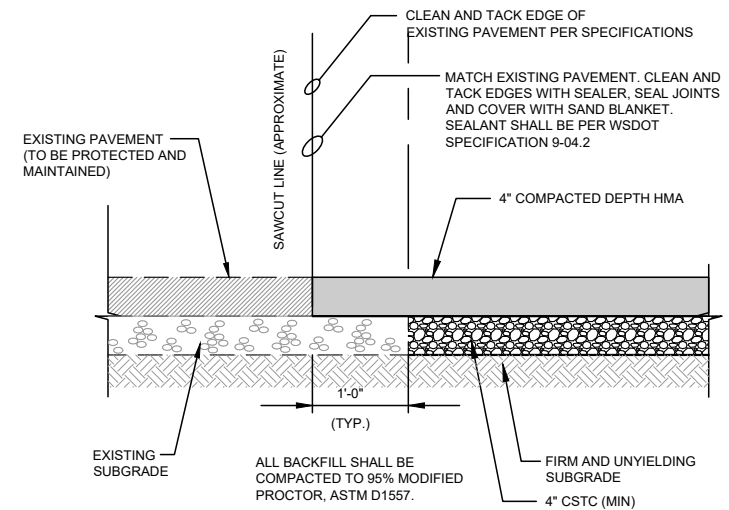
DRIVEWAY SCHEDULE									
STREET	DRIVEWAY #	LOCATION	CONCRETE DRIVEWAY ENTRANCE				DRIVEWAY REPAIR (BEYOND ENTRANCE)		
			CENTER STATION	SIDE	WIDTH "A"	AREA (SY)	RAMP LENGTH (FT)	MATERIAL	AREA (SY)
81ST AVE NE	1	13+09.1'	LEFT	26'	21.3	5.7	6.5	HMA	66.63
81ST AVE NE	2	13+78.0	LEFT	28'	22.3	6	6	HMA	28.50

**NOTE:** CONTRACTOR SHALL CONFIRM ALL DRIVEWAY APPROACH STATIONS AND WIDTHS WITH CONTRACTING AGENCY PRIOR TO INSTALLATION.



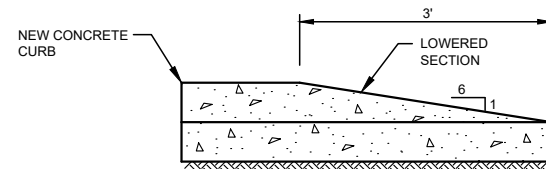
- ① 4" COMPACTED DEPTH HMA.
- ② 4" COMPACTED DEPTH CRUSHED SURFACING TOP COURSE.
- ③ SUITABLE NATIVE MATERIAL.

**TYPICAL PAVEMENT SECTIONS**  
NOT TO SCALE



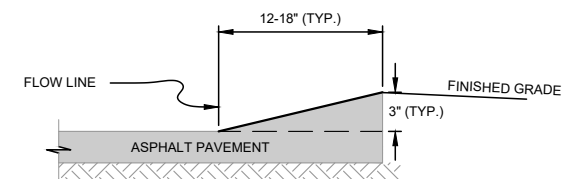
- NOTES:**
1. ALL JOINTS SHALL BE FULL DEPTH SAW CUT.
  2. ALL CATCH BASINS, VALVES AND OTHER APPURTENANCES SHALL BE TACK COATED WITH AN ASPHALT EMULSION PRIOR TO THE APPLICATION OF ASPHALT CONCRETE.
  3. COMPACTED ASPHALT CONCRETE SHALL NOT EXTEND MORE THAN 1/8" ABOVE THE EXISTING SURFACE.

**HMA BUTT JOINT DETAIL**  
NOT TO SCALE



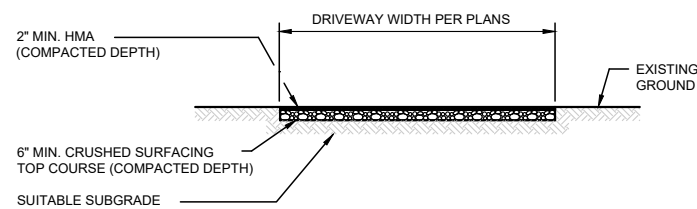
**NOTE:** CONCRETE CURB END SECTION TO BE USED AT ALL LOCATIONS WHERE NEW CURB DOES NOT MEET EXISTING CURB, AT SIDEWALK TRANSITION SECTIONS AND/OR AS REQUIRED IN THE FIELD BY THE ENGINEER.

**CONCRETE CURB END SECTION**  
NOT TO SCALE

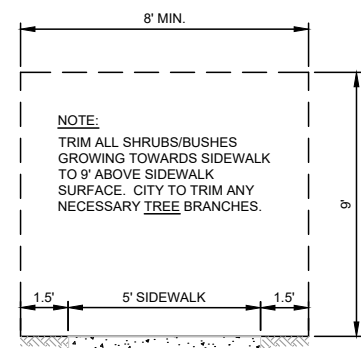


**NOTE:** MATCH EXISTING WEDGE CURB DIMENSIONS.

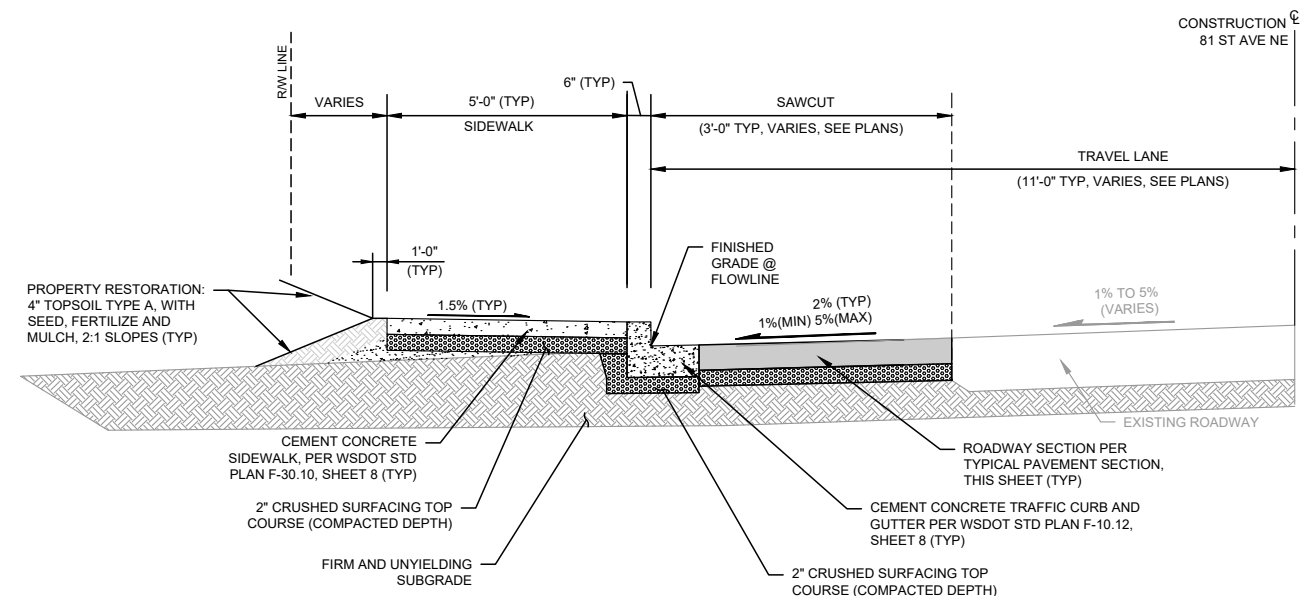
**HMA WEDGE CURB DETAIL**  
NOT TO SCALE



**HMA DRIVEWAY REPAIR**  
NOT TO SCALE

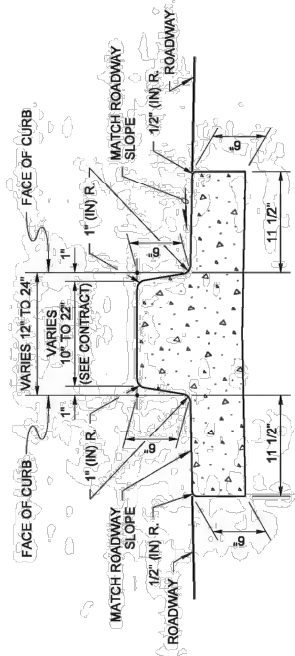


**LIMITS OF SHRUB TRIMMING**  
NOT TO SCALE

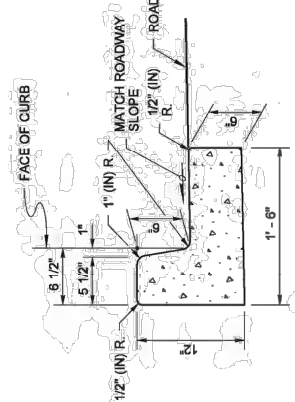


**TYPICAL CROSS-SECTION**  
NOT TO SCALE

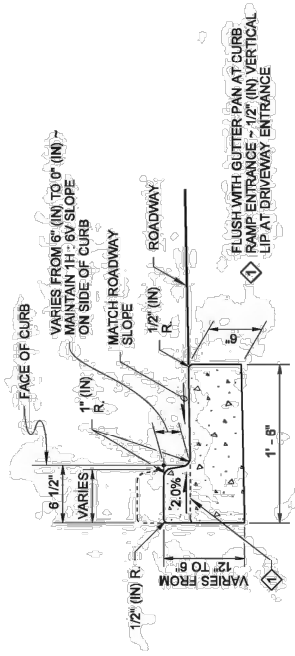
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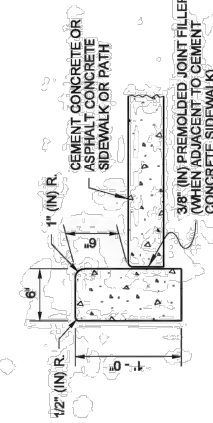
**DUAL-FACED CEMENT CONCRETE TRAFFIC CURB AND GUTTER**



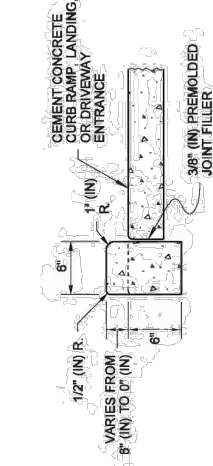
**CEMENT CONCRETE TRAFFIC CURB AND GUTTER**



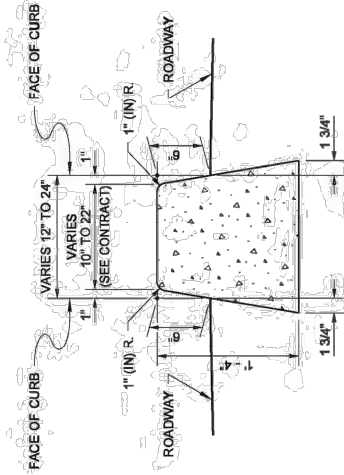
**DEPRESSED CURB SECTION AT CURB RAMPS AND DRIVEWAY ENTRANCES**



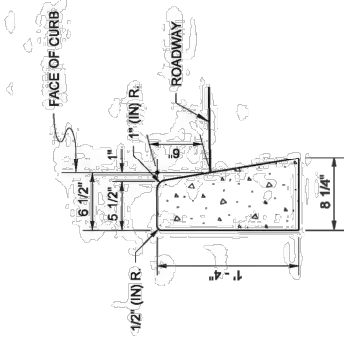
**CEMENT CONCRETE PEDESTRIAN CURB AT CURB RAMPS, LANDINGS, AND DRIVEWAY ENTRANCES**



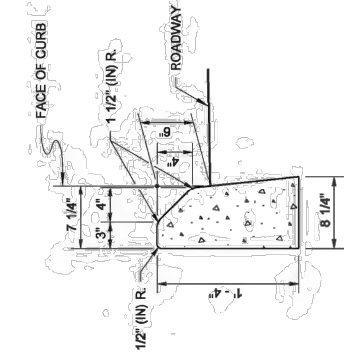
**CEMENT CONCRETE PEDESTRIAN CURB AT CURB RAMPS, LANDINGS, AND DRIVEWAY ENTRANCES**



**DUAL-FACED CEMENT CONCRETE TRAFFIC CURB**



**CEMENT CONCRETE TRAFFIC CURB**



**MOUNTABLE CEMENT CONCRETE TRAFFIC CURB**

**NOTE**

1. See Standard Plan F-30.10 for Curb Expansion and Contraction Joint spacing and see Standard Specification Sections 8-04 and 9-04 for additional requirements.

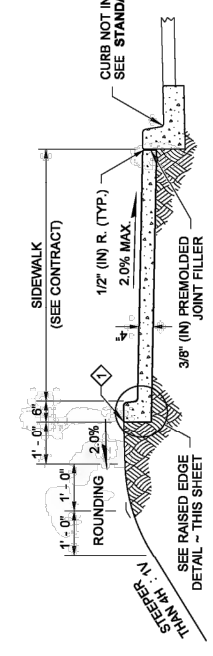
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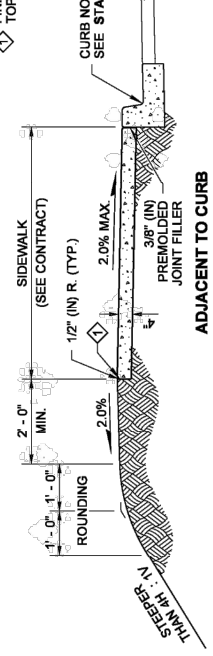
Barry, Ed  
May 6 2014 3:31 PM

**CEMENT CONCRETE CURBS  
STANDARD PLAN F-10.12-03**

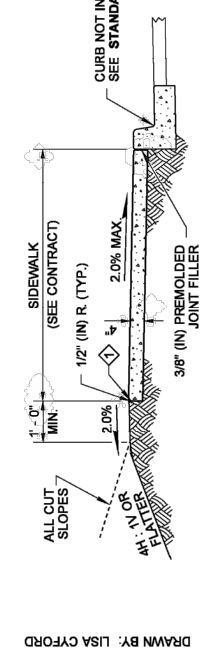
SHEET 1 OF 1 SHEET



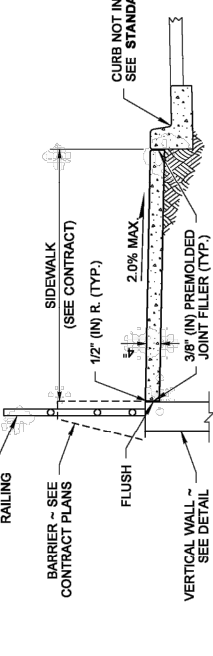
**WITH RAISED EDGE**



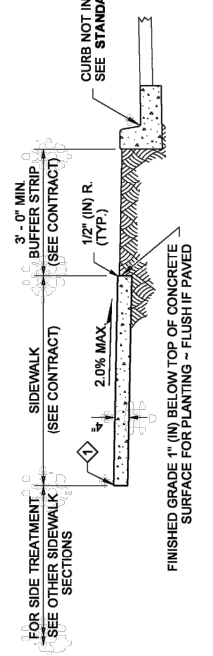
**ADJACENT TO CURB (STEEP FILL SLOPES)**



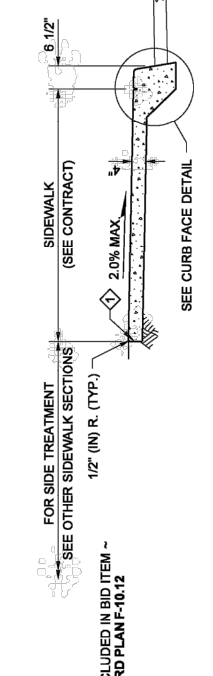
**ADJACENT TO CURB**



**ADJACENT TO CURB AND RAILING OR WALL**



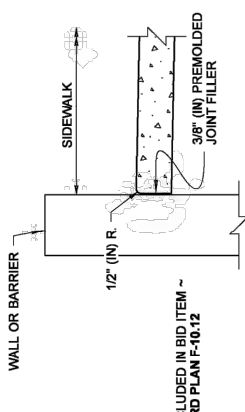
**ADJACENT TO BUFFER STRIP**



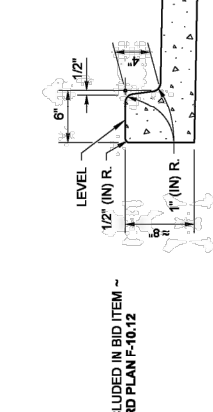
**MONOLITHIC CEMENT CONCRETE CURB AND SIDEWALK**

**NOTE**

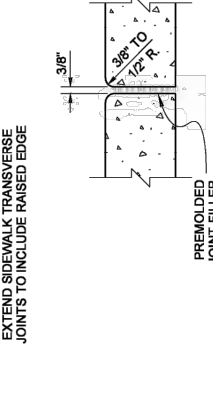
1. Four feet of the sidewalk shall be the minimum pedestrian accessible route free of vertical and horizontal obstructions. Gratings, Access Covers, Junction Boxes, Cable Vaults, Pull Boxes and other appurtenances within the sidewalk must have slip resistant surfaces, be flush with surface, and match grade of the sidewalk.



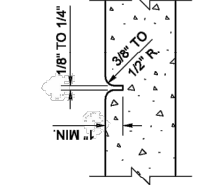
**SIDEWALK ADJACENT TO WALL DETAIL**



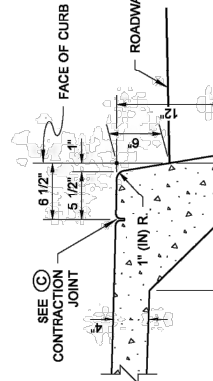
**RAISED EDGE DETAIL**



**EXPANSION JOINT**

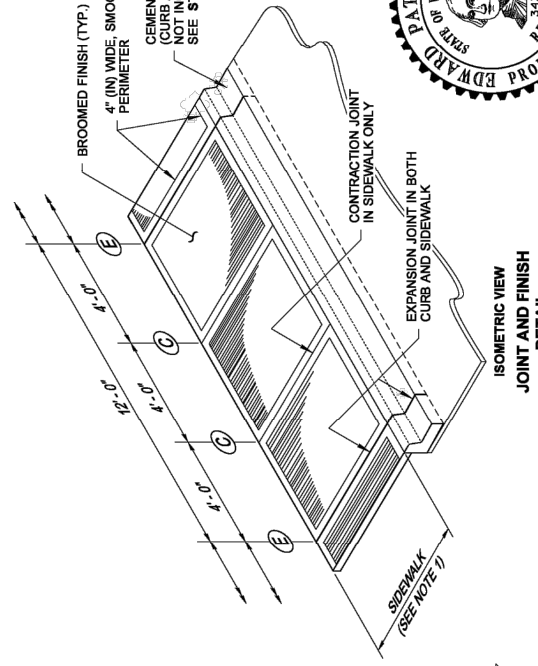


**CONTRACTION JOINT**

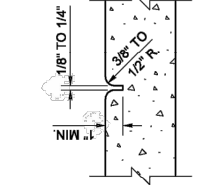


**CURB FACE DETAIL**

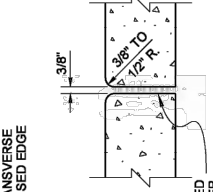
EXTEND SIDEWALK TRANSVERSE EXPANSION JOINTS TO INCLUDE CURB (FULL DEPTH)



**ISOMETRIC VIEW JOINT AND FINISH DETAIL**



**CONTRACTION JOINT**



**EXPANSION JOINT**



Barry, Ed  
May 6 2014 3:41 PM

**CEMENT CONCRETE SIDEWALK  
STANDARD PLAN F-30.10-03**

SHEET 1 OF 1 SHEET



No.	DATE	REVISION

ISSUED FOR:

ISSUE DATE:	MAY 2023
APPROVED BY:	BLS
CHECKED BY:	BLS
DRAWN BY:	MN
DESIGNER:	MAN
G & O JOB NO.:	23449
FILE:	RD-SD.DWG

**MEDINA ELEMENTARY SCHOOL SIDEWALK**

**CITY OF MEDINA**



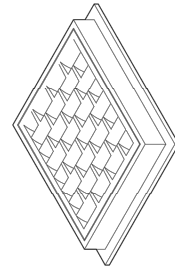
**Gray & Osborne, Inc.**  
CONSULTING ENGINEERS  
1130 RAINIER AVENUE SOUTH,  
SUITE 300  
SEATTLE, WASHINGTON 98144  
(206) 284-0860



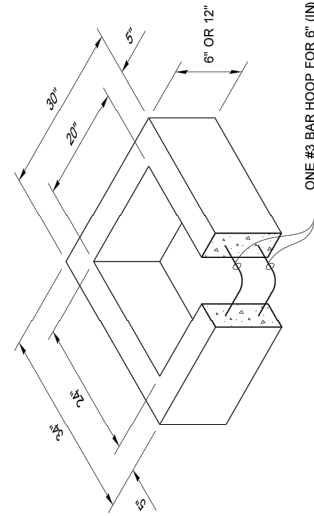
DRAWN BY: MARK SUJKA

PIPE ALLOWANCES	
PIPE MATERIAL	MAXIMUM DIAMETER (INCHES)
REINFORCED OR PLAIN CONCRETE	12"
ALL METAL PIPE	15"
CPSP* (STD. SPEC. SECT. 9-05.20)	12"
POLYPROPYLENE (STD. SPEC. SECT. 9-05.24)	12"
SOLID WALL PVC (STD. SPEC. SECT. 9-05.12(1))	15"
PROFILE WALL PVC (STD. SPEC. SECT. 9-05.12(2))	15"

\* CORRUGATED POLYETHYLENE STORM SEWER PIPE

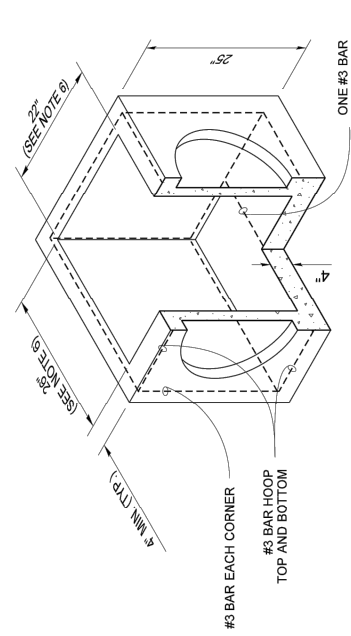


FRAME AND VANED GRATE

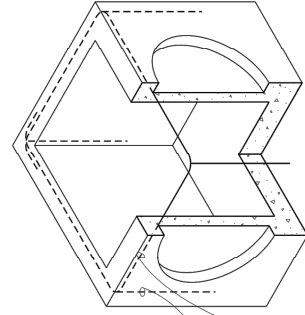


ONE #3 BAR HOOP FOR 6" (IN) HEIGHT  
TWO #3 BAR HOOPS FOR 12" (IN) HEIGHT

RECTANGULAR ADJUSTMENT SECTION



PRECAST BASE SECTION



ALTERNATIVE PRECAST BASE SECTION



Julie Heilmann  
Heilmann, Julie  
Feb 20 2018 12:51 PM

**CONCRETE INLET**

**STANDARD PLAN B-25.60-02**

SHEET 1 OF 1 SHEET

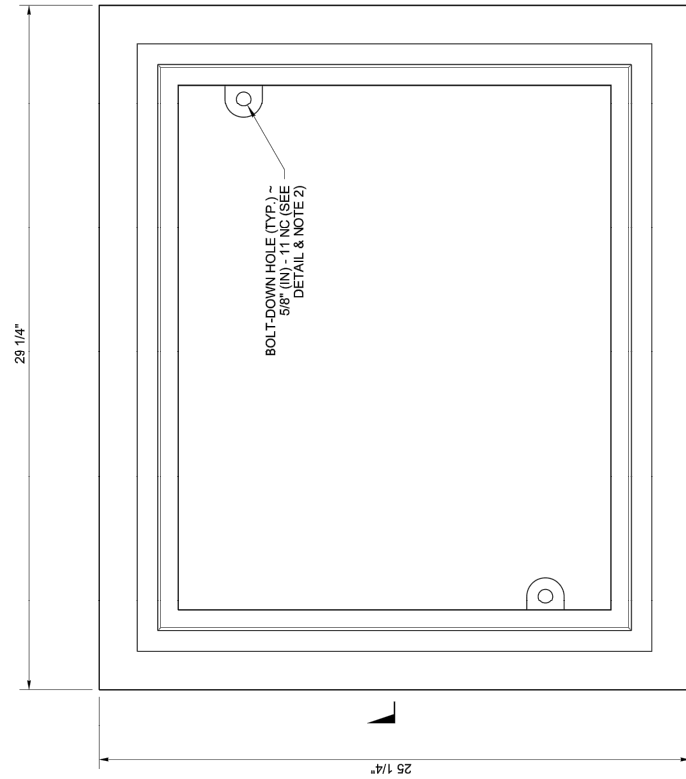


STATE DESIGN ENGINEER  
No. 272017.0 AM  
Washington State Department of Transportation

**NOTES**

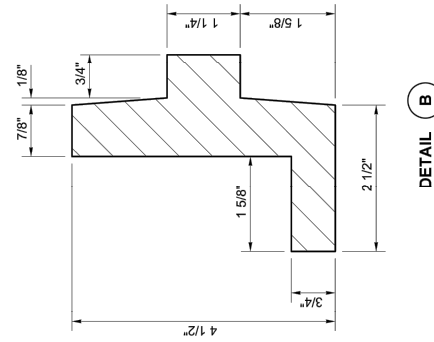
- As acceptable alternatives to the rebar shown in the **PRECAST BASE SECTION**, fibers (placed according to the Standard Specifications), or wire mesh having a minimum area of 0.12 square inches per foot shall be used with the minimum required rebar shown in the **ALTERNATIVE PRECAST BASE SECTION**. Wire mesh shall not be placed in the knockouts.
- The knockout diameter shall not be greater than 18" (in). Knockouts shall have a wall thickness of 2" (in) minimum to 2.5" (in) maximum. Provide a 1.5" (in) minimum gap between the knockout wall and the outside of the pipe. After the pipe is installed, fill the gap with joint mortar in accordance with **Standard Specification Section 9-04.3**.
- The maximum depth from the finished grade to the lowest pipe invert shall be 5' (ft).
- The frame and grate may be installed with the flange up or down. The frame may be cast into the adjustment section.
- The Precast Base Section may have a rounded floor, and the walls may be sloped at a rate of 1 : 24 or steeper.
- The opening shall be measured at the top of the precast base section.
- All pickup holes shall be grouted full after the inlet has been placed.

SEE NOTE 1

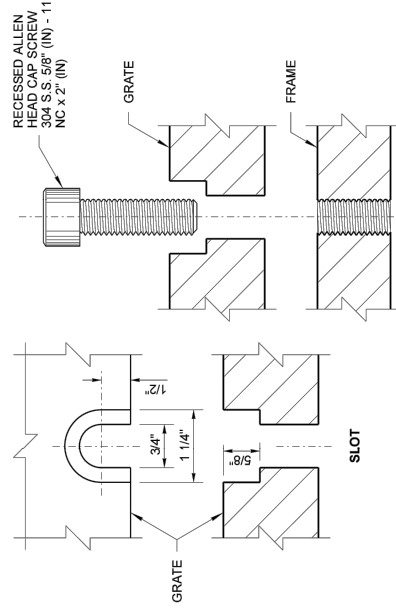


**NOTES**

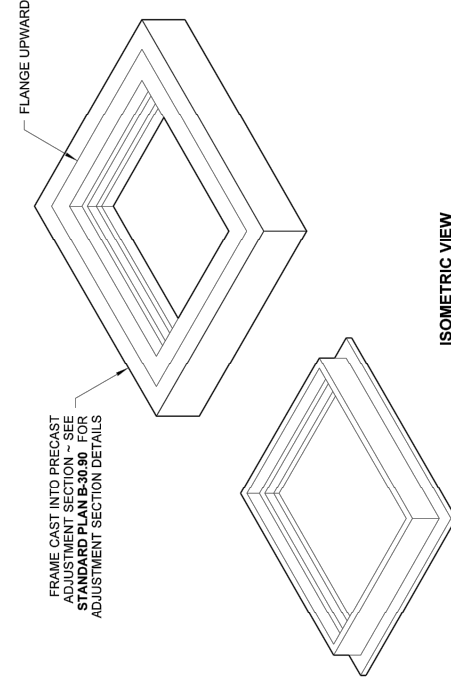
- This frame is designed to accommodate 20" (in) x 24" (in) grates or covers as shown on **Standard Plans B-30.20, B-30.30, B-30.40, and B-30.50**.
- Bolt-down capability is required on all frames, grates, and covers, unless specified otherwise in the Contract. Provide 2 holes in the frame that are vertically aligned with the grate or cover slots. The frame shall accept the 304 Stainless Steel (S.S.) 5/8" (in) - 11 NC x 2" (in) allen head cap screw by being tapped, or other approved mechanism. Location of bolt-down holes varies by manufacturer.
- Refer to **Standard Specification Section 9-05.15** and **9-05.15(2)** for additional requirements.



DETAIL B

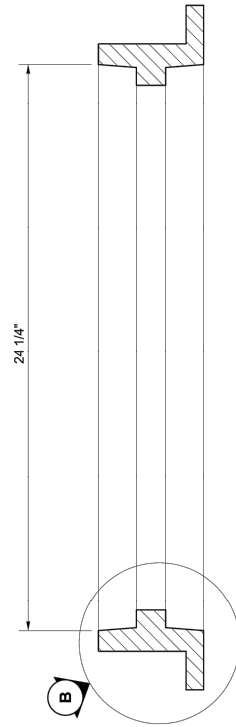


BOLT-DOWN DETAILS  
SEE NOTE 2



ISOMETRIC VIEW  
SHOWING THE VARIATIONS

TOP



SECTION A

DRAWN BY: FERN LIDDELL

FRAME CAST INTO PRECAST ADJUSTMENT SECTION - SEE STANDARD PLAN B-30 FOR ADJUSTMENT SECTION DETAILS

FLANGE UPWARD



Julie Heilmann  
Heilmann, Julie  
Feb 20 2018 12:52 PM

**RECTANGULAR FRAME (REVERSIBLE)**

**STANDARD PLAN B-30.10-03**

SHEET 1 OF 1 SHEET



STATE DESIGN ENGINEER  
No. 272017.5 AM  
Washington State Department of Transportation

DRAWING: 9

305

STORM DETAILS

CIVIL

No.	DATE	REVISION
ISSUED FOR:		
ISSUE DATE:		MAY 2023
APPROVED BY:		BLS
CHECKED BY:		BLS
DRAWN BY:		MN
DESIGNER:		MAN
G & O JOB NO.:		23449
FILE:		RD-SD.DWG

MEDINA ELEMENTARY SCHOOL SIDEWALK

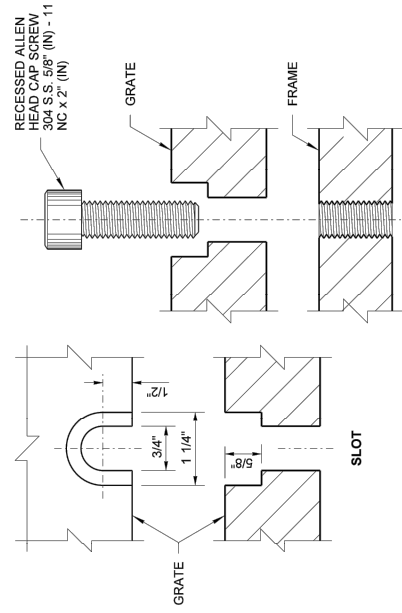
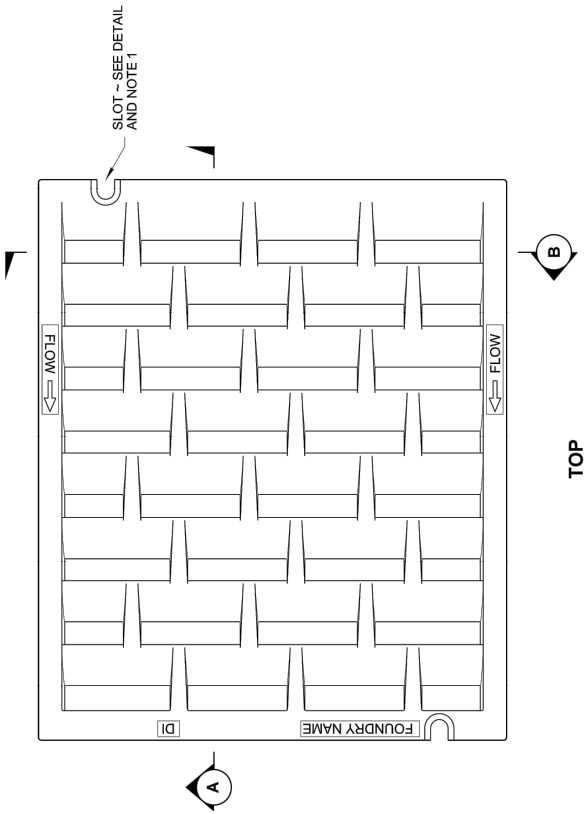
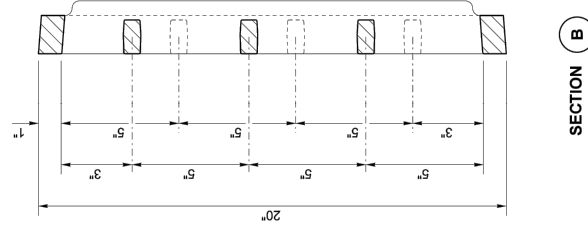
CITY OF MEDINA



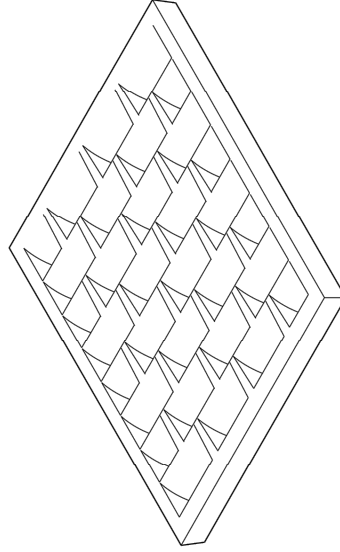
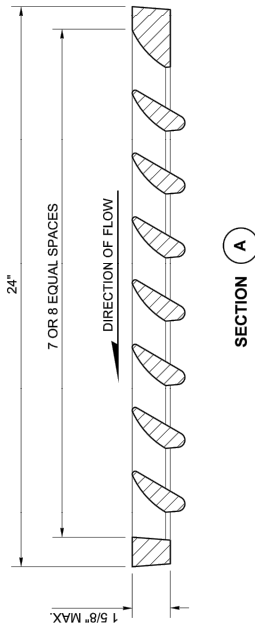
Gray & Osborne, Inc.  
CONSULTING ENGINEERS  
1130 RAINIER AVENUE SOUTH, SUITE 300  
SEATTLE, WASHINGTON 98144  
(206) 284-0860

**NOTES**

1. Bolt-down capability is required on all frames, grates, and covers, unless specified otherwise in the Contract. Provide 2 holes in the frame that are vertically aligned with the grate or cover slots. The frame shall accept the 304 Stainless Steel (S.S.) 5/8" (in) - 11 NC x 2" (in) allen head cap screw by being tapped, or other approved mechanism. Location of bolt-down holes varies by manufacturer.
2. Refer to **Standard Specification Section 9-05.15** and **9-05.15(2)** for additional requirements.
3. For frame details, see **Standard Plan B-30.10**.



**BOLT-DOWN DETAILS**  
SEE NOTE 1



**ISOMETRIC**

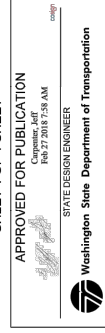


*Tyler Heilman*  
Public  
Feb 20 2018 12:54 PM  
ceggp

**RECTANGULAR VANED GRATE**

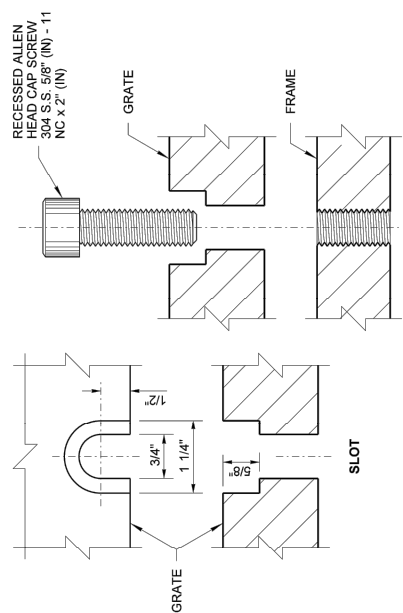
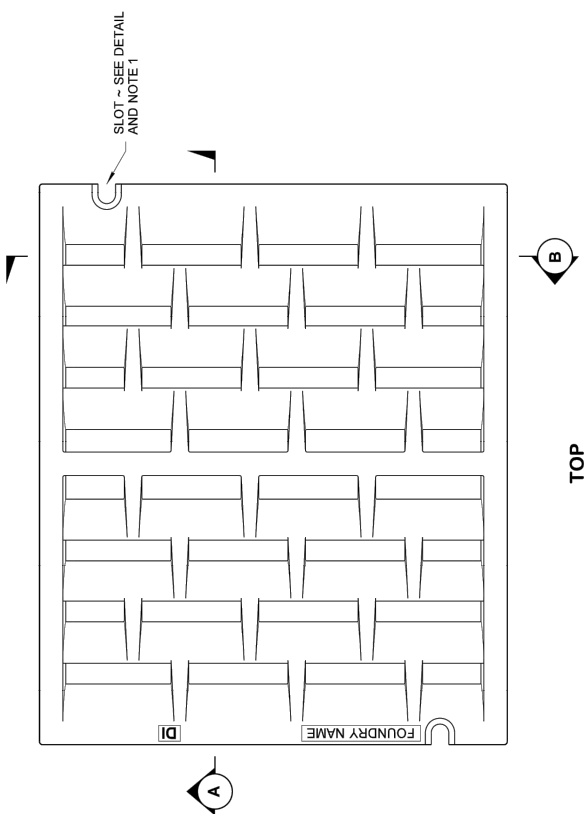
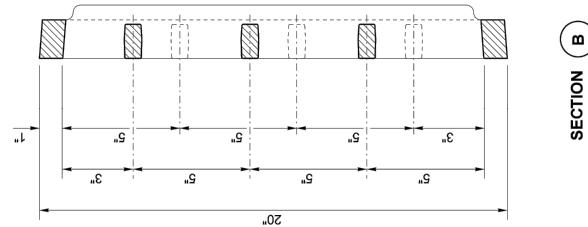
**STANDARD PLAN B-30.30-03**

SHEET 1 OF 1 SHEET

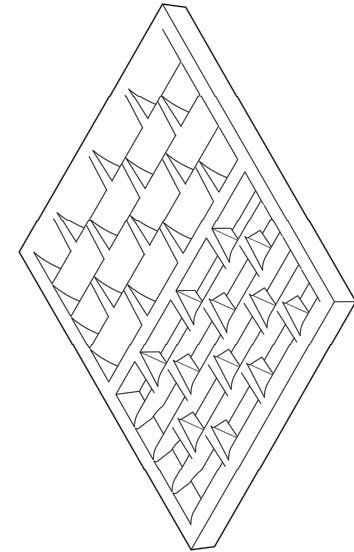
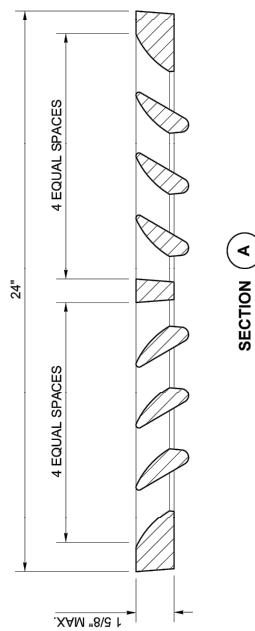


**NOTES**

1. Bolt-down capability is required on all frames, grates, and covers, unless specified otherwise in the Contract. Provide 2 holes in the frame that are vertically aligned with the grate or cover slots. The frame shall accept the 304 Stainless Steel (S.S.) 5/8" (in) - 11 NC x 2" (in) allen head cap screw by being tapped, or other approved mechanism. Location of bolt-down holes varies by manufacturer.
2. Refer to **Standard Specification Section 9-05.15**, and **9-05.15(2)** for additional requirements.
3. For frame details, see **Standard Plan B-30.10**.



**BOLT-DOWN DETAILS**  
SEE NOTE 1



**ISOMETRIC**

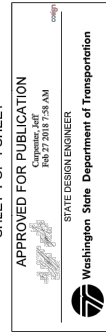


*Tyler Heilman*  
Public  
Feb 20 2018 12:54 PM  
ceggp

**RECTANGULAR BI-DIRECTIONAL VANED GRATE**

**STANDARD PLAN B-30.40-03**

SHEET 1 OF 1 SHEET



DRAWN BY: FERN LIDDELL

DRAWN BY: FERN LIDDELL

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1130 RAINIER AVENUE SOUTH, SUITE 300  
SEATTLE, WASHINGTON 98144  
(206) 284-0860

**City of MEDINA**  
WASHINGTON

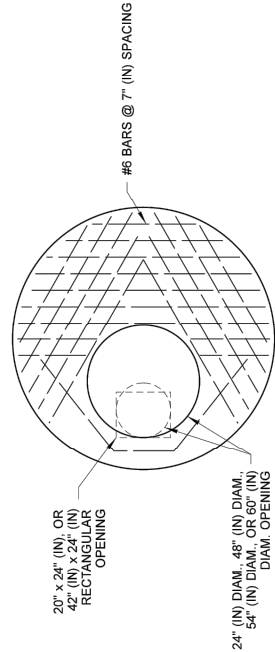
**Brian L. Sourwine**  
STATE OF WASHINGTON  
REGISTERED PROFESSIONAL ENGINEER  
36091

**CITY OF MEDINA**  
**MEDINA ELEMENTARY SCHOOL SIDEWALK**

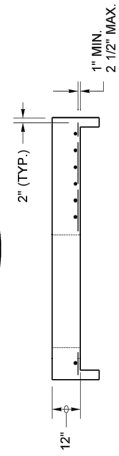
No.	DATE	REVISION
ISSUED FOR:		
ISSUE DATE:		MAY 2023
APPROVED BY:		BLS
CHECKED BY:		BLS
DRAWN BY:		MN
DESIGNER:		MAN
G & O JOB NO.:		23449
FILE:		RD-SD.DWG

**CIVIL**

**STORM DETAILS**

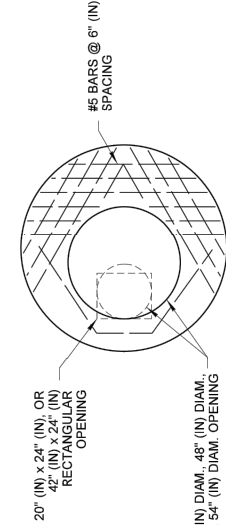


20" (IN) DIAM., 48" (IN) DIAM., 54" (IN) DIAM., OR 60" (IN) DIAM. OPENING

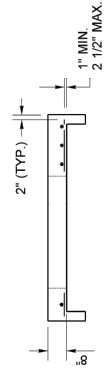


84" (IN) or 96" (IN) FLAT SLAB TOP

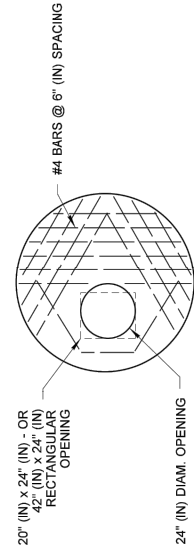
DRAWN BY: FERN LIDDELL



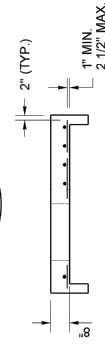
20" (IN) x 24" (IN) OR 42" (IN) x 24" (IN) RECTANGULAR OPENING



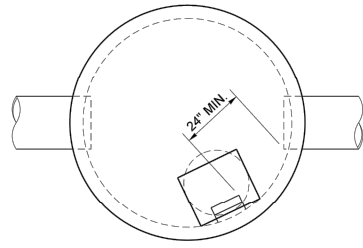
72" (IN) FLAT SLAB TOP



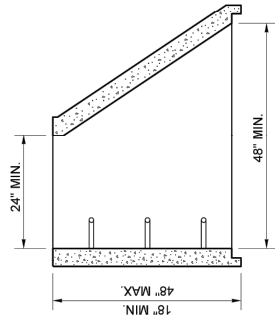
20" (IN) x 24" (IN) - OR 42" (IN) x 24" (IN) RECTANGULAR OPENING



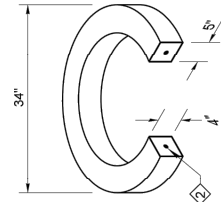
48" (IN), 54", or 60" (IN) FLAT SLAB TOP



TYPICAL ORIENTATION FOR ACCESS AND STEPS



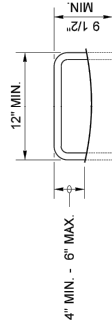
ECCENTRIC CONE SECTION



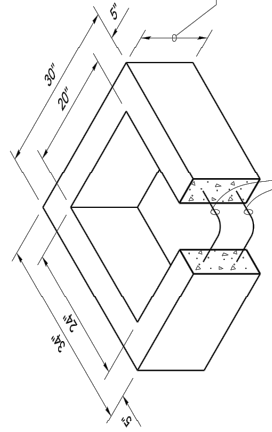
CIRCULAR ADJUSTMENT SECTION  
For rectangular and circular adjustment sections, approved alternate material compositions are acceptable in lieu of precast concrete designs

**NOTE**

1. Ladder rungs for manholes and catch basins shall meet the requirements of **AASHTO M 199**.



**STEP**



**PREFABRICATED LADDER**

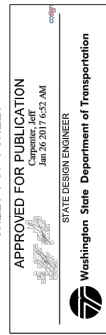
ONE #3 BAR HOOP FOR 2", 4", OR 6" (IN)  
TWO #3 BAR HOOPS FOR 12" (IN)  
FOUR #3 BAR HOOPS FOR 24" (IN)

**RECTANGULAR ADJUSTMENT SECTION**

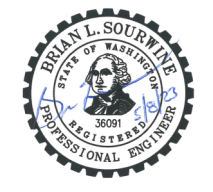
- ① As an acceptable alternative to rebar, wire mesh having a minimum area of 0.12 square inches per foot may be used for adjustment sections.
- ② As an acceptable alternative to conventional steel reinforcement, manufacturers shall use Synthetic Structural Fibers meeting the requirements of **Standard Specification Section 9-05.50(10)**.



**MISCELLANEOUS DETAILS FOR DRAINAGE STRUCTURES STANDARD PLAN B-30.90-02**  
SHEET 1 OF 1 SHEET



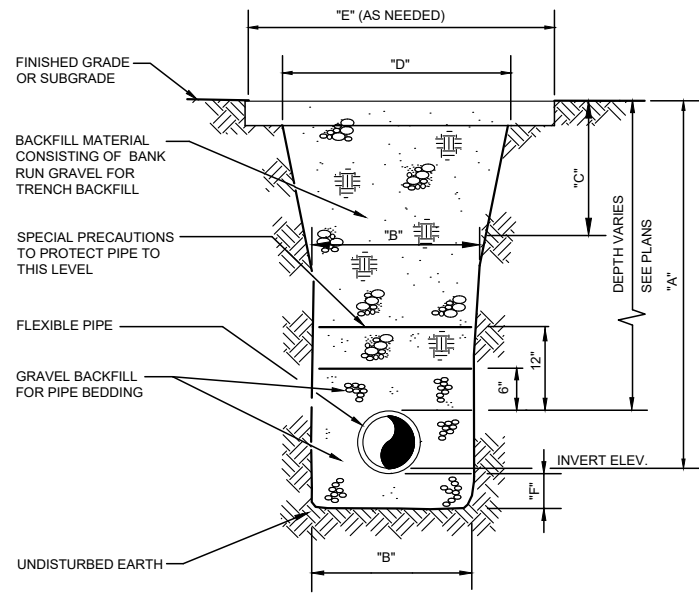
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CONSULTING ENGINEERS  
1130 RAINIER AVENUE SOUTH,  
SUITE 300  
SEATTLE, WASHINGTON 98144  
(206) 284-0860



**CITY OF MEDINA**  
**MEDINA ELEMENTARY SCHOOL SIDEWALK**

No.	DATE	REVISION
ISSUED FOR:		
ISSUE DATE: MAY 2023		
APPROVED BY: BLS		
CHECKED BY: BLS		
DRAWN BY: MN		
DESIGNER: MAN		
G & O JOB NO.: 23449		
FILE: RD-SD.DWG		

**CIVIL**  
**STORM DETAILS**



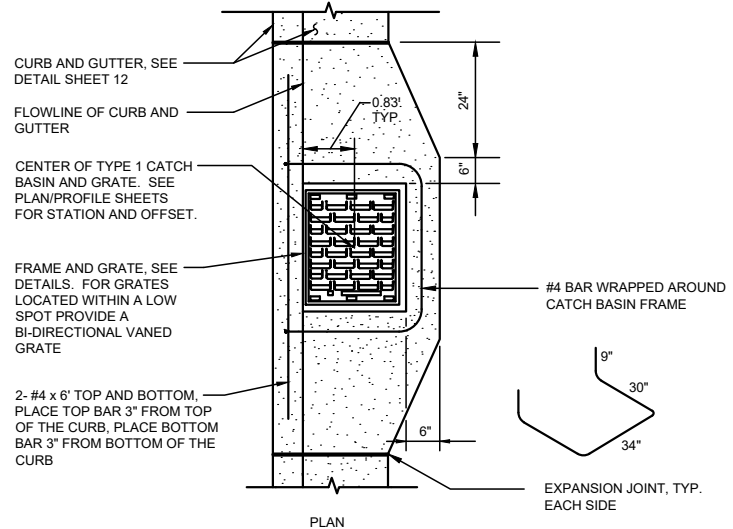
**TRENCH SECTION - FLEXIBLE PIPE**  
NOT TO SCALE

- NOTES:**
1. THE TRENCH SECTIONS SHOWN ON THE PLANS ARE FOR THE PAYMENT LIMITS FOR BANK RUN GRAVEL FOR TRENCH BACKFILL. PAYMENT FOR ALL BANK RUN GRAVEL FOR TRENCH BACKFILL SHALL BE COMPUTED FROM THE MEASUREMENT OF THE CONSTRUCTED TRENCH SECTION, TO THE MAXIMUM LIMITS AS INDICATED IN THE TABLES.
  2. WHERE A "NEW ROADWAY SECTION" OR PAVEMENT REPAIR IS PROPOSED, THE TRENCH SECTION PAYMENT LIMIT LINE WILL BE BOUNDED AT THE TOP BY PAVEMENT SUBGRADE, PER TYPICAL ROADWAY SECTION DETAILS.

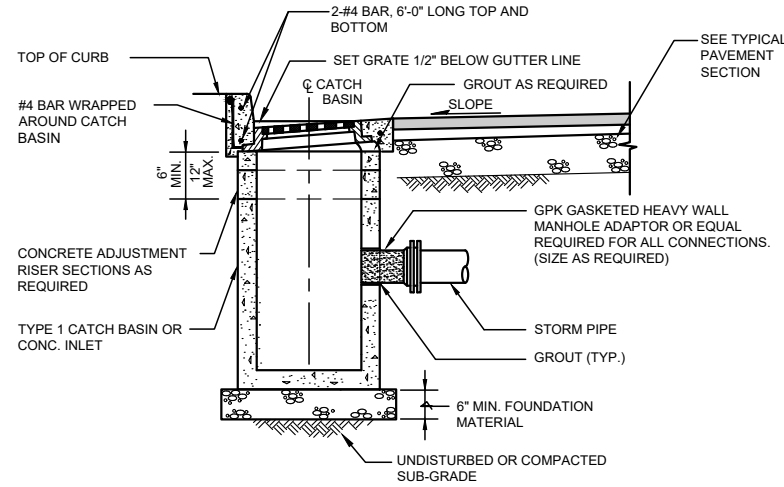
**8" DIAMETER PIPE**

A	6' OR LESS	8'	10'	12'	14'	16'	18'	20'	22'	24'	26'	28'
B	3.00'											
C	1.50'	1.50'	1.75'	2.25'	2.75'	3.25'	3.75'	4.25'	4.75'	5.25'	5.75'	6.25'
D	6.00'	6.00'	6.50'	7.50'	8.50'	9.50'	10.50'	11.50'	12.50'	13.50'	14.50'	15.50'
E	7.00'	7.00'	7.50'	8.50'	9.50'	10.50'	11.50'	12.50'	13.50'	14.50'	15.50'	16.50'
F	4 in											

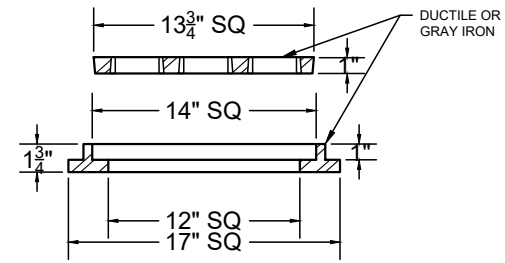
**TYPICAL TRENCH EXCAVATION LIMITS**  
**STORM SEWER PIPE**



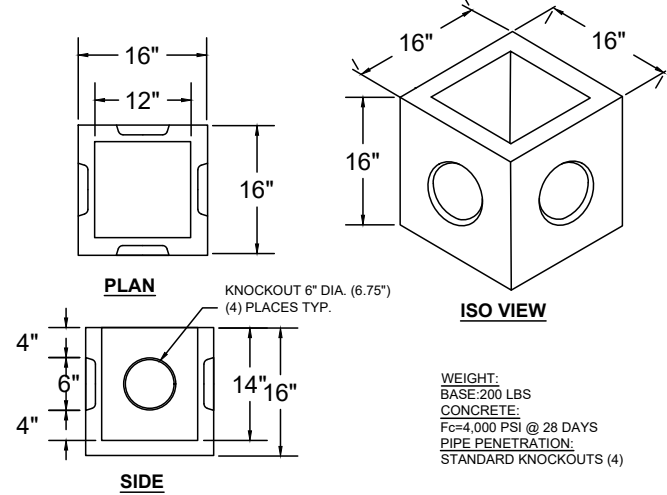
**PLAN**



**ELEVATION**  
**TYPE 1 CATCH BASIN INSTALLATION DETAIL**  
**W/ CURB AND GUTTER**  
NOT TO SCALE



**AREA DRAIN FRAME AND GRATE**  
NOT TO SCALE



**AREA DRAIN**  
NOT TO SCALE

M:\Medina\23449 Medina Elem. School Sidewalk\01 Design\PlanSet\Civil\RD-SD.dwg, 5/8/2023 1:47 PM, MARK NAGEL

No.	DATE	REVISION
ISSUED FOR:		
ISSUE DATE:		MAY 2023
APPROVED BY:		BLS
CHECKED BY:		BLS
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**CIVIL**

**STORM DETAILS**

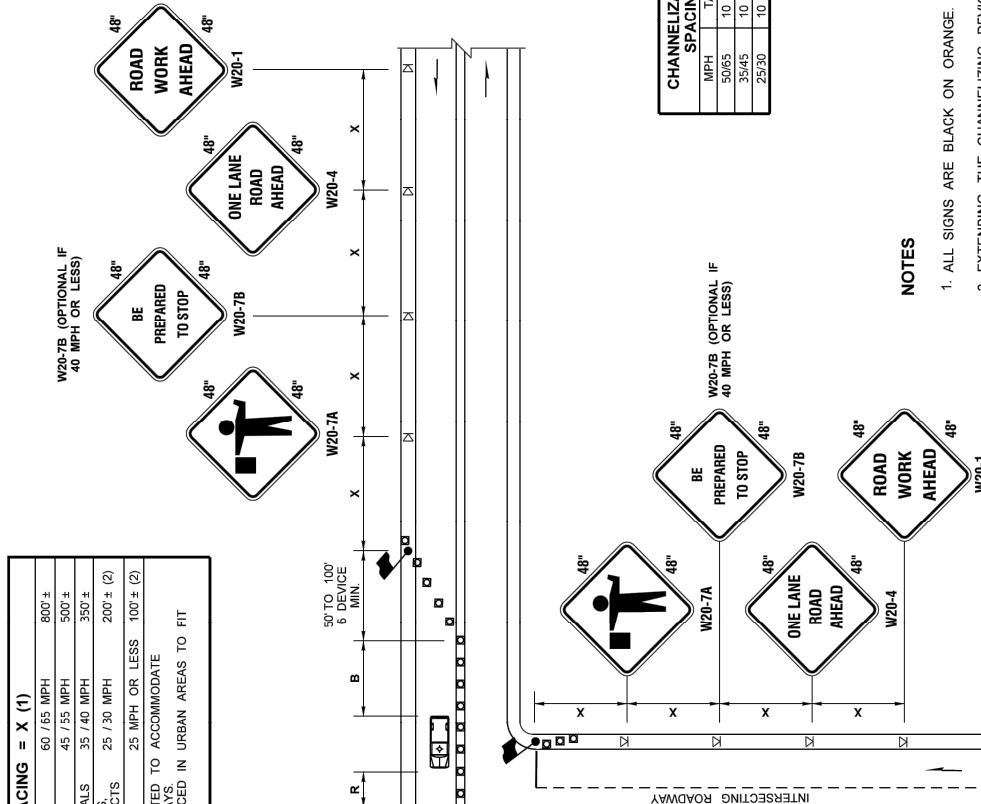
**GENERAL TRAFFIC CONTROL NOTES**

1. APPROPRIATE METHODS OF PEDESTRIAN AND VEHICULAR TRAFFIC CONTROL, INCLUDING FLAGGERS, SHALL BE EMPLOYED BY THE CONTRACTOR TO THE EXTENT DEEMED NECESSARY BY THE TRAFFIC CONTROL SUPERVISOR AND AS REQUIRED BY THE APPLICABLE AGENCY TO PROTECT WORKERS OR THIRD PARTIES.
2. THE CONTRACTOR AND/OR HIS AGENTS SHALL NOT PARK IN ANY PRIVATE PARKING LOTS / DRIVEWAYS WITHOUT WRITTEN PERMISSION FROM THE PROPERTY OWNER.
3. SEE ALSO SPECIFICATIONS AND SPECIAL PROVISIONS, INCLUDING WSDOT STANDARD SPECIFICATION SECTION 1-07.23(1).
4. ALL WARNING SIGNS SHALL BE 48" X 48". FOR OTHER SIGN SIZES REFER TO MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND WSDOT SIGN FABRICATION MANUAL M55-05.

BUFFER DATA	
LONGITUDINAL BUFFER SPACE = B	
SPEED (MPH)	25 30 35 40 45 50 55 60 65 70
LENGTH (feet)	155 200 250 305 360 425 495 570 645 730
TRANSPORTABLE ATTENUATOR ROLL AHEAD DISTANCE = R	
HOST VEHICLE WEIGHT	
9,900 TO 22,000 lbs.	
< 45 MPH	45-55 MPH > 55 MPH
100'	172' 74' 100' 150'
PROTECTIVE VEHICLE (WORK VEHICLE) = R	
NO SPECIFIED DISTANCE REQUIRED	

SIGN SPACING = X (1)	
RURAL HIGHWAYS	60 / 65 MPH 800' ±
RURAL ROADS	45 / 55 MPH 500' ±
RURAL ROADS & URBAN ARTERIALS	35 / 40 MPH 350' ±
RURAL ROADS, URBAN ARTERIALS, RESIDENTIAL & BUSINESS DISTRICTS	25 / 30 MPH 200' ± (2)
URBAN STREETS	25 MPH OR LESS 100' ± (2)

(1) ALL SPACING MAY BE ADJUSTED TO ACCOMMODATE INTERSECTIONS AND DRIVEWAYS  
 (2) THIS SPACING MAY BE REDUCED IN URBAN AREAS TO FIT ROADWAY CONDITIONS.



CHANNELIZATION DEVICE SPACING (FEET)	
MPH	TANGENT
5065	10 TO 20
3545	10 TO 20
2530	10 TO 20

**NOTES**

1. ALL SIGNS ARE BLACK ON ORANGE.
2. EXTENDING THE CHANNELIZING DEVICE TAPER ACROSS SHOULDER IS RECOMMENDED.
3. NIGHT WORK REQUIRES ADDITIONAL ROADWAY LIGHTING AT FLAGGING STATIONS. SEE THE STANDARD SPECIFICATIONS FOR ADDITIONAL DETAILS.
4. SEE SPECIAL PROVISIONS FOR WORK HOUR RESTRICTIONS.

- LEGEND**
- FLAGGING STATION
  - TEMPORARY SIGN LOCATION
  - CHANNELIZING DEVICES
  - PROTECTIVE VEHICLE

**ONE-LANE, TWO-WAY TRAFFIC CONTROL WITH FLAGGERS**

NOT TO SCALE

FILE NAME: S:\Design_R P& S\4-Standard\2-Plan Sheet Library\01-Published_PSL\TC Work Zone Traffic Control\TC-1 One Lane, Two Way Traffic Control with Flaggers\TC-1.dgn	REGION: WASH	STATE: WASH	FED AID PROJ. NO.
DATE: 3/05/14 PM	JOB NUMBER	CONTRACT NO.	LOCATION NO.
PLOTTED BY: lident	DATE	BY	REVISION
DESIGNED BY	DATE	BY	REVISION
ENTERED BY	DATE	BY	REVISION
CHECKED BY	DATE	BY	REVISION
PROJ. ENGR.	DATE	BY	REVISION
REGIONAL ADM.	DATE	BY	REVISION

<p><b>Gray &amp; Osborne, Inc.</b> CONSULTING ENGINEERS 1130 RAINIER AVENUE SOUTH, SUITE 300 SEATTLE, WASHINGTON 98144 (206) 284-0860</p>	<p><b>CITY OF MEDINA</b> MEDINA ELEMENTARY SCHOOL SIDEWALK</p>
<p><b>BRIAN L. SOLURINE</b> STATE OF WASHINGTON REGISTERED PROFESSIONAL ENGINEER 36091</p>	<p><b>CIVIL</b></p>
<p><b>TRAFFIC CONTROL PLAN</b></p>	<p><b>TRAFFIC CONTROL DETAILS</b></p>
<p>FIG. 1 PLAN REF. NO. TC1 SHEET OF SHEETS</p>	<p>ISSUED FOR: ISSUE DATE: MAY 2023 APPROVED BY: BLS CHECKED BY: BLS DRAWN BY: MN DESIGNER: MAN G &amp; O JOB NO.: 23449 FILE: TC-DET.DWG</p>
<p>DRAWING: 13</p>	<p>309</p>

**SIGN SPACING = X (1)**

RURAL ROADS & URBAN ARTERIALS	35' / 40 MPH	350' ±
RURAL ROADS, URBAN ARTERIALS, RESIDENTIAL & BUSINESS DISTRICTS	25' / 30 MPH	200' ± (2)
URBAN STREETS	25 MPH OR LESS	100' ± (2)

(1) ALL SPACING MAY BE ADJUSTED TO ACCOMMODATE INTERSECTIONS AND DRIVEWAYS.  
 (2) THIS SPACING MAY BE REDUCED IN URBAN AREAS TO FIT ROADWAY CONDITIONS.

**MINIMUM SHOULDER TAPER LENGTH = L/3 (feet)**

SHOULDER WIDTH (feet)	Posted Speed (mph)									
	25	30	35	40	45	50	55	60	65	70
8'	40	40	60	90	-	-	-	-	-	-
10'	40	60	90	90	-	-	-	-	-	-

USE A 3 DEVICES TAPER FOR SHOULDERS LESS THEN 8'

**BUFFER DATA**

LONGITUDINAL BUFFER SPACE = B										
SPEED (MPH)	25	30	35	40	45	50	55	60	65	70
LENGTH (feet)	155	200	250	305	360	425	495	570	645	730

**TRANSPORTABLE ATTENUATOR ROLL AHEAD DISTANCE = R**

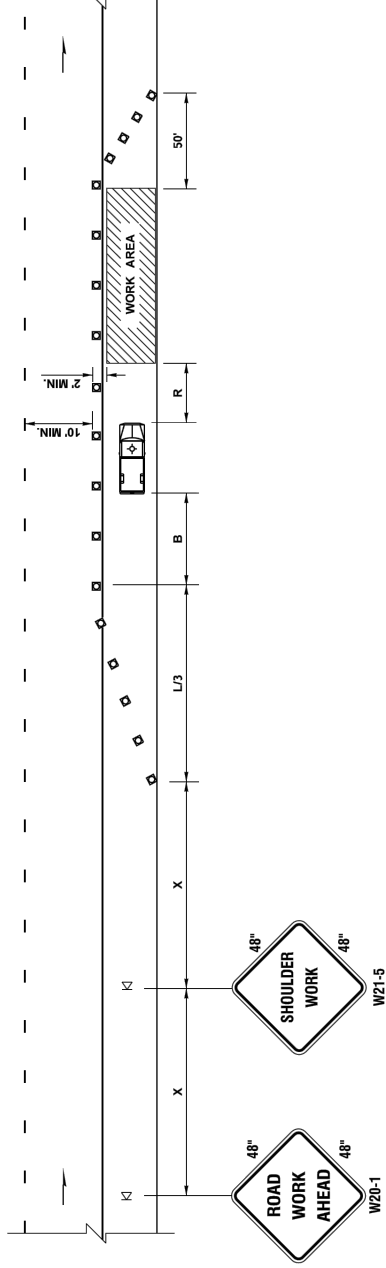
HOST VEHICLE WEIGHT		HOST VEHICLE WEIGHT	
< 45 MPH	45-55 MPH	> 55 MPH	< 45 MPH
100'	123'	172'	74'

**PROTECTIVE VEHICLE (WORK VEHICLE) = R**

NO SPECIFIED DISTANCE REQUIRED

**CHANNELIZATION DEVICE SPACING (feet)**

MPH	TAPER	TANGENT
35-40	30	60
25-30	20	40



- LEGEND**
- K1 TEMPORARY SIGN LOCATION
  - CHANNELIZING DEVICES
  - ▭ PROTECTIVE VEHICLE

**SHOULDER CLOSURE - LOW SPEED  
(40 MPH OR LESS)**

NOT TO SCALE

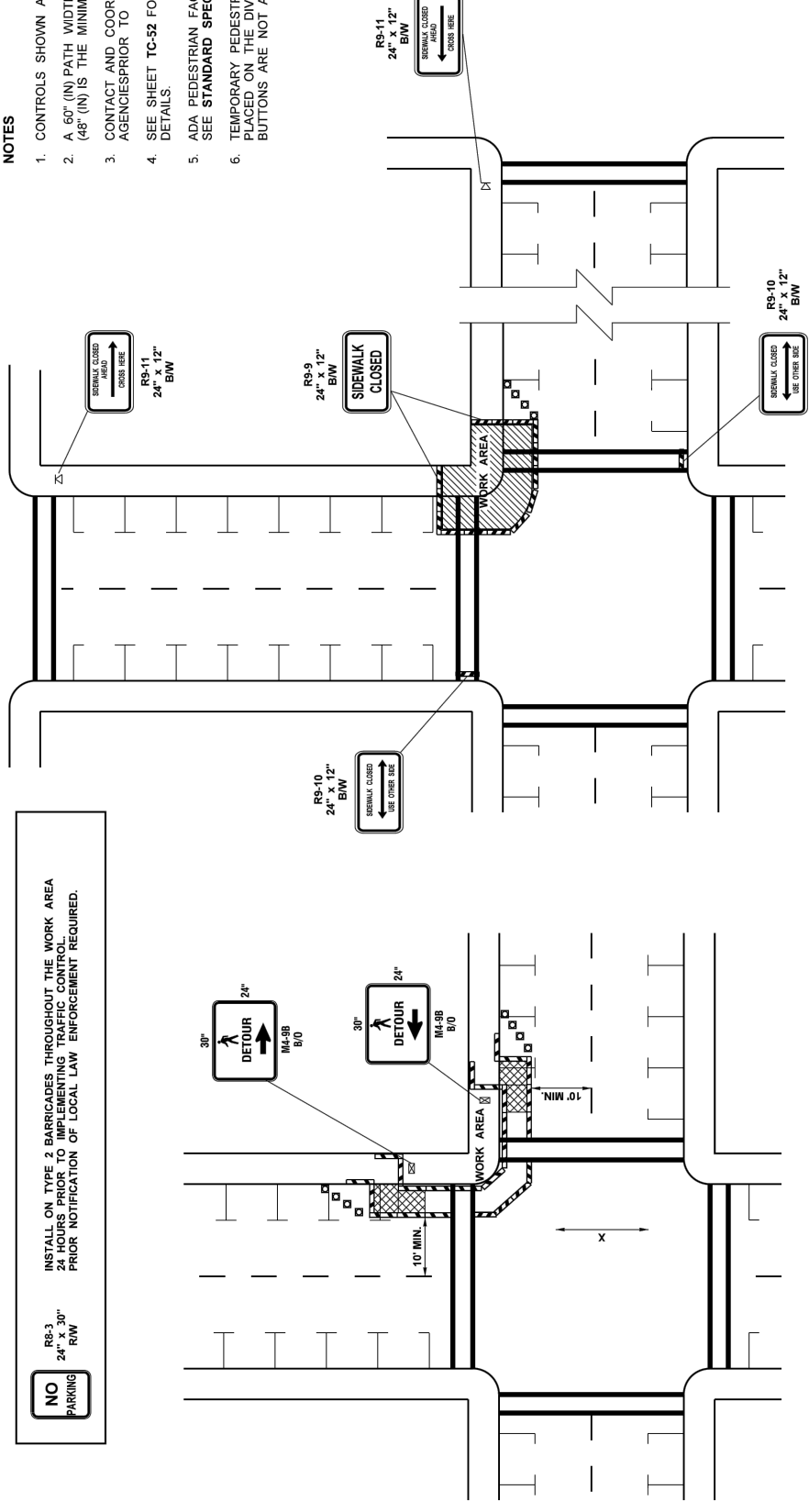
**NOTES**

1. DEVICE SPACING FOR THE DOWNSTREAM TAPER SHALL BE 20' (FT).
2. ALL SIGNS ARE BLACK ON ORANGE.

FILE NAME: S:\Design R P & S\4-Standard\2-Plan Sheet Library\01-Published PSL\TC\Work Zone Traffic Control\TC-5\Shoulder Closure - Low Speed (40 MPH or Less)\TC-5.dgn	REGION: WA	DATE: 11/26/2018	FED.AID PROJ.NO.
TIME: 2:59:41 PM	WASH STATE	DATE: 11/26/2018	CONTRACT NO.
DESIGNED BY: lliddefr	JOB NUMBER:	LOCATION NO.:	DATE: BY:
DRAWN BY: lliddefr	CONTRACT NO.:	DATE: BY:	REVISION
CHECKED BY: lliddefr	DATE: BY:	DATE: BY:	REVISION
PROJ ENGR: lliddefr	DATE: BY:	DATE: BY:	REVISION
REGIONAL ADM:	DATE: BY:	DATE: BY:	REVISION

**NO PARKING**  
 R9-3  
 24" x 30" R/W

INSTALL ON TYPE 2 BARRICADES THROUGHOUT THE WORK AREA 24 HOURS PRIOR TO IMPLEMENTING TRAFFIC CONTROL. PRIOR NOTIFICATION OF LOCAL LAW ENFORCEMENT REQUIRED.



**NOTES**

1. CONTROLS SHOWN ARE FOR PEDESTRIAN TRAFFIC ONLY.
2. A 60" (IN) PATH WIDTH SHOULD BE MAINTAINED (48" (IN) IS THE MINIMUM).
3. CONTACT AND COORDINATE IMPACTED TRANSIT AGENCIES PRIOR TO IMPLEMENTING ANY CLOSURES.
4. SEE SHEET TC-52 FOR TEMPORARY PEDESTRIAN RAMP DETAILS.
5. ADA PEDESTRIAN FACILITIES MUST BE MAINTAINED. SEE STANDARD SPECIFICATION 1-10.2(1)B.
6. TEMPORARY PEDESTRIAN PUSH BUTTONS SHALL BE PLACED ON THE SIDEWALK WHEN EXISTING SIDEWALKS ARE NOT ACCESSIBLE TO PEDESTRIANS. BUTTONS ARE NOT ACCESSIBLE TO PEDESTRIANS.

- LEGEND**
- TEMPORARY SIGN LOCATION
  - CHANNELIZING DEVICES
  - ▨ PEDESTRIAN CHANNELIZING DEVICES
  - ▩ TEMPORARY PEDESTRIAN RAMP FOR SIDEWALKS

**INTERSECTION PEDESTRIAN TRAFFIC CONTROL**

NOT TO SCALE

FILE NAME: S:\Design R P & S\4-Standard\2-Plan Sheet Library\01-Published PSL\TC\Work Zone Traffic Control\TC-16\Intersection Pedestrian Traffic Control\TC-16.dgn	REGION: WA	DATE: 11/26/2018	FED.AID PROJ.NO.
TIME: 11:26:58 AM	WASH STATE	DATE: 11/26/2018	CONTRACT NO.
DESIGNED BY: lliddefr	JOB NUMBER:	LOCATION NO.:	DATE: BY:
DRAWN BY: lliddefr	CONTRACT NO.:	DATE: BY:	REVISION
CHECKED BY: lliddefr	DATE: BY:	DATE: BY:	REVISION
PROJ ENGR: lliddefr	DATE: BY:	DATE: BY:	REVISION
REGIONAL ADM:	DATE: BY:	DATE: BY:	REVISION

ISSUED FOR:

No.	DATE	REVISION

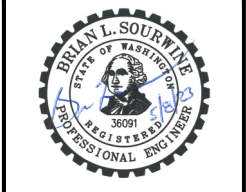
ISSUE DATE: MAY 2023  
 APPROVED BY: BLS  
 CHECKED BY: BLS  
 DRAWN BY: MN  
 DESIGNER: MAN  
 G & O JOB NO.: 23449  
 FILE: TC-DET.DWG

**TRAFFIC CONTROL DETAILS**


DRAWING: 14

310

**CITY OF MEDINA**  
 MEDINA ELEMENTARY SCHOOL SIDEWALK



**Gray & Osborne, Inc.**  
 CONSULTING ENGINEERS  
 1130 RAINIER AVENUE SOUTH, SUITE 300  
 SEATTLE, WASHINGTON 98144  
 (206) 284-0860

BIDDER		ENGINEER'S ESTIMATE				KAMINS CONSTRUCTION, INC.		RW SCOTT CONSTRUCTION		A-I LANDSCAPE CONSTRUCTION, INC.	
BIDDER ADDRESS						P.O. Box 867 Bothell, WA 98041		4005 West Valley Hwy. North Auburn, WA 98001		20607 SR 9 SE Snohomish, WA 98296	
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.						162,183-01		599,092-00		547,671-01	
WASHINGTON STATE CONTRACTOR'S REG. NUMBER						KAMINCI854BB		RWSCOC229MU		AILANCI056DP	
BID BOND OR OTHER GOOD FAITH TOKEN						5% BID BOND		5% BID BOND		5% BID BOND	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
1	Minor Change	1	CALC	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
2	SPCC Plan	1	LS	\$600.00	\$600.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$3,240.00	
3	Mobilization, Cleanup and Demobilization	1	LS	\$10,000.00	\$10,000.00	\$22,170.00	\$22,170.00	\$25,000.00	\$25,000.00	\$16,470.00	
4	Project Temporary Traffic Control	1	LS	\$7,500.00	\$7,500.00	\$18,300.00	\$18,300.00	\$28,000.00	\$28,000.00	\$44,800.00	
5	Clearing and Grubbing	1	LS	\$3,500.00	\$3,500.00	\$7,320.00	\$7,320.00	\$16,000.00	\$16,000.00	\$12,546.00	
6	Removal of Structures and Obstructions	1	LS	\$4,500.00	\$4,500.00	\$6,240.00	\$6,240.00	\$13,000.00	\$13,000.00	\$9,870.00	
7	Excavation, Embankment and Grading, Incl. Haul	1	LS	\$5,850.00	\$5,850.00	\$9,840.00	\$9,840.00	\$20,000.00	\$20,000.00	\$18,970.00	
8	Locate Existing Utilities	1	LS	\$1,500.00	\$1,500.00	\$3,840.00	\$3,840.00	\$2,500.00	\$2,500.00	\$6,600.00	
9	Crushed Surfacing Top Course	110	TN	\$70.00	\$7,700.00	\$57.82	\$6,360.20	\$85.00	\$9,350.00	\$70.00	
10	Commercial HMA	25	TN	\$180.00	\$4,500.00	\$378.00	\$9,450.00	\$400.00	\$10,000.00	\$450.00	
11	PVC Storm Sewer Pipe, 6 In. Diam. (Incl. Bedding)	30	LF	\$50.00	\$1,500.00	\$85.60	\$2,568.00	\$100.00	\$3,000.00	\$125.00	
12	PVC Storm Sewer Pipe, 8 In. Diam. (Incl. Bedding)	15	LF	\$120.00	\$1,800.00	\$109.60	\$1,644.00	\$150.00	\$2,250.00	\$166.00	
13	Concrete Inlet	2	EA	\$1,000.00	\$2,000.00	\$1,818.00	\$3,636.00	\$2,500.00	\$5,000.00	\$2,240.00	
14	Area Drain	2	EA	\$600.00	\$1,200.00	\$1,110.00	\$2,220.00	\$1,500.00	\$3,000.00	\$1,800.00	
15	Adjust Catch Basin	4	EA	\$700.00	\$2,800.00	\$900.00	\$3,600.00	\$600.00	\$2,400.00	\$1,245.00	
16	Adjust Manhole	1	EA	\$600.00	\$600.00	\$900.00	\$900.00	\$1,500.00	\$1,500.00	\$2,897.00	
17	Bank Run Gravel for Trench Backfill	15	TN	\$40.00	\$600.00	\$120.00	\$1,800.00	\$95.00	\$1,425.00	\$120.00	
18	Erosion Control and Water Pollution Prevention	1	LS	\$2,000.00	\$2,000.00	\$1,800.00	\$1,800.00	\$3,000.00	\$3,000.00	\$11,540.00	
19	Seeding, Fertilizing and Mulching	170	SY	\$5.00	\$850.00	\$6.00	\$1,020.00	\$15.00	\$2,550.00	\$8.00	
20	Topsoil, Type A	25	CY	\$74.00	\$1,850.00	\$96.00	\$2,400.00	\$100.00	\$2,500.00	\$75.00	
21	Cement Conc. Traffic Curb and Gutter	174	LF	\$50.00	\$8,700.00	\$72.83	\$12,672.42	\$45.00	\$7,830.00	\$77.00	
22	Cement Conc. Traffic Curb	32	LF	\$50.00	\$1,600.00	\$63.00	\$2,016.00	\$45.00	\$1,440.00	\$60.00	
23	Cement Conc. Driveway Entrance	44	SY	\$75.00	\$3,300.00	\$151.64	\$6,672.16	\$100.00	\$4,400.00	\$110.00	
24	Cement Conc. Sidewalk	200	SY	\$60.00	\$12,000.00	\$127.20	\$25,440.00	\$78.00	\$15,600.00	\$80.00	
25	Detectable Warning Surface	10	SF	\$150.00	\$1,500.00	\$49.20	\$492.00	\$45.00	\$450.00	\$350.00	
	Subtotal				\$89,950.00		\$155,400.78		\$183,195.00	\$211,876.00	
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)				\$0.00		\$0.00		\$0.00	\$0.00	
	<b>TOTAL CONSTRUCTION COST</b>				\$89,950.00		\$155,400.78		\$183,195.00	\$211,876.00	
Sealed bids were opened at the City of Medina, 501 Evergreen Point Road, Medina, Washington 98039 on Thursday, May 25, 2023, at 11:00 a.m. (local time).											
I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcriptions of the unit prices and total amounts bid.							<b>DENOTES MATHEMATICAL OR ROUNDING ERROR</b>				
 <b>BRIAN SOURWINE, P.E.</b>											

DATE: 5/2023  
 DRAWN: SC  
 CHECKED: BS  
 APPROVED: BS

CITY OF MEDINA, WASHINGTON  
 MEDINA ELEMENTARY SCHOOL SIDEWALK  
 GRAY & OSBORNE #23449

GRAY & OSBORNE, INC.  
 CONSULTING ENGINEERS



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

---

**Subject:** Interlocal Cooperation Agreement Renewal 2024-2026

**Category:** Consent

**Staff Contact:** Stephen R. Burns, City Manager

---

### **Summary**

The City of Medina participates in the King County Community Development Block Grant (CDBG) Consortium, the King County HOME Investment Partnerships (HOME) Program Consortium, and the Regional Affordable Housing Program (RAHP) Consortium. The Interlocal Cooperation Agreements (ICA) for the CDBG Consortium and HOME Consortium were approved for the 2015-2017 period and have been renewed with no changes for two consecutive cycles. We have been notified that these ICAs will be automatically renewed for 2024-2026 unless we decided to opt out by notifying King County.

Staff recommends the City of Medina renew the ICA's.

See the letter from King County outlining the requirements and benefits of our continued participation.

### **Attachments:**

Letter from the King County

**Budget/Fiscal Impact:** N/A

**Recommendation:** Approve.

**City Manager Approval:**

**Proposed Council Motion:** "I move that the City Council approve the renewal of Interlocal Cooperation Agreement Renewal for 2024-2026 with the King County CDBG Consortium and the King County HOME Consortium.





## King County

**Housing, Homelessness and  
Community Development Division**  
Department of Community and Human Services

401 Fifth Avenue, Suite 500  
Seattle, WA 98104

Phone 206-263-9105 Fax 206-205-6565  
TTY Relay Service: 711

May 24, 2023  
VIA EMAIL

The Honorable Jessica Rossman, Mayor  
City of Medina  
501 Evergreen Point Road  
Medina, WA 98039  
jrossman@medina-wa.gov

**RE: INTERLOCAL COOPERATION AGREEMENT RENEWAL**

Dear Mayor Rossman,

I am writing to you regarding the continued participation by the City of Medina in the King County Community Development Block Grant (CDBG) Consortium, the King County HOME Investment Partnerships (HOME) Program Consortium, and the Regional Affordable Housing Program (RAHP) Consortium. The Interlocal Cooperation Agreements (ICA) for the CDBG Consortium and HOME Consortium cover 2015-2017, which were renewed with no changes for years 2018 – 2020 and 2021-2023. This letter is to notify you that these ICAs will be automatically renewed for the years 2024-2026 unless you notify King County and the United States Department of Housing and Urban Development (HUD) that the City of Medina has decided to **not** participate in one or both of them during the 2024-2026 term.

King County Code, Title 24, Chapter 13 (KCC 24.13) sets out the framework for King County to enter into consortia relationships through interlocal cooperation agreements to partner in the distribution and administration of funds made available through the HUD and affordable housing funds established by Section 36.22.178 of the Revised Code of Washington (RCW).

Pursuant to KCC 24.13, it is the policy of King County to partner and form urban county consortia with the cities and towns in King County outside of the City of Seattle<sup>1</sup> for the HUD-administered CDBG and HOME programs. As a member of the King County CDBG Consortium, your city will also participate with King County regarding the distribution and administration of federal Emergency Solutions Grant (ESG) funds. In addition, King County also partners with all cities and towns in King County for Regional Affordable Housing Program (RAHP) document recording surcharge fee funds for affordable housing, governed by RCW 36.22.178, which requires the County to enter into Interlocal agreements.

<sup>1</sup> As a large metropolitan city, Seattle receives an independent allocation of CDBG, ESG and HOME Program funds directly from HUD.

Mayor Rossman  
 May 24, 2023  
 Page 2 of 4

The King County Housing, Homelessness, and Community Development Division administers the CDBG, ESG, HOME, and RAHP Consortia funds on behalf of the participating city members and staffs of the inter-jurisdictional Joint Recommendations Committee (JRC) of the consortia. The JRC reviews and recommends policy matters and project selections concerning consortia funds to the King County Executive.

**Benefits of Continued Participation in the King County CDBG Consortium**

Participation in the King County CDBG Consortium is advantageous for the following reasons:

- Low- and moderate-income homeowners in your city can apply for home repair grants or loans;
- Low- and moderate-income residents who are homeless or at risk for homelessness may be eligible for assistance to help them remain in their homes or to move into permanent housing;
- Nonprofit organizations that serve residents of your city can apply for funds to acquire, construct and/or rehabilitate human service facilities or housing that serve low- and moderate-income residents;
- Nonprofit organizations that serve residents of your city can apply for funds for human service programs that serve low- and moderate-income residents;
- Your city can apply for CDBG funds for public infrastructure and park projects that serve low- and moderate-income neighborhoods; and
- Your city can participate in the city/county staff work group that develops recommendations for the Joint Recommendations Committee on specific projects to receive CDBG funds, as well as program guidelines.

If your city chooses to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while it is part of the urban county.

**Benefits of Continued Participation in the King County HOME Consortium**

Participation in the HOME Consortium is advantageous for the following reasons:

- Your city and affordable housing developers serving your city may apply for HOME funds to help meet locally identified affordable housing needs, including affordable rental housing and first-time homeownership programs through the County's process;
- Your city and affordable housing developers serving your city may apply for HOME funds to support the rehabilitation and preservation of affordable housing in your jurisdiction;
- Your city can participate in the city/county staff working group that develops recommendations for the inter-jurisdictional Joint Recommendations Committee on specific projects to receive HOME funds, as well as program guidelines; and
- Your city is a participant in the ESG program as the urban county receives ESG funding.

Mayor Rossman  
May 24, 2023  
Page 3 of 4

### **RAHP Agreement**

The RAHP Agreement governs the administration of funds for housing affordable to households at or below 50 percent of AMI. The RAHP agreement has an automatic renewal clause that allows it to renew for subsequent three-year periods and is renewing without changes for the 2024-2026 period. The RAHP Guidelines may be updated through the JRC by recommendations from the RAHP Planning group.

### **Next Steps**

**If your city decides not to participate in the King County CDBG and HOME Consortium for the 2024-2026 term, you must notify the County and HUD in writing no later than June 24, 2023.** A decision to not participate would be effective for the entire three-year period (January 1, 2024–December 31, 2026) unless your city were to specifically request to be included in a subsequent year for the remainder of the three-year period.

If King County and HUD do not receive a notice of your decision to not participate by the **June 24th deadline**, the City of Medina will continue participating in the Consortium. The existing ICAs include automatic renewal provisions, and no further action is needed at this time.

If your city decides not to participate in the King County CDBG Consortium and/or the King County HOME Consortium, please send written notification to:

King County Housing, Homelessness, and Community Development Division  
ATTN: Simon Foster, Division Director  
401 Fifth Avenue, Suite 500  
Seattle, WA 98104

and

John W. Peters, Director  
U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
909 First Avenue, Suite 300  
Seattle, WA 98104-1000

Mayor Rossman  
May 24, 2023  
Page 4 of 4

We look forward to your continued participation in the King County Consortia and thank you for your attention to this matter.

Sincerely,

*Simon P. Foster*

Simon P. Foster  
Division Director

cc: Leo Flor Director, DCHS  
John W. Peters, Director, Office of Community Planning and Development, U.S. Department of Housing and Urban Development  
Kristin Pula, Capital Programs Manager, HHCDD, DCHS  
Laurie Wells, Community Development Lead Program Manager, HHCDD, DCHS  
Jenny Huston, Executive Program Assistant IV, King County Executive's Office  
Kelly Rider, Chief of Staff, DCHS  
Karan Gill, Deputy Chief of Staff, King County Executive's Office



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

---

**Subject:** Moratorium Resolution – Street Vacations

**Category:** Consent

**Staff Contact:** Stephen R. Burns, City Manager

---

### **Summary**

City Staff has received concerns from residents and Councilmembers regarding the city's current process for street vacation petitions. There have been several recommendations to amend and update the current code.

City Staff is recommending a six-month moratorium with an ability to extend to 12 months to allow sufficient time for Council and staff to work through code amendments.

### **Attachments:**

Moratorium Resolution

**Budget/Fiscal Impact:** N/A

**Recommendation:** Adopt Resolution No. 434.

**City Manager Approval:**

A handwritten signature in black ink, appearing to read 'SR Burns', is written over the 'City Manager Approval:' label.

**Proposed Council Motion:** "I move that the City Council adopt Resolution No. 434 to place a moratorium on street vacations in Medina for six months with the ability to extend to 12 months."

## CITY OF MEDINA, WASHINGTON

## RESOLUTION NO. 434

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, ADOPTED PURSUANT TO RCW 36.70A.390 AND RCW 35A.63.220, IMPOSING A TEMPORARY MORATORIUM UPON THE SUBMISSION, RECEIPT AND PROCESSING OF STREET VACATION PETITIONS AFFECTING ANY RIGHTS OF WAY WITHIN THE CITY; SETTING FORTH PRELIMINARY SUPPORTIVE FINDINGS AND PUBLIC NOTICE REQUIREMENTS; REQUIRING A POST-ADOPTION PUBLIC HEARING; PROVIDING FOR SEVERABILITY; DECLARING A PUBLIC EMERGENCY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE**

**WHEREAS**, the City of Medina (City) regulates the use and development of land within the City through the standards and procedures codified in the Medina Municipal Code (MMC), including the vacation, acquisition, use and development of the City's roads and rights-of-way (collectively ROW) under MMC Chapter 12.44; and;

**WHEREAS**, the City's ROW are highly visible and are extremely important to the City's current and future transportation needs; the City's character, identity and development; and comprise a significant and valuable public asset related to the City's long term planning goals and community vision; and

**WHEREAS**, the City has recently received and processed three different ROW vacation petitions, each of which presented unique issues and concerns; consumed significant City resources, staff time and expenses to review and decide; and resulted in the subsequent preparation, review and adoption of MMC modifications to better regulate and protect the City's ROW and provide better guidance to the public, City and City Council concerning the issues and processes involved in such petitions; and

**WHEREAS**, in the process of reviewing and acting on those ROW vacation petitions the City and Council become aware of the need for further changes in the MMC to address adequate and timely public notice requirements; cost identification, limitation and recovery; evaluation of potential gift of funds issues; and the establishment of important long term planning polices which can be timely integrated into the City's ongoing 2024 Comprehensive Plan update; and

**WHEREAS**, the City and Council desire to undertake the review, work and MMC amendments set forth and described herein without having disruptions or interruptions that would be created by the initiation filing of a ROW vacation petition during such work; and

**WHEREAS**, the Council wishes to temporarily suspend filing of all ROW vacation petitions in order to enable the City's comprehensive and timely review, promulgation and adoption of street vacation policies and regulatory changes, and to that end shall

use the statutory authorities above, and other applicable authority, to perform, extend, complete and terminate the moratorium(s) authorized by this Resolution, all as the Council may then determine to be necessary or appropriate; and

**WHEREAS**, it is necessary for the Council to impose a temporary moratorium as permitted under the authorities described herein in order to preserve the status quo with regard to City ROW and to prevent filing of ROW vacation petitions until such time as the work described herein is deemed completed by the Council.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RESOLVES AS FOLLOWS:**

**Section 1. Preliminary Findings of Fact.** The City Council hereby adopts the foregoing recitals as its preliminary findings in support of this Resolution and additionally adopts the following findings in further support of this Resolution:

-1.1 The City is authorized pursuant to applicable state law, including without limitation RCW 35A.63.220 and RCW 36.70A.390, to adopt temporary moratoria for the purpose of preserving the status quo while new policies and standards are considered, prepared and enacted.

1.2 Imposing a temporary moratorium upon the receipt and processing of ROW vacation petitions as provided herein will serve the public interest by ensuring that such proposals will not be considered, reviewed and/or evaluated under the City's current policies and regulations, which the Council intends to study, update, amend and adopt.

1.3 Adoption of this Resolution is necessary to prevent the accrual of claimed or vested rights that are or may be inconsistent with the City's community planning activities, actions and vision as articulated herein. As such, a public emergency exists requiring that this Resolution take effect immediately upon passage.

**Section 2. Temporary Moratorium Imposed; Duration.** The City hereby imposes an immediate temporary moratorium upon the receipt and processing of any and all ROW vacation petitions affecting City ROW. Said moratorium shall be for an initial period of six months, and shall include all extensions thereof as may be approved by the Council.

**Section 3. Effective Date.** The moratorium adopted by this Resolution shall be immediately effective on the date set forth in Section 7 of this Resolution.

**Section 4. Initial Public Hearing.** The Medina City Clerk is hereby authorized and directed to schedule a public hearing on the moratorium imposed by this Resolution, and to provide notice thereof in accordance with applicable statutes and City policies. Said hearing shall be held not later than 60 days after the date of adoption of this Resolution as set forth in Section 7 below. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the Council may adopt additional legislative findings in support of this Resolution at the conclusion of said hearing.

**Section 5. Interpretation.** The City's Director of Development Services or his/her designee is authorized to construe, administer, and issue formal interpretations of this Resolution.

**Section 6. Severability.** If any section, sentence, clause or phrase of this Resolution should be held to be invalid or unconstitutional by a court or other tribunal of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Resolution.

**Section 7. Declaration of Emergency; Effective Date; Sunset.** Based upon the findings set forth above, the Council hereby declares a public emergency requiring this Resolution to take effect immediately. This Resolution shall accordingly be in full force and

effect immediately upon its passage and shall remain effective for a period of six (6) months unless terminated earlier or extended to a new date by the Council; provided that the Council may, in its sole discretion, renew the moratorium imposed by this Resolution for one or more six-month periods in accordance with state law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON JUNE 12, 2023 BY A VOTE OF \_\_\_\_ FOR, \_\_\_\_ AGAINST, AND \_\_\_\_ ABSTAINING, AND SIGNED IN AUTHENTICATION THEREOF ON THE 12<sup>TH</sup> DAY OF JUNE, 2023.**

\_\_\_\_\_  
Jessica Rossman, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Scott M. Missall, City Attorney  
Ogden Murphy Wallace, PLLC

\_\_\_\_\_  
Aimee Kellerman, City Clerk

FILED WITH THE CITY CLERK: XX  
PASSED BY THE CITY COUNCIL: XX  
RESOLUTION NO. 434





# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

---

**Subject:** Housing Action Plan

**Category:** Public Hearing

**Staff Contact(s):** Stephanie Keyser, Planning Manager

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### **Summary**

The Housing Action Plan (HAP) is a study of local issues and possible alternatives that the City could consider. The strategies in the HAP were developed from the PRSC Housing Toolkit, the Washington State Department of Commerce resources, and the Local Housing Solutions Toolkit. This HAP, and the broad, high-level, best practices and possible strategies outlined in this HAP are not directives; rather they can serve as a framework for and can be used as a resource to help facilitate further discussion, analysis, and problem-solving for housing solutions. Next steps and final action would be directed by the City Council, in consultation with the community at-large and with advice from Planning Commission.

Planning Commission discussed the HAP over three meetings, including a public hearing. On May 24<sup>th</sup> Planning Commission voted (6-1) to recommend adopting the Housing Action Plan. The Washington State Department of Commerce has provided the City a letter of support for the adoption of the Housing Action Plan, and Staff also recommends adoption.

**Attachment(s)** Letter of Support – Washington State Department of Commerce

Resolution 433 - Housing Action Plan

**Budget/Fiscal Impact:** N/A

**Recommendation:** Adopt

**City Manager Approval:**

**Proposed Commission Motion:** Move to adopt Resolution 433

Time Estimate: 15 minutes



STATE OF WASHINGTON  
DEPARTMENT OF COMMERCE  
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000  
[www.commerce.wa.gov](http://www.commerce.wa.gov)

June 7, 2023

Stephanie Keyser, AICP  
Planning Manager  
City of Medina  
PO Box 144  
Medina, WA 98039

Sent Via Electronic Mail

RE: Draft Medina Housing Action Plan (HAP)

Dear Ms. Keyser,

Thank you for sending Growth Management Services the Medina's Draft Housing Action Plan. We appreciate your coordination with our agency as you work to fulfill the grant contract to develop this plan.

Medina has done an excellent job at completing all of the required elements of a HAP outlined in RCW 36.70A.600(2). The plan, if implemented as designed, will help the city address its future housing needs by accommodating the future population with a greater diversity of housing options, while addressing potential displacement.

Within this HAP, we applaud the city's outstanding work in the following areas:

- The anti-displacement strategies presented in Strategy A for both homeowners and renters are commendable. Displacement is an important area to focus on as residents are increasingly priced out of areas, and as this was identified as a significant concern of many Medina residents.
- The HAP includes a clear and detailed implementation plan that includes timelines, methods, lead parties, and investment level.
- The monitoring plan clearly outlines how the City will measure the performance of the strategies implemented. This will help move towards achieving the desired goals and needs of the community.
- The recommendations on how to integrate the policies and actions from the HAP into the comprehensive plan create a solid foundation for how to use the information collected through the HAP to inform the comprehensive plan housing element and future housing policy. This will be extremely helpful as Medina undergoes the periodic review and update of the comprehensive plan and development regulations as part of the 2024 periodic update.

Congratulations to you and your staff for the good work this housing action plan represents. If you have any questions or concerns about our comments or any other growth management issues, please contact me at 360-480-4498 or [Lexine.long@commerce.wa.gov](mailto:Lexine.long@commerce.wa.gov). We extend our continued support to the City of Medina in attaining your housing goals.

Sincerely,



Lexine Long  
Senior Planner  
Growth Management Services

cc:

David Andersen, AICP, Managing Director, Growth Management Services  
Valerie Smith, AICP, Deputy Managing Director, Growth Management Services  
Anne Fritzel, AICP, Housing Programs Manager, Growth Management Services  
Laura Hodgson, Senior Planner, Growth Management Services

## CITY OF MEDINA, WASHINGTON

## RESOLUTION NO. 433

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, ADOPTING A HOUSING ACTION PLAN AS PROVIDED IN RCW 36.70A.600**

**WHEREAS**, the Medina City Council has previously adopted a Comprehensive Plan pursuant to the Growth Management Act, 36.70A RCW, which includes a housing element, and is required to be updated by 2024; and

**WHEREAS**, in 2019, the Washington State Legislature adopted Engrossed Second Substitute House Bill 1923, now codified in RCW 36.70A.600, authorizing the Washington State Department of Commerce to provide grants to cities planning under the Growth Management Act for the development of a Housing Action Plan ("Commerce Grant"); and

**WHEREAS**, pursuant to RCW 36.70A.600, the goal of the Housing Action Plan is to encourage the construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family homes market; and

**WHEREAS**, the City contracted with The Blueline Group to assist in the development of the Housing Action Plan which was to include a housing needs assessment, a housing toolkit, and an evaluation of the City's current Comprehensive Plan Housing Element; and

**WHEREAS**, the City conducted community outreach that included a citywide survey, small group discussions via a resident stakeholder group and a technical stakeholder group, and an open house to solicit public review and comment on the Housing Action Plan; and

**WHEREAS**, the Planning Commission discussed the Housing Action Plan over the course of three meetings, including a public hearing on May 2, 2023; and

**WHEREAS**, after considering staff recommendation and reviewing the record, the Planning Commission voted 6-1 to recommend approval of the Housing Action Plan and forwarded their recommendation to City Council; and

**WHEREAS**, the City Council discussed the Housing Action Plan over the course of two meetings; and

**WHEREAS**, the City Council having determined that the Housing Action Plan could serve to inform the future update of the Housing Element of the City's Comprehensive Plan and will fulfill the Commerce Grant terms; and

**WHEREAS**, the terms of the Commerce Grant require that the City Council take legislative action to adopt the Housing Action Plan;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RESOLVES AS FOLLOWS:**

**Section 1. Plan Adopted.** The City of Medina Housing Action Plan, attached hereto as Exhibit A and incorporated herein by this reference, is hereby adopted.

**Section 2. Submittal of Resolution to Commerce.** Pursuant to the Commerce Grant terms, the Planning Manager will cause a copy of this Resolution to be promptly filed with the Washington State Department of Commerce.

**Section 3. Corrections.** The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

**Section 4. Approval and Effective Date.** This Resolution is hereby adopted and shall be effective as of the date of adoption by the City Council set forth below.

**Approval and Effective Date.** This Resolution is hereby adopted and shall be effective as of the date of adoption by the City Council set forth below.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON JUNE 12, 2023 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE ON JUNE 12, 2023.**

\_\_\_\_\_  
Jessica Rossman, Mayor

Approved as to form:  
Ogden Murphy Wallace, PLLC

Attest:

\_\_\_\_\_  
Scott M. Missall, City Attorney

\_\_\_\_\_  
Aimee Kellerman, City Clerk

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO. **433**

# City of Medina HOUSING ACTION PLAN

June 2023



AN ATWELL COMPANY



## ACKNOWLEDGEMENTS

The Housing Action Plan results from many months of dedicated work by The Blueline Group and City of Medina staff. Stakeholders and other public members also provided their time and effort.

May 2023 City Council  
 Jessica Rossman, Mayor  
 Randy Reeves, Deputy Mayor  
 Cynthia Adkins  
 Jennifer Garone  
 Harini Gokul  
 Mac Johnston  
 Bob Zook

May 2023 Planning  
 Commission  
 Laura Bustamante, Chair  
 Shawn Schubring, Vice Chair  
 Li-Tan Hsu  
 David Langworthy  
 Mark Nelson  
 Laurel Preston  
 Mike Raskin

Right, Construction in Medina.  
 Source: Medina City Staff



## ACKNOWLEDGEMENTS

### Stakeholder Advisory Group

Mark Nelson  
Randy Reeves  
Huaxia Zhao  
Garret Upper  
Jim Dwyer

### City Staff

Steven Wilcox, Department of Development Services, Director and Building Official,  
Stephanie Keyser, AICP, Department of Development Services, Planning Manager

### Blueline Team

Andy McAndrews, Director of Planning  
Caitlin Hepworth, Associate Planner  
Michelle Blankas, Planner II  
Cyrus Oswald, Planner I  
Betty Padgett, Permit Technician  
Rose Vogt, Engineer  
Janelle Ho, Engineer  
Matt Roberts, Engineer  
Breanne Nychuk, Project Engineer

Left, Medina Home. Source: Betty Padgett, Blueline



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Shown above is a Medina home originally built in 1954 on the market in May 2023 for \$3.2 million.

Source: 2023 Northwest Multiple Listing Service

## PREFACE & DISCLAIMER

This Housing Action Plan (HAP) is made possible by a grant administered by the Washington State Department of Commerce through Engrossed Second Substitute House Bill 1923, commonly referred to as HB 1923. The bill, passed in 2019, was intended to encourage cities to increase residential building capacity for underserved populations.

The HAP is a study of local issues and possible alternatives that the City could consider. The strategies in this document were developed from the PRSC Housing Toolkit, the Washington State Department of Commerce recourses, and the Local Housing Solutions Toolkit. This HAP, and the broad, high-level, best practices and possible strategies outlined in this HAP are not directives; rather, they can serve as a framework for and can be used as a resource to help facilitate further discussion, analysis, and problem-solving for housing solutions. Next steps and final action would be directed by the City Council, in consultation with the community at-large and with advice from the Planning Commission. The City Council, at its option, could update the HAP from time to time, to reflect the changing needs of Medina residents.

Please note that this HAP was developed prior to the housing action bills that were passed by the Washington State legislature and signed by Governor Inslee on May 8, 2023, and, therefore, may not fully reflect the State's newest mandates.

## CITY'S MESSAGE

The Housing Action Plan (HAP or Plan) is one of the City of Medina's tools for understanding some of the best practices for increasing housing options and affordability in our community, which could help achieve the vision of a more vibrant, inclusive, and equitable future. Meaningful changes in Medina's local development code could encourage the construction and reconstruction that addresses the broad range of Medina's housing needs; however, this will also take continued participation of Medina's housing and human services partners. Therefore, the Housing Action Plan complements and relies upon the City's collaborations, partnerships, commitments, and plans.

## VISION STATEMENT

Medina is a family-friendly, diverse and inclusive community on the shores of Lake Washington. With parks and open spaces, Medina is a quiet and safe small city, with active and highly-engaged residents. Medina honors its heritage while preserving its natural environment and resources for current and future generations.



## REPORT ORGANIZATION & PLANNING PROCESS

### PURPOSE AND INTENT

In late 2021, the City of Medina had identified that some long-term residents (especially those on fixed incomes) were at risk of displacement, due in part to increased property taxes caused by increased property values, as well as the expense of repairing and maintaining older houses, and that smaller homes that could be affordable for a greater variety of incomes were not being built in Medina. In order to study the challenges and identify possible strategies and solutions, the City of Medina applied for grant funding allocated by the Washington State Department of Commerce and funded through the Engrossed Second Substitute House Bill (E2SHB) 1923. The bill was designed to grant funding for municipal research to increase the urban residential capacity in cities by evaluating local housing needs and determining actionable steps municipalities can take to improve housing stock, diversity, and affordability to proactively plan for housing that meets current and future needs.

The purpose of the HAP is to develop a single report that describes the current situation, defines community needs, analyzes projected needs, and identifies a menu of some strategies and implementation actions that promote greater housing opportunities at all income levels. The report does not evaluate or reach a conclusion about whether these possible strategies are appropriate for Medina. Next steps and any final action for the City of Medina would be directed by the City Council, in consultation with the community at-large with advice from the Planning Commission.

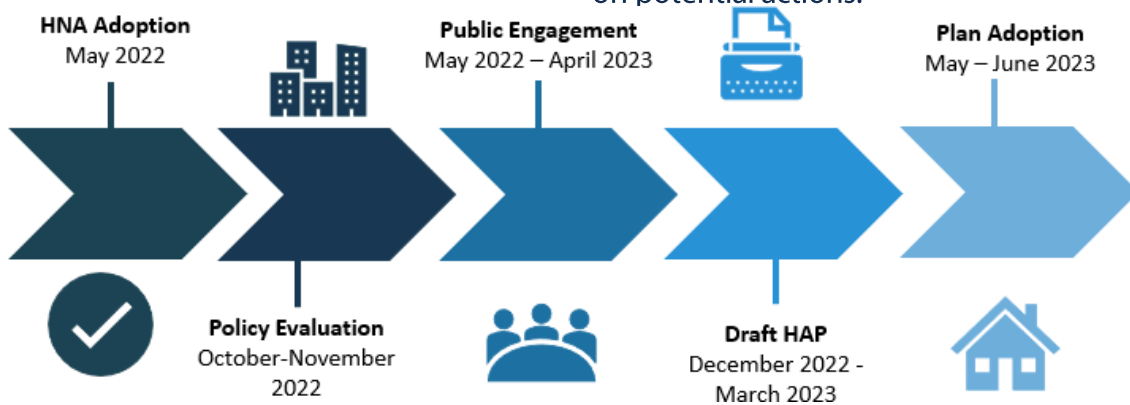
## THE PLANNING PROCESS

The City of Medina worked with the community, local stakeholders, and consultants to gather data and understand different perspectives of housing needs, barriers, and concerns to prepare the HAP. Medina initially began the HAP process by conducting the Housing Needs Assessment (HNA) using valid data sources from government and private entities to evaluate (1) who lives in Medina, (2) how affordable is the housing, and (3) whether existing residents continue to afford to live here. Data was taken from sources such as the American Community Survey, Puget Sound Regional Council, Washington State Office of Financial Management, and Zillow. The HNA draft was completed and presented to City Council in April 2022. After the HNA was completed, the City initiated a public participation process to gain firsthand perspectives of how housing pressures are experienced by residents. A community survey was performed using SurveyMonkey, an online survey tool. Everyone in the City of Medina was invited to

participate between May 30th and July 25th, 2022. The community survey was available both electronically and via hard copies in Medina City Hall. Advertising occurred on the city’s website and social media pages. 154 respondents responded to 31 questions about housing in Medina.

Two groups of stakeholders were identified by City staff to give in-depth feedback on the HNA and provide their input on future housing development in Medina. Stakeholders were selected based on their history in Medina, and familiarity with the development and construction of housing in Medina, as well as current and past participants in local governance who self-identified as having an interest in the future of development in Medina. A group of community stakeholders attended virtual sessions with City staff in July and September 2022, and a group of technical stakeholders attended a separate virtual session with City staff in August. Finally, an open house was held in April 2023 encouraging anyone in the community to visit City Hall to ask questions, review data, and provide feedback on potential actions.

FIGURE 1: THE PLANNING PROCESS



## ORGANIZATION OF THIS REPORT

This Housing Action Plan report is broken down into the following components:

### Introduction (Part 01)

### Investigations & Findings (Part 02)

- **Housing Needs Assessment (HNA):** A report summarizing key data points on community demographics, employment and income, housing conditions and affordability, and an analysis of the gaps in housing serving different income bands (Appendix C).
- **Public Engagement Summary:** A summary of the public engagement activities, efforts, and feedback generated from the public and stakeholders. The summary includes a description of each of the engagement events or activities and a synopsis of overarching themes (Appendix D).

### Regulatory Review, Housing Toolkit & Strategies (Part 03)

A discussion of the possible HAP strategies and objectives, evaluated in the context of Medina's existing regulations and its 2015 Comprehensive Plan policies, as well as incentive programs, and partnerships that support housing. This section includes an analysis of existing housing policies and tools in place that help support the development of housing in relationship to community needs.

This section (Part 03) also includes Housing Actions: A discussion of possible housing actions the City could consider. This section includes a list of potential policies, programs, regulations, and incentives specifically selected based on the community's development pattern, demographics, affordability needs, and characteristics.

### Implementation Plan (Part 04)

A discussion of implementation considerations, as well as proportionality and gaps in funding.

### Monitoring Plan (Part 05)

A discussion of the ways the City could monitor and maintain the housing plan it adopts.



Medina's corner "green store" is the only grocery store in Medina. It has been a staple in the community since it opened in 1908, connecting and serving people from all walks of life for over 100 years.

Source: University of Washington Digital Libraries, A.J. Harding (1989).

# PART 01 INTRODUCTION



As cities across the Puget Sound Region continue to grow at historic rates, they have also become less affordable, particularly for residents who have called the Pacific Northwest home for generations and lower-income populations. As cities have struggled to keep pace with growing populations, people have been priced out, or displaced, and some have experienced homelessness.

In addressing the housing crisis, the Washington State Legislature passed HB 1923 in 2019, a bill to increase the housing supply in cities across the state. Under this new legislation, cities have been encouraged to take action to increase residential building capacity and promote the development of new housing to address affordability issues and prepare for the periodic Comprehensive Plan Housing element update. One option for cities under this bill is to develop a *Housing Action Plan* (HAP). The Statute<sup>1</sup> states that the goal of any such housing plan must be to encourage the construction of additional affordable and market-rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes. It should also include strategies that address the for-profit single-family home market.

Medina is no exception in experiencing the impacts of the housing crisis, with nearly one-fifth of Medina households being cost-burdened,

meaning they spend over 30 percent of their household income on housing alone. Renter households are disproportionately affected. Half of Medina's renter households are cost burdened; and one-third third are severely cost-burdened or spending over 50 percent of their income on housing. Homeownership affordability is also a critical issue in Medina with median-priced homes costing approximately \$2,858,000 in 2019 requiring a monthly income of \$47,400 to be considered affordable. While about 99% of the city's housing stock is single-family homes, because the market forces continue to drive up the price of land, and because there is a consistent downtrend in the number of homes in the city, there are significant concerns that life-long residents cannot continue to afford to live in Medina. Seniors are especially vulnerable to displacement because their fixed retirement and social security incomes often do not allow them to keep pace with and meet the demands of inflation, increased property taxes, and the cost of maintaining and repairing older homes. This along with more information was discovered when the City produced its *Housing Needs Assessment* (HNA), which is contained in the appendix of this document.

With further population and housing growth in the region anticipated, and considering Medina's proximity to key transportation corridors, the unavailability of raw land, and an inability to annex new lands into the city's limits, Medina is at a critical point in planning for housing, for current and future residents, which is why the City has prioritized the creation of this *Housing Action Plan* (HAP).

<sup>1</sup> See RCW 36.70A.040

With the baseline data of its current housing needs measured within the HNA and through input from the public, it will be important for the City to monitor the projected growth over the next few years and proactively ensure that the housing needs of current and future populations are met. The HAP identifies three possible strategies that could help guide decisions of current and future Council as they consider the future of housing in Medina:

1. PREVENT HOUSING INSTABILITY AND DISPLACEMENT
2. INCREASING THE HOUSING STOCK AND VARIETY
3. PROACTIVE HOUSING PLANNING FOR FUTURE RESIDENTS

The first strategy realizes the need to prevent housing instability and displacement for homeowners and renters. Results from the Public Engagement Summary (Appendix D) align with a primary reason why the City began the HAP process, which is a concern that resident seniors are experiencing the most hardship in housing costs.

Recommended actions are intended to encourage the preservation and rehabilitation of the existing housing stock, and to provide financial and educational resources for homeowners and renters with an emphasis on affordable rental units. Medina's renters are over twice as likely to experience cost burdens than homeowners and may need relief. Life-long or long-term homeowners may also need relief in order to remain in Medina. Outside funding would have to be identified to achieve some of these actions.

The intention of this strategy (prevent housing instability and displacement) would be to provide immediate support to existing residents with limited changes to the Municipal Code and regulatory process.

The second strategy (increasing the housing stock and variety) acknowledges that, through changes to the City's code, the City could help incentivize smaller, denser housing types and remove some barriers to building more affordable units below 80 percent Average Median Income (AMI). While market forces play a major role in determining the price of land and the affordability of a housing unit, there are other factors that also determine the final cost, such as construction, materials, permitting, and development fees. Additionally, smaller forms of housing units are less expensive to develop than larger forms, and developers could pass along their development saving to renters and buyers.

It is not necessary to incentivize the development of additional large, single-family homes: single family homes take up more land per unit and the reduction of available lands increases the cost of vacant or redevelopable lands.

Finally, the third strategy (proactive housing planning for future residents) is offered as a way to proactively plan for the population and housing growth projections anticipated in 2044 by Washington State and King County. The third strategy acknowledges that Medina may need to look and operate differently in the future to meet the requirements of the Growth Management Act, and Medina's codes may need to be updated accordingly. While the market will determine when and if properties are redeveloped, the City can, through its development code, help shape what, how, and where future housing units are developed and accommodate housing that is more affordable to different income bands. The City is encouraged to collaborate with the community, seek solutions from industry, and work with governmental agencies and other partners to

Identify sources of funding to and consider regulations for more affordable housing, incentives, and policies increasing investment by developers in developing and the availability of homes that are more affordable to different income bands.

To achieve these strategies, the City is encouraged to consider the recommended actions included in this report, see *Part 3*. Each action is prescribed to serve certain income level(s), intracity geographical area(s), and type(s) of households. The sections describing the actions are followed by an implementation plan and monitoring program that can lay the framework of the City's response to meeting its housing needs moving forward.



Medina once had primarily single-story homes that were attainable to those who wanted to become a Medina resident.

Source: King County Archives, 1944.

## WHAT IS A HOUSING ACTION PLAN?

A housing action plan is an option tool, described in state law, for identifying strategies and actions a city can take to meet current and future housing needs. In particular, HB 1923: 1) encouraged cities planning under the GMA, like Medina, to undertake specific actions to increase residential building capacity<sup>1</sup> and 2) allocated grant funding to supplement the cost of creating a Housing Action Plan. The Washington State Department of Commerce is the administrator of these grants and helps municipalities navigate the requirements of the GMA and HB 1923. Medina received and has allocated some of these funds to develop this document.

As one of the first steps in the HAP process, Medina commissioned a Housing Needs Assessment (HNA) to understand and analyze the differences between the existing housing stock and the future housing needs in the city. Although Medina is wealthy – households in Medina have double the on-average income in King County – the cost of housing is also very high. 30% of Medina residents spend more than one-third of their income on housing. This cost burden is felt most heavily by extremely low-income Medina residents (or those who make 30% of the Area Median Income (AMI)<sup>2</sup> or less). The HNA data show Medina residents in the lowest income bands could benefit from policy changes that make housing more affordable.

<sup>1</sup> See Appendix E

<sup>2</sup> Income ranges in this document are based on Area Median Income (AMI): This term commonly refers to the area-wide median family income calculation provided by the federal Department of Housing and Urban Development (HUD) for a county or metropolitan region. Income limits to qualify for affordable housing are often set relative to AMI. In this report, unless otherwise indicated, AMI refers to the HUD Area Median Family Income (HAMFI). The lowest income range referred to here are those making below 30 percent of the area's median income

## What the Housing Action Plan does:

Housing Action Plans are designed to contain a review of the community's housing needs and objectives, an evaluation of existing strategies to understand gaps, and recommendations for solutions to be evaluated for use in that city. HAPs also set a potential policy direction for the City's review of and updates to the comprehensive plan, programs, and regulations that set the stage for housing creation and preservation.

Medina's Housing Action Plan was developed by:

1. Evaluating housing needs
2. Engaging with the community and stakeholders
3. Reviewing existing policies
4. Developing strategies guided by principles directly drawn from Washington State legislation.

## What the Housing Action Plan does not do:

The HAP does not change policy directly. Instead, the HAP identifies where policy changes and improvements can be made to alleviate the housing stresses residents feel in the community. In addition, Medina does not act as a developer of housing.



Source: Commerce, 2020.

FIGURE 2: HOUSING ACTION PLAN AND THE GMA



Source: Commerce, 2020;  
BERK, 2020.

## ENSURING HOUSING FOR THE FUTURE

As housing costs in Medina continue to rise, there will be fewer opportunities for young and aging residents, and residents who are usual wage earners, to have housing stability. Medina is presented with two alternate futures. If Medina does not address the needs predicted by the HNA, long-term community members and their children will be forced out to seek housing elsewhere (which would likely drive-up housing prices in nearby communities), and other will find it increasingly difficult to afford to move into Medina. This could eventually drain the neighborhood-oriented community that has existed since the late 1800s. On the other hand, with thoughtful policies, Medina can avoid creating a burdened and increasingly unaffordable housing market that does not serve its community.

If Medina plans for the long-term, Medina can be well-positioned to honor the city's existing character while enhancing a strong sense of community by ensuring all residents can maintain safe, affordable, and high-quality housing.

## BRIEF HISTORY AND CONTEXT

Medina occupies a peninsula in Lake Washington, across from Seattle to the west and bordered by Clyde Hill, Hunt's Point, and Bellevue to the east.

Historically, the Stillaguamish, Duwamish, Cayuse, Umatilla, and Walla Walla inhabited the area where Medina now sits<sup>1</sup> for at least twelve thousand years. The tens of thousands of people living in the area were organized into villages that took advantage of the rich marine and terrestrial resources. The many tribes who inhabited Puget Sound all spoke dialects

of the Puget Sound Salish language, facilitating the development of extensive economic and cultural networks. After European colonization, the United States Homestead Act of 1862 permitted settlers to claim land throughout the Western United States, which brought settlers to the Northwest area throughout the second half of the 1800s. Disease and displacement brought by colonization heavily impacted the native tribes, but the traditional culture remains in the Northwest<sup>2</sup>. The City of Medina acknowledges that it is built on native land.

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1 Native Land Digital. (2022). <https://native-land.ca/>

2 Watson, K. G. (1999) Native Americans of Puget Sound- A Brief History of the First People and Their Cultures. History Link.org <https://www.historylink.org/File/1506>

The Point Elliot Treaty of 1855 forced all Native Americans to move to reservations, and thus the area was vacant when the first white settlers arrived in the Medina area in the 1870s. Fruit farmers and wealthy landowners purchased properties along the Lake Washington shorelands to develop agricultural and residential areas in the late 1800s<sup>1</sup>. Following the development of a ferry dock and roads by 1900, a grocery store, post office, and a one-room school opened. The community continued to grow alongside access from the west side of Lake Washington. A ferry began service to Medina in 1914, and a bridge opened in 1941. Before incorporation in 1955, the Medina Improvement Club was formed to develop infrastructure in the increasingly popular residential suburb. Growth in Medina subsided in the 1970s as spatial limits set by the lake and adjoining city boundaries coupled with community resistance to higher density or commercial development<sup>2</sup>.

Over the last 50 years, an influx of wealth brought new prosperity to Medina. New technology industry residents have redeveloped homes in the area, juxtaposed against historic, smaller homes. The population has hovered around three thousand residents since 2000, bound by the limited quantity of developable land and the preferred single-family residential character. While Medina has maintained its low-density development pattern, the surrounding Puget Sound has experienced significant population increases.

With a growing population comes a need for more housing. Among many priorities, the Growth Management Act (GMA) was implemented to regulate growth while protecting the environment. As a result, cities like Medina are required to plan for future population increases thoughtfully. This document offers a strategic plan that would accommodate anticipated population growth in the region. Implementing the strategies in this document could support Medina in meeting all current and future housing needs.

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1 Blueline, City of Medina. (2022). City of Medina Housing Needs Assessment, Appendix A

2 Dougherty, P. (2015) Medina- Thumbnail History. History Link.org. <https://www.historylink.org/File/1059>





Source: State Library Photograph Collection, 1851-1990, Washington State Archives.  
Original images held at the Washington State Archives, Olympia, WA.



## PART 02 INVESTIGATION & FINDINGS

The HAP document was prepared through collecting and analyzing community input, public data, and existing policies about Medina housing. Quantitative and qualitative public feedback was collected, with an effort to collect opinion from a broad cross-section of the community. Data from state and national sources were analyzed to find trends in housing cost, tenure, job availability, and many other aspects of the housing market. Policy analysis revealed where current legislation is performing and where possible legal gaps might be. After integrating the results of the housing assessments, suggested actions have been developed for consideration on how the City could fill the gaps between the City of Medina's current housing state and future housing needs.

## SUMMARY OF FINDINGS

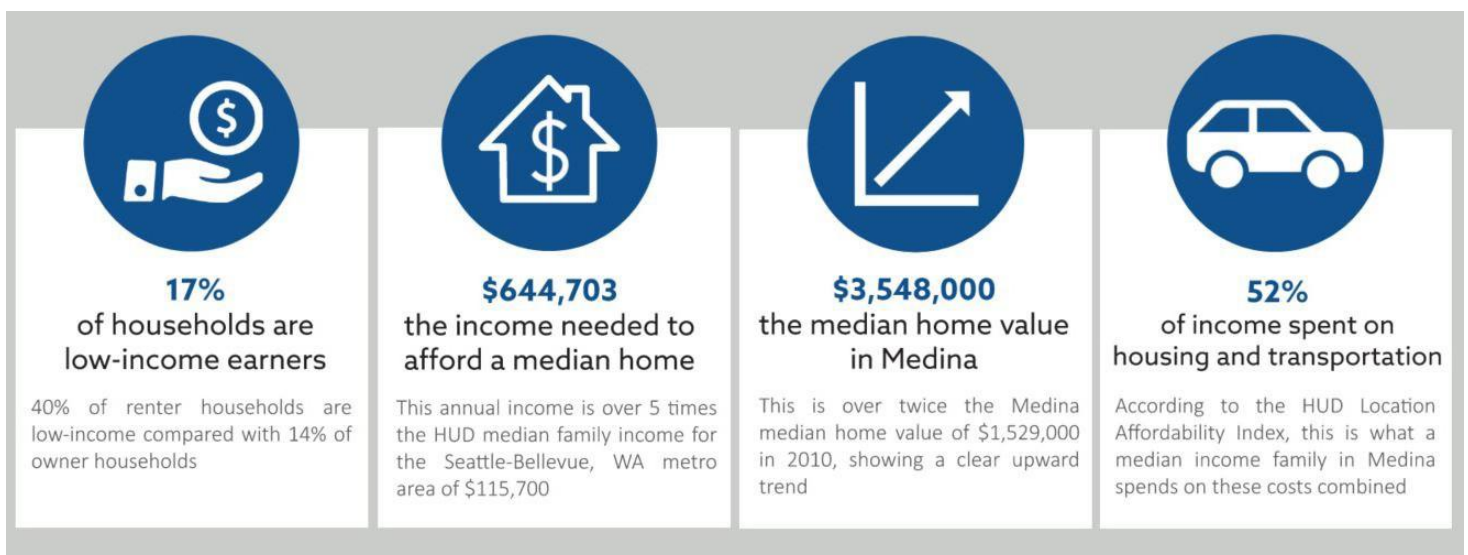
### Housing Needs Assessment

The Housing Needs Assessment<sup>1</sup> showed that Medina's current development trend will not meet the city's needs in 2044. Compared to King County's demographics, there is a significant gap in the Medina population between 25 and 34 which could be due to the lack of housing affordable to this demographic. By comparing the size of households and the number of bedrooms per unit in Medina, there appears to be a lack of smaller units, those smaller units could provide more affordable housing

for smaller families. Perhaps most importantly, under Medina's current development regulations and because, as a fully developed and land-locked city, Medina does not have enough vacant or developable land to meet its 2044 growth targets. Medina must demonstrate zoned or planned capacity to meet these targets by the Comprehensive Plan update deadline of December 31, 2024. Although there are gaps between Medina's housing stock and what it will need to meet its 2044 housing target of 19, or 1,151 total new housing units, effective housing policies can create a housing market that meets community needs. The Housing Needs Assessment is included in the HAP under *Appendix C*.

<sup>1</sup> See Appendix A

FIGURE 3 HOUSING NEEDS SUMMARY



## SUMMARY OF PUBLIC ENGAGEMENT

### Connecting to People

Medina’s historical trends have encouraged a single-family residential development pattern, and community members feel that other types of residential development would disturb viewsheds, green spaces, and the current quality of life. The community recognizes the need for greater affordability but is not keen to change its housing character to meet affordability goals<sup>1</sup>. The Public Engagement Summary is included in the HAP under *Appendix D*.

### SHARING

Before public engagement began, a Housing Needs Assessment found gaps between current housing conditions and predicted future housing demand. The results of this assessment were presented at the Medina City Council and shared with stakeholder groups in the Summer of 2022. Engagement at community events, city staff communication, and Facebook page postings advertised survey efforts.

### LISTENING

A series of meetings in Fall 2022 asked stakeholders to evaluate the recently issued Housing Needs Assessment and share how they thought more housing could be developed in Medina. These groups discussed current housing deficits and what aspects of Medina must be preserved in the future. A survey was distributed to community members over the summer of 2022 to collect community perspectives on housing issues and solutions.

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<sup>1</sup> See Appendix B

## EXPLORATION

Housing policies that could help close future residential gaps in Medina were identified for further community discussion. Streamlining building and ADU permitting were explored to hasten infill development. Creating development incentives to increase the density in Medina through specific mixed-use areas, a multifamily area, and allowing more zero-lot-line developments were considered. A senior housing facility was explored as well.

## STRATEGIZING

Strategies explored to alleviate pressure on Medina's housing market were shared with stakeholder groups. Technical stakeholders favored ADUs and streamlined permit processes and thought these strategies would face less community resistance than most other options to increase density. However, they advised that many lots already met lot coverage maximums. Creating new permitted uses and zones, such as multifamily and mixed-use areas, was seen as feasible, but stakeholders advised that implementation would be difficult. To fill the need for more affordable senior housing, a mixed-use senior facility and encouraging ADU development to provide passive income were both seen as ways to support the aging population. Stakeholder input was used to develop the housing policies proposed in this document.

## Disclaimers

### How Accurate is the Information?

A survey effort was undertaken to collect information on Medina's housing characteristics. The housing survey was designed to gather respondent profiles and their opinion on Medina's housing characteristics. Due to grant funding limitations and difficult access to underserved community members, this survey must be interpreted in the context of the sample it reached. A likely response, non-response bias, and several survey design issues, including rating sequence inconsistencies, lack of non-applicable options, and gaps in answer options, limited the survey. The sample group who responded to this survey was older, whiter, and owned more homes than the median population. Therefore, the significance of this survey is limited to the sample it reached.



PART  
**03**  
HOUSING TOOLKIT & STRATEGIES

## HOUSING STRATEGY DEVELOPMENT

This HAP is focused on three possible strategies: preventing housing instability, expanding housing supply and diversity, and improving affordability for future residents. Each strategy is anchored in a guiding principle inspired by lived experiences described in community engagement. Each strategy drives two primary goals, which serve as categorical parameters for subsequently recommended actions. As a part of the implementation, actions are ordered according to likely implementation.

Implementation is discussed further in *Part 4*.

## STRATEGIES

The following is a summary of three strategies, each with goals and actions that have the most potential for success, given the community's unique needs, development pattern and history, and local perspectives. They strive to address housing supply, diversity, and affordability goals. The resulting actions are expected to work better when more than one is implemented; multiple actions can work together to encourage types of housing development with the greatest need.

## STRATEGY A

### Preventing Housing Instability and Displacement

Guiding Principle: *Retaining Our Existing Community While Opening Our Doors to Newcomers*

Due to dramatically rising housing costs, Medina must take action to minimize resident displacement if the city wishes to maintain its community. Although the city has a very high median household income—\$212,377 a year—a range of incomes exists within the city. Non-family households on average make \$53,571 per year. Lower-income people who have lived in Medina for a long time but can no longer afford to stay in their current home because of increased costs may be unable to find a housing alternative that allows them to remain in their communities. A variety of factors culminate in a risk of community displacement.

Although Medina households make significantly more money than the County at large, very high housing costs result in

cost-burdened households. Since 2013, home values in Medina have increased by more than 120%, with lower-tier homes outpacing the average home price increase. Although the median income in the County has increased significantly -- 35% over the same period -- this increase has not kept pace with the inflating cost of housing. These rising prices impact people acutely if they experience a loss of housing. A person who recently lost housing can find themselves without an option comparable to their old housing. This is especially true for those who earn less than 80% of the area's median income. Housing affordable to people in this group is likely very competitive: this group has significantly less housing available to them than those who earn more than the area median income. Seniors, for example, are on a fixed income and experience the brunt of increased property values and property tax rates. With property values in Medina consistently rising, seniors are especially vulnerable to displacement because they are unable to change their income.



Reasons beyond rising housing prices make preventing displacement a priority. Nearly two-thirds of the housing stock in Medina was built before 1989. Residents who live in these older structures face increasing repair and maintenance costs over time, accentuating cost burdens. The burden felt by renters in Medina is also significant, with 52% of renters being cost-burdened, and a third of all renters experiencing severe cost burdens. A renter who faces the loss of housing is likely to encounter obstacles in finding comparable housing.

Avoiding housing displacement will preserve the community, neighborly atmosphere that Medina residents have come to love. Only 56% of residents are satisfied with the costs of their housing, and nearly a third of residents are concerned about being able to live in Medina in the future. Residents recognize that housing costs are rising in their city, but they feel that measures to preserve affordability should not come at the expense of their current quality of life. Measures to prevent housing instability and minimize the displacement of vulnerable residents will help preserve the neighborhood character of Medina residents feel strongly about.

### GOAL 1

*Minimize Displacement of Vulnerable, Low-Income, Homeowners*

- Action A.1.1 Preservation and Rehabilitation Incentives
- Action A.1.2 Foreclosure Resources
- Action A.1.3 Direct Household Assistance

### GOAL 2

*Support Low-Income Renters and Encourage Rental Developments*

- Action A.2.1 Tenant Protections
- Action A.2.2 Fee Waivers or Reductions
- Action A.2.3 Direct Household Assistance
- Action A.2.4 Multifamily Tax Exemption
- Action A.2.5 Short-Term Rentals

## STRATEGY B

### Increasing Housing Stock and Variety

Guiding Principle: *Ensuring Different Kinds of Homes for Every Kind of Person.*

Based on the existing housing supply, 1,132 housing units, and the projected housing target of 1,151 units, an increase in density is a necessary consideration to meeting the 19 new housing units needed, especially considering that Medina does not have enough vacant or re-developable land to meet those 2044 growth targets under any of the existing Single Family Residential zones. Higher density housing forms that blend into existing low density residential developments, such as townhomes, duplexes, triplexes, and cottage homes, could provide a greater density of housing without compromising the existing feel of the city. Any opportunity for increased density and infill is a critical opportunity to provide more housing at potentially more affordable rates.

Creating affordable housing is critical to the region. In 2021, the median value of a home in Medina was \$3,548,000 and the bottom-tiered home values have increased by 147% since 2010, now valued at \$2,615,000. For these households, even home maintenance costs, let alone rent or mortgage payment costs – can be unaffordable.

Not only does an increase in density or “Middle Housing” have the potential to meet Medina’s housing growth target and provide more affordable units, but it can also meet the reported needs of older families and smaller households. Medina’s population skews older with an average age of 46.8 years old and over half of the older adults (62+) that are cost-burdened are low-income (<80% AMI). Additionally, Medina’s average household size is 2.73 persons. About 8% of the City’s

housing stock is a one- or two-bedroom unit even though over half of all households contain one or two people and small families make up the largest group of households that are cost-burdened.

Increasing the housing supply is a critical need for the city if it is to continue housing families and their children who have historically called it home. A wider variety of homes allow the people who have historically lived here to remain while accommodating the education and government workers that operate the city's municipal services. Increasing housing variety is necessary due to the limited buildable lands and high land values and is desirable because it can shape the future housing stock to naturally support people of different ages and incomes.

### GOAL 1

*Remove barriers in housing regulations to support a greater housing supply*

- Action B.1.1 Infill Development
- Action B.1.2 Up-zoning
- Action B.1.3 Density Bonus
- Action B.1.4 Fee Waivers or Reductions
- Action B.1.5 Reduce Minimum Lot Sizes

### GOAL 2

*Legalize forms of Missing Middle Housing*

- Action B.2.1 ADU
- Action B.2.2 Duplex
- Action B.2.3 Cottages
- Action B.2.4 Triplex
- Action B.2.5 Fourplex
- Action B.2.6 Townhome
- Action B.2.7 Live/Work Units

## STRATEGY C

### Proactively Plan for the Housing of Future Residents

Guiding Principle: *Meeting Housing Needs Now and Into the Future*

To meet the housing needs of all economic segments for current and future Medina residents, the City must ensure housing availability for those that are cost-burdened and in lower-income brackets. In Medina, renters experience the most financial strain, with 22% of renters being cost-burdened and 30% being severely cost-burdened. In 2019, the median rent in Medina was \$2,855 which was more than twice that of King County's median, \$1,606. About 71% of renters can afford the median rental cost, but consideration must be made to the households that struggle to afford rent.

As for extremely low- (earning less than 30% AMI) and very low-income (earning 30- 50% AMI) renter households, Medina lacks rental units to support existing residents within these income levels. There is a surplus of affordable units at the 50-80% AMI bracket which, if remained vacant for long enough, could potentially fill the need for rentals in lower brackets. However, King County's rental vacancy current sits at 3.3% and is

considered healthy but is trending towards scarcity and will lead to continued rental price inflation. Mixed-income housing may need to be introduced and codified in Medina to meet the needs of the various types of households that are low-income.

Another facet to consider is the combined costs of housing and transportation. Housing is considered affordable when no more than 30% of a household's income is spent on housing. In Medina, a very low-income individual spends 113% of their income on housing and transportation and a single-parent family spends 73% of their income on housing and transportation. Considering 96% of Medina's workforce lives outside the City, commuting is inevitable and an added cost of living. This leaves very little room for affording essentials like food let alone saving money for a down payment for a home.

The Growth Management Act requires Medina to plan for every economic segment existing within the city, and without additional regulations or programs supporting development of affordable housing the city will continue to struggle meeting the needs of residents earning below 50% of the household average median income (approximately \$106,000).

## GOAL 1

### *Regulatory Support for Affordable Housing Development*

- Action C.1.1 Affordability Covenants
- Action C.1.2 Inclusionary Zoning
- Action C.1.3 Down payment Assistance

## GOAL 2

### *Encourage Affordable Housing through Incentives and Policies*

- Action C.2.1 Credit Enhancement
- Action C.2.2 Local Programs to Help Build Missing Middle Housing
- Action C.2.3 Alternative Homeowners
- Action C.2.4 Strategic Marketing of Housing Incentives
- Action C.2.5 Permit Fee Waivers for Affordable Housing



Shown above is a duplex in southeast Portland, OR demonstrating that forms of middle housing can have a similar exterior appearance as a nominal single-family home.

Source: Sitaline Institutue, 2019.

## ACTION SUMMARIES

Under these strategies, the City of Medina could continually build on resources, collaboration, and public understanding to improve the implementation of housing strategies. By establishing partnerships and collaborations with organizations that serve low-income households, the cities can ensure that they are directing their resources and enacting policies that best serve the people who need it most. The following section summarizes each of the potential actions with implementation and coordination considerations.

### STRATEGY A: PREVENTING HOUSING INSTABILITY AND DISPLACEMENT

#### Action A.1.1 Preservation and Rehabilitation Incentives

Home rehabilitation assistance – City money, such as funds from the Sales and Use Tax, can be provided to low-income homeowners for critical repairs, weatherization, tree preservation services, and potential efficiency upgrades to keep homes habitable. These incentives preserve affordable homes in the community and help prevent displacement.

#### Action A.1.2 Foreclosure Resources

Foreclosure intervention counselors serve as intermediaries between homeowners and financial institutions to advocate for at-risk homeowners in need of budgeting assistance, refinanced loan terms or repaired credit scores. Cities can use a housing trust fund to support these programs, or community land trusts can step in to

purchase foreclosed property, helping to restore ownership for residents. The Washington State

#### Action A.1.1 Direct Household Assistance

Direct household assistance programs can be implemented through many different mechanisms, but they all provide monetary assistance directly to low-income renters, owners, first-time homebuyers, and any other vulnerable groups. Forms of assistance can include monthly rent and utility support, grants, or loans. This assistance can be distributed directly through the city or through partnerships with community-based organizations.

## STRATEGY A: PREVENTING HOUSING INSTABILITY AND DISPLACEMENT

### Action A.2.1 Tenant Protections

The City could adopt a comprehensive policy that expands the rights of tenants, especially as the number of renters in the city increases. A comprehensive policy to enhance tenants' protections should:

- Extend notice periods for rent increases; lease terminations; and the need to vacate due to renovations.
- Prohibit discrimination based on source of income.
- Require landlords to provide a summary of rights and past code violations to tenants.
- Create an option to pay security deposits and last month's rent in installments.
- Establish a relocation assistance program.

If this policy is adopted, the City could partner with community-based organizations to educate tenants and landlords of their rights and responsibilities. The City could also explore ways of providing funds to community-based organizations to serve as landlord-tenant liaisons that can enforce the policy. Money could be supplied from a housing trust fund. The trust fund could also be used to establish the relocation assistance program.

### Action A.2.2 Fee Waivers or Reductions

Fee waivers reduce the up-front cost of construction for residential development, allowing the potential to increase housing supply in the City. Fees, such as impact, utility connection, and project review fees, can significantly increase the end cost of residential unit development. The City could establish a process to support fee waiver policies to increase housing supply and type. This could be done by creating standard guidelines that identify which housing type is eligible for fee waivers, a schedule to determine what portion of fees can be waived, and a formal application process for interested developers to request these funds. Outreach could be conducted to ensure developers are aware of these incentives.

## STRATEGY A: PREVENTING HOUSING INSTABILITY AND DISPLACEMENT

### Action A.2.3 Direct Household Assistance

Direct household assistance programs can be implemented through many different mechanisms, but they all provide monetary assistance directly to low-income renters, owners, first-time homebuyers, and any other vulnerable groups. Forms of assistance can include monthly rent and utility support, grants, or loans. This assistance can be distributed directly through the city or through partnerships with community-based organizations.

### Action A.2.4 Multifamily Tax Exemption

A multifamily tax exemption (MFTE) is a waiver of property taxes to encourage affordable housing production and redevelopment in “residential targeted areas” designated by cities. The goal of MFTE programs is to address a financial feasibility gap for desired development types in the target areas, specifically to develop sufficient available, desirable, and convenient residential housing to meet the needs of the public. MFTE programs are designed to encourage denser growth in areas with the greatest capacity and significant challenges to development feasibility. The MFTE can be paired with inclusionary zoning to improve the financial feasibility of a project under affordability requirements. Cities can even limit MFTEs specifically to projects that solely contain income-restricted units to encourage affordability most effectively.



## STRATEGY A: PREVENTING HOUSING INSTABILITY AND DISPLACEMENT

### Action A.2.5 Short-Term Rentals

Short-term rentals are sometimes perceived to have a negative impact on the availability of housing for full-time residents, as investors may purchase properties to rent them to visitors and others with short-term needs. Transient rentals can create additional displacement risks within the community and facilitate related issues of housing supply. Some jurisdictions, particularly in places with higher levels of tourism and visitation, have taken steps to regulate or even ban short-term rentals in an effort to maintain existing housing stock to meet the needs of their residents.

While Medina's Municipal Code is currently silent on the matter, the city could start to regulate short-term rentals by requiring a permit to operate.

Additionally, city wide bans or a temporary moratorium could be issued to prohibit approval of short-term rental applications for large (4,000 square feet or more) single family residences. The intention of such actions is to discourage buyers from renting single family homes full time. Managing the percentage of rentals in the total housing stock will ensure single family housing will be available on the market for families seeking long-term homes.



A Detached Accessory Dwelling Unit (DADU) can often be used as a short term rental or a rental unit, however short term rentals do not support the workforce or renters, eliminating options for affordable, rental housing while still granting the property owner the ability to earn a supplemental income.

Source: Johnston Architects

## STRATEGY B: INCREASING HOUSING STOCK AND VARIETY

### Action B.1.1 Infill Development

Infill development is the process of developing vacant or underused parcels within existing urban areas that are mostly developed. This development process aims to combat urban sprawl by increasing housing supply and density near existing resources and infrastructure such as utilities and transportation services. Additionally, infill development works jointly with urban growth boundaries where designated growth limits of urban areas necessitate the infill. The city could encourage infill development by creating infill incentive programs or addressing barriers to development on small lots.

### Action B.1.2 Up-zoning

Upzoning increases the allowable densities by relaxing the zoning code's bulk requirements or increasing floor area ratios<sup>2</sup>. This reduces the cost per unit and increases supply, decreasing the pressure on rent or mortgages. The goals are to encourage denser development, increase housing supplies, and ultimately improve housing affordability and mobility for renters and homeowners. Upzoning would create more opportunities to increase housing supply and variety.

### Action A.1.3 Density Bonus

Density bonuses are an incentive-based tool that allows developers to increase the maximum allowable development on a property, whether through increasing developed square footage or increasing the number of developed units to a greater amount than what is ordinarily allowed by the existing zoning code. In exchange for increasing density, the developer commits to help the City achieve public policy goals. Public policy goals can include a certain number of below-market or affordable units in the proposed development. The developer is then able to recoup some or all of the forfeited revenue associated with constructing affordable or below-market units. The City can provide density bonuses to encourage housing supply and housing types where existing amenities are within close proximity to the development.

<sup>2</sup> Medina does not presently use a floor area ratio model for structural coverage

## STRATEGY B: INCREASING HOUSING STOCK AND VARIETY

### Action B.1.4 Fee Waivers or Reductions

Fee waivers reduce the up-front cost of construction for residential development, allowing the potential to increase housing supply in the City. Fees, such as impact, utility connection, and project review fees, can significantly increase the end cost of residential unit development. The City could establish a process to support fee waiver policies to increase housing supply and type. This could be done by creating standard guidelines that identify which housing type is eligible for fee waivers, a schedule to determine what portion of fees can be waived, and a formal application process for interested developers to request these funds. Outreach could be conducted to ensure developers are aware of these incentives.

### Action B.1.5 Reduce Minimum Lot Sizes

Minimum lot size refers to the minimum allowable portion of a parcel determined to be usable for the proposed structure, provided applicable development standards are met. Permitting development on small lots allow for a variety of housing types including townhomes, duplexes, or triplexes while increasing the overall housing supply in the City. Smaller lot sizes also promote affordability from requiring less land, fewer resources to build smaller homes, and drawing fewer municipal resources.

### Action B.2.1 ADU

An ADU, or accessory dwelling unit, is a form of missing middle housing that is a small, self-contained residential unit located within, attached, or detached from an existing housing unit.

### Action B.2.2 Duplex

A duplex is a stand-alone small form of missing middle housing with two dwelling units in a single structure on a single property. Often the two dwelling units have separate entrances. A duplex can vary in size, style, and form to blend in with the existing character and aesthetic of a neighborhood or community. This can be advantageous to increase housing supply and type without compromising the overall aesthetic of the community.

## STRATEGY B: INCREASING HOUSING STOCK AND VARIETY

### Action B.2.3 Cottages

Cottage Housing is a type of missing middle housing that generally allows for small 1 or 2 story houses that may be attached or detached and are recognizable are arranged around a common interior courtyard. Houses are small, generally 700-1,200sf. Those dimensions may naturally allow for moderate-income housing that is well suited to seniors and small families. They blend easily in single family neighborhoods, appear similar to two single family houses from the street, and fit well into large lots or assemblages of 2-3 small lots. These characteristics make cottage housing great for meeting both community character and housing supply goals.

### Action B.2.4 Triplex

A triplex is a small to medium type of missing middle housing that includes three units in a horizontal row or stacked vertically on a parcel. These developments can vary in size, style, and form to match the existing character and aesthetic of a neighborhood or community.

### Action B.2.5 Fourplex

A fourplex is a small to medium type of missing middle housing that includes four units in a horizontal row or stacked vertically on a parcel. These developments can vary in size, style, and form to match the existing character and aesthetic of a neighborhood or community.

### Action B.2.6 Townhome

A townhome is a form of missing-middle housing that includes several units in a horizontal row or stacked vertically on a parcel. They can vary in size, shape, and form to be the most compatible to the existing character of a neighborhood or community. Many units share a wall with their neighbors. Like a single-family home, a townhome can provide both private living space and private yard space, yet it increases the housing supply of a city more than a single-family home.

### Action B.2.7 Live/Work Units

Live/Work units are a type of missing middle housing designed to be used both as residential and commercial structures. Broadly, this can include any instance where people live and work in the same space, such as work from home offices. Often, live/work units are purpose built small to medium sized structures which consist of dwelling units above or behind a ground floor space that accommodates a range of commercial or office uses. This type of development is often specific to mixed use zones and allows an integration of economic and housing opportunities.

## STRATEGY C: PROACTIVELY PLAN FOR THE HOUSING OF FUTURE RESIDENTS

### Action C.1.1 Affordability Covenants

Affordability covenants are specific language in a property deed that restricts the sale of housing to a certain price and to a certain buyer group. These covenants can help ensure that housing is held in the same affordability bracket through multiple sales. Affordability covenants can take many forms, often catering to either the specific level of affordability which is to be preserved or the specific income group which is to be served. These covenants are often encouraged through partnerships between the city, non-profit organizations, and developers.

### Action C.1.2 Inclusionary Zoning

Inclusionary zoning programs require developers to either provide affordable units within a development or provide an in-lieu fee. Projects with inclusionary requirements benefit from not having density limits, a 12-year Multifamily Tax Exemption (MFTE), reduced permit fees, and reduced impact fees. The policy directly creates affordable housing in a semi-standardized manner. The program could be improved

by tracking participation over time and adjusting incentives as needed. Finally, the requirements could be revised so that developers may offer fewer units in exchange for more 2- and 3-bedroom units suitable for families. Inclusionary zoning programs can also be tailored to target for-sale housing, requiring affordable for-sale units in larger developments. Affordable units provided through inclusionary zoning are deed restricted in perpetuity to preserve affordability.

### Action C.1.3 Down payment Assistance

The Washington State Housing Finance Commission offers down payment assistance for income qualified people. The assistance typically involves a loan covering a portion of the down payment that is repaid when the house is next sold. Recipients are required to take a homebuyer education class in addition to meeting income requirements to qualify. The City can provide information on these programs to potential homeowners, especially low-income residents, and potential first-time homebuyers.

## STRATEGY C: PROACTIVELY PLAN FOR THE HOUSING OF FUTURE RESIDENTS

### Action C.2.1 Credit Enhancement

Credit enhancement programs make affordable housing projects more attractive for developer investment. The city could back loans or bonds for affordable housing projects, reducing the financing cost for the developer. In turn, the developer would place a form of affordability restriction on the housing units often for a limited period. This schema allows developers to maintain profit on affordable housing projects and provides more affordable housing to a community.

### Action C.2.2 Local Programs to Help Build Missing Middle Housing

There are opportunities to encourage “missing middle” housing types in the City. The City could consider opportunities for both rental and home ownership, particularly smaller home ownership units that support young adults and seniors. Allowing smaller homes on the housing market lowers the barrier to homeownership, which allows people to build equity through ownership while maintaining the scale of the city. The City may also benefit from considering zoning adjustments to residential zones that regulate based on form and bulk, allowing greater flexibility for unit density. Regulation based on form allows the city to maintain the current character while increasing housing capacity.

### Action C.2.3 Alternative Homeowners

The city could encourage the development of alternative homeowner models, specifically those which provide benefits that many traditional market mechanisms cannot. There are a variety of models the city could implement, such as community land trusts, limited equity cooperatives, and lease purchasing programs. The goal of these programs is to support low- and moderate-income families as they build equity. Community land trusts separate the ownership of the land from the buildings with the goal to hold the land in a state of affordability while allowing homeowners control and security of their property.

Limited equity cooperatives build resale price restrictions into developments which are derived from a formula that determines the price properties can be sold for. Limited equity cooperatives involve a group of residents who all have shares in the cooperative. This cooperative is often created as part of the development process. Lease purchasing programs allow potential buyers to lease a house for a period before they buy it. This allows the buyer to build credit and save enough money to purchase it. Implementing these alternative homeowner models could stabilize housing prices in the city.

## STRATEGY C: PROACTIVELY PLAN FOR THE HOUSING OF FUTURE RESIDENTS

### Action C.2.4 Strategic Marketing of Housing Incentives

Housing incentives work best when the development community is aware of their benefits. Due to the often-buried nature of municipal code, there may be a lack of awareness that the city offers these opportunities. The city may consider developing marketing materials for this and other affordable housing incentives, including a website dedicated to clearly demonstrating the incentives available and the benefits which they can confer to typical projects. This could include a publicly available framework showing a range of expected outcomes for projects with a given set of attributes.

### Action C.2.5 Permit Fee Waivers for Affordable Housing

Waiving permit fees for affordable housing can reduce the cost of building affordable housing, which can in turn reduce costs for consumers. Fees, such as impact fees, utility connection fees and project review fees, can significantly increase the end cost of residential unit developments. This action allows affordable housing developers to apply for the city to waive permitting fees for projects serving renters at or below 60% of the AMI. The amount of money saved by the waived fees varies based on individual project specifics, and the city ultimately would have discretion over the applicable scenario and exact amount of the reduction.



FIGURE 4: MISSING MIDDLE HOUSING

## What is the “Missing Middle”?

The term “Missing Middle” refers to a range of small to modest-scale housing types that bridge the gap between detached single family homes and urban-scaled multifamily development. This gap includes duplexes, triplexes, cottage housing, townhouses, courtyard apartments and other small-scale apartment buildings that provide diverse housing options to support walkable communities. They are called “missing” because they have either been illegal or discouraged by zoning ordinances and/or overlooked by the applicable development community.

These housing types, however, were much more common in neighborhoods developed before World War II. They are beloved by those who have lived in them and fit in seamlessly into the neighborhood context. They also represent a housing option that’s more affordable than detached single-family homes and fit within a walkable neighborhood context. Shifting demographics with smaller households also make these housing types a great option for the full range of communities in Washington.



Source: Opticos, 2005





PART  
**04**  
IMPLEMENTATION PLAN

It is essential to understand the steps necessary to implement the strategic recommendations. This Implementation Plan could guide budgeting and work planning for the City, coordination with partners, and ongoing efforts to update City policies.

The design, adoption, and implementation of a housing action plan require sophisticated, durable, and dedicated leadership from a diverse group of local stakeholders such as government officials, businesspeople, labor unions, clergy, educators, public safety employees, and low-income advocates. Moreover, the administration of the action plan and long-term compliance monitoring with affordability covenants can be labor-intensive and requires expertise. Often, small cities must design and adopt a housing action plan effectively and ensure professional implementation and administration over the long run. Implementation is also part of a cycle that involves the entire housing action plan. *Appendix B* includes the Implementation Plan which describes the following:

- HAP Action Number and Strategy
- Immediate next steps to take to prepare for implementation
- Timeline
  - Near Term: 0-2 years
  - Mid Term: 3-5 years
  - Long Term: Over 6 years
- Indicators of Success
- Challenges

## IMPLEMENTATION CONSIDERATIONS

Although several actions described in this section are involved with implementing the Housing Action Plan, there are topic areas in the Plan that will require further coordination and guidelines for detailed tasks.

### Land Use Study

The City could determine specific land-use changes and zoning districts to achieve increased creation and diversity of housing. In addition, this study could be coordinated with and inform the Comprehensive Plan updates and highlight opportunities for the following changes to the Code and Comprehensive Plan policies:

- Minimum density requirements across different zoning districts to reduce lower-density development.
- Targeted rezoning of specific locations to allow for increased development densities, especially in areas close to transit options.
- Allowances for new housing types in residential areas.

The Study could focus on identifying changes that would result in new capacity and diversity in the city's housing stock. To support this objective, it could examine the feasibility and likelihood of development under different land use changes and highlight options that

would help achieve a diversity of housing types and sizes across the city through development, redevelopment, and infill across the city. Ongoing efforts could be coordinated to monitor these changes' long-term effects and adjust these policies and provisions as needed.

### Housing Funding Strategy

The City could develop a coordinated strategy to determine how these funding sources could be applied to maximize the yield of affordable housing and address critical gaps in the availability of local affordable housing.

### Continued Partnerships

The City currently collaborates with A Regional Coalition for Housing (ARCH), a partnership between King County and East King County Cities. ARCH's goal is to preserve and increase the housing supply for low and moderate-income households in the region by developing housing policies, strategies and regulations, administering housing programs, coordinating city investments in affordable housing, and assisting people in the search for affordable rental and ownership housing.

The City of Medina has been a member of ARCH since 1999 and each year, the City allocates funds to the General Fund for

Affordable Housing. Funds are awarded to individual affordable housing projects through ARCH. A continued partnership between Medina and ARCH is imperative in achieving the strategies and actions outlined in the Housing Action Plan.

### Ongoing Monitoring and Review

Ensuring that these programs have the intended effects and will meet the overall goals identified in this Housing Action Plan and the Comprehensive Plan will require long-term efforts to monitor the development of market-rate and affordable housing in the City. Because of this, the overall implementation of the HAP could be reviewed with a series of indicators and regular reviews within the next five years.

### Comprehensive Plan Policy Integration

A substantial portion of the actions identified in this Housing Action Plan will either need to be implemented directly through changes to the Comprehensive Plan or will need to be supported through changes to policies in the Comprehensive Plan. Because of this, these revisions should be specifically identified and incorporated into the initial planning processes for the Comprehensive Plan update. Therefore, under the recommendations in this document,

the following steps would be necessary to coordinate potential revisions for the Comprehensive Plan update:

**Policy Focus:** Develop a series of clear policy statements based on recommendations from the HAP that reinforce the commitment of the City in specific topic areas related to housing, including racial equity in the real estate market, anti-displacement efforts, and the demand for diverse housing types.

**Housing Goals:** Amend the goals for housing development based on the projections included in this report. These may be adjusted to account for revisions to the Countywide Planning Policies but could consider the identified need for additional housing across income categories in the community.

**Residential Land Use Study:** Coordinate a detailed review of current zoning and development feasibility to determine potential areas where increased development densities and new housing types would result in more housing. This assessment establishes recommended places where zoning regulations could be changed through targeted rezones, minimum density requirements, and allowances for new housing types within these areas. These changes could be provided as revisions to the land use map and related policies in the Comprehensive Plan.

## PROPORTIONALITY AND GAPS IN FUNDING

The Housing Action Plan identifies several barriers to housing that need to be addressed at the county, state, or federal level. Proportionality becomes evident when cities the size of Medina are not the best suited to leverage sufficient funding to meet the needs identified in this plan.

This plan's actions, implementation, and monitoring require funding. This is especially true of actions intended to create affordable housing for the most vulnerable and lowest-income households. While the measures adopted are designed to fill the gap in housing affordability, they need state and federal government relief to make the outcomes of those a reality. Loss of funding at either the state or federal level can have several impacts at the local level, and this is where proportionality becomes an important consideration.

Therefore, an essential part of implementation is not only the funding for the construction and maintenance of low-income housing but future legislation that enables small cities like Medina to control, monitor and maintain housing affordability and the outcomes of the actions once they are implemented.





PART  
**05**  
MONITORING PLAN

## MONITORING

### The City and Community Stewardship

The following section summarizes a monitoring plan that describes who is a part of measuring the performance of the actions and how they will do it. The monitoring plan includes a regular collection of data with a completed report and is offered to those determining budgets for city council review. One stated purpose of the Housing Action Plan is to assist the City in preparing for the next Comprehensive Plan update. Along these lines, several “strategies” do not directly result in housing creation. Instead, each of the three strategies contains a framework for systematically meeting the goals of each principle. For example, some of the actions include monitoring local efforts. They are an integral part of the city’s efforts to understand local needs, to help assess the effectiveness of overall efforts and specific actions, and to help inform future planning efforts. These often require ongoing efforts to monitor local conditions and evaluate the impact of different actions.

Recommended indicators are provided below and describe how progress toward goals can be evaluated. This would include assessing data for Medina and surrounding communities for comparison. However, one of the significant challenges with this complete suite of indicators is that information on Medina residents, including renters and homeowners, can take time for the City to collect promptly. While data from the State Office of Financial Management and Zillow are typically up-to-date, available sources of household-level information, such as the American Community Survey, often need to catch up due to the reliance on surveys. Because of this, the time scale of these indicators could be explicitly considered and explained in any reporting.



## Guiding Principles

### A. Preventing Housing Instability and Displacement

### B. Increasing Housing Stock and Variety

### C. Proactively Plan for the Housing of Future Residents

ACTION	INDICATOR	PURPOSE	SOURCES
<p><b>Action A.1.1</b> Preservation and Rehabilitation Incentives</p>	<p>Use of City funds and incentives to support income-limited households</p> <p>Create and monitor a housing preservation inventory</p>	<p>In addition to general targets for creating new rent-restricted housing for low-income households, it is also essential to understand how the City's funding and incentive programs are being used to support these goals.</p> <p>Monitoring a housing preservation inventory allows the City to have better information on the affordable housing that exists in their jurisdiction. The city can then create more targeted programs that address real needs.</p>	<p>City tracking of housing expenditures</p> <p>City tracking of existing affordable housing units. HUD CHAS.</p>
<p><b>Action A.1.2</b> Foreclosure Resources</p>	<p>Homeownership rates, total and by race/ethnicity</p> <p>Monitor the prevalence of foreclosures in Medina</p>	<p>Understand the access of households to homeownership in Medina, especially BIPOC and other groups that have often been challenged to access homeownership in the past. This could help the city understand how foreclosures impact the city's population.</p> <p>The success of the foreclosure resources program can be measured through the change in foreclosures before and after. Continued monitoring can show which resources and advertisements are the highest impact.</p>	<p>US Census Bureau, American Community Survey, 5-year estimates</p> <p>City tracking of foreclosures.</p>
<p><b>Action A.1.3</b> Direct Household Assistance</p>	<p>Use of City funds and incentives to support the development of income-restricted housing units</p>	<p>It is essential to understand how the City's funding and incentive programs are being used to support vulnerable and easily displaced households. To use these funds most effectively, tracking their expenditure and use allows adjustment to the program in the future.</p>	<p>City tracking of housing expenditures.</p>
<p><b>Action A.2.1</b> Tenant Protections</p>	<p>Eviction rates for renters in the City.</p>	<p>Tracking eviction rates in Medina can help show what effect tenant protections are having on protecting renters from evictions.</p>	<p>City tracking of renter evictions</p>

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ACTION	INDICATOR	PURPOSE	SOURCES
<p>Action A.2.2 Fee Waivers or Reductions</p>	<p>Housing development completed, total and by housing type.</p> <p>Tracking increase in construction of fee-waived housing types.</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced</p> <p>By tracking the proliferation of the encouraged housing type, the city can see if developers are taking advantage of this program.</p>	<p>Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing</p> <p>Internal City construction permit tracking</p>
<p>Action A.2.3 Direct Household Assistance</p>	<p>Use of City funds and incentives to support income-limited households</p>	<p>It is essential to understand how the City's funding and incentive programs are being used to support vulnerable and easily displaced households. To use these funds most effectively, tracking their expenditure and use allows adjustment to the program in the future.</p>	<p>City tracking of housing expenditures</p>
<p>Action A.2.4 Multifamily Tax Exemption</p>	<p>Housing development completed, total and by housing type</p> <p>Monitor tenancy and rent per unit type.</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.</p> <p>There are a number of data points which state law requires cities with multifamily tax exemptions to report. This information may also be useful for the city to understand the dynamic state of affordable housing in the city. This information might be best collected</p>	<p>Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing</p> <p>City tracking of affordable housing.</p>
<p>Action A.2.5 Short Term Rentals</p>	<p>Number of short term rentals available in the City</p> <p>Monitor the number of short-term rental permits annually distributed by the City</p>	<p>Regulate short term rentals by requiring a permit. This will ensure regulations are followed and is key to increasing housing available for city residents and limiting what is used for short-term rentals</p> <p>Short-term rental permits control the number of short-term rentals in the City and bring to compliance any short term rentals that have not sought permits.</p>	<p>Short term home rental websites such as Airbnb, Vrbo, and Perfectplaces.</p> <p>City tracking of short term rental permits</p>

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ACTION	INDICATOR	PURPOSE	SOURCES
<p>Action B.1.1 Infill Development</p>	<p>Housing development completed, total and by housing type</p> <p>Monitoring underutilized buildable lands</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.</p> <p>After determining the total buildable capacity, the city can find how much buildable capacity remains. Infill development seeks to close this gap.</p>	<p>Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing</p>
<p>Action B.1.2 Up-zoning</p>	<p>Housing development completed, total and by housing type</p> <p>Monitoring total housing capacity</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.</p> <p>By tracking the total housing capacity, the city can see if up-zoning has resulted in more housing units or has continued to develop solely single-family residential units.</p>	<p>Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing</p>
<p>Action B.1.3 Density Bonus</p>	<p>Housing supply by income band</p> <p>Monitoring the proliferation of the public benefit identified.</p>	<p>Housing supplies for low- and moderate-income households can be essential to understand if there are shortfalls, specifically with lower-cost housing in the city, and whether new development and existing stocks can meet changing needs.</p> <p>The identified public benefit which may be exchanged for additional density in the density bonus schema could be tracked through time to analyze the success of the program</p>	<p>US Department of Housing and Urban Development, Comprehensive Housing Affordability Strategy (CHAS) data, 5-year estimates</p> <p>Zillow CoStar</p> <p>Internal City permit tracking.</p>
<p>Action B.1.4 Fee Waivers or Reductions</p>	<p>Housing development completed, total and by housing type</p> <p>Tracking increase in construction of fee-waived housing types.</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced</p> <p>By tracking the proliferation of the encouraged housing type, the city can see if developers are taking advantage of this program.</p>	<p>Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing</p> <p>Internal City construction permits tracking</p>

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ACTION	INDICATOR	PURPOSE	SOURCES
<b>Action B.1.5</b> Reduce Minimum Lot Sizes	Housing development completed, total and by housing type  Track average lot size with improved structures	Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced  A decreasing average lot size associated with housing units indicates that developers are taking advantage of the reduced minimum lot size.	Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing
<b>Action B.2.1</b> ADU	Housing development completed, total and by housing type  Track the number of preapplication meetings related to Duplex development	Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.  Trends in preapplication meetings related to duplexes showcase developer interest in the duplex programs.	Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing  Internal city meeting tracking.
<b>Action B.2.2</b> Duplex	Housing development completed, total and by housing type  Track the number of preapplication meetings related to the townhome development	Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.  Trends in preapplication meetings related to townhomes showcase developer interest in the townhome programs.	Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing  Internal city meeting tracking.
<b>Action B.2.3</b> Cottages	Housing development completed, total and by housing type  Track the number of preapplication meetings related to triplex development	Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.  Trends in preapplication meetings related to triplex showcase developer interest in the triplex program.	Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing  Internal city meeting tracking.
<b>Action B.2.4</b> Triplex	Housing development completed, total and by housing type  Track the number of preapplication meetings related to triplex development	Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.  Trends in preapplication meetings related to triplex showcase developer interest in the triplex program.	Internal City construction permit tracking King County Assessor's Office WA State Office of Financial Management Postcensal Estimates of Housing  Internal city meeting tracking.

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ACTION	INDICATOR	PURPOSE	SOURCES
<p>Action B.2.5 Fourplex</p>	<p>Housing development completed, total and by housing type</p> <p>Track the number of preapplication meetings related to the Fourplex development</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.</p> <p>Trends in preapplication meetings related to the fourplex showcase developer interest in the fourplex program.</p>	<p>Internal City construction permit tracking King County Assessor’s Office WA State Office of Financial Management Postcensal Estimates of Housing</p> <p>Internal city meeting tracking.</p>
<p>Action B.2.6 Townhomes</p>	<p>Housing development completed, total and by housing type</p> <p>Track the number of preapplication meetings related to cottage development</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.</p> <p>Trends in preapplication meetings related to cottages showcase developer interest in the cottage programs.</p>	<p>Internal City construction permit tracking King County Assessor’s Office WA State Office of Financial Management Postcensal Estimates of Housing</p> <p>Internal city meeting tracking.</p>
<p>Action B.2.7 Live/Work Units</p>	<p>Housing development completed, total and by housing type</p> <p>Track the number of preapplication meetings related to living/work unit development</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.</p> <p>Trends in preapplication meetings related to living/work units showcase developer interest in living/work unit programs.</p>	<p>Internal City construction permit tracking King County Assessor’s Office WA State Office of Financial Management Postcensal Estimates of Housing</p> <p>Internal city meeting tracking.</p>
<p>Action C.1.1 Affordability Covenants</p>	<p>Housing cost burden by household type and income category</p> <p>Monitor the number of deeds recorded with affordability covenants.</p>	<p>In addition to identifying the potential housing supply for low- and moderate-income households, it can also be essential to understand changes in the housing burden these households face in accessing appropriate housing.</p> <p>The change in number of deeds recorded in the city with affordability covenants provides a metric of success for any encouragement the city does of affordability covenants</p>	<p>US Department of Housing and Urban Development Comprehensive Housing Affordability Strategy (CHAS) data, 5-year estimates</p> <p>US Census Bureau Public Use Microdata Sample data, 5-year estimates</p> <p>City tracking of deeds with affordability covenants.</p>

Guiding Principles

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ACTION	INDICATOR	PURPOSE	SOURCES
<p>Action C.1.2 Inclusionary Zoning</p>	<p>Housing cost burden by household type and income category</p> <p>Number of affordable units</p> <p>Tracking incentive usage over time</p>	<p>In addition to identifying the potential housing supply for low- and moderate-income households, it can also be essential to understand changes in the housing burden these households face in accessing appropriate housing. Tracking incentive usage over time can help the city identify what the appropriate incentive level is to encourage incentive usage and maximize affordability benefits.</p>	<p>US Department of Housing and Urban Development Comprehensive Housing Affordability Strategy (CHAS) data, 5-year estimates</p> <p>US Census Bureau Public Use Microdata Sample data, 5-year estimates</p> <p>Internal City tracking</p>
<p>Action C.1.3 Down Payment Assistance</p>	<p>Homeownership rates, total and by race/ethnicity</p> <p>Track the number of applicants who successfully qualify for down payment assistance.</p>	<p>Understand the access of households to homeownership in Medina, especially BIPOC and other groups that have often been challenged to access homeownership in the past.</p> <p>The number of applicants that qualify for down payment assistance can provide the City with some understanding of the number of households that would benefit from these loans.</p>	<p>US Census Bureau, American Community Survey, 5-year estimates</p> <p>Washington State Housing Finance Commission</p>
<p>Action C.2.1 Credit Enhancement</p>	<p>Housing cost burden by household type and income category</p> <p>Track the number of permits for affordable housing that use credit enhancement.</p>	<p>In addition to identifying the potential housing supply for low- and moderate-income households, it can also be essential to understand changes in the housing burden these households face in accessing appropriate housing.</p> <p>The number of permitted projects that use credit enhancement can determine the successfulness of this bond or loan among developers.</p>	<p>US Department of Housing and Urban Development Comprehensive Housing Affordability Strategy (CHAS) data, 5-year estimates</p> <p>US Census Bureau Public Use Microdata Sample data, 5-year estimates</p>
<p>Action C.2.2 Local Programs to Help Build Missing Middle Housing</p>	<p>Housing development completed, total and by housing type</p> <p>Track the number of and successful application of programs created to help build missing middle housing.</p>	<p>Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.</p> <p>Tracking the number and successful application of programs that address missing middle housing can help determine where the City's efforts could be placed in incorporating missing middle housing.</p>	<p>Internal City construction permit tracking</p> <p>King County Assessor's Office</p> <p>WA State Office of Financial Management</p> <p>Postcensal Estimates of Housing</p>

## Guiding Principles

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ACTION	INDICATOR	PURPOSE	SOURCES
<p>Action C.2.3 Alternative Homeowners</p>	<p>Housing cost burden by household type and income category</p> <p>Track the number of permits approved for projects under alternative homeowners.</p>	<p>In addition to identifying the potential housing supply for low- and moderate-income households, it can also be essential to understand changes in the housing burden these households face in accessing appropriate housing.</p> <p>Tracking the number of alternative homeowner projects can measure the popularity of this process among developers and what improvements can be done to encourage these models</p>	<p>US Department of Housing and Urban Development Comprehensive Housing Affordability Strategy (CHAS) data, 5-year estimates</p> <p>US Census Bureau Public Use Microdata Sample data, 5-year estimates</p>
<p>Action C.2.4 Strategic Marketing of Housing Incentives</p>	<p>Tracking incentive usage over time</p>	<p>Tracking incentive usage over time can help the city identify what impact advertisement of housing incentives is having on their usage.</p>	<p>Internal City tracking Feedback with Active Developers</p>
<p>Action C.2.5 Permit Fee Waivers for Affordable Housing</p>	<p>Housing supply by income category</p> <p>The number of waivers issued for affordable housing permits.</p>	<p>Housing supplies for low- and moderate-income households can be essential to understand if there are shortfalls, specifically with lower-cost housing in the city, and whether new development and existing stocks can meet changing needs.</p> <p>Tracking the number of waivers for affordable housing permits can determine the successfulness or popularity of this process among developers. This can inform the City of its effectiveness in encouraging affordable housing.</p>	<p>US Department of Housing and Urban Development, Comprehensive Housing Affordability Strategy (CHAS) data, 5-year estimates</p> <p>Zillow CoStar</p>

## MAINTAINING

### Measurable Indicators of Success

To achieve success, small cities must follow many of the same steps and incorporate many of the same elements as programs in larger urban and better-financed cities. However, these jurisdictions also face various limitations unique to their location and size. With that in mind, several small cities that were successful in their action plans typically demonstrate the following characteristics:

#### Political Commitment

Political champions are essential in any community. However, in small cities where governance and politics can be deeply personal, courageous and proactive leadership is needed to negotiate with individuals who have entrenched beliefs and are unwilling to consider everyone's perspective.

#### City Specific Implementation

Small cities must carefully evaluate their housing needs and market dynamics and design and adopt programs best calibrated to local conditions while balancing financial limitations. For example, it may make sense to start with a relatively modest affordability percentage or consider one form of middle housing at a time. However, given the relatively small scale of existing residential development, it would be impractical to establish a high development-size threshold to trigger a requirement from the housing action plan or address multiple new regulatory actions at one time.

Likewise, many of the most successful programs offer property owners options rather than a rigid "take-it-or-leave-it" or "one-size-fits-all" approach. Typically, this involves negotiation and a menu of incentives to help offset the costs of producing the below-market-rate units. Such flexibility may include design concessions, such as smaller streets, sidewalks, set-backs, fewer parking stalls, and reduced or waived fees. Alternatives to on-site development by the developer may also be offered, including land dedications, credit transfers, and in-lieu fees.

#### Simple and Sustainable Administration

Finally, to overcome the capacity challenge, small cities must often depend on volunteers from the community to support a successful housing action plan. To achieve political support and simplify administration, some jurisdictions have adopted streamlined programs that provide limited or no alternatives to on-site development by market-rate developers to eliminate the possibilities that the jurisdiction will be burdened with fees or land that will require it to act as a de facto developer. However, this must be carefully weighed against the benefits of a more flexible menu of incentives and alternatives. Outsourcing the most complex and cumbersome components of implementation to capable contractors, such as nonprofit organizations, is another option to relieve administrative staff and increase program effectiveness.





## APPENDICES

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## APPENDIX A

### Glossary of Terms

#### Affordable housing

Housing is typically considered to be affordable if total housing costs (rent, mortgage payments, utilities, etc.) do not exceed 30 percent of a household's gross income.

#### AMI

Area Median Income. The benchmark of median income is that of the Seattle-Bellevue, WA HUD Metro Fair Market Rent Area median family income, also sometimes referred to as the HAMFI. The 2018 AMI, which was \$103,400, is used in this report. This measure is used by HUD in administering its federal housing programs in Snohomish County.

#### Cost-burdened household

A household that spends more than 30 percent of its gross income on housing costs.

#### Fair Market Rent

HUD determines what a reasonable rent level could be for a geographic area and sets this as the area's fair market rent. Section 8 (Housing Choice Voucher program) voucher holders are limited to selecting units that do not rent for more than fair market rent.

#### Housing Choice Vouchers

Also referred to as Section 8 Vouchers. A form of federal housing assistance that pays the difference between the Fair Market Rent and 30 percent of the tenant's income. HUD funds are administered by Public Housing Agencies (PHA).

#### Median income

The median income for a community is the annual income at which half the households earn less and half earn more.

#### Severely cost-burdened household

A household that spends more than 50 percent of its gross income on housing costs.

#### Subsidized housing

Public housing, rental assistance vouchers like Section 8, and developments that use Low-Income Housing Tax Credits are examples of subsidized housing. Subsidized housing lowers overall housing costs for people who live in it. Affordable housing and subsidized housing are different, even though they are sometimes used interchangeably.

# APPENDIX B

## Implementation Plan

Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
STRATEGIC OBJECTIVE A: PREVENTING HOUSING INSTABILITY AND DISPLACEMENT					
1.1 Preservation and Rehabilitation Incentives	• Review existing preservation and rehabilitation programs and recommend improvements to better provide incentives to the community	Short Term	Administrative	Department of Development Services	Low
	• Identify potential non-profit partnerships that could better provide resources to community members from collaborative efforts	Medium Term	Partnership Development	A Regional Coalition for Housing	Low
	• Review current outreach practices to inform residents and identify potential improvements to increase opportunities of information sharing	Short Term	Administrative	Department of Development Services	Low
1.2 Foreclosure Resources	• Review current outreach practices to inform residents and identify potential improvements to increase opportunities of information sharing	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Identify potential non-profit partnerships that could better provide resources to community members from collaborative efforts	Short Term	Partnership Development	Department of Development Services	Low
1.3 Direct Household Assistance	• Review current outreach practices to inform residents and identify potential improvements to increase opportunities of information sharing	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Collaborate with Washington State Housing Finance Commission to market qualified residents in the community	Medium Term	Partnership Development	A Regional Coalition for Housing	Medium
2.1 Tenant Protections	• Review existing programs and suggest improvements to protect tenants	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Review current outreach practices to inform residents and identify potential improvements to increase opportunities of information sharing	Short Term	Administrative	A Regional Coalition for Housing	Low

Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
2.2 Fee Waivers or Reductions	• City identification of preferred housing types for fee reduction	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Changes to zoning code fee schedule to waive fees for applicable housing type.	Medium Term	Legislative	City Council	High
	• Increase awareness of fee waivers and reductions among developers	Medium Term	Administrative	Department of Development Services	Medium
2.3 Direct Household Assistance	• Review current outreach practices to inform residents and identify potential improvements to increase opportunities of information sharing	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Collaborate with Washington State Housing Finance Commission to market to qualified residents in the community	Short Term	Partnership Development	A Regional Coalition for Housing	Medium
2.4 Multifamily Tax Exemption	• Discuss and develop proposed code amendments with community, Planning Commission, and City Council	Medium Term	Administrative	Department of Development Services	Medium
	• Amend code to include allowing multifamily tax exemptions for eligible multifamily housing development	Medium Term	Legislative	City Council	High
2.5 Short Term Rentals	• Facilitate neighborhood discussion on developing short term rental permits to limit the number of rentals in the community	Short Term	Administrative	Department of Development Services	Low
	• Develop proposed code amendments to community, Planning Commission, and City Council	Medium Term	Legislative	City Council	Medium

Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
<b>STRATEGIC OBJECTIVE B: INCREASING HOUSING STOCK AND VARIETY</b>					
1.1 Infill Development	• Lower minimum lot sizes within all zones	Medium Term	Legislative	City Council	High
	• Create a program to flex zoning requirements or remove development fees for redevelopment of currently vacant lots	Long Term	Legislative	City Council	High
	• Create preapproved ADU designs	Short Term	Administrative	Department of Development Services	Low
	• Conduct an assessment of the areas of the City that would most benefit from infill development	Medium Term	Administrative	Department of Development Services	Medium
	• Facilitate neighborhood conversations on the benefits of infill development	Short Term	Administrative	Department of Development Services	Low
	• Assess land use or municipal code for opportunities to incorporate infill where appropriate	Short Term	Administrative	Department of Development Services	Low
1.2 Up-zoning	• Facilitate community-wide conversations regarding up-zoning	Short Term	Administrative	Department of Development Services	Low
	• Identify processes that could facilitate the re-classification of under-zoned residential parcels and consider changes to administrative procedures	Medium Term	Administrative	Department of Development Services	Medium
	• Medina could upzone through allowing larger bulk development standards for small scale multifamily structures, such as duplexes, triplexes, and fourplexes.	Long Term	Legislative	City Council	High

Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
1.3 Density Bonus	• City identification of appropriate public benefit goal.	Short Term	Administrative	Department of Development Services	Low
	• Creation of zoning code program to allow larger bulk density in exchange for the public benefit goal.	Long Term	Administrative	Department of Development Services	High
	• Determine what areas of the city would be most successful from the application of density bonuses	Medium Term	Administrative	Department of Development Services	Medium
	• Review similar density bonus programs in neighboring cities	Short Term	Administrative	Department of Development Services	Low
1.4 Fee Waivers or Reductions	• City identification of preferred housing types for fee reduction	Short Term	Administrative	Department of Development Services	Low
	• Changes to zoning code fee schedule to waive fees for applicable housing type.	Medium Term	Legislative	City Council	Medium
	• Increase awareness of fee waivers and reductions among developers once developed	Medium Term	Administrative	Department of Development Services	Low
1.5 Reduce Minimum Lot Sizes	• Create a different set of development standards for small lot size development	Medium Term	Legislative	City Council	High
	• Permit development on small lots citywide	Medium Term	Legislative	City Council	Medium
	• Facilitate neighborhood conversations on the benefits of reducing minimum lot sizes	Short Term	Administrative	Department of Development Services	Low
	• Conduct additional studies to understand what the City's capacity is to reduce minimum lot sizes	Medium Term	Administrative	Department of Development Services	Medium

Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
2.1 ADU	<ul style="list-style-type: none"> <li>Facilitate neighborhood conversations on the benefits of developing ADUs</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Review municipal code and develop code updates that would add more flexibility to the current standards.</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Propose code amendments that would make it easier to build ADU's, community, Planning Commission, and City Council discussion and review</li> </ul>	Medium Term	Legislative	City Council	High
	<ul style="list-style-type: none"> <li>In tandem with new bulk standards, permit ADU development on all lots throughout the city.</li> </ul>	Medium Term	Legislative	City Council	High
2.2 Duplex	<ul style="list-style-type: none"> <li>Facilitate neighborhood conversations on the benefits of developing duplexes</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Review municipal code and develop code updates that would add flexibility to the current standards.</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Propose code amendments that would make it easier to build duplexes for community, Planning Commission, and City Council discussion and review</li> </ul>	Medium Term	Legislative	City Council	High
	<ul style="list-style-type: none"> <li>In tandem with new bulk standards, permit duplex development in all zones throughout the city.</li> </ul>	Medium Term	Legislative	City Council	High
2.3 Cottages	<ul style="list-style-type: none"> <li>Facilitate neighborhood conversations on the benefits of developing cottages</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Review municipal code and develop code updates that would add flexibility to the current standards.</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Propose code amendments that would make it easier to build townhomes for community, Planning Commission, and City Council discussion and review</li> </ul>	Medium Term	Legislative	City Council	High
2.4 Triplex	<ul style="list-style-type: none"> <li>Facilitate neighborhood conversations on the benefits of developing triplexes</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Review municipal code and develop code updates that would add flexibility to the current standards.</li> </ul>	Short Term	Administrative	Department of Development Services	Low
	<ul style="list-style-type: none"> <li>Propose code amendments that would make it easier to build triplexes for community, Planning Commission, and City Council discussion and review</li> </ul>	Medium Term	Legislative	City Council	High

Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
2.5 Fourplex	• Facilitate neighborhood conversations on the benefits of developing fourplexes	Short Term	Administrative	Department of Development Services	Low
	• Review municipal code and develop code updates that would add flexibility to the current standards.	Short Term	Administrative	Department of Development Services	Low
	• Propose code amendments that would make it easier to build fourplexes for community, Planning Commission, and City Council discussion and review	Medium Term	Legislative	City Council	High
2.6 Townhome	• Facilitate neighborhood conversations on the benefits of developing townhomes	Short Term	Administrative	Department of Development Services	Low
	• Review municipal code and develop code updates that would add flexibility to the current standards.	Short Term	Administrative	Department of Development Services	Low
	• Propose code amendments that would make it easier to build cottages for community, Planning Commission, and City Council discussion and review	Medium Term	Legislative	City Council	High
2.7 Live/Work Units	• Determine feasibility of live/work units	Medium Term	Administrative	Department of Public Works	Medium
	• Facilitate neighborhood conversations on the benefits of developing live/work	Short Term	Administrative	Department of Development Services	Low
	• Review municipal code and develop code updates that would add flexibility to the current standards.	Short Term	Administrative	Department of Development Services	Low
	• Propose code amendments that would make it easier to build live/work units for community, Planning Commission, and City Council discussion and review	Medium Term	Legislative	City Council	High



Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
<b>STRATEGIC OBJECTIVE C: PROACTIVELY PLAN FOR THE HOUSING OF FUTURE RESIDENTS</b>					
1.1 Affordability Covenants	• Conduct research on the feasibility and applicability of affordability covenants	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Facilitate discussions with community, Planning Commission, and City Council on affordability covenants	Medium Term	Administrative	A Regional Coalition for Housing	Medium
	• Develop proposed affordability covenant code amendments to community, Planning Commission, and City Council	Medium Term	Legislative	City Council	High
1.2 Inclusionary Zoning	• Review municipal code for opportunities to incorporate inclusionary zoning	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Facilitate discussion and develop proposed inclusionary zoning code amendments to community, Planning Commission, and City Council	Medium Term	Administrative	A Regional Coalition for Housing	Medium
1.3 Down Payment Assistance	• Review current outreach practices to residents and identify potential improvements to increase opportunities of information sharing	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Identify funding streams that can support a down payment assistance program	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Identify potential partnerships that can foster a down payment assistance program and make improvements	Short Term	Partnership Development	A Regional Coalition for Housing	Low
2.1 Credit Enhancement	• Research and inventory credit enhancement programs that developers can utilize in creating affordable housing units	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Facilitate discussion with developers to assess the effectiveness of credit enhancement	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Streamline the permitting process to encourage the use of credit enhancement incentives	Short Term	Administrative	Department of Development Services	Low

Action		Timeline	Method of Accomplishing	Lead Party	Investment Level
2.2 Local Programs to Help Build Missing Middle Housing	• Facilitate discussion with the community, Planning Commission, and City Council to build local programs that encourage the development of missing middle housing	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Identify and inventory existing parcels that can accommodate missing middle housing with current code	Short Term	Administrative	Department of Development Services	Low
	• Develop local programs that fund, incentivize, create code change, educate the public, and streamline the process to build missing middle housing	Medium Term	Administrative	A Regional Coalition for Housing	Medium
2.3 Alternative Homeowners	• Review code to determine code changes that encourage or inform the development of alternative homeowner models	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Facilitate discussions and propose code amendments with the community, Planning Commission, and City Council on allowing and streamlining review for alternative home models	Short Term	Administrative	A Regional Coalition for Housing	Medium
2.4 Strategic Marketing of Housing Incentives	• Review existing marketing efforts of housing incentives for developers and for residents	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Recommend improvements to marketing efforts for housing incentives	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Facilitate discussions or workshops for residents and developers to increase opportunities of information sharing	Short Term	Administrative	A Regional Coalition for Housing	Low
2.5 Permit Fee Waivers for Affordable Housing	• City identification of preferred housing types for fee reduction	Short Term	Administrative	A Regional Coalition for Housing	Low
	• Changes to zoning code fee schedule to waive fees for applicable housing type.	Medium Term	Legislative	City Council	High
	• Increase awareness of fee waivers and reductions among developers	Medium Term	Administrative	A Regional Coalition for Housing	Medium

## APPENDIX C

### Housing Needs Assessment

[Separate Enclosure]

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# HOUSING NEEDS ASSESSMENT

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## CITY OF MEDINA

MAY 2022

Prepared by:



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# Glossary

**Affordable housing:** The United States Department of Housing and Urban Development (HUD) considers housing to be affordable if the household is spending no more than 30 percent of its income on housing costs (rent, mortgage payments, utilities, etc.). A healthy housing market includes a variety of housing types that are affordable to a range of different household income levels. However, the term “affordable housing” is often used to describe income restricted housing available only to qualifying low-income households. Income-restricted housing can be located in public, nonprofit, or for-profit housing developments. It can also include households using vouchers to help pay for market-rate housing (see “Vouchers” below for more details).

**American Community Survey (ACS):** This is an ongoing nationwide survey conducted by the U.S. Census Bureau. It is designed to provide communities with current data about how they are changing. The ACS collects information such as age, race, income, commute time to work, home value, veteran status, and other important data from U.S. households.

**Area median income (AMI):** This is a term that commonly refers to the area-wide median family income calculation provided by the federal Department of Housing and Urban Development (HUD) for a county or metropolitan region. Income limits to qualify for affordable housing are often set relative to AMI. In this report, unless otherwise indicated, AMI refers to the HUD Area Median Family Income (HAMFI).

**Cost-burden:** When a household that spends more than 30 percent of their gross income on housing costs, including utilities, they are cost-burdened. When a household pays more than 50 percent of their gross income on housing, including utilities, they are severely cost-burdened. Cost-burdened households have less money available for other essentials, like food, clothing, transportation, and medical care.

**Fair market rent (FMR):** HUD determines what a reasonable rent level should be for a geographic area and sets this as the area’s fair market rent. Housing choice voucher program voucher holders are limited to selecting units that do not rent for more than fair market rent.

**Family:** This census term refers to a household where two or more people are related by birth, marriage, or adoption.

**Household:** A household is a group of people living within the same housing unit. The people can be related, such as family. A person living alone in a housing unit, or a group of unrelated people sharing a housing unit, is also counted as a household. Group quarters population, such as those living in a college dormitory, military barrack, or nursing home, are not considered to be living in households. The census sometimes refers to “occupied housing units” and considers all persons living in an occupied housing unit to be a single household. So, Census estimates of occupied housing units and households should be equivalent.

**Household income:** The census defines household income as the sum of the income of all people 15 years and older living together in a household.

**Householder:** This refers to the person (or one of the people) in whose name the housing unit is owned or rented.

**Income-restricted housing:** This term refers to housing units that are only available to households with incomes at or below a set income limit and are offered for rent or sale at a below-market rates. Some income-restricted rental housing is owned by a city or housing authority, while others may be privately owned. In the latter case the owners typically receive a subsidy in the form of a tax credit or property tax exemption. As a condition of their subsidy, these owners must offer a set percentage of all units as income-restricted and affordable to household at a designated income level.

# Glossary

**Low-income:** Families that are designated as low-income may qualify for income-subsidized housing units. HUD categorizes families as low-income, very low-income, or extremely low-income relative to area median family incomes (MFI), with consideration for family size.

INCOME CATEGORY	HOUSEHOLD INCOME
Extremely low-income	30% of HAMFI or less
Very low-income	30-50% of HAMFI
Low-income	50-80% of HAMFI
Moderate income	80-100% of HAMFI
Above median income	>100% of HAMFI

**Median family income (MFI):** The median income of all family households in the metropolitan region or county. Analyses of housing affordability typically group all households by income level relative to area median family income. Median income of non-family households is typically lower than for family households. In this report, both MFI and AMI refer to the U.S. Department of Housing and Urban Development Area Median Family Income (HAMFI).

**Subsidized housing:** Public housing, rental assistance vouchers, and developments that use Low-income Housing Tax Credits (LIHTC) are examples of subsidized housing. Subsidized housing lowers overall housing costs for people who live in it. Affordable housing and subsidized housing are different, even though they are sometimes used interchangeably.

**Tenure:** Tenure references the ownership of a housing unit in relation to the household occupying the unit. According to the US Census Bureau, a housing unit is "owned" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owned" only if the owner or co-owner lives in it. All other occupied units are classified as "rented," including units rented for cash rent and those occupied without payment of cash rent.

**Transportation:** In context of the Location Affordability Index, this term refers to costs associated with auto ownership, auto use, and transit use.

**Vouchers (Tenant-based and Project-based):** HUD provides housing vouchers to qualifying low-income households. These are typically distributed by local housing authorities. Vouchers can be "tenant-based", meaning the household can use the vouchers to help pay for market-rate housing in the location of their choice. They pay the difference between the fair market rent and 30 percent of the tenant's income. Or the vouchers can be "project-based", meaning they are assigned to a specific building.

# Part 1: Introduction

## 1.1 BACKGROUND

In the fall of 2021, the City of Medina applied for grant funding allocated by the Washington State Department of Commerce and funded through E2SHB 1923. The grant funding is being used for the development of a Housing Action Plan (HAP) that will allow the City to recognize the housing needs of its current and future populations, as well as outline goals, policies, and strategies to meet those needs.

The City of Medina does not build or manage housing. However, the City can affect how much and what types of housing are produced in Medina through comprehensive plan policies, development codes, incentives, programs, and capital projects. The HAP will identify strategies to ensure the City's influence on housing production is in line with its overall housing goals.

The first step in the HAP development process is the creation of a housing needs assessment (HNA). Fundamentally, a HNA is a study to identify the current and future housing needs of all economic segments of the community. It attempts to answer the following types of questions:

- Who lives and works here and what are their socioeconomic characteristics?
- What types of housing are available?
- Are there any groups of people who are not able to find housing that is safe, affordable, and meets their household needs?
- How much housing, and what types of housing, are needed to meet current and future housing needs?
- Is there sufficient buildable land capacity to accommodate growth and diversity of housing choice?

The HNA is a baseline of data that explains the current conditions of housing in Medina and the greater region. The numbers and findings in this report are based on multiple data sources as explained in the methodology section. This report is a tool for decision-makers, residents, housing market professionals, and anyone else who may find it useful as a guide. The report highlights shortcomings or gaps regarding the current housing supply and demands of the residents now and in the future.

This document is divided into three main parts:

- **Community Overview:** This part details who lives in the city and the characteristics that shape their current and future needs related to housing.
- **Housing Conditions:** This part describes the current housing inventory of the city with a focus on characteristics such as size, location, cost, and tenure.
- **Gap Analysis:** This part evaluates the alignment between the two previous parts and how certain populations are not finding their needs met through the current housing market.

**The data in this document will be combined and supplemented with information gathered through engagement with stakeholders and residents to form the HAP. The analysis conducted in this Housing Needs Assessment relies on available sociodemographic and housing data from multiple sources. This includes as much publicly available data as possible. Moreover, much of the data is not recent enough to reflect any trends that may have been caused by the COVID-19 pandemic, which likely intensified any housing affordability issues.**



## 1.2 METHODOLOGY

The sources of data we used for this analysis include the following:

- **Puget Sound Regional Council (PSRC).** The PSRC provides overall regional housing targets through the VISION 2040 regional growth strategies, recently updated with the VISION 2050 plan, which informs the development of Countywide Planning Policies. Additionally, the PSRC coordinates housing and employment projections for the region.
- **Washington State Office of Financial Management (OFM).** The OFM is the state-level agency in charge of developing official population and housing counts for statutory and programmatic purposes, and compiles data from individual jurisdictions to further this goal. Publicly available counts for population and housing are available on their website. Additionally, small-area and more detailed custom data are also available to provide more detail on housing and population growth.
- **King County Urban Growth Capacity Report.** Coordinated on a periodic basis, the County coordinates a review and evaluation of development and land supply to determine whether its cities are meeting growth and density targets and if cities have enough land to meet future growth needs. As part of this work, cities survey their available lands for development, and compare this to growth targets established through the Countywide Planning Policies. This report relies on both the estimates of land capacity, as well as the assessment of future growth targets.
- **US Census Longitudinal Employer-Household Dynamics Origin-Destination Employment Statistics (LODES).** The US Census compiles information about the home and work locations of employees and provides information through a web-based interface on the characteristics of jobs and workers, such as economic sector, general length of commute, and wages. Additionally, LODES can also be used to indicate where people in a given location or jurisdiction work, and where workers in a community live, which can provide an understanding of commuting patterns. This data is partly “synthetic”, meaning that it is based on estimates from the original data to preserve anonymity while being representative of major characteristics or trends. OnTheMap is the web-based mapping and report application that provides an easy-to-use interface for viewing the LODES data; it was used to pull the data shown in this report.
- **American Community Survey (ACS).** The American Community Survey is an ongoing survey program coordinated by the US Census Bureau to provide detailed information about the population. Developed as an alternative to the Decennial Census long form, the ACS relies on a sample of households to collect more detailed data on topics such as education, transportation, Internet access, employment, and housing. The results from the ACS are reported on a yearly basis for larger cities, and on a 5-year average basis for all communities. This report relies on this information for some demographics data, and the ACS is also used as part of the CHAS dataset (below). At the time of writing, the most recent dataset available was 2019-2015.
- **Comprehensive Housing Affordability Strategy (CHAS).** The US Department of Housing and Urban Development (HUD) relies on custom tabulations from the ACS to develop the more detailed CHAS dataset. This information is intended to demonstrate the extent of housing needs and issues across communities, with a focus on low-income households. This information, available at a city level, provides detailed information about characteristics of the local housing stock, including the affordability of both rental and owner-occupied housing. The CHAS dataset also provides some household information, which can be cross-tabulated with housing information to link household characteristics with needs. Note that the most recent dataset, released in September 2021, relies on the 2014–2018 ACS dataset.
- **National Housing Preservation Database (NHPD).** The NHPD is an address-level inventory of federally assisted rental housing in the US. The data comes from HUD and the US Department of Agriculture (USDA). NHPD was created in 2011 in an effort to provide communities with the information they need to effectively preserve their stock of public and affordable housing.
- **Zillow.** The online real estate listings company Zillow provides some data on the real estate market free of charge. These datasets include information on rents, home values, inventory, and sales at the city, metro, and zip code levels. To address gaps in data, some of this information relies on information from the ACS to weight key values.

To the greatest extent possible, the latest data sources are used for this report. As datapoints become available at varied times, there may be differences in some stated numbers. While this may seem inconsistent, it is best practice to use the most up to date and available sources, leading to these differences. For example, housing unit totals from 2019 (ACS) and 2021 (OFM) are both in this report.

## Part 2: Community Overview

### 2.1 LOCAL HISTORY AND SETTING

Medina occupies a large peninsula projecting into the central portion of Lake Washington on the lake's east side and contains approximately five miles of waterfront property. Seattle lies directly across the lake to the west and can be accessed via the SR 520 bridge. Medina is bordered on the northeast by the Town of Hunts Point, the east by the City of Clyde Hill, and on the southeast by the City of Bellevue.

Medina was initially settled by the Duwamish and Stillaguamish peoples until the Point Elliot Treaty of 1855, forcing all Native Americans to move to reservations to retain rights to natural resources and hunting lands. The Medina area was vacant when the first white settlers arrived in the 1870s. By the late 1880's, a handful of wealthy landowners purchased properties adjacent to Lake Washington and began developing residences and infrastructure. Residents were enabled to purchase and develop land as a result of the Homestead Act of 1862, which allowed settlers to purchase up to 160 acres of western land and gain ownership after the land was improved for living and farming.

Medina was platted in 1914 and officially incorporated over 39 years later, on August 19, 1955. Access to Seattle had improved by 1941 with the opening of a bridge crossing from the eastside, through Mercer Island, and ending in Seattle. Regional transportation and access improvements encouraged people to purchase property on the eastside of Lake Washington. The population between 1921 and 1955 boomed as the city began to develop services such as schools, churches, and roadways. Since then, the city's population has leveled out over time with no additional annexations possible and a majority of parcels having existing development.

Medina is primarily single-family residential development, with some limited non-residential development exists, such as the Wells Medina Nursery, gas station, Medina grocery store, the post office, Medina Elementary School, St. Thomas Church, St. Thomas School, Bellevue Christian School, and City Hall.



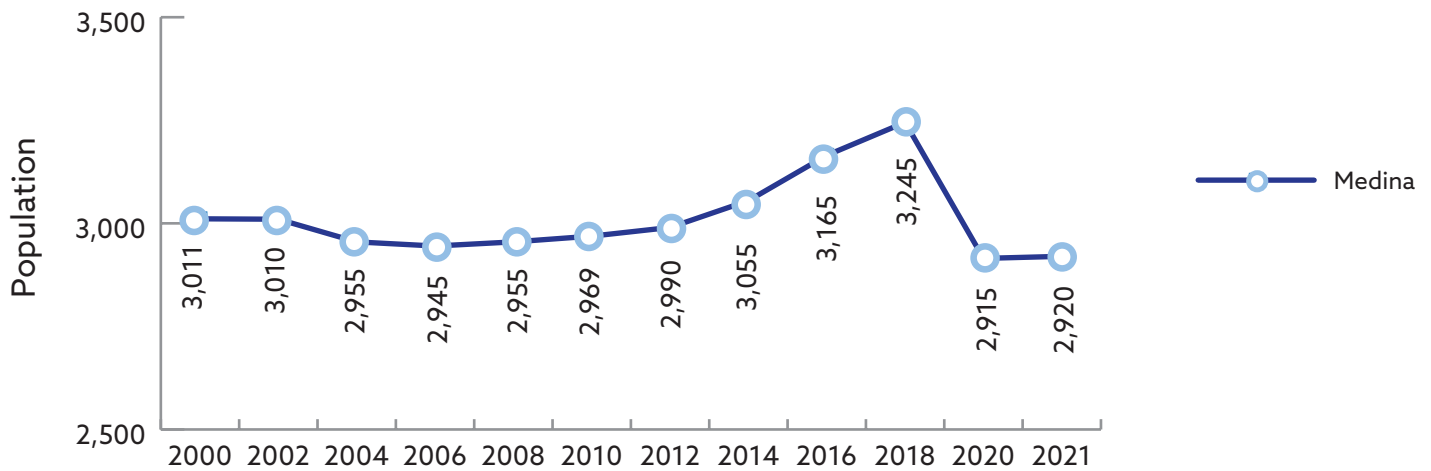
Photo 1: Medina, WA; King5 News.

## 2.2 POPULATIONS

According to the Office of Financial Management (OFM), Medina’s population of 3,245 in 2019 had fallen to 2,920 in 2021.<sup>1</sup> As shown in Exhibit 1, the population since 2000 has hovered around 3,000 people. The community is unique; there is limited land available to accommodate population growth. Medina is one of the smallest cities in King County, spanning approximately 1.44 square miles. Medina’s lands primarily consist of existing developed lands and uses and as such, there is limited developable lands available for growth. Between 2000 and 2021, the population had a growth rate of -3% indicating that the current city limits, land uses, and historical development pattern substantially limit population growth.

1 OFM has estimates of population to 2021, but 2019 is the year primarily used in this assessment due to 2019 being the most recently released American Community Survey (ACS) information at the time of writing.

**Exhibit 1: Population Change (Medina)**



Source: OFM, 2021.

According to the 2019 American Community Survey (ACS), the median age in Medina is around 47 years which is higher than King County's 37 years. Medina's population skews older, with over 40% of Medina's population being over the age of 50 while the County has approximately 33% of its population over 50. Additionally, Medina has a substantially larger youth population (under 20) at 28.5%, which is 6% more than the County.

Medina has a sharp decrease in the 29 to 40 age group. King County residents between ages 29 to 40 make up approximately 46% of the population. Medina is proportionally smaller with adult ages between 29 to 40 making up only 29.5% of the population.

Medina has proportionally a lower workforce population (20 to 64) than the County overall by a margin of 10%.

**Exhibit 2: Population by Age Range (Medina & King County)**

2019	Medina		King County	
<b>Median Age</b>	<b>46.7</b>	<b>46.9</b>	<b>37.8</b>	<b>36.3</b>
<b>75 and over</b>	8%	9%	6%	4%
<b>65 to 74</b>	10%	9%	8%	7%
<b>55 to 64</b>	12%	15%	12%	12%
<b>45 to 54</b>	23%	19%	13%	14%
<b>35 to 44</b>	13%	11%	15%	15%
<b>25 to 34</b>	4%	3%	17%	19%
<b>15 to 24</b>	11%	11%	11%	12%
<b>5 to 14</b>	15%	17%	11%	12%
<b>Under 5</b>	2%	5%	6%	6%
	<b>Female</b>	<b>Male</b>	<b>Female</b>	<b>Male</b>
<b>Totals:</b>	<b>1,688</b>	<b>1,673</b>	<b>1,094,888</b>	<b>1,100,688</b>
65 and over	301 (18%)	294 (18%)	158,164 (14%)	126,168 (11%)
50 to 64	370 (22%)	407 (24%)	203,590 (19%)	202,607 (18%)
18 to 49	511 (30%)	455 (27%)	489,965 (45%)	519,556 (47%)
Under 18	459 (27%)	470 (28%)	243,131 (22%)	252,321 (23%)

Source: 2015-2019 ACS 5-year estimates.

### Ethnicity, Race, and Language Spoken at Home

Similarly to King County overall, Medina’s population is two-thirds white. Medina has a similar breakdown of demographics to King County with a couple of key differences. King County overall has a lower percentage of Asian residents (18%) compared to Medina’s Asian population (24%). The County has a greater percentage of Hispanics (10%) and Black or African-Americans (6%), while Medina’s population is 4% Hispanic and 1% Black or African-American.

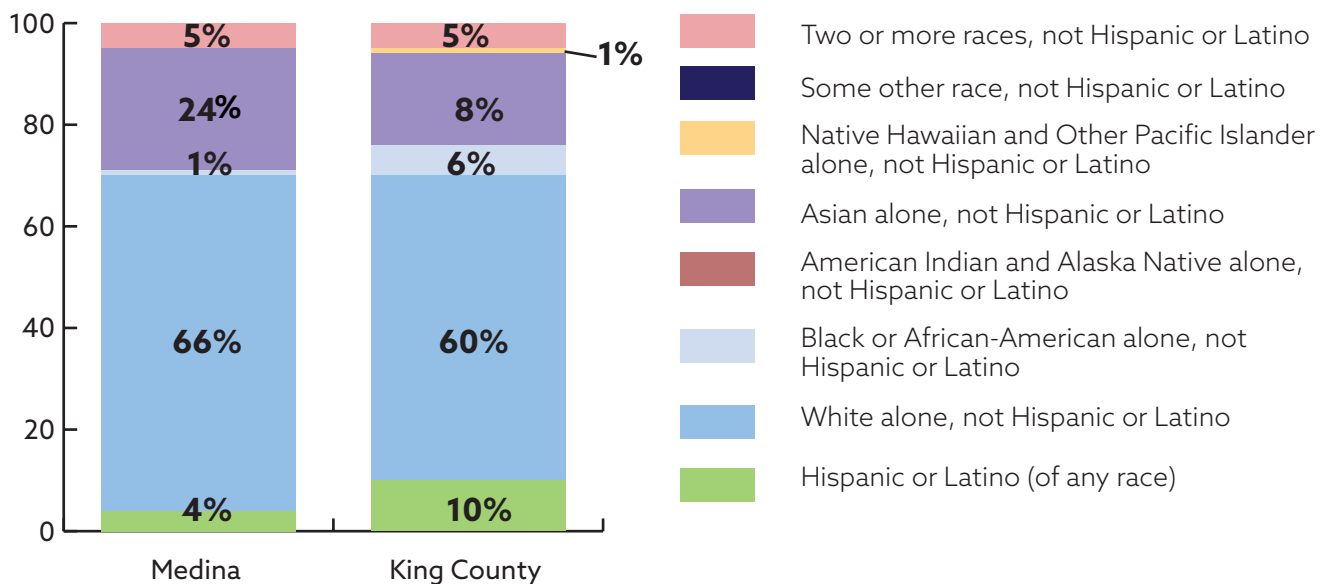
Approximately three fourths (74%) of residents only speak English at home, which is comparable to King County (72%), and 26% speak another language other than English at home. Medina has a higher frequency of Asian and Pacific Island language speakers (63%) compared to King County (43%).

There are some households with limited English proficiency meaning they may require access to language assistance services. All of Medina’s households with limited English proficiency speaking Asian or Pacific Island based languages make up about 3% of households in the city.

Of residents that speak a language other than English at home, Medina has a significantly lower frequency of Spanish speakers (11%) than King County (24%).<sup>2</sup>

2 2015-2019 ACS 5-Year Estimates.

### Exhibit 3: Race and Ethnicity of Population (Medina & King County)



Source: 2015-2019 ACS 5-year estimates.



## 2.3 HOUSEHOLDS

A household is a single person or a group of people, related or unrelated, who live in a single dwelling unit. Understanding the make-up of households across age, race, and sizes helps us to better understand how to provide housing options for the diverse range of household types.

**Exhibit 4: Households by Housing Tenure (Medina & King County)**

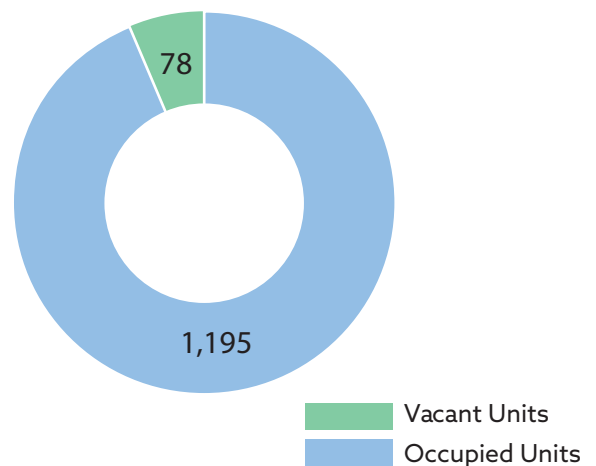
TYPE	MEDINA		KING COUNTY	
	COUNT	PERCENTAGE	COUNT	PERCENTAGE
Owner-occupied	1,032	86%	502,293	57%
Renter-occupied	163	14%	379,735	43%
<b>Total</b>	<b>1,195</b>		<b>882,028</b>	

### Household Tenure and Size

In 2019, there were 1,273 housing units in Medina, 94% of which are occupied. This indicates a 6% vacancy rate for all housing units. An occupied housing unit and household have the same meaning in the census. In Medina, 86% of households are owner households, compared to 57% in King County. This means only 14% of households are renter households.

As of 2019, the average household has 2.73 residents. Medina’s typical household sizes have not significantly changed since 2000, which had an average of 2.71 residents. Owner-occupied households have historically had a higher number of residents per unit than renter-occupied units. As of 2019, owner-occupied households had an average of 2.81 persons and renter-occupied households had an average of 2.25 persons. Medina has a significant number of larger households, with 33% having four or more members. These larger households are primarily owner households, as 62% of renter households have only one or two people.<sup>3</sup>

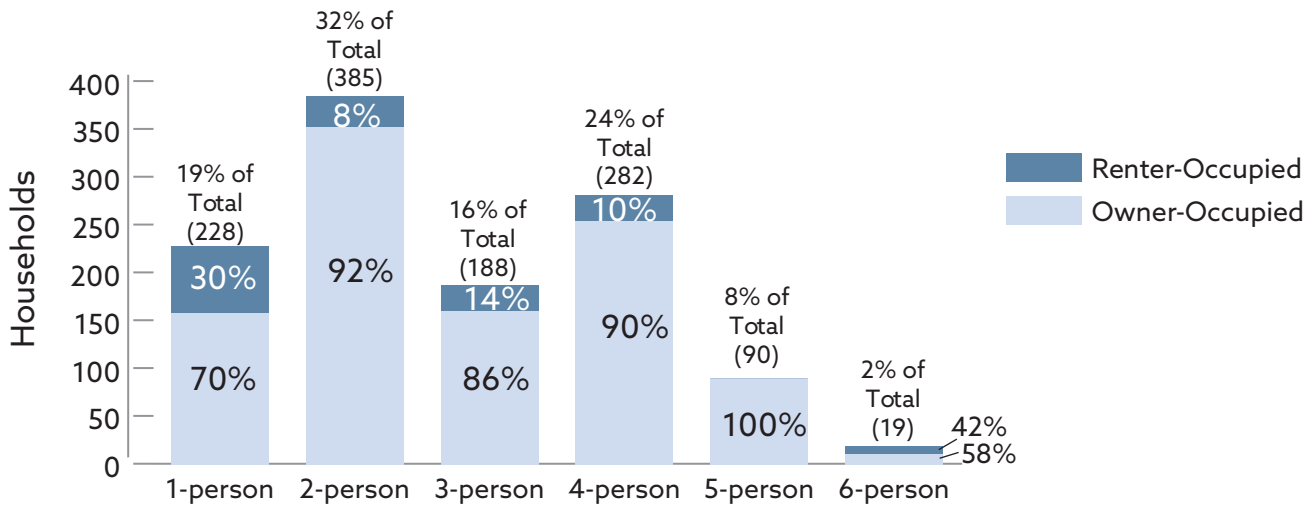
**Exhibit 5: Occupied Housing Units (Medina)**



Source: 2015-2019 ACS 5-year estimates.

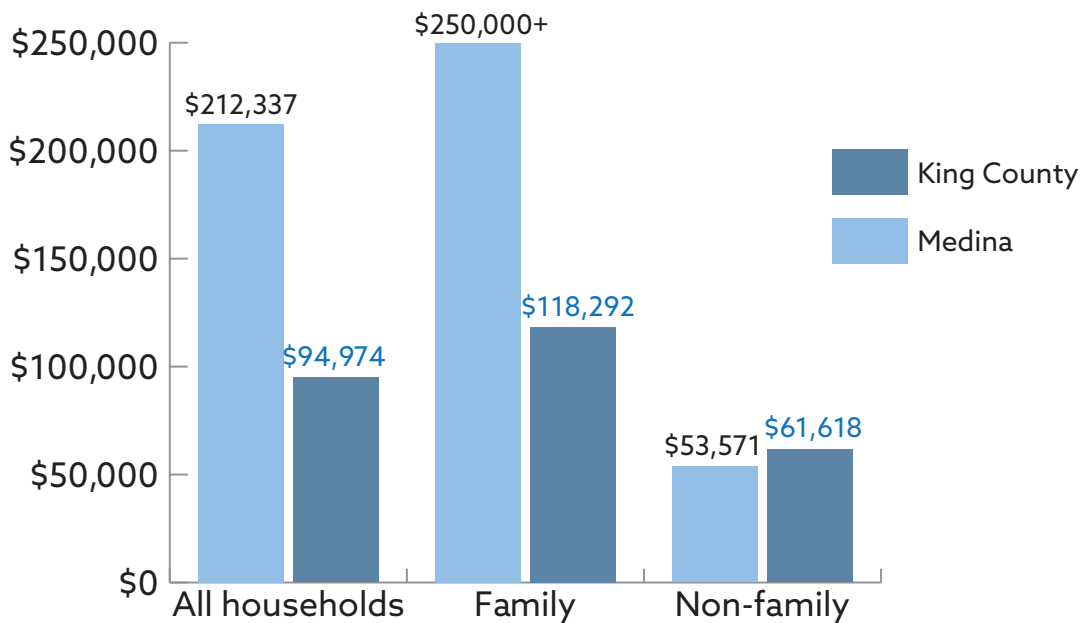
<sup>3</sup> 2015-2019 ACS 5-Year Estimates.

**Exhibit 6: Household Size by Tenure (Medina)**



Source: 2015-2019 ACS 5-year estimates.

**Exhibit 7: Median Household Income by Household Type (Medina & King County)**



Source: 2015-2019 ACS 5-year estimates.

## Household Income

Realizing the relationship and distribution of household income and housing prices is important to Medina’s efforts to fully understand its housing needs. Medina’s median household income is significantly greater than the income of a King County household. Medina households have a median income of \$212,377 which is over twice the \$94,974 that the King County median household makes. The 2019 ACS reports that Medina median family<sup>4</sup> household income is greater \$250,000. Typically, this number would be a better estimate, but the 2019 ACS only breaks down income levels up to \$250,000. Regardless, the actual median family income is still likely two times or more greater than the King County median family income (\$118,292).

Non-family households in the City have a more comparable median income to King County differing by only \$8,000. Medina non-family households make 9% less than non-family households in King County.

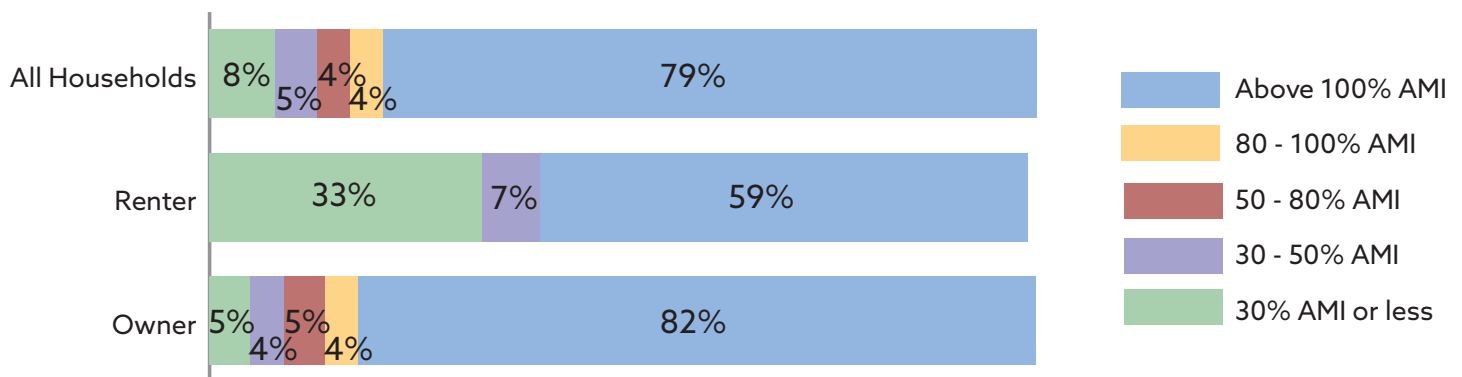
Another way to evaluate household income is to analyze the income distribution and its relationship to housing affordability through Area Median Family Income (AMI). The U.S. Department of Housing and Urban Development (HUD) defines AMI by the following income groups:

- Extremely Low-income: <30% AMI
- Very Low-income: 30-50 % AMI
- Low-income: 50-80% AMI
- Moderate Income: 80-100 % AMI
- Above Median Income: > 100% AMI

*Exhibit 8: Percentage of Households by Income Level and Tenure (Medina)* shows the distribution of household incomes for all Medina households and then for renters and owners. Seventeen percent (17%) of Medina households are considered low-income, earning 80% AMI or less. Over four-fifths of owner households and three-fifths of renter households generate an income greater than the AMI. Owner households have an even distribution of AMI ranges with approximately 4-5% in all other categories. Renters do not have as even of an AMI distribution with the remaining 40% of rented households falling in the very low or extremely low-income group. One third of Medina renters are in the extremely low-income group.

<sup>4</sup> In the census, a “family” is a household where two or more people are related by birth, marriage, or adoption. Therefore, family incomes are typically higher than non-family and total household incomes due to the higher earnings from potential multi-income households.

### Exhibit 8: Percentage of Households by Income Level and Tenure (Medina)



Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

**What is cost-burdened?**

Cost-burdened is a metric that was developed as an amendment to the federal 1968 Fair Housing Act by Senator Edward Brooke. Senator Brooke initially drafted the proposed amendment as a response to country-wide rent increases and complaints about services in public housing complexes by capping public housing rent at 25% of a resident's income.<sup>1</sup> The amendment, thereafter named the Brooke Amendment, passed in 1969 and was amended again in 1981 increasing the affordability cap to 30%.

Cost-burdened households are defined as households that spend more than 30% and less than 50% of their income on housing, and severely cost-burdened households spend more than 50% of their income on housing. Households need remaining income to afford other essentials such as food, utilities, transportation, childcare, and clothing.

In recent years, the metric has been up for debate among economists, planners, and affordable housing advocates because 30% is arguably an arbitrary number that may not be adequately representing actual cost-burdens experienced in different household types. Incomes and cost of living factors vary greatly throughout the United States based on location and the robustness of the local and natural economies.

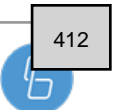
Or a household that spends greater than 30% on housing may live somewhere with better access to amenities or somewhere where they can take

public transportation to work, thereby reducing their transportation costs, which is normally a household's highest expense following housing. Additionally, cost-burden has the same metric for family and individual households, and owner and renter households. The economic burdens that a family may experience are vastly different than what an individual would experience, since families have additional members that require more essentials than an individual would have.

While a new metric for housing affordability is likely needed, the 30% approach still has some important uses cases. The severely cost-burdened measurement is still used by HUD in its Worst Case Housing Needs report to Congress of very low-income renting households that do not receive government housing assistance. The 30% cutoff for affordability also matches what assisted households are required to pay in HUD's Housing Choice Voucher program.

The history and flaws of the cost-burden metric are important to understanding the greater context of the metric purpose and how it should be critically considered in the overall Housing Needs Assessment. However, it is still widely agreed upon within the policy and advocacy community that households paying more than half of their income on housing is a serious issue that needs to be addressed.

<sup>1</sup> HUD, "Rental Burdens: Rethinking Affordability Measures," 2014.



### Cost-Burdened Households

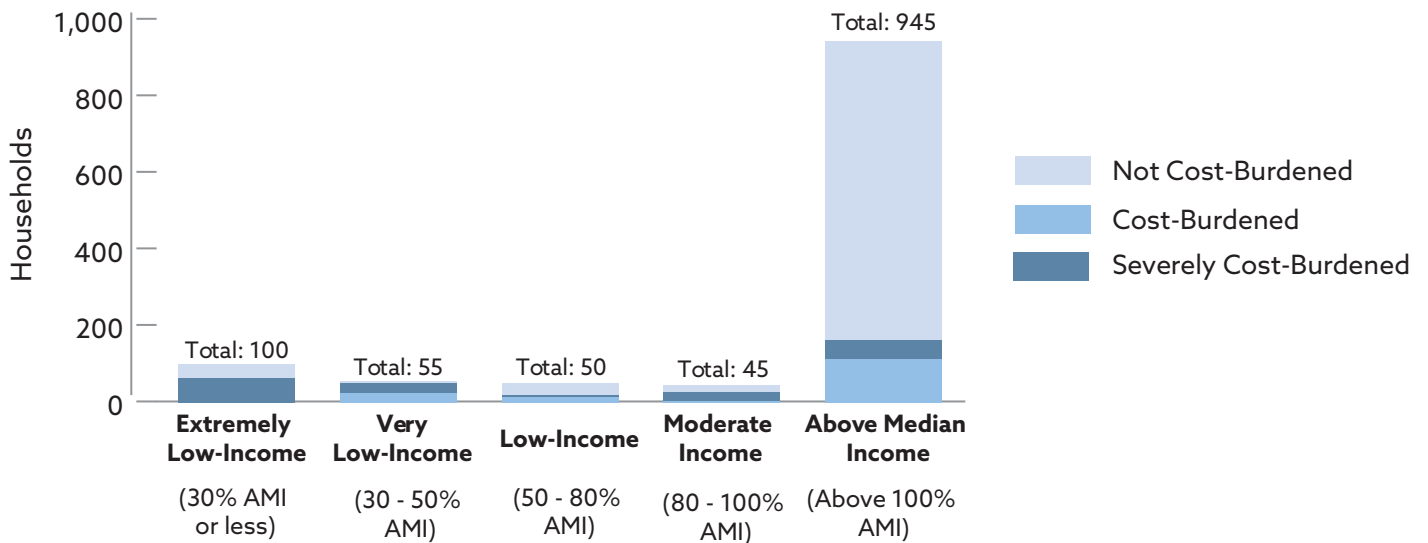
There are two primary income groups in Medina, those who earn above the median income and those who are extremely low-income. High rent and property ownership costs lead to a lack of affordable housing in Medina for families or individuals that fall under the extremely low-income groups. About 30% of households are cost-burdened or severely cost-burdened.

There are disparities in who is experiencing cost-burden between owners and renters. Of the 30% of households that are cost-burdened, 79% are owners compared to the 21% that are renters, but this is due to there being significantly more renters in the city compared to owners. When owner and renter households are separated, 52% of renters are cost-burdened or severely cost-burdened compared to 24% of owners. The majority of cost-burdened renter households are severely cost-burdened. Of cost-burdened owner households, half are cost-burdened, and half are severely cost-burdened.

There are some disparities in which racial groups are cost-burdened in Medina. Overall, the city’s Hispanic households are more cost-burdened than white or Asian families. Nearly three-fourths of white and Asian households are not cost-burdened compared to 40% of Hispanic families. Tenure plays a role in affordability for Hispanic families as 100% of Hispanic renters are cost-burdened compared to 25% of owners that are severely cost-burdened.

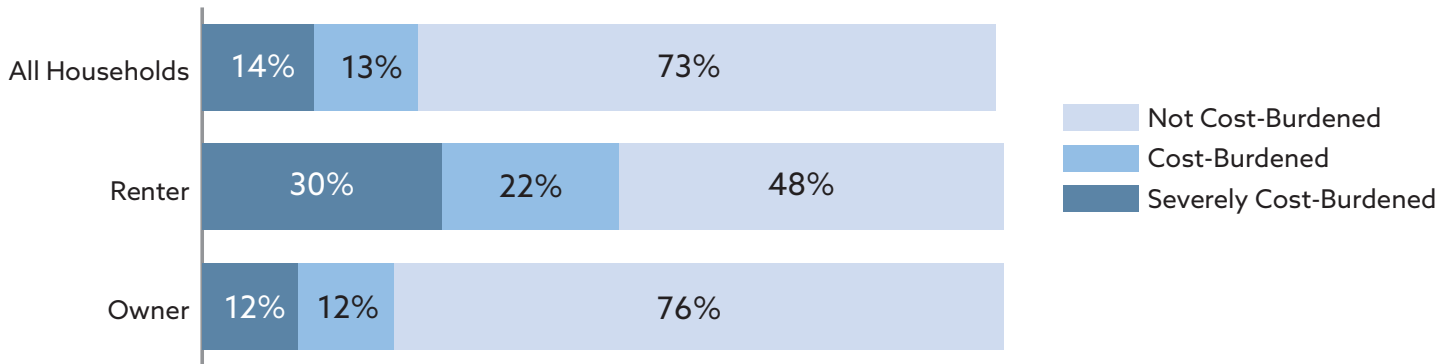
Some of Medina’s white population is cost-burdened, and it appears to be related to tenure status. Approximately 24% of white homeowners are cost-burdened to some degree, and 13% are severely cost-burdened. Comparatively, 59% of white renters are cost-burdened with 47% being severely cost-burdened. Within the Asian population, the same percentage of owner households are cost-burdened as renter households (40%). However, half of the cost-burdened owner households are severely cost-burdened compared with none of the cost-burdened renter households.

**Exhibit 9: Households by Income Level and Cost-Burden Status (Medina)**



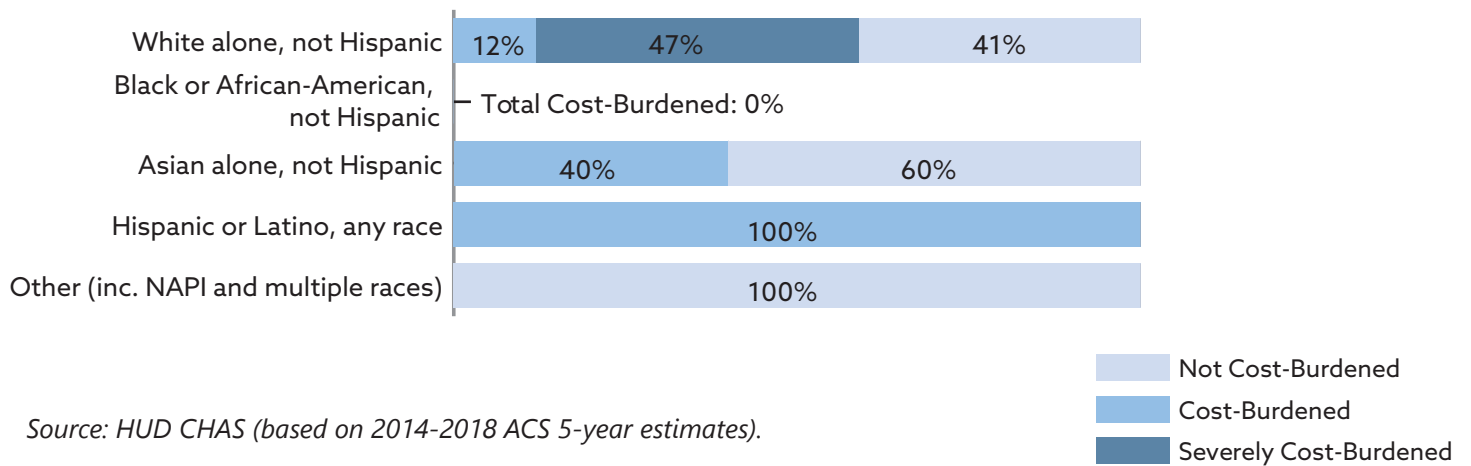
Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

**Exhibit 10: Proportional Cost-Burdened Households by Tenure (Medina)**



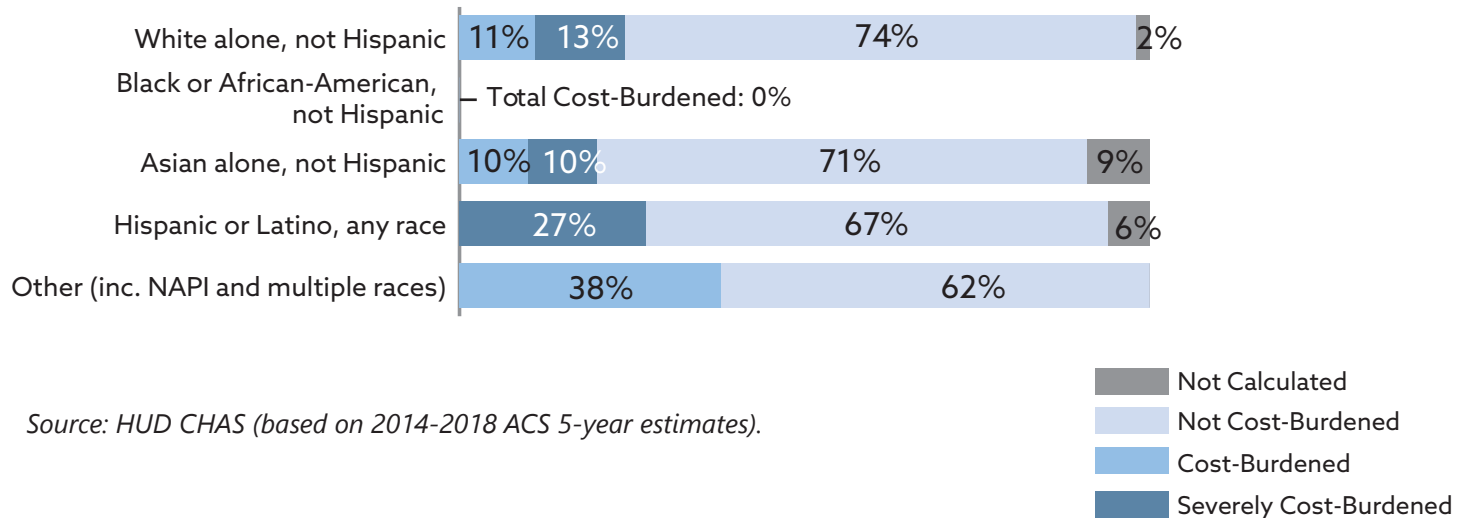
Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

**Exhibit 11: Owners: Proportional Cost-Burden by Race and Tenure (Medina)**



Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

**Exhibit 12: Renters: Proportional Cost-Burden by Race and Tenure (Medina)**



Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

## Displacement Risk

Displacement occurs when changing neighborhood conditions force residents to move and can create further financial pressures that impact job growth and housing distribution. Forecasting areas facing higher displacement risks can help cities be more aware of socioeconomic strains residents are coping with and prepare comprehensive policies that support racially and economically diverse communities.

The Puget Sound Regional Council (PSRC) issued a 2019 Displacement Risk Report<sup>5</sup> identifying areas where residents and business are at the greatest risk of displacement. The PSRC uses the following five generalized categories to calculate a city's score determining their respective risk level:

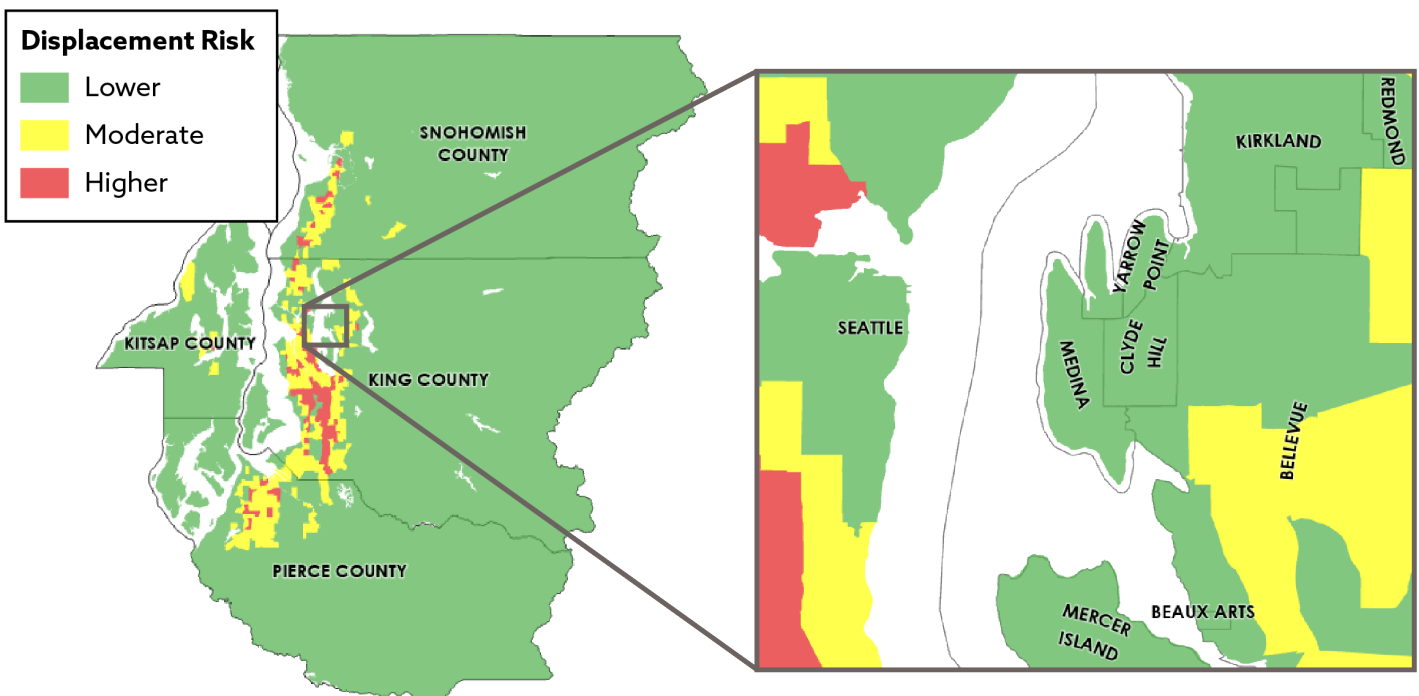
1. Socio-Demographics: Examines the race, ethnicity, linguistics, education, housing tenure and costs, and household income.
2. Transportation Qualities: Assesses access to jobs by car and transit and proximity to existing and/or future transit.
3. Neighborhood Characteristics: Analyzes the proximity of residents to services, retail, parks, schools, and high-income areas.
4. Housing: Reviews development capacity and median rental prices.
5. Civic Engagement: Measured by voter turnout.

Each category has multiple indicators that are standardized and weighted to determine an ultimate score. Each city's score is compiled into an overall index and risk level is determined by how the city fits in to the overall PSRC's data.

Scoring is broken down into three categories: high risk, moderate risk, and low risk. *Exhibit 13: PSRC Displacement Risk (Medina)* shows the PSRC's Displacement Risk Map describing Medina's risk as low risk, meaning that Medina scored lower than more than half of other cities in Pierce, King, and Snohomish County.

<sup>5</sup> PSRC, "Displacement Risk Mapping," 2019.

### Exhibit 13: PSRC Displacement Risk (Medina)



Source: PSRC, "Displacement Risk Mapping," 2019.

### Residents with Special Housing Needs

While it is vital to understand which households are struggling with housing costs across all economic segments of the community, it is also important to analyze how different household types are affected because of their distinct characteristics. Residents who are disabled may have special housing needs or require supportive services. They may be on a limited budget and have higher medical costs than the average household.

Exhibit 15: Households by Disability Status shows Medina households with one or more housing problems and a disability status by income level. Housing problems are defined as the following: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per room, or cost-burdened. About 7% of households with a housing problem also have a disability status. It is important to be aware of these populations as the City is planning how to address the housing needs of the city as a whole.

### Exhibit 14: Households by Disability Status and Income Level (Medina)

DISABILITY STATUS	EXTREMELY LOW-INCOME	VERY LOW-INCOME	LOW-INCOME	MODERATE INCOME OR ABOVE	TOTAL HOUSEHOLDS WITH 1 OR MORE HOUSING PROBLEM
	(≤30% AMI)	(30-50% AMI)	(50-80% AMI)	(>80% AMI)	
Hearing or Vision Impairment	0	4	4	4	12
Ambulatory Limitation	0	0	0	0	0
Cognitive Limitation	0	0	0	0	0
Self-Care or Independent Living Limitation	0	10	0	0	10
None of the Above	65	35	15	185	300
<b>Total</b>	<b>65</b>	<b>49</b>	<b>19</b>	<b>189</b>	<b>322</b>

Source: HUD CHAS (based on ACS 2014-2018 5-year estimates).

### Homelessness

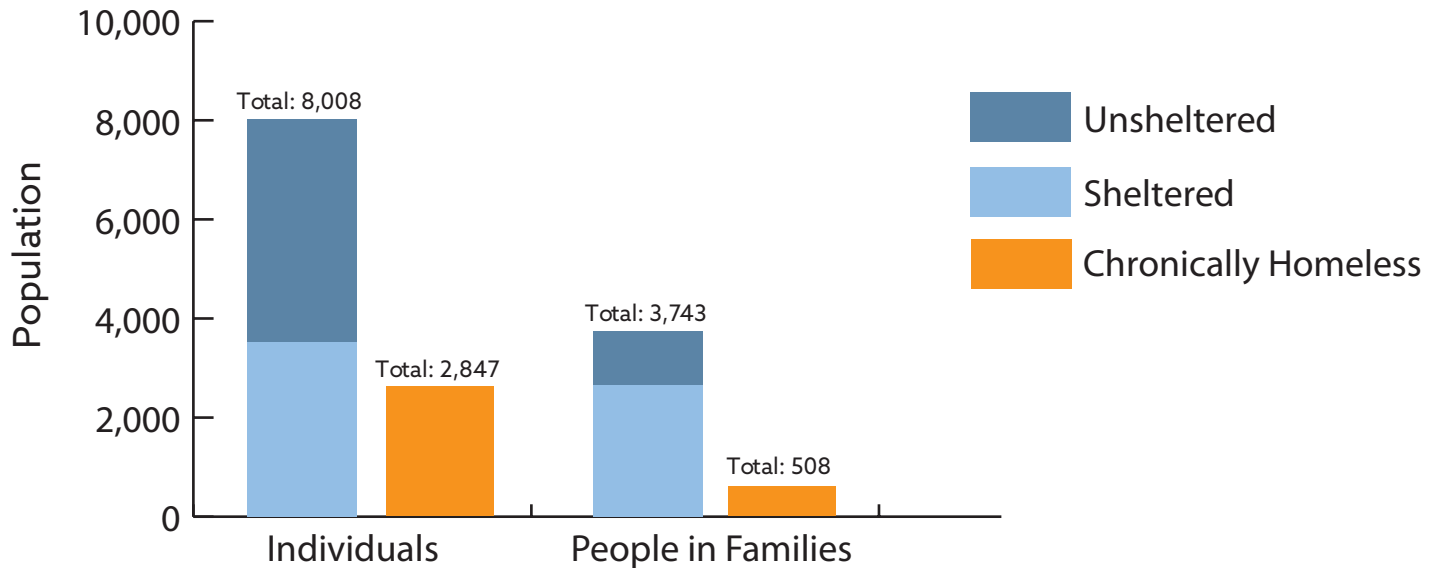
As of 2020, there has been a 5% increase in people experiencing homelessness in King County since 2019.<sup>6</sup> HUD estimates the number of homeless individuals and counts people in shelters, soup kitchens, and identified outdoor locations by working with local service providers to record an accurate count of homeless individuals, but it is likely that the number is underreported since service providers range in location, availability, and staffing. According to the 2020 Point-in-Time (PIT) Count, approximately 11,750 individuals or people in families are experiencing homelessness in the County. Only about half are in shelters, and 29% are chronically homeless. A summary of the count results is shown in Exhibit 15: Point in Time Count 2020 (King County).

<sup>6</sup> King County Regional Homelessness Authority, "Seattle/King County Point-in-Time Count of Individuals Experiencing Homelessness," 2020.



The intent of transitional housing is generally to house individuals or families for a limited time after a crisis, such as homelessness, job loss, or domestic violence, and stays can range from two weeks to two years. Transitional housing is a strategy in addressing the homeless crisis in longevity by setting people up for success by creating temporary housing security. Medina has no transitional housing. Medina also has no subsidized or income-restricted housing developments. Subsidized housing is important since it can potentially provide more permanent housing for homeless individuals or families that have little or no income. However, as a member city of A Regional Coalition for Housing (ARCH), it does contribute funding to the Housing Trust Fund. The fund invests local funding from ARCH member cities to create and preserve affordable homes for low- and moderate-income incomes and individuals in East King County. Between 1993 and 2012, a total of 4 moderate- and low-income units had been created through direct assistance from Medina.

**Exhibit 15: Point in Time Count 2020 (King County)**



Source: HUD, 2020.

**How will the HNA and HAP address homelessness?**

According to a report published by the Department of Commerce in 2017, the number of people experiencing homelessness has been increasing in Washington since 2013 following 8 years of steady improvement. Through an examination of the potential drivers of the upward trend, it was found that the increase is overwhelmingly caused by growing rents that have driven people at the margins into homelessness. It also looks at other perceived causes of homelessness such as family instability, overall alcohol and drug dependence, and lower educational attainment, all of which have been declining since 2013.

One factor that has intensified the problems caused by rent increases is very low vacancy rates. With low vacancy rates, people are priced out of one place and find it difficult to find another even when they have sufficient income or rental assistance to pay market rents. Vacancy rates below 3% are generally considered too low and can lead to housing price inflation.

In addressing the issue of homelessness, there has to be consideration given both to how to meet the needs of the people already experiencing homelessness and to how to prevent people from becoming homeless in the first place. As for the former, addressing the needs of the homeless population requires a multi-faceted systemic approach that includes housing, but also requires human services, health services, job trainings, and much more. Many of these factors are beyond the scope of what is covered in this Housing Needs Assessment and what can be confronted through a housing action plan. However, regarding the latter, considering the factors that may push people into homelessness and attempting to negate those is within the scope of the HNA and HAP. This proactive approach is still essential to addressing the issue at large.

## 2.4 WORKFORCE PROFILE

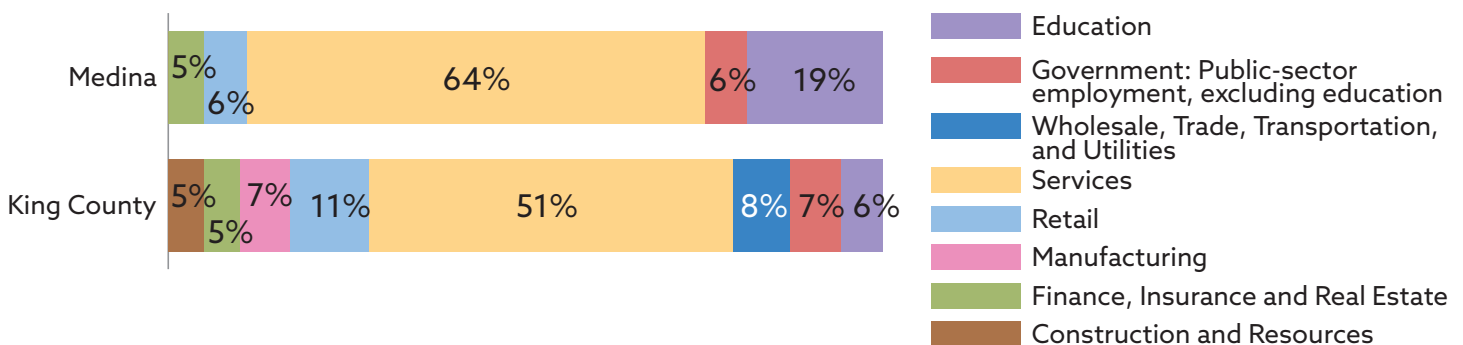
### Citywide Employment

According to PSRC, the largest industry sectors available for employment in Medina are services (69%) followed by Education (19%) with a total of 463 jobs as of 2020. Services is also the major industry sector in King County at 51% followed by Retail (11%). The major industry sectors are compared proportionally in *Exhibit 16: Employment by Industry (Medina & King County)*.

*Exhibit 18: Jobs Held by Residents by NAICS Industry Sector (Medina)* is a table that displays within which industry sectors residents of Medina work compared with residents of the county. Most residents of Medina work in Information (17%) which is the third most worked in industry for the county (9%). Health Care and Social Assistance is largest employment sector for county residents at 13%. Professional, Scientific, and Technical Services is the second most worked in industry for both the city (13%) and county (10%).

The City has a far greater number of housing units compared to jobs, providing over twice as many housing units as jobs. King County has a jobs-to-housing ratio of about 1.48 (*Exhibit 17: Jobs-to-housing Ratio (Medina & King County)*). A jobs-to-housing ratio in the range of 0.75 to 1.5 is considered ideal for reducing vehicle miles traveled, meaning it is more likely people can live near where they work. Commuting is discussed further in the next section. The primary land use in Medina is single-family residential, and there are limited number of properties zoned and operating as commercial uses. *Exhibit 19: Job Density (Medina)* describes the concentration and density of jobs, demonstrating the City’s limited employment sector. Medina has no undeveloped parcels and does not anticipate job growth within the city limits.

**Exhibit 16: Employment by Industry (Medina & King County)**



Source: PSRC, 2020.

**Exhibit 17: Jobs-to-housing Ratio (Medina & King County)**

	MEDINA	KING COUNTY
Jobs	463	1,430,940
Housing Units	1,131	969,234
Jobs-to-Housing Ratio	0.41	1.48

Source: PSRC, 2020; OFM, 2020.

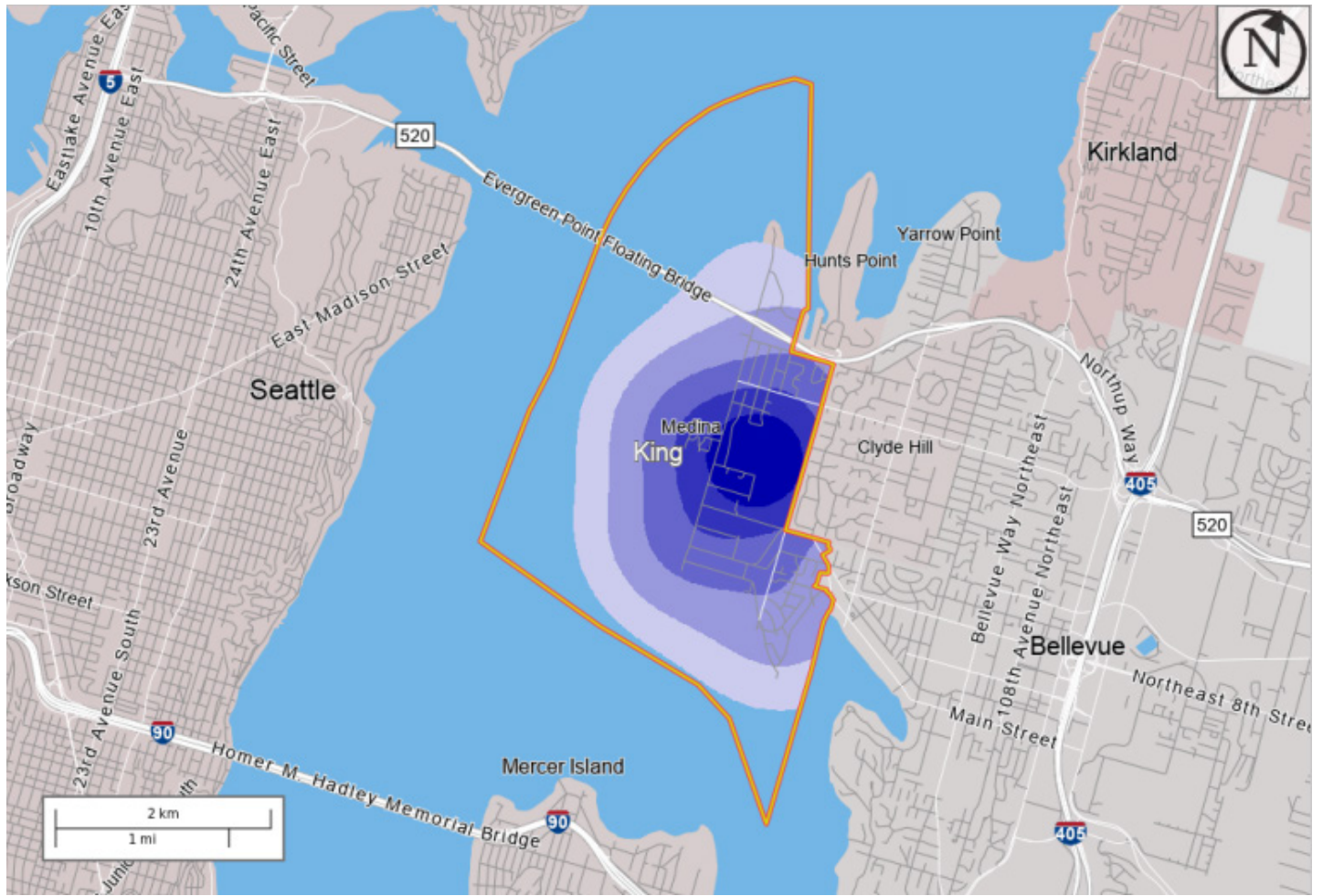
**Exhibit 18: Jobs Held by Residents by NAICS Industry Sector (Medina)**

JOBS HELD BY RESIDENTS	MEDINA		KING COUNTY	
	COUNT	PERCENTAGE	COUNT	PERCENTAGE
Agriculture, Forestry, Fishing and Hunting	3	0%	4,089	0%
Mining, Quarrying, and Oil & Gas Extraction	0	0%	342	0%
Utilities	1	0%	3,923	0%
Construction	39	4%	50,383	5%
Manufacturing	62	7%	80,341	8%
Wholesale Trade	37	4%	44,981	4%
Retail Trade	76	8%	89,992	8%
Transportation and Warehousing	27	3%	42,669	4%
Information	160	17%	98,152	9%
Finance and Insurance	53	6%	35,431	3%
Real Estate and Rental and Leasing	20	2%	22,636	2%
Professional, Scientific, and Technical Services	120	13%	105,916	10%
Management of Companies and Enterprises	20	2%	26,028	2%
Administration & Support, Waste Management and Remediation	51	5%	61,451	6%
Educational Services	46	5%	83,551	8%
Health Care and Social Assistance	75	8%	133,494	13%
Arts, Entertainment, and Recreation	19	2%	24,003	2%
Accommodation and Food Services	72	8%	90,940	9%
Other Services (excluding Public Administration)	36	4%	38,659	4%
Public Administration	14	2%	29,301	3%
<b>Total</b>	<b>931</b>		<b>1,066,282</b>	

Source: OnTheMap, 2019.



**Exhibit 19: Job Density (Medina)**



Source: OnTheMap, 2019.

- 5 - 27 Jobs/Sq.Mile
- 28 - 93 Jobs/Sq.Mile
- 94 - 203 Jobs/Sq.Mile
- 204 - 357 Jobs/Sq.Mile
- 358 - 555 Jobs/Sq.Mile

## Commuting

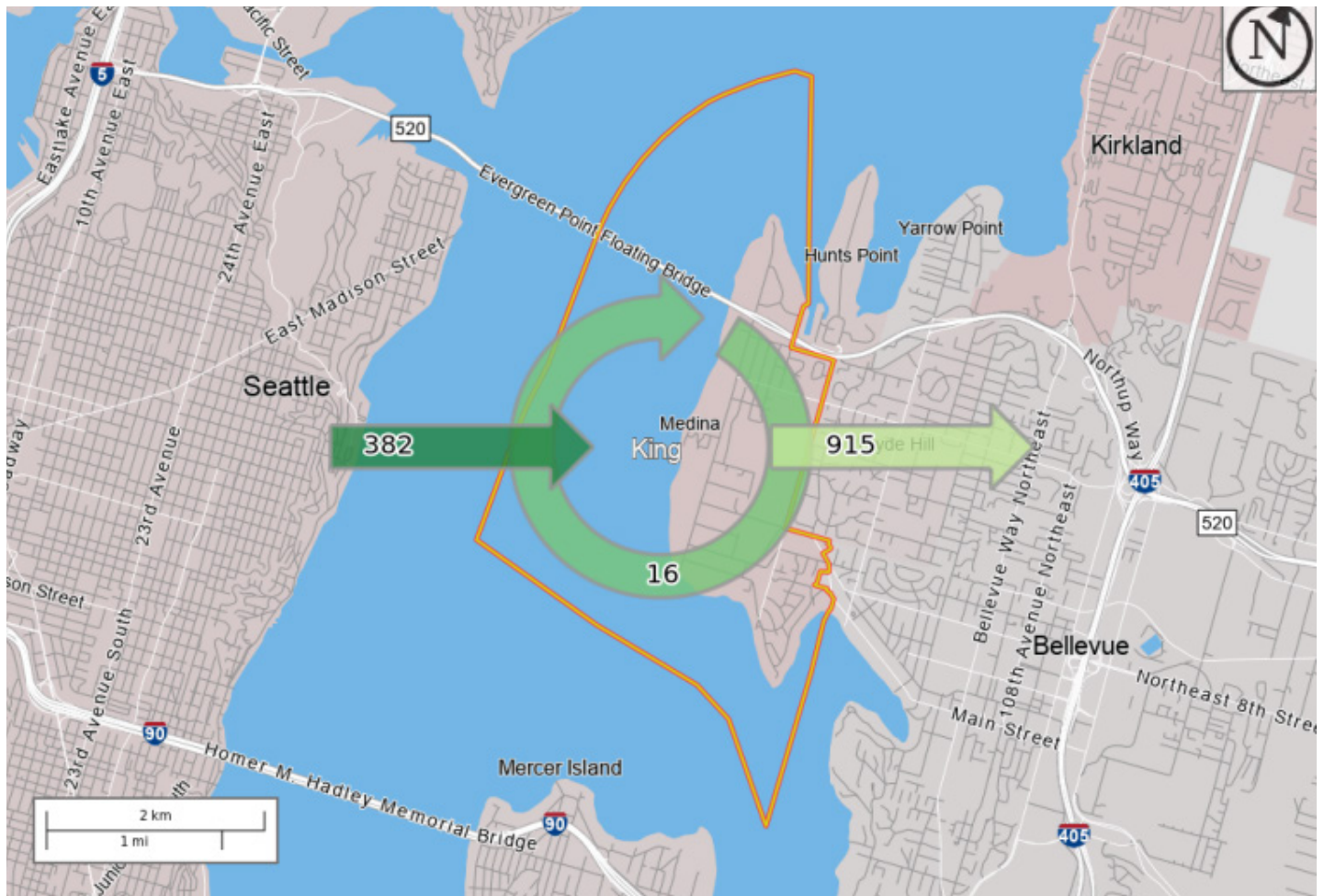
A factor to consider related to employment is the distance someone travels to and from work. Because a person’s job is often the place they travel to the most, the distance between home and their place of employment matters as it relates to what they spend on transportation costs. After housing costs, transportation costs are generally a household’s second largest expense. A picture of affordability is not complete without considering transportation.

Census OnTheMap data reveals only about 16 residents both live and work in Medina. Over 90% of Medina’s workforce and residents are traveling between 1 and 24 miles to their jobs. *Exhibit 20: Inflow/Outflow Counts of all Jobs (Medina)* shows the inflow and outflow of people commuting to work or who is entering and leaving the city for work. A vast majority of the workforce (96% or 382 people) lives outside the city’s limits with one in ten traveling 24 miles or less to Medina. Medina’s workforce primarily lives in Seattle (15%), Bellevue (15%), or Kirkland (7%).

Medina residents commute to Seattle (32%), Bellevue (18%), or Redmond (12%) for employment as shown in *Exhibit 21: Employment Locations of Residents (Medina)*. Similarly to people who commute to Medina for employment, nine in ten residents travel less than 24 miles to work.

It should be noted that this data is from 2019 and therefore from prior to the COVID-19 pandemic, which had a large effect on traditional commuting patterns. There was a period when most non-essential workers were working from home, thereby likely not incurring the transportation costs to which they had been accustomed. While many places of employment have shifted back to requiring employees to come back to the office full-time or allowing more of a hybrid approach, it is still too soon to exactly determine the lasting impacts the pandemic will have on the daily commute. Regardless, remote work in either a full-time or hybrid format seems like it will remain an option long-term for many employees. While transportation costs associated with a commute may not hold the same power as a factor when someone is choosing where they are going to live as it once did, it is still important to note when thinking about overall location affordability. Location affordability and the metrics that are considered are discussed later in this report.

### Exhibit 20: Inflow/Outflow Counts of all Jobs (Medina)



Source: OnTheMap, 2019.



**Exhibit 21: Employment Locations of Residents (Medina)**

WHERE WORKERS WHO LIVE IN MEDINA ARE EMPLOYED	MEDINA	
	COUNT	PERCENTAGE
Seattle, WA	300	32%
Bellevue, WA	171	18%
Redmond, WA	109	12%
Kirkland, WA	43	5%
Everett, WA	31	3%
Renton, WA	26	3%
Medina, WA	16	2%
Issaquah, WA	15	2%
Kent, WA	14	2%
Tukwila, WA	14	2%
All Other Locations	192	21%
<b>Total</b>	<b>931</b>	

Source: OnTheMap, 2019.

**Employment Projections**

Long term employment projections are prepared by the Washington State Employment Security Department (ESD) based on estimates of average annual job openings and population growth. ESD breaks down anticipated employment projections by industry for counties or groups of counties. The 2021 ESD Projections Report contains estimates for a 5 and 10-year window in King County. The industries anticipating the largest growth between 2019 and 2029 are information, retail, and business/professional services with an average growth rate of 4.2%, 2.8%, and 1.2% respectively.

## KEY TAKEAWAYS: COMMUNITY OVERVIEW

### Populations

- The overall population is decreasing in the City, with the average growth rate between 2000-2021 at -3%. Medina is skewed towards having an older population with 46.8 years as the average resident age and is higher than King County's average of 37 years.
- The 20-62 age group makes up just under one third of the City's population and has a lower proportion of employment aged individuals than King County.
- Medina is predominately a white (64%) community with a higher ratio of Asian and Pacific Islanders (24%) and lower ratio of Hispanics (4%) and African-Americans (1%) compared to the overall County.
- Families primarily speak English at home (74%). Of the 26% that do not speak primarily speak English at home, two thirds speak an Asian and Pacific islander language and one fourth speak an Indo-European language.

### Households

- Medina is primarily a home-owner community with 86% of dwelling units being owner-occupied and 14% being renter-occupied. There is a low vacancy rate (6%) indicating a high demand for housing.
- The average household size is 2.73 residents and has not significantly increased since 2000. Owner-occupied homes have a higher average family household size (2.81 persons) than renters (2.25 persons).
- Medina households have a median income of \$212,377 which is double what the median County household earns. Families had a median income beyond the highest recorded income brackets (\$250,000) for the 2019 ACS. Nonfamily households' average income was \$54,000.
- Seventeen percent (17%) of Medina households are considered low-income, earning 80% AMI or less.
- Renters experience the most financial strain, with 22% of renters being cost-burdened and 30% severely cost-burdened.
- PSRC determined the city as a whole falls under the low displacement risk category.

### Workforce Profile

- Medina will have limited employment growth since all Medina properties are developed and primarily zoned exclusively for residential uses.
- The jobs-to-housing ratio is 0.41, and indicates there is over twice as many housing units than jobs.
- Nine out of ten residents commute less than 24 miles to work, and 62% work in Seattle, Bellevue, or Redmond.
- Ninety-six (96%) of Medina's workforce lives outside the City and are most likely living in Seattle, Bellevue, or Kirkland. The top two industry sectors for employment in Medina are Services (64%) and Education (19%).

# Part 3: Housing Conditions

## 3.1 HOUSING INVENTORY

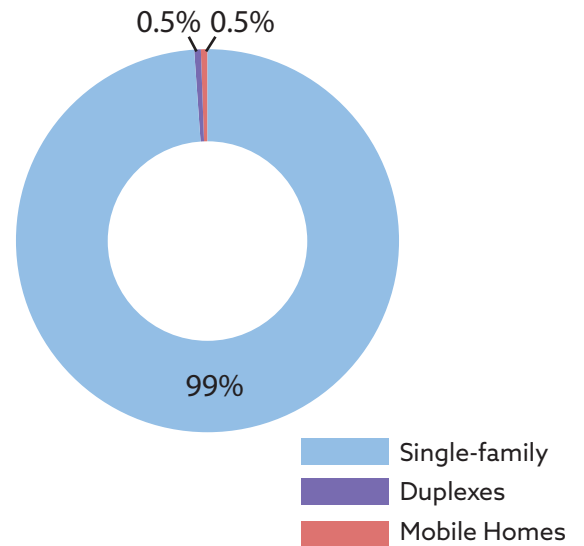
### Housing Units by Type and Size

As of 2021, there are 1,132 housing units in Medina, representing a 2.8% decreased in supply since 2000. *Exhibit 23: Housing Inventory by Type (Medina)* describes the breakdown of housing units by type; 99% of the housing units are single-family detached homes and the remaining 1% are comprised of either duplexes or mobile homes. There are no single-family attached or multifamily developments in the city.

While over half of all households contain only one or two people, one-bedroom and two-bedroom units comprise just 8% of the city's housing stock. This means 92% of housing units in Medina have three or more bedrooms, with 20% having 5 or more. There is an oversupply of larger units compared to the distribution of household sizes.<sup>7</sup>

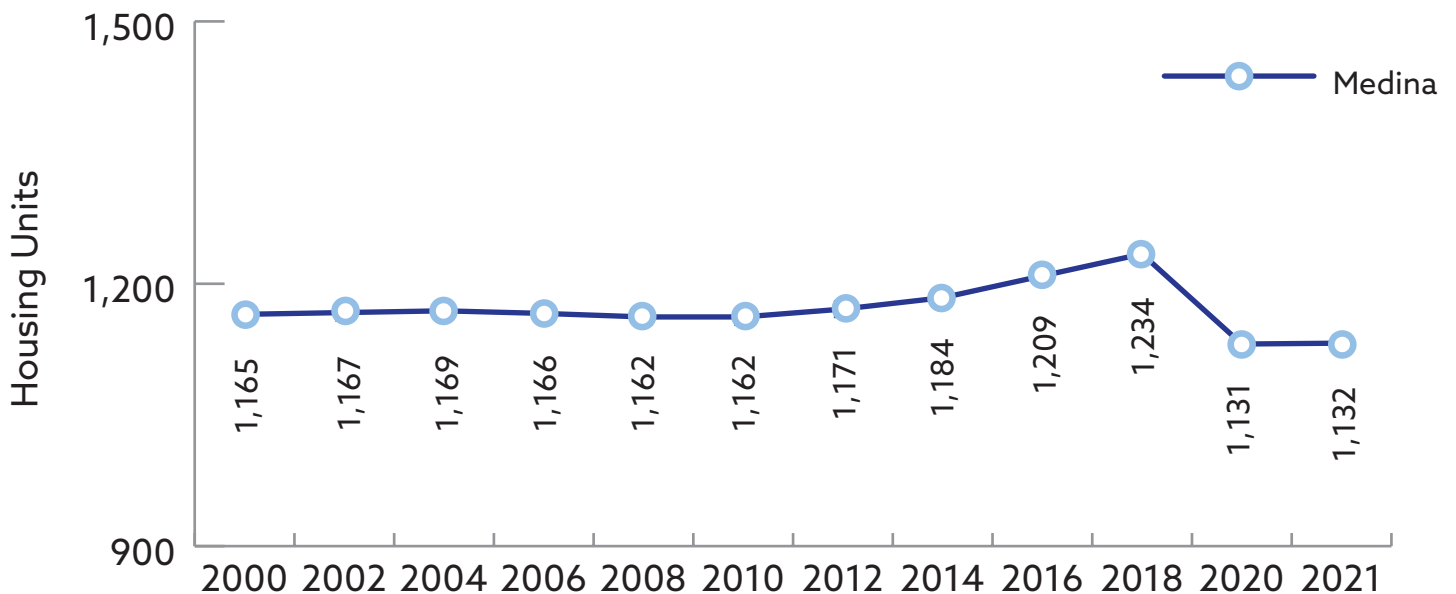
<sup>7</sup> Source: 2015-2019 ACS 5-year estimates.

**Exhibit 23: Housing Inventory by Type (Medina)**



Source: 2015-2019 ACS 5-year estimates.

**Exhibit 22: Housing Units, 2000 to 2021 (Medina)**



Source: OFM, 2021.



## Housing Age and Production

*Exhibit 24: Age of Housing Stock (Medina)* describes the age of housing units in Medina by when the structures were built. A third of the current housing stock was constructed before 1959, with 22% being built between 1950 and 1959, representing the post World War II housing boom. As these homes continue to age, there will be a greater need to repair, maintain, and rehabilitate older structures. Another third of the housing stock was developed between 1960 and 1989, with the largest growth happening between 1960 to 1969. The last third was constructed between 1990 and present-day, with 16% constructed in the decade between 2000 and 2009.

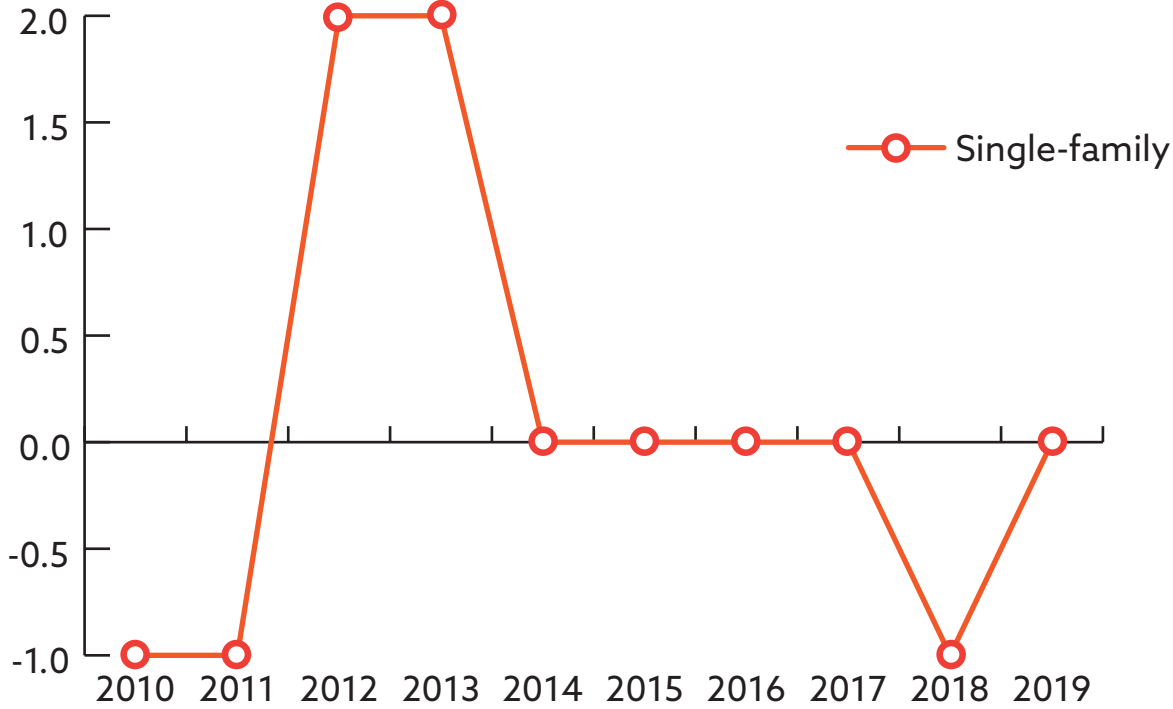
The PSRC records permit data on housing units and record net gains and losses by unit type, as shown in *Exhibit 24: Age of Housing Stock (Medina)*. Between 2010 and 2019, the City lost an average of four housing units and gained an average of four new units annually. As mentioned previously, the total number of housing units in Medina has actually decreased by nearly 3% since 2000, indicating that new construction is primarily occurring through redevelopment of existing properties. A major increase in permits occurred between 2012 and 2013 with 34 permits being issued, 100% of which went toward the construction of single-family units. No multifamily or mobile home units were permitted between 2010 and 2019.

### Exhibit 24: Age of Housing Stock (Medina)

BUILT DATE	PERCENTAGE
Built 2010 to 2019	4%
Built 2000 to 2009	16%
Built 1990 to 1999	12%
Built 1980 to 1989	8%
Built 1970 to 1979	11%
Built 1960 to 1969	16%
Built 1950 to 1959	22%
Built 1940 to 1949	4%
Built 1939 or earlier	7%

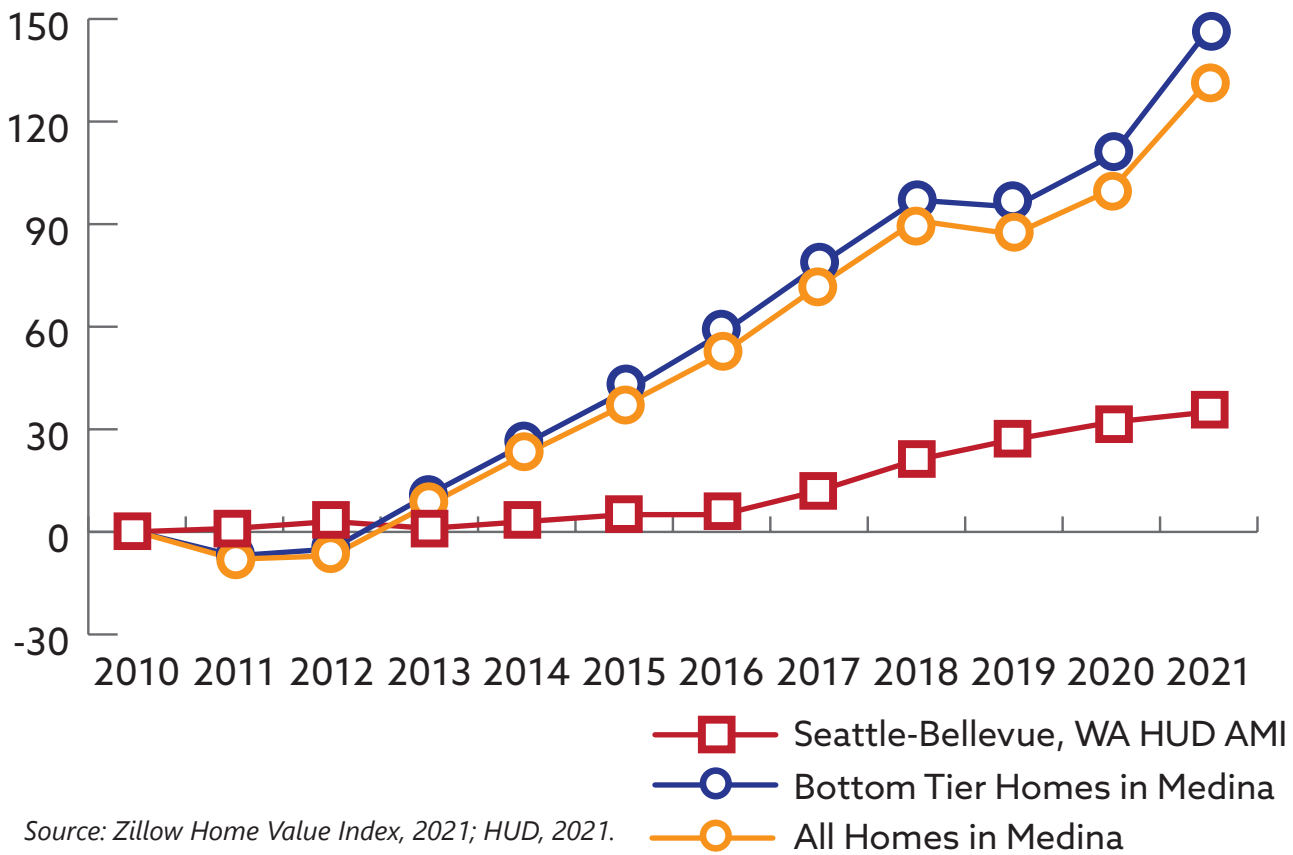
Source: 2015-2019 ACS 5-year estimates.

**Exhibit 25: Permitted Units, 2010 - 2019 (Medina)**



Source: PSRC, 2019.

**Exhibit 26: Percent Change in Home Values and HUD AMI Since 2010 (Medina)**



Source: Zillow Home Value Index, 2021; HUD, 2021.

### 3.2 HOME OWNERSHIP

Home ownership is an important topic to consider since it is the main way most American families accumulate generational wealth. There are also typically more home ownership opportunities compared with rental opportunities in advantaged neighborhoods, which provide access to higher performing school districts, amenities, and social capital that can lead to better opportunities. Approximately 81% of housing units in Medina are owner-occupied. Of households that are owner-occupied, approximately 73% are white, and 24% are Asian.

*Exhibit 27: Age of Owners (Medina)* shows the home ownership rate by age group. The represented age is that of the householder.<sup>8</sup> The 65 to 74 and the 85 years and over age groups have the highest rates of ownership, at 100% each. Generally, as age increases so does the home ownership rate, and eight of ten households that are 45 or older are owner households. Households that are 35 years old and younger have the lowest ownership rate at just over half of households in that age group.

Low ownership rates are typical for this range and are due to lack of wealth accumulation from minimal years in the work force, high amounts of student loan debt, and the high cost of ownership.

*Exhibit 26: Percent Change in Home Values and HUD AMI Since 2010 (Medina)* shows the percent change in median home value and bottom tier home value from 2010 to 2021 in comparison to the percent change in HUD AMI. The data reflects the decrease in home value following the Great Recession at the end of the 2000s. However, median home values have been increasing since 2013. In 2021, the median home value in Medina was \$3,548,000 which is over twice the median home value of \$1,529,000 in 2010. This is reflective of the regional population boom and increasing housing shortage. Bottom tier homes in Medina, which are described by Zillow as those in the 5th to 35th percentile of all units by value, followed a similar trend and grew 147% since 2010 which is a higher percentage the median home value increase. In 2021, the average bottom tier home cost \$2,615,000.

**Exhibit 27: Age of Owners (Medina)**

AGE OF HOMEOWNERS	PERCENTAGE OF HOUSEHOLDS IN AGE GROUP
Under 35 years	54%
35 to 44 years	69%
45 to 54 years	86%
55 to 64 years	94%
65 to 74 years	100%
75 to 84 years	81%
85 years & up	100%

Source: 2015-2019 ACS 5-year estimates.

Over the same period, Seattle-Bellevue area median income has also grown but not at the same rate as housing values. Between 2010 and 2021, the Seattle-Bellevue AMI was fairly stagnant the first half of the decade but grew to \$115,700 by 2021, which is a 35% increase from 2010. In 2019, the household median income in Medina was \$212,337<sup>9</sup>, which is over double the Seattle-Bellevue, WA HUD AMI of the same year. The key takeaway here is that median housing costs have far outpaced regional wage growth, meaning that ownership affordability is getting further and further out of reach.

8 The householder refers to the person (or one of the people) in whose name the housing unit is owned or rented.

9 2015-2019 ACS 5-year estimates.



## Home Ownership Affordability

*Exhibit 28: Cost of Home Ownership (Medina)* describes the approximate incomes needed to afford a median or bottom-tier home. It also estimates annual income needed for a first time homebuyer, which is explained further in the Home Ownership Affordability call-out. To afford a median priced home in Medina, a minimum annual income of \$569,131 is required, which is 524% of HUD AMI and 268% of the City’s median income. Even a bottom tier home requires a household income of \$411,773, or 194% of HUD AMI.

*Exhibit 29: Percentage of All Households by Income Bracket (Medina)* shows the percentages of households by income bracket. Because ACS data does not break out household income above \$200,000 and the minimum income to afford the median home is more than double that, it is difficult to have a more defined estimate of what percentage of households can potentially afford to own a home. However, at least 48% of households cannot afford a median home since that’s the percentage that have incomes below \$200,000. Furthermore, ACS data is also not available on household savings, so even if a household has a high enough income, it is impossible to estimate whether they have enough savings for a down payment.

### Exhibit 28: Cost of Home Ownership (Medina)

MONTHLY MORTGAGE	MEDIAN HOME	BOTTOM TIER-HOME	FIRST TIME HOMEBUYER
Sales Price	\$2,858,012	\$2,067,806	\$2,429,310
Assumed down payment	\$571,602	\$413,561	\$242,931
Mortgage amount	\$2,286,409	\$1,654,245	\$2,186,379
Monthly mortgage payment	\$10,837	\$7,841	\$10,679
Monthly Income Needed	\$47,428	\$34,314	\$45,201
Annual Income Needed	\$569,131	\$411,773	\$542,415
% of HUD AMI	524%	379%	499%
% of City Median Income	268%	194%	255%

Source: Zillow Home Value Index, 2019; HUD, 2019; 2015-2019 ACS 5-year estimates.

**How is home ownership affordability calculated?**

Home ownership affordability was calculated using the Zillow Home Value Index (ZHVI) which provides median home values for all ownership homes (single-family residential and condos) as well as averages among "Bottom Tier" homes (those in the 5th to 35th percentile of all units by value) and "Top Tier" (those in the 65th to 95th percentile of all units by value). The ZHVI represents the whole housing stock and not just homes that list or sell in a given month.

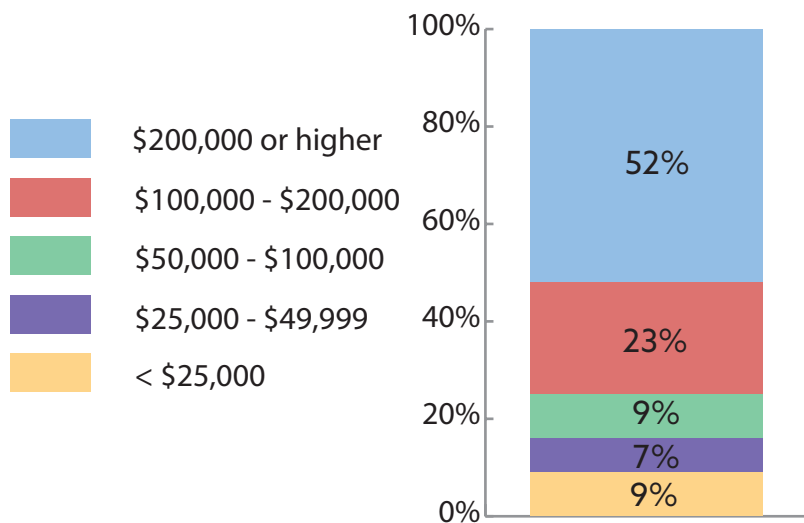
The monthly mortgage payment for these homes was calculated using several assumptions:

- The down payment is 20% for the Median Home and Bottom Tier Home calculations; therefore, the mortgage amount is 80% of the home value.
- Mortgage term is 30 years, so there are 360 payments over the course of the loan.
- Interest rate is the Freddie Mac national average for a 30-year fixed-rate mortgage from 2019.
- Monthly property taxes are assumed to be the county average.
- Monthly insurance payments are assumed to be 0.5% of the home's value.

The First Time Homebuyer calculations are based on a metric used by the Washington Center for Real Estate Research to assess housing affordability for a given area given the assumptions for a first-time homebuyer. These assumptions differ from those listed by assuming the home value is 85% of the median and the down payment is 10% of the home value.

These assumptions provided the monthly costs expected to be paid for the three home value types. The monthly costs were divided by .3 and multiplied by 12 to determine the minimum annual income needed to afford them (i.e., not be cost-burdened). Note that monthly utility payments are not included because of lack of data for estimating these costs, so affordability may be overestimated.

**Exhibit 29: Percentage of All Households by Income Bracket (Medina)**



Source: 2015-2019 ACS 5-year estimates.

### 3.3 RENTAL HOUSING

About 14% of the city’s housing stock are rental units, or approximately 163 housing units total. Four out of five renter households identify as white, and the remaining identify as Asian. There are no other minorities identified as residing in a rental unit. *Exhibit 30: Age of Renters (Medina)* shows the number of renter households by age group, displaying the inverse percentages discussed previously in the Home Ownership section. The under 35 age group has the highest rate of renter households at 46% of all households within that age group. However, the highest overall amount of renter households is in the 35-44 years age group trailed closely by the 45-54 years age group.

#### Rental Housing Costs

As of 2019, the median rent in Medina was \$2,855, which is more than twice King County’s median rent of \$1,606. Approximately 71% of households can afford the median rental cost. Medina’s median income is \$212,337 and an annual income of \$114,086 is required to afford a rental unit.<sup>10</sup> *Exhibit 31: Median Gross Rent by Number of Bedrooms (Medina)* shows the median gross rent by number of bedrooms in Medina compared with the rents in King County. The data on rent in Medina is limited due to the lower quantity of units and range of unit sizes. The median monthly rent of a 3-bedroom unit is at least \$3,500 which is less affordable than the median rent for 5-or-more bedroom rental in King County. *Exhibit 32: Affordability of Median Cost Rental Units (Medina)* takes the rental affordability analysis deeper by showing for which income ranges the median rents are affordable. The median rent for all units and a 3-bedroom unit is affordable for all household making 80% of the median income and above.

HUD provides data on rental units available by income bracket compared with the income levels of renter households as shown in *Exhibit 33: Rental Units Available by Income Bracket (Medina)*. For extremely low- and very low-income renter households (earning less than 50% AMI), there is an undersupply in units available at the affordability level compared to number of households. Some of these households must rent units that cause them to be cost-burdened. For the 60% of renter households that earn over 80% of the AMI, there is a slight surplus of units priced to meet these incomes.

**Exhibit 30: Age of Renters (Medina)**

AGE OF RENTERS	PERCENTAGE OF HOUSEHOLDS IN AGE GROUP
Under 35 years	46%
35 to 44 years	31%
45 to 54 years	14%
55 to 64 years	6%
65 to 74 years	0%
75 to 84 years	19%
85 years & up	0%

Source: 2015-2019 ACS 5-year estimates.

This means there is less competition for the lower cost rental units, but there will be cost-burdened households as long as enough rental units do not exist that are affordable to households at all income levels.

While the ACS does not have rental vacancy information available at the city level, we can use the data for King County to gain an understanding of what renters in Medina may experience. The rental vacancy rate for King County is 3.3%, which is considered to be healthy but is verging on being too low. A healthy housing market has a vacancy rate around 5%; rates below 3% are generally considered too low and can lead to housing price inflation.

<sup>10</sup> 2015-2019 ACS 5-year estimates.

**Exhibit 31: Median Gross Rent by Number of Bedrooms (Medina)**

BEDROOMS	MEDINA	KING COUNTY
No bedroom	-	\$ 1,307
1 bedroom	-	\$ 1,420
2 bedrooms	-	\$ 1,671
3 bedrooms	\$ 3,500+	\$ 2,030
4 bedrooms	-	\$ 2,350
5 or more bedrooms	-	\$ 2,291
<b>Median Gross</b>	<b>\$ 2,855</b>	<b>\$ 1,606</b>

**Note:** These median rent prices are based on data from the most recent community survey. A limited supply of rentals, age of units, and location influence prices. Furthermore, some units are difficult to classify as they may have amenities not seen in this data. Things like communal spaces, fitness areas, or a convenient setting. Finally, modern studios often have more square footage than a traditional one-bedroom unit.

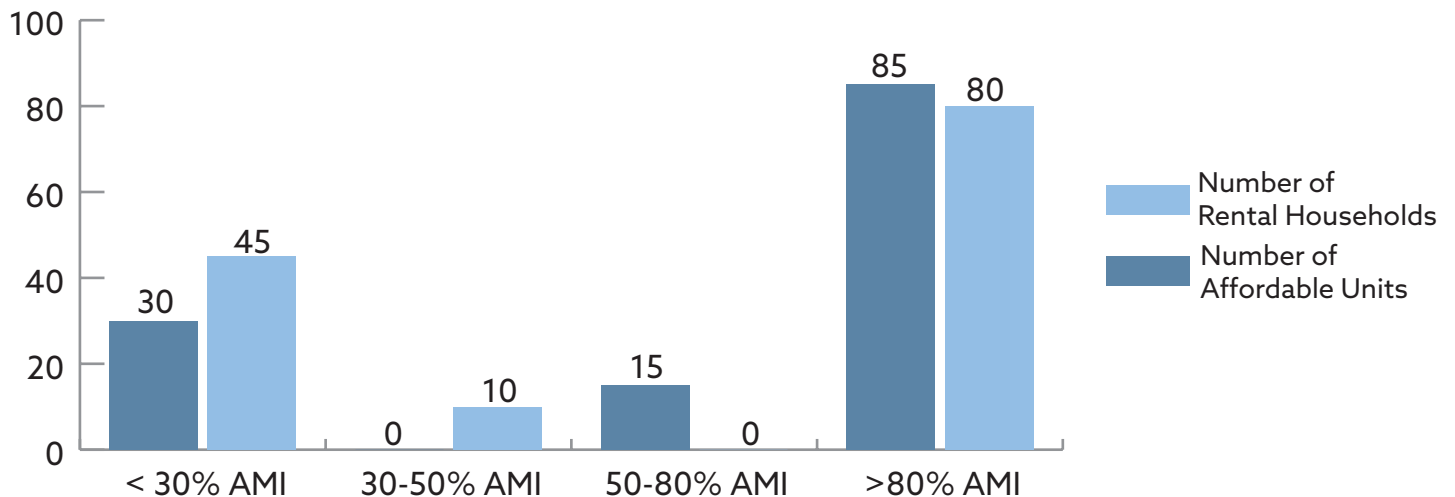
Source: 2015-2019 ACS 5-year estimates.

**Exhibit 32: Affordability of Median Cost Rental Units (Medina)**

HOUSEHOLD INCOME (% OF MEDINA MEDIAN INCOME OF \$212,337)	AFFORDABILITY OF MEDIAN COST RENTAL UNITS	
	ALL UNITS	3-BEDROOM
120%	YES	YES
100%	YES	YES
80%	YES	YES
60%	<b>NO</b>	<b>NO</b>
50% or less	<b>NO</b>	<b>NO</b>

Source: 2015-2019 ACS 5-year estimates.

**Exhibit 33: Rental Units Available by Income Bracket (Medina)**



Source: HUD CHAS (based on ACS 2014-2018 5-year estimates).



### 3.4 SUBSIDIZED HOUSING

As mentioned previously, Medina has no subsidized housing units available to those households who qualify for income-restricted housing. However, as a member city of A Regional Coalition for Housing (ARCH), Medina does contribute funding to its Housing Trust Fund. The fund invests local funding from ARCH member cities to create and preserve affordable homes for low- and moderate-income incomes and individuals in East King County, but not necessarily within the jurisdiction from which the funds were contributed. Between 1993 and 2012, a total of 4 moderate- and low-income units had been created through direct assistance from Medina.<sup>11</sup>

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<sup>11</sup> ARCH, 2014.





## KEY TAKEAWAYS: HOUSING CONDITIONS

### Housing Inventory

- There are 1,132 housing units, of which more than 99% are single-family homes.
- Eight percent of the City's housing stock is a one- or two-bedroom unit, even though over half of all households contain only one or two people, meaning there is a shortage of smaller units.
- A third of the housing stock was built before 1959. As these homes continue to age, there will be a greater need to repair, maintain, and rehabilitate older structures. Another third was developed between 1960 and 1989. Sixteen percent was constructed between 2000 and 2009.
- All of the residential permits issued since 2010 have been for single-family homes. The total number of housing units in Medina has actually decreased by nearly 3% since 2000, indicating that new construction is primarily occurring through redevelopment of existing properties.

### Housing Ownership

- Eighty-one percent (81%) of the city's housing units are owner-occupied.
- Homeowners are primarily white (73%) and Asian (24%).
- Households in the 65 to 74 and the 85 years and over age groups have the highest rates of ownership, at 100% each. Households that are 35 years old and younger have the lowest ownership rate at just over half of households in that age group.
- As of 2021, the median home value is \$3,548,000 which has more than doubled since 2010. This steady increase in home values began in 2013.
- Bottom-tiered home values have increased by 147% since 2010 to a value of \$2,615,000 as of 2021.
- The Seattle-Bellevue, WA HUD AMI has increased by 35% since 2010 to \$115,700 in 2021 but has not kept pace with increasing home ownership costs in the region.
- To afford a median priced home in Medina, a minimum annual income of \$569,131 is required, which is 524% of HUD AMI and 268% of the City's median income. This assumes the household has enough savings to afford the down payment.

### Rental Housing

- Eighty percent (80%) of Medina's renter households are white, and the rest are Asian.
- The under 35 age group has the highest rate of renter households at 46% of all households within that age group, but the highest overall amount of renter households is in the 35-44 years age group.
- As of 2019, the median rent in Medina was \$2,855, which is more than twice King County's median rent of \$1,606. Approximately 71% of households can afford the median rental cost.
- The median rent for all units and a 3-bedroom unit is affordable for all household making 80% of the median income and above.
- For extremely low- and very low-income renter households (earning less than 50% AMI), there is an undersupply in units available at the affordability level compared to number of households. For the 60% of renter households that earn over 80% of the AMI, there is a slight surplus of units priced to meet these incomes.
- The rental vacancy rate for King County is 3.3% indicating that the rental housing market is healthy but trending towards scarcity which can lead to housing price inflation.

### Subsidized Housing

- Medina has no subsidized housing units.
- Between 1993 and 2012, a total of 4 moderate- and low-income units had been created in East King County through Medina's contributions into the ARCH Housing Trust Fund.

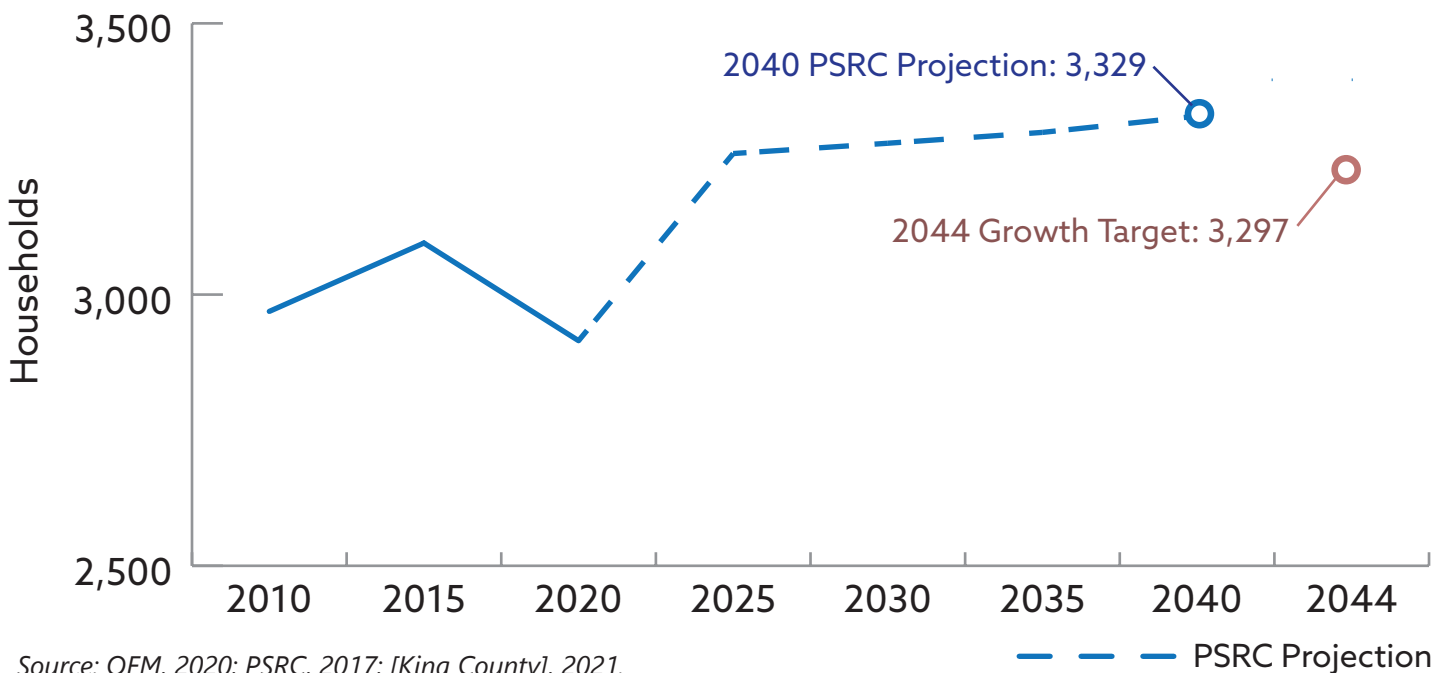
## Part 4: Gap Analysis

### 4.1 HOUSING NEEDED TO ACCOMMODATE FUTURE GROWTH

Every eight years, the Growth Management Act (GMA) requires counties to coordinate a review and evaluation of development and land supply. To meet this requirement, counties review cities and their respective growth targets, density goals, and available lands. This work aims to determine if cities have enough capacity to meet future growth needs. As population growth and housing needs are a regional matter, countywide targets are developed through a collaborative process. This process aims to ensure that all jurisdictions are accommodating a fair share of growth.

The 2021 King County Urban Growth Capacity Report provided Medina with a 2044 housing growth target of 1,253, or an additional 19 units from its 2018 total unit count of 1,234. Assuming a similar average household size, the population target is an additional 52 people, or a total population of 3,297 by 2044. The population growth target requires an average annual growth of approximately 2 people from the 2019 population of 3,245. The 2044 housing target requires an average annual increase of only one housing unit from the 2019 total. In 2017, PSRC produced projections to support the VISION 2040 regional growth plan. *Exhibit 34: Housing Demand Projections (Medina)* shows that Medina’s projected population for 2040 was 3,329. This is higher but does not differ significantly from the more recently set growth target. Vision 2050 passed in October 2020. PSRC has not yet released their updated projections dataset.

**Exhibit 34: Housing Demand Projections (Medina)**



Source: OFM, 2020; PSRC, 2017; [King County], 2021.

### Affordability Gap by Income Level

As housing supply and affordability elicit a regional focus, the analysis in the next few sections shows how the current and future housing supply in Medina can meet the needs of King County as a whole. To ensure the housing needs of all economic segments of the population are addressed and housing-related burdens are not simply transferred between jurisdictions, each community should attempt to take on its fair share of affordable housing. Policy H-1 of the 2021 King County Countywide Planning Policies sets a countywide need for housing in 2044 by percentage of AMI. The percentages are as shown in the table below.

Policy H-4 requires cities to conduct create an inventory that shows the affordability gap of the jurisdiction’s housing supply as compared to the countywide need. These percentages are applied to Medina’s current total household number in *Exhibit 35: Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Medina)* and *Exhibit 36: Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Medina)*.

Based on the percentages shown in the table below, the Medina housing stock does not meet the countywide need for those households earning 80% AMI and below. In other words, the current housing stock only meets the demand for those in the moderate income and above category. Ninety-three percent (93%) of Medina’s housing is only affordable to households in the moderate income and above range. *Exhibit 36: Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Medina)* breaks the existing need into owners and renters, assuming the County’s current owners versus renters ratio within each income category. The highest need exists among renter households across all low-income categories.

COUNTYWIDE NEED FOR KING COUNTY IN 2044		
INCOME CATEGORY	HOUSEHOLD INCOME	SHARE OF TOTAL UNITS
Extremely Low-Income	30% and below AMI	15%
Very Low-Income	31 - 50% of AMI	15%
Low-Income	51 - 80% of AMI	19%
Moderate Income and above	>80% of AMI	51%

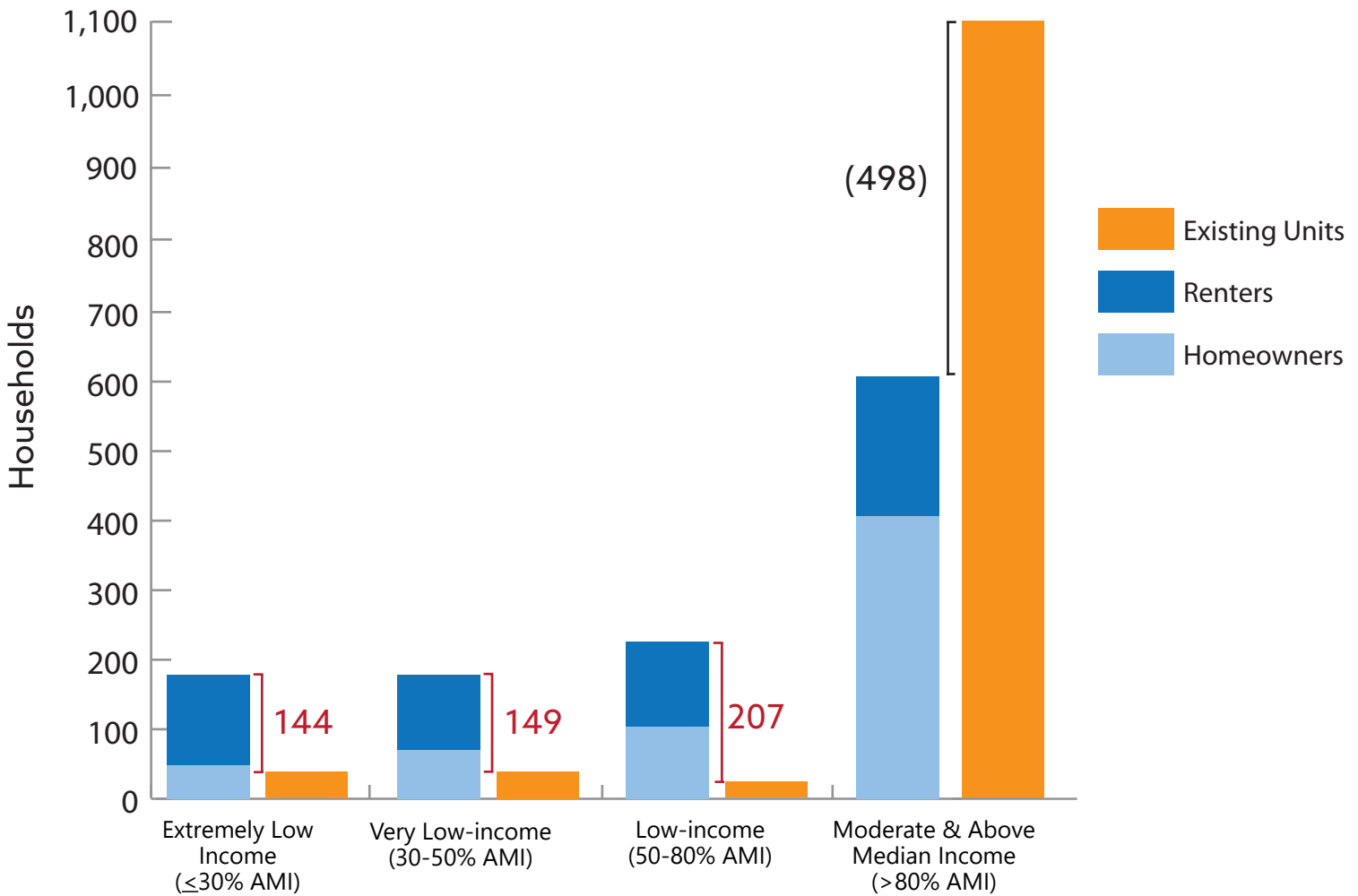
### Exhibit 35: Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Medina)

INCOME LEVEL	EXTREMELY LOW	VERY LOW-INCOME	LOW-INCOME	MODERATE & ABOVE INCOME
	(<30% AMI)	(30-50% AMI)	(50-80% AMI)	(>80% AMI)
Existing Need	179	179	226	607
Existing Housing	35	30	19	1,105
Existing Gap	<b>144</b>	<b>149</b>	<b>207</b>	498

Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [King County], 2021.



**Exhibit 36: Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Medina)**



Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [King County], 2021.

**Future Housing Need by Income Level**

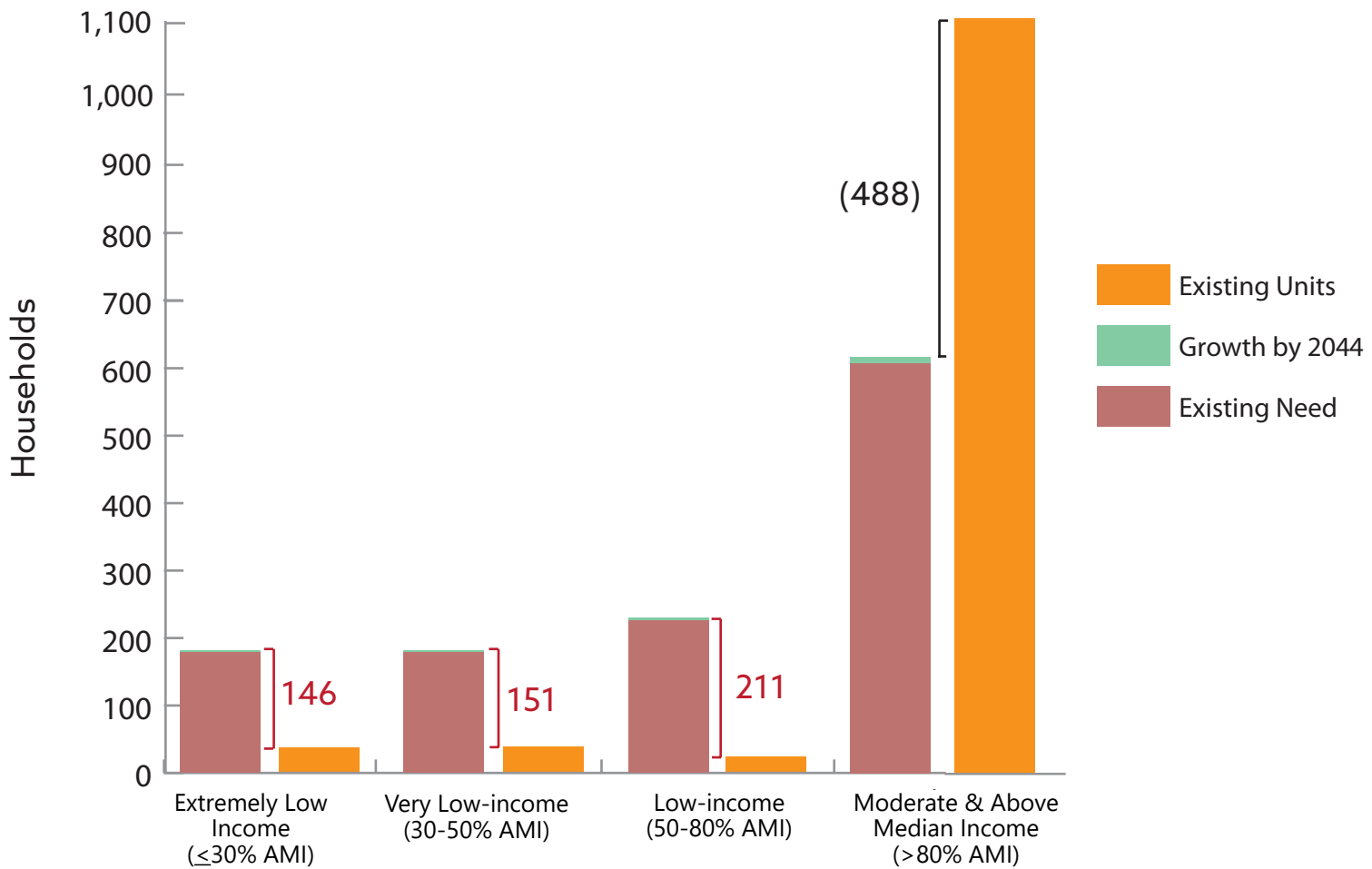
Exhibit 37: Projected Housing Needs and Gaps by Income Level (Medina) and Exhibit 38: Projected Housing Needs and Gaps by Income Level (Medina) compare existing housing supply with the projected need based on the 2044 growth targets. This comparison assumes that the county income distribution will remain the same as the housing supply grows. For this analysis, owners and renters are grouped together. The 2044 gap numbers represent the largest housing supply needs. In other words, these numbers indicate where supply increases should be encouraged and does not explicitly define a lack of supply if growth targets are achieved. In 2044, it appears the gaps are projected to remain among the low-income ranges due to growth in households at those ranges. This also assumes the preservation of the small existing supply of more moderately priced units. To address the gaps, it will be necessary for the City to consider how to increase the supply of housing at those income levels through incentives for affordable housing developments or by encouraging nonprofits to provide rent-subsidized housing in the city.

**Exhibit 37: Projected Housing Needs and Gaps by Income Level (Medina)**

INCOME LEVEL	EXTREMELY LOW	VERY LOW-INCOME	LOW-INCOME	MODERATE & ABOVE INCOME
	(≤30% AMI)	(30-50% AMI)	(50-80% AMI)	(>80% AMI)
Existing Need	179	179	226	607
Existing Housing	35	30	19	1,105
2044 Need	181	181	230	617
2044 Gap	<b>146</b>	<b>151</b>	<b>211</b>	488

Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [King County], 2021.

**Exhibit 38: Projected Housing Needs and Gaps by Income Level (Medina)**



Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [King County], 2021.

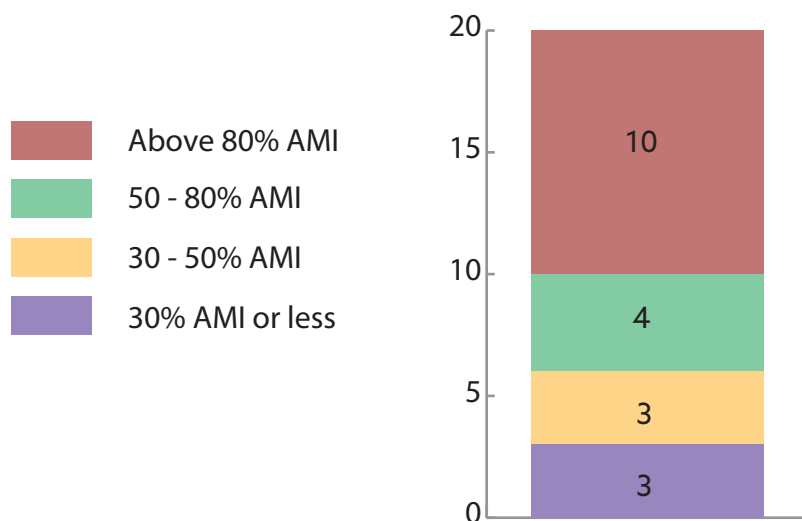
*Exhibit 39: Current Gaps versus Projected Gaps Based on Existing Housing (Medina)* gives a more in-depth look at how the existing supply gap is projected to change by 2044 by dividing the totals into owner versus renter-occupied units. This analysis extrapolates the existing county percentages of owner and renter households and applies them to the 2044 growth targets. As stated previously, the 2044 gaps are meant to show at which income levels and for which types of units production should be prioritized to meet the countywide needs based on the city’s future population. More units available for ownership are needed across the low-income ranges, and the sizable surplus in the moderate income and above range is not expected to get much smaller. By 2044, more rental units will be necessary for all economic segments of the population. Special attention will be needed to fill the gap in rental units for extremely low- and very low-income households through the provision of income-restricted units as mentioned above.

**Exhibit 39: Current Gaps versus Projected Gaps Based on Existing Housing (Medina)**

	ALL UNITS		UNITS TO OWN		UNITS TO RENT	
	EXISTING GAP	2044 GAP	EXISTING GAP	2044 GAP	EXISTING GAP	2044 GAP
Extremely Low-Income (≤30% AMI)	144	146	48	49	95	97
Very Low-Income (30-50% AMI)	149	151	40	41	108	110
Low-Income (50-80% AMI)	207	211	100	101	107	109
Moderate & Above Median Income (>80% AMI)	498	488	614	608	116	119

Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [King County], 2021.

**Exhibit 40: Housing Units Needed by 2044 to Accommodate Growth (Medina)**



Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [King County], 2021.

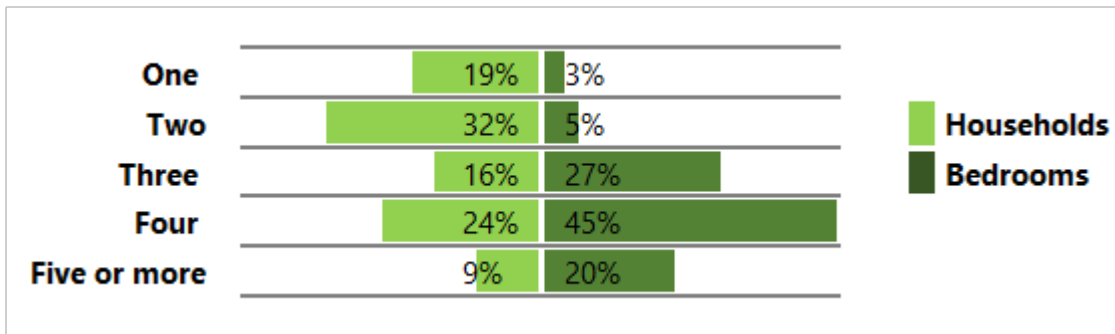
*Exhibit 40: Housing Units Needed by 2044 to Accommodate Growth (Medina)* summarizes the estimated new housing units needed by income level relative to HUD AMI to meet the 2044 growth target. Estimates are based on the countywide need levels discussed earlier.

## 4.2 DIVERSITY OF HOUSING CHOICES

Having a variety of housing choices is important for a city to meet the diverse needs of its population. Medina’s housing supply is composed almost entirely of single-family detached units (99%).<sup>12</sup> While 51% of households in Medina have only one or two members, just 4% of units have one or fewer bedrooms, and all of these are rental units. A lack of smaller units compared to the percentage of one or two person households is noteworthy since smaller units are typically more affordable especially for smaller households that may be living off one income. It also means there is a lack of ownership options for younger families that may be looking to buy their first home and upsize later as their family grows. There is an oversupply of larger units in comparison to the distribution of household sizes, with 63% of all units having 4 or more bedrooms and only 10% of households having 5 or more people.

<sup>12</sup> 2015-2019 ACS 5-year estimates.

### Exhibit 41: Comparison of Household Size versus Number of Bedrooms (Medina)



Source: 2015-2019 ACS 5-year estimates.

### Older Adults and Families with Children

*Exhibit 41: Comparison of Household Size versus Number of Bedrooms (Medina)* shows a few different household types that are cost-burdened in the city. Small families, which are families with 2 to 4 members (excluding older adults), make up the largest group of cost-burdened households. It is important to note that 70% of these households make above the median income yet are still cost-burdened. Many families likely have children since 42% of households in Medina have one or more people that are under 18. Housing concerns for families with children include sufficiently large housing units and proximity to schools, childcare facilities, and other amenities.

About 45% of households in Medina have one or more people that are 60 and over. Over half of older adults that are cost-burdened are low-income, earning less than 80% AMI. Older adults primarily consist of retired or retirement age individuals who rely on a variety of income sources, such as retirement benefits, social security, and accrued wealth. The ACS does not capture who is retired but does include data on who has retirement pensions and incomes. Retired individuals have a limited budget that must sustain them for the remainder of their lives, which ranges greatly based on health, location, and lifestyle. Older adults have higher medical costs that may also contribute to financial insecurity. Those living in families may experience financial constraints as a result of more people living in the household that also require financial assistance or resources. Older adults choosing to age in place may require additional support services such as home modification, transportation, recreation and socialization, yard care, or care management and counseling.

**Exhibit 42: Cost-Burdened Households by Type and Income Level (Medina)**

HOUSEHOLD TYPE	EXTREMELY LOW-INCOME	VERY LOW-INCOME	LOW-INCOME	MODERATE INCOME	ABOVE MEDIAN INCOME	ALL COST-BURDENED HOUSEHOLDS
	(≤30% AMI)	(30-50% AMI)	(50-80% AMI)	(80-100% AMI)	(>100% AMI)	
Older Adult Family	0	25	10	4	28	67
Older Adults Living Alone	19	15	4	15	0	53
Large Family	0	0	0	0	20	20
Small Family	10	14	4	10	90	128
Other	35	0	0	0	24	59
<b>Total</b>	<b>64</b>	<b>54</b>	<b>18</b>	<b>29</b>	<b>162</b>	<b>327</b>

Source: HUD CHAS (based on ACS 2014-2018 5-year estimates).

*Older Adult Family: Two persons, either or both age 62 or older*

*Older Adults Living Alone: A person 62+ living alone*

*Large Family: Families with 5 or more members*

*Small Family: Families with 2-4 members (excluding older adult families)*

*Other: Non-family, non-elderly adult households (including those living alone or with housemates)*

**Subsidized and Income-Restricted Units**

As discussed earlier, subsidized or income-restricted units are one of the most important types of housing a city requires to ensure all housing needs are met. Without such units, it is difficult for many low-income households to avoid being cost-burdened. Furthermore, among these units, variety is necessary for the diversity of household types. No subsidized or income-restricted units currently exist in Medina.



### 4.3 LAND CAPACITY ANALYSIS

In addition to preparing the 2044 growth targets, the King County Urban Growth Capacity analysis determined the remaining capacity within the city based upon developable land. This was done for both employment and housing capacity. Although both are important for planning growth and development within the city over the next couple of decades, this report is mainly concerned with the latter. A land capacity analysis calculates the amount of vacant, partially used, and underutilized lands as well as land that has potential for redevelopment. This process identifies the potential for land within a community’s boundaries to accommodate anticipated housing growth given the current zoning restrictions. As of the beginning of 2019, Medina has a remaining net capacity of 8 units. To meet the 2044 housing growth target, Medina needs 19 new units, which means there is a capacity deficit of 11 units. The report notes that this is appropriate for now since the report is primarily concerned with confirming available capacity to accommodate remaining growth under the 2035 growth target, which Medina has already met. However, jurisdictions shall demonstrate zoned or planned capacity for their 2044 growth targets in the upcoming periodic update of the comprehensive plan in 2024.

#### Zoning Considerations

Another component of the land capacity analysis estimates the expected types of housing that will be built with the remaining capacity based on the zoning of the land where the capacity lies. This relies on the assumption that land zoned for lower densities will be developed with single-family units and that land zoned for higher densities will be developed with multifamily units. Another assumption used for the analysis is that single-family units will likely provide opportunities for homeownership while multifamily units will likely be occupied by renters. Although these are just assumptions, the exercise allows for a comparison between the current mix of owners versus renters in the city with the type of opportunities the remaining capacity may provide.

*Exhibit 43: Zoning of Land Capacity Compared with Current Tenure (Medina)* shows that 100% of the remaining vacant or developable land in Medina is zoned for lower density residential uses. This land will most likely be developed as single-family residential. While most households in Medina are owners, 14% of households are renters. Rentals of single-family detached residences do occur, but higher density rental developments tend to be more affordable.

#### Exhibit 43: Zoning of Land Capacity Compared with Current Tenure (Medina)

ZONING CAPACITY	PERCENTAGE OF LAND WITH REMAINING CAPACITY ZONED FOR:	HOUSEHOLD TENURE PERCENTAGES, 2019	CURRENT TENURE
Single-family	100%	86%	Owner
Multifamily	0%	14%	Renter

Source: ([King County], 2021; 2015-2019 ACS 5-year estimates.)

Another interesting comparison from the land capacity analysis compares the anticipated number of units, divided by type, with the projected need. The projected need is based on the 2044 growth targets, and it has already been shown that there is currently a capacity deficit in terms of total units. *Exhibit 44: Zoning of Land Capacity Compared with Projected Need (Medina)* displays the approximate totals of the remaining capacity broken down into single-family versus multifamily. This is evaluated against the projected 2044 need of owner-occupied and renter-occupied units as taken from the gap analysis. Not only is there insufficient capacity for total units needed, but insufficient capacity also results when comparing the number of owner-occupied units with the projected need. Medina may consider zoning changes to allow additional capacity for all unit types, including multifamily residential development to generate additional rental opportunities.

**Exhibit 44: Zoning of Land Capacity Compared with Projected Need (Medina)**

ZONING CAPACITY	CAPACITY REMAINING IN UNIT TYPE PER ZONING:	2044 PROJECTED NEED	CURRENT TENURE
Single-family	8	10	Units to Own
Multifamily	0	9	Units to Rent

*Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [King County], 2021.)*

## 4.4 HUD LOCATION AFFORDABILITY INDEX

As a last glimpse at overall affordability of Medina and how different household types may be experiencing financial difficulties, *Exhibit 45: HUD Location Affordability Index (Medina)* shows the results of the Location Affordability Index (LAI) for the city. The LAI was developed by HUD and the US Department of Transportation (DOT) in 2013 to better understand housing and transportation costs for specific geographies. This joint effort of HUD and the DOT stems from the reality that, aside from housing, transportation is the largest expense for most households. The index models eight different household profiles, shown in the table below, that vary by percent of area median income, number of people, and number of commuters. The calculations account for twenty-four measures such as monthly housing costs, average number of rooms per housing unit, average vehicle miles traveled per year, walkability, street connectivity, and others. These eight model households are not meant to represent specific groups but are rather useful for relative comparison to the digester’s particular situation. Broken down to the neighborhood (census tract) level, the LAI offers what percentage of their income each household profile would typically spend on housing and transportation costs. This information can be useful to the general public, policymakers, and developers in determining where to live, work, and invest.









Version 3, the most recent version of the LAI, was published in March 2019. Its data sources include the 2016-2012 5-year American Community Survey, 2014 Longitudinal Employer-Household Dynamics, and a few others. The eight household profiles modeled for the LAI are displayed. Please see the accompanying table for descriptions of each of the household types. Five out of eight of the household profiles (Very Low-Income Individual, Working Individual, Retired Couple, Single-Parent Family, and Moderate Income Family) are shown to be cost-burdened, or paying 30% or more of their income on housing costs. If this were the only measure of affordability under consideration, as it has been treated in this report thus far, Medina would still appear unaffordable to most households. Still, no household profiles are shown to be severely cost-burdened, or paying 50% or more of their income on housing costs. However, once transportation costs are brought into the conversation, the lack of affordability in Medina becomes even more concerning. All profiles spend over 30% of their income on housing and transportation costs combined, and all but two profiles spend over 45%, which is the maximum portion of income that should be spent on both types of costs. If this maximum is exceeded, HUD deems the location as unaffordable for the household profile in question. The most shocking number is the 64% of income spent on transportation costs by the Very Low-Income Individual profile, which brings their total spent on housing and transportation to 113% of their income.

The LAI shows how accessibility to work and amenities cannot be overlooked when addressing a city’s affordability issues, especially when accessibility itself is one of the determinants of housing costs. The high accessibility of a walkable, well-located neighborhood is normally added into the price of the rental and for sale housing there. Conversely, housing in a more automobile centric area with lower access to work opportunities and amenities will be priced at a discount. If a household living in a more suburban area is paying only 20% of their income on housing but also 20% of their income on transportation and their urban counterpart is paying 30% of their income housing but only 10% on transportation, the more suburban household should not be considered to have a more affordable living situation. The LAI shows that Medina should contemplate both housing and transportation costs if attempting to increase overall affordability for residents.

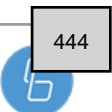
HOUSEHOLD TYPE	INCOME	SIZE	NUMBER OF COMMUTERS
Median Income Family	100% AMI	4	2
Very Low-Income Individual	National poverty line (\$11,880 for a single person household in 2016)	1	1
Working Individual	50% AMI	1	1
Single Professional	135% AMI	1	1
Retired Couple	80% AMI	2	0
Single-Parent Family	50% AMI	3	1
Moderate Income Family	80% AMI	3	1
Dual-Professional Family	150% AMI	4	2



**Exhibit 45: HUD Location Affordability Index (Medina)**

HOUSEHOLD PROFILE	SHARE OF INCOME SPENT ON	PERCENTAGE	HOUSEHOLD PROFILE	SHARE OF INCOME SPENT ON	PERCENTAGE
Median-Income Family 	Transportation	23%	Retired Couple 	Transportation	15%
	Housing	29%		Housing	39%
	Housing + Transportation	52%		Housing + Transportation	54%
Very Low-Income Individual 	Transportation	64%	Single-Parent Family 	Transportation	31%
	Housing	49%		Housing	42%
	Housing + Transportation	113%		Housing + Transportation	73%
Working Individual 	Transportation	27%	Moderate-Income Family 	Transportation	21%
	Housing	31%		Housing	35%
	Housing + Transportation	58%		Housing + Transportation	56%
Single Professional 	Transportation	12%	Dual-Professional Family 	Transportation	15%
	Housing	22%		Housing	25%
	Housing + Transportation	33%		Housing + Transportation	41%

Source: (HUD (based on ACS 2012-2016 5-year estimates).



## KEY TAKEAWAYS: GAP ANALYSIS

### Housing Needed to Accommodate Future Growth

- Medina has a 2044 housing growth target of 1,253 or a population target of around 3,297 people.
- Based on countywide need, the Medina housing stock has an insufficient supply of low-income housing, for those households earning 80% AMI and below.
- To address these gaps by 2044, Medina will likely need to consider how to increase the supply housing at those levels through incentives for affordable housing developments or by encouraging the provision of rent-subsidized housing.

### Diversity of Housing Choices

- By comparing the household sizes and number of bedrooms provided in units in Medina, there do not appear to be enough smaller units, which could provide sufficiently sized, more affordable housing options for smaller households.
- Small families are currently experiencing proportionally higher rates of cost-burden.
- Subsidized housing may need to be introduced in Medina to meet the needs of the various types of households that are low-income.

### Land Capacity Analysis

- As of 2019, Medina does not have enough vacant or redevelopable land to meet its 2044 growth targets. It will need to demonstrate zoned or planned capacity sufficient to meet the growth targets in the 2024 comprehensive plan update.
- All the remaining vacant or redevelopable land is zoned for lower density or single-family development.
- The gap analysis projects that the capacity deficit exists for both owner and renter-occupied units, meaning Medina may consider zoning changes to allow additional capacity for all unit types, including multifamily residential development to generate additional rental opportunities.

### HUD Location Affordability Index

- According to the LAI, five household profiles (Very Low-Income Individual, Working Individual, Retired Couple, Single-Parent Family, and Moderate-Income Family) are shown to be cost-burdened. Furthermore, once transportation costs are estimated, only two profiles (Single Professional and Dual-Professional Family) do not spend more than 45% of their household income on housing and transportation costs combined.
- The Very Low-Income Individual profile is estimated to typically spend more than their annual income (119%) on housing and transportation costs.

## **NEXT STEPS**

This Housing Needs Assessment identifies Medina’s current and future housing needs. In addition to the HNA, the Housing Action Plan will be informed by a public engagement effort and an assessment of existing city policies and regulations. Housing Action Plan strategies will address identified needs and policy changes and will be presented to Council for review and adoption in 2023.

**Housing is absolutely essential to human flourishing. Without stable shelter, it all falls apart.**

**-Matthew Desmond  
American Sociologist**

## APPENDIX D

### Public Outreach Summary



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# Housing Action Plan Public Outreach Summary

Medina, WA



Prepared for  
City of Medina  
Planning Commission  
501 Evergreen Point Road,  
Medina WA 988039  
Attn: Laurel Preston, Planning Commission Chair

Blueline Job No. 21-298  
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MEDINA HOUSING ACTION PLAN PUBLIC OUTREACH SUMMARY

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## Introduction and Methods

### Outreach Purpose

The city of Medina has received grant funding from the Department of Commerce to create a Housing Action Plan. A city's Housing Action Plan (HAP) is developed after conducting a housing needs assessment, which determines the current and future state of housing within the jurisdiction. This housing needs assessment (HNA) seeks to evaluate service for all income levels, establish population and employment trends, and consider what the land capacity is within the jurisdiction. Some topics in the HNA and HAP are required, such as evaluating population trends, while others are optional, such as a land capacity analysis. To receive grant funding, there are some required community and stakeholder engagement actions that must be met, such as participation and input from community groups, local realtors, and nonprofit housing advocates. This document outlines the process by which the Medina community was engaged, as well as analysis of the feedback received.

The HAP should be used to inform the comprehensive plan housing element. The Washington State 1990 Growth Management Act (GMA) requires all incorporated municipalities within King County to develop a comprehensive plan addressing population growth impact to government facilities and services. The GMA implements land use planning strategies to evaluate the predicted level of service needs associated with population growth and assess existing facilities and services. The City's Housing Action Plan which will go into more depth than the housing element of the Comprehensive Plan.

The purpose of the HAP Public Outreach Survey and Stakeholder Input Process is to gather community input to inform the construction of the HAP document. The public outreach allows residents to participate in the long-range planning of their housing conditions and helps determine what strategies will be used in the HAP. The community desires, derived from the outreach survey and stakeholder input groups, will be addressed in the HAP.

### Importance of Housing

Ensuring access to housing is one of the fundamental functions of effective planning. In Medina, twenty-seven percent of households are currently cost-burdened, and by 2044 there is a projected deficit of 297 housing units for very or extremely low-income people. Creating policies that encourage development to meet current and projected community needs is paramount.

### Stakeholder Methods

Two groups of stakeholders were identified to give in-depth feedback on the Housing Needs Assessment and provide direction for future housing development in Medina. A group of community stakeholders attended virtual sessions in July and September 2022, and a group of technical stakeholders attended a separate virtual session in August. The first community stakeholder meeting group answered a series of questions about the perceived accuracy of the Housing Needs Assessment together before breaking into smaller groups to discuss how Medina should accommodate the needs identified in the HNA. The second community stakeholder meeting was one facilitated group discussion about housing conditions and needs. The technical stakeholder group also started by discussing the accuracy of the Housing Needs Assessment before moving on to more specific aspects of the future housing development strategy. These more specific aspects included accessory dwelling units, streamlined permit processes, development initiatives, and senior housing.



## Survey Methods

Surveying was performed using SurveyMonkey, an online survey tool. Everyone in the city of Medina was invited to participate between May 30<sup>th</sup> and July 25<sup>th</sup>, 2022. The community survey was available both electronically and via hard copies in Medina City Hall. Advertising occurred on the city's website and social media pages. One hundred fifty-four respondents responded to thirty-one questions about housing in Medina.

## Open House

The City hosted an open house available to the public on April 20, 2023. The event was noticed through the City's website and social media pages and was hosted at Medina City Hall. The open house included a presentation on the overall project and recommended strategies and four different participation activities to help engage the community. Activities included the hard copy of the draft Housing Action Plan, a word bubble, a housing game board, and an open discussion with City staff.

## Technical Stakeholder Results

The technical stakeholder group felt that the housing needs assessment was accurate and reflected genuine community conditions. Members noted that finding solutions to increase density in Medina can be problematic due to local politics. The analysis below describes the results of the technical stakeholder engagement process regarding different housing related topics.

### Accessory Dwelling Units

Technical stakeholders generally gave more reasons in favor of Accessory Dwelling Unit (ADU) development than reasons against. ADUs were noted as an affordable way to meet density needs which were feasible given the current conditions in Medina. Homes with existing secondary structures which can accommodate ADUs could ease the further development of ADUs. However, the politics of Medina are not agreeable to their development, many lots are already at max coverage, and owners with the large lots conducive to ADU development may not want to develop one. Feasibility research into benefits and obstacles should be done before any changes to zoning code to incentivize ADUs are made.

### Streamlined Permit Process

Stakeholders were in favor of creating a streamlined permit process. Special exemption processes for ADUs serving specific populations, such as seniors and teachers, and special permissions or joint programs for adjacent owners were specifically identified as two use cases for permit streamlining.

### Development Incentives

Development incentives to increase the density in Medina were considered by the group. Allowing mixed use in Medina Circle, increasing commercial uses, considering a multifamily zone, and allowing more permitted zero lot line developments were considered favorable strategies to increase both density and city tax revenue. A lack of undeveloped lands for new housing types and lack of public support for smaller lot rezoning were identified as obstacles to creating development incentives. Creating these incentives may result from further research, such as considering ADU unit size and fiscal analysis on current affordable housing development. Obstacles, such as high property values, would have to be overcome.



## Senior Housing Strategy

The need for a senior housing facility was identified by the technical stakeholder group. Need could be served through the development of a mixed-use facility with community areas on the ground floor and senior housing above, as could a support program for ADU development on seniors' lots as a means of creating passive income. Zoning density bonuses and land donations may be necessary to incentivize senior and low-income housing. Concerns about senior affordability due to fixed incomes and high property costs/taxes were raised.

## Technical Stakeholder concerns

Concerns were largely related to the politics of the community and the developed nature of Medina. Technical stakeholders were not aware of any undeveloped lots in Medina, and indicated many lots are already at max coverage. Community opposition to smaller lot rezoning and lack of incentives for property owners to build ADUs on their properties were noted as obstacles to development.

## Community Stakeholder Results

The analysis below describes the results of the community stakeholder engagement process. The topics discussed with the whole group pertained to community perceptions of the Housing Needs Assessment such as accuracy, completeness, and consistency. In the first meeting, the group then split into two breakout rooms and discussed local housing character preservation in the context of the greater region, the community context from which the HNA arises, how to increase housing options, and what development styles the city should encourage in the future.

## Perceptions

There was disbelief in the data validity among some members of the community stakeholder group. There was high interest in how the data was procured, as well as some distrust in the consultant analysis methodology. Stakeholders expressed disbelief in the income estimate figures, and community consensus was that no housing issues existed in Medina. The group did not feel that there was any physical space for additional developments and was not interested in increased density through the encouragement of multifamily buildings, affordable developments, or subdivisions.

The main housing issue identified was vacant or unoccupied homes causing higher living costs. The group would have liked more information on the demographics vacant and rental homeowners and did not think the existing infrastructure in the city could support increased density. The community stakeholder groups did not feel there was a need to change development patterns within the City of Medina.

## Takeaways

The community stakeholder group expressed a high priority for preserving the character and aesthetic of Medina. Preservation of shared open spaces, parks, docks, style of homes, and high quality of life was paramount to residents. Residents needed to be more interested in encouraging the development of higher-density housing units such as apartments or multi-unit zones. The community felt like housing availability was not a local issue and is staunchly opposed to additional development within the City. Members felt that more efficient use of unused properties, such as vacant houses or vacation homes, and lowering property tax rates are the primary method by which Medina should rectify the high housing burden costs.



## Community Concerns

The community stakeholder group was very concerned about potential changes to the types of housing available in Medina. Similarly, changing the visual appearance of the neighborhoods either through new developments or unattended vacant properties was very concerning to residents. The group also repeatedly expressed concerns for the process of updating Medina housing policy. Doubt about the need to consider changing the types of housing available in Medina was brought up several times.

## Survey Results

The analysis below describes the current perceptions and future aspirations of respondents as they pertain to the Medina housing stock. Due to rounding, percentages may not add to 100. Complete tabulation of data is given in *Appendix A*, *Appendix B*, and *Appendix C*.

### Respondent Profile

The majority (53%) of respondents were between the ages of 55 and 74, followed by 29% of respondents between 35 and 54, 17% above 75, and finally less than 1% under 34. This is an older demographic than the Medina population, which is roughly a third under 34, a third 35-54, and the final third over 55. The survey sample was slightly whiter than Medina, which is two thirds white, a quarter Asian or Pacific Islander, five percent Multiracial, four percent Hispanic, and one percent Black. Respondents were 80% white, 13% Asian or Pacific Islander, and 4% Multiracial. Homeowners were disproportionately represented in the survey, with less than 3 percent of respondents renting- compared to 14% of renters in the population. Most respondents have lived in their current homes for more than ten years and travel between 1-10 away from home per day.

All respondents live in single family homes, which roughly mirrors the 99% of Medina that lives in single family homes. Respondent household size roughly mirrored the population, with 90% of both groups living in houses of four or less. The survey sample had more two person houses, where the population has more one person houses. Twenty three percent of respondents indicated housing costs as a serious financial burden, like the 27% of Medina households which are cost burdened.

### Significance

This survey received 154 responses, 5% of the 2021 population of Medina. This sample size can be considered a significant amount, which may represent the overall population accurately. When drawing conclusions from this sample, the respondent profile should be considered.





### Housing Quality

Survey respondents are very satisfied with the quality of their current housing. Eighty-five percent of respondents were at least satisfied with the distance from their house to their work or school, like the 93% of respondents who were satisfied with their home’s proximity to amenities. Eighty five percent of respondents were satisfied with the size of their homes, like the 82% of respondents who were satisfied with the condition of their homes. All metrics had less than an 11% dissatisfaction rate, except for cost, where 15% of respondents were dissatisfied or extremely dissatisfied. Twelve out of 82 respondents who wrote additional comments on the survey (all written responses are listed in *Appendix D*) noted that Medina is an expensive or costly place to live, although only five of those noted this unaffordability as a negative aspect of Medina. The full breakdown of housing quality is given in fig. 1.

How satisfied are you with your current housing in regard to...

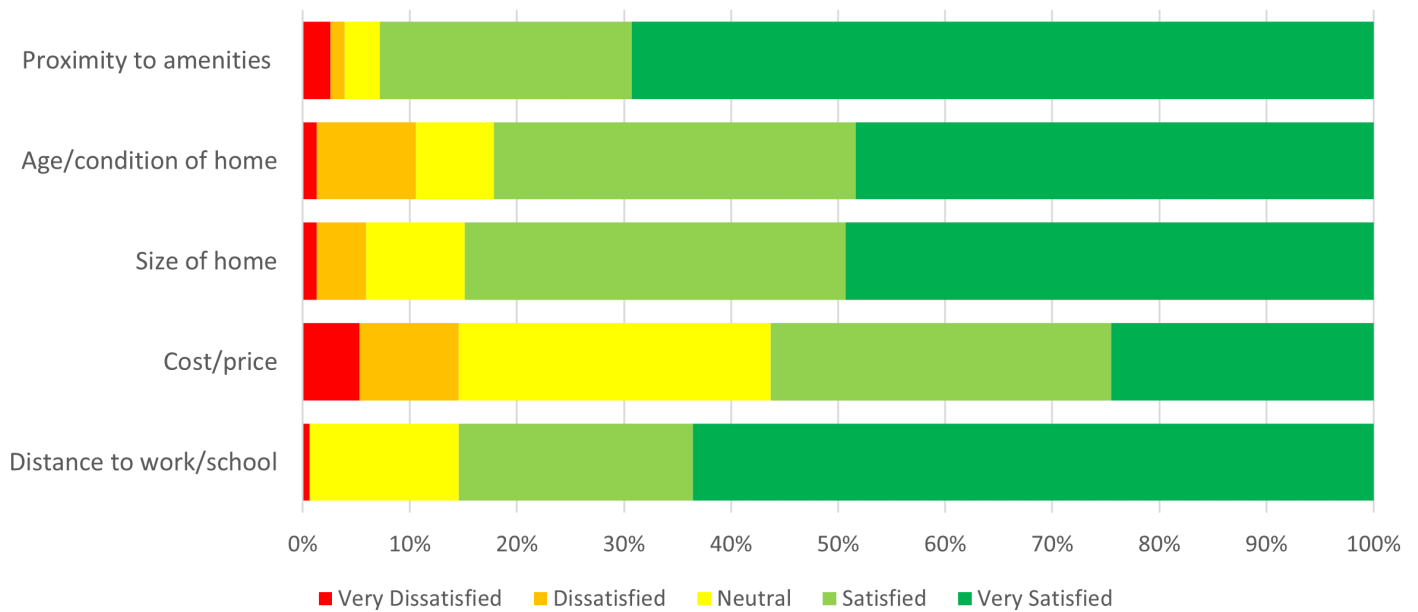


Figure 1: Survey respondent opinions on current housing quality.

MEDINA HOUSING ACTION PLAN PUBLIC OUTREACH SUMMARY

Community Profile

Survey respondents agreed that Medina is a good place to live if you can live there. Ninety-eight percent of respondents believed that Medina is a great place to live in general and that Medina is a good place for families to live. About eighty percent of the full sample found that Medina is a good place for older people to live, and 96% of respondents older than 75 agreed. Eighty two percent of respondents agreed that Medina has services and amenities that improve quality of life. People overall agreed that Medina is a nice place to live, but the group was more split about the accessibility of housing in Medina. Two thirds of the sample didn't think that young people can find comfortable, adequate, and affordable housing in Medina, and only 12% thought that young people could (22% had no opinion). Thirty percent of the sample expressed concern about being unable to live in Medina within the near future. In the open response section, some respondents noted concern for a future where they cannot afford to live in Medina, often citing property tax as a reason. The full breakdown of perceptions on the community served in Medina is given in fig. 2.

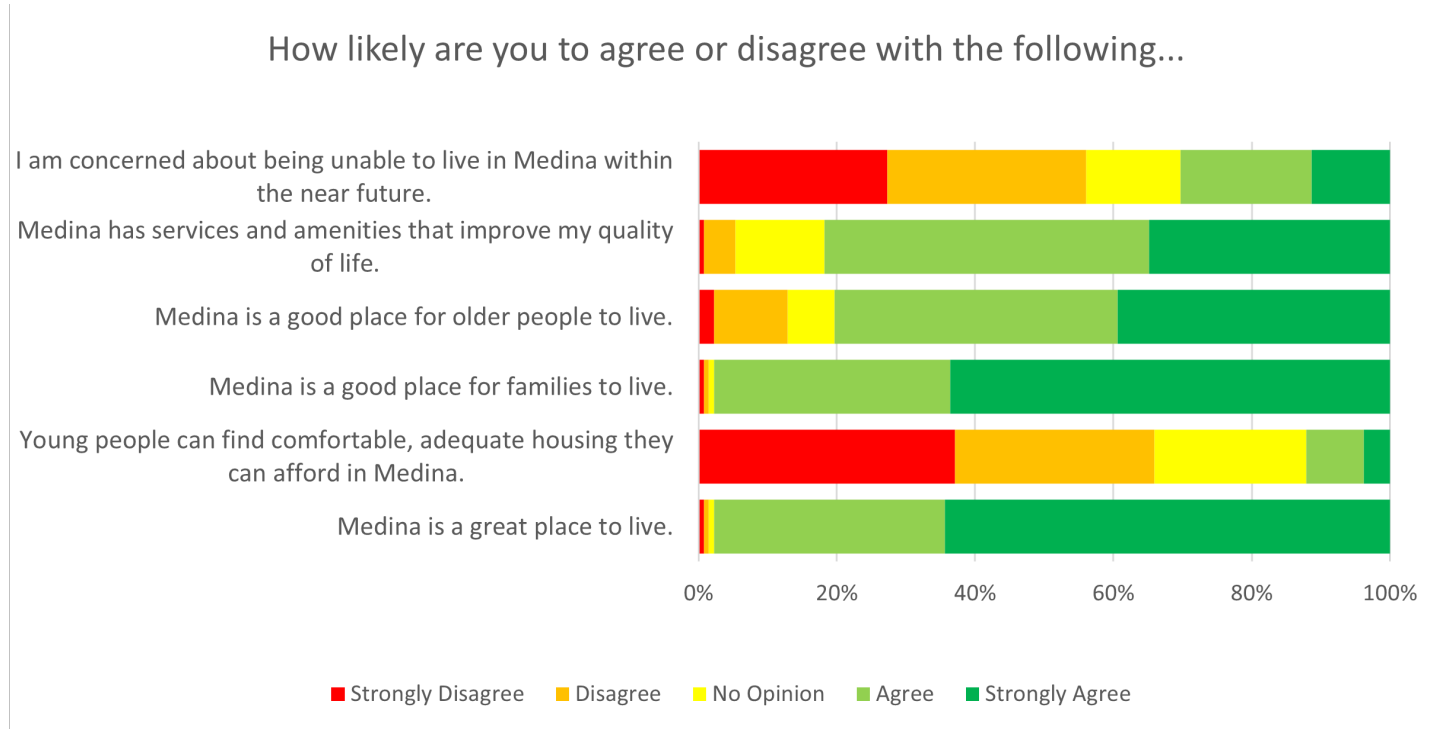


Figure 2: Survey respondent opinions on various aspects related to communities currently best served in Medina.

### Needed Housing

Respondents generally do not believe that housing options in Medina should change. Eighty eight percent of respondents disagreed that Medina needs more apartments, other rental housing options, or emergency housing options and services. Seventy percent of the sample found there should not be more affordable housing in Medina. In the open response section, some respondents write that it isn't Medina's role to provide affordable housing. As one individual wrote, "It should not allow for multiple housing developments, lower income housing or multiple family dwellings. There are many areas outside of Medina that provide that." Another wrote, "I feel very strongly that Medina should remain SFR [single family residential] only – no multifamily housing of any type". Some (31%) thought that housing should be available for those who work in the community, but more (51%) felt it should not. Two thirds of respondents disagreed that larger homes should be available for large families, and a similar amount (55%) thought smaller housing should be available for smaller families. Respondents overall did not feel that the housing stock in Medina should change. The full breakdown of perceptions on types of housing needed is given in fig. 3.

#### Medina needs more...

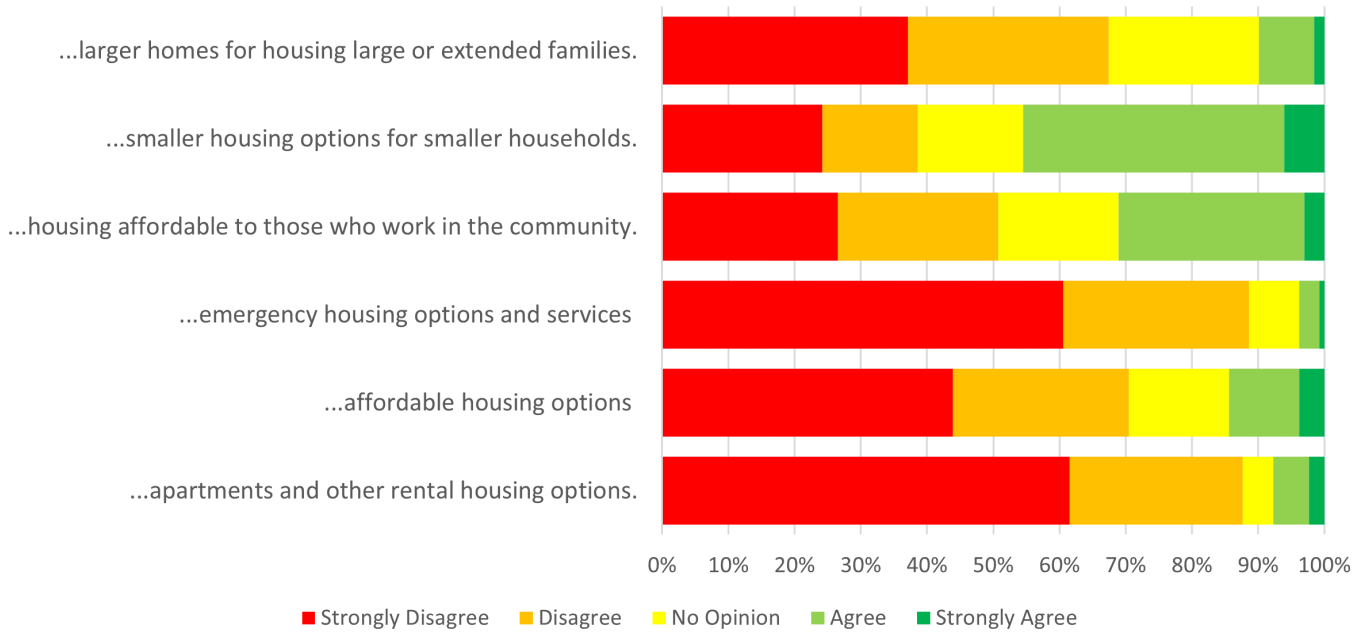


Figure 3: survey respondent opinions on housing needs.

### Potential Housing Solutions

The sample agreed with some housing support measures. Sixty-one percent of respondents found that ensuring existing housing is in good condition and providing support for older community members are good ideas. Residents found that providing support for working families and fixed income households who spend a disproportionate amount on housing was not a good solution (50%, compared to 18% who thought it was a good solution), and did not support building dedicated affordable housing. The sample was slightly split between wanting to protect residents from being displaced or forced out of their housing (47%) and not (27%). The full breakdown of potential housing solution perceptions is given in fig. 4.

How do you feel about some of these housing solutions:

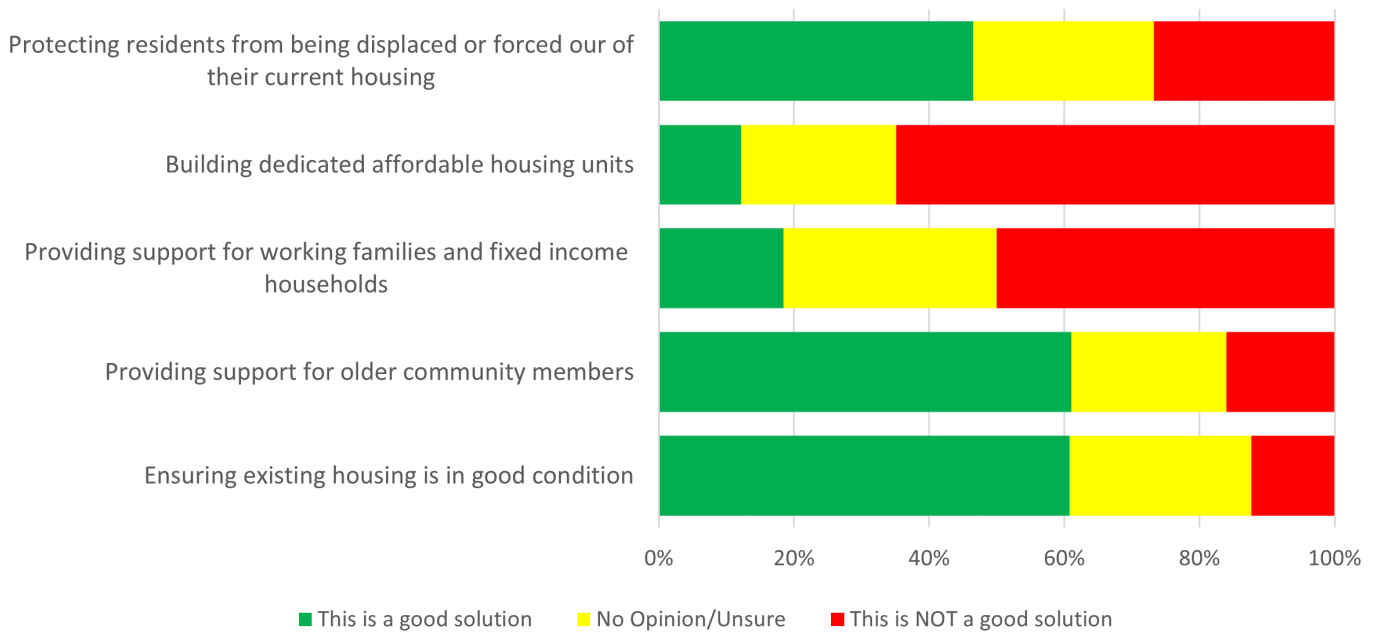


Figure 4: survey respondent opinions on potential future housing solutions.

When asked to rank specific types of housing, residents gave the strongest preference for accessory dwelling units, with more than two thirds (69%) ranking it is their first choice. Townhomes were ranked second, followed by senior/assisted living, multifamily housing, and finally manufactured housing (65% ranked this as their last choice). In the free response section, some residents made clear that none of these housing types are preferred. As one wrote, “By ranking these options it gives the survey askers / city an incorrect answer as to how you’d rank ... as opposed to the fact that NONE of the options would be acceptable.” The full breakdown of ranked housing types is given in fig. 5, and all free response answers are in *Appendix D*.



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Outside of single family houses, what type of housing would you like to see to accomodate the growing need?

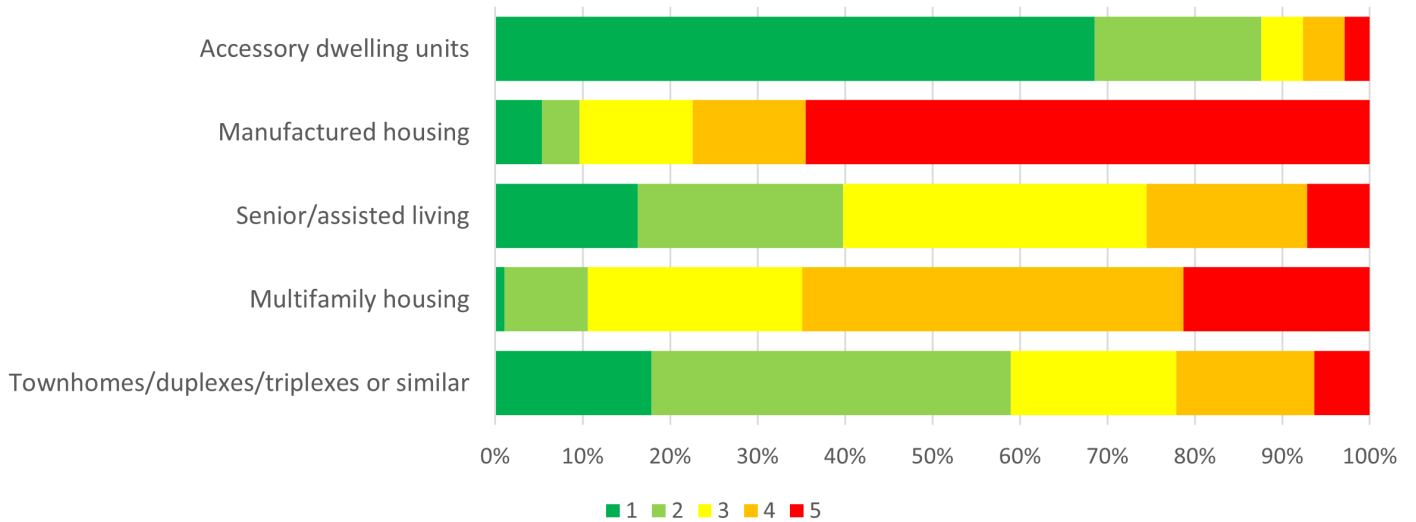


Figure 5: Respondent’s ranking of various housing types.

### Open House Results

The summary below describes the results of the open house engagement process. The topics discussed with the whole group pertained to the Housing Action Plan community presentation and understanding how Washington State plans for housing. Approximately 16 residents attended the presentation which represents less than one percent of the community. Similarly, a lack of understanding of or guidance on recent State housing legislation (such as HB 1110) has created community concerns that extend beyond the scope of the Housing Action Plan. Greater attendance and input would’ve been beneficial in leading to a more community-oriented document and responding to misconceptions of the impact of State legislation on Medina.

Participants attended the event and came with a number of thoughtful questions on the impact of State legislation. While the presentation and open discussion with City staff was useful in describing the Housing Action Plan planning process, methodology, and drafted strategies, the community was fixated on the recent passage of HB 1110 and housing requirements from the Growth Management Act. The community was interested in understanding how housing growth targets are determined, how the City is expected to address growth targets, and what the impact on homeowners would be. One homeowner was specifically concerned that HB1110 would require single family homeowners to redevelop their properties to construct duplexes. Another homeowner was very concerned about whether duplexes developed in Medina would be considered affordable to households earning less than the Area Median Income (AMI). Other participants were vocally supportive of the City pushing back on requiring other forms of housing to be permitted in low-density residential, or single family residential, exclusive zones.

Residents believe that expanding the types of housing allowed in the City would not result in a more economically diverse population. People were concerned about the capacity and levels of service of infrastructure needed to support



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higher density housing, such as the need for traffic control and upsizing sewers. Other concerns described during the meeting included tree removal, degradation of private property values, community aesthetics, and crime.

Blueline prepared a game board to help participants understand how Medina must plan for housing under the Growth Management Act. The scaled game board was prepared to emulate a typical neighborhood in Medina. A variety of parcel sizes and areas were developed using parcel width, depth, and area data sourced from King County IMAP. Lego pieces were used to represent different forms of housing – such as a single family home or a fourplex – to describe how the City is required to plan for capacity and identify the techniques that received the greatest consensus. The activity was highly appreciated by residents who could visualize different housing forms using Legos and use the activity as a method of asking questions on planning for housing requirements. Participants primarily supported placing duplex and townhome units to meet the housing growth targets. Residents primarily wanted to see duplex and townhome units along primary or arterial roadways and along the City’s limits. A copy of the game board is included in *Appendix F*.

A word cloud activity was also available at the event. The intent of the activity was to collect thoughts from residents and summarize the thoughts into a word cloud. There were not enough participants in the activity to generate a meaningful or representational word cloud.

## Limitations

The community stakeholder activity was not attended by all the planned attendees. As with most community stakeholder processes, more input may have been advantageous. Similarly, a lack of belief in income estimates and lack of overall project buy in may have caused a misrepresentation of community opinions during the process.

The survey sample was slightly more white, older, and owned their homes more than the population of Medina. However, the conclusions of the survey generally agree with the take-aways from the stakeholder meetings, and the sample size (5% of the population) was sufficient. It is reasonable to use the results of the survey to inform the further construction of the Housing Action Plan.

## Conclusion

The Medina community values their existing housing stock and acknowledges that housing costs are high. However, they do not see changes in housing options available as a good solution. The nuances in community opinions of housing type will be considered with the creation of the Housing Action Plan.

### Public Perceptions of Existing Housing Stock

The community in Medina is largely satisfied with their existing housing stock. The people living there see little reason to change the current policies, as they currently enjoy quality housing in a good location. Residents appreciate the single-family residential character in Medina, as one survey respondent said, “maintain the status quo, basically single-family dwellings. Multi-family dwellings would change the nature of the city”. The technical stakeholder group recognized strong public opinion, noting that rezoning to smaller lots will not be supported by the public.

### Housing Cost

Community members were aware of high housing costs and attributed this high cost primarily to empty or vacant units within the city or high property taxes. Multiple survey respondents noted that property taxes are increasing so much that long term residents cannot afford to live in Medina anymore. While community stakeholders and survey



## MEDINA HOUSING ACTION PLAN PUBLIC OUTREACH SUMMARY

respondents recognized the high housing cost in Medina, they were split on what that meant. As evidenced by the 30% of survey respondents who are concerned about being unable to live in Medina within the near future, and numerous answers in the open response section anticipating future personal housing burden, some survey respondents were concerned about high housing costs. However, many were not. As one respondent put it, “If you can’t afford to live here—then don’t! There are plenty of places elsewhere. Fact of life—some people have more money than others. It’s not wrong and doesn’t need to be changed.”

### Housing Solutions

Survey and community stakeholder participants feel that there is little space, demand, or support for any sort of higher density housing. Survey respondents were in favor of smaller houses, but perhaps with the intention of preserving the character of the city and not with the goal of increasing density. While the technical stakeholder group saw ADUs and a senior housing facility as feasible ways to solve some of the present housing problems, the community stakeholder group and survey respondents gave little latitude for any changes to housing options. Residents believe that the preservation of existing housing options, common spaces, quality of life, and population should be the priority when determining future housing policy.

People in Medina recognize that it is an expensive place to live, however their preference for the existing single-family character supersedes any desire to increase housing accessibility. While some people surveyed agreed that more housing should be available for people working in Medina, and there is some concern about individuals’ future inability to live in the city, multiple comments in stakeholder meetings and survey items qualified multi-unit housing of any sort as unacceptable. People agree that housing problems are present in some capacity, but they do not see additional development within the city of Medina as the solution. As one survey respondent said, “There are sufficient social service options in area, including low-income housing... high valuations and onerous property taxes the real problem.”

### Community Take Aways

Community preferences around housing solutions must be considered when creating the Housing Action Plan. The stakeholder group expressed that the existing residential character in Medina is extremely important to the community, and that Medina will likely remain extremely residential for the foreseeable future. Survey responses and the technical stakeholder group made clear that there would be community resistance to any large apartment, intentionally affordable, or emergency housing. One survey respondent wrote, “I RESIST, and want my city to RESIST the mandates from outsiders demanding that the character of my town be changed.” However, looking forward there may be room to increase housing access through methods which preserve the character of small single family residential units and support the existing residents.



## Appendix A: Respondent Demographics

The below graphs and charts describe the reported demographics of adult survey participants. Color formatting shades higher percentages blue.

**Table 1:**

Select your age range.

Answer Choices	Responses	
Under 34	0.66%	
35 to 54	28.95%	
55 to 74	53.29%	
75+	17.11%	
	Answered	152
	Skipped	2

**Table 2:**

Which of the following best describes you?

Answer Choices	Responses	
Asian or Pacific Islander	13.16%	
Black or African American	0.66%	
Hispanic or Latino	0.00%	
Native American or Alaskan Native	0.00%	
White	79.61%	
Multiracial or Biracial	3.95%	
A race/ethnicity not listed here	2.63%	
	Answered	152
	Skipped	2





## Appendix B: Housing Demographics

The following tables describe the complete set of responses to multiple-choice questions related to respondent’s housing situation. Color formatting shades higher percentages blue.

**Table 3:**

**How many people are in your household (including yourself)?**

Answer Choices	Responses	
1 person	9.80%	
2 people	39.87%	
3 people	13.07%	
4 people	26.14%	
5 people	7.19%	
6 people	3.92%	
7 people or more	0.00%	
	Answered	153
	Skipped	1

**Table 4:**

**Do you own or rent your residence?**

Answer Choices	Responses	
Own	97.39%	
Rent	2.61%	
N/A	0.00%	
	Answered	153
	Skipped	1

**Table 5:**

**Are your housing costs a serious financial burden?**

Answer Choices	Responses	
Yes	22.52%	
No	77.48%	
	Answered	151
	Skipped	3



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**Table 6:**

**When did you move to your current home?**

Answer Choices	Responses	
Less than a year ago	2.61%	
1-5 years ago	16.34%	
6-10 years ago	13.73%	
11 or more years ago	67.32%	
	Answered	153
	Skipped	1

**Table 7:**

**On an average day, how far (in miles) do you travel from your home?**

Answer Choices	Responses	
Less than 1 mile	6.58%	
1-5 miles	37.50%	
5-10 miles	40.79%	
10-20 miles	9.21%	
20+ miles	5.92%	
	Answered	152
	Skipped	2

**Table 8:**

**Which of the following housing types best describes where you live?**

Answer Choices	Responses	
Single-family home	100.00%	
Townhome/duplex/triplex or similar	0.00%	
Unit in multiunit building	0.00%	
Accessory dwelling unit (e.g., in-law suite or granny flat)	0.00%	
Mobile or manufactured home	0.00%	
Senior/assisted living	0.00%	
	Answered	152
	Skipped	2



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## Appendix C: Housing Survey

The following tables describe the complete set of responses to multiple-choice questions related to respondent's perspective of housing in Medina. Color formatting shades higher values blue.

**Table 9: How satisfied are you with your current housing in regard to the following criteria?**

	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied
Distance to work/school	0.7%	0.0%	13.9%	21.9%	63.6%
Cost/price	5.3%	9.3%	29.1%	31.8%	24.5%
Size of home	1.3%	4.6%	9.2%	35.5%	49.3%
Age/condition of home	1.3%	9.3%	7.3%	33.8%	48.3%
Proximity to amenities (e.g., parks, retail stores, bus routes, etc.)	2.6%	1.3%	3.3%	23.5%	69.3%

Answered 153

Skipped 1

**Table 10: Outside of the most common type of housing in Medina (single-family homes), what type of housing would you like to see to accommodate the growing need? (Rank the choices by order of preference)**

	1	2	3	4	5
Townhomes/duplexes/triplexes or similar	17.89%	41.05%	18.95%	15.79%	6.32%
Multifamily housing	1.06%	9.57%	24.47%	43.62%	21.28%
Senior/assisted living	16.33%	23.47%	34.69%	18.37%	7.14%
Manufactured housing	5.38%	4.30%	12.90%	12.90%	64.52%
Accessory dwelling units (e.g., in-law suites or granny flats)	68.57%	19.05%	4.76%	4.76%	2.86%

Answered 116

Skipped 38

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**Table 11: How likely are you to agree or disagree with the following statements?**

	Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
Medina is a great place to live.	0.76%	0.76%	0.76%	33.33%	64.39%
Young people can find comfortable, adequate housing they can afford in Medina.	37.12%	28.79%	21.97%	8.33%	3.79%
Medina is a good place for families to live.	0.76%	0.76%	0.76%	34.09%	63.64%
Medina is a good place for older people to live.	2.27%	10.61%	6.82%	40.91%	39.39%
Medina has services and amenities that improve my quality of life.	0.76%	4.55%	12.88%	46.97%	34.85%
I am concerned about being unable to live in Medina within the near future.	27.27%	28.79%	13.64%	18.94%	11.36%

Answered 133  
Skipped 21

**Table 12: Indicate how much you agree or disagree with the following statements. Medina needs more...**

	Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
...apartments and other rental housing options.	61.54%	26.15%	4.62%	5.38%	2.31%
...affordable housing options (i.e., housing reserved for households earning 80% or less of the area median income or \$95,300 annually).	43.94%	26.52%	15.15%	10.61%	3.79%
...emergency housing options and services (e.g., shelters, transitional housing, day centers, assistance for victims of domestic violence, etc.).	60.61%	28.03%	7.58%	3.03%	0.76%
...housing affordable to those who work in the community.	26.52%	24.24%	18.18%	28.03%	3.03%
...smaller housing options for smaller households.	24.24%	14.39%	15.91%	39.39%	6.06%
...larger homes for housing large or extended families.	37.12%	30.30%	22.73%	8.33%	1.52%

Answered 133  
Skipped 21



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**Table 13: Indicate how you feel about some of these potential housing solutions.**

	<b>This is a good solution</b>	<b>No Opinion/Unsure</b>	<b>This is NOT a good solution</b>
<b>Ensuring existing housing is in good condition</b>	60.77%	26.92%	12.31%
<b>Providing support for older community members</b>	61.07%	22.90%	16.03%
<b>Providing support for working families and fixed income households who are paying a large share of their incomes on housing</b>	18.46%	31.54%	50.00%
<b>Building dedicated affordable housing units</b>	12.21%	22.90%	64.89%
<b>Protecting residents from being displaced or forced out of their current housing</b>	46.56%	26.72%	26.72%

Answered 131

Skipped 23



## Appendix D: Write-In responses

The following are verbatim write-in responses submitted. Responses include any typographical, grammar, or other mistakes.

**Do you have any additional comments, questions, or concerns related to Medina’s housing needs you would like to share?**

**Answered: 82. Skipped: 72**

Too many tall trees require us to clean non-stop all year around. Not ideal for aged individuals, especially potential fallen branches/trees when storms come.
One problem I see is rental homes or absent ownership and lack of property maintenance by property owners. Lack of investment in “community” by absent ownership. We need to keep our community store. Many young people cannot afford to live here.
Medina is a great place to live for young families and on into grand parenting.
This is an odd survey. Medina is definitely not a “typical” community, more like an exclusive destination neighborhood.
there is o need for the city to tinker with the present housing. It is a lovely residential place. there are too few places where single family homes are required.
This is an interesting and complicated survey addressing the general Medina community. The complexity of our community as well as the broad age range and socioeconomic elements makes averaging Medina extremely difficult.
Property taxes far too high. Town spending growing far too much, making work and development where not needed and not appreciably benefitting quality of life. Police and fire are the only services we really need kept at the level they are now; the rest of the town is beautiful as is and the high levels of spending are just making the town more expensive. Almost no middle-income families are in the town anymore.
Stop allowing buyers to leave empty unkept properties. Hines sits empty. Too many renters who take no ownership responsibilities. Too many international buyers. charge a surtax like Vancouver BC
Create more flexibility/allowance for homeowners who want to remove trees on their property
Sure, wish that trees were not indiscriminately bulldozed all the time to build mc mansions. Keep older homes maintained instead of constantly building new ones. Don’t put houses immediately next to others.
Property taxes are really high for retired senior citizens.
I feel very strongly that Medina should remain SFR only—no multifamily housing of any type
Thank you
No
I have been in the same house for 57 years. House is 4000 sq ft and has need remodeled once. Am widowed and live on SS and teacher retirement income. House is in good repair, but county classifies it as a tear down. Land valuation has gone up every year. With the construction of a 5.5 mil. House next door, tax now nearly 20000 per year. I must live very frugally to continue to live here and pay for reasonable yard and house maintenance. Medina zoning encourages large houses and wealthy families who can afford them. There is no relief for the elderly or longtime residents who have incomes above approx. 60 M. I am only slightly above. Complaints are met with "you can sell and make a profit" but then where



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do I go?
Medina needs to find a way to support longtime residents. I am sure i am not the only one who thinks the city is indifferent to our needs and desires to be a place for only the most affluent.
I would like to know the origin of the survey, the reason for the survey & the author of the questions. Mary Saad
No
Keep Medina as it is.
I am personally concerned about property taxes getting so high that people like myself Who have lived here for 30+ years may be forced out.
Why are we addressing this?
Item 10. None of the proposals are acceptable.
No
Medina is unique and offers the community and excellent experience. It should not allow for multiple housing developments, lower income housing or multiple family dwellings. There are many areas outside of Medina that provide that. Medina should remain a calm and secure place to live in a crowded and complex world.
Stop allowing huge houses to be built that take up a large portion of the lot size. Don't allow lots to be subdivided below half an acre.
Highway noise ... still an issue
It isn't clear how Medina can be made compatible with affordable housing.
No shelters. Please leave the community intact
I did not like or appreciate the ranked preference question. It infers an acceptance or preference for the 5 options... I tried to skip the question - as none of these are acceptable. By ranking these options, it gives the survey askers / city an incorrect answer as to how you'd rank ... as opposed to the fact that NONE of the options would be acceptable.
Medina's housing prices were so significantly impacted by the number of foreign (primarily Chinese) absentee purchasers - throwing money at houses — causing rapid increases in pricing. Then leaving the homes empty - creating eyesores and habitats for rodents - it has been so sad to see the degrading of many areas - as purchasers don't care or have pride in their homes — they view these purchases as investments - and have zero sense of community. As a very long-term Medina resident and taxpayer - I am so saddened to see this decline.
Trees and lots are cut down and decimated .... And then allowed to be so overgrown .... I don't know this town anymore.



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Having lower income housing in this neighborhood is completely absurd! If you can't afford to live here—then don't! There are plenty of places elsewhere. Fact of life—some people have more money than others. It's not wrong and doesn't need to be changed.

Medina is a unique community with a special environment. We do not need to change the character of our neighborhood with housing ideas that have nothing in common with our existing livability. Stop this discussion now!!

When we can't afford it anymore, we will move but nothing in the area is what I would call affordable.

A missing link in Medina's walkability is Overlake Drive East. Please recognize this is a path to Clyde Beach Park, Meydenbauer Beach Park, and downtown Bellevue for residents of Medina which needs considerable safety improvements. Fixing that will improve Medina's "access to amenities" rating.

Not just allowing, but actually building affordable housing, transitional housing, senior housing, multi-family housing, will make Medina stand out as living its values and leading the Points in addressing the income inequality plaguing our nation and region.

Medina is an executive community. As such, when people from other executive communities visit, they often comment on how ugly Medina is. They notice wires hanging from telephone poles, junk cars in front yards, dilapidated houses, crab grass filled parks, crumbling sidewalks, houses with unkept landscaping, painted traffic lines, that you would find on high speed streets, on residential streets. Commuter cars parked on residential streets. And generally a poor hillbilly looking neighborhood. I think if city leaders had grown up in places like Palo Alto or La Jolla or Westminster NY or Kalorama DC, they would understand how shabby Medina looks. This survey only illustrates how detached the city is from acknowledging that Medina is for high earners (executives). I would suggest accepting this fact and working to build the best looking Medina possible to reflect the incredible high real estate taxes the residents pay relative to other cities in WA state.

There is no need for any low income housing or multi family. I will actively campaign against any public official that suggests these changes.

We need to keep Medina the close bedroom community that it is.

The current character of Medina should be preserved. Multi-unit housing would undermine that. There are more affordable alternative housing options in close proximity elsewhere in Bellevue and other Eastside communities.

Lower the property taxes so retirees can stay in their homes if they desire!

Medina is thriving because people get to choose what kind of housing they live in and not because the city has been awarded a grant for planning and policy creation regarding housing. Keep the city government taking care of the current residents and the services that we have such as Medina Market, Post Office, and our park and schools. Do not add any item except possibly extra units if someone wants to add them to their house. No affordable housing, no townhomes, no senior assisted living facilities, not necessary as we are backed up to a very large metropolitan city with all of those needs. Keep Medina simple! That is why we moved here.

I did not answer questions 13 on because there was no detail on who would be providing the support. Given the affluence of this community it's hard to envision apartments and manufactured homes. I also don't think the assembling of large estates has improved the





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community. We have lost great neighbors that moved because of property tax increases and skyrocketing revenue from selling their homes. The Green Store is a great amenity but I wish it had fewer restrictions on operating hours and expanded food and take out services and drinks.
Question 10: I would not like to see any of the housing choices listed in the city of Medina. The question did not allow me to rank all choices with a zero.
No
Ensuring rental property or unoccupied houses are maintained. Ensure yards are well maintained. We have too many where the grass isn't cut and bushes cover the sidewalks
I believe Medina building guidelines are antiquated and should be updated to current residents wants and more in line with national building guidelines.
The property taxes are exorbitant and are forcing long time residents to sell their homes.
There are also too many empty, unkempt homes on some streets, most likely foreign investors parking money in the land. Not a great place to live anymore. Resident since 1965.
No
It seems like the author of these questions has a social and political agenda which is inappropriate when attempting to conduct an honest and unbiased survey.
Make sure peo
I would support more flexibility to have ADUs limited to less that 1,000 sf with mandatory off street parking as a solution to provide more housing options in the community
I support requiring ADU's on larger properties as a form of private extra housing opportunities for people working for Medina families
These are tough questions especially for a community like Medina that has limited buildable land
The most acceptable way to add to housing in Medina is to allow ADUs. Seems least impactful on the nature of our small town.
Medina City Government should focus on maintaining and improving public safety including roadways, powerlines, and landscape. We need to support our police. We need to make sure that residents do not have onerous rules placed on them in regard to their property as long as the natural beauty and charm of our town is preserved. We need to maintain the local gathering places for all ages, including the park, post office, and green store. And the landlord of the green store should not be "holding hostage" any of her tenants, ever by taking advantage of them and placing unfair burdens upon them. The green store has a legacy and tradition of being a local favorite, that makes every resident feel welcomed, provides a place for local workers to eat, local school children to gather with friends, and provides a local place to buy necessities. The current tenants "saved" our community during Covid by providing the consistency, kindness, and care that our older residents need. Medina is a town that is kind and welcoming to everyone who lives there. It is a great place to live and one that we have called home for over 25 years.
Keep Medina as it is. No need to build affordable housing, shelter, or others
The number of homes that are bought but not occupied
Please do not change this wonderful community.



MEDINA HOUSING ACTION PLAN PUBLIC OUTREACH SUMMARY

<p>There are sufficient social service options in area, including low income housing, shelter, etc. Multi family options will mean even bigger houses, already an issue. High valuations and onerous property taxes the real problem</p>
<p>Maintain the status quo (basically single-family dwellings). Multi-family dwellings would change the nature of the city. Town-houses are OK if they are in the high-end price range such as the development abutting the golf course on NE 12th.</p>
<p>There is no place like Medina to live and raise a family. I appreciate looking at making it more affordable inc for families. Thank you.</p>
<p>Property taxes are the biggest issue increasing unaffordable housing.</p>
<p>There are lots of places to live. Medina may not be a fit for everyone.</p>
<p>Stronger ordinance to dissuade cutting down of older firs.</p>
<p>Ordinance as to approval of style of home for new construction.</p>
<p>The current modern homes are not traditional NW homes and eye sore.</p>
<p>Medina is a small community, and does not need to support the services appropriate for a larger city. Residents of Medina accept a high barrier to entry, in exchange for a secure environment. Plans for Medina should respect the existing culture of the town, rather than try to adjust its environment toward area medians.</p>
<p>Not concerned about housing for people who want to move into Medina but can't afford to live here. I'm more concerned about older people who have lived in the city for decades but the property taxes are causing them financial hardship.</p>
<p>Taxes are too high and there appears to be waste in spending. Rebate or reduce taxes!</p>
<p>1. Sidewalks along all streets.</p>
<p>2. Proper street lighting for safe walking and to discourage illegal activity.</p>
<p>I don't have a problem with more affordable housing, but I am not a fan of providing housing for people with drug addictions or emotional problems, like a halfway house.</p>
<p>I am strongly opposed to changes in zoning and density in medina.</p>
<p>Medina is not for everyone, this is what market decides and this is why people moves here. To make worse is not the solution. However, taking care of existing house senior owners are something we should do, just like any community. It is different from making medina everyone can afford or come. Good goal but not by making medina worse - against the reason why people move here.</p>
<p>Supportive housing if required by WA State should be at least 600 feet from schools.</p>
<p>Please also for subdivision of lots so we can build up more in Medina. The time for change is now.</p>
<p>Make sure people live here is safe. Exclude homeless from Medina.</p>
<p>No</p>
<p>The thought of turning Medina Clyde Hill or the east side west of 405 into a low income neighborhood it's just about one of the worst ideas I've heard. Many people worked hard and smart to get to where they are today or maybe it was just an accident but whatever it is it is their prerogative to live in an upscale neighborhood w/out Converting the area into low income housing. Ridiculous. How much is Val is Dell Constantine buying the Quinta twice</p>



MEDINA HOUSING ACTION PLAN PUBLIC OUTREACH SUMMARY

<p>it's worth and making it to a homeless shelter along with numerous other locations. Very bad decisions and making people pay they shouldn't have to.</p>
<p>no</p>
<p>Should update city code limit to allow bigger houses that can host bigger or multi-families. The current limit of height and distance to boundary lines are very tough.</p>
<p>What really makes Medina unaffordable is the property taxes. This includes all the frivolous levies that King County slips by us, as well as, the school district levies. Property taxes are onerous!</p>
<p>I we allow multifamily units I would like to see them added in a way that maintains the "wooded" feel. I really dislike some of the recent concrete monsters with no vegetation between the house and the street</p>
<p>The town should consider rules to limit the size of houses. Current rules allow houses that are way too big and developers build to the absolute maximum to extract maximum profits.</p>
<p>Not at this time</p>
<p>Needs &amp; solutions should not be considered in a city vacuum, we're next to 3 other small towns/city plus Bellevue services and should work together if there is a demonstrated need.</p>
<p>I RESIST, and want my city to RESIST the mandates from outsiders demanding that the character of my town be changed. Medina is a small town that is not right nor affordable for everybody. This is a normal phenomenon and is not suddenly an invented problem. The changes being proposed are practically guaranteed to degrade the quality of life for current residents, causing people to move out. Current residents are your constituents, and inventing a new high density market is not in your constituents interests. Downtown Bellevue is showing signs of adopting Seattle's insane problems, is Medina next? Not if you resist it from happening.</p>
<p>Question 10 did not give you an option of disagreeing with the statement that there exist a growing need for housing in Medina. Or that accommodation for housing needs is a given. The way that question is designed any one of the options given will appear to be a "like to see" from the survey respondent which may not be true.</p>
<p>Medina homes are becoming so large and so expensive that I couldnt even move to another home in the neighborhood. My children will not be able to live here either, unless they find an incredible job. We are being priced out by out of country buyers, buyers buying homes that are left empty or then rented, etc. The community feel is dwindling. This is extremely evident in Clyde Hill too.</p>
<p>Medina is such a small town, adjacent to the larger bellevue where there are many housing options at varying price points. I'm not sure putting in apartments or multi-family housing is a great solution given our city is tiny. We aren't large enough to make a meaningful impact on the housing issues effecting most of bellevue right now. There just isn't enough space to really impact housing prices with affordable housing options. We would need a lot of apartments to offset the high cost of housing here.</p>



## Appendix E: Survey Questionnaire



## Medina - Housing Survey

**The goal of the Housing Action Plan (HAP) is to create an actionable policy document, supported by data and public input, that outlines how to meet Medina's housing needs. Before drafting the full HAP, we would like your help in recognizing housing needs and potential solutions within Medina. We know your input is critical in creating a successful plan.**

**The questions that follow are designed to give the City a better understanding of survey participants.**

1. Select your age range.

- Under 34
- 35 to 54
- 55 to 74
- 75+

2. Which of the following best describes you?

- Asian or Pacific Islander
- Black or African American
- Hispanic or Latino
- Native American or Alaskan Native
- White
- Multiracial or Biracial
- A race/ethnicity not listed here

3. How many people are in your household (including yourself)?

- 1 person
- 2 people
- 3 people
- 4 people
- 5 people
- 6 people
- 7 people or more

4. Do you own or rent your residence?

- Own
- Rent

5. Are your housing costs a serious financial burden?

- Yes
- No

6. When did you move to your current home?

- Less than a year ago
- 1-5 years ago
- 6-10 years ago
- 11 or more years ago

7. On an average day, how far (in miles) do you travel from your home?

- Less than 1 mile
- 1-5 miles
- 5-10 miles
- 10-20 miles
- 20+ miles

8. Which of the following housing types best describes where you live?

- Single-family home
- Townhome/duplex/triplex or similar
- Unit in multiunit building
- Accessory dwelling unit (e.g., in-law suite or granny flat)
- Mobile or manufactured home
- Senior/assisted living

9. How satisfied are you with your current housing in regard to the following criteria?






	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied
Distance to work/school	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cost/price	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Size of home	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Age/condition of home	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Proximity to amenities (e.g., parks, retail stores, bus routes, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Medina - Housing Survey

Housing Supply and Development Questions

**The purpose of the following questions is to help the City understand how respondents feel about the housing supply and housing development in Medina.**

10. Outside of the most common type of housing in Medina (single-family homes), what type of housing would you like to see to accommodate the growing need? (Rank the choices by order of preference)

-   Townhomes/duplexes/triplexes or similar
-   Multifamily housing
-   Senior/assisted living
-   Manufactured housing
-   Accessory dwelling units (e.g., in-law suites or granny flats)

11. How likely are you to agree or disagree with the following statements?

	Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
Medina is a great place to live.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Young people can find comfortable, adequate housing they can afford in Medina.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Medina is a good place for families to live.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Medina is a good place for older people to live.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Medina has services and amenities that improve my quality of life.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am concerned about being unable to live in Medina within the near future.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. Indicate how much you agree or disagree with the following statements.

**Medina needs more...**

	Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
...apartments and other rental housing options.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
...affordable housing options (i.e., housing reserved for households earning 80% or less of the area median income or \$95,300 annually).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
...emergency housing options and services (e.g., shelters, transitional housing, day centers, assistance for victims of domestic violence, etc.).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
...housing affordable to those who work in the community.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
...smaller housing options for smaller households.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
...larger homes for housing large or extended families.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



13. Indicate how you feel about some of these potential housing solutions.

	This is a good solution that should be considered.	No Opinion/Unsure	This is NOT a good solution and should NOT be considered.
Ensuring existing housing is in good condition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing support for older community members	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing support for working families and fixed income households who are paying a large share of their incomes on housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building dedicated affordable housing units	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Protecting residents from being displaced or forced out of their current housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. Do you have any additional comments, questions, or concerns related to Medina's housing needs you would like to share?

## Appendix F: Open House Game Board



# Designing Medina 2044



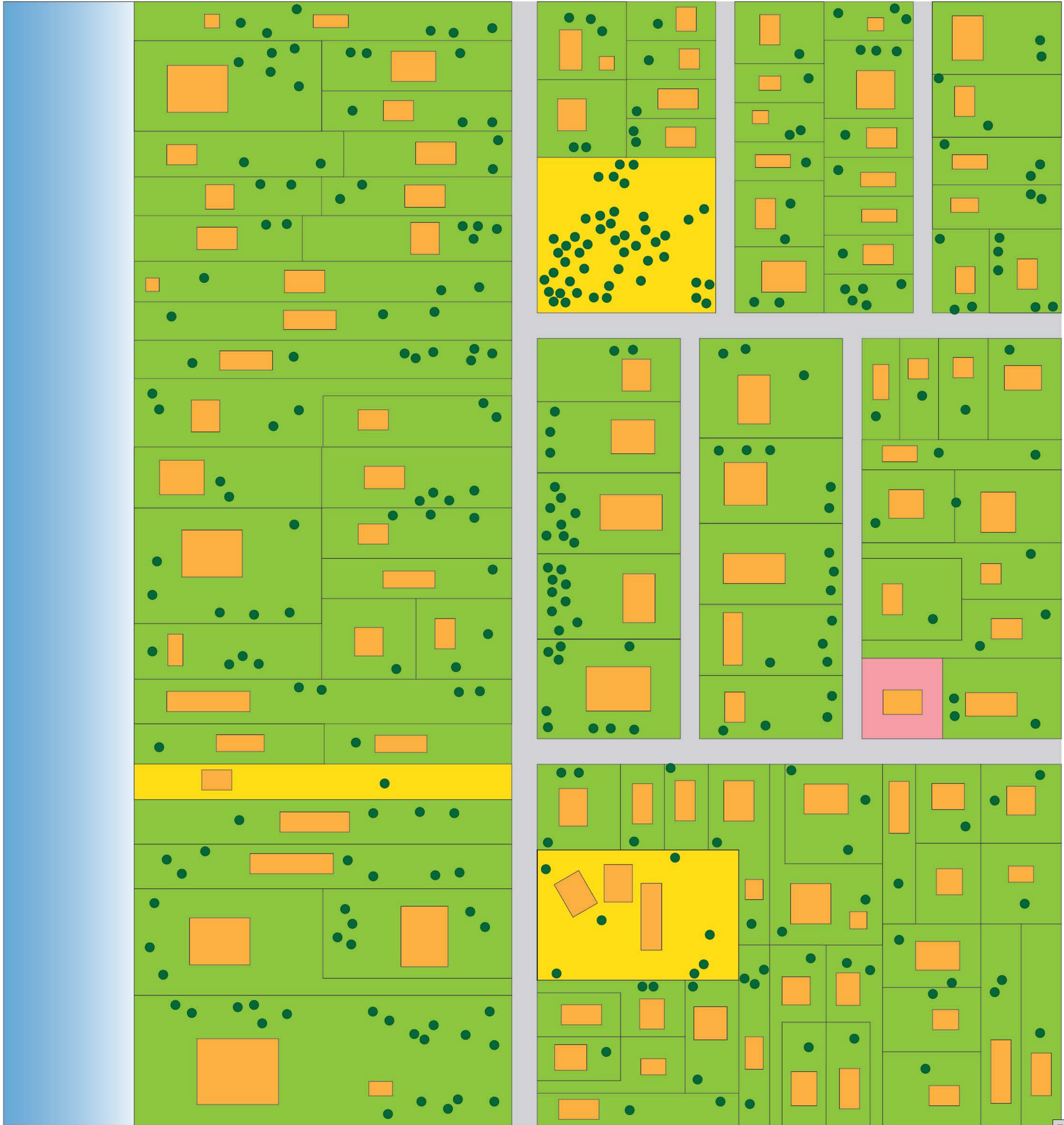
Using the housing options provided, place new housing on the residential parcels. Each housing option is worth a different number of points.

Your final design must add up to at least 19 points.

- Duplex = 2 pts
- Triplex = 3 pts
- Fourplex = 4 pts
- 3-story apartment building = 18 pts
- 4-story apartment building = 30 points

**Legend**

- Residential (Green)
- Public (Yellow)
- Commercial (Pink)
- Existing Building (Orange)



## Appendix G: Open House Poll Results

### Poll 1:

What kind of housing have you lived in within your lifetime?

Answer Choices	Responses	
Single-family home	73.68%	14
Townhome	42.1%	8
Duplex	0.05%	1
Triplex or Fourplex	0.00%	0
Live/Work Unit	0.11%	2
Apartment or multifamily housing (5+)	78.95%	15
	Answered	18
	Skipped	1

### Poll 2:

Could you echo back the requirements to plan for housing and how the Housing Needs Assessment data was gathered?

Answer Choices	Responses	
Yes	36.84%	7
No	15.78%	3
Unsure	26.32%	5
	Answered	15
	Skipped	4



## APPENDIX E

Final Bill Report  
E2SHB 1923

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## Appendix E: Final Bill Report for E2SHB 1923

### FINAL BILL REPORT E2SHB 1923

**C 348 L 19**  
Synopsis as  
Enacted

**Brief Description:** Increasing urban residential building capacity.

**Sponsors:** House Committee on Appropriations (originally sponsored by Representatives Fitzgibbon, Macri, Appleton, Doglio, Dolan, Santos and Frame).

**House Committee on Environment & Energy**  
**House Committee on Appropriations**  
**Senate Committee on Housing Stability & Affordability**  
**Senate Committee on Ways & Means**

**Background:**

Growth Management Act.

The Growth Management Act (GMA) is the comprehensive land use planning framework for counties and cities in Washington. Originally enacted in 1990 and 1991, the GMA establishes land use designation and environmental protection requirements for all Washington counties and cities. The GMA also establishes a significantly wider array of planning duties for 29 counties, and the cities within those counties, that are obligated to satisfy all planning requirements of the GMA. These jurisdictions are sometimes said to be "fully planning" under the GMA.

The GMA directs fully planning jurisdictions to adopt internally consistent comprehensive land use plans. Comprehensive plans are implemented through locally adopted development regulations, and both the plans and the local regulations are subject to review and revision requirements prescribed in the GMA. In developing their comprehensive plans, counties and cities must consider various goals set forth in statute. These goals include:

- *Urban Growth.* Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.

- *Housing.* Encourage the availability of affordable housing to all economic segments of the population of Washington, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
- *Public Facilities and Services.* Ensure that those public facilities and services necessary to support development are adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.

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*This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not a part of the legislation nor does it constitute a statement of legislative intent.*

Counties that fully plan under the GMA must include a plan, scheme, or design for different types of land use areas, including Urban Growth Areas (UGAs)—areas within which urban growth must be encouraged and outside of which growth can occur only if it is not urban in nature. Planning jurisdictions must include within their UGAs sufficient areas and densities to accommodate projected urban growth for the succeeding 20-year period. In addition, cities must include sufficient areas to accommodate the broad range of needs and uses that will accompany the projected urban growth, including, as appropriate, medical, governmental, institutional, commercial, service, retail, and other nonresidential uses.

#### State Environmental Policy Act.

The SEPA establishes a review process for state and local governments to identify environmental impacts that may result from governmental decisions, such as the issuance of permits or the adoption of land use plans. The SEPA environmental review process involves a project proponent or the lead agency completing an environmental checklist to identify and evaluate probable environmental impacts. Government decisions that the SEPA-checklist process identifies as having significant adverse environmental impacts must then undergo a more comprehensive environmental analysis in the form of an Environmental Impact Statement (EIS). Decisions made under SEPA may generally, although not always, be appealed, first at the administrative level, and then at the judicial level.

#### State Environmental Policy Act—Subarea Plans.

A city with a population greater than 5,000 may adopt optional elements of its comprehensive plans and optional development regulations that apply within specified subareas of the cities that are either: areas designated as mixed-use or urban centers in a land use or transportation plan adopted by a regional transportation planning organization; or areas within 0.5 miles of a major transit stop that are zoned to have an average minimum density of 15 dwelling units or more per gross acre.



State Environmental Policy Act—Categorical Exemptions.

Under SEPA, certain nonproject actions are categorically exempted from the requirements of SEPA. Examples of categorically exempt nonproject actions include certain amendments to development regulations and certain amendments to technical codes.

State Environmental Policy Act—Categorical Exemptions—Infill Development.

Counties and cities planning fully under GMA may establish categorical exemptions from the requirements of SEPA to accommodate infill development. Locally authorized categorical exemptions may differ from the categorical exemptions established by the Department of Ecology by rule. Under the infill development categorical exemption, cities and counties may adopt categorical exemptions to exempt government action related to development that is new residential development, mixed-use development, or commercial development up to 65,000 square feet, under certain circumstances.

**Summary:**

Increased Residential Building Capacity and Housing Affordability.

Cities planning fully under the Growth Management Act (GMA) are encouraged to take two or more of the following actions in order to increase residential building capacity:

- authorize development of at least 50 residential units per acre in one or more areas of not fewer than 500 acres that include one or more train stations served by commuter rail or light rail;
- authorize development of an average of at least 25 residential units per acre in one or more areas of not fewer than 500 acres in cities with a population greater than 40,000, or areas of not fewer than 250 acres in cities with a population less than 40,000, that include one or more bus stops served by scheduled bus service of at least four times per hour for 12 or more hours per day;
- authorize at least one duplex, triplex, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure or physical constraint that would make this requirement unfeasible for a particular parcel;
- authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences;
- authorize accessory dwelling units on all lots located in zoning districts that permit single-family residences, subject to certain restrictions;
- adopt a subarea plan pursuant to the State Environmental Policy Act (SEPA);
- adopt a planned action pursuant to the planned action provisions of SEPA, except that an Environmental Impact Statement (EIS) need not be prepared for such a planned action;
- adopt increases in categorical exemptions pursuant to the infill development provisions of SEPA for single-family and multifamily development;
- adopt a form-based code in one or more zoning districts that permit residential uses;

- authorize a duplex on each corner lot within all zoning districts that permit single- family residences;
- allow for the division or redivision of land into the maximum number of lots through the short subdivision process; and
- authorize a minimum net density of six dwelling units per acre in all residential zones.

Cities planning fully under the GMA may adopt a housing action plan. The goal of the housing action plan must be to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes. The housing action plan should, among other things, quantify existing and projected housing needs for all income levels and develop strategies to increase the supply of housing, and should consider strategies to minimize displacement of low-income residents resulting from redevelopment and review and evaluate the current housing element.

If taken prior to April 1, 2021, the actions taken by a city to implement the residential building capacity elements described above, with the exception of the adoption of a sub-area plan, are exempt from administrative or judicial appeal under SEPA and the GMA.

A city with a population over 20,000 that is planning to take at least two actions to increase residential building capacity by April 1, 2021, is eligible to apply for a grant of up to \$100,000 from the Department of Commerce (Commerce) to support planning and outreach efforts. A city seeking to develop a housing action plan is also eligible to apply for a grant of up to \$100,000 from Commerce. Commerce must establish grant award amounts that take into consideration whether the proposed action will create a significant amount of housing capacity or regulatory streamlining.

#### Growth Management Act—Definitions.

The following terms are added to the definitions within the GMA:

- "affordable housing" means, unless the context clearly indicates otherwise, residential housing whose monthly costs, including utilities other than telephone, do not exceed 30 percent of the monthly income of a household whose income is, for rental housing 60 percent or for owner-occupied housing 80 percent, of the median family income adjusted for family size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development (HUD);
- "extremely low-income household" means a single person, family, or unrelated persons living together, whose adjusted income is at or below 30 percent of the median family income adjusted for family size, for the county where the household is located, as reported by the HUD;
- "low-income household" means a single person, family, or unrelated persons living together, whose adjusted income is at or below 80 percent of the median

family income adjusted for family size, for the county where the household is located, as reported by the HUD; and

- "very low-income household" means a single person, family, or unrelated persons living together, whose adjusted income is at or below 50 percent of the median family income adjusted for family size, for the county where the household is located, as reported by the HUD; and
- "permanent supportive housing" means subsidized, leased housing with no limit on length of stay, paired with on-site or off-site voluntary services designed to support a person living with a disability to be a successful tenant in a housing arrangement, improve the resident's health status, and connect residents of the housing with community-based health care, treatment, and employment services.

#### Housing Supply and Affordability Report.

The University of Washington, through the Washington Center for Real Estate Research, must produce a report every two years that compiles housing supply and affordability metrics for each city planning under the GMA with a population of 10,000 or more. The report must be a compilation of objective criteria relating to development regulations, zoning, income, housing and rental prices, housing affordability programs, and other metrics relevant to assessing housing supply and affordability for all income segments. The Washington Center for Real Estate Research must collaborate with the Washington Housing Finance Commission and the Office of Financial Management to develop the metrics compiled in the report. The report must be submitted to the Legislature by October 15 of each even- numbered year beginning in 2020.

#### Growth Management Act—Minimum Residential Parking Requirements.

For affordable housing units that are affordable to very low-income or extremely low-income individuals and that are located within 0.25 miles of a transit stop that receives transit service at least four times per hour for 12 or more hours per day, minimum residential parking requirements may be no greater than one parking space per bedroom or 0.75 spaces per unit.

For housing units that are specifically for seniors or people with disabilities, that are located within 0.25 miles of a transit stop that receives transit service at least four times per hour for 12 or more hours per day, no minimum residential parking requirement may be imposed, with certain exceptions.

#### State Environmental Policy Act—Transportation Elements.

A project action evaluated under SEPA by a city, county, or town planning fully under the GMA is exempt from appeals under SEPA on the basis of the evaluation of or impacts to transportation elements of the environment, so long as the project does not present significant adverse impacts to state highways as determined by the Department of Transportation and the project is:

- consistent with either a locally adopted transportation plan or the transportation element of a comprehensive plan; and

- consistent with the transportation element of a comprehensive plan, and either a project for which traffic or parking impact fees are imposed pursuant to, or a project for which traffic or parking impacts are expressly mitigated by an ordinance adopted by the city, town, or county.

State Environmental Policy Act—Subarea Plans.

The requirement that cities with populations greater than 500,000 take certain actions regarding notice of scoping for a nonproject EIS related to subarea plans is eliminated. The requirement that cities with populations greater than 500,000 analyze whether an adopted subarea plan will result in displacement or fragmentation of certain populations is eliminated.

Until July 1, 2029, a proposed development that meets the criteria described below is exempt from appeal under SEPA as long as a complete application for such a development is submitted to the city within a time frame established by the city, not to exceed 19 years from the date of issuance of the final EIS for projects that are consistent with an optional element adopted by a city as of the effective date the act, or 10 years from the date of issuance of the final EIS for projects that are consistent with an optional element adopted by a city after the effective date the act.

The criteria that a proposed development must meet in order to qualify for the SEPA appeal exemption are:

- the development must be consistent with the optional comprehensive plan or subarea plan policies and development regulations adopted under the SEPA subarea plan provisions;
- the development must set aside or require the occupancy of at least 10 percent of the dwelling units, or a greater percentage as determined by city development regulations, within the development for low-income households at a sale price or rental amount that is considered affordable by a city's housing program, for projects that are consistent with an optional element of a subarea plan adopted after the effective date of the act; and
- the development must be environmentally reviewed through a nonproject EIS pursuant to the SEPA subarea plan provisions.

Growth Management Planning and Environmental Review Fund.

The scope of permissible uses of the GMA Planning and Environmental Review Fund is expanded to include planning grants, the biennial study prepared by Washington Center for Real Estate Research, and costs associated with the adoption of optional elements of comprehensive plans.

Permanent Supportive Housing.

A city may not prohibit permanent supportive housing in areas where multifamily housing is permitted.

Recording Fee.

A surcharge of \$2.50 must be charged by the county auditor for each document recorded. Each county auditor must remit the collected funds to the Washington State Treasurer. The funds must initially be deposited in the GMA Planning and Environmental Review Fund. Beginning in 2024, sufficient funds must be deposited in the GMA Planning and Environmental Review Fund for the costs associated with the biennial report on housing supply and affordability required by the act, and the remainder of the funds must be deposited into the Home Security Fund Account. The surcharge does not apply to certain documents, including, among others, documents recording a birth, marriage, divorce, or death.

**Votes on Final Passage:**

House	66	30	
Senate	33	12	(Senate amended)
House			(House refused to concur.)
Senate	33	16	(Senate receded/amended)
House	75	19	(House concurred)

**Effective:** July 28, 2019

## APPENDIX F

### Figures

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- 22 Figure 3: Housing Needs Summary
- 42 Figure 4: Missing Middle Housing

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## APPENDIX G

### Works Cited

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**BLUELINE MISSION STATEMENT**



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501 Evergreen Point Road  
Medina, WA 98039

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MEDINA-WA.GOV



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

**Subject:** 2024-2029 Six Year CIP, TIP, Non-TIP Plan

**Category:** Public Hearing / Consent

**Staff Contact(s):** Ryan Osada, Public Works Director

### **Summary**

The Six-Year Capital Improvement Plans (CIP) and Transportation Improvement Plans (TIP) are elements of the Comprehensive Plan. It serves as a planning and budgeting document for public works projects. State law requires all municipalities to hold a public hearing to receive public comments before adopting or amending a CIP/TIP. The city is required to provide the adopted Six-Year TIP to the State Department of Transportation by July of each year. The TIP is used to qualify for grant funding and requires each project for which funding is requested to appear in the adopted TIP. Because of our size, Medina merges the CIP and TIP into one document for more efficient overall fiscal planning.

The purpose of the hearing is to receive public testimony on the proposed plan. Following the public hearing, the council may wish to discuss the document and provide further input.

The Proposed Six-Year CIP/TIP Plan for years 2024 through 2029 was developed from street and right-of-way improvement condition assessment, storm drainage deficiencies, public facility evaluations, and incorporates planned improvements such as street pavement overlays to restore street surfaces, storm drainage projects, sidewalk repairs, and park improvements. The attached 2024 – 2029 CIP/TIP Project Summary lists the projects by year, project scope, budget, and revenue source.

The proposed annual expenditure for the plan ranges from \$655,000 to \$765,000 per year.

### **Attachment(s)**

2024-2029 Six Year CIP, TIP, Non-TIP

**Budget/Fiscal Impact:** \$655,000 - \$765,000

**Staff Recommendation:** Conduct public hearing, receive public comments for discussion and direction.

**City Manager Approval:**

**Proposed Council Motion:**

<b>CITY OF MEDINA</b>							Updated 5/22/2023		
2024 - 2029 SIX YEAR CAPITAL IMPROVEMENT PLAN (CIP) 2024 - 2029 SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) 2024 - 2029 SIX YEAR NON-TRANSPORTATION IMPROVEMENT PLAN (NON-TIP) DATE SUBMITTED: June 2023							Approved by: Medina City Council Date: June 2023 Resolution Number:		
NO.	YEAR	STREET / LOCATION	FROM / AT	TO	LENGTH (mi)	PROJECT SCOPE	PAVEMENT CONDITION	PROJECT BUDGET	REVENUE SOURCE

**I. STREET IMPROVEMENT PROJECTS (ACP Overlays, Sidewalks, Storm Drainage, etc.)**

I - 1	2024	88th Ave NE	NE 10th Street	South EOR	0.1	Asphalt Overlay	67	\$105,000.00	REET Tax
I - 2	2025	77th Pl NE	NE 16th Street	South EOR	0.04	Asphalt Overlay	48	\$40,000.00	REET Tax
I - 3	2026	87th Ave NE	86th Ave NE	NE 10th Street	0.13	Asphalt Overlay	63	\$100,000.00	REET Tax
I - 4	2027	78th Place NE	NE 32nd Street	Evergreen Pt Rd	0.24	Asphalt Overlay	68	\$160,000.00	REET Tax
I - 5	2028	81st Ave NE	Overlake Dr W	NE 8th Street	0.09	Asphalt Overlay	68	\$65,000.00	REET Tax
I - 6	2028	77th Ave NE	NE 16th Street	NE 22nd Street	0.4	Asphalt Overlay	64	\$190,000.00	REET Tax
I - 7	2029	Parking Lot	Medina Pk NE 82nd		N/A	Asphalt Overlay	71	\$50,000.00	REET Tax
I - 8	2029	NE 12th Street	84th Ave NE	Evergreen Pt Rd	0.5	Asphalt Overlay	72	\$225,000.00	REET Tax

**II. STORM DRAINAGE PROJECTS (Not including storm drainage improvements in conjunction with street or path projects)**

II - 1	2024	Localized Repairs	Various Locations			Stormwater Infrastructure Improvements		\$350,000.00	REET/ARPA
II - 2	2025	Localized Repairs	Various Locations			Stormwater Infrastructure Improvements		\$250,000.00	REET Tax
II - 3	2026	Localized Repairs	Various Locations			Stormwater Infrastructure Improvements		\$250,000.00	REET Tax
II - 4	2027	Localized Repairs	Various Locations			Stormwater Infrastructure Improvements		\$250,000.00	REET Tax
II - 5	2028	Localized Repairs	Various Locations			Stormwater Infrastructure Improvements		\$250,000.00	REET Tax
II - 6	2029	Localized Repairs	Various Locations			Stormwater Infrastructure Improvements		\$250,000.00	REET Tax

<p><b>Pavement Condition Legend for Part I. ACP Overlays:</b></p> <p>Based on a 100 point rating with 0 being the worst.                  Rating is generated by the TIB Performance Management Dashboard                  *Rating is outdated - field verified</p>	<p><b>NOTES:</b></p> <p>1) The above budget figures are to be considered preliminary project costs only.                  More precise budget figures will need to be determined once the final scope of each project is defined, which will require more extensive research, survey, and scope definition prior to the particular year's budgeting.</p> <p>2) The projects identified above are preliminary in scope. Projects may be added to or deleted from this list.</p>
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**III. SIDEWALK / PATH PROJECTS (Including storm drainage improvements as needed)**

III - 1	2024	NE 10th St	84th Ave NE	Lk Wash Blvd	0.28	ADA Updates and Sidewalk Repairs		\$130,000.00	REET Tax
III - 2	2025	Overlake Dr W	81st Ave NE	Evergreen Pt Rd	0.35	Sidewalk Installation		\$300,000.00	REET Tax
III - 3	2026	NE 24th Street	Evergreen Pt Rd	84th Ave NE	0.48	ADA Updates and Sidewalk Repairs		\$300,000.00	REET Tax
III - 4	2027	NE 16th Street	Evergreen Pt Rd	EOR	0.21	ADA Updates and Sidewalk Repairs		\$100,000.00	REET Tax
III - 5	2028	NE 28th Street	Evergreen Pt Rd	80th Ave NE	0.25	ADA Updates and Sidewalk Repairs		\$100,000.00	REET Tax
III - 6	2029	77th Ave NE	NE 22nd ST	NE 16th St	0.4	ADA Updates and Sidewalk Repairs		\$100,000.00	REET Tax

**NON-TRANSPORTATION IMPROVEMENT PROJECTS:**

**IV. BUILDING RESTORATION AND IMPROVEMENTS**

IV - 1	2024	City Hall Building				Re-paint City Hall Building Exterior, excluding trim		\$50,000.00	REET Tax
IV - 2	2024	Post Office				Re-paint Building Exterior		\$20,000.00	REET Tax
IV - 3	2025	City Hall Building				Re-paint City Hall Interior		\$50,000.00	REET Tax
IV - 4	2025	Post Office				Re-paint Interior		\$15,000.00	REET Tax
IV - 5	2026	City Hall Building				Re-Roof Building		\$65,000.00	REET Tax
IV - 6	2027	Post Office				Re-Roof Building		\$40,000.00	REET Tax

**V. PARKS PROJECTS**

V - 1	2024	Medina Park	East Section		N/A	Irrigation system, drainage & pathway improvements		\$50,000.00	Park Levy
V - 2	2025	Fairweather Nature Preserve			N/A	Invasive Species Removal		\$50,000.00	Park Levy
V - 3	2026	Medina Park & Fairweather Park			N/A	Pickle Ball Court Installation		\$50,000.00	REET Tax
V - 4	2027	Medina Park	Playground		N/A	Turf Installation		\$170,000.00	REET Tax
V - 5	2028	Fairweather Park	Playfield		N/A	Playfield Drainage Improvements		\$50,000.00	REET Tax
V - 6	2029	Post Office Park	Park		N/A	Hardscaping & Landscaping		\$50,000.00	REET Tax

**SUMMARY TOTAL PROJECTED BUDGET BY YEAR:**

2024	\$	705,000.00
2025	\$	705,000.00
2026	\$	765,000.00
2027	\$	720,000.00
2028	\$	655,000.00
2029	\$	675,000.00

**TOTAL SIX YEAR C.I.P. 2024 - 2029 \$ 4,225,000.00**

**NOTES:**

- 1) The above budget figures are to be considered preliminary project costs only. More precise budget figures will need to be determined once the final scope of each project is defined, which will require more extensive research, survey, and scope definition prior to the particular year's budgeting.
- 2) The projects identified above are preliminary in scope. Projects may be added to or deleted from this list.

**Comprehensive Plan Update**  
**NO ATTACHMENTS FOR AGENDA ITEM 9.1**



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

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**Subject:** Overlake Golf and Country Club Street Vacation Petition

**Category:** City Council Business

**Staff Contact:** Stephen R. Burns, City Manager

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### **Summary**

After further discussions with Overlake Golf and Country Club, they have decided to redraw their street vacation petition.

This matter is closed.

### **Attachment(s)**

N/A

**Budget/Fiscal Impact:** None

**Recommendation:** Update only; no action needed.

**City Manager Approval:**

**Proposed Council Motion:** N/A

**Time Estimate:** 5 minutes

**E-Bike Restrictions in Medina Park**  
**NO ATTACHMENTS FOR AGENDA ITEM 9.3**





# MEDINA, WASHINGTON

## AGENDA BILL

Monday, June 12, 2023

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**Subject:** NE 12<sup>th</sup> Street Pedestrian Improvements

**Category:** City Business

**Staff Contact:** Ryan Osada, Public Works Director

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### **Summary**

This project provides for the construction of new ADA compliant sidewalk, utility undergrounding and other related work items. The project is located on NE 12th Street, from Evergreen Point Road to near 80th Place NE. In 2021, city council directed staff to include undergrounding as part of the ADA Sidewalk improvements. The budget increased to \$520,000.00.

On May 25, 2023 city staff opened proposals which ranged from \$1,048,888.88 - \$1,509,387.00. After bid tabulations were calculated, the low bidder was Kamins Construction at \$1,009,975.78.

### **Attachment(s)**

Bid Tabulations

**Budget/Fiscal Impact:** \$1,009,975.78 (potential Medina Cost \$850,000.00)

**Staff Recommendation:** Discussion and direction.

**City Manager Approval:**

**Proposed Council Motion:**

*Time Estimate: 15 minutes*

BIDDER		ENGINEER'S ESTIMATE				KAMINS CONSTRUCTION, INC.		RW SCOTT CONSTRUCTION		FURY SITE WORKS, INC.		NORTHWEST CASCADE, INC.		A-1 LANDSCAPE CONSTRUCTION, INC.	
BIDDER ADDRESS						P.O. Box 867 Bothell, WA 98041		4005 West Valley Hwy. North Auburn, WA 98001		P.O. Box 2118 North Bend, WA 98045		P.O. Box 73399 Puyallup, WA 98373		20607 SR 9 SE Snohomish, WA 98296	
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.						162,183-01		579,092-00		580,723-02		265,081-00		547,671-01	
WASHINGTON STATE CONTRACTOR'S REG. NUMBER						KAMINCI854BB		RWSOC229MU		FURYSSW894MQ		NORTHCH148BG		A1LANCI056DP	
BID BOND OR OTHER GOOD FAITH TOKEN						5% BID BOND		5% BID BOND		5% BID BOND		5% BID BOND		5% BID BOND	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
1	Minor Change	1 CALC	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
2	Survey	1 LS	\$15,000.00	\$15,000.00	\$9,350.00	\$9,350.00	\$16,000.00	\$16,000.00	\$14,604.17	\$14,604.17	\$14,000.00	\$14,000.00	\$14,570.00	\$14,570.00	
3	Record Drawings (Min. Bid \$1,000)	1 LS	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	
4	SPCC Plan	1 LS	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$750.00	\$750.00	\$247.53	\$247.53	\$250.00	\$250.00	\$3,855.00	\$3,855.00	
5	Mobilization, Cleanup and Demobilization	1 LS	\$70,000.00	\$70,000.00	\$146,004.48	\$146,004.48	\$110,000.00	\$110,000.00	\$61,247.44	\$61,247.44	\$118,308.00	\$118,308.00	\$298,000.00	\$298,000.00	
6	Project Temporary Traffic Control	1 LS	\$15,000.00	\$15,000.00	\$90,200.00	\$90,200.00	\$99,000.00	\$99,000.00	\$73,368.37	\$73,368.37	\$112,000.00	\$112,000.00	\$145,600.00	\$145,600.00	
7	Clearing and Grubbing	1 LS	\$4,000.00	\$4,000.00	\$10,175.00	\$10,175.00	\$15,000.00	\$15,000.00	\$18,564.62	\$18,564.62	\$30,000.00	\$30,000.00	\$17,870.00	\$17,870.00	
8	Removal of Structure and Obstruction	1 LS	\$4,000.00	\$4,000.00	\$9,350.00	\$9,350.00	\$4,000.00	\$4,000.00	\$7,654.69	\$7,654.69	\$50,000.00	\$50,000.00	\$24,780.00	\$24,780.00	
9	Removal of Curb and Gutter	1,400 LF	\$14.00	\$19,600.00	\$11.78	\$16,492.00	\$15.00	\$21,000.00	\$41.80	\$58,520.00	\$6.00	\$8,400.00	\$12.00	\$16,800.00	
10	Removal of Cement Conc. Flatwork	700 SY	\$20.00	\$14,000.00	\$22.78	\$15,946.00	\$35.00	\$24,500.00	\$46.91	\$32,837.00	\$15.50	\$10,850.00	\$25.00	\$17,500.00	
11	Removal of Asphalt Pavement	2,100 SY	\$20.00	\$42,000.00	\$15.79	\$33,159.00	\$15.00	\$31,500.00	\$16.75	\$35,175.00	\$10.00	\$21,000.00	\$18.00	\$37,800.00	
12	Excavation, Embankment and Grading, Incl. Haul	1 LS	\$8,000.00	\$8,000.00	\$20,680.00	\$20,680.00	\$20,000.00	\$20,000.00	\$10,542.55	\$10,542.55	\$33,000.00	\$33,000.00	\$76,870.00	\$76,870.00	
13	Locate Existing Utilities	1 LS	\$2,000.00	\$2,000.00	\$5,280.00	\$5,280.00	\$20,000.00	\$20,000.00	\$13,025.41	\$13,025.41	\$20,000.00	\$20,000.00	\$11,454.00	\$11,454.00	
14	Gravel Backfill for Walls	10 TN	\$40.00	\$400.00	\$88.00	\$880.00	\$95.00	\$950.00	\$54.46	\$544.60	\$86.00	\$860.00	\$115.00	\$1,150.00	
15	Crushed Surfacing Top Course	440 TN	\$70.00	\$30,800.00	\$53.00	\$23,320.00	\$50.00	\$22,000.00	\$47.83	\$21,045.20	\$80.00	\$35,200.00	\$66.00	\$29,040.00	
16	Commercial HMA	250 TN	\$180.00	\$45,000.00	\$177.10	\$44,275.00	\$195.00	\$48,750.00	\$287.34	\$71,835.00	\$254.00	\$63,500.00	\$189.00	\$47,250.00	
17	Temporary HMA	20 TN	\$250.00	\$5,000.00	\$1.00	\$20.00	\$300.00	\$6,000.00	\$346.54	\$6,930.80	\$294.00	\$5,880.00	\$450.00	\$9,000.00	
18	CPEP Storm Sewer Pipe, 8 In. Diam. (Incl. Bedding)	175 LF	\$40.00	\$7,000.00	\$68.51	\$11,989.25	\$100.00	\$17,500.00	\$96.09	\$16,815.75	\$103.00	\$18,025.00	\$145.00	\$25,375.00	
19	CPEP Storm Sewer Pipe, 12 In. Diam. (Incl. Bedding)	30 LF	\$50.00	\$1,500.00	\$85.07	\$2,552.10	\$160.00	\$4,800.00	\$104.60	\$3,138.00	\$152.00	\$4,560.00	\$166.00	\$4,980.00	
20	Catch Basin, Type 1	5 EA	\$900.00	\$4,500.00	\$1,903.00	\$9,515.00	\$2,200.00	\$11,000.00	\$4,598.40	\$22,992.00	\$2,125.00	\$10,625.00	\$4,250.00	\$21,250.00	
21	Concrete Inlet	5 EA	\$800.00	\$4,000.00	\$1,886.50	\$9,432.50	\$1,900.00	\$9,500.00	\$4,691.22	\$23,456.10	\$2,125.00	\$10,625.00	\$2,215.00	\$11,075.00	
22	Adjust Catch Basin	1 EA	\$700.00	\$700.00	\$550.00	\$550.00	\$500.00	\$500.00	\$1,028.26	\$1,028.26	\$625.00	\$625.00	\$1,540.00	\$1,540.00	
23	Removal of Unsuitable Material (Trench)	10 CY	\$110.00	\$1,100.00	\$100.00	\$1,000.00	\$50.00	\$500.00	\$123.76	\$1,237.60	\$90.00	\$900.00	\$310.00	\$3,100.00	
24	Bank Run Gravel for Trench Backfill	1,800 TN	\$40.00	\$72,000.00	\$0.01	\$18.00	\$30.00	\$54,000.00	\$47.83	\$86,094.00	\$75.00	\$135,000.00	\$55.00	\$99,000.00	
25	Trench Excavation Safety Systems	1 LS	\$1,000.00	\$1,000.00	\$1,650.00	\$1,650.00	\$10,000.00	\$10,000.00	\$1,028.26	\$1,028.26	\$1,500.00	\$1,500.00	\$8,410.00	\$8,410.00	
26	Adjust Valve Box	4 EA	\$300.00	\$1,200.00	\$770.00	\$3,080.00	\$500.00	\$2,000.00	\$685.72	\$2,742.88	\$625.00	\$2,500.00	\$1,454.00	\$5,816.00	
27	Adjust Meter Box	3 EA	\$500.00	\$1,500.00	\$242.00	\$726.00	\$500.00	\$1,500.00	\$685.50	\$2,056.50	\$625.00	\$1,875.00	\$1,500.00	\$4,500.00	
28	Erosion/Water Pollution Control	1 LS	\$5,000.00	\$5,000.00	\$5,500.00	\$5,500.00	\$10,000.00	\$10,000.00	\$6,788.34	\$6,788.34	\$20,000.00	\$20,000.00	\$26,787.00	\$26,787.00	
29	Topsoil, Type A	100 CY	\$60.00	\$6,000.00	\$77.00	\$7,700.00	\$90.00	\$9,000.00	\$92.82	\$9,282.00	\$80.00	\$8,000.00	\$70.00	\$7,000.00	
30	Bark or Wood Chip Mulch	90 CY	\$65.00	\$5,850.00	\$88.00	\$7,920.00	\$80.00	\$7,200.00	\$92.82	\$8,353.80	\$80.00	\$7,200.00	\$65.00	\$5,850.00	
31	Sod Installation	40 SY	\$25.00	\$1,000.00	\$27.50	\$1,100.00	\$30.00	\$1,200.00	\$33.42	\$1,336.80	\$25.00	\$1,000.00	\$90.00	\$3,600.00	
32	Cement Conc. Traffic Curb and Gutter	1,550 LF	\$35.00	\$54,250.00	\$45.60	\$70,680.00	\$32.00	\$49,600.00	\$40.27	\$62,418.50	\$37.50	\$58,125.00	\$66.00	\$102,300.00	
33	Cement Conc. Traffic Curb	10 LF	\$35.00	\$350.00	\$73.70	\$737.00	\$32.00	\$320.00	\$33.42	\$334.20	\$37.50	\$375.00	\$120.00	\$1,200.00	
34	Cement Concrete Driveway Entrance	280 SY	\$75.00	\$21,000.00	\$100.89	\$28,249.20	\$57.00	\$15,960.00	\$103.72	\$29,041.60	\$106.00	\$29,680.00	\$88.00	\$24,640.00	

DATE: 5/2023  
 DRAWN: SC  
 CHECKED: BS  
 APPROVED: BS

CITY OF MEDINA, WASHINGTON  
 NE 12TH STREET PEDESTRIAN IMPROVEMENTS  
 GRAY & OSBORNE #21441

GRAY & OSBORNE, INC.  
 CONSULTING ENGINEERS

NO.	BIDDER	QUANTITY	ENGINEER'S ESTIMATE		KAMINS CONSTRUCTION, INC.		RW SCOTT CONSTRUCTION		FURY SITE WORKS, INC.		NORTHWEST CASCADE, INC.		A-1 LANDSCAPE CONSTRUCTION, INC.	
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
35	Cement Concrete Driveway Repair	30 SY	\$70.00	\$2,100.00	\$115.13	\$3,453.90	\$95.00	\$2,850.00	\$96.54	\$2,896.20	\$120.00	\$3,600.00	\$120.00	\$3,600.00
36	Cement Concrete Sidewalk	740 SY	\$70.00	\$51,800.00	\$85.74	\$63,447.60	\$57.00	\$42,180.00	\$72.69	\$53,790.60	\$70.00	\$51,800.00	\$66.00	\$48,840.00
37	Cement Conc. Curb Ramp	85 SY	\$80.00	\$6,800.00	\$207.06	\$17,600.10	\$171.00	\$14,535.00	\$198.02	\$16,831.70	\$258.00	\$21,930.00	\$230.00	\$19,550.00
38	Detectable Warning Surface	100 SF	\$25.00	\$2,500.00	\$45.10	\$4,510.00	\$45.00	\$4,500.00	\$50.74	\$5,074.00	\$70.00	\$7,000.00	\$120.00	\$12,000.00
39	Rectangular Rapid Flashing Beacon System, Complete	1 LS	\$28,000.00	\$28,000.00	\$27,500.00	\$27,500.00	\$28,000.00	\$28,000.00	\$35,382.56	\$35,382.56	\$33,500.00	\$33,500.00	\$45,870.00	\$45,870.00
40	Joint Utility Trench	1,080 LF	\$30.00	\$32,400.00	\$79.36	\$85,708.80	\$75.00	\$81,000.00	\$63.63	\$68,720.40	\$37.00	\$39,960.00	\$24.00	\$25,920.00
41	Utility Crossing/Secondary Trench	1,240 LF	\$25.00	\$31,000.00	\$70.74	\$87,717.60	\$55.00	\$68,200.00	\$63.63	\$78,901.20	\$50.50	\$62,620.00	\$26.00	\$32,240.00
42	Utility Vault Excavation	225 CY	\$70.00	\$15,750.00	\$59.40	\$13,365.00	\$75.00	\$16,875.00	\$101.93	\$22,934.25	\$40.00	\$9,000.00	\$98.00	\$22,050.00
43	Junction Box, Type 2	7 EA	\$1,800.00	\$12,600.00	\$2,090.00	\$14,630.00	\$2,400.00	\$16,800.00	\$2,107.08	\$14,749.56	\$1,990.00	\$13,930.00	\$2,600.00	\$18,200.00
44	Furnish and Install 2 In. Diam. Conduit w/Fittings - City Spare	1,600 LF	\$18.00	\$28,800.00	\$13.20	\$21,120.00	\$32.00	\$51,200.00	\$12.71	\$20,336.00	\$12.00	\$19,200.00	\$18.00	\$28,800.00
45	Furnish and Install 2 In. Diam. Conduit w/Fittings - Illumination	500 LF	\$18.00	\$9,000.00	\$13.20	\$6,600.00	\$13.00	\$6,500.00	\$12.89	\$6,445.00	\$12.00	\$6,000.00	\$18.00	\$9,000.00
46	Install 2 In. Diam. Conduit w/Fittings - PSE	1,080 LF	\$8.00	\$8,640.00	\$5.50	\$5,940.00	\$5.40	\$5,832.00	\$10.72	\$11,577.60	\$10.00	\$10,800.00	\$12.00	\$12,960.00
47	Install 3 In. Diam. Conduit w/Fittings - PSE	650 LF	\$8.00	\$5,200.00	\$6.60	\$4,290.00	\$6.40	\$4,160.00	\$11.34	\$7,371.00	\$11.00	\$7,150.00	\$14.00	\$9,100.00
48	Install 4 In. Diam. Conduit w/Fittings - PSE	1,215 LF	\$9.00	\$10,935.00	\$9.35	\$11,360.25	\$9.00	\$10,935.00	\$12.58	\$15,284.70	\$13.00	\$15,795.00	\$16.00	\$19,440.00
49	Install 4 In. Diam. Conduit w/Fittings - Comcast	1,100 LF	\$9.00	\$9,900.00	\$9.35	\$10,285.00	\$9.00	\$9,900.00	\$12.40	\$13,640.00	\$13.00	\$14,300.00	\$16.00	\$17,600.00
50	Install 2 In. Diam. Conduit w/Fittings - Lumen	260 LF	\$8.00	\$2,080.00	\$6.60	\$1,716.00	\$6.40	\$1,664.00	\$10.73	\$2,789.80	\$10.00	\$2,600.00	\$15.00	\$3,900.00
51	Install 4 In. Diam. Conduit w/Fittings - Lumen	1,700 LF	\$9.00	\$15,300.00	\$9.35	\$15,895.00	\$9.00	\$15,300.00	\$12.58	\$21,386.00	\$13.00	\$22,100.00	\$16.00	\$27,200.00
52	Street Light Tube	6 EA	\$1,200.00	\$7,200.00	\$1,045.00	\$6,270.00	\$1,000.00	\$6,000.00	\$371.29	\$2,227.74	\$760.00	\$4,560.00	\$3,500.00	\$21,000.00
53	Permanent Signing	1 LS	\$2,000.00	\$2,000.00	\$825.00	\$825.00	\$1,900.00	\$1,900.00	\$2,103.99	\$2,103.99	\$2,325.00	\$2,325.00	\$1,800.00	\$1,800.00
54	Removing Pavement Markings	1 LS	\$750.00	\$750.00	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00	\$1,237.64	\$1,237.64	\$1,170.00	\$1,170.00	\$2,315.00	\$2,315.00
55	Paint Line	500 LF	\$1.00	\$500.00	\$2.20	\$1,100.00	\$2.50	\$1,250.00	\$2.48	\$1,240.00	\$3.00	\$1,500.00	\$4.00	\$2,000.00
56	Plastic Stop Line	22 LF	\$15.00	\$330.00	\$16.50	\$363.00	\$16.00	\$352.00	\$18.56	\$408.32	\$18.00	\$396.00	\$30.00	\$660.00
57	Plastic Crosswalk Line	160 SF	\$8.00	\$1,280.00	\$19.80	\$3,168.00	\$8.50	\$1,360.00	\$9.90	\$1,584.00	\$10.00	\$1,600.00	\$18.00	\$2,880.00
58	Modular Block Wall	100 SF	\$40.00	\$4,000.00	\$74.80	\$7,480.00	\$90.00	\$9,000.00	\$115.39	\$11,539.00	\$65.00	\$6,500.00	\$80.00	\$8,000.00
	Subtotal			\$758,115.00		\$1,009,975.78		\$1,051,923.00		\$1,128,738.23		\$1,199,199.00		\$1,509,387.00
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
	<b>TOTAL CONSTRUCTION COST</b>			\$758,115.00		\$1,009,975.78		\$1,051,923.00		\$1,128,738.23		\$1,199,199.00		\$1,509,387.00
	Sealed bids were opened at the City of Medina, 501 Evergreen Point Road, Medina, Washington 98039 on Thursday, May 25, 2023, at 10:00 a.m. (local time).													
	I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcriptions of the unit prices and total amounts bid.													
	<b>DENOTES MATHEMATICAL OR ROUNDING ERROR</b>													
	<b>BRIAN SOURWINE, P.E.</b>													