

MEDINA CITY COUNCIL

Monday, March 11, 2024

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 Medina City Hall - Council Chambers 501 Evergreen Point Road, Medina, WA 98039 **Monday, March 11, 2024 – 5:00 PM**

AGENDA

MAYOR | Jessica Rossman
DEPUTY MAYOR | Randy Reeves
COUNCIL MEMBERS | Joseph Brazen, Jennifer Garone, Harini Gokul, Mac Johnston, Michael
Luis
CITY MANAGER | Stephen R. Burns
CITY ATTORNEY | Jennifer S. Robertson
CITY CLERK | Aimee Kellerman

Hybrid 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 and leave a message before 2PM on the day of the Council meeting. Please reference Public Comments for the 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 Council meeting to the City Clerk at akellerman@medina-wa.gov.

Join Zoom Meeting https://medina-wa.zoom.us/j/81961696176?pwd=WjRuK3ErVy9jdmttelAvek1VeHkzUT09

Meeting ID: 819 6169 6176

Passcode: 689036

Dial by your location • +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Brazen, Garone, Gokul, Luis, Johnston, Reeves, Rossman

2. APPROVAL OF MEETING AGENDA

3. PUBLIC COMMENT PERIOD

Individuals wishing to speak live during the Virtual City Council meeting may register their request with the City Clerk at 425.233.6411 or email akellerman@medina-wa.gov and leave a message **before 2PM** on the day of the Council meeting. Please reference Public Comments for the 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 Reports and announcements from Park Board, Planning Commission, Emergency Preparedness, and City Council.

Time Estimate: 10 minutes

5. <u>CITY MANAGER'S REPORT</u>

Time Estimate: 30 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.

<u>6.1</u> January and February 2024, Check Registers

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance Director

6.2 Approved January 23, 2024 Planning Commission Meeting Minutes

Recommendation: Receive and file.

Staff Contact: Rebecca Bennett, Development Services Coordinator

6.3 Draft City Council Regular Meeting Minutes of:

a) February 10, 2024; and

b) February 12, 2024.

Recommendation: Adopt minutes.

Staff Contact: Aimee Kellerman, City Clerk

6.4 NE 12th Street Pedestrian Improvements - REBID

Recommendation: Approve.

Staff Contact: Ryan Osada, Public Works Director

7. LEGISLATIVE HEARING

None.

8. PUBLIC HEARING

None.

9. CITY BUSINESS

9.1 Comprehensive Plan - Utilities Element Final Review

Recommendation: Review and Approval.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Time Estimate: 30 minutes

9.2 Comprehensive Plan Land Use Element Gap Analysis

Recommendation: Discussion and direction.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Time Estimate: 60 minutes

9.3 City of Medina Facilities Improvements Priority List

Recommendation: Discussion item only.

Staff Contact(s): Public Works Director Ryan Osada and City Manager Steve Burns

Time Estimate: 15 minutes

9.4 City of Medina – Human Resource Manual Update

Recommendation: Discussion item only.

Staff Contact: Ryan Wagner, Finance Director

Time Estimate: 20 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. ADJOURNMENT

Next regular City Council Meeting: March 25, 2024 at 5 PM.

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 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, March 25, 2024 - City Council Meeting (5:00PM)

Monday, April 8, 2024 - City Council Meeting (5:00PM)

Monday, April 22, 2024 - City Council Meeting (5:00PM)

Monday, May 13, 2024 - City Council Meeting (5:00PM)

Monday, May 27, 2024 - Memorial Day - City Hall Closed

Tuesday, May 28, 2024 - City Council Meeting (5:00PM)

Monday, June 10, 2024 - City Council Meeting (5:00PM)

Wednesday, June 19, 2024 - Juneteenth - City Hall Closed

Monday, June 24, 2024 - City Council Meeting (5:00PM)

Thursday, July 4, 2024 - Independence Day - City Hall Closed

Monday, July 8, 2024 - City Council Meeting (5:00PM)

Monday, July 22, 2024 - City Council Meeting (5:00PM)

Monday, August 12, 2024 - City Council Meeting - Dark No Meeting

Monday, August 26, 2024 - City Council Meeting - Dark No Meeting

Monday, September 2, 2024 - Labor Day - City Hall Closed

Monday, September 9, 2024 - City Council Meeting (5:00PM)

Monday, September 23, 2024 - City Council Meeting (5:00PM)

Monday, October 14, 2024 - City Council Meeting (5:00PM)

Monday, October 28, 2024 - City Council Meeting (5:00PM)

Monday, November 11, 2024 - Veterans Day - City Hall Closed

Tuesday, November 12, 2024 - City Council Meeting (5:00PM)

Monday, November 25, 2024 - City Council Meeting (5:00PM)

Thursday, November 28, 2024 - Thanksgiving Holiday - City Hall Closed

Friday, November 29, 2024 - Day After Thanksgiving Holiday - City Hall Closed

Monday, December 9, 2024 - City Council Meeting (5:00PM)

Monday, December 23, 2024 - City Council Meeting (5:00PM)

Wednesday December 25, 2024 - Christmas Day - City Hall Closed

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, March 11, 2024 Regular Meeting of the Medina City Council was posted and available for review on Friday, March 8, 2024 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.



CITY OF MEDINA

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

Date: March 11, 2024

To: Honorable Mayor and City Council

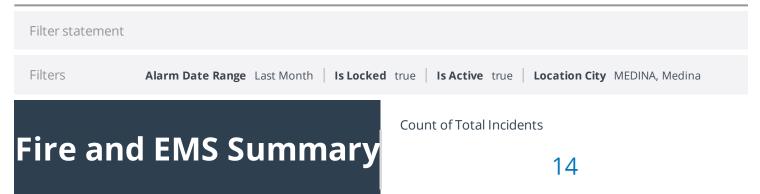
From: Stephen R. Burns, City Manager

Subject: City Manager Report

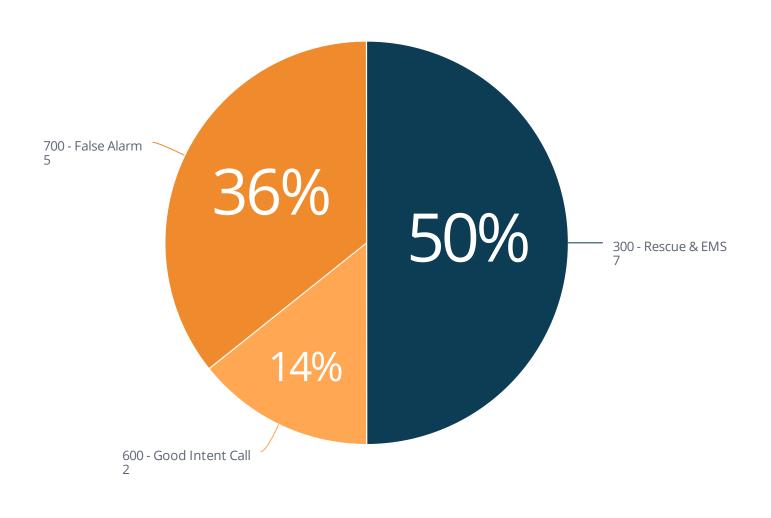
➤ On Saturday, February 10, 2024, the Medina Council held a retreat at Overlake Golf and Country Club. The purpose of the retreat was to set goals and priorities for 2024 and 2025. Staff has been working to provide a work plan to present to the Council for review, discussion, and direction.

The work plan is on the Monday, March 25 Council Meeting Agenda.

- SR 520 Expansion Joint Noise Reduction The City of Medina has been working with the State of Washington to fund the University of Washington Expansion Joint Nosie Reduction Project. The University of Washington has developed a potential product to reduce expansion joint noise on SR 520 but needs additional funding to test durability Phase 3. The 2024 Washington State Transportation Budget did not include funding for the project. City staff will be working with legislators to fund the project through legislative and other methods.
- Bellevue Fire Report See Attached.
- 2024 City Council Calendar See Attached.



Percentage of Incident Type (with count)



Filter statement

| Filters | Alarm Date Range Last Month | Is Locked true | Is Active true | Location City MEDINA, Medina |
|---------|-----------------------------|-----------------------|----------------|------------------------------|
|---------|-----------------------------|-----------------------|----------------|------------------------------|

Count of Incidents by Type

| Incident Type Group | Incident Type | Type Code | Count |
|--------------------------|--|-----------|-------|
| 300 - Rescue & EMS | EMS Call, Cancelled at Scene | 3117 | 1 |
| | EMS Call, Medical | 3211 | 6 |
| 300 - Rescue & EMS Total | | | 7 |
| 600 - Good Intent Call | Steam, other gas mistaken for smoke, other | 650 | 2 |
| 700 - False Alarm | Alarm system activation, no fire - unintentional | 745 | 2 |
| | False alarm or false call, other | 700 | 1 |
| | Smoke detector activation, no fire - unintentional | 743 | 2 |
| 700 - False Alarm Total | | | 5 |
| Count | | | 14 |



MEDINA CITY COUNCIL

2024 AGENDA/ACTION CALENDAR

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

| JANUARY 8, City Council Regular Meeting, 5:00 pm | | | | | | | |
|--|-------------------------------------|---------------|---------------------|-----------------------|--------------|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | |
| Presentation | Oath of Office - New Councilmembers | Kellerman | | | | | |
| Presentation | Election of Mayor/Deputy Mayor | Kellerman | | | | | |
| Consent Agenda | December 2023, Check Register | | Approve. | | | | |
| Consent Agenda | DRAFT CC Minutes | | Adopt minutes | | | | |
| Consent Agenda | 2024 Salary Schedule Amendment | Wagner | Adopt Ord. NO. 1024 | | | | |
| Legislative Hearing | None | | | | | | |
| Public Hearing | None | | | | | | |
| City Business | | | | | | | |
| Executive Session | RCW 42.30.110 (1)(i) | | | | | | |

| JANUARY 22, City Council Regular Meeting, 5:00 pm | | | | | | | |
|---|--|---------------|----------------|-----------------------|--------------|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | |
| Presentation | | | | | | | |
| | Inslee Best Contract Approval for City | | | | | | |
| Consent Agenda | Attorney Services | Burns | | | | | |
| Legislative Hearing | | | | | | | |
| Public Hearing | | | | | | | |
| | Introduction of New Planning | | | | | | |
| City Business | Manager and Comp Plan Update | Wilcox/Kesler | | | | | |
| | Housing Comprehensive Plan | | | | | | |
| City Business | Elements and Update | Kesler | | | | | |
| | Council Committee and Regional | | | | | | |
| City Business | Meetings | Burns | | | | | |

| FEBRUARY 12, City Council Regular Meeting, 5:00 pm | | | | | | | |
|--|-----------------------------------|---------------|----------------|-----------------------|--------------|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | |
| Presentation | Introduction of new City Attorney | | | | | | |
| Consent Agenda | | | | | | | |
| | January and 13th Month Check | | | | | | |
| Consent Agenda | Register | | | | | | |
| Consent Agenda | Approved PC 11/20/2023 Minutes | | | | | | |
| Consent Agenda | Approved PB 12/12/2023Minutes | | | | | | |

| Consent Agenda | DRAFT CC 1/8, 1/11, 1/22 Minutes | | | |
|---------------------|------------------------------------|--------|-------------------|--|
| Legislative Hearing | None | | | |
| Public Hearing | None | | | |
| | | | | |
| City Business | 2021 WA State Building Code Update | Wilcox | Update/Discussion | |
| City Business | Comp Plan Update | Kesler | | |

| FEBRUARY 26, City Council Regular Meeting, 5:00 pm | | | | | | | |
|--|---------------------------------------|-----------------|----------------|-----------------------|--------------|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | |
| Presentation | None | | | | | | |
| Consent Agenda | None | | | | | | |
| Legislative Hearing | None | | | | | | |
| Public Hearing | None | | | | | | |
| | Moratorium on Applications for Right- | | Discussion and | Public Hearing date | | | |
| City Business | of-Way Vacation | Burns/Robertson | direction | set April 8th | | | |
| | Medina Comprehensive Plan Update - | | | | | | |
| | Revised Flow Chart for Comp Plan | | | | | | |
| City Business | Review | Kesler | | Approved | | | |
| City Business | Comprehensive Plan Utility Element Re | Kesler | | Direction Given | | | |

| MARCH 11, City Council Regular Meeting, 5:00 pm | | | | | | | |
|---|------------------------------------|---------------|----------------|-----------------------|--------------|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | |
| Presentation | | | | | | | |
| | January and February 2024, Check | | | | | | |
| Consent Agenda | Register | | | | | | |
| Consent Agenda | PC minutes 1/23/24 | | | | | | |
| Consent Agenda | | | | | | | |
| Consent Agenda | DRAFT CC Minutes | | | | | | |
| Consent Agenda | 2021 WA State Building Code Update | Wilcox | Adopt | | | | |
| | NE 12 Street Pedestrian | | | | | | |
| Consent Agenda | Improvements REBID Contract | | | | | | |
| Legislative Hearing | None | | | | | | |
| Public Hearing | None | | | | | | |
| | Comp Plan Utilities Element Final | | Discussion and | | | | |
| City Business | Review 30 minutes | Kesler | approve. | | | | |
| | Comp Plan Land Use Element Gap | | Discussion and | | | | |
| City Business | Analysis - 60 minutes | Kesler | direction. | | | | |
| | Medina Facilities Improvements - | | | | | | |
| City Business | Priority List 15 minutes | Osada/Burns | | | | | |

| | Human Resource Manual Update 20 | | | | |
|--|---|----------------------|--------------------------|-----------------------|--------------|
| City Business | minutes | Wagner/Burns | | | |
| MARCH 25 City C | ouncil Regular Meeting, 5:00 pm | | | | |
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| item Type | King County Councilmember Claudia | Stair Contact | necommendation | | 208011101100 |
| Presentation | Balducci | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |
| Public Hearing | | | | | |
| | Retreat Work Plan Follow-up 60 | | | | |
| City Business | Minutes | Burns | | | |
| City Business | Comprehensive Plan Update | Kesler | | | |
| , | | | Discussion and | | |
| City Business | CAP Text Amendments -20 minutes | Wilcox | approval. | | |
| City Business | 77th Street ROW 30 minutes | Burns/Osada | | | |
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| APRIL 8, City Cour | icil Regular Meeting, 5:00 pm | | | | |
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| | State Auditor Office - Exit | | | | |
| Presentation | Conference | Wagner | | | |
| Presentation | ADCII Duccontation | | | | |
| | ARCH Presentation | | | | |
| Consent Agenda | | | | | |
| | March 2024, Check Register | | | | |
| Consent Agenda | | | | | |
| Consent Agenda Consent Agenda | March 2024, Check Register Approved PB minutes | | | | |
| Consent Agenda Consent Agenda | March 2024, Check Register Approved PB minutes Approved PC minutes | | | | |
| Consent Agenda Consent Agenda Consent Agenda | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes | | | | |
| Consent Agenda Consent Agenda Consent Agenda Consent Agenda | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month | | | | |
| Consent Agenda Consent Agenda Consent Agenda Consent Agenda Consent Agenda | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month | | | | |
| Consent Agenda Consent Agenda Consent Agenda Consent Agenda Consent Agenda | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month | | | | |
| Consent Agenda | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month Proclamation | Sass | | | |
| Consent Agenda | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month Proclamation Ordinance Creating E-Vehicle Safety | Sass | | | |
| Consent Agenda Public Hearing | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month Proclamation Ordinance Creating E-Vehicle Safety Code | Sass Burns/Robertson | | | |
| Consent Agenda Public Hearing | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month Proclamation Ordinance Creating E-Vehicle Safety Code Street Vacation Moratorium | | | | |
| Consent Agenda Public Hearing | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month Proclamation Ordinance Creating E-Vehicle Safety Code Street Vacation Moratorium | | Discussion and | | |
| Consent Agenda Consent Agenda Consent Agenda Consent Agenda Consent Agenda Consent Agenda Public Hearing Public Hearing City Business | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month Proclamation Ordinance Creating E-Vehicle Safety Code Street Vacation Moratorium Extension | | Discussion and approval. | | |
| Consent Agenda Public Hearing City Business City Business | March 2024, Check Register Approved PB minutes Approved PC minutes DRAFT CC Minutes Sexual Assault Awareness Month Proclamation Ordinance Creating E-Vehicle Safety Code Street Vacation Moratorium Extension Tree Code Violations Code | Burns/Robertson | | | |

| Executive Session | | | | | |
|---------------------|-------------------------------|------------------|----------------|-----------------------|--------------|
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| APRIL 22, City Cou | ncil Regular Meeting, 5:00 pm | | | | |
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |
| Public Hearing | | | | | |
| City Business | | | | | |
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| MAY 13, City Coun | cil Regular Meeting, 5:00 pm | | | | |
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | April 2024, Check Register | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | DRAFT CC Minutes | | | | |
| Consent Agenda | Fee Schedule Update | Wilcox/Kellerman | Approve | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |
| Public Hearing | | | | | |
| City Business | | | | | |
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| Executive Session | | | | | |
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| MAY 27, City Coun | cil Regular Meeting, 5:00 pm | | | | |
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |

| JUNE 10, City Council Regular Meeting, 5:00 pm | | | | | | |
|--|---------------------------------------|---------------|----------------|-----------------------|--------------|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | |
| Presentation | | | | | | |
| Consent Agenda | | | | | | |
| Consent Agenda | May 2024, Check Register | | | | | |
| Consent Agenda | | | | | | |
| Consent Agenda | | | | | | |
| Consent Agenda | DRAFT CC Minutes | | | | | |
| Consent Agenda | | | | | | |
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| Consent Agenda | | | | | | |
| Legislative Hearing | | | | | | |
| Public Hearing | DRAFT Six-Year CIP/TIP/Non-TIP Plan | Osada | | | | |
| _ | Middle Housing Legislation Elements - | | | | | |
| City Business | tentative | Kesler/Burns | | | | |
| City Business | | | | | | |
| City Business | | | | | | |
| City Business | | | | | | |
| City Business | | | | | | |
| Executive Session | | | | | | |

| JUNE 24, City Cou | ıncil Regular Meeting, 5 | :00 pm | | | |
|---------------------|--------------------------|---------------|----------------|-----------------------|--------------|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |

| Public Hearing | | |
|----------------|--|--|
| City Business | | |
| City Business | | |
| City Business | | |

| JULY 8, City Counc | il Regular Meeting, 5:00 pm | | | | |
|---------------------|-------------------------------|---------------|----------------|-----------------------|--------------|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | June 2024, Check Register | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | DRAFT CC Minutes | | | | |
| Consent Agenda | Six-Year CIP/TIP/Non-TIP Plan | Adopt | | | |
| Consent Agenda | | | | | |
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| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |
| Public Hearing | | | | | |
| City Business | | | | | |
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| City Business | | | | | |
| Executive Session | | | | | |

| July 22, City Council Regular Meeting, 5:00 pm | | | | | | | | |
|--|-------|---------------|----------------|-----------------------|--------------|--|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | | |
| Presentation | | | | | | | | |
| Consent Agenda | | | | | | | | |
| Consent Agenda | | | | | | | | |
| Legislative Hearing | | | | | | | | |
| Public Hearing | | | | | | | | |
| City Business | | | | | | | | |
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| City Business | | | | | | | | |

AUGUST 12, COUNCIL DARK - NO MEETING

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

| August 26, COUNC | IL DARK - NO MEETING | | | | |
|---------------------|----------------------|---------------|----------------|-----------------------|--------------|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |
| Public Hearing | | | | | |
| City Business | | | | | |
| City Business | | | | | |
| City Business | | | | | |

| SEPTEMBER 9, City Council Regular Meeting, 5:00 pm | | | | | | | | |
|--|----------------------------------|---------------|----------------|-----------------------|--------------|--|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | | |
| Presentation | | | | | | | | |
| Consent Agenda | | | | | | | | |
| Consent Agenda | July/August 2024, Check Register | | | | | | | |
| Consent Agenda | | | | | | | | |
| Consent Agenda | | | | | | | | |
| Consent Agenda | DRAFT CC Minutes | | | | | | | |
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| Consent Agenda | | | | | | | | |
| Legislative Hearing | | | | | | | | |
| Public Hearing | Preliminary 2025 Budget | Wagner | | | | | | |
| City Business | | | | | | | | |
| City Business | | | | | | | | |
| City Business | | | | | | | | |

| City Business | | | |
|-------------------|--|--|--|
| City Business | | | |
| Executive Session | | | |

| SEPTEMBER 23, City Council Regular Meeting, 5:00 pm | | | | | | | | |
|---|-------------------------------------|---------------|----------------|-----------------------|--------------|--|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | | |
| Presentation | | | | | | | | |
| Consent Agenda | | | | | | | | |
| Consent Agenda | | | | | | | | |
| Legislative Hearing | | | | | | | | |
| Public Hearing | | | | | | | | |
| City Business | Preliminary 2025 Budget - Deep Dive | Wagner | | | | | | |
| City Business | | | | | | | | |
| City Business | | | | | | | | |

| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
|--------------------|-------------------------|---------------|----------------|----------------|--------------|
| Presentation | | | | | |
| Consent Agenda | | | | | |
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| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| egislative Hearing | | | | | |
| Public Hearing | Preliminary 2025 Budget | Wagner | | | |
| City Business | | | | | |
| City Business | | | | | |
| City Business | | | | | |
| City Business | | | | | |
| City Business | | | | | |
| Executive Session | | | | | |

| OCTOBER 28, City | Council Regular Meet | ing, 5:00 pm | | | |
|---------------------|----------------------|---------------|----------------|-----------------------|--------------|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |
| Public Hearing | | | | | |
| City Business | | | | | |
| City Business | | | | | |
| City Business | | | | | |

| NOVEMBER 12, (TUESDAY) City Council Regular Meeting, 5:00 pm | | | | | | | |
|--|---------------------------------------|---------------|----------------|-----------------------|--------------|--|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | | |
| Presentation | | | | | | | |
| Consent Agenda | | | | | | | |
| Consent Agenda | | | | | | | |
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| Consent Agenda | | | | | | | |
| Legislative Hearing | | | | | | | |
| Public Hearing | Final 2025 Budget and Salary Schedule | Wagner | Adopt | | | | |
| Public Hearing | 2025 Property Tax Resolution | Wagner | Adopt | | | | |
| City Business | | | | | | | |
| City Business | | | | | | | |
| City Business | | | | | | | |
| City Business | | | | | | | |
| Executive Session | | | | | | | |

| NOVEMBER 25, City Council Regular Meeting, 5:00 pm | | | | | |
|--|-------|---------------|----------------|-----------------------|--------------|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |

| Public Hearing | | | |
|----------------|--|--|--|
| City Business | | | |
| City Business | | | |
| City Business | | | |

| DECEMBER 9, City Council Regular Meeting, 5:00 pm | | | | | | |
|---|-------------------------------|---------------|----------------|-----------------------|--------------|--|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice | |
| Presentation | | | | | | |
| Consent Agenda | | | | | | |
| Consent Agenda | November 2024, Check Register | | | | | |
| Consent Agenda | | | | | | |
| Consent Agenda | | | | | | |
| Consent Agenda | Draft CC Minutes | | | | | |
| Consent Agenda | | | | | | |
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| Consent Agenda | | | | | | |
| Consent Agenda | | | | | | |
| Legislative Hearing | | | | | | |
| Public Hearing | | | | | | |
| City Business | | | | | | |
| City Business | | | | | | |
| City Business | | | | | | |
| City Business | | | | | | |
| City Business | | | | | | |
| Executive Session | | | | | | |

| DECEMBER 23, Cit | y Council Regular Meetii | ng, 5:00 pm | | | |
|-------------------------|--------------------------|---------------|----------------|----------------|--------------|
| Item Type | Topic | Staff Contact | Recommendation | Council Action | Legal Notice |
| Presentation | | | | | |
| Consent Agenda | | | | | |
| Consent Agenda | | | | | |
| Legislative Hearing | | | | | |
| Public Hearing | | | | | |
| City Business | | | | | |
| City Business | | | | | |
| City Business | | | | | |



DATE: March 11, 2024

TO: Stephen R. Burns, City Manager

FROM: Jeffrey R. Sass, Chief of Police

RE: Police Department Update – February 2024

The following is a summary highlighting some of the Medina Police Department activity in February, 2024.

Follow up:

Nothing to report.

Motor Vehicle Prowls:

The Medina Police Department was dispatched to several motor vehicle prowl incidents in the latter part of February, 2024. Through the use of the License Plate Reader system and surveillance footage from private residences in the area, a suspect vehicle was quickly identified as well as grainy footage of the suspects. Unfortunately, the suspect vehicle was reported stolen out of Seattle and was not entered as a stolen vehicle until after the vehicle prowls had occurred. With no way to positively identify the occupants of the stolen vehicle, no further investigation is possible without further investigatory leads.

Marine Patrol:

Nothing to report.



Jeffrey R. Sass, Chief of Police





FELONY CRIMES

Fraud 2024-0000474 02/01/2024

Officers were dispatched to the 2500 block of Medina Circle for a report of fraudulent charges on a credit card as well as unauthorized access to an Apple account. The victim was working with Apple to have the charges reversed on the credit card and the Apple account resecured. Report taken with no suspect information available at this time.

Fraud 2024-0000620 02/12/2024

Officers were dispatched to the 8400 block of NE 10th Street for a report of fraudulent charges on a credit card. The charges were declined by the credit card company and the victim suffered no monetary loss. Report taken with no suspect information available at this time.

MISDEMEANOR CRIMES

Motor Vehicle Prowl 2024-0000925 02/29/2024

Officers were dispatched to the 400 block of 84th Avenue NE for a report of a motor vehicle prowl. The driver's side window was smashed, and a wallet was stolen from inside the vehicle. The total monetary loss was reported at approximately \$450. A suspect vehicle was identified but was reported stolen out of Seattle.

Malicious Mischief 2024-0000926 02/29/2024

Officers were dispatched to the 800 block of Evergreen Point Road for a report of an attempted motor vehicle prowl. There were scratches and marks on the vehicle indicative of an attempted entry inside the vehicle, but no entry was made and nothing was stolen. A suspect vehicle was identified but was reported stolen out of Seattle.

OTHER

Violation of Order 2024-00000499 02/03/2024

Officers were dispatched to the 8600 block of NE 12th Street for a report of a violation of an order.

Traffic Hazard 2024-0000685 02/13//2024

Officers were dispatched to the 8000 block of NE 12th Street for a report of a semitruck and trailer that was blocking the roadway. Upon arrival, officers observed the large vehicle stuck in the wet grass at the northwest end of Medina Park after attempting to perform a U-turn in the roadway. A tow truck was called to the scene to retrieve the stuck vehicle and reopen the roadway. The driver was cited for the traffic offense that likely led to the issue.

Traffic Collision 2024-00000782 02/20//2024

Officers were dispatched to the 8800 block of Lake Washington Boulevard NE for a report of a single-vehicle collision. Upon arrival, officers observed a vehicle that had struck the tree in the center island. Impairment was not suspected and the driver was transferred to the hospital for further medical evaluation. The driver was cited for the traffic offense that likely led to the collision.



AGENDA ITEM 5.1b

Jeffrey R. Sass, Chief of Police MONTHLY REPORT

FEBRUARY, 2024

| CRIMES | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|--|---------------|----------|----------|---------------|
| Burglary | 0 | 0 | 1 | 6 |
| Vehicle Prowl | 5 | 7 | 1 | 11 |
| Vehicle Theft | 0 | 0 | 2 | 4 |
| Theft (mail & all other) | 0 | 4 | 3 | 22 |
| ID Theft/Fraud | 0 | 1 | 0 | 22 |
| Malicious Mischief (Vandalism) | 0 | 4 | 4 | 13 |
| Domestic Violence | 0 | 1 | 1 | 10 |
| Disturbance, Harassment & Non-DV Assault | 1 | 4 | 2 | 28 |
| TOTAL | 6 | 21 | 14 | 116 |

| COMMUNITY POLICING | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|--------------------|---------------|----------|----------|---------------|
| Drug Violations | 0 | 0 | 0 | 0 |
| Community Assists | 27 | 51 | 30 | 197 |
| Marine | 0 | 0 | 0 | 7 |
| House Watch Checks | 70 | 133 | 151 | 1016 |
| School Zone | 29 | 60 | 46 | 206 |
| Behavioral Health | 2 | 2 | 6 | 46 |
| TOTAL | 128 | 246 | 233 | 1472 |

| TRAFFIC | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|---------------------|----------------------|----------|----------|---------------|
| Collisions | | | | |
| Injur | y 0 | 1 | 1 | 2 |
| Non-Injur | y 0 | 0 | 4 | 14 |
| Non-Reportabl | e 0 | 0 | 0 | 0 |
| TOTAL | 0 | 1 | 5 | 16 |
| Traffic Enforcement | | | | |
| Citation | s 6 | 8 | 3 | 12 |
| Infraction | s 21 | 45 | 25 | 131 |
| Warning | s 139 | 283 | 364 | 1928 |
| TOTAL | 166 | 336 | 392 | 2071 |

| LICENSE PLATE READER EVENTS | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|---|---------------|----------|----------|---------------|
| LPR alerts that were recovered | 1 | 1 | - | - |
| LPR alerts that were not located | 3 | 5 | - | - |
| LPR alerts that were located, not apprehended | 1 | 1 | - | - |
| TOTAL | 5 | 7 | - | - |

| CALLS FOR SERVICE | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|---------------------------------|----------------------|----------|----------|---------------|
| Animal | 4 | 4 | 6 | 43 |
| Residential Alarms | 13 | 32 | 37 | 235 |
| Missing Person | 0 | 0 | 1 | 3 |
| Suspicious Activity/Area Checks | 64 | 115 | 109 | 804 |
| TOTAL | 81 | 151 | 153 | 1085 |

| ADMINISTRATIVE | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|---|----------------------|----------|----------|---------------|
| Public Disclosure Requests Received | 3 | 8 | 5 | 75 |
| Concealed Pistol License Applications Processed | 9 | 10 | 8 | 38 |
| TOTAL | 12 | 18 | 13 | 113 |

^{*}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.



Jeffrey R. Sass, Chief of Police

MONTHLY SUMMARY



FEBRUARY, 2024

FELONY CRIMES

None to report.

MISDEMEANOR CRIMES

DUI 2024-00000494 02/02/2024

The Medina Police Department was dispatched to the 2800 block of Hunts Point Road in the roundabout for a report of a driver asleep at the wheel of a parked vehicle in the middle of the roadway. After a medical evaluation by the fire department, the driver was arrested for being in physical control of a motor vehicle while intoxicated and charges were forwarded to the prosecuting attorneys office for review.

Motor Vehicle Prowl 2024-00000919 02/29/2024

The Medina Police Department was dispatched to the 3000 block of Hunts Point Road Street for a report of a motor vehicle prowl. A window was smashed to gain entry into the locked vehicle, but nothing was reported missing from inside the vehicle. This incident was likely related to a string of motor vehicle prowls in Hunts Point, Medina and west Bellevue that occurred overnight. No suspect information is available at this time.

OTHER

Nothing to report.



AGENDA ITEM 5.16
HUNTS POINT
Washington

Jeffrey R. Sass, Chief of Police MONTHLY REPORT

FEBRUARY, 2024

| CRIMES | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|--|----------------------|----------|----------|---------------|
| Burglary | 0 | 0 | 0 | 1 |
| Vehicle Prowl | 1 | 1 | 0 | 3 |
| Vehicle Theft | 0 | 0 | 0 | 0 |
| Theft (mail & all other) | 0 | 0 | 0 | 1 |
| ID Theft/Fraud | 0 | 0 | 1 | 3 |
| Malicious Mischief (Vandalism) | 0 | 0 | 0 | 1 |
| Domestic Violence | 0 | 0 | 1 | 3 |
| Disturbance, Harassment & Non-DV Assault | 1 | 1 | 1 | 6 |
| TOTAL | 2 | 2 | 3 | 18 |

| COMMUNITY POLICING | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|--------------------|----------------------|----------|----------|---------------|
| Drug Violations | 0 | 0 | 0 | 0 |
| Community Assists | 1 | 5 | 2 | 21 |
| Marine | 0 | 0 | 0 | 2 |
| House Watch Checks | 1 | 7 | 6 | 53 |
| Behavioral Health | 0 | 0 | 1 | 5 |
| TOTAL | 2 | 12 | 9 | 81 |

| TRAFFIC | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|---------------------|----------------------|----------|----------|---------------|
| Collisions | | | | |
| Injury | 0 | 0 | 0 | 0 |
| Non-Injury | 0 | 0 | 0 | 1 |
| Non-Reportable | 0 | 0 | 0 | 0 |
| TOTAL | 0 | 0 | 0 | 1 |
| Traffic Enforcement | | | | |
| Citations | 1 | 3 | 0 | 7 |
| Infractions | 6 | 7 | 19 | 49 |
| Warnings | 46 | 90 | 114 | 400 |
| TOTAL | 53 | 100 | 133 | 456 |

| LICENSE PLATE READER EVENTS | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|---|----------------------|----------|----------|---------------|
| LPR alerts that were recovered | - | - | - | - |
| LPR alerts that were not located | - | - | - | - |
| LPR alerts that were located, not apprehended | - | 1 | - | - |
| TOTAL | 0 | 0 | - | - |

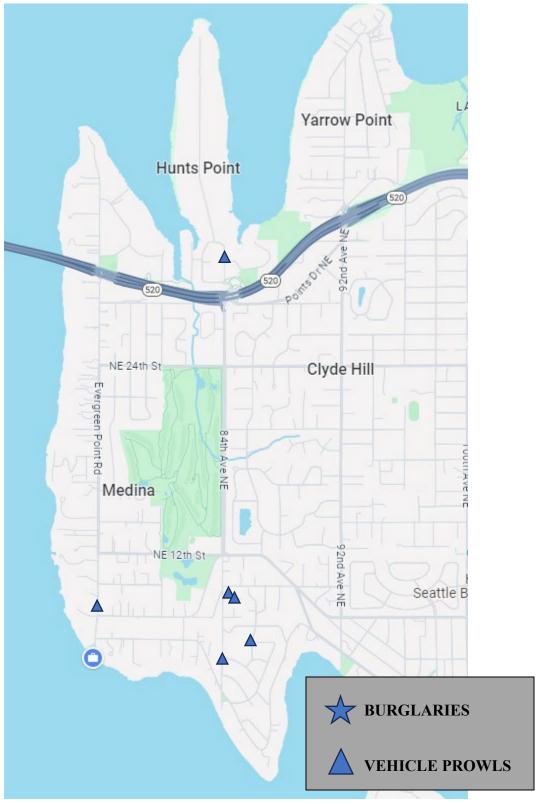
| CALLS FOR SERVICE | | Current Month | YTD 2024 | YTD 2023 | Year-End 2023 |
|---------------------------------|-------|----------------------|----------|----------|---------------|
| Animal | | 1 | 3 | 2 | 5 |
| Residential Alarms | | 1 | 4 | 4 | 27 |
| Missing Person | | 1 | 0 | 0 | 1 |
| Suspicious Activity/Area Checks | | 5 | 11 | 14 | 79 |
| , | TOTAL | 8 | 18 | 20 | 112 |

^{*}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.



BURGLARY & MOTOR VEHICLE PROWL INCIDENT MAP 2024





FEBRUARY, 2024 YEAR-TO-DATE



MONTHLY REPORTING STANDARDS



| CATEGORY | DETAILS | |
|------------------------|--|----|
| Burglary | Includes: | |
| | • Burglary (all degrees) | |
| | Residential Burglary | |
| Vehicle Prowl | All degrees of Motor Vehicle Prowl. | |
| Vehicle Theft | Includes: | |
| | Motor vehicle theft | |
| | Taking a motor vehicle without permission | |
| | Car jacking | |
| Theft | Includes: | |
| | Possession of stolen property | |
| | • Theft (all degrees) | |
| | Theft of mail | |
| ID Theft/Fraud | Includes: | |
| | • Identity theft | |
| | • Fraud | |
| Malicious Mischief | Includes: | |
| | • Arson | |
| | Malicious Mischief (vandalism) | |
| Domestic Violence | Includes: | |
| | DV Assault (all degrees) | |
| | Violation of Domestic Violence Court Order | |
| | • DV Harassment (all degrees) | |
| | Custodial Interference | |
| | Order Service | |
| | DV Rape & Sex Offenses | |
| Disturbance/Harassment | Includes: | |
| /Non-DV Assault | • Disturbance | |
| | Telephonic Harassment | |
| | • Harassment (all degrees) | |
| | Assault (all degrees) | |
| | Adult Protective Services (APS) investigations | |
| | Child Protective Services (CPS) investigations | |
| | Abuse investigations | |
| | • Extortion | |
| | Kidnapping | |
| | Non-DV Rape & Sex Offenses | |
| | Robbery | |
| Drug Violations | Includes all Violations of the Uniformed Controlled Substances Act | |
| Community Assists | Includes: | |
| | • Civil matters | |
| | Community Policing | |
| | Non-suspicious Death Investigations | 20 |

| | Assisting the Fire Department/EMS |
|----------------------|---|
| | Found Child |
| | Found Property |
| | Special Events |
| Marine | Includes all incidents within our jurisdiction on the waterways. |
| House Watch Checks | Total number of visits to residences on house watch within the reporting period. |
| School Zone | Total number of school zone patrols conducted at all three elementary schools |
| | within the reporting period. |
| Behavioral Health | Calls for service involving individuals experiencing a behavioral or mental health |
| | episode. The call may have resulted in anything ranging from no police action |
| | and an involuntary commitment to a medical facility for treatment. |
| Traffic Collisions | Includes: |
| | • Injury collisions involve medical treatment to at least one of the involved parties, either by on-scene EMS evaluation/treatment and/or |
| | transportation to a medical facility for treatment. These collisions require |
| | a police case report by law. |
| | Non-injury collisions involve a collision in which there is property |
| | damage amounting to at least \$1,000 but no involved parties were injured. |
| | These collisions require a police case report by law. |
| | Non-reportable collisions involve a collision under any of the following |
| | circumstances: |
| | Collision on private property with no injuries. |
| | Collision on public right of way with no injuries and any property |
| | damage did not amount to at least \$1,000. |
| Traffic Enforcement | Citations: |
| | Any criminal traffic citation, to include Driving With Suspended License, |
| | Reckless Driving, DUI, etc. |
| | Infractions: |
| | Any non-criminal traffic stop that resulted in the issuance of a civil |
| | infraction (ticket) to the driver. |
| | Warnings: |
| | Any traffic stop that resulted in a verbal warning to the driver. |
| License Plate Reader | Stolen license plates/vehicles that alerted the LPR system and were recovered. |
| (LPR) Events | |
| | Stolen license plates/vehicles that alerted the LPR system and were not located. |
| | Stolen license plates/vehicles that alerted the LPR system and were located but |
| | fled from law enforcement attempts to apprehend the vehicle. |
| Animal | Includes: |
| | Found animal call for service |
| | Lost animal call for service |
| | Welfare check involving an animal |
| | Noise complaints or nuisance calls for service involving an animal |
| Residential Alarms | House alarms that are triggered and the alarm company contacts 911 for a police |
| | response. These calls for service do not include alarm calls that become a |
| | burglary investigation upon police arrival. |
| Missing Person | Calls for service where a missing person report is taken, or the assistance of law |
| | enforcement is requested to search for a missing person. These calls include |
| | adults as well as juveniles. |

| Suspicious Activity/Area | Includes: | | | | |
|--------------------------|---|--|--|--|--|
| Checks | Noise complaints | | | | |
| | Suspicious person/activity reports | | | | |
| | • Field contacts made by officers on patrol | | | | |
| | • Loud party calls, juveniles | | | | |
| | Reports of dangerous driving | | | | |
| | Weapons Complaints | | | | |
| | Soliciting | | | | |
| | Welfare Check | | | | |
| | Prowler | | | | |

^{*}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.



CITY OF MEDINA

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

Date: March 11, 2024

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 and Budgeting

Please see the permits issued and permits received reports.

The 'February 2024 Issued Permits' report is deceiving. 2024 YTM shows a tremendous volume of work at nearly 4-times YTM 2023. A significant part of the \$23,258,607 permit valuation is due to projects completed late last year and issued this year. Most of the revenue from the 2023 permit applications was accepted before 2024.

I like to use Permit Value as one means of measuring our department's volume of work, but obviously it is not perfect. The past thee years have been different than traditional permitting. The volume of permit applications we would have expected in the first quarter of the year shifted to the second quarter and later. Because of this work volume shift, 2023 applications came later in the year and issuance of those applications has been heavy in 2024.

Development Services Fund financial actuals will be interesting to see for the first quarter of 2024.

Expenses

Costs of professional services are continuing to escalate. As we contract with new consultants and renew contracts we see the hourly rates increased. Because of volume, the increase is primarily seen in the Development Services Fund Planning Consultant expense account. This account reflects current planning and zoning work which is paid for by permit fees. Long-range planning such as the Comprehensive Plan Update which is not fee based should be under the General Fund.

Much of the increased costs are due to the unexpected shift in planning consultants, and the delay's from October through January in review of our Comprehensive Plan Update. The delays mean that our new Planning Manager and new planning consultant are trying to catch up in the Comp Plan Update process. This has also meant that we have to use our planning consultant far more than we would have if the staff change of late last year did not happen.

The financial reports will tell us what is happening within the DS Fund Planning Consultant expense account.

Tree Management Code

Tree Management Code Violations Section

A proposal for a new tree violations section for our Tree Management Code was drafted this past Fall. The proposal was initially brought to Council for discussion in September 2023, and then again in October 2023.

At the October Council meeting where the proposed violations section was being discussed, I was asked how our hearing examiner would evaluate a 'hardship'. Within the proposed violations section there is the ability for a property owner to claim financial hardship and appeal through the hearing examiner. The criteria for the hearing examiner to use was vague in the draft proposal.

Our new City Attorney has reviewed the entire proposal including the hardship provisions. The entire hardship section has now been re-drafted with focus on criteria for the hearing examiner.

I will return the draft Tree Management Code amendments to add a new violations section to the Medina Municipal Code Ch.16.52 at the April 8, 2024 Council meeting. I anticipate that the draft will be ready for me to request your approval.

Tree Removal Application

We have a permit application for tree removal on an existing developed property. This proposal includes a 54.7" Cedar among others. We are gathering additional information as part of the permit application process. I will follow-up with additional details on this proposal when more information is available. The permit application is for 8743 Overlake Drive West.

WSDOT 520 Bridge Maintenance Project

I am still waiting to hear back from Washington State Department of Transportation staff regarding their upcoming 520 maintenance project and requested changes to their variance. WSDOT has an administrative noise variance to perform work at night on 520. The work will partially occur within the Medina City boundary.

After the administrative noise variance had been approved with conditions, WSDOT came back and said they needed to amend the variance. I gave advice on how WSDOT staff should proceed, but have not heard back from them.

2021 Washington State Building Code Adoption

Medina currently uses the 2018 edition of the Washington State Building Code. We are required to implement the 2021 version of the building code on March 15, 2024.

Wildland-Urban Interface Code

This code is being considered under ESB 6120. This code is within the 2021 building code mandated adoption.

This new code from Washington State is somewhat of an ongoing mystery to many of us including State Building Code Council staff. The "WUI" code is fundamentally intended to protect building and structures from wildland fires, and to also protect wildland from building and structure fire. Considering the basic intent of the WUI, there are fire construction requirements (AKA Ignition Resistant Construction), and setback distances between buildings/structures and wildlands. Hazard maps define affected areas, and risk maps define a level within the hazard.

The WUI was originally drafted as the International Wildland and Urban Interface Code which the State of Washington adopted as part of the 2021 building code update. With all of the state amendments, the International WUI is now a state code, not an international code. This is similar to the state energy code.

As of this staff report, the WUI still contains the "defensible space" requirements I mentioned at the February Council meeting. However, even with state adoption, the evaluation process by the State Building Code (SBCC) is not over.

On March 15th the SBCC will conduct a meeting with an agenda which includes <u>"WUI Code."</u> Delete the entire WUI Code or adopt amendments in Chapters 3 and 6." Chapter 6 contains the controversial defensible space requirements. It seems as though this code may be some time from completion of amendments.

Wildland Urban Interface Code Section 603.2.2 Trees states <u>"Trees are allowed within the defensible space, provided that the horizontal distance between crowns of adjacent trees and crown of trees and structures, overhead electrical facilities or unmodified fuel is not less than 10 feet." Obviously, for tree retention this is potentially significant.</u>

Chapter 3 includes references to DNR maps of the Wildland Urban Interface areas. Amendments currently in the WUI would allow for jurisdictions to write their own hazard and risk maps. This is because the original DNR maps are inadequate. If a jurisdiction chooses to create its own map it can only use it until DNR creates new ones. If a jurisdiction chooses to create their own hazard and risk maps, the Fire Marshal must approve it. Medina's Fire Marshal is Bellevue's. I spoke with the Bellevue Assistant Fire Marshal and found that they have not yet decided what they will be doing.

Department of Commerce Letter

Provided as Exhibit 1 is a letter from the Department of Commerce. This is a reminder of deadlines. I am including this only for your interest due to the deadlines listed, and the process DOC describes.

I have asked our Planning Manager to review this letter and inform me about the December 31, 2025 Deadline for completion of the critical areas ordinance. We may not have any answers about this until the April 8th Council meeting.

We will also confirm that we are following the "Critical Steps to Finalize the Periodic Update Process".

February 2024 Applications Submitted

| Permit Type | Submitted Date | Permit Number | Total Valuation | Address |
|------------------|----------------|---------------|-----------------|---------------------------|
| B-ACCBLD | 02/19/2024 | B-24-008 | \$450,000.00 | 3603 Evergreen Point Road |
| TOTAL B-ACCBLD: | 1 | | \$450,000.00 | |
| B-ADD/ALT | 02/12/2024 | B-24-006 | \$4,535,575.00 | 611 Evergreen Point Road |
| B-ADD/ALT | 02/12/2024 | B-24-005 | \$27,000.00 | 2564 Medina Cir |
| TOTAL B-ADD/ALT: | 2 | | \$4,562,575.00 | |
| B-DEM | 02/16/2024 | D-24-001 | | 3603 EVERGREEN POINT RD |
| TOTAL B-DEM: | 1 | | \$0.00 | |
| B-GAS | 02/01/2024 | G-24-003 | | 8637 NE 6TH ST |
| B-GAS | 02/06/2024 | G-24-004 | | 2247 EVERGREEN POINT RD |
| B-GAS | 02/21/2024 | G-24-005 | | 2839 Evergreen Point RD |
| TOTAL B-GAS: | 3 | | \$0.00 | |
| B-GATE | 02/15/2024 | B-24-007 | \$20,000.00 | 2030 77th Ave NE |
| TOTAL B-GATE: | 1 | | \$20,000.00 | |
| B-MECHANICAL | 02/09/2024 | M-24-016 | | 2247 Evergreen Point Road |
| B-MECHANICAL | 02/01/2024 | M-24-012 | \$66,000.00 | 8637 NE 6th St |
| B-MECHANICAL | 02/02/2024 | M-24-013 | | 7632 NE 12th St |

| M-24-014 | | |
|------------|--|---|
| W 24 014 | | 8901 Groat Point Dr. |
| M-24-015 | | 630 81st Ave NE |
| M-24-018 | | 3450 Evergreen Point Road |
| M-24-017 | | 8445 Midland Road |
| M-24-019 | | 8398 NE 12th St |
| M-24-020 | \$8,000.00 | 8436 Midland Road |
| M-24-021 | \$195,000.00 | 7409 Rambling Lane |
| M-24-024 | \$37,253.04 | 7626 NE 10th St. |
| M-24-022 | | 830 82nd Ave NE |
| M-24-023 | | 1031 EVERGREEN POINT RD |
| | \$306,253.04 | |
| P-24-008 | | 530 upland Rd |
| P-24-010 | | 7626 NE 10TH ST |
| P-24-011 | | 801 80TH AVE NE |
| | \$0.00 | |
| CAP-24-007 | | 3603 EVERGREEN POINT RD |
| | M-24-018 M-24-017 M-24-019 M-24-020 M-24-021 M-24-022 M-24-023 P-24-008 P-24-010 P-24-011 | M-24-018 M-24-017 M-24-019 M-24-020 \$8,000.00 M-24-021 \$195,000.00 M-24-024 \$37,253.04 M-24-022 M-24-023 \$306,253.04 P-24-008 P-24-010 P-24-011 \$0.00 |

| CAP - CONSTRUCTION ACTIVITY PERMIT | 02/12/2024 | CAP-24-003 | | 2564 MEDINA CIR |
|---|------------|---------------|--------|---------------------------|
| CAP - CONSTRUCTION ACTIVITY PERMIT | 02/12/2024 | CAP-24-004 | | 611 Evergreen Point Road |
| CAP - CONSTRUCTION ACTIVITY PERMIT | 02/15/2024 | CAP-24-005 | | 2643 Evergreen Point Road |
| CAP - CONSTRUCTION ACTIVITY PERMIT | 02/15/2024 | CAP-24-006 | | 2030 77TH AVE NE |
| TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT: | 5 | | \$0.00 | |
| ENG-GRADING/DRAINAGE | 02/16/2024 | ENG-GD-24-001 | | 3603 EVERGREEN POINT RD |
| TOTAL ENG-GRADING/DRAINAGE: | 1 | | \$0.00 | |
| P-NON ADMIN SUBSTANTIAL DEV | 02/22/2024 | P-24-009 | | 3230 78TH PL NE |
| TOTAL P-NON ADMIN SUBSTANTIAL DEV: | 1 | | \$0.00 | |
| PW-RIGHT OF WAY | 02/12/2024 | PW-ROW-24-009 | | 8845 OVERLAKE DR W |
| PW-RIGHT OF WAY | 02/12/2024 | PW-ROW-24-010 | | 1237 EVERGREEN POINT RD |
| PW-RIGHT OF WAY | 02/13/2024 | PW-ROW-24-011 | | 3436 Evergreen Point Road |
| PW-RIGHT OF WAY | 02/20/2024 | PW-ROW-24-012 | | 79th PI NE and NE 16th St |
| PW-RIGHT OF WAY | 02/27/2024 | PW-ROW-24-013 | | 7535 NE 28th Pl. |
| TOTAL PW-RIGHT OF WAY: | 5 | | \$0.00 | |
| TREE-NON ADMIN TREE ACTIVITY PERMIT | 02/22/2024 | TREE-24-009 | | 611 EVERGREEN POINT RD |
| TOTAL TREE-NON ADMIN TREE ACTIVITY PERMIT: | 1 | | \$0.00 | |
| | | | | |

| TREE-PERFORMANCE | 02/07/2024 | TREE-24-007 | | 7838 NE 14th ST |
|--|------------|-------------|----------------|-------------------------|
| TOTAL TREE-PERFORMANCE: | 1 | | \$0.00 | |
| TREE-RESTORATION | 02/06/2024 | TREE-24-006 | | 7838 NE 14th ST |
| TOTAL TREE-RESTORATION: | 1 | | \$0.00 | |
| TREE-WITH BUILDING/DEVELOPMENT | 02/19/2024 | TREE-24-008 | | 3603 EVERGREEN POINT RD |
| TREE-WITH BUILDING/DEVELOPMENT | 02/23/2024 | TREE-24-010 | | 611 EVERGREEN POINT RD |
| TREE-WITH BUILDING/DEVELOPMENT | 02/27/2024 | TREE-24-011 | | 3230 78TH PL NE |
| TOTAL TREE-WITH BUILDING/DEVELOPMENT: | 3 | | \$0.00 | |
| Total # of Permits | 42 | | \$5,338,828.04 | |



February 2024 Issued Permits

Page 1 of 1 Report run on: 02/28/2024 01:57 PM

| Construction Value: | February 2024 | February 2023 | 2024 YTM | 2023 YTM | Difference |
|------------------------------|------------------|------------------|-----------------|----------------|-----------------|
| Accessory Structure | - | - | - | - | \$0.00 |
| Addition / Alteration | \$2,082,000.00 | \$700.00 | \$4,517,865.83 | \$4,145,700.00 | \$372,165.83 |
| Fence / Wall | \$321,000.00 | \$22,960.00 | \$356,174.00 | \$44,960.00 | \$311,214.00 |
| New Construction | \$7,534,568.00 | - | \$18,384,568.00 | \$1,800,492.00 | \$16,584,076.00 |
| Repair / Replace | - | - | - | - | \$0.00 |
| Wireless Comm. Facility | - | - | - | - | \$0.00 |
| Total Value: | \$9,937,568.00 | \$23,660.00 | \$23,258,607.83 | \$5,991,152.00 | \$17,267,455.83 |
| Permits Issued: | February 2024 | February 2023 | 2024 YTM | 2023 YTM | Difference |
| New Construction | 3 | - | 4 | 1 | 3 |
| Permit Extension | 5 | 3 | 10 | 4 | 6 |
| Accessory Structure | - | - | - | - | 0 |
| Addition / Alteration | 2 | 1 | 6 | 4 | 2 |
| Construction Activity Permit | 7 | 1 | 10 | 5 | 5 |
| Demolition | 2 | - | 2 | 1 | 1 |
| Fence / Wall | 3 | 2 | 5 | 3 | 2 |
| Grading / Drainage | 5 | 1 | 6 | 4 | 2 |
| Mechanical | 8 | 6 | 21 | 16 | 5 |
| Other - Moving | - | - | - | - | 0 |
| Plumbing / Gas | 5 | 1 | 10 | 6 | 4 |
| Repair / Replace | - | - | - | - | 0 |
| Reroof | - | - | - | - | 0 |
| Right of Way Use | 8 | 4 | 14 | 10 | 4 |
| Tree Mitigation | 7 | 4 | 11 | 8 | 3 |
| Wireless Comm. Facility | - | - | - | - | 0 |
| Total Permits: | 55 | 23 | 99 | 62 | 37 |
| Inspections: | February 2024 | February 2023 | 2024 YTM | 2023 YTM | Difference |
| Building | 81 | 45 | 167 | 104 | 63 |
| Engine oring/Other | 17 | 14 | 26 | 18 | 8 |
| Engineering/Other | - | 5 | 3 | 7 | (4) |
| Tree | 1 | 6 | 7 | 10 | (3) |
| Total Inspections: | 99 | 70 | 203 | 139 | 64 |



February Code Enforcement Report

| Case Number | Case Type | Assigned To | Address | Case Text |
|-------------|----------------|-------------|------------------|--|
| CC-2024-013 | GENERAL | Rob Kilmer | 7828 NE 8TH ST | Description: Received concern regarding water coming from driveway |
| | | | | Action Taken: Performed site visit along with Public Works department. Discussed plans for further follow-up and investigation with homeowner. |
| | | | | Estimated Penalty: N/A |
| CC-2024-014 | SIGN VIOLATION | Rob Kilmer | 801 80TH AVE NE | Description: Construction advertising sign observed at edge of roadway. |
| | | | | Action Taken: Informed builder of the sign rules in Medina: that the sign could not be displayed. |
| | | | | Estimated Penalty: None at this time. |
| CC-2024-015 | CITATION | Rob Kilmer | 1041 84TH AVE NE | Description: Efforts to work with builder to address site issues have not made progress. Efforts included emails and an on-site meeting. |
| | | | | Action Taken: Issued Notice of Citation with a required date of action. |
| | | | | Estimated Penalty: \$200 for initial penalties, compounding if not addressed. |
| CC-2024-016 | GENERAL | Rob Kilmer | 8622 NE 5TH ST | Description: Received concern from homeowner regarding construction activity prior to the allowable times. |
| | | | | Action Taken: Stopped by house to speak with homeowner, left card. Visited the area on the following morning at 6:45am. Observed and spoke with a roadwork contractor who was sitting in their vehicle with it idling. Educated them that work vehicles are not permitted to idle. |
| | | | | Estimated Penalty: None at this time |
| CC-2024-017 | GENERAL | Rob Kilmer | 2438 78TH AVE NE | Description: Received concern regarding construction vehicle parking in right-of-way. |
| | | | | Action Taken: Visited area and observed that no construction was taking place and no workers were on site. Will return to over the coming days to continue monitoring. |
| | | | | Estimated Penalty: None at this time. |
| CC-2024-018 | GENERAL | Rob Kilmer | 2837 76TH AVE NE | Description: Received concern regarding parking issue related to upcoming redevelopment of a property. |
| | | | | Action Taken: Spoke with workers on site and ensured the project's manager and adjoining neighbor are in communication about the location of the property line and other concerns. No further action taken. |
| | | | | Estimated Penalty: None at this time. |
| | | | | |
| CC-2024-019 | SIGN VIOLATION | Rob Kilmer | NE 12th Street | Description: Observed commercial advertising signs (Roof Cleaning) displayed along right-of-way. |
| | | | | Action Taken: Removed signs and called company to inform them of sign rules in Medina. |
| | | | | Estimated Penalty: None at this time. |

| CC-2024-020 | TREE | Rob Kilmer | 7525 NE 28TH PL | Description: Responded to concern regarding tree cutting |
|-------------|-----------------------|------------|----------------------------|--|
| | INVESTIGATION | | | Action Taken: Determined that the work was in conformance to City Arborist's instructions. Had workers move their truck and trailer out of the right-of-way. |
| | | | | Estimated Penalty: None at this time. |
| CC-2024-021 | TREE INVESTIGATION | Rob Kilmer | 851 80TH AVE NE | Description: Responded to concerns regarding tree pruning |
| | | | | Action Taken: Determined work requires a tree permit and right-of-way permit. Stopped work. |
| | | | | Estimated Penalty: Cost of tree and right-of-way permits |
| CC-2024-022 | INITIAL WARNING | Rob Kilmer | 7626 NE 10TH ST | Description: Observed that a tree that was to be protected has been damaged by work occurring prior to required protection fencing being installed. |
| | | | | Action Taken: Sent initial warning to project Agent to state that a Stop Work Order would be issued if any more work occurred prior to protection fencing being installed. Included City Arborist on the communication. |
| | | | | Estimated Penalty: None at this time. |
| CC-2024-023 | GENERAL | Rob Kilmer | 2837 76TH AVE NE | Description: Received report of damage to private property caused by workers along shared access driveway. |
| | | | | Action Taken: Spoke to all parties in area and informed them of what had occurred. Received report later that the issue had been resolved by those involved. |
| | | | | Estimated Penalty: N/A |
| CC-2024-024 | CAP VIOLATION | Rob Kilmer | 1041 84TH AVE NE | Description: Construction barrier fence along 84th observed to have been blown into roadway. |
| | | | | Action Taken: Moved barrier fence out of roadway and back to property line of jobsite. Contacted project Agent and owner requiring them to secure fence under penalty of fine and Stop Work Order. |
| | | | | Estimated Penalty: TBD. |
| CC-2024-025 | GENERAL | Rob Kilmer | 3340 EVERGREEN POINT RD | Description: Received report of water flowing from ground out into roadway. |
| | | | | Action Taken: Investigated and determined that water is most likely from a Bellevue Public Utilities line. Confirmed that Bellevue Public Utilities were notified and that they had an inspector on site to address the issue. |
| | | | | At 3pm received notice from City of Bellevue Utilities that workers were repairing a broken water service line and had investigated for evidence of turbidity reaching Lake Washington. |
| | | | | Estimated Penalty: N/A |



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000 www.commerce.wa.gov

March 6, 2024

Steven Wilcox Director of Development Services City of Medina 501 Evergreen Point Road Medina, Washington 98039

RE: 2024 Periodic Update Deadline Reminder

December 31, 2024

Greetings:

Your deadline for the GMA periodic update is coming up soon. We wanted to share some critical information to help you complete this important step as easily as possible. Here are the statutory deadlines for your jurisdiction:

Statutory deadline to complete the update. 153

| • | December 31, 2025 | Deadline for completion of the critical areas ordinance (CAO) under the <i>reasonable progress exception</i> . ¹⁵⁴ |
|---|-------------------|---|
| • | December 31, 2029 | Implementation Progress Report due for jurisdictions |

that meet planning and population criteria required under RCW 36.70A.130 (9). 155

Periodic Update Grants

Periodic update grant award notifications and instructions have been distributed to counties and cities with 2024 updates. Please be aware that these grant funds were distributed as part of the July 2023 to June 2025 fiscal biennium and cover the period of July 1, 2023 through June 30, 2024. Grant funding does not extend from the period between June 30, 2024 and the December 31, 2024 periodic update due date.

Technical Assistance

Please stay in touch with your assigned Commerce planner and contact them with any questions you may have about the update process. We are here to help you. Your assigned planner is Lexine Long, Senior Planner, (360) 480-4498, lexine.long@commerce.wa.gov. Please also see the resources linked at the end of this letter for additional assistance.

¹⁵³ RCW 36.70A.130(5)

¹⁵⁴ RCW 36.70A.130(7)(b)

¹⁵⁵ RCW 36.70A.130(9)

March 6, 2024 Page 2

Tracking the Update and GMA Compliance

As you submit your 60-day notice of intent¹⁵⁶ to Commerce for drafts and final documents that are part of the update, **please check the box on the cover sheet indicating that these items are part of your update**. This will help us prioritize our time to review these items. If you have completed a Periodic Update Checklist¹⁵⁷ as part of your review, please share this with the assigned planner to make our review more efficient. This checklist is your first deliverable if applying for periodic update grants.¹⁵⁸ If you plan to use any periodic update grant funds to update a CAO, submittal of a completed CAO checklist is also required.¹⁵⁹

Commerce is responsible for tracking compliance with the requirements of the GMA in order to advise granting agencies of whether jurisdictions are eligible to receive funds for certain grant and loan programs. ¹⁶⁰ This includes completion of the periodic update. Right now, our assigned planners are contacting cities and counties with an upcoming deadline to make sure we are providing the help that we can. **Attached is a list of critical steps you can take to help make sure we correctly record your status.**

We are in the middle of reviewing submittals as they come in from jurisdictions. Jurisdictions with due dates in 2024 are in the middle of their updates. We are prioritizing items for review that are part of the update process, or are part of an outstanding Hearings Board case.

When we see an item submitted for review, we use the check box on the cover sheet to identify periodic review items and review them accordingly. We use the checklist to review them for completeness and will contact you to go over the items before we send a comment letter.

We track the comprehensive plan, the development regulations and the critical areas ordinance as three separate milestones. When we receive adopted items that are part of the periodic update, we review them to see if you have completed one of these milestones. When you have adopted your comprehensive plan update, you will get a letter from Commerce congratulating you for completing this milestone. This letter also provides some advice on how to wrap up the process cleanly.

Your final action of the periodic update process (resolution or ordinance) should include a declaration stating that the jurisdiction has completed all of the requirements of the update required under RCW 36.70A.130. When you have taken final action, we will send you a congratulatory letter completing the process. Your regional planner may contact you, if necessary for further clarification or interpretation. However, a cover letter telling us that your process is complete will help avoid confusion on our end. We maintain a list on our website showing counties and cities currently in compliance with the GMA, according to our records. Please review that list. If it does not reflect your current status, please contact us and let us know.

Again, your assigned planner is available to help you if you have any questions. Thank you for all your hard work on this important process.

Best regards,

Dave Andersen, AICP Managing Director

Growth Management Services

https://www.commerce.wa.gov/serving-communities/growth-management/washington-department-of-commerce-growth-management-submitting-materials/

¹⁵⁷ http://www.commerce.wa.gov/serving-communities/growth-management/periodic-update/

¹⁵⁸ https://www.commerce.wa.gov/serving-communities/growth-management/growth-management-grants/

https://www.commerce.wa.gov/serving-communities/growth-management/growth-management-topics/critical-areas/

¹⁶⁰ RCW 43.155, WAC 365-196-585

Critical Steps to Finalize the Periodic Update Process

- 1. **Legislative Action:** After reviewing, and revising (if necessary) your local plans and regulations, you must take legislative action to formally conclude the periodic review process. For every ordinance or resolution that is a component of your periodic update process, **include a finding in the recitals that this action is part of the periodic update.** Our <u>Periodic Update webpage</u> includes several examples of legislative language for you to work from. We can also help you find an example that is right for you.
- 2. Final Action: When you have completed the process, the last legislative action you take should include a finding in the recitals that you have taken all necessary action and that your periodic update is complete. A clear statement in the record that you have completed the update is critical. This step starts the 60-day appeal clock and will help defend your process if a failure-to-act claim is made after the end of the 60-day appeal period. Again, we have sample language available to help guide you through this final step.
- 3. Notify Department of Commerce: Your final action of the periodic update process (resolution or ordinance) should include a declaration stating that the jurisdiction has completed all of the requirements of the update required under RCW 36.70A.130. You are required to send every comprehensive plan or development regulation amendment that you adopt to Commerce within ten days of adoption. We recommend you also promptly publish notice of adoption and include a statement regarding the periodic update in your published notice of adoption. Our submittal cover sheet has a check box to indicate whether the adopted ordinance was part of the periodic review. Many jurisdictions have been working on their updates and adopting changes in phases. Formal notice that the process is complete is critical to keeping us in the loop so we do not inadvertently list you as out of compliance.

Where to go for more help and information:

- <u>Commerce's Growth Management webpage</u> for links to the Periodic Update and other GMA topics, including grant opportunities
- 60-Day Notice Instructions and FAO
- Guidebook: A Guide to the Periodic Update Process Under the Growth Management Act
- <u>WAC 365-196-610</u> Periodic review and update of comprehensive plans and development regulations
- RCW 36.70A.130 Review procedures and schedules



CITY OF MEDINA

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

Date: March 11th, 2024

To: Honorable Mayor and City Council

Via: Stephen R. Burns, City Manager

From: Ryan Wagner, Finance & HR Director

Subject: January and February 2024 Financial Report

The January and February 2024 report includes:

- January and February 2024 AP Check Register Activity Details
- 2022 Audit Update
- January and February Key Revenue and Expenditure Numbers
- Follow up From February Business Meeting
- January and February Financial Summaries
- January and February Cash Statements

The 2022 Audit Exit Conference is coming up!

Our audit lead this year from the State Auditor's Office is Kevin Lee. The 2022 audit process included testing into the City's internal controls, and some points of emphasis have been payroll, City credit cards, accounts payable, and employee accruals.

The audit is now in the review phase and should be finalized within the next couple of weeks. The exit conference for the audit will take place at the April 8th Business Meeting, which will give the Council the opportunity to ask questions of our audit team.

Please let me know if you have any questions about the process.

January 2024 Key Revenue Items

- \$160K in Sales and Use Tax

- \$154K In Utility Tax

- \$130K in REET

\$44K in Investment Interest Earnings

January 2024 Key Expenditures

- \$368K WCIA Insurance Payment
- \$20K Norcom Police Dispatch Services
- \$12K Clean Air Agency 20224 Assessment
- \$11K OMW December 2023 Attorney Services

February 2024 Key Revenue Items

- \$164K in Sales and Use Tax
- \$231K in REET
- \$109K In Permit Revenue
- \$41K in Investment Interest Earnings

February 2024 Key Expenditures

- \$107K Kamins Construction Upland Rd Drainage
- \$37K TIG IT Services
- \$27K Flock Safety Medina Camera Systems
- \$11K OMW January 2024 Attorney Services

February 2024 Business Meeting Follow Up

The first question was asked if we have additional funds for utilization with the departure and subsequent savings of not having a Planning Manager on staff to end 2023.

For the chart to the right, I took a running average of monthly staff costs for Development Services, and a running average of consulting costs leading up to Stephanie's departure.

While we did see savings on the salary and benefit side without a Planning Manager, the increase in consulting costs were higher than the savings.

| Month | Savings | | |
|----------|-----------------|--------------|--|
| With PM | \$ 46,940.93 | | |
| October | \$ 45,433.59 | \$ 1,507.34 | |
| November | \$ 34,225.30 | \$ 12,715.63 | |
| December | \$ 34,336.83 | \$ 12,604.10 | |

| Total Savings: \$ 26,827.07 | 7 |
|-----------------------------|---|
|-----------------------------|---|

| Month | Planning Consultant Cost | s | Overage | | |
|----------|--------------------------|----|--------------|--|--|
| With PM | \$ 6,891.2 | 25 | | | |
| October | \$ 12,084.5 | 0 | \$ 5,193.25 | | |
| November | \$ 20,524.5 | 50 | \$ 13,633.25 | | |
| December | \$ 20,132.7 | 75 | \$ 13,241.50 | | |

| Increase in Consultant Costs: | \$ 32,068.00 |
|-------------------------------|--------------|
| | |

| Total Excess Cost to the City: \$ 5,240. |
|--|
|--|

The second ask was to put together an analysis of budget vs actuals for the prior 5 years for overtime within our Public Works Department. For this data, I included the financials from both our park and street funds.

As you can see from the chart below, outside of the pandemic year (2020), the City has been consistently over budget. Outside of winter plowing, the increase can be mostly attributed to higher OT given during summer months (especially August with Seafair/Medina Days) to help keep our parks clean with increased usage.

I have made note of this for our discussions on the 2025 budget cycle

| Year | Budget | PW OT Cost | Overage | | |
|------|--------------|--------------|-------------|--|--|
| 2023 | \$ 13,000.00 | \$ 20,851.25 | \$ 7,851.25 | | |
| 2022 | \$ 10,786.00 | \$ 15,599.17 | \$ 4,813.17 | | |
| 2021 | \$ 5,393.00 | \$ 10,133.16 | \$ 4,740.16 | | |
| 2020 | \$ 5,393.00 | \$ 4,996.68 | \$ (396.32) | | |
| 2019 | \$ 5,000.00 | \$ 7,797.94 | \$ 2,797.94 | | |

January 2024 Financial Summary

| | JANUARY ACTUAL | YTD ACTUAL | 2024 ANNUAL BUDGET | % of Budget Total | REMAINING BUDGET |
|--|-------------------|------------|-----------------------|----------------------|---------------------|
| General Fund | | | | | |
| Property Tax | \$15,239 | \$15,239 | | 0.34% | \$4,446,154 |
| Sales Tax | \$160,489 | \$160,489 | \$1,904,941 | 8.42% | \$1,744,452 |
| Affordable & Sup. Housing | \$1,380 | \$1,380 | \$0 | | (\$1,380) |
| Criminal Justice | \$8,375 | \$8,375 | \$107,863 | 7.76% | \$99,488 |
| B & O Tax: Utility & Franchise Fee | \$154,733 | \$154,733 | \$938,400 | 16.49% | \$783,667 |
| Leasehold Excise Tax | \$0 | \$0 | \$6,589 | 0.00% | \$6,589 |
| General Government (includes Hunts Point) | \$6,242 | \$6,242 | \$433,520 | 1.44% | \$427,278 |
| Passports, General Licenses & Permits | \$275 | \$275 | \$6,000 | 4.58% | \$5,725 |
| Fines, Penalties, Traffic Infr. | \$1,746 | \$1,746 | \$18,000 | 9.70% | \$16,254 |
| Misc. Invest. Facility Leases | \$43,775 | \$43,775 | \$244,496 | 17.90% | \$200,721 |
| Disposition of Capital Assets | \$0 | \$0 | \$0 | | \$0 |
| General Fund Total | \$392,254 | \$392,254 | \$8,121,202 | 4.83% | \$7,728,948 |
| Development Services Fund Total | \$67,554 | \$67,554 | \$1,121,500 | 6.02% | \$1,053,946.46 |
| Development Services Fund Transfers In from GF | \$0 | \$0 | \$0 | | \$0.00 |
| Street Fund Total | \$3,851 | \$3,851 | \$122,096 | 3.15% | \$90,446 |
| Street Fund Transfers In | \$44,583 | \$44,583 | \$535,000 | 8.33% | \$200,764 |
| Tree Fund Total | \$0 | \$0 | \$3,075 | 0.00% | \$3,075 |
| Capital Fund Total | \$158,030 | \$158,030 | \$1,300,000 | 12.16% | \$1,141,970 |
| Levy Stabilization Fund Total | \$0 | \$0 | \$0 | | \$0 |
| Levy Fund Transfers In GF | \$33,333 | \$33,333 | \$400,000 | 8.33% | \$366,667 |
| NonRevenue Trust Funds Total | \$2,247 | \$2,247 | \$0 | | (\$2,247) |
| Master Investments Total | \$750,000 | \$750,000 | | | (\$750,000) |
| Total (All Funds) | \$623,935 | \$623,935 | \$10,667,873 | 5.85% | \$10,043,938 |
| Total (All Funds) Transfers In | \$77,917 | \$77,917 | \$935,000 | 8.33% | \$857,083 |

| EXPENDITURES: | JANUARY ACTUAL | YTD ACTUAL | 2024 ANNUAL BUDGET | % of Budget Total | REMAINING BUDGET |
|--|-------------------|------------|-----------------------|----------------------|---------------------|
| General Fund | | | | | |
| Legislative | \$2,705 | \$2,705 | \$70,500 | 3.84% | \$67,795 |
| Municipal Court | \$0 | \$0 | \$63,000 | 0.00% | \$63,000 |
| Executive | \$21,916 | \$21,916 | \$292,970 | 7.48% | \$271,054 |
| Finance | \$337,978 | \$337,978 | \$683,422 | 49.45% | \$345,444 |
| Legal | \$10,635 | \$10,635 | \$347,200 | 3.06% | \$336,565 |
| Central Services | \$72,044 | \$72,044 | \$1,199,644 | 6.01% | \$1,127,600 |
| Police Operations | \$202,867 | \$202,867 | \$2,803,273 | 7.24% | \$2,600,406 |
| Fire & Medical Aid | \$0 | \$0 | \$934,285 | 0.00% | \$934,285 |
| Public Housing, Environmental & Mental Health Fees | \$12,228 | \$12,228 | \$52,648 | 23.23% | \$40,420 |
| Recreational Services | \$0 | \$0 | \$48,500 | 0.00% | \$48,500 |
| Parks | \$47,924 | \$47,924 | \$608,415 | 7.88% | \$560,491 |
| General Fund Subtotal | \$708,297 | \$708,297 | \$7,103,857 | 9.97% | \$6,395,560 |
| General Fund Transfers Out | \$71,667 | \$71,667 | \$860,000 | 8.33% | \$788,333 |
| General Fund Total | \$779,963 | \$779,963 | \$7,963,857 | 9.79% | \$7,183,894 |
| Development Services Fund Total | \$124,700 | \$124,700 | \$1,199,937 | 10.39% | \$1,075,237 |
| City Street Fund Total | \$34,120 | \$34,120 | \$645,427 | 5.29% | \$611,307 |
| Tree Fund Total | \$0 | \$0 | \$30,000 | 0.00% | \$30,000 |
| Capital Fund Total | \$0 | \$0 | \$1,495,000 | 0.00% | \$1,495,000 |
| Capital Fund Transfers Out | \$6,250 | \$6,250 | \$75,000 | 8.33% | \$68,750 |
| NonRevenue Trust Funds Total | \$162 | \$162 | \$0 | 0.00% | (\$162) |
| Master Investments Total | \$0 | \$0 | \$0 | 0.00% | \$0 |
| Total (All Funds) | \$867,279 | \$867,279 | \$10,474,221 | 8.28% | \$9,606,942 |
| Total (All Funds) Transfers Out | \$77,917 | \$77,917 | \$935,000 | 8.33% | \$857,083 |

February 2024 Financial Summary

| | FEBRUARY ACTUAL | YTD ACTUAL | 2024 ANNUAL BUDGET | % of Budget Total | REMAINING BUDGET |
|--|--------------------|-------------|-----------------------|----------------------|---------------------|
| General Fund | | | | | |
| Property Tax | \$61,291 | \$76,530 | | | |
| Sales Tax | \$164,492 | \$324,981 | \$1,904,941 | 17.06% | \$1,579,960 |
| Affordable & Sup. Housing | \$217 | \$1,597 | \$0 | | (\$1,597) |
| Criminal Justice | \$9,518 | \$17,893 | \$107,863 | 16.59% | \$89,970 |
| B & O Tax: Utility & Franchise Fee | \$15,362 | \$170,095 | \$938,400 | 18.13% | \$768,305 |
| Leasehold Excise Tax | \$0 | \$0 | \$6,589 | 0.00% | \$6,589 |
| General Government (includes Hunts Point) | \$0 | \$6,242 | \$433,520 | 1.44% | \$427,278 |
| Passports, General Licenses & Permits | \$267 | \$542 | \$6,000 | 9.03% | \$5,458 |
| Fines, Penalties, Traffic Infr. | \$0 | \$1,746 | \$18,000 | 9.70% | \$16,254 |
| Misc. Invest. Facility Leases | \$21,203 | \$64,978 | \$244,496 | 26.58% | \$179,518 |
| Disposition of Capital Assets | \$120 | \$120 | \$0 | | (\$120) |
| General Fund Total | \$272,471 | \$664,724 | \$8,121,202 | 8.19% | \$7,456,478 |
| Development Services Fund Total | \$128,891 | \$196,444 | \$1,121,500 | 17.52% | \$925,055.89 |
| Development Services Fund Transfers In from GF | \$0 | \$0 | \$0 | | \$0.00 |
| Street Fund Total | \$3,902 | \$7,752 | \$122, 096 | 6.35% | \$90,446 |
| Street Fund Transfers In | \$44,583 | \$89,167 | \$535,000 | 16.67% | \$200,764 |
| Tree Fund Total | \$0 | \$0 | \$3,075 | 0.00% | \$3,075 |
| Capital Fund Total | \$251,826 | \$409,856 | \$1,300,000 | 31.53% | \$890,144 |
| Levy Stabilization Fund Total | \$0 | \$0 | \$0 | | \$0 |
| Levy Fund Transfers In GF | \$33,333 | \$66,667 | \$400,000 | 16.67% | \$333,333 |
| NonRevenue Trust Funds Total | \$95 | \$2,342 | | | (\$2,342) |
| Master Investments Total | \$0 | \$750,000 | | | (\$750,000) |
| Total (All Funds) | \$657,184 | \$1,281,119 | \$10,667,873 | 12.01% | \$9,386,754 |
| Total (All Funds) Transfers In | \$77,917 | \$155,833 | \$935,000 | 16.67% | \$779,167 |

| EXPENDITURES: | FEBRUARY ACTUAL | YTD ACTUAL | 2024 ANNUAL BUDGET | % of Budget Total | REMAINING BUDGET |
|--|--------------------|-------------|-----------------------|----------------------|---------------------|
| General Fund | ACTUAL | TID ACTUAL | DUDGET | Total | DUDGET |
| Legislative | \$3,924 | \$6,629 | \$70,500 | 9.40% | \$63,871 |
| Municipal Court | \$4,000 | \$4,000 | \$63,000 | 6.35% | \$59,000 |
| Executive | \$24,890 | \$46,807 | \$292,970 | 15.98% | \$246,163 |
| Finance | \$35,779 | \$373,757 | \$683,422 | 54.69% | \$309,665 |
| Legal | \$12,064 | \$22,699 | \$347,200 | 6.54% | \$324,501 |
| Central Services | \$88,066 | \$160,110 | \$1,199,644 | 13.35% | \$1,039,534 |
| Police Operations | \$256,042 | \$458,908 | \$2,803,273 | 16.37% | \$2,344,365 |
| Fire & Medical Aid | \$0 | \$0 | \$934,285 | 0.00% | \$934,285 |
| Public Housing, Environmental & Mental Health Fees | \$3.375 | \$15,603 | \$52,648 | 29.64% | \$37,045 |
| Recreational Services | \$0 | \$0 | \$48,500 | 0.00% | \$48,500 |
| Parks | \$43,053 | \$90.977 | \$608,415 | 14.95% | \$517,438 |
| General Fund Subtotal | \$471,194 | \$1,179,491 | \$7,103,857 | 16.60% | \$5,924,366 |
| General Fund Transfers Out | \$71,667 | \$143,333 | \$860,000 | 16.67% | \$716,667 |
| General Fund Total | \$542,861 | \$1,322,824 | | 16.61% | \$6,641,033 |
| Development Services Fund Total | \$85,521 | \$210,985 | \$1,199,937 | 17.58% | \$988,952 |
| City Street Fund Total | \$74,541 | \$108,661 | \$645,427 | 16.84% | \$536,766 |
| Tree Fund Total | \$0 | \$0 | \$30,000 | 0.00% | \$30,000 |
| Capital Fund Total | \$109,105 | \$109,105 | \$1,495,000 | 7.30% | \$1,385,895 |
| Capital Fund Transfers Out | \$6,250 | \$12,500 | \$75,000 | 16.67% | \$62,500 |
| NonRevenue Trust Funds Total | \$74 | \$236 | \$0 | 0.00% | (\$236) |
| Master Investments Total | \$0 | \$0 | \$0 | 0.00% | \$0 |
| Total (All Funds) | \$740,434 | \$1,608,478 | \$10,474,221 | 15.36% | \$8,865,743 |
| Total (All Funds) Transfers Out | \$77,917 | \$155,833 | \$935,000 | 16.67% | \$779,167 |

January 2024 Cash Position Report

| 2023 Cash Balance, 12/31/2023 TOTAL CASH & INVESTMENTS Period Ending: 12/31/2023 WA ST INV POOL OTHER INVESTMENTS* CHECKING | \$ 9,545,641 4,505,595 797,948 \$ 14,849,184 | 2024 Cash Balance, 1/31/2024 TOTAL CASH & INVESTMENTS Period Ending: 1/31/2024 WA ST INV POOL OTHER INVESTMENTS* CHECKING | \$ 9,020,639 4,505,595 1,075,873 \$ 14,602,106 | |
|---|---|---|---|--|
| | | Outstanding Checks | \$122,391.51 \$ 14,479,715 | |

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

February 2024 Cash Position Report

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



CITY OF MEDINA

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

Date: March 11, 2024

To: Honorable Mayor and City Council

Via: Stephen R. Burns, City Manager

From: Aimee Kellerman, City Clerk

Subject: Central Services Department Monthly Report

MARCH AND APRIL PUBLIC MEETINGS AND EVENTS

| Event | Date | Time | Location |
|--|--------|-----------|---------------------------------|
| Planning Commission Special Meeting | Mar 14 | 6:00 pm | In-Person/Online |
| Park Board Meeting | Mar 18 | 5:00 pm | In-Person/Online |
| City Council Meeting | Mar 25 | 5:00 pm | In-Person/Online |
| Planning Commission Special Meeting | Apr 3 | 6:00 pm | In-Person/Online |
| City Council Meeting | Apr 8 | 5:00 pm | In-Person/Online |
| Spring Shredder/Drug Take Back/E-Recycle Day | Apr 20 | 9:00 am – | Medina Park |
| | | 12:00 pm | 8301 NE 12 th Street |
| City Council Meeting | Apr 22 | 5:00 pm | In-Person/Online |
| Planning Commission Meeting | Apr 23 | 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 February, the City issued 20 bulletins amounting to a total of 84,205 bulletins delivered to subscribers; approximately 15.8% were opened. See **Attachment**.

As of February 29, the city had 17,362 subscribers (change in total subscribers +406), with a combined total of 155,084 subscriptions (change in total subscriptions +1,541).

RECORDS REQUESTS

During the month of February, 10 public records requests were received by Central Services. See **Attachment 2**.

ATTACHMENT 1

| | D. II - 41 | T-4-1 | T-4-1 | Haima Farail | Union Foreit | \A <i>C</i> |
|------------------------------|----------------|---|------------------|------------------|----------------|-------------|
| | Bulletins | Total | Total | Unique Email | Unique Email | Wireless |
| | Developed | Recipients | Delivered | Opens | Open Rate | Recipients |
| Comparisons: | | | | | | |
| February, 2024 | 20 | 95,632 | 84,205 | 9,221 | 15.80% | 31,340 |
| January, 2024 | 11 | 34,035 | 29,587 | 3,241 | 14.90% | 9,635 |
| December, 2023 | 25 | 169,934 | 150,140 | 15,915 | 16.10% | 61,797 |
| November, 2023 | 18 | 139,016 | 122,638 | 11,849 | 15.10% | 53,171 |
| October, 2023 | 18 | 136,961 | 121,422 | 13,953 | 17.70% | 51,134 |
| September, 2023 | 15 | 90,510 | 80,034 | 9,313 | 17.70% | 33,166 |
| August, 2023 | 15 | 149,675 | 133,378 | 16,453 | 19.70% | 59,515 |
| July, 2023 | 15 | 96,258 | 85,325 | 10,578 | 19.40% | 36,793 |
| June, 2023 | 10 | 76,477 | 68,422 | 8,528 | 19.40% | 29,336 |
| 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 |
| December, 2022 | | 223,307 | 202,200 | 23,373 | 13.0070 | Email Open |
| Date Sent | Ton 10 Most | Read Bulletins D | uring Eabruary | | Emails Opened | Rate |
| Date Sent | • | olication - Non-Ad | | | Linaiis Openea | Nate |
| 02/01/2024 11:49 AM PST | • • | t Permit 8315 Ove | | ibstantiai | 430 | 19% |
| 02/01/2021111137111131 | • | R BIDS - NE 12th | | RIAN | 430 | 1370 |
| 02/06/2024 08:00 AM PST | IMPROVEME | | | | 672 | 10% |
| , , | | | ncy Preparedne | ss Meeting (Wed | | |
| 02/08/2024 12:40 PM PST | Feb 21st) - A0 | | , . | 3 , | 2,024 | 17% |
| | February 10, | 2024 Medina Cit | y Council Specia | al Meeting - | | |
| 02/08/2024 04:44 PM PST | Retreat Agen | da Packet | | | 261 | 12% |
| | February 12, | 2024 Medina Cit | y Council Regula | ar Meeting | | |
| 02/09/2024 04:00 PM PST | Agenda Pack | | | | 285 | 13% |
| | | nd Planning Com | mission Vacanci | ies - open until | | |
| 02/13/2024 03:38 PM PST | filled | | | | 232 | 12% |
| 02/45/2024/44:00 ANA DCT | = | _ | | ss Meeting (Wed | 2 247 | 4.00/ |
| 02/15/2024 11:00 AM PST | | GENDA & Joining D Notice of Virtu | | Administrativo | 2,217 | 19% |
| 02/16/2024 09:35 AM PST | | evelopment Perr | • | | 398 | 17% |
| 02/ 10/ 2027 03.33 AIVI I 31 | Jubstalitial D | evelopillent ren | IIIC OOTO OVELIA | NC DI. VV | 330 | 1//0 |
| | | | | | | |
| | Community B | Bulletin - Reminde | er - Emergency I | Preparedness | | |
| 02/20/2024 11:00 AM PST | = | Bulletin - Reminde d Feb 21st) - AGE | | · · · · · · | 1,530 | 18% |



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

DATE: March 11, 2024

TO: Mayor and City Council

From: Aimee Kellerman, City Clerk

Subject: February 2024, Public Records Request Tracking

In February 2024, Central Services staff received **10** new public records requests. These requests required approximately **3.5** hours of Central Services staff time and **0** hours of consulting time with the City Attorney. The overall February cost, which includes staff hourly rate plus benefits and City Attorney fees is approximately **\$200**.

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In February 2024, the Police Department received 6 new records requests. These requests required approximately 2 hours of staff time and 0 hours of consulting time with the City Attorney. The overall February cost, which includes staff hourly rate plus benefits, is approximately \$155. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

February 2024 Monthly PRR Report

ATTACHMENT 2

| Reference ID | Public Records Request | Requester Name | Request Date | Department | Assigned Staff |
|-----------------|--|-----------------------|-----------------|--|----------------|
| 24-33 | Hello, we are looking for the record drawings for 3217 Evergreen Point Rd. Thanks! | Dara Eagle | 2/28/2024 | Development Services | Dawn Nations |
| 24-32 | Requesting a report of all issued and pending building permits for residential & commercial properties from 1/1/2024 to 1/31/2024. Report to include, if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information, and owner name. | Braden Mineer | 2/28/2024 | Development Services | Dawn Nations |
| 24-30 | All approved civil design plans, drainage report (or technical information report), and geotechnical report for the development project at 7842 NE 14th Street in Medina, WA 98039 (Parcel No. 302530-0220). | Joseph Wu | 2/19/2024 | Development Services; Public Works | Craig Fischer |
| 24-29 | I would like to know what my neighbor is building on our common property line, what his permit says and the property diagram. Property line between 7545 NE 28th pl medina and 7535 NE 28th pl medina. is a solid structure within ft of the property line legal? | George Gulick | 2/15/2024 | Development Services | Craig Fischer |
| 24-28 | I would like to know what my neighbor is building on our common property line, what his building permit is for can I see a lot building plan? His address 7545 NE 28th place | George Gulick | 2/15/2024 | Development Services | Dawn Nations |
| 24-26 | We would like to see the full bid packages submitted for the "Northeast 12th St. Improvements Project" bid on May 25, 2023. Please include the bid breakdowns. See link for bid description. https://www.medina-wa.gov/publicworks/page/call-bids-ne-12th-st-pedestrian-improvements | Elisabeth Harkness | 2/6/2024 | Public Works | Dawn Nations |

ATTACHMENT 2

| 24-25 | All public records requests submitted to the city from 1/1/23 to 1/1/24 | Anonymous | 2/6/2024 | Central Services | Dawn Nations |
|-------|--|-----------------|----------|-------------------------|-----------------|
| 24-24 | I am trying to understand the relationship between the existing structure located on 543 Overlake Drive E, and the maximum boundary for the buildable area on that lot. Do you have a site plan showing placement of the structure and the front, side and rear setbacks that overlays the contour map for the property? Do you have plans for any proposed new construction (whether permitted or not) that may also help to identify the buildable boundary? Or anything that would help with this question. Thanks. | Anonymous | 2/6/2024 | Development Services | Dawn Nations |
| 24-23 | Can you provide a copy of any variances, minor deviations or any other staff decisions made on a residence permit submittal B-17-7017, address 543 Overlake Drive E, that would have adjusted or accepted a deviation from the Medina Setback code? | Mark Nelson | 2/1/2024 | Development Services | Dawn Nations |
| 24-22 | I would like to get all of permits and available information related to the dock at 609 Evergreen Point Rd Medina, WA 98039. | Michele Schuler | 2/7/2024 | Development Services | Aimee Kellerman |



CITY OF MEDINA

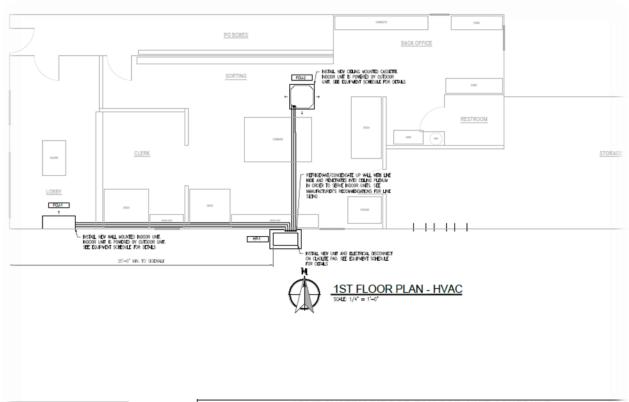
501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144 TELEPHONE 425-233-6400 | www.medina-wa.gov

Date: March 11, 2024

To: Honorable Mayor and City Council Via: Stephen R. Burns, City Manager Ryan Osada, Public Works Director From:

Subject: Public Works Monthly Report

1. POST OFFICE HVAC – This project has been budgeted for 2024. The scope of work includes installing a new mini-split heating and cooling system for the office spaces. Currently the Post Office building has outdated baseboard heating and a portable A/C unit. Once Dapper Heating & Air receives a signed contract, they will be required to apply for a building permit. The project will begin as soon as the permit is approved and is only expected to take two days.



| ABLE 2. DISTA | ANCE FACTOR |
|--|---|
| STANCE IN FEET ROM EQUIPMENT PROPERTY LINE | DISA REDUCTION FROM EQUIPMENT SOUND LEVEL PER ARI 270 |
| 2 | 3 |
| 3 | 7 |
| 4 | 10 |
| 5 | 12 |
| 6 | 13 |
| 7 | 14 |

| | SPLIT SYSTEM INDOOR FAN COIL UNIT SCHEDULE | | | | | | | | | | |
|-------|--|----------------|-------------------------|------------|-------------|-----|-------|----------|--------|------|------|
| UNIT | | | BASIS OF | ASSOCIATED | SUPPLY | OSA | ESP | MAX REFR | HEATER | ELEC | TRIC |
| TAG | LOCATION | SERVES | DESIGN | CONDENSER | CFM | CFM | IN WG | LINE FT | WATTS | MCA | |
| FCU-1 | WALL | CLERK/LOBBY | MITSUBISHI - MSZ-OL12NA | HP-1 | 145/237/399 | 0 | 0.00 | 65" | NA | 1.0 | 20 |
| FCU-2 | CEILING | OFFICE SORTING | MITSUBISHI - SLZ-KF12NA | HP-1 | 230/265/335 | 0 | 0.00 | 65' | NA | 1.0 | 20 |
| | | | | | | | | | | | |

MANIFACTURES REQUIRIMENTS
LECTRICAL CONTRACTOR TO PROVIDE SCOR PROTECTION FOR EQUIPMENT AS REQUIRED BY NATIONAL ELECTRICAL CODE.

MANIFACTURER TO PROVIDE SCOR LISTING (65 KAIC MINIFAM) INSIDE CONTROL PANEL AS REQUIRED BY NATIONAL ELECTRICAL CODE.

SINGLE CONDENSION UNIT FOR (2) INDOOR FAIR AND LINIST. PROVIDE WITH WAILE HOUSE WITH WAILE TSTAT, REFER TO MIGS REQUIREMENTS FOR REJ
INDOOR UNIT POWERED FROM OUTDOOR UNIT BY ELECTRICAL CONTRACTOR.

JOHN CONTRACTOR OF THE PROVIDED STATE OF THE PROVIDED FOR THE PROVIDED STATE OF TH

2. UPLAND ROAD DRAINAGE IMPROVEMENTS – Kamins Construction was able to complete the final scope of work for the Upland Road Drainage Improvements. The concrete restoration was delayed for several weeks due to inclement weather. This storm improvement project was a critical step prior to the overlay that is currently scheduled to start in May. Lakeside Industries will plan to grind and overlay the Upland Road from Overlake Drive West to NE 6th Street.



3. POINTS LOOP TRAIL SIGNS – After several iterations of the Points Loop Trail sign, the parkboard was able to approve a design. The new signs will also include the associated city logos below the updated Points Loop Trail sign. We are planning to print and build the signs in-house for the city. Yarrow Point has opted to pay Medina Public Works to print & build their signs.



4. MAINTENANCE – Over the last year, the Public Works department has received close to a dozen bench and tree donation requests. They were finally able to catch up on the tree donation plantings and plaque installations. Public Works is still working on processing four (4) bench donations with several others on hold due to lack of availability and park space.





5. PROJECT UPDATES -

Upland Road Stormwater Improvements – main contract & CO's complete

TIB_Upland Road Overlay - King County's Overlay Program has been postponed until April 2024

86th **Ave NE Overlay_Ridge Rd, NE 5**th **St** – same as the Upland Road contractor

TIB_2024 Overlays_NE 26th ST, 88th Ave NE - design

TIB_NE 24th ST ADA Updates - design

NE 10th ST ADA Updates - design

NE 12th Street Pedestrian Improvements – on consent for contract award

Medina Park Irrigation & Pathway Imp_East - bid April

Medina Beach Park Tree Replanting – Phase III tree planting.

2024 Localized Stormwater Imp_NE 2nd PI, 78th Ave NE, 82nd Ave NE, PO – design

SROF_Medina Park Stormwater Pond Imp. – bidding and permitting

Citywide Stormwater System Mapping & Evaluation – G&O has completed most of the mapping. Ongoing CCTV and assessment for future improvements

2023 City Hall Balcony Repairs – postponed, new start date March 16, 2024

City Hall Carpet Replacement – delayed, start March

Post Office HVAC – delayed, installation scheduled for March

City Hall & Post Office Exterior Painting - bid April

2024 Hazardous Tree Removal – as needed

77TH Ave NE Sidewalk & Curb Ramp Imp. – council discussion March 25th

Points Loop Trail Signs – currently making signs

| 2024 PROPOSED PROJECT LIST | START DATE | DURATION | GRANT FUNDS | TOTAL COST | CITY COST |
|--|------------|----------|---------------|---------------|---------------|
| STREETS: | | | | | |
| Upland Road Overlay | Apr-24 | 3 weeks | \$ 231,660.00 | \$ 257,400.00 | \$ 25,740.00 |
| 86th Ave NE _ Ridge Rd, NE 5th, NE 6th | Apr-24 | 1 week | \$ - | \$ 90,000.00 | \$ 90,000.00 |
| TIB 2024 Overlays - NE 26th St, 88th Ave NE (Cul-de-sacs) | Aug-24 | 2 weeks | \$ 193,000.00 | \$ 214,000.00 | \$ 21,000.00 |
| SIDEWALK: | | | | | |
| TIB NE 24th St ADA Updates | Jun-24 | 4 weeks | \$ 270,270.00 | \$ 300,300.00 | \$ 30,030.00 |
| NE 10th ST ADA Updates | Jun-24 | 3 weeks | \$ - | \$ 130,000.00 | \$ 130,000.00 |
| NE 12th Street Sidewalk Improvements | May-24 | 12 weeks | \$ - | \$ 500,000.00 | \$ 500,000.00 |
| PARKS: | | | | | |
| Medina Park Irrigation & Pathway Improvements _ East | Jul-24 | 2 weeks | \$ 50,000.00 | \$ 50,000.00 | \$ - |
| Medina Beach Park Tree Planting | Apr-23 | 2 days | \$ - | \$ 5,000.00 | \$ 5,000.00 |
| STORMWATER: | | | | | |
| 2024 Localized Improvements NE 2nd Pl, 78th Ave NE, 82nd, PO | Jul-24 | TBD | \$ - | \$ 350,000.00 | \$ 350,000.00 |
| SROF Medina Park Stormwater Pond Improvements | Aug-24 | 8 weeks | \$ 400,000.00 | \$ 400,000.00 | \$ - |
| Citywide Stormwater System Mapping & Evaluation | 2023 | TBD | \$ - | \$ 150,000.00 | \$ 150,000.00 |
| BUILDING: | | | | | |
| City Hall Balcony Improvements | Apr-24 | 4 weeks | \$ - | \$ 40,500.00 | \$ 40,500.00 |
| City Hall Carpet Replacement | Mar-24 | 2 weeks | \$ - | \$ 32,600.00 | \$ 32,600.00 |
| Post Office HVAC | Mar-24 | 1 week | \$ - | \$ 25,300.00 | \$ 25,300.00 |
| City Hall & Post Office Exterior Painting | Jun-24 | 3 weeks | \$ - | \$ 70,000.00 | \$ 70,000.00 |
| OTHER: | | | | | |
| Points Loop Trail Sign | 2024 | NA | \$ - | \$ 10,000.00 | \$ 10,000.00 |
| 2023 Solar Speed Signs *resident donation to police dept | Jul-24 | 1 week | \$ 40,000.00 | \$ 40,000.00 | \$ - |
| 2024 Hazardous Tree Removal Program | 2024 | NA | \$ - | \$ 25,000.00 | \$ 25,000.00 |

^{*}UPDATED 3/5/2024

TOTALS \$1,184,930.00 \$2,690,100.00 \$1,505,170.00

January 2024 Check Register

| January 2024 Check Register | | | | | | | |
|---|---|---------------------------------------|-------------------------------|------------|--------------------------|--|--|
| Vendor | Invoice Number | Expense Notes | Invoice Amount Check Number | Check Date | Account Number | Account Description | |
| US Bank | January 2024, JE# 2157, Bank Fees | Bank Fees, JE#2157 | \$206.14 20100971 | 1/31/2024 | 001-000-000-514-20-49-10 | Miscellaneous | |
| US Bank | January 2024, JE# 2157, Bank Fees | Bank Fees, JE#2157 | \$2,137.75 20100971 | 1/31/2024 | 401-000-000-558-60-49-10 | Miscellaneous | |
| | | | \$2,343.89 | | | | |
| Association of WA Cities | 122112 | 2024 AWC Dues | \$1,122.71 65384 | 1/10/2024 | 001-000-000-511-60-41-01 | Legislative Activities- Regional/Intergovt | |
| | | | \$1,122.71 | | | | |
| Brightly Software, Inc. (Formerly Dude Solutions, Inc.) | INV-229181 | Permitting System Annual Fee | \$13,625.87 65385 | 1/10/2024 | 401-000-000-594-60-64-00 | DS- IT HW/SW >\$5K Capital Outlay | |
| | | | \$13,625.87 | | | | |
| Crime Stoppers of Puget Sound | CSOPS241029 | 2024 Crime Stoppers Allocation | \$580.39 65386 | 1/10/2024 | 001-000-000-521-20-49-40 | Dues,Subcriptions,Memberships | |
| | | | \$580.39 | | | | |
| FCI - Custom Police Vehicles | 15423 | Lease MPD Car #30 & #31 | \$1,921.45 65387 | 1/10/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15422* | Lease MPD Car #29 | \$1,072.65 65387 | 1/10/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15421 | Lease MPD Car #28 | \$888.92 65387 | 1/10/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15420 | Lease MDP Car #27 | \$758.75 65387 | 1/10/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15424 | Lease MPD Car #26 | \$847.01 65387 | 1/10/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15421 | Interest PD Vehicle | \$192.16 65387 | 1/10/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15420 | Interest PD Vehicle | \$180.37 65387 | 1/10/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15422* | Interest PD Vehicle | \$296.31 65387 | 1/10/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15424 | Interest PD Vehicle | \$146.71 65387 | 1/10/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15423 | Interest PD Vehicle | \$783.35 65387 | 1/10/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| | | | \$7,087.68 | | | | |
| Lexipol LLC | INVLEX122126 | Lexipol Manual & DTB's Annual Renewal | \$4,817.46 65388 | 1/10/2024 | 001-000-000-521-20-49-41 | Lexipol Manuals | |
| Edulpor EEO | IIVVEEX122120 | Ecopor Mandar & DT D3 Annual Terrewar | \$4,817.46 | 1/10/2024 | 001-000-000-321-20-43-41 | Ecolpoi Maridais | |
| NextRequest, LLC | 287050 | NextRequest PRA Portal | | 1/10/2024 | 001 000 000 E18 80 41 E0 | Technical Services, Software Services | |
| NextRequest, LLC | 287050 | NextRequest PRA Portai | \$10,556.39 65389 | 1/10/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services | |
| | 4500 | B: 0 040045 | \$10,556.39 | | | B | |
| Norcom | 1532 | Dispatch Services Q1 2024 Fees | \$20,391.59 65390 | 1/10/2024 | 001-000-000-521-20-41-15 | Dispatch Services-Norcom Trans | |
| | | | \$20,391.59 | | | | |
| Pitney Bowes Global Financial Services LLC | 3318412374 | Postage Meter Lease | \$443.07 65391 | 1/10/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies | |
| | | | \$443.07 | | | | |
| Seattle Times, The (subscriptions) | City of Medina Subscription Renewal | Time Annual Subscription | \$759.20 65392 | 1/10/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies | |
| | | | \$759.20 | | | | |
| WA Cities Insurance Authority | 200165 | 2024 Insurance WCIA (84.44%) | \$310,501.92 65393 | 1/10/2024 | 001-000-000-514-20-46-00 | Insurance (WCIA) | |
| WA Cities Insurance Authority | 200165 | 2024 Insurance WCIA (15.56%) | \$57,217.08 65393 | 1/10/2024 | 401-000-000-558-50-03-00 | Insurance Allocation (WCIA) | |
| | | | \$367,719.00 | | | | |
| Land Morphology | November 2023 Land Morphology Advance Deposit Return for DEP00158 | Advance Deposit Return for DEP00158 | \$745.76 65394 | 1/10/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits | |
| | | | \$745.76 | | | | |
| 911 Supply Inc | INV-2-34860 | PD Uniform Robles | \$464.60 65440 | 1/30/2024 | 001-000-000-521-20-22-00 | Uniforms | |
| 911 Supply Inc | INV-2-34859 | PD Equipment | \$459.12 65440 | 1/30/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies | |
| 911 Supply Inc | INV-2-34861 | PD Equipment Robles | \$1,107.06 65440 | 1/30/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies | |
| | | | \$2,030.78 | | | | |
| Association of WA Cities | 122775 | 2024 AWC Membership | \$1,335.80 65441 | 1/30/2024 | 001-000-000-511-60-41-01 | Legislative Activities- Regional/Intergovt | |
| | | | \$1,335.80 | | | 9 | |
| Bellevue City Treasurer - Water | Service 10/25/23-12/27/23 | Irrigation 100 84th Ave NE | \$72.99 65442 | 1/30/2024 | 001-000-000-576-80-47-00 | Utilities | |
| Believae Oity Treasurer - Water | 0014100 10720720-12721720 | ingator 100 04th Ave NE | \$72.99 | 1/30/2024 | 001-000-000-370-00-47-00 | Guides | |
| Centurylink | Charges from Jan 7 to Feb 7 | 425-451-7838 049B | \$195.99 65443 | 1/30/2024 | 001-000-000-518-10-42-00 | Postage/Telephone | |
| Centurylink | Charges from Jan 8 to Feb 8 | 425-454-8183 070B | \$152.48 65443 | 1/30/2024 | 001-000-000-576-80-42-00 | Telephone/postage | |
| Centuryiirik | Charges from Jan 6 to Feb 6 | 425-454-6165 070B | | 1/30/2024 | 001-000-000-576-60-42-00 | reiepriorie/postage | |
| | 0.4.000 | | \$348.47 | 410010004 | | B # # B # B # B # # # | |
| Clean Air Agency | 24-056 | 2024 Assessment | \$12,228.00 65444 | 1/30/2024 | 001-000-000-553-70-40-00 | Pollution Prevention - Puget Sound Clean Air | |
| | | | \$12,228.00 | | | | |
| CSPA Interlocal | 2024-Medina | CSPA Annual Dues | \$400.00 65445 | 1/30/2024 | 001-000-000-521-20-49-40 | Dues,Subcriptions,Memberships | |
| | | | \$400.00 | | | | |
| Esri Inc | 94641245 | GIS License Renewal | \$2,210.81 65446 | 1/30/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services | |
| | | | \$2,210.81 | | | | |
| FCI - Custom Police Vehicles | 15482 | Lease MPD Car 29 | \$1,077.12 65447 | 1/30/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15484 | Lease MPD Car 26 | \$850.54 65447 | 1/30/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15481 | Lease MPD Car 28 | \$892.63 65447 | 1/30/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15480 | Lease MPD Car 27 | \$761.91 65447 | 1/30/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15483 | Lease MPD Car 30 & 31 | \$1,931.06 65447 | 1/30/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost | |
| FCI - Custom Police Vehicles | 15482 | Interest PD Veh | \$291.84 65447 | 1/30/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15484 | Interest PD Veh | \$143.18 65447 | 1/30/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15481 | Interest PD Veh | \$188.45 65447 | 1/30/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15480 | Interest PD Veh | \$177.21 65447 | 1/30/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| FCI - Custom Police Vehicles | 15483 | Interest PD Veh | \$773.74 65447 | 1/30/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost | |
| | | | \$7,087.68 | | | | |
| KC Chiefs of Police Assoc | 24-024 | KCPCSA Annual Dues | \$50.00 65448 | 1/30/2024 | 001-000-000-521-20-49-40 | Dues, Subcriptions, Memberships | |
| · | | | \$50.00 | | | . , | |
| Konica Minolta Business Solutions | 291296443 | PW Copier | \$3.44 65449 | 1/30/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies | |
| | | p | \$3.44 | | | L3hhuan | |
| MG Consulting Services LLC | Work 1/1/24-1/15/24 | Onsite Records Mgmt Work | \$750.00 65450 | 1/30/2024 | 001-000-000-518-10-41-00 | Professional Services | |
| Jonesiang Co. 1000 LLO | | s.o records ingult from | \$750.00 | .,50/2024 | 25. 555 555-010-10-41-00 | | |
| Ogden Murphy Wallace | Services for Dec 2023 | City Attorney | \$10,635.00 65451 | 1/30/2024 | 001-000-000-515-41-40-00 | City Attorney | |
| Ogasi marphy transoc | 56 1155 151 255 2020 | on, morney | ψ10,000.00 00 1 01 | 1/50/2024 | 33. 300-000-310-41-40-00 | on, mondy | |

| | | | \$10,635.00 | | | |
|------------------------------------|--|--|-------------------------------|-----------|--------------------------|---------------------------------------|
| Pro-shred | 70215 | CH Shredding Services | \$66.66 65452 | 1/30/2024 | 001-000-000-518-10-41-00 | Professional Services |
| | | | \$66.66 | | | |
| Puget Sound Energy | Service 12/2/23-1/2/24, 88th Ave NE & Lk WA Blvd | Steet Light Power | \$27.11 65453 | 1/30/2024 | 101-000-000-542-63-41-00 | Street Light Utilities |
| | | | \$27.11 | | | |
| Seattle Times, The (subscriptions) | Subscription 1/3/24-12/31/24 | Times Annual Subscription | \$759.20 65454 | 1/30/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| | | | \$759.20 | | | |
| SHI International Corp | 24407356 | | \$649.41 65455 | 1/30/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| SHI International Corp | B17762641 | S58767214 | \$655.74 65455 | 1/30/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| | -····· | | \$1,305.15 | | | |
| Spot-On Print & Design | 59546 | Business Cards- Kilmer | \$52.41 65456 | 1/30/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| Spot-Off Fillit & Design | 35340 | Dusiness Carus- Nimei | | 1/30/2024 | 001-000-000-318-10-31-00 | Office And Operating Supplies |
| 0. 1. 0. 1. 1. 1 | 0557400544 | 0 / 14 /5/0000 | \$52.41 | | | 05. 4 10. 11. 0. 11 |
| Staples Business Advantage | 3557138544 | Customer LA 1516800 | \$26.19 65457 | 1/30/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| Staples Business Advantage | 3557138543 | Customer LA 1516800 | \$125.35 65457 | 1/30/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| | | | \$151.54 | | | |
| Statewide Security | 217422 | Quarterly Fire Alarm Monitoring | \$809.93 65458 | 1/30/2024 | 001-000-000-518-30-48-00 | Repairs/maint-City Hall Bldg |
| | | | \$809.93 | | | |
| TIG Technology Integration Group | 65275 | IT Services | \$11,708.32 65459 | 1/30/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| TIG Technology Integration Group | 65275 | DS Services/IT Services | \$2,157.52 65459 | 1/30/2024 | 401-000-000-558-50-05-00 | Technical Services, Software Services |
| | | | \$13,865.84 | | | |
| Chauhan, Chandan & Geeta | January 2023 Chauhan Advance Deposit Return for DEP00041 | Advance Deposit Return for DEP00041 | \$261.00 65460 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$261.00 | | | |
| Energy Management Services | January 2023 Energy Management Advance Deposit Return for DEP00127 | Advance Deposit Return for DEP00127 | \$1,586.45 65461 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| 3, 3 | , | , | \$1,586.45 | | | ' |
| Freed, Lisa | Jan 2024 Advance Deposit Return fro DEP00180 | Owner: Wells Wendy + Freed Elizabeth | \$36.19 65462 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| Freeu, Lisa | Jan 2024 Advance Deposit Neturn II o DEP 00 100 | Owner: Wells Welldy + Freed Elizabeth | \$36.19 | 1/30/2024 | 401-000-000-302-10-00-02 | Return of D3 Adv Deposits |
| Horaca Accepta V | Les 0004 Advenue Describ Debug for DED00000 | Owner Francisco & Wasse Vossilian | | 4/00/0004 | 404 000 000 500 40 00 00 | Defend of DO Arts Demonits |
| Huang, Austin X | Jan 2024 Advance Deposit Return for DEP00222 | Owner: Feng Xuejun & Wang Xuezhong | \$743.96 65463 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$743.96 | | | |
| Laube, Jessica | Jan 2024 Advance Deposit Return for DEP00184 | Owner: Doherty, Christine Ann-Trust | \$1,611.34 65464 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$1,611.34 | | | |
| Magnano, Ben | Jan 2024 Advance Deposit Return for DEP00139 | Owner: Ben Magnano | \$909.95 65465 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$909.95 | | | |
| Manezes, Aaron | Jan 2024 Refund Request for TREE-24-002 | Owner: Watermark Estate Mgmnt LLC | \$769.75 65466 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$769.75 | | | |
| Seattle Tree Care | Jan 2024 Advance Deposit Return for DEP00185 | Owner: Kennedy Brett & Zaser Kelse | \$487.50 65467 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$487.50 | | | |
| Wei, Maojie | Jan 2024 Advance Deposit Return for DEP00181 | Owner: Xu Qiaozhu + Wei Maojie | \$312.50 65468 | 1/30/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| , | | , | \$312.50 | | | , |
| Home Depot Credit Services | January 2023 Safety Lights | January 2023 Safety Lights | \$249.21 EFT Payment 1/10/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Tool Batteries & Charger | January 2023 Tool Batteries & Charger | \$537.22 EFT Payment 1/10/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Shop Supplies | January 2023 Shop Supplies | \$119.92 EFT Payment 1/10/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies Operating Supplies |
| | | | | | | |
| Home Depot Credit Services | January 2023 Pipe for Dust Collection System | January 2023 Pipe for Dust Collection System | \$243.25 EFT Payment 1/10/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Pruning Saw Chains | January 2023 Pruning Saw Chains | \$112.78 EFT Payment 1/10/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Pin Nailer | January 2023 Pin Nailer | \$274.15 EFT Payment 1/10/2 | 1/31/2024 | 101-000-000-542-30-35-00 | Small Tools/minor Equipment |
| Home Depot Credit Services | January 2023 Battery Pruning Saw | January 2023 Battery Pruning Saw | \$290.79 EFT Payment 1/10/2 | 1/31/2024 | 101-000-000-542-30-35-00 | Small Tools/minor Equipment |
| | | | \$1,827.32 | | | |
| US Bank | January 2024 Nations CC Statement | Plaque for outgoing Planning Commission Chair - Lε | \$154.14 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-511-60-43-00 | Travel & Training |
| US Bank | January 2024 Nations CC Statement | Water for Council Meetings | \$91.98 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-511-60-49-00 | Miscellaneous |
| US Bank | January 2024 Wagner CC Statement | Semi Annual PO Box Renewal | \$230.00 EFT Payment 1/25/20 | 1/25/2024 | 001-000-000-518-10-42-00 | Postage/Telephone |
| US Bank | January 2024 Nations CC Statement | Postage - Certified Letter - WCIA from S. Burns | \$8.56 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-518-10-42-00 | Postage/Telephone |
| US Bank | January 2024 Kellerman CC Statement | Public Storage | \$295.00 EFT Payment 1/25/20 | 1/25/2024 | 001-000-000-518-30-45-00 | Facility Rental |
| US Bank | January 2024 Kellerman CC Statement | Web Services for Internet Logs | \$0.31 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| US Bank | January 2024 Kellerman CC Statement | Zoom Storage | \$40.00 EFT Payment 1/25/20 | 1/25/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| US Bank | January 2024 Gidlof CC Statement | Paper Tags - Property Room | \$19.26 EFT Payment 1/25/20 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Office Supplies | \$28.60 EFT Payment 1/25/20 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Certified Mail x3 for PD | \$15.03 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Office Chair - Marxer | \$407.36 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| | January 2024 Gidlof CC Statement | | | | 001-000-000-521-20-31-00 | |
| US Bank | • | Engraving - PD | \$18.17 EFT Payment 1/25/2 | 1/25/2024 | | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Coat Rack | \$33.01 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Large Paper Roll - Property Room | \$110.64 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Office Supplies | \$566.61 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Anderson CC Statement | Utility Scissors | \$16.29 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Anderson CC Statement | Adhesive Fasteners | \$21.50 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Wall System for PD | \$945.76 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Wireless Mouse | \$110.09 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | January 2024 Gidlof CC Statement | Alco Sensor FST's | \$1,072.37 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| US Bank | January 2024 Anderson CC Statement | Traction Chains for Walking | \$129.80 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| US Bank | January 2024 Anderson CC Statement | Tourniquet Pack | \$64.63 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| US Bank | January 2024 Anderson CC Statement | 2 Holsters | \$390.25 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| US Bank | January 2024 Anderson CC Statement | Boot Scrubber | \$25.88 EFT Payment 1/25/20 | 1/25/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| US Bank | January 2024 Anderson CC Statement | Screen Protector - Iphone | \$31.36 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| US Bank | January 2024 Anderson CC Statement | SureShell Carriers | \$643.85 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-31-60 | Ammo/Range (Targets, etc) |
| | | • | | | | . 5 (5,/ |

| US Bank | January 2024 Gidlof CC Statement | Training - Scott | \$630.00 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-43-00 | Travel & Training |
|--------------------------------|--|--|----------------------------------|-----------|----------------------------|---------------------------------------|
| US Bank | January 2024 Gidlof CC Statement | Community Holiday Cards | \$56.18 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-521-20-49-60 | Crime Prevention/Public Educ |
| US Bank | January 2024 Crickmore CC Statement | Uniforms | \$540.24 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-22-00 | Uniforms |
| US Bank | January 2024 Crickmore CC Statement | Uniforms | \$28.25 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-22-00 | Uniforms |
| US Bank | January 2024 Crickmore CC Statement | Dewalt Batteries | \$861.78 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Crickmore CC Statement | Step Ladder | \$187.62 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Crickmore CC Statement | Cell Phone Case | \$15.21 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Osada CC Statement | Dog Waste Cans for Parks | \$2,479.92 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies Operating Supplies |
| US Bank | | • | \$2,479.92 EFT Payment 1/25/2 | 1/25/2024 | | |
| | January 2024 Crickmore CC Statement | Scoop Shovels | - | | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Crickmore CC Statement | Air Hose & Fittings | \$417.93 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Crickmore CC Statement | Dewalt Batteries | \$176.02 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Crickmore CC Statement | Vehicle Squeegees | \$28.60 EFT Payment 1/25/2i | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Crickmore CC Statement | Dog Waste Garbage Can | \$329.99 EFT Payment 1/25/2i | 1/25/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | January 2024 Crickmore CC Statement | Diesel Fuel | \$200.00 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-32-00 | Vehicle Fuel & Lube |
| US Bank | January 2024 Crickmore CC Statement | Diesel Fuel | \$300.00 EFT Payment 1/25/2 | 1/25/2024 | 001-000-000-576-80-32-00 | Vehicle Fuel & Lube |
| US Bank | January 2024 Crickmore CC Statement | Fuel Filters & Fuel Hose | \$220.58 EFT Payment 1/25/20 | 1/25/2024 | 101-000-000-542-30-31-00 | Operating & Maintenance Supplies |
| US Bank | January 2024 Wilcox CC Statement | Deputy Building Official - Code Training | \$100.00 EFT Payment 1/25/2 | 1/25/2024 | 401-000-000-558-60-43-00 | Travel & Training |
| US Bank | January 2024 Wilcox CC Statement | Deputy Building Official - Training Towards Building | \$720.00 EFT Payment 1/25/2 | 1/25/2024 | 401-000-000-558-60-43-00 | Travel & Training |
| US Bank | January 2024 Wilcox CC Statement | Development Services Coordinator Training | \$50.00 EFT Payment 1/25/2 | 1/25/2024 | 401-000-000-558-60-43-00 | Travel & Training |
| US Bank | January 2024 Wilcox CC Statement | Development Services Coordinator Training | \$360.00 EFT Payment 1/25/2 | 1/25/2024 | 401-000-000-558-60-43-00 | Travel & Training |
| US Bank | January 2024 Wilcox CC Statement | Development Services Coordinator Training - Basic (| \$64.13 EFT Payment 1/25/2 | 1/25/2024 | 401-000-000-558-60-43-00 | Travel & Training |
| US Bank | January 2024 Wilcox CC Statement | Annual Membership Renewal | \$105.00 EFT Payment 1/25/2 | 1/25/2024 | 401-000-000-558-60-49-00 | Dues, Subscriptions, Memberships |
| US Bank | January 2024 Wilcox CC Statement | 2021 International Building Codes - Two Digital Copi | \$1,111.79 EFT Payment 1/25/2 | 1/25/2024 | 401-000-000-558-60-49-00 | Dues, Subscriptions, Memberships |
| oo bariik | Sulladiry 2021 William Se Statistical | 2021 monatorial ballang codes Two Bigital copi | \$14.599.02 | 1720/2021 | 101 000 000 000 00 10 00 | Bass, Gabssi pasio, Memberempe |
| Home Depot Credit Services | January 2024 Fence Repair Material | Early Pay Discount | (\$1.25) EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| | | | | | | |
| Home Depot Credit Services | January 2024 Fence Repair Material | January 2024 Fence Repair Material | \$68.63 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Hammer Drill Attachements & Pruning Saw Chains | January 2023 Hammer Drill Attachements & Pruning | \$1,009.62 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Hammer Drill Bits | February 2023 Hammer Drill Bits | \$337.16 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Tool Batteries | January 2023 Tool Batteries | \$746.48 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2024 Shop Supplies | Early Pay Discount | (\$3.04) EFT Payment 1/31/2i | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2024 Shop Supplies | January 2024 Shop Supplies | \$167.41 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| Home Depot Credit Services | January 2023 Small Tools - Drill, Pruning Saw, Laser Level | January 2023 Small Tools - Drill, Pruning Saw, Lase | \$1,201.36 EFT Payment 1/31/2 | 1/31/2024 | 101-000-000-542-30-35-00 | Small Tools/minor Equipment |
| | | | \$3,526.37 | | | |
| Kilmer, Rob | January 2024 Kilmer Reimbursement | Professional Certification Exam (Building Codes & S | \$153.00 EFT Payment 1/31/2 | 1/31/2024 | 401-000-000-558-60-43-00 | Travel & Training |
| | | | \$153.00 | | | |
| Konica Minolta Premier Finance | 81863931 | PW Copier | \$96.36 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| Konica Minolta Premier Finance | 81725049 | PD Copier | \$245.27 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-521-20-45-00 | Equipment-Lease & Rentals |
| | | | \$341.63 | | | |
| Osada, Ryan | January 2024 Osada Reimbursement | Boots for Field Inspections | \$162.95 EFT Payment 1/31/2 | 1/31/2024 | 101-000-000-542-30-22-00 | Uniforms |
| | | | \$162.95 | | | |
| Puget Sound Energy | For service 12/20/2023 - 01/19/2024 (501 Evergreen Pt Rd) | CH Utilities | \$1,889.13 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-518-10-47-00 | Utility Serv-Elec, Water, Waste |
| Puget Sound Energy | For service 11/18/2023 - 12/19/2023 (501 Evergreen Point Rd) | CH Utilities | \$1,659.03 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-518-10-47-00 | Utility Serv-Elec, Water, Waste |
| - | | | \$3,548.16 | | | • |
| US Bank Voyager Fleet Sys. | 8693624262402 | Dec-Jan 24 Fuel PD Cars | \$1,920.30 EFT Payment 1/31/2 | 1/31/2024 | 001-000-000-521-20-32-00 | Vehicle Expenses-Gas, Car Wash |
| , , , | | | \$1,920.30 | | | , |
| ADP, Inc. | 652978917 | December 2023 Payroll Fees | \$2,333.22 EFT Payment 1/5/20: | 1/5/2024 | 001-000-000-514-20-41-01 | Professional Services |
| 7.51 , 116. | 002010011 | 2000 in Bol 2020 i dyroli i 000 | \$2,333.22 | 17072021 | 001 000 000 011 20 11 01 | Trofosolofial Colvisco |
| WA ST Dept of Licensing | January 2024 CPL | 1/2, 1/18, 1/24 9 CPL | \$162.00 EFT Payment 2/20/2 | 1/31/2024 | 631-000-000-589-30-01-00 | Dept Of Lic-Gun Permit |
| WA OT Dept of Electrising | Sandary 2024 Of E | 112, 1110, 1124 3 01 2 | \$162.00 E1 11 ayrıldır. 2/20/21 | 170172024 | 001-000-000-303-30-01-00 | Dopt of Ele-out 1 citilit |
| | | - | \$519,676.43 AP Total | | | |
| | | | \$519,676.43 AP Total | | | |
| | | | | | | |
| | | | | | | |
| Payroll | January 2024 Payroll | Payroll | \$21,916.42 Total | | | O Salaries, Wages & Benefits |
| Payroll | January 2024 Payroll | Payroll | \$25,623.68 Total | | | O Salaries, Wages & Benefits |
| Payroll | January 2024 Payroll | Payroll | \$38,053.68 Total | 1/31/20 | 24 001-000-000-518-10-11-0 | O Salaries, Wages & Benefits |
| Payroll | January 2024 Payroll | Payroll | \$152,918.80 Total | 1/31/20 | 24 001-000-000-521-20-11-0 | O Salaries, Wages & Benefits |
| Payroll | January 2024 Payroll | Payroll | \$38,400.24 Total | 1/31/20 | 24 001-000-000-576-80-11-0 | O Salaries, Wages & Benefits |
| Payroll | January 2024 Payroll | Payroll | \$32,268.42 Total | 1/31/20 | 24 101-000-000-542-30-11-0 | 0 Salaries, Wages & Benefits |
| Payroll | January 2024 Payroll | Payroll | \$46,897.76 Total | 1/31/20 | 24 401-000-000-558-60-11-0 | 0 Salaries, Wages & Benefits |
| , | , ,, | - | \$356,079.00 Payroll Total | , - , | | , |
| | | | , | | | |
| | | = | \$97E 7EE 42 Grand Total | | | |

\$875,755.43 Grand Total

February 2024 Check Register

| February 2024 Check Register | | | | | | | |
|----------------------------------|---|--|---------------------------------|-------------------------------------|------------|--------------------------|---|
| Vendor | Invoice Number | Expense Notes | Invoice Amount | Check Number | Check Date | Account Number | Account Description |
| 8X8, Inc. | 4248343 | CH Phones | \$919.77 \$919.77 | 65472 | 2/12/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| 911 Supply Inc | INV-2-35802 | PD Uniform | \$32.48 | 65516 | 2/27/2024 | 001-000-000-521-20-22-00 | Uniforms |
| 911 Supply Inc | INV-2-35682 | PD Badges | \$452.38 | 65473 | | 001-000-000-521-20-31-40 | Police Operating Supplies |
| | | - | \$484.86 | | | | |
| ADP, Inc. | 654110264 | YE Tax reporting, Issue W2s | \$298.85 | EFT Payment 3/6/2024 8:47:41 AM - 1 | 2/29/2024 | 001-000-000-514-20-41-01 | Professional Services |
| ADP, Inc. | 652978917 | | \$2,333.22 | EFT Payment 3/6/2024 8:47:41 AM - 1 | 2/29/2024 | 001-000-000-514-20-41-01 | Professional Services |
| | | | \$2,632.07 | | | | |
| AT&T Mobility | 287287975246X01192024 | Account Number: 287287975246 | \$990.11 | 65474 | 2/12/2024 | 001-000-000-521-20-42-00 | Communications (phone,Pagers) |
| | | | \$990.11 | | | | |
| AWC | 121364 | 2024 AWC Dues | \$1,947.00 \$1,947.00 | 65475 | 2/12/2024 | 001-000-000-511-60-41-01 | Legislative Activities- Regional/Intergovt |
| Car Wash Enterprises | Jan24-59 | PD Car Washes | \$1,347.00 | 65517 | 2/27/2024 | 001-000-000-521-20-32-00 | Vehicle Expenses-Gas, Car Wash |
| our wash Enterprises | Gail24-00 | 1 B Gai Washes | \$12.00 | 00017 | ZIZIIZOZ4 | 001-000-000-021-20-02-00 | Verified Experioes-Ods, Odi VVdSi1 |
| Centurylink | Charges from Feb 7 to Mar 7 425-451-7838 | CH CC Terminal | \$196.02 | 65518 | 2/27/2024 | 001-000-000-518-10-42-00 | Postage/Telephone |
| Centurylink | Service Jan 17 - Feb 17 | Emergency Lines | \$205.45 | 65476 | | 001-000-000-521-20-42-00 | Communications (phone,Pagers) |
| Centurylink | Charges from Feb 17 to Mar17 425-637-3933 | PD/CH Emergency Lines | \$205.45 | 65518 | | 001-000-000-521-20-42-00 | Communications (phone, Pagers) |
| Centuryinik | Charges Holl 1 eb 17 to Mai 17 425-057-0955 | 1 D/OIT Emergency Lines | φ203.43 | 03310 | 2/2//2024 | 001-000-000-321-20-42-00 | Communications (priorie, agers) |
| | | | \$606.92 | | | | |
| Cheng, Peng | Refund request for TREE-23-050 | Refund request for TREE-23-050 | \$4,000.00 | 65537 | 2/27/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$4,000.00 | | | | |
| CivicPlus, LLC | 292896 | Municode Munidocs Website Renewal Repository | \$385.35 | 65477 | 2/12/2024 | 001-000-000-518-80-41-60 | Software Services |
| | | | | | | | |
| | | | \$385.35 | | | | |
| Comcast | 1/25/24-2/24/24 | | \$156.36 | 65478 | 2/12/2024 | 001-000-000-576-80-42-00 | Telephone/postage |
| | | | \$156.36 | | | | |
| Crystal And Sierra Springs-Admin | 11037150 012724 | Reference Date Unpaid Sales Tax Amount Notes | \$113.10 | 65479 | 2/12/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| | | | \$113.10 | | | | |
| Daily Journal of Commerce | 3396336 | Legal Notice 12th St Ped Rebid | \$237.80 | 65480 | 2/12/2024 | 001-000-000-518-10-44-00 | Advertising |
| | | | \$237.80 | | | | |
| DocuSign, Inc. | 111100271214 | Annual Renewal | \$5,284.80 | 65481 | 2/12/2024 | 001-000-000-518-80-41-60 | Software Services |
| 3 , | | | \$5,284.80 | | | | |
| FCI - Custom Police Vehicles | 15543 | Car 29 | \$1,081.60 | 65519 | 2/27/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost |
| FCI - Custom Police Vehicles | 15545 | Car 26 | \$854.08 | 65519 | 2/27/2024 | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost |
| FCI - Custom Police Vehicles | 15542 | Car 28 | \$896.35 | 65519 | | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost |
| FCI - Custom Police Vehicles | 15541 | Car27 | \$765.09 | 65519 | | 001-000-000-594-21-70-00 | Police Vehicle Lease, Principal Cost |
| FCI - Custom Police Vehicles | 15544 | Car 30 and 31 | \$1,940.72 | 65519 | 2/27/2024 | | Police Vehicle Lease, Principal Cost |
| FCI - Custom Police Vehicles | 15543 | Car 29 | \$287.36 | 65519 | 2/27/2024 | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost |
| FCI - Custom Police Vehicles | 15541 | Car27 | \$174.03 | 65519 | | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost |
| FCI - Custom Police Vehicles | 15542 | Car 28 | \$184.73 | 65519 | | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost |
| FCI - Custom Police Vehicles | 15544 | Car 30 and 31 | \$764.08 | 65519 | 2/27/2024 | | Police Vehicle Lease, Interest Cost |
| FCI - Custom Police Vehicles | 15545 | Car 26 | \$139.64 | 65519 | | 001-000-000-594-21-80-00 | Police Vehicle Lease, Interest Cost |
| | | | \$7,087.68 | | | | |
| Flock Safety | INV-32840 | 2024 Cameras | \$27,411.92 | 65482 | 2/12/2024 | 001-000-000-594-21-64-10 | Police HW/SW Equipment >\$5K Capital Outlay |
| , | | | | | | | |
| | | | \$27,411.92 | | | | |
| G.W. Gunarama Wholesale, Inc. | 1245586 | PD Handguns | \$607.63 | 65520 | 2/27/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| G.W. Gunarama Wholesale, Inc. | 1246712 | Flashlight for Pistol | \$696.69 | 65520 | 2/27/2024 | 001-000-000-521-20-31-40 | Police Operating Supplies |
| | | | \$1,304.32 | | | | |
| Granicus, LLC | 178356 | Engage Medina | \$11,722.97 | 65483 | 2/12/2024 | 001-000-000-518-80-41-60 | Software Services |
| | | | \$11,722.97 | | | | |
| Gray & Osborne, Inc. | Project NO: 21441.00/Invoice No: 32 | Project 21441.00 | \$1,477.21 | 65484 | 2/12/2024 | 307-000-000-595-30-63-10 | Sidewalk Improvements |
| Gray & Osborne, Inc. | Project No: 23427.24/Invoice No: 1 | Project 23427.24 | \$592.20 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 23427.12/Invoice No: 6 | Project 23427.12 | \$230.12 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 22427.29/Invoice No: 8 | Project 22427.29 | \$714.47 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 22427.20/Invoice No: 6 | Project 22427.20 | \$1,165.21 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 23427.20/Invoice No: 1 | Project 23427.20 | \$814.28 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 24427.00/Invoice No:1 | Project 24427.00 | \$518.18 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No:22427.26/Invoice No: 6 | Project 22427.26 | \$533.41 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 22427.11/Invoice No: 10 | Project 22427.11 | \$74.03 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 22427.07/Invoice No: 6 | Project 24427.07 | \$154.75 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 23427.14/Invoice No: 5 | Project 23427.14 | \$154.75 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| Gray & Osborne, Inc. | Project No: 24427.03/Invoice No: 7 | Project 24427.03 | \$230.12 | 65484 | 2/12/2024 | 401-000-000-558-50-41-07 | Engineering Consultant |
| | | | ** *** *** | | | | |

\$6,658.73

| Horizon | 3500593 | Waterline Repair (shop) | \$12.68 | 65485 | 2/12/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
|--------------------------------------|--|---|--------------|-------------------------------------|--------------|--------------------------|---|
| Horizon | 3M500532 | Waterline Repair (shop) | \$64.80 | 65485 | 2/12/2024 | 001-000-000-576-80-31-00 | Operating Supplies |
| | | | \$77.48 | | | | |
| Horticultural Elements, Inc. | 8436 | January Maint 84th Median | \$4,943.49 | 65486 | 2/12/2024 | 101-000-000-542-30-40-00 | Road & Street Maintenance |
| Floritoditara Elements, me. | 0400 | bandary Mant O-tal Median | | 00400 | 2/12/2024 | 101-000-000-042-00-40-00 | road & offeet Maintenance |
| | | | \$4,943.49 | | | | |
| JayMarc Custom Homes LLC | Release of PW-ROW-24-007 | Release of cash bond, PW-ROW-24-007 | \$10,000.00 | 65512 | 2/14/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$10,000.00 | | | | |
| Kamins Construction Inc | PE 3 #2 | Upland Rd Drainage Imp | \$11,864.88 | 65487 | 2/12/2024 | 307-000-000-595-30-63-02 | Storm Sewer Improvements |
| Kamins Construction Inc | CO 2 | Upland Rd Drainage Imp CO#2 | \$45,892.25 | 65487 | | 307-000-000-595-30-63-02 | Storm Sewer Improvements |
| | | | | | | | ' |
| Kamins Construction Inc | CO 1 | Upland Rd Drainage Imp CO#1 | \$49,269.00 | 65487 | 2/12/2024 | 307-000-000-595-30-63-02 | Storm Sewer Improvements |
| | | | \$107,026.13 | | | | |
| KC Dept of Water & Land Resources | 126655 (3rd Payment) | KC Natural Resources Total Cost 2024 | \$3,165.00 | 65521 | 2/27/2024 | 001-000-000-553-10-40-00 | Land & Water Conservation Resources-KC |
| | | | \$3,165.00 | | | | |
| KC Finance-DCHS, Behavioral Health & | 2152796 | Q4 2023 Liquor Excise Tax | \$209.95 | 65488 | 0/40/0004 | 001-000-000-564-60-40-00 | Mental Health Services-KC Substance Abuse |
| Recovery Division | 2132790 | Q4 2023 Elquoi Excise Tax | \$209.93 | 03466 | 2/12/2024 | 001-000-000-364-60-40-00 | Wellal Health Services-NC Substance Abuse |
| Recovery Division | | | \$209.95 | | | | |
| KO 065 - 1 55 | 44044000 | KO INET | | 05500 | 0/07/0004 | 004 000 000 540 00 44 50 | T. I |
| KC Office of Finance | 11014380 | KC INET | \$375.00 | 65522 | | | Technical Services, Software Services |
| KC Office of Finance | 131875-131875 | Overlay Program | \$601.37 | 65489 | 2/12/2024 | 307-000-000-595-30-63-01 | Street Improvements, Overlays |
| | | | \$976.37 | | | | |
| Konica Minolta Premier Finance | 81944244 | Copier lease | \$282.21 | EFT Payment 3/4/2024 9:31:41 AM - 1 | 2/28/2024 | 001-000-000-521-20-45-00 | Equipment-Lease & Rentals |
| | | | \$282.21 | -, | | | |
| | | | | | | | |
| LDC Corp | 33788 | Planning Services | \$3,306.50 | 65523 | 2/27/2024 | 401-000-000-558-60-41-01 | Planning Consultant |
| | | | \$3,306.50 | | | | |
| LexisNexis Risk Management - Account | 1011660-20240131 | Investigative Tool | \$35.22 | 65524 | 2/27/2024 | 001-000-000-521-20-41-00 | Professional Services |
| 1011660 | | ű | | | | | |
| | | | \$35.22 | | | | |
| Message Watcher, LLC | 55523 | Email/web/SM archiving | \$257.60 | 65525 | 2/27/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| = | 55164 | Web/SM/Email Archiving | \$246.00 | 65491 | 2/12/2024 | | Software Services |
| Message Watcher, LLC | 55104 | Web/SW/Email Archiving | | 03491 | 2/12/2024 | 001-000-000-518-80-41-60 | Software Services |
| | | | \$503.60 | | | | |
| MG Consulting Services LLC | 200-11 | LF/RM Consulting | \$1,350.00 | 65492 | 2/12/2024 | 001-000-000-518-10-41-00 | Professional Services |
| MG Consulting Services LLC | 200-12 | Laserifche/RM Consulting | \$1,275.00 | 65526 | 2/27/2024 | 001-000-000-518-10-41-00 | Professional Services |
| - | | - | \$2,625.00 | | | | |
| Michael's Fine Dry Cleaning | 95 | PD Dry Cleaning | \$41.91 | 65527 | 2/27/2024 | 001-000-000-521-20-22-00 | Uniforms |
| Wildraers Fille Dry Cleaning | 93 | FD Dry Cleaning | | 03327 | 2/2//2024 | 001-000-000-321-20-22-00 | Officialis |
| | | | \$41.91 | | | | |
| Moberly & Roberts, PLLC | 1151 | Jan 2024 Prosecution Services | \$4,000.00 | 65493 | 2/12/2024 | 001-000-000-512-50-41-10 | Prosecuting Attorney |
| | | | \$4,000.00 | | | | |
| Nelson Truck Equipment Co. | 749001 | Cabprotector & Safety Lights Ford F-250 | \$2,645.81 | 65528 | 2/27/2024 | 101-000-000-594-42-64-00 | Street Capital Equipment |
| Nelson Truck Equipment Co. | 748585 | Spreader (Road Sand) Ford F-250 | \$8,474.55 | 65528 | 2/27/2024 | | Street Capital Equipment |
| | | | | | | | |
| Nelson Truck Equipment Co. | 751055 | Jumpseat Ford F-250 | \$649.59 | 65528 | 2/27/2024 | | Street Capital Equipment |
| Nelson Truck Equipment Co. | 748589 | Rubber Plow Blades | \$2,152.53 | 65528 | 2/27/2024 | 101-000-000-594-42-64-00 | Street Capital Equipment |
| Nelson Truck Equipment Co. | 747051 | Liftgate for Ford F-2550 | \$4,306.23 | 65528 | 2/27/2024 | 101-000-000-594-42-64-00 | Street Capital Equipment |
| Nelson Truck Equipment Co. | 748588 | Pretreat spray tank Ford F-250 | \$13,328.63 | 65528 | 2/27/2024 | 101-000-000-594-42-64-00 | Street Capital Equipment |
| 11 | | 1 7 | \$31,557.34 | | | | - 1 1 1 |
| | | | | | | | |
| Northwest Aquatic Management | 1446 | Repair Fountain (Medina Park Pond) | \$2,693.63 | 65529 | 2/27/2024 | 001-000-000-576-80-41-00 | Professional Services |
| | | | \$2,693.63 | | | | |
| Ogden Murphy Wallace | Services for Jan 2024 | City Attorney | \$10,880.50 | 65530 | 2/27/2024 | 001-000-000-515-41-40-00 | City Attorney |
| | | | \$10,880.50 | | | | |
| Overlake Golf & Country Club | 5064 | Council Retreat | \$752.21 | 65494 | 2/12/2024 | 001-000-000-511-60-41-00 | Professional Services |
| Overlake Golf & Country Club | 5004 | Council Retreat | | 03494 | 2/12/2024 | 001-000-000-311-00-41-00 | Floressional Services |
| | | | \$752.21 | | | | |
| Pental, Ravinder | Advance Deposit Return for DEP00107 | Advance Deposit Return for DEP00107 | \$1,237.06 | 65538 | 2/27/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$1,237.06 | | | | |
| Perkins, Wendy | Refund request for TREE-24-004 | Refund request for TREE-24-004 | \$519.75 | 65513 | 2/14/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| · onano, rronay | riorana roquest for rivez 2 r oo r | Troiding request for TheE 21 66 1 | | 00010 | 2, 1 1/202 1 | 101 000 000 002 10 00 02 | Titoriana or Be hav Bepedite |
| | | | \$519.75 | | | | |
| Pro-shred | 71077 | CH Shredding Services | \$55.66 | 65495 | 2/12/2024 | 001-000-000-518-10-41-00 | Professional Services |
| Pro-shred | 70593 | CH Shredding Services | \$55.66 | 65495 | 2/12/2024 | 001-000-000-518-10-41-00 | Professional Services |
| | | | \$111.32 | | | | |
| PST Investigations | PSTI24-15 | Polygraph- Robles | \$390.00 | 65496 | 2/12/2024 | 001-000-000-521-20-41-50 | Recruitment-Background |
| 1 01 mvestigations | 1 01124-10 | 1 olygraph Nobics | | 00400 | 2/12/2024 | 001-000-000-021-20-41-00 | residinient-basigisand |
| | | | \$390.00 | | | | |
| Public Safety Psychological Services | 2237 | Pysch evaluation- Hadland & Scott | \$820.00 | 65497 | 2/12/2024 | 001-000-000-521-20-41-50 | Recruitment-Background |
| | | | \$820.00 | | | | |
| Puget Sound Energy | 1/3/24-1/31/24 Street light 77th/79th | | \$0.00 | 65511 | 2/14/2024 | 001-000-000-576-80-47-00 | Utilities |
| Puget Sound Energy | 1/3/24-1/31/24 Street light 515 EPB | | \$0.00 | 65511 | | 001-000-000-576-80-47-00 | Utilities |
| | _ | Madina Dadi Ininatian | | | | | |
| Puget Sound Energy | 12/20/23-1/19/24 Medina Park | Medina Park Irrigation | \$680.43 | 65511 | | 001-000-000-576-80-47-00 | Utilities |
| Puget Sound Energy | 12/21/23-1/22/24 View Point Park | View Point Park Power | \$17.81 | 65511 | 2/14/2024 | 001-000-000-576-80-47-00 | Utilities |
| Puget Sound Energy | 1/20/24-2/16/24 501 Evergreen Point Rd | CH Utilities | \$1,565.95 | EFT Payment 3/4/2024 9:31:41 AM - 2 | 2/28/2024 | 001-000-000-576-80-47-00 | Utilities |
| Puget Sound Energy | TIB LED Conversion | Street light power | \$1,646.11 | 65511 | 2/14/2024 | 101-000-000-542-63-41-00 | Street Light Utilities |
| 3 31 | • | 5 1 | Ŧ.,=.= | | | | y |

| Puget Sound Energy | 1/3/24-1/31/24 Street light 88th | Street light power 88th/Lk Washington Blvd | \$27.94 | 65511 | | 101-000-000-542-63-41-00 | Street Light Utilities |
|--|--|---|-------------|--------------------------------|-------------|--------------------------|--|
| Puget Sound Energy | 1/3/24-1/31/24 Street light 77th/79th | Street light power 77th/79th Ave NE | \$123.38 | 65511 | 2/14/2024 | 101-000-000-542-63-41-00 | Street Light Utilities |
| Puget Sound Energy | 1/3/24-1/31/24 Street light 515 EPB | Street light power 515 EPB | \$32.67 | 65511 | 2/14/2024 | 101-000-000-542-63-41-00 | Street Light Utilities |
| Puget Sound Energy | 1/3/24-1/31/24 Street lights 80th/10th | Street light power 80th/10th | \$13.36 | 65511 | 2/14/2024 | 101-000-000-542-63-41-00 | Street Light Utilities |
| Puget Sound Energy | 12/20/23-1/19/24 Street lights 10th | | \$46.03 | 65511 | 2/14/2024 | 101-000-000-542-63-41-00 | Street Light Utilities |
| | | | \$4,153.68 | | | | |
| Republic Services, Inc. dba Rabanco, L | td. 0172-009515951 | PW Debris Removal | \$15.96 | 65498 | 2/12/2024 | 001-000-000-576-80-41-04 | Professional Services-Misc |
| | | | | | | | |
| | | | \$15.96 | | | | |
| Seattle Times, The | Invoice 50852 | Legal Notices- Ordidance NO1024 | \$52.50 | 65499 | 2/12/2024 | 001-000-000-518-10-44-00 | Advertising |
| | | | \$52.50 | | | | |
| Sherman, Braden | Advance Deposit Return for DEP00230 | Advance Deposit Return for DEP00230 | \$800.29 | 65539 | 2/27/2024 | 401-000-000-582-10-00-02 | Refund of DS Adv Deposits |
| | | | \$800.29 | | | | |
| Sidles, Alexander A. | Sidles-Medina-002 | Burnstead TREE 23-043 | \$1,400.00 | 65500 | 2/12/2024 | 401-000-000-558-60-41-02 | Hearing Examiner |
| Sidles, Alexander A. | Period covered: 4/1/23-9/30/23 | Hearing examiner | \$2,100.00 | 65532 | 2/27/2024 | | Hearing Examiner |
| , | | 3 | \$3,500.00 | | | | ű |
| Sound Cities Association | 4575 | 2024 Sound City Dues | \$2,202.78 | 65501 | 2/12/2024 | 001-000-000-511-60-41-01 | Legislative Activities- Regional/Intergovt |
| Courta Chico / Icocolation | 1070 | 2021 Count Only Budo | \$2,202.78 | 00001 | 2,12,202 | 201 200 200 211 22 11 21 | Logiciauro / tournaco / togiciau/miorgori |
| Sound View Strategies, LLC | 3106 | Lobbyist Contract | \$3,000.00 | 65502 | 2/12/2024 | 001-000-000-513-10-41-00 | Professional Services |
| Sourid view Strategies, LLC | 3100 | Lobbyist Contract | | 05502 | 2/12/2024 | 001-000-000-313-10-41-00 | Froiessional Services |
| | | 000 0 11 00 | \$3,000.00 | | 0.000.000.4 | | 000 1 10 11 0 11 |
| Staples Business Advantage | 3559688994 | Office Supplies- coffee | \$53.87 | 65533 | 2/27/2024 | | Office And Operating Supplies |
| Staples Business Advantage | 3559688992 | Office Supplies | \$144.69 | 65533 | 2/27/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| Staples Business Advantage | 3559688995 | Office Supplies- coffee | \$25.54 | 65533 | 2/27/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| Staples Business Advantage | 3559688993 | | \$38.30 | 65533 | 2/27/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| Staples Business Advantage | 3559688991 | PD Office Supplies | \$77.55 | 65533 | 2/27/2024 | 001-000-000-521-20-31-00 | Office Supplies |
| | | | \$339.95 | | | | |
| Statewide Security | 217773 | Remote support for virtual keypad | \$88.08 | 65503 | 2/12/2024 | 001-000-000-518-30-48-00 | Repairs/maint-City Hall Bldg |
| | | | \$88.08 | | | | |
| Telecom Law Firm, PC | 16917 | Special Council Cell | \$1,183.75 | 65534 | 2/27/2024 | 001-000-000-515-45-40-00 | Special Counsel |
| | | • | \$1,183.75 | | | | • |
| TIG Technology Integration Group | 5550213 | Duo subscription | \$46.24 | 65504 | 2/12/2024 | 001-000-000-518-80-41-50 | Technical Services, Software Services |
| TIG Technology Integration Group | 65564 | IT services | \$11,708.32 | 65504 | 2/12/2024 | | Technical Services, Software Services |
| TIG Technology Integration Group | 5549806 | Conversion to Azure per Craig F | \$734.37 | 65504 | 2/12/2024 | | Technical Services, Software Services |
| · | | · - | | | | 001-000-000-518-80-41-60 | |
| TIG Technology Integration Group | 5548671 | 0365 License-One monthly Only | \$25.32 | 65504 | | | Software Services |
| TIG Technology Integration Group | 5548466 | HID Digital Persona/Multi-Factor Auth | \$2,174.48 | 65504 | 2/12/2024 | | Software Services |
| TIG Technology Integration Group | 65565 | Monthly Renewal | \$834.56 | 65504 | 2/12/2024 | | Software Services |
| TIG Technology Integration Group | 5548835 | CH Computer Replacements, Burns, Kellerman, | \$9,502.96 | 65504 | 2/12/2024 | 001-000-000-594-14-64-00 | City Hall IT HW/SW >\$5K Capital Outlay |
| TIG Technology Integration Group | 65564 | Nations DS IT services | \$2,157.52 | 65504 | 2/12/2024 | 401-000-000-558-50-05-00 | Technical Services, Software Services |
| | 5548835 | DS Computer Replacements | \$9,502.50 | 65504 | 2/12/2024 | | DS- IT HW/SW >\$5K Capital Outlay |
| TIG Technology Integration Group | 3346633 | D3 Computer Replacements | | 05304 | 2/12/2024 | 401-000-000-394-00-04-00 | D3-11 HW/3W >\$5K Capital Outlay |
| THEOLOGIC | 0000 | PD O Western | \$36,686.27 | 05505 | 0/07/0004 | 004 000 000 504 00 00 00 | Valida Farancia Oct. Oct. West |
| Tiki Car Wash | 2286 | PD Car Washes | \$55.42 | 65535 | 2/27/2024 | 001-000-000-521-20-32-00 | Vehicle Expenses-Gas, Car Wash |
| | | | \$55.42 | | | | |
| Tree Frog LLC | 1826* | Tree Code Admin/Arborist | \$4,455.00 | 65505 | 2/12/2024 | 401-000-000-558-50-41-50 | Arborist |
| | | | \$4,455.00 | | | | |
| US Bank | Feb 2024 JE# 2163 Bank Fees | | \$146.57 | 20100972 | 2/29/2024 | 001-000-000-514-20-49-10 | Miscellaneous |
| US Bank | Feb 2024 JE# 2163 Bank Fees | | \$2,329.41 | 20100972 | 2/29/2024 | 401-000-000-558-60-49-10 | Miscellaneous |
| US Bank | February 2024 Nations CC Statement | Nme plates for new employees | \$20.37 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-511-60-43-00 | Travel & Training |
| US Bank | February 2024 Nations CC Statement | Name plates for new employees | \$40.74 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-511-60-43-00 | Travel & Training |
| US Bank | February 2024 Nations CC Statement | Water for council meetings | \$83.67 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-511-60-49-00 | Miscellaneous |
| US Bank | February 2024 Wagner CC Statement | Efile 1099 forms | \$65.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-514-20-49-10 | Miscellaneous |
| US Bank | February 2024 Wagner CC Statement | 1099 Forms | \$47.32 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-514-20-49-10 | Miscellaneous |
| US Bank | February 2024 Nations CC Statement | Office Supplies- Computer bag-Kellerman, Headsets- | \$115.65 | EFT Paid on the 20th of Feb241 | | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| | , | Kesler, Terhaar, Wilcox | ******* | | | | |
| US Bank | February 2024 Nations CC Statement | Office Supplies- Computer bag-Kesler, lumbar support | \$77.26 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| | | Nations & Fischer | | | | | |
| US Bank | February 2024 Nations CC Statement | Office Supplies- New computer mouse | \$44.19 | EFT Paid on the 20th of Feb241 | | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| US Bank | February 2024 Nations CC Statement | Office Supplies-Computer bag-Nations | \$18.88 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-10-31-00 | Office And Operating Supplies |
| US Bank | February 2024 Nations CC Statement | Postage-certified letter-S. Wilcox | \$8.73 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-10-42-00 | Postage/Telephone |
| US Bank | February 2024 Kellerman CC Statement | Flight to Calgary IIMC Conference-cc | \$33.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-10-43-00 | Travel & Training |
| US Bank | February 2024 Kellerman CC Statement | Flight to Calgary IIMC Conference-cc | \$399.15 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-10-43-00 | Travel & Training |
| US Bank | February 2024 Kellerman CC Statement | Parliamentary Procedures Class-cc | \$400.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-10-43-00 | Travel & Training |
| US Bank | February 2024 Nations CC Statement | International Institute of Municpal Clerks member dues- | \$125.00 | EFT Paid on the 20th of Feb241 | | 001-000-000-518-10-49-20 | Dues, Subscriptions |
| | | Nations | | | | | |
| US Bank | February 2024 Nations CC Statement | WAPRO Membership dues-Nations | \$25.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-10-49-20 | Dues, Subscriptions |
| US Bank | February 2024 Nations CC Statement | Office Supplies-Calendar | \$35.64 | EFT Paid on the 20th of Feb241 | | 001-000-000-518-20-31-00 | Office And Operating Supplies |
| US Bank | February 2024 Nations CC Statement | Office Supplies-Calendar | \$15.41 | EFT Paid on the 20th of Feb241 | 2/29/2024 | 001-000-000-518-20-31-00 | Office And Operating Supplies |
| | | | | | | | |

| US Bank | February 2024 Nations CC Statement | Office Suuplies- City of Medina Received Stamps | \$144.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-518-20-31-00 | Office And Operating Supplies |
|--|--|--|---|---|--|---|
| US Bank | February 2024 Nations CC Statement | Office Supplies-Calendar | \$5.50 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-518-20-31-00 | Office And Operating Supplies |
| US Bank | February 2024 Kellerman CC Statement | Publice storage | \$295.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-518-30-45-00 | Facility Rental |
| US Bank | February 2024 Kellerman CC Statement | Zoom storage | \$40.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-518-80-41-50 | Technical Services, Software Services |
| US Bank | February 2024 Kellerman CC Statement | Web services for Internet logs | \$0.33 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-518-80-41-50 | Technical Services, Software Services |
| US Bank | February 2024 Anderson CC Statement | Cutting shears | \$32.73 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | February 2024 Gidlof CC Statement | Touch up Paint | \$9.80 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | February 2024 Gidlof CC Statement | Certified Mail | \$7.14 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | February 2024 Gidlof CC Statement | Pendaflex file | \$10.99 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | February 2024 Gidlof CC Statement | | \$6.59 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | February 2024 Gidlof CC Statement | Black gel CSPA Meeting | \$53.90 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-31-00 | Office Supplies |
| US Bank | February 2024 Anderson CC Statement | Shoes-Robles | \$55.04 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-31-00 | |
| | • | | | | | Police Operating Supplies |
| US Bank | February 2024 Anderson CC Statement | Mouth guard | \$20.63 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-521-20-43-00 | Travel & Training |
| US Bank | February 2024 Crickmore CC Statement | Battery Holders for small Milwaukee batteries | \$52.80 \$25.27 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | February 2024 Crickmore CC Statement | Extension ladder stabilizers | | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | February 2024 Crickmore CC Statement | Spring kit for gate and extension ladder rope | \$53.93 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | February 2024 Crickmore CC Statement | Battery holders for large Milwaukee batteries | \$55.01 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | February 2024 Crickmore CC Statement | Rain pants | \$43.86 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | February 2024 Crickmore CC Statement | Waterline repair (city shop) | \$26.70 | EFT Paid on the 20th of Feb241 | 2/29/2024 001-000-000-576-80-31-00 | Operating Supplies |
| US Bank | February 2024 Crickmore CC Statement | Uniforms | \$1,023.45 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-542-30-22-00 | Uniforms |
| US Bank | February 2024 Crickmore CC Statement | Seatback organizers for Ford F-250 | \$121.08 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-542-30-31-00 | Operating & Maintenance Supplies |
| US Bank | February 2024 Crickmore CC Statement | Siding Nailer | \$297.61 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-542-30-35-00 | Small Tools/minor Equipment |
| US Bank | February 2024 Crickmore CC Statement | Electric Jackhammer | \$1,926.69 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-542-30-35-00 | Small Tools/minor Equipment |
| US Bank | February 2024 Crickmore CC Statement | Rotary hammer | \$871.51 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-542-30-35-00 | Small Tools/minor Equipment |
| US Bank | February 2024 Crickmore CC Statement | TORO workman tires | \$363.08 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-542-30-48-00 | Equipment Maintenance |
| US Bank | February 2024 Crickmore CC Statement | Tie down brackets Ford F-250 | \$93.59 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-594-42-64-00 | Street Capital Equipment |
| US Bank | February 2024 Crickmore CC Statement | Bed tie downs for Ford F-250 | \$115.61 | EFT Paid on the 20th of Feb241 | 2/29/2024 101-000-000-594-42-64-00 | Street Capital Equipment |
| US Bank | February 2024 Kellerman CC Statement | IIMC Annual Conference Calgary-cc | \$834.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 401-000-000-322-10-00-00 | Building Permits |
| US Bank | February 2024 Wilcox CC Statement | Deputy Building Official Training | \$280.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 401-000-000-558-60-43-00 | Travel & Training |
| US Bank | February 2024 Wilcox CC Statement | Annual Membership Renewal | \$738.00 | EFT Paid on the 20th of Feb241 | 2/29/2024 401-000-000-558-60-49-00 | Dues, Subscriptions, Memberships |
| US Bank | February 2024 Wilcox CC Statement | Code enforcement notice mailing | \$8.73 | EFT Paid on the 20th of Feb241 | 2/29/2024 401-000-000-558-60-49-10 | Miscellaneous |
| | | | \$11,643.56 | | | |
| | | | \$11,643.56 | | | |
| Voyager Systems | 8693624262406 | PD Fuel | | EFT Payment 2/20/2024 8:08:50 AM - 1 | 2/29/2024 001-000-000-521-20-32-00 | Vehicle Expenses-Gas, Car Wash |
| Voyager Systems | 8693624262406 | PD Fuel | \$2,296.18 | EFT Payment 2/20/2024 8:08:50 AM - 1 | 2/29/2024 001-000-000-521-20-32-00 | Vehicle Expenses-Gas, Car Wash |
| , , | | | \$2,296.18 \$2,296.18 | | | |
| Voyager Systems WA Dept of L&I - Boiler Section | 8693624262406 371715 | PD Fuel Inspection HWH | \$2,296.18 \$2,296.18 \$29.90 | EFT Payment 2/20/2024 8:08:50 AM - 1 65506 | 2/29/2024 001-000-000-521-20-32-00 2/12/2024 001-000-000-518-30-48-00 | Vehicle Expenses-Gas, Car Wash Repairs/maint-City Hall Bldg |
| WA Dept of L&I - Boiler Section | 371715 | Inspection HWH | \$2,296.18 \$2,296.18 \$29.90 \$29.90 | 65506 | 2/12/2024 001-000-000-518-30-48-00 | Repairs/maint-City Hall Bldg |
| , , | | | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 | | | |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office | 371715 L159177 | Inspection HWH 2022 Audit Fees | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 | 65506 65507 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa | 371715 L159177 | Inspection HWH | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 | 65506 | 2/12/2024 001-000-000-518-30-48-00 | Repairs/maint-City Hall Bldg |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office | 371715 L159177 | Inspection HWH 2022 Audit Fees | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 | 65506 65507 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa | 371715 L159177 | Inspection HWH 2022 Audit Fees | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 | 65506 65507 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa | 371715 L159177 | Inspection HWH 2022 Audit Fees | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 | 65506 65507 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association | 371715 L159177 ion 3726 | Inspection HWH 2022 Audit Fees Training Marxer | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$9,737.00 \$150.00 | 65506 65507 65508 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol | 371715 L159177 ion 3726 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$11.00 | 65506 65507 65508 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol | 371715 L159177 ion 3726 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background | \$2,296.18 \$2,296.18 \$29.90 \$9,737.00 \$9,737.00 \$150.00 \$150.00 | 65506 65507 65508 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol | 371715 L159177 ion 3726 I2403784 I2404318 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background | \$2,296.18 \$2,296.18 \$29.90 \$9,737.00 \$9,737.00 \$150.00 \$150.00 \$14.00 \$74.00 \$85.00 | 65506 65507 65508 65509 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol | 371715 L159177 ion 3726 I2403784 I2404318 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background | \$2,296.18 \$2,296.18 \$29.90 \$9,737.00 \$150.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 | 65506 65507 65508 65509 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The | 371715 L159177 ion 3726 12403784 12404318 0052916 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 | 65506 65507 65508 65509 65509 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 2/27/2024 401-000-000-558-50-41-55 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 | \$2,296.18 \$2,296.18 \$29.90 \$9,737.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$1,555.00 \$2,500.00 | 65506 65507 65508 65509 65509 65536 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 2/27/2024 401-000-000-558-50-41-55 2/12/2024 401-000-000-558-50-41-07 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 | 65506 65507 65508 65509 65509 65536 65510 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 2/27/2024 401-000-000-558-50-41-55 2/12/2024 401-000-000-558-50-41-07 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 | \$2,296.18 \$2,296.18 \$29.90 \$9,737.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$1,555.00 \$2,500.00 | 65506 65507 65508 65509 65509 65536 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-558-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$9,737.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$69.75 | 65506 65507 65508 65509 65509 65536 65510 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-558-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$9,737.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$69.75 | 65506 65507 65508 65509 65509 65536 65510 65510 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-558-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 | \$2,296.18 \$2,990 \$29.90 \$9,737.00 \$9,737.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$69.75 \$89.75 | 65506 65507 65508 65509 65509 65536 65510 65510 | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 2/27/2024 401-000-000-558-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-582-10-00-02 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$1,555.00 \$2,500.00 \$2,499.00 \$69.75 \$69.75 \$345,209.50 | 65506 65507 65508 65509 65509 65536 65510 65514 AP Total | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 2/27/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-558-10-00-02 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin Payroll Payroll | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 February 2024 Payroll February 2024 Payroll | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 Payroll Payroll | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$1150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$69.75 \$59.75 \$345,209.50 \$21,890.37 \$23,151.40 | 65506 65507 65508 65509 65509 65536 65510 65514 AP Total Total | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-588-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-582-10-00-02 2/29/2024 001-000-000-513-10-11-00 2/29/2024 001-000-000-514-20-11-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits Salaries, Wages & Benefits Salaries, Wages & Benefits |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin Payroll Payroll Payroll | 371715 L159177 ion 3726 12403784 12404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 February 2024 Payroll February 2024 Payroll February 2024 Payroll February 2024 Payroll | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 Payroll Payroll Payroll | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$4,999.00 \$59.75 \$69.75 \$345,209.50 \$23,151.40 \$38,349.68 | 65506 65507 65508 65509 65509 65536 65510 65514 AP Total Total Total Total | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 631-000-000-589-30-02-00 2/27/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-582-10-00-02 2/29/2024 001-000-000-513-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits Salaries, Wages & Benefits Salaries, Wages & Benefits Salaries, Wages & Benefits |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin Payroll Payroll Payroll Payroll Payroll | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 February 2024 Payroll | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 Payroll Payroll Payroll Payroll | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$9,737.00 \$150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$9,75 \$69.75 \$345,209.50 \$21,890.37 \$23,151.40 \$38,349.68 \$213,983.59 | 65506 65507 65508 65509 65509 65536 65510 65510 65514 AP Total Total Total Total | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-588-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits Salaries, Wages & Benefits |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin Payroll Payroll Payroll Payroll Payroll Payroll Payroll Payroll | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 February 2024 Payroll | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 Payroll Payroll Payroll Payroll Payroll Payroll Payroll | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$1150.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$69.75 \$99.75 \$345,209.50 \$21,890.37 \$23,151.40 \$38,349.68 \$213,983.59 \$37,588.08 | 65506 65507 65508 65509 65509 65536 65510 65510 65514 AP Total Total Total Total Total Total | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-588-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-512-20-11-00 2/29/2024 001-000-000-576-80-11-00 2/29/2024 001-000-000-576-80-11-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits Salaries, Wages & Benefits |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin Payroll Payroll Payroll Payroll Payroll Payroll Payroll Payroll Payroll | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 February 2024 Payroll | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 Payroll Payroll Payroll Payroll Payroll Payroll Payroll | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$11.00 \$11.00 \$74.00 \$85.00 \$1,555.00 \$2,299.00 \$2,499.00 \$69.75 \$69.75 \$345,209.50 \$21,890.37 \$23,151.40 \$88,349.68 \$213,983.59 \$37,588.08 \$31,337.880 | 65506 65507 65508 65509 65509 65536 65510 65514 AP Total Total Total Total Total Total Total | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-43-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-588-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/14/2024 401-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-576-80-11-00 2/29/2024 001-000-000-576-80-11-00 2/29/2024 001-000-000-576-80-11-00 2/29/2024 101-000-000-576-80-11-00 2/29/2024 101-000-000-542-30-11-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits Salaries, Wages & Benefits |
| WA Dept of L&I - Boiler Section WA ST Auditor's Office Washington Law Enforcement Informa and Records Association Washington State Patrol Watershed Company, The WSP Global Inc WSP Global Inc Yang, Xibin Payroll Payroll Payroll Payroll Payroll Payroll Payroll Payroll | 371715 L159177 ion 3726 I2403784 I2404318 0052916 S51705081 S51705082 Refund Request for TREE-24-006 February 2024 Payroll | Inspection HWH 2022 Audit Fees Training Marxer Employee Background CPL Background Geotechnical Eng Svc P-23-024 Geotechnical Eng Svc P-23-051 Refund Request for TREE-24-006 Payroll Payroll Payroll Payroll Payroll Payroll Payroll | \$2,296.18 \$2,296.18 \$29.90 \$29.90 \$9,737.00 \$150.00 \$1150.00 \$11.00 \$14.00 \$85.00 \$1,555.00 \$2,500.00 \$2,499.00 \$4,999.00 \$69.75 \$69.75 \$345,209.50 \$21,890.37 \$23,151.40 \$38,349.68 \$213,983.59 \$37,588.08 \$31,337.80 \$47,727.54 | 65506 65507 65508 65509 65509 65536 65510 65514 AP Total Total Total Total Total Total Total Total | 2/12/2024 001-000-000-518-30-48-00 2/12/2024 001-000-000-514-20-42-00 2/12/2024 001-000-000-521-20-41-50 2/12/2024 001-000-000-521-20-41-50 2/12/2024 401-000-000-588-50-41-55 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-558-50-41-07 2/12/2024 401-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-518-10-11-00 2/29/2024 001-000-000-512-20-11-00 2/29/2024 001-000-000-576-80-11-00 2/29/2024 001-000-000-576-80-11-00 | Repairs/maint-City Hall Bldg Intergytml Prof Serv-Auditors Travel & Training Recruitment-Background WA ST Patrol-Gun-Fbi Shoreline Consultant Engineering Consultant Engineering Consultant Refund of DS Adv Deposits Salaries, Wages & Benefits |
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MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person **Tuesday, January 23, 2024 – 6:00 PM**

MINUTES

COMMISSION CHAIR |
COMMISSION VICE-CHAIR |
COMMISSIONERS | Laura Bustamante, Li-Tan Hsu, Evonne Lai, Mark Nelson, Brian
Pao, Shawn Schubring
PLANNING MANAGER | Jonathan G. Kesler
DEVELOPMENT SERVICES DIRECTOR | Steve Wilcox
DEVELOPMENT SERVICES COORDINATOR | Rebecca Bennett

1. CALL TO ORDER / ROLL CALL

Bennett called the meeting to order at 6:01pm.

PRESENT
Chair Laura Bustamante
Vice Chair Shawn Schubring
Commissioner Li-Tan Hsu
Commissioner Evonne Lai
Commissioner Mark Nelson
Brian Pao

STAFF Bennett, Burns, Kesler, Wilcox

2. ELECTIONS

2.1 2024 Chair and Vice Chair Elections

Bennett asked for nominations for Chair. There was one nomination for Commissioner Bustamante. Bennett asked for additional nominations. None were heard. Bennett closed the nomination period.

ACTION: Voting for Commissioner Bustamante as Chair. (Approved 6-0)

Voting Yea: Commissioner Bustamante, Commissioner Hsu, Commissioner Lai, Commissioner Nelson, Commissioner Pao, Commissioner Schubring

Chair Bustamante asked for nominations for Vice Chair. There was one nomination for Commissioner Schubring. Chair Bustamante asked for additional nominations. None were heard. Chair Bustamante closed the nomination period.

ACTION: Voting for Commissioner Schubring as Vice Chair. (Approved 6-0)

Voting Yea: Chair Bustamante, Commissioner Hsu, Commissioner Lai, Commissioner Nelson, Commissioner Pao, Commissioner Schubring

3. APPROVAL OF MEETING AGENDA

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

4. APPROVAL OF MINUTES

4.1 Planning Commission Meeting Minutes of December 12, 2023

Recommendation: Adopt minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

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

Motion made by Commissioner Nelson, Seconded by Commissioner Lai. Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Lai, Commissioner Nelson, Commissioner Pao

5. ANNOUNCEMENTS

5.1 Staff/Commissioners

Chair Bustamante gave reminder that Commissioner Langworthy has submitted his resignation. The open position is posted.

5.2 Introduction of new Planning Manager, Jonathan Kesler, AICP

Wilcox introduced our new Planning Manager, Jonathan Kesler. Kesler gave a brief background of his professional experience.

6. AUDIENCE PARTICIPATION

There was no audience participation.

7. DISCUSSION

7.1 Pending Housing Legislation in the State Legislature

Kesler gave brief overview of the Pending Housing Legislation in the State Legislature.

7.2 2024 Comprehensive Plan Update, Overview for New Members and Current Status

Recommendation: Discussion and update.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Time Estimate: 30 minutes

Kesler gave PowerPoint presentation on the Comprehensive Plan overview and update. Kelser provided a path to Comprehensive Plan adoption. Kelser provided the current status of the Comprehensive Plan.

7.3 2024 Comprehensive Plan Update, Utilities Element

Recommendation: Discussion and direction.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Time Estimate: 30 minutes

Kesler gave PowerPoint presentation on the review of Section 8 Utilities Element. Kesler provided Commissioners with a handout of suggested revisions. Commissioners discussed, asked questions and gave their own suggestions.

8. ADJOURNMENT

Next regular meeting is Tuesday, February 27, 2024 at 6:00pm

Meeting adjourned at 7:33pm.

ACTION: Motion to adjourn.

Motion made by Vice Chair Schubring, Seconded by Commissioner Hsu. Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Lai, Commissioner Nelson, Commissioner Pao

Meeting minutes taken by: Rebecca Bennett, Development Services Coordinator



MEDINA, WASHINGTON

MEDINA CITY COUNCIL SPECIAL MEETING

Hybrid - Virtual/In-Person

Saturday, February 10, 2024 – 8:00 AM

MINUTES

1. SPECIAL MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the special meeting to order in the Board Room at Overlake Golf and Country Club at 8:10 a.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen
Councilmember Jennifer Garone
Councilmember Harini Gokul
Councilmember Mac Johnston
Councilmember Michael Luis

ABSENT

None

STAFF

Burns, Robertson, Kesler, Wilcox, and Kellerman

2. SPECIAL MEETING TOPICS

2.1 Update on State Mandates by the city's lobbyist Jennifer Ziegler with Soundview Strategies.

City Manager Steve Burns introduced the city's lobbyist Jennifer Ziegler with Soundview Strategies who gave a brief summary of activities at the state legislator.

Ziegler reported on the current legislative session. The last day of the regular session is March 7th and they do not expect them to go over into a special session this year.

There were six initiatives proposed to the legislature:

- An initiative that repeals the Climate Commitment Act.
- An initiative that repeals the Capital Gains Tax.
- An initiative that modifies the Long-term Care Tax, to open it back up to be able to opt-out of that tax.

- An initiative that prohibits the state from having an income tax.
- An initiative to adjust the police pursuit laws to make them back to where they were before the last couple of years.
- An initiative that has parental notification elements.

Lastly, she gave an update the two housing bills regarding lot splitting and transit-oriented development.

2.2 Comprehensive Plan Update/Discussion

Planning Manager Jonathan Kesler gave a brief overview of the Comphrehensive Plan draft deliverables, status and timelines of elements to adoption. Council asked questions and staff responded.

ACTION: Update and discussion only; no action taken.

2.3 Review of 2022/2023 Goals and Priorities and Priorities with Results

City Manager Steve Burns provided a review of City Council's 2023 Goals and Prioriities with the final results of the work done. In 2023, Council identified five priorities:

- Financial Stability and Accountability
- Quality Infrastructure
- Efficient and Effective Government
- Public Safety and Health
- Neighborhood Character

Burns reported that staff completed five of the six goals that Council set in 2023, with the draft of the HR manual to be brought to Council at an upcoming meeting for review. Council discussed, asked questions and staff responded.

ACTION: Council directed staff to change priority number 5 to add "and Community Building" after Neighborhood Character.

At this point, Council took a brief 15-minute break.

2.4 Council Goals and Priorities for 2024 and 2025

Mayor Rossman gave an introduction of the 2024/2025 goals and priorities. Council walked through the spreadsheet compiled by Mayor Rossman of Council directed open items and potential work plan items to be added to the Council Work Plan for reprioritization at a future meeting.

ACTION: Council directed staff to develop a proposed 2024/2025 Council Work Plan, itemize as discussed and bring the Work Plan to Council for reprioritization at a future Council meeting. The City Manager will note items in the work plan that are over one year old.

Council directed the following to be included in the work plan:

Street Vacation Code Update

- Stree Right-of-way Hedge Reimbursement
- Street Right-of-way Policy:
 - Include large lots to ROW policy
 - Add clarity to "Allowable Parking"
- Stormwater Management

Additionally, Council provided the following directions:

- Separate Vacant and Short-term Rentals in the work plan.
- Move Property Tax Levy Planning to the Budget Retreat in June.
- Park Memorials Policy to be sent to the Medina Parks and Recreation Board for discussion and recommendation.
- Park Board to develop a Work Plan to include a policy for off-leash and on-leash areas.
- Review and amend the non-administrative variance policy.
- Staff to look at Resident Welcome Packet and come back to Council with a plan.
- Develop a Communication plan to keep the community informed for SR-520 Bridge Joints Noise.

2.5 Roundtable and Wrap Up

Council extended the meeting an additional 10 minutes for a quick roundtable.

ACTION: Council directed staff to add the following as a future agenda:

 Undergrounding Utilities (frontage fees and impact fees) to Middle Housing Work Plan.

3. ADJOURNMENT

By consensus, Council adjourned the special meeting at 12:18 p.m.



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person Medina City Hall - Council Chambers 501 Evergreen Point Road, Medina, WA 98039 **Monday, February 12, 2024 – 5:00 PM**

MINUTES

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Brazen, Garone, Gokul, Luis, Johnston, Reeves, Rossman

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 5:00 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen
Councilmember Jennifer Garone
Councilmember Mac Johnston - online
Councilmember Michael Luis

ABSENT

Councilmember Harini Gokul

STAFF

Burns, Robertson, Osada, Wagner, Kesler, Wilcox, Nations and Kellerman

2. APPROVAL OF MEETING AGENDA

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

3. PUBLIC COMMENT PERIOD

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

Patrick McAuliffe, Director of Finance and Operations at St. Thomas School commented on the school's desire to have a crosswalk installed on NE 12th Street near Medina Park.

Laura Bustamante commented on non-administrative variances and St. Thomas School's non-administrative variance request.

With no other speakers, Mayor Rossman closed the public comment period.

4. **PRESENTATIONS**

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

Director of Public Works Ryan Osada reported that the Park Board made the decision to to not host the annual Easter Egg Hunt at Medina Park this year and are looking at doing a different spring event.

Planning Commission Chair Laura Bustamante reported on discussions with the Planning Commission since the last meeting. Discussions include undergrounding utilities, whether the city should address fiber and accessibility to the greater community. She also commented on having the Council, Planning Commission, Development Services Committee and/or City Attorney to review edited versions of the Comprehensive Plan Elements prior to them going to PSRC for review.

Emergency Preparedness Chair Rosalie Gann reported that the next Emergency Preparedness meeting is scheduled for Wednesday, February 21, 2024 from 4:00 p.m. to 5:30 p.m.

4.2 Introduction of New City Attorney Jennifer Robertson and Assistant City Attorney Curtis Chambers by City Manager Stephen Burns.

City Manager Steve Burns welcomed and introduced new City Attorney Jennifer Robertson with Inslee Best.

5. CITY MANAGER'S REPORT

Finance Director Ryan Wagner reported that the Finance Committee will be meeting this month to discuss the city's financial policies and the priority of excess funds from the levy stabilization funds. He also reported that the 2021 audit is nearing completion. Lastly, he announced that we filled the Assistant Finance Director position.

Police Chief Jeffrey Sass gave a brief summary of his 2023 Year-end report with a five-year look back of analytical data.

Director of Public Works Ryan Osada gave an update on projects around the city.

ACTION: Motion Garone to have Park Board look at the use of our parks by organizations whether for profit or nonprofit and come back to Council with recommendations for management of those uses. This was seconded by Luis. Motion carried by a 6:0 (Gokul absent) vote.

Director of Development Services Steve Wilcox reported that Development Services contracted and hired new planning consultants with LDC and asked Planning Manager Jonathan Kesler to do the introductions.

Planning Manager Jonathan Kesler introduced LDC Planning consultants Kim Mahoney and Thomas Carter.

City Manager Steve Burns reported that the points communities is doing mediation with WSDOT regarding the lid maintenance. He also reported that it appears funding for the SR-520 Joints Noise Mitigation phase 3 testing will not be funded due to the transportation budget being so tight. Lastly, he reported that the City Council Work Plan will be coming to Council in March for review and approval.

6. CONSENT AGENDA

ACTION: Motion Reeves second Garone and carried by a 6:0 (Gokul absent), Council approved the Consent Agenda as presented.

6.1 January 2024 and 13th Month Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Director of Finance and HR

6.2 Approved November 20, 2023 Park Board Meeting Minutes

Recommendation: Receive and file.

Staff Contact: Dawn Nations, Deputy City Clerk

6.3 Approved December 12, 2023 Planning Commission Minutes

Recommendation: Receive and file.

Staff Contact: Rebecca Bennett, Development Services Coordinator

- 6.4 Draft City Council Meeting Minutes of:
 - a) January 8, 2024 Special Meeting;
 - b) January 11, 2024 Special Meeting; and
 - c) January 22, 2024 Regular Meeting.

Recommendation: Adopt Minutes.

Staff Contact: Aimee Kellerman, CMC, City Clerk

7. **LEGISLATIVE HEARING**

None.

8. PUBLIC HEARING

None.

9. CITY BUSINESS

- 9.1 Comprehensive Plan Update
 - a) Future Schedule in the Comp Plan Process
 - b) Shoreline Element for discussion at February 15 Planning Commission meeting; and
 - c) Utilities Element Update.

Recommendation: Discussion and direction.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Planning Manager Jonathan Kesler gave a presentation on the Periodic Update to the Comp Plan. Council asked questions and staff responded.

ACTION: Council directed staff to review the path of Comp Plan adoption and come back to Council with a new proposal that includes another review from Council prior to sending to PSRC and Commerce.

9.2 2021 Washington State Building Code Update

Recommendation: Adopt Ordinance No. 1025.

Staff Contact: Steven Wilcox, Development Services Director

Director of Development Services Steve Wilcox gave a brief summary of the proposed 2021 Washington State Building Code. Council discussed, asked questions, and staff responded.

ACTION: Motion Luis second Johnston and carried by a 6:0 (Gokul absent) vote; Council adopted Ordinance No. 1025.

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 comments was closed.

12. ADJOURNMENT

By consensus, City Council adjourned the regular meeting at 8:00 p.m.



MEDINA, WASHINGTON

AGENDA BILL

Monday, March 11, 2024

Subject: NE 12th Street Pedestrian Improvements - REBID

Category: Consent

Staff Contact: Ryan Osada, Public Works Director

Summary

This contract provides for the construction of new ADA compliant sidewalk along NE 12th Street, from Evergreen Point Road to near 80th Place NE. Improvements include, but are not limited to, excavation, cement concrete curb and gutter, cement concrete sidewalk, storm drainage improvements, asphalt paving, traffic control and other relatedwork items. This REBID removes undergrounding utilities from the project.

On February 22, 2024 city staff opened proposals which ranged from \$464,347.17 - \$955,773.00. After bid tabulations were calculated, the low bidder is Blackfish Civil Infrastructure at \$464,347.17. The 2024 budget for this project is \$700,000.00

This project meets and supports Council's priorities 1-5:

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

Attachment(s)

Bid Tabulations Review of Bids

Budget/Fiscal Impact: \$500,000.00 (includes project engineering)

Recommendation: Approve.

City Manager Approval:

<u>Proposed Council Motion:</u> I move to authorize the City Manager to negotiate and enter into an agreement with Blackfish Civil Infrastructure for the NE 12th Street Pedestrian Imp. REBID project.

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| | 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 |
| | Survey | 1 LS | \$10,000.00 | \$10,000.00 | \$7,150.00 | \$7,150.00 | \$8,891.76 | \$8,891.76 | \$13,000.00 | \$13,000.00 |
| | Record Drawings (Min. Bid \$1,000) | 1 LS | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$3,300.00 | \$3,300.00 | \$1,000.00 | \$1,000.00 |
| | SPCC Plan | 1 LS | \$700.00 | \$700.00 | \$550.00 | \$550.00 | \$300.00 | \$300.00 | \$2,000.00 | \$2,000.00 |
| | Mobilization, Cleanup and Demobilization | 1 LS | \$80,000.00 | \$80,000.00 | \$18,700.00 | \$18,700.00 | \$13,914.61 | \$13,914.61 | \$45,400.00 | \$45,400.00 |
| | Project Temporary Traffic Control | 1 LS | \$60,000.00 | \$60,000.00 | \$39,820.00 | \$39,820.00 | \$44,632.54 | \$44,632.54 | \$38,000.00 | \$38,000.00 |
| | Clearing and Grubbing | 1 LS | \$8,000.00 | \$8,000.00 | \$5,987.26 | \$5,987.26 | \$2,896.17 | \$2,896.17 | \$16,500.00 | \$16,500.00 |
| | Removal of Structure and Obstruction | 1 LS | \$4,000.00 | \$4,000.00 | \$11,057.13 | \$11,057.13 | \$6,578.79 | \$6,578.79 | \$1,000.00 | \$1,000.00 |
| | Removal of Curb and Gutter | 1,400 LF | \$14.00 | \$19,600.00 | \$5.81 | \$8,134.00 | \$7.82 | \$10,948.00 | \$5.00 | \$7,000.00 |
|) | Removal of Cement Conc. Flatwork | 700 SY | \$24.00 | \$16,800.00 | \$12.28 | \$8,596.00 | \$16.43 | \$11,501.00 | \$37.00 | \$25,900.00 |
| | Removal of Asphalt Pavement | 1,520 SY | \$16.00 | \$24,320.00 | \$14.08 | \$21,401.60 | \$13.04 | \$19,820.80 | \$9.00 | \$13,680.00 |
| 2 | Excavation, Embankment and Grading, Incl. | 1,520 51 | Ψ10.00 | Ψ21,320.00 | ψ11.00 | Ψ21,101.00 | Ψ13.01 | Ψ19,020.00 | ψ,.σσ | \$13,000.00 |
| - | Haul | 1 LS | \$15,000.00 | \$15,000.00 | \$16,707.77 | \$16,707.77 | \$41,270.40 | \$41,270.40 | \$2,000.00 | \$2,000.00 |
| 3 | Locate Existing Utilities | 1 LS | \$2,000.00 | \$2,000.00 | \$8,657.53 | \$8,657.53 | \$4,152.41 | \$4,152.41 | \$1,000.00 | \$1,000.00 |
| ŀ | Crushed Surfacing Top Course | 330 TN | \$55.00 | \$18,150.00 | \$86.02 | \$28,386.60 | \$134.50 | \$44,385.00 | \$45.00 | \$14,850.00 |
| 5 | Commercial HMA | 120 TN | \$200.00 | \$24,000.00 | \$199.15 | \$23,898.00 | \$251.19 | \$30,142.80 | \$334.00 | \$40,080.00 |
| <u></u> | Temporary HMA | 10 TN | \$250.00 | \$2,500.00 | \$377.46 | \$3,774.60 | \$328.91 | \$3,289.10 | \$170.00 | \$1,700.00 |
| , 7 | CPEP Storm Sewer Pipe, 8 In. Diam. (Incl. | 10 111 | \$250.00 | \$2,000.00 | Φ2771.0 | ψο, τ τ τ τ σ | \$52001 | \$5,207.10 | \$170.00 | \$1,700.00 |
| | Bedding) | 175 LF | \$100.00 | \$17,500.00 | \$60.90 | \$10,657.50 | \$32.57 | \$5,699.75 | \$65.00 | \$11,375.00 |
| 3 | CPEP Storm Sewer Pipe, 12 In. Diam. (Incl. | 170 21 | \$100.00 | \$17,000.00 | \$00.70 | \$10,007.00 | ψυ2.υ / | 40,000.70 | 000.00 | ψ11,570.00 |
| , | Bedding) | 30 LF | \$140.00 | \$4,200.00 | \$173.00 | \$5,190.00 | \$126.95 | \$3,808.50 | \$95.00 | \$2,850.00 |
|) | Catch Basin, Type 1 | 5 EA | \$2,200.00 | \$11,000.00 | \$2,786.01 | \$13,930.05 | \$1,942.10 | \$9,710.50 | \$2,400.00 | \$12,000.00 |
| <u> </u> | Concrete Inlet | 5 EA | \$2,200.00 | \$11,000.00 | \$550.00 | \$2,750.00 | \$1,597.56 | \$7,987.80 | \$1,250.00 | \$6,250.00 |
| 1 | Adjust Catch Basin | 1 EA | \$550.00 | \$550.00 | \$726.00 | \$726.00 | \$882.71 | \$882.71 | \$1,300.00 | \$1,300.00 |
| 2 | Removal of Unsuitable Material (Trench) | 10 CY | \$110.00 | \$1,100.00 | \$149.34 | \$1,493.40 | \$78.80 | \$788.00 | \$50.00 | \$500.00 |
| 3 | Bank Run Gravel for Trench Backfill | 130 TN | \$38.00 | \$4,940.00 | \$49.42 | \$6,424.60 | \$54.18 | \$7,043.40 | \$67.00 | \$8,710.00 |
| 1 | Trench Excavation Safety Systems | 1 LS | \$1,000.00 | \$1,000.00 | \$3,850.00 | \$3,850.00 | \$1,179.28 | \$1,179.28 | \$500.00 | \$500.00 |
| 5 | Adjust Valve Box | 4 EA | \$600.00 | \$2,400.00 | \$198.00 | \$792.00 | \$378.55 | \$1,514.20 | \$750.00 | \$3,000.00 |
| , , | Adjust Meter Box | 3 EA | \$500.00 | \$1,500.00 | \$143.00 | \$429.00 | \$211.06 | \$633.18 | \$500.00 | \$1,500.00 |
| 7 | Erosion/Water Pollution Control | 1 LS | \$6,000.00 | \$6,000.00 | \$4,216.28 | \$4,216.28 | \$2,663.74 | \$2,663.74 | \$3,500.00 | \$3,500.00 |
| 3 | Topsoil, Type A | 100 CY | \$80.00 | \$8,000.00 | \$103.30 | \$10,330.00 | \$64.58 | \$6,458.00 | \$75.00 | \$7,500.00 |
| • | Bark or Wood Chip Mulch | 90 CY | \$80.00 | \$7,200.00 | \$111.48 | \$10,033.20 | \$90.62 | \$8,155.80 | \$75.00 | \$6,750.00 |
| <u>, </u> | Sod Installation | 40 SY | \$30.00 | \$1,200.00 | \$28.88 | \$1,155.20 | \$187.84 | \$7,513.60 | \$87.00 | \$3,480.00 |
| 1 | Cement Conc. Traffic Curb and Gutter | 1,550 LF | \$42.00 | \$65,100.00 | \$32.80 | \$50,840.00 | \$34.20 | \$53,010.00 | \$35.00 | \$54,250.00 |
| 2 | Cement Conc. Traffic Curb | 10 LF | \$70.00 | \$700.00 | \$158.45 | \$1,584.50 | \$41.28 | \$412.80 | \$50.00 | \$500.00 |
| 12 | Coment Cone at Discourse Fortuna | 200 CM | \$100.00 | #20,000,00 | \$150.15 \$96.74 | ¢24,207,20 | \$11.20 \$02.72 | ¢22.444.40 | ¢110.00 | #20 000 00 |

\$86.74

\$24,287.20

\$83.73

\$23,444.40

\$28,000.00

280 SY

\$100.00

Cement Concrete Driveway Entrance

\$30,800.00

\$110.00

| | | | | | AGENDA IT | | | | | |
|--|-----|----|-------------|--------------|-------------|--------------|-------------|--------------|-------------|--------------|
| | | | | | BLACKFI | SH CIVIL | | | ALWAYS | A AGENDAII |
| BIDDER | | | ENGINEER'S | SESTIMATE | INFRASTRU | CTURE, INC. | RRJ COMP | PANY, LLC | SERVICI | ES, LLC |
| 34 Cement Concrete Driveway Repair | 30 | SY | \$100.00 | \$3,000.00 | \$110.97 | \$3,329.10 | \$95.52 | \$2,865.60 | \$110.00 | \$3,300.00 |
| 35 Cement Concrete Sidewalk | 740 | SY | \$74.00 | \$54,760.00 | \$58.44 | \$43,245.60 | \$62.50 | \$46,250.00 | \$68.00 | \$50,320.00 |
| 36 Cement Conc. Curb Ramp | 85 | SY | \$210.00 | \$17,850.00 | \$175.93 | \$14,954.05 | \$188.68 | \$16,037.80 | \$213.00 | \$18,105.00 |
| 37 Detectable Warning Surface | 100 | SF | \$50.00 | \$5,000.00 | \$44.00 | \$4,400.00 | \$50.71 | \$5,071.00 | \$50.00 | \$5,000.00 |
| 38 Rectangular Rapid Flashing Beacon System, | | | | | | | | | | |
| Complete | 1 | LS | \$28,000.00 | \$28,000.00 | \$27,654.00 | \$27,654.00 | \$46,977.73 | \$46,977.73 | \$40,000.00 | \$40,000.00 |
| 39 Permanent Signing | 1 | LS | \$2,000.00 | \$2,000.00 | \$4,400.00 | \$4,400.00 | \$2,240.63 | \$2,240.63 | \$12,500.00 | \$12,500.00 |
| 40 Removing Pavement Markings | 1 | LS | \$1,100.00 | \$1,100.00 | \$2,750.00 | \$2,750.00 | \$1,768.92 | \$1,768.92 | \$2,000.00 | \$2,000.00 |
| 41 Paint Line | 500 | LF | \$2.50 | \$1,250.00 | \$2.20 | \$1,100.00 | \$2.36 | \$1,180.00 | \$3.00 | \$1,500.00 |
| 42 Plastic Stop Line | 22 | LF | \$20.00 | \$440.00 | \$27.50 | \$605.00 | \$17.69 | \$389.18 | \$18.00 | \$396.00 |
| 43 Plastic Crosswalk Line | 160 | SF | \$14.00 | \$2,240.00 | \$27.50 | \$4,400.00 | \$9.43 | \$1,508.80 | \$10.00 | \$1,600.00 |
| | | | | | | | | | | |
| Subtotal | | | | \$578,100.00 | | \$464,347.17 | | \$516,218.70 | | \$517,596.00 |
| Sales Tax @ 0% (Per W.S. Revenue Rule 171) | | | | \$0.00 | | \$0.00 | | \$0.00 | | \$0.00 |
| TOTAL CONSTRUCTION COST | | | | \$578,100.00 | | \$464,347.17 | | \$516,218.70 | | \$517,596.00 |

| ┧ | AGENDA | ITEM | 6.4 |
|---|--------|------|-----|
| | | | |

| | | | | | | KAM | IINS | NORTI | IWEST | HARK | NE AGENDA |
|-----|--|--------|--------|-------------|-------------|-------------|-------------|-------------|-------------------------|--------------|--------------|
| | BIDDER | | | FURY SITE V | VORKS, INC. | CONSTRUC | TION, INC. | CASCAI | DE, INC. | CONSTRUC | TION, LLC |
| | BIDDER ADDRESS | | | P.O. Bo | x 2118 | P.O. B | ox 867 | P.O. Bo | x 73399 | 45015 244th | Avenue SE |
| | | | | North Bend | WA 98045 | Bothell, V | VA 98041 | Puyallup, | WA 98373 | Enumclaw, | WA 98022 |
| | WASHINGTON STATE WORKMAN'S COM | P. ACC | T. NO. | 580,72 | 23-02 | 162,13 | 83-01 | 265,0 | 81-00 | 155,8 | 61-01 |
| | WASHINGTON STATE CONTRACTOR'S R | EG. NU | MBER | FURYSSV | W894MQ | KAMINO | CI854BB | NORTH | CI148BG | HARKNO | CL888C2 |
| | BID BOND OR OTHER GOOD FAITH TOKE | EN | | 5% BID | BOND | 5% BID | BOND | 5% BID | BOND | 5% BID | BOND |
| NO. | ITEM | QUA | NTITY | 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 |
| 2 | Survey | 1 | LS | \$13,566.79 | \$13,566.79 | \$9,450.00 | \$9,450.00 | \$8,500.00 | \$8,500.00 | \$14,850.00 | \$14,850.00 |
| 3 | Record Drawings (Min. Bid \$1,000) | 1 | LS | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$1,100.00 | \$1,100.00 |
| 4 | SPCC Plan | | LS | \$229.95 | \$229.95 | \$1,000.00 | \$1,000.00 | \$500.00 | \$500.00 | \$600.00 | \$600.00 |
| 5 | Mobilization, Cleanup and Demobilization | 1 | LS | \$28,075.46 | \$28,075.46 | \$58,845.00 | \$58,845.00 | \$69,000.00 | \$69,000.00 | \$125,500.00 | \$125,500.00 |
| 6 | Project Temporary Traffic Control | 1 | LS | \$51,636.24 | \$51,636.24 | \$61,110.00 | \$61,110.00 | \$77,000.00 | \$77,000.00 | \$111,100.00 | \$111,100.00 |
| 7 | Clearing and Grubbing | | LS | \$2,874.32 | \$2,874.32 | \$9,712.50 | \$9,712.50 | \$50,000.00 | \$50,000.00 | \$27,500.00 | \$27,500.00 |
| 8 | Removal of Structure and Obstruction | 1 | LS | \$7,110.95 | \$7,110.95 | \$8,925.00 | \$8,925.00 | \$16,000.00 | \$16,000.00 | \$60,000.00 | \$60,000.00 |
| 9 | Removal of Curb and Gutter | 1,400 | | \$32.58 | \$45,612.00 | \$11.70 | \$16,380.00 | \$7.00 | \$9,800.00 | \$8.00 | \$11,200.00 |
| 10 | Removal of Cement Conc. Flatwork | | SY | \$43.58 | \$30,506.00 | \$23.14 | \$16,198.00 | \$18.50 | \$12,950.00 | \$16.50 | \$11,550.00 |
| 11 | Removal of Asphalt Pavement | 1,520 | | \$12.40 | \$18,848.00 | \$19.51 | \$29,655.20 | \$10.00 | \$15,200.00 | \$16.50 | \$25,080.00 |
| 12 | Excavation, Embankment and Grading, Incl. | -, | | 4-2-11 | 4-0,0.000 | 4-7-0-1 | 4-2,000 | 4-0100 | 4-0,-0000 | 4-0.00 | +=+, |
| - | Haul | 1 | LS | \$9,793.68 | \$9,793.68 | \$19,740.00 | \$19,740.00 | \$36,500.00 | \$36,500.00 | \$27,500.00 | \$27,500.00 |
| 13 | Locate Existing Utilities | | LS | \$12,100.17 | \$12,100.17 | \$4,200.00 | \$4,200.00 | \$19,000.00 | \$19,000.00 | \$16,500.00 | \$16,500.00 |
| 14 | Crushed Surfacing Top Course | | TN | \$46.73 | \$15,420.90 | \$44.23 | \$14,595.90 | \$54.00 | \$17,820.00 | \$82.00 | \$27,060.00 |
| 15 | Commercial HMA | | TN | \$266.93 | \$32,031.60 | \$236.25 | \$28,350.00 | \$256.00 | \$30,720.00 | \$275.00 | \$33,000.00 |
| 16 | Temporary HMA | | TN | \$229.95 | \$2,299.50 | \$1.00 | \$10.00 | \$300.00 | \$3,000.00 | \$800.00 | \$8,000.00 |
| 17 | CPEP Storm Sewer Pipe, 8 In. Diam. (Incl. | 10 | 111 | Ψ229.93 | Ψ2,2>>.30 | ψ1.00 | Ψ10.00 | ψ500.00 | ψ3,000.00 | φοσσ.σσ | ψο,σσσ.σσ |
| 1 / | Bedding) | 175 | LF | \$89.26 | \$15,620.50 | \$107.59 | \$18,828.25 | \$108.00 | \$18,900.00 | \$113.00 | \$19,775.00 |
| 18 | CPEP Storm Sewer Pipe, 12 In. Diam. (Incl. | 173 | | ψ09.20 | Ψ12,020.30 | ψ107.55 | Ψ10,020.23 | Ψ100.00 | Ψ10,700.00 | ψ113.00 | Ψ19,775.00 |
| 10 | Bedding) | 30 | LF | \$97.17 | \$2,915.10 | \$168.70 | \$5,061.00 | \$193.00 | \$5,790.00 | \$165.00 | \$4,950.00 |
| 19 | Catch Basin, Type 1 | | EA | \$3,153.87 | \$15,769.35 | \$2,220.75 | \$11,103.75 | \$2,050.00 | \$10,250.00 | \$5,000.00 | \$25,000.00 |
| 20 | Concrete Inlet | | EA | \$3,240.10 | \$16,200.50 | \$2,021.25 | \$10,106.25 | \$1,925.00 | \$9,625.00 | \$2,750.00 | \$13,750.00 |
| 21 | Adjust Catch Basin | | EA | \$955.22 | \$955.22 | \$525.00 | \$525.00 | \$625.00 | \$625.00 | \$875.00 | \$875.00 |
| 22 | Removal of Unsuitable Material (Trench) | | CY | \$114.97 | \$1,149.70 | \$10.00 | \$100.00 | \$100.00 | \$1,000.00 | \$110.00 | \$1,100.00 |
| 23 | Bank Run Gravel for Trench Backfill | | TN | \$47.89 | \$6,225.70 | \$0.01 | \$1.30 | \$63.00 | \$8,190.00 | \$87.00 | \$11,310.00 |
| 24 | Trench Excavation Safety Systems | | LS | \$477.60 | \$477.60 | \$1,575.00 | \$1,575.00 | \$1,000.00 | \$1,000.00 | \$10,000.00 | \$10,000.00 |
| 25 | Adjust Valve Box | | EA | \$637.01 | \$2,548.04 | \$735.00 | \$2,940.00 | \$625.00 | \$2,500.00 | \$715.00 | \$2,860.00 |
| 26 | Adjust Meter Box | | EA | \$636.81 | \$1,910.43 | \$231.00 | \$693.00 | \$625.00 | \$1,875.00 | \$715.00 | \$2,145.00 |
| 27 | Erosion/Water Pollution Control | | LS | \$6,306.14 | \$6,306.14 | \$5,250.00 | \$5,250.00 | \$23,006.00 | \$23,006.00 | \$40,000.00 | \$40,000.00 |
| 28 | Topsoil, Type A | | CY | \$86.23 | \$8,623.00 | \$73.50 | \$7,350.00 | \$80.00 | \$8,000.00 | \$88.00 | \$8,800.00 |
| 29 | Bark or Wood Chip Mulch | | CY | \$86.23 | \$7,760.70 | \$84.00 | \$7,560.00 | \$94.00 | \$8,460.00 | \$88.00 | \$7,920.00 |
| 30 | Sod Installation | | SY | \$31.04 | \$1,241.60 | \$26.25 | \$1,050.00 | \$30.00 | \$1,200.00 | \$27.50 | \$1,100.00 |
| 31 | Cement Conc. Traffic Curb and Gutter | 1,550 | | \$39.71 | \$61,550.50 | \$45.62 | \$70,711.00 | \$36.00 | \$55,800.00 | \$45.00 | \$69,750.00 |
| 32 | Cement Conc. Traffic Curb | | LF | \$40.24 | \$402.40 | \$78.75 | \$70,711.00 | \$36.00 | \$35,800.00 | \$50.00 | \$500.00 |
| 33 | Cement Concrete Driveway Entrance | | SY | \$102.10 | \$28,588.00 | \$101.55 | \$28,434.00 | \$141.00 | \$39,480.00 | \$200.00 | \$56,000.00 |
| 33 | Centent Concrete Differency Entrance | 200 | 31 | \$102.10 | \$40,300.00 | \$101.33 | \$40,434.00 | \$141.00 | φ37, 4 00.00 | \$200.00 | \$30,000.00 |

| | | | | | | | | | | | AGENDA IT | TEM 6 |
|----|--|-------|---------|--------------------|--------------|-------------|--------------|-------------|--------------|-------------|--------------|---------|
| | | | | | | KAN | IINS | NORTH | IWEST | HARK | NE AGENDATI | LIVI O. |
| | BIDDER | | | FURY SITE V | VORKS, INC. | CONSTRUC | CTION, INC. | CASCAI | DE, INC. | CONSTRUC | TION, LLC | |
| 34 | Cement Concrete Driveway Repair | 30 | SY | \$93.13 | \$2,793.90 | \$113.05 | \$3,391.50 | \$141.00 | \$4,230.00 | \$200.00 | \$6,000.00 | |
| 35 | Cement Concrete Sidewalk | 740 | SY | \$68.68 | \$50,823.20 | \$82.89 | \$61,338.60 | \$76.00 | \$56,240.00 | \$110.00 | \$81,400.00 | |
| 36 | Cement Conc. Curb Ramp | 85 | SY | \$183.96 | \$15,636.60 | \$197.65 | \$16,800.25 | \$271.00 | \$23,035.00 | \$310.00 | \$26,350.00 | |
| 37 | Detectable Warning Surface | 100 | SF | \$49.44 | \$4,944.00 | \$45.15 | \$4,515.00 | \$60.00 | \$6,000.00 | \$110.00 | \$11,000.00 | |
| 38 | Rectangular Rapid Flashing Beacon System, | | | | | | | | | | | |
| | Complete | 1 | LS | \$11,089.01 | \$11,089.01 | \$42,000.00 | \$42,000.00 | \$31,000.00 | \$31,000.00 | \$40,000.00 | \$40,000.00 | |
| 39 | Permanent Signing | 1 | LS | \$1,954.54 | \$1,954.54 | \$840.00 | \$840.00 | \$2,500.00 | \$2,500.00 | \$2,640.00 | \$2,640.00 | |
| 40 | Removing Pavement Markings | 1 | LS | \$1,149.73 | \$1,149.73 | \$1,575.00 | \$1,575.00 | \$1,700.00 | \$1,700.00 | \$1,320.00 | \$1,320.00 | |
| 41 | Paint Line | 500 | LF | \$2.30 | \$1,150.00 | \$2.10 | \$1,050.00 | \$2.25 | \$1,125.00 | \$3.50 | \$1,750.00 | |
| 42 | Plastic Stop Line | 22 | LF | \$17.25 | \$379.50 | \$15.75 | \$346.50 | \$17.00 | \$374.00 | \$19.00 | \$418.00 | |
| 43 | Plastic Crosswalk Line | 160 | SF | \$9.20 | \$1,472.00 | \$8.40 | \$1,344.00 | \$9.00 | \$1,440.00 | \$22.00 | \$3,520.00 | |
| | | | | | | | | | | | | |
| | Subtotal | | | | \$545,742.52 | | \$589,448.50 | | \$695,695.00 | | \$955,773.00 | |
| | Sales Tax @ 0% (Per W.S. Revenue Rule 171) | | | | \$0.00 | | \$0.00 | | \$0.00 | | \$0.00 | |
| | TOTAL CONSTRUCTION COST | | | | \$545,742.52 | | \$589,448.50 | | \$695,695.00 | | \$955,773.00 | |
| ı | | | | | | | | | | | | |
| | Sealed bids were opened at the City of Medina, 50 | 1 Eve | rgreen | Point Road, Med | ina, | | | | | | | |
| | Washington 98039 on Thursday, February 22, 202 | 4, at | 10:00 a | a.m. (local time). | | | | | | | | |
| | | | | | | | DENOTES | | | | | |
| | I hereby certify that, to the best of my knowledge, the above tabulations are true and correct | | | | | | MATHEMATI | CALOD | | | | |
| | transcriptions of the unit prices and total amounts | | | | | | ROUNDING E | - | | | | |
| | B-1- | | | | | | ROUNDING E | KKOK | | | | |
| | BRIAN SOURWINE, P.E. | | | | | | | | | | | |



February 28, 2024

Mr. Ryan Osada Public Works Director City of Medina 501 Evergreen Point Road Medina, Washington 98039

SUBJECT: REVIEW OF BIDS, NE 12TH STREET PEDESTRIAN

IMPROVEMENTS REBID

CITY OF MEDINA, KING COUNTY, WASHINGTON

G&O #21441.00

Dear Mr. Osada:

On February 22, 2024, the City of Medina received seven responsive bids for the NE 12th Street Pedestrian Improvements Rebid Project. The responsive bids ranged from \$464,347.17 to \$955,773.00. The Engineer's Estimate was \$578,100. Each proposal was checked for correctness of extensions of the prices per unit and the total price. One correction was made; however, this correction did not change the position of the low bidder. We have provided a bid summary with this letter. The bidders and their respective bid amounts, including sales tax where applicable, are as follows.

| 1. | Blackfish Civil Infrastructure, Inc. (Burien, Washington) | \$464,347.17 |
|----------|---|--------------|
| 2. | RRJ Company, LLC (Monroe, Washington) | \$516,218.70 |
| 3. | Always Active Services, LLC (Snohomish, Washington) | \$517,596.00 |
| 4. | Fury Site Works, Inc. (North Bend, Washington) | \$545,742.52 |
| | | |
| | Engineer's Estimate | \$578,100.00 |
| 5. | Engineer's Estimate Kamins Construction, Inc. (Bothell, Washington) | |
| 5. 6. | e | \$589,448.50 |

The lowest responsive bidder, Blackfish Civil Infrastructure, Inc. of Burien, Washington, is currently a Washington State registered and licensed Contractor and appears to have the relevant qualifications and experience to successfully perform the work the project will require. To our knowledge, the lowest bidder has not claimed bid error and no formal bidding protests have been recorded. In accordance with RCW 39.04, we have verified the lowest bidder, Blackfish Civil Infrastrure, Inc. of Burien, Washington, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist, including



Mr. Ryan Osada February 28, 2024 Page 2

documentation, is attached for the City's file. We have also reviewed the Supplemental Bidder Criteria information submitted by Blackfish Civil Infrastructure, Inc. and they appear to meet the requirements of the Supplemental Bidder Responsibility Criteria.

Based on our evaluation, we recommend that the project be awarded to the lowest responsive, resp9onbible bidder:

Blackfish Civil Infrastructure, Inc. 12303 15th Avenue SW Burien, Washington 98146

Pleased contact us if you have any questions and/or require additional information.

Sincerely,

GRAY & OSBORNE, INC.

Brian L. Sourwine, P.E.

BLS/sr Encl.



MEDINA, WASHINGTON

AGENDA BILL

Monday, March 11, 2024

Subject: Comprehensive Plan - Utilities Element Final Review

Category: Review and Approve

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Summary

On January 23, 2024, the Planning Commission (PC) did an extensive review of the Utilities Element of the Comp Plan Update. After a DSC Meeting on February 20th this Council requested changes to it at its February 26th meeting, based on the revised flow chart approved at that meeting. The PC conducted an additional review of it at its February 27th meeting. City Staff and the consultant made the changes/edits suggested then and brought the Utilities Element back to the PC at the Special Meeting of March 6th. The PC did a final review and **approved** the document with a few minor changes, along with the authorization to proceed with the Utilities Element to the City Attorney, then this Council. The City Attorney has reviewed it and made a couple of minor edits. **Staff/consultant are requesting review and final approval, so that this element may be sent on to PSRC and the Dept of Commerce.**

Attached are four (4) versions of the Utilities Element, showing the *progressive edits* that have been made since the Council requested changes on February 26th. This includes the City Attorney's input on the element, also.

This Comp Plan Update meets and supports Council's priorities 2, 3 and 5.

Council Priorities:

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

Priorities met:

- 2. Preserving and fostering the development of a variety of housing types, sizes and densities to accommodate the diverse needs of all members of the community while maintaining Medina's high-quality residential setting.
- 3. Clear guidelines are key to the efficient and effective completion of the periodic update of the City of Medina Comprehensive Plan by the December 31, 2024, deadline established by the state Department of Commerce under the Growth Management Act.
- 5. Preserving the quiet, sylvan neighborhood character of Medina.

Attachments

Red-lined copies of the Utilities Element, showing the progressive edits outlined above. They are labeled for clarity.

Budget/Fiscal Impact

None

Recommendation:

Review and Approval.

City Manager Approval:

Motion

I move to approve the Utilities Element of the Comprehensive Plan so it can be sent to PSRC and the Dept. of Commerce for their review.

Time Estimate: 30 minutes

Medina Comprehensive Plan Proposed 2024 Updates

Section 8 - UTILITIES ELEMENT

INTRODUCTION

The Growth Management Act (GMA) requires the utility element of the comprehensive plan to consist of "the general location, proposed location, and capacity of all existing and proposed utilities, including, but not limited to, electrical lines, telecommunication lines, and natural gas lines."

EXISTING CONDITIONS

Medina receives utility service from several providers. Electrical and natural gas services are both supplied power is supplied by Puget Sound Energy, Inc (PSE). PSE maintains two sub-stations in Medina: one adjacent to Wells-Medina Nursery on 84th Avenue NE and the other at the corner of NE 10th Street and 80th Avenue NE adjacent to Medina Park. In the face of emerging technology, growing trends in professionals working from home, and siting of larger homes on lots previously developed with smaller homes, the electrical utility service needs in Medina are evolving. While PSE's substations in Medina offer sufficient electrical capacity, nearby availability to connect to service provider lines is not always available in certain parts of the City. As much larger homes have replaced demolished smaller ones on numerous parcel in Medica since the beginning of the century, electric line capacity has been maxed out in certain parts of the City.

Numerous companies provide cell phone, land-line telephone and Internet service to Medina. Small wireless facilities, as regulated by Section 16.38 of the Medina City Code, (MCC) provide cell coverage throughout the City. Comcast/Infinity provides traditional cable TV service, in addition to high-speed Internet connections to local residential customers. Fiber optic cable is not available in Medina.

Solid waste and recycling for Medina is handled under a UTP with Republic Services. There is are currently no household hazardous waste transfer stations in the City, though Medina is proportionately funding Bellevue's recycling activities to allow its residents the opportunity to utilize hazardous waste programs there.

All of the above services are provided to Medina customers on an individual basis, and it is the providers' responsibility to maintain equipment and handle service problems and inquiries. With the exception of the two PSE electrical substations, two cell phone towers and numerous small-cell antenna systems, there are no other major facilities operated by these providers within the City limits.

UTILITIES PLAN

Given the recent trends in emerging technologies, opportunities to work from home, and the potential for land to be used more densely in the next ten years. While Medina's population is not expected to grow rapidly in the next ten years, the utility demand, particularly for electrical power, willis likely to grow. The trend of replacing small homes with larger homes or developing multiple dwelling units on single-family residential lots, and new technologies like residential electric vehicle (EV) charging stations and remote work opportunities, buying properties to tear down existing dwellings and build new homes that are two, three, four and more times larger than the demolished homes will spur this increased demand, along with accompanying new technologies, like residential electric vehicle (EV) charging stations. Upgrades to the existing system, and exploration of providing additional utilities (such as fiber optic cable) will be necessary to maintain and/or improve efficiency, reliability and/or capacity. Additional gas, Internet, telephone and electrical hook-ups will be made on an individual, as needed basis. Providers will need to review their plans and may need to locate major/minor new facilities in the City, based on their future projections.

The City actively encourages future undergrounding of remaining above ground service utility lines, as well as distribution lines, where feasible. The financial constraints of the prohibitive costs of any additional undergrounding of utilities is are recognized by the City. Alternative sources of electrical power, such as solar, will be encouraged, while protecting Medina's tree canopy as well.

Household waste reduction and recycling of waste materials will continue to be encouraged. In addition, the City will continue to work with Bellevue to provide special and hazardous waste programs.

GOALS

UT-G1 To maintain and upgrade utility services sufficient to serve the City's projected housing-size growth and other needs, and to provide utility access to all communities, especially underserved ones, over the next ten years.

UT-G2 To minimize the negative aesthetic and environmental impacts caused by utility services by undergrounding service and distribution type electric lines, along with any other applicable remediation, where feasible, and to consider climate change, economic, social, and health impacts when locating utility services.

POLICIES

UT-P1 The City should coordinate with applicable electric, gas, landline telephone, cell telephone, Internet service, and fiber optic cable providers, and with counties, cities, tribes, and special purpose districts to seek repairs and upgrades to existing utility facilities as necessary to maintain and/or improve efficiency, reliability, and/or capacity. Coordination should support the Regional Growth Strategy, including addressing long-term needs, supply, and the use of conservation and demand management.

UT-P2 Seek to provide leadership and support development of a plan to underground remaining above-ground service and distribution power lines.

UT-P3 Continue to encourage household waste reduction and recycling of waste materials and maintain a working relationship with Bellevue to jointly fund the current special and hazardous waste programs.

UT-P4 Consider the potential impacts of climate change on public facilities and consider supporting the necessary investments to move to low-carbon energy sources.

Medina Comprehensive Plan Proposed 2024 Updates

Section 8 - UTILITIES ELEMENT

INTRODUCTION

The Growth Management Act (GMA) requires the utility element of the comprehensive plan to consist of "the general location, proposed location, and capacity of all existing and proposed utilities, including, but not limited to, electrical power lines, telecommunication lines, and natural gas lines."

EXISTING CONDITIONS

Medina receives utility service from several providers. Electrical and natural gas services are both supplied by Puget Sound Energy, Inc (PSE). PSE maintains two substations in Medina: one adjacent to Wells-Medina Nursery on 84th Avenue NE and the other at the corner of NE 10th Street and 80th Avenue NE adjacent to Medina Park. In the face of emerging technology, growing trends in professionals working from home, increasing installation of residential electric vehicle (EV) charging stations, anticipated increases in land use density, and siting of larger homes on lots previously developed with smaller homes, the electrical utility service needs in Medina are evolving. While PSE's substations in Medina offer sufficient electrical capacity, nearby availability to connect to service provider lines is not always available in certain parts of the City.

Numerous companies provide cell phone, land-line telephone and <u>i</u>Internet service to Medina. Small wireless facilities, as regulated by Section 16.38 of the Medina City Code, provide cell coverage throughout the City. Comcast/Infinity provides traditional cable TV service, in addition to high-speed <u>Internet internet</u> connections to local residential customers. Fiber optic cable is not available in Medina to residential users.

Solid waste and recycling for Medina is handled under a UTP-Wahington Utilities and Transportation Commission agreement with Republic Services. There are currently no household hazardous waste transfer stations in the City, though Medina is proportionately funding Bellevue's recycling activities to allow its residents the opportunity to utilize hazardous waste programs there.

All of the above services are provided to Medina customers on an individual basis, and it is the providers' responsibility to maintain equipment and handle service problems and inquiries. With the exception of the two PSE electrical substations, two cell phone towers and numerous small-cell antenna systems, there are no other major facilities operated by these providers within the City limits.

UTILITIES PLAN

Given the recent trends in emerging technologies, opportunities to work from home, and the potential for land to be used more densely in the next ten years, the utility demand, particularly for electrical power, is likely to grow. The trend of replacing small homes with larger homes or developing multiple dwelling units on single-family residential lots, and new technologies like residential electric vehicle (EV) charging stations and remote work opportunities, will spur this increased demand. Upgrades to the existing system, and exploration of providing additional utilities (such as fiber optic cable) will be necessary to maintain and/or improve efficiency, reliability and/or capacity. Additional gas, linternet, telephone and electrical hook-ups will be made on an individual, as needed basis. Providers will need to review their plans and may need to locate major/minor new facilities in the City, based on their future projections.

The City actively encourages future undergrounding of remaining above ground service utility lines, as well as distribution lines, where feasible. The financial constraints of the prohibitive costs of any additional undergrounding of utilities are recognized by the City. Alternative sources of electrical power, such as solar, will be encouraged, while protecting Medina's tree canopy as well.

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Medina Comprehensive Plan Proposed 2024 Updates

Section 8 - UTILITIES ELEMENT

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Medina Comprehensive Plan Proposed 2024 Updates

Section 8 - UTILITIES ELEMENT

Version reviewed by attorney J. Robertson Formatted: Font color: Light Blue

INTRODUCTION

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MEDINA, WASHINGTON

AGENDA BILL

Monday, March 11, 2024

<u>Subject:</u> Comprehensive Plan Land Use Element Gap Analysis

Category: City Council Discussion and Direction

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Summary

Medina City Council, Planning Commission, Park Board, Staff and Consultants will work toward having a complete draft of the updated Comprehensive Plan available for public comment by the beginning of June 2024. This process will follow the revised Comprehensive Plan Flowchart approved by City Council at their February 26, 2024, regular meeting, which includes Council's initial review of each Comprehensive Plan Element's Gap Analysis prepared by Medina's consulting planning firm (LDC, Corp.) and its direction for the Planning Commission to further review and collaborate on revisions to each Comprehensive Plan Element.

The Council's initial review of prepared "gap analyses" (areas of the Comprehensive Plan that are missing, either in full or in part, Countywide Planning Policies [CPPs] and Multicounty Planning Policies [MPPs] required to be incorporated into Medina's revised Comprehensive Plan) will involve Council's review and feedback on the completeness of the gap analysis. The role of the gap analysis is to guide early thought toward areas of the Comprehensive Plan that will need revisions or new content to align with CPPs and MPPs; at times, suggestions may be made by LDC in the gap analysis, though deliberation of how the Comprehensive Plan could be revised to address all partial and full gaps will occur with the Planning Commission, Development Services Committee, and finally with the City Council through an iterative review process of each revised Comprehensive Plan Element.

Council's direction to allow staff, LDC, the Planning Commission, and the DSC to collaborate on **revising the Land Use Element's goals and policies** at future meetings will be requested at the March 11, 2024, Council meeting.

This Comp Plan process meets and supports Council's priorities 2, 3 and 5.

Council Priorities:

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

Priorities met:

- 2. Preserving and fostering the development of a variety of housing types, sizes and densities to accommodate the diverse needs of all members of the community while maintaining Medina's high-quality residential setting.
- 3. Clear guidelines are key to the efficient and effective completion of the periodic update of the City of Medina Comprehensive Plan by the December 31, 2024, deadline. The Council-approved flowchart is designed to accomplish this.
- 5. Preserving the quiet, sylvan neighborhood character of Medina.

Attachments

- 1. Medina Comp Plan Schedule Matrix
- 2. City of Medina Gap Analysis Matrix for the Land Use Element

Budget/Fiscal Impact:

None

Recommendation: Discussion and direction.

City Manager Approval:

Time Estimate: 60 minutes

CITY OF MEDINA POLICY COMPARISON TABLE

NOTES:

- 1) This document represents an initial effort to identify potential gaps where the City of Medina Comprehensive Plan may not fully implement the revised VISION 2050 Multi-County Countywide Planning Policies (MPPs) and King County Countywide Planning Policies (CPPs).
- 2) Strikethroughs and underlines in the VISION 2050 reflect revisions and additions to the multi-county planning policies in VISION 2050 compared to Vision 2040.
- 3) Countywide Planning Policies are shown in the adopted format adopted by the King County Council under Ordinance No. 19384. A track change version is provided in the table. Track changes may be turned off (Review/No Marup)
- 4) Columns three and four are utilized to highlight where existing Medina comprehensive plan policies implement revised CPPs and MPPs. The table highlights where existing comprehensive plan policies fully implement the MPPs/CPPs or where there are possible, partial, or full gaps in policy language. Possible gaps are areas where the city may not need a new or revised policy but where the item is highlighted to it can be further reviewed for consistency. A partial gap is where an existing policy could be updated with additional text or a new policy developed. A full gap is where there may not be an existing policy covering a topic addressed within the MPPs/CPPs.

| VISION 2050 POLICY | Implementing King County Countywide Planning Policy – adopted December 14, 2021 (Ord. 19384) | Is there a current Medina Comprehensive Plan Policy that fully or partially implements the new or revised policy? | Notes/Comments/Suggested Action for 2024 Comprehensive Plan update |
|---|--|---|--|
| VISION 2050 # Policy/Action | Countywide Planning Policy | | Indicate if there is a partial or full policy gap |
| Regional Collaboration Goal | | | |
| The region plans collaboratively for a healthy environment, thriving communities, and opportunities for all. | | | |
| Make reduction of health disparities and improvement of health outcomes across the region a priority when developing and carrying out regional, countywide, and loca plans. | a) Directing concentrations of housing and employment growth to high opportunity areas like designated centers and transit station areas, consistent with the numeric goals in the Regional Growth Strategy; b) Encouraging compact and infill development with a mix of compatible residential, commercial, and community activities; c) Providing opportunities for greater housing growth closer to areas of high employment to reduce commute times; d) Optimizing the use of existing capacity for housing and employment; e) Redeveloping underutilized lands, in a manner that considers equity and mitigates displacement; and f) Coordinating plans for land use, transportation, schools, capital facilities and services. DP-6 Adopt land use and community investment strategies that promote public health and | PO-G2: To expand and improve the City parks and open spaces through property acquisitions as special funding allows and when opportunities arise. | City could consider implementing CPP EN- 5 by revising policy language to incorporate language related to ensuring "all residents of the region regardless of race, social, or economic status have a clean and healthy environment. Identify, mitigate, and correct for unavoidable negative impacts of public actions that disproportionately affect those frontline communities impacted by existing and historical racial, social, environmental, and economic inequities, and who have limited resources or capacity to adapt to a changing environment." |

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|---|---|--|---|
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| | negative impacts of public actions that disproportionately affect those frontline communities impacted by existing and historical racial, social, environmental, and economic inequities, and who have limited resources or capacity to adapt to a changing environment. | | |
| | H-24 Plan for residential neighborhoods that protect and promote the health and wellbeing of residents by supporting equitable access to parks and open space, safe pedestrian and bicycle routes, clean air, soil and water, fresh and healthy foods, high-quality education from early learning through K-12, affordable and high-quality transit options and living wage jobs and by avoiding or mitigating exposure to environmental hazards and pollutants. | | |
| | T-30 Develop a transportation system that minimizes negative health and environmental impacts to all communities, especially Black, Indigenous, and other People of Color communities and low-income communities, that have been disproportionately affected by transportation decisions. | | |
| | PF-25 Consider climate change, economic, equity, and health impacts when siting and building essential public services and facilities. | | |
| MPP-RC-4 | | No current policy | Full Gap |
| Coordinate with tribes in regional and local planning, recognizing the mutual benefits and potential for impacts between growth occurring within and outside tribal boundaries. | affected jurisdictions, military facilities, tribal governments, ports, airports, and other related entities to avoid or mitigate the potential cross-border impacts of urban development and encroachment of incompatible uses. | | While existing policies are provided for coordination on specific issues, HB 1717, which requires tribal coordination, may result in new policies to address coordination with tribes more broadly. The City should consider addressing tribal coordination throughout its goals and policies. For example, policies related to resource management, watershed planning, sitting of essential capital facilities, and preservation could incorporate tribal coordination. See LU-P4, LU-P8, LU-P9, LU-P13. |
| MPP-RC-15 | | NE-P1 The City shall maintain and update critical areas regulations as required by the GMA, and utilizing the best | - |
| Promote regional and national efforts to restore Puget Sound and its watersheds, in coordination with cities, | | available science. | 16 by including Puget Sound Partnership in |
| counties, federally recognized tribes, federal and state agencies, utilities, and other partners. | Action Agenda and to coordinate land use and transportation plans and actions for the benefit of Puget Sound and its watersheds. | NE-P2 The City shall preserve and should enhance where possible the functions and values of Medina's critical areas in a manner consistent with best available science. | its list of agencies/stakeholders to coordinate with in its planning in a revision to NE-P3 . |
| | waterbodies to a natural condition for ecological function and value, where appropriate and feasible. | NE-P3 The City shall coordinate with other cities, King County, federal and state agencies, tribes, and the WRIA 8 Salmon Recovery Council on regional environmental issues, such as surface and groundwater quality and quantity, and salmon conservation. NE-P4 No net loss of wetlands functions, values, and | The City should implement CPP EN-16 in its Land Use policies through the consideration of inter-jurisdictional coordination in the context of watershed management. This could be accomplished by including Puget Sound Partnership in its list of agencies/stakeholders to coordinate with in the siting of essential public facilities. See |
| | | acreage should result from development. | policies LU-P7, LU-P9, LU-P13. |
| | | NE-P8 The City should restore Medina Creek to provide salmon habitat by developing and implementing a salmon restoration/habitat recovery plan. | Transportation Element: Needs to take into consideration Puget Sound Action Agenda and watersheds. |
| | | LU-P7 The City shall work with WSDOT and City residents to develop mitigation measures that it seeks to | |

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|--|--|---|---|--|
| VISION 2050 # Policy/Action | Countywide Planning Policy | | Indicate if there is a partial or full policy gap | |
| | | be implemented as part of regional facilities development or improvement projects, such as SR 520 and related structures and improvements. | | |
| | | LU-P8 The City shall encourage and facilitate public participation in all land use planning processes. | | |
| | | LU-P9 The City shall afford due consideration to all stakeholders prior to any land use decision. | | |
| | | LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: a. An inventory of similar existing essential public facilities, including their locations and capacities; b. A forecast of the future needs for the essential public facility; c. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities; d. An analysis of the proposal's consistency with County and City policies; e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies; f. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process; g. An analysis of environmental impacts and mitigation; and h. Extensive public involvement | | |
| MPP-En-17 | EN-2 Develop and implement environmental strategies using integrated and | NE-P1 The City shall maintain and update critical areas | | |
| Maintain and restore natural hydrological functions and water quality within the region's ecosystems and | interdisciplinary approaches to environmental assessment and planning, in coordination with local jurisdictions, tribes, and other stakeholders. | | stakeholders" to more broadly include other | |
| watersheds to recover the health of Puget Sound. | EN-16 Collaborate with the Puget Sound Partnership to implement the Puget Sound Action Agenda and to coordinate land use and transportation plans and actions for the benefit of Puget Sound and its watersheds. EN-24 Restore the region's freshwater and marine shorelines, watersheds, estuaries, | where possible the functions and values of Medina's critical areas in a manner consistent with best available | agencies/organizations and implement CPP EN-2 . City could consider implementing CPP EN-16 by including Puget Sound Partnership in its list of agencies/stakeholders to coordinate with in its planning in a revision to NE-P3 . | |
| | and other waterbodies to a natural condition for ecological function and value, where appropriate and feasible. | NE-P3 The City shall coordinate with other cities, King | Consider adding Puget Sound Partnership as an entity to work with as part of LU-P7 to implement EN-16 . | |
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| MPP-En-18 Reduce stormwater impacts from transportation and development through watershed planning, redevelopment and retrofit projects, and low-impact development. | EN-2 Develop and implement environmental strategies using integrated and interdisciplinary approaches to environmental assessment and planning, in coordination with local jurisdictions, tribes, and other stakeholders. EN-3 Ensure public and private projects incorporate locally appropriate, low-impact development approaches developed using a watershed planning framework for managing stormwater, protecting water quality, minimizing flooding and erosion, protecting habitat, and reducing greenhouse gas emissions. EN-10 Ensure that new development, open space protection efforts, and mitigation projects support the State's streamflow restoration law. Promote robust, healthy, and sustainable salmon populations and other ecosystem functions working closely within Water Resource Inventory Areas and utilizing adopted watershed plans. EN-16 Collaborate with the Puget Sound Partnership to implement the Puget Sound Action Agenda and to coordinate land use and transportation plans and actions for the benefit of Puget Sound and its watersheds. T-25 Reduce stormwater pollution from transportation facilities and improve fish passage through retrofits and updated design standards. When feasible, integrate with other improvements to achieve multiple benefits and cost efficiencies. | County, federal and state agencies, tribes, and the WRIA 8 Salmon Recovery Council on regional environmental issues, such as surface and groundwater quality and quantity, and salmon conservation. NE-P10 The City should encourage and educate residents on development and land use practices that minimize impacts on the natural environment, with emphasis on anadromous fisheries. NE-P8 The City should restore Medina Creek to provide salmon habitat by developing and implementing a salmon restoration/habitat recovery plan. NE-P10 The City should encourage and educate residents on development and land use practices that minimize impacts on the natural environment, with emphasis on anadromous fisheries. LU-P7 The City shall work with WSDOT and City | stakeholders" to more broadly include other agencies/organizations and implement CPP EN-2. Partial Gap: The City could consider amending NE-P10 to include an address of encouraging/educating its residents on incorporating low-impact development (LID) approaches to planning development/land use within the Medina watershed to better manage stormwater, protect water quality, minimize flooding and erosion, protect habitat, and reduce greenhouse gas emissions. This would implement CPP EN-3. Partial Gap: NE-P8 and NE-P10 could be expanded to include reference to the State's streamflow restoration law, even if generally stated as "compliant with germane state regulations." or something similar that would |
| MPP-En-19 Reduce the use of toxic pesticides, fertilizers, and other | EN-2 Develop and implement environmental strategies using integrated and interdisciplinary approaches to environmental assessment and planning, in coordination with least invital and the state of th | PO-P4 The City should preserve easements to protect unique trees and tree groupings. | Partial Gap (PO-P4, P6): Policies should be reworked to help meet CPPS and MPPS |
| products to the extent feasible and identify alternatives that minimize risks to human health and the environment. | with local jurisdictions, tribes, and other stakeholders. EN-16 Collaborate with the Puget Sound Partnership to implement the Puget Sound Action Agenda and to coordinate land use and transportation plans and actions for the benefit of Puget Sound and its watersheds. EN-22 Provide parks, trails, and open space within walking distance of urban residents. Prioritize historically underserved communities for open space improvements and investments. EN-24 Restore the region's freshwater and marine shorelines, watersheds, estuaries, and other waterbodies to a natural condition for ecological function and value, where appropriate and feasible. | PO-P6 The City should retain the Fairweather Nature Preserve in its natural state and provide maintenance only when necessary. NE-P3 The City shall coordinate with other cities, King County, federal and state agencies, tribes, and the WRIA 8 Salmon Recovery Council on regional environmental issues, such as surface and groundwater quality and quantity, and salmon conservation. | Partial Gap: The City could consider amending NE-P3 to include "and other stakeholders" to more broadly include other agencies/organizations and implement CPP EN-2. Partial Gap: City could consider implementing CPP EN-16 by including Puget Sound Partnership in its list of agencies/stakeholders to coordinate with in its planning in a revision to NE-P3. |
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| | | NE-P8 The City should restore Medina Creek to provide salmon habitat by developing and implementing a salmon restoration/habitat recovery plan. | |
| | | LU-P7 The City shall work with WSDOT and City residents to develop mitigation measures that it seeks to be implemented as part of regional facilities development or improvement projects, such as SR 520 and related structures and improvements. | |
| | | LU-P8 The City shall encourage and facilitate public participation in all land use planning processes. | |
| | | LU-P9 The City shall afford due consideration to all stakeholders prior to any land use decision. | |
| MPP-En-20 Restore – where appropriate and possible – the region's freshwater and marine shorelines, watersheds, and estuaries to a natural condition for ecological function and value. | EN-2 Develop and implement environmental strategies using integrated and interdisciplinary approaches to environmental assessment and planning, in coordination with local jurisdictions, tribes, and other stakeholders. EN-16 Collaborate with the Puget Sound Partnership to implement the Puget Sound Action Agenda and to coordinate land use and transportation plans and actions for the benefit of Puget Sound and its watersheds. EN-24 Restore the region's freshwater and marine shorelines, watersheds, estuaries, and other waterbodies to a natural condition for ecological function and value, where appropriate and feasible. | County, federal and state agencies, tribes, and the WRIA 8 Salmon Recovery Council on regional environmental issues, such as surface and groundwater quality and quantity, and salmon conservation. NE-P4 No net loss of wetlands functions, values, and acreage should result from development. NE-P8 The City should restore Medina Creek to provide salmon habitat by developing and implementing a salmon restoration/habitat recovery plan. LU-P7 The City shall work with WSDOT and City | stakeholders" to more broadly include other agencies/organizations and implement CPP EN-2. Partial Gap: City could consider implementing CPP EN-16 by including Puget Sound Partnership in its list of agencies/stakeholders |
| MPP-En-21 Continue efforts to reduce pollutants from transportation activities, including through the use of cleaner fuels and vehicles and increasing alternatives to driving alone, as well as design and land use. | EN-28 Plan for development patterns that minimize air pollution and greenhouse gas emissions, including: a) Directing growth to Urban Centers and other mixed-use or high-density locations that support mass transit, encourage non-motorized modes of travel, and reduce trip lengths; b) Facilitating modes of travel other than single-occupancy vehicles including transit, walking, bicycling, and carpooling; c) Incorporating energy-saving strategies in infrastructure planning and design; d) Encouraging interjurisdictional planning to ensure efficient use of transportation infrastructure and modes of travel; e) Encouraging new development to use low emission construction practices, low or zero net lifetime energy requirements, and green building techniques; and | PO-P4 The City should preserve easements to protect unique trees and tree groupings. PO-P6 The City should retain the Fairweather Nature Preserve in its natural state and provide maintenance only when necessary. PO-P7 The City should improve the Fairweather playfield for year-round use. LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: a. An inventory of similar existing essential public facilities, including their locations and capacities; | that 2024 planning cities are not required to |

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| | f) Reducing building energy use through green building methods in the retrofit of existing buildings. EN-30 Promote energy efficiency, conservation methods, sustainable energy sources, electrifying the transportation system, and limiting vehicle miles traveled to reduce air pollution, greenhouse gas emissions, and consumption of fossil fuels to support state, regional, and local climate change goals. DP-43 Create and protect systems of green infrastructure, such as urban forests, parks, green roofs, and natural drainage systems, in order to reduce climate-altering pollution and increase resilience of communities to climate change impacts. Prioritize neighborhoods with historical underinvestment in green infrastructure. T-25 Reduce stormwater pollution from transportation facilities and improve fish passage through retrofits and updated design standards. When feasible, integrate with other improvements to achieve multiple benefits and cost efficiencies. | | to reduce greenhouse gasses and incorporate CPP EN-4, CPP EN-28, and CPP EN-30. |
| MPP-En-22 Meet all federal and state air quality standards and reduce emissions of air toxics and greenhouse gases. | EN-8 Use the best available science when establishing and implementing environmental standards. EN-27 Adopt and implement policies and programs to achieve a target of reducing countywide sources of greenhouse gas emissions, compared to a 2007 baseline, by 50% by 2030, 75% by 2040, and 95%, including net-zero emissions through carbon sequestration and other strategies, by 2050. Evaluate and update these targets over time in consideration of the latest international climate science and statewide targets aiming to limit the most severe impacts of climate change and keep global warming under 1.5 degrees Celsius. EN-28 Plan for development patterns that minimize air pollution and greenhouse gas emissions, including: a) Directing growth to Urban Centers and other mixed-use or high-density locations that support mass transit, encourage non-motorized modes of travel, and reduce trip lengths; b) Facilitating modes of travel other than single-occupancy vehicles including transit, walking, bicycling, and carpooling; c) Incorporating energy-saving strategies in infrastructure planning and design; d) Encouraging interjurisdictional planning to ensure efficient use of transportation infrastructure and modes of travel; e) Encouraging new development to use low emission construction practices, low or zero net lifetime energy requirements, and green building techniques; and f) Reducing building energy use through green building methods in the retrofit of existing buildings. EN-30 Promote energy efficiency, conservation methods, sustainable energy sources, electrifying the transportation system, and limiting vehicle miles traveled to reduce air pollution, greenhouse gas emissions, and consumption of fossil fuels to support state, regional, and local climate change goals. T-17 Promote coordinated planning and effective management to optimize the movement of people and goods in the region's aviation system in a manner that minimizes health, air quality, and noise impact to the community, especially frontline communities. | regulations as required by the GMA, and utilizing the best available science. NE-P2 The City shall preserve and should enhance where possible the functions and values of Medina's critical areas in a manner consistent with best available science. LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: | not required to adopt Climate Change goals/policies/elements into their periodically updated CP, but can choose to do so preemptively. City could consider modifying LU-P13 to include feasibility of using electric, sustainable, or other renewable energy sources for any new or expended public facilities and developments to incorporate CPP EN-4, CPP EN-28, and CPP EN-30. |

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| | resources necessary to build new ones. Support the ongoing process of development of a new commercial aviation facility in Washington State. | |
| En-Action-3 (Countywide/watershed) Watershed Planning: Counties and cities, together with other jurisdictions in the watershed, will continue to participate in watershed planning to integrate land use, transportation, stormwater, and related disciplines across the watershed to improve the health of Puget Sound. Include planning for culvert removal and work with tribal, federal, state, and local governments in planning, funding, and implementation to ensure the effective and efficient use of funds to restore salmon habitat. | EN-10 Ensure that new development, open space protection efforts, and mitigation projects support the State's streamflow restoration law. Promote robust, healthy, and sustainable salmon populations and other ecosystem functions working closely within Water Resource Inventory Areas and utilizing adopted watershed plans. EN-16 Collaborate with the Puget Sound Partnership to implement the Puget Sound Action Agenda and to coordinate land use and transportation plans and actions for the benefit of Puget Sound and its watersheds. | NE-P3 The City shall coordinate with other cities, King County, Federal and state apencies, tribes, and the WRIA S almon Recovery Council on regional environmental suses, such as surface and groundwater quality and quantity, and salmon conservation. NE-P8 The City should restore Medina Creek to provide almon habitat by developing and implementing a salmon conservation. NE-P9 The City should restore Medina Creek to provide almon habitat by developing and implementing a salmon estoration/habitat recovery plan. NE-P10 The City should encourage and educate esidents on development and land use practices that minimize impacts on the natural environment, with emphasis on anadromous fisheries. LU-G3 To maintain active community involvement in and use policy and regulations. LU-P7 The City shall work with WSDOT and City esidents to develop mitigation measures that it seeks to be implemented as part of regional facilities development or improvement projects, such as SR 520 and related structures and improvements. LU-P9 The City shall afford due consideration to all stakeholders prior to any land use decision. LU-P13 The process to site proposed new or expansions to existing essential public facilities, including their locations and capacities; j. A forecast of the future needs for the essential public facility; k. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities; l. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies; n. An analysis of alternatives sites based on siting criteria developed through an inter-jurisdictional process; o. An analysis of environmental impacts and mitigation; and p. Extensive public involvement |

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| Climate Change Goal | | | |
| The region substantially reduces emissions of greenhouse gases that contribute to climate change in accordance with the goals of the Puget Sound Clean Air Agency (50% below 1990 levels by 2030 and 80% below 1990 levels by 2050) and prepares for climate change impacts. | | | |
| MPP-CC-1 | EN-27 Adopt and implement policies and programs to achieve a target of reducing | | Full Gap: The City could consider adopting a |
| Advance the adoption and implementation of actions that substantially reduce greenhouse gas emissions in support of state, regional, and local emissions reduction goals, including targets adopted by the Puget Sound Clean Air Agency. | countywide sources of greenhouse gas emissions, compared to a 2007 baseline, by 50% by 2030, 75% by 2040, and 95%, including net-zero emissions through carbon sequestration and other strategies, by 2050. Evaluate and update these targets over time in consideration of the latest international climate science and statewide targets aiming to limit the most severe impacts of climate change and keep global warming under 1.5 degrees Celsius. | | new policy that addresses GHG reduction targets and air emission improvement goals to implement CPP EN-27 . |
| MPP-CC-2 | DP-45 Adopt flexible design standards, parking requirements, incentives, or guidelines | T-P1 The City should provide street repairs as necessary | Full Gap: The City could consider adopting a |
| Reduce building energy use through green building and | that foster green building, multimodal transportation, and infill development that | to maintain safe driving and biking surfaces. | new policy that addresses GHG reduction |
| retrofit of existing buildings. | enhances the existing or desired urban character of a neighborhood/community. Ensure adequate code enforcement so that flexible regulations are appropriately implemented. | T-P2options The City should prioritize pedestrian | targets and air emission improvement goals to incorporate CPP EN-27, CPP EN-28, CPP |
| | EN-27 Adopt and implement policies and programs to achieve a target of reducing countywide sources of greenhouse gas emissions, compared to a 2007 baseline, by 50% by 2030, 75% by 2040, and 95%, including net-zero emissions through carbon sequestration and other strategies, by 2050. Evaluate and update these targets over time in consideration of the latest international climate science and statewide targets aiming to limit the most severe impacts of climate change and keep global warming under 1.5 degrees Celsius. | mprovements that provide safe and convenient network of pedestrian access throughout the City, including access to and from schools, parks, transit, and community facilities. LU-G1 To maintain Medina's high-quality residential setting and character. EN-29, and CPP EN-30. City could consider modifying include feasibility of using elector or other renewable energy so or expended public facilities a | EN-29, and CPP EN-30. |
| | EN-28 Plan for development patterns that minimize air pollution and greenhouse gas emissions, including: | functional and historic contributions of Medina's public facilities and amenities. | CPP EN-30. |
| | a) Directing growth to Urban Centers and other mixed-use or high-density locations that support mass transit, encourage non-motorized modes of travel, and reduce trip lengths; | LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: | |
| | Facilitating modes of travel other than single-occupancy vehicles including transit, walking, bicycling, and carpooling; | q. An inventory of similar existing essential public facilities, including their locations and capacities; r. A forecast of the future needs for the essential | |
| | c) Incorporating energy-saving strategies in infrastructure planning and design; | public facility; | |
| | d) Encouraging interjurisdictional planning to ensure efficient use of transportation infrastructure and modes of travel; | County and City policies; u. An analysis of alternatives to the facility, including decentralization, conservation, demand | |
| | e) Encouraging new development to use low emission construction practices, low or zero net lifetime energy requirements, and green building techniques; and | | |
| | Reducing building energy use through green building methods in the retrofit of existing buildings. | | |
| | EN-29 King County shall assess and report countywide greenhouse gas emissions associated with resident, business, and local government buildings, vehicles, and solid waste at least every two years. King County shall update its comprehensive greenhouse gas emissions inventory that quantifies all direct local sources of greenhouse gas emissions as well as emissions associated with local consumption at least every five years. King County shall also develop city-specific emissions inventories and data, in partnership with cities. | management and other strategies; v. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process; w. An analysis of environmental impacts and mitigation; and x. Extensive public involvement | |

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| MPP-CC-3 Reduce greenhouse gases by expanding the use of conservation and alternative energy sources, electrifying the transportation system, and reducing vehicle miles | EN-30 Promote energy efficiency, conservation methods, sustainable energy sources, electrifying the transportation system, and limiting vehicle miles traveled to reduce air pollution, greenhouse gas emissions, and consumption of fossil fuels to support state, regional, and local climate change goals. T-29 Design roads, including retrofit projects, to accommodate a range of travel modes within the travel corridor in order to reduce injuries and fatalities, contribute to achieving the state goal of zero deaths and serious injuries, and encourage physical activity. DP-5 Reduce greenhouse gas emissions through land use strategies that promote a mix of housing, employment, and services at densities sufficient to encourage walking, bicycling, transit use, and other alternatives to auto travel, and by locating housing closer to areas of high employment. EN-4 Encourage the transition to a sustainable energy future by reducing demand through efficiency and conservation, supporting the development of energy management technology, and meeting reduced needs from sustainable sources. EN-28 Plan for development patterns that minimize air pollution and greenhouse gas emissions, including: a) Directing growth to Urban Centers and other mixed-use or high-density locations that | T-P13 The City shall promote public education efforts aimed at reducing transportation related activities that ncrease air pollution. LU-G1 To maintain Medina's high-quality residential setting and character. LU-G2 To maintain, preserve, and enhance the functional and historic contributions of Medina's public facilities and amenities. LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: a. An inventory of similar existing essential public facilities, including their locations and capacities; b. A forecast of the future needs for the essential public facility; c. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities; d. An analysis of the proposal's consistency with County and City policies; e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies; f. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process; | Full Gap: The City could consider adopting a new policy that addresses GHG reduction targets and air emission improvement goals to incorporate CPP EN-4, CPP EN-28, and CPP EN-30. City could consider modifying LU-P13 to include feasibility of using electric, sustainable, or other renewable energy sources for any new or expended public facilities and developments to incorporate CPP EN-4, CPP EN-28, and CPP EN-30. |
| | T-3 Increase the share of trips made countywide by modes other than driving alone through coordinated land use planning, public and private investment, and programs focused on centers and connecting corridors, consistent with locally adopted mode split goals. T-5 Prioritize transportation investments that provide and encourage alternatives to single-occupancy vehicle travel and increase travel options, particularly to and within centers and along | h. Extensive public involvement | |
| | corridors connecting centers. T-32 Plan and develop a countywide transportation system that supports the connection between land use and transportation, and essential travel that reduces greenhouse gas emissions by advancing strategies that shorten trip length or replace vehicle trips to reduce vehicle miles traveled. T-33 Apply technologies, programs, and other strategies (e.g., intelligent transportation systems (ITS), first and last mile connections) to optimize the use of existing infrastructure and support | | |

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| | equity; improve mobility; and reduce congestion, vehicle miles traveled, and greenhouse gas emissions. T-34 Promote the expanded use of alternative fuel and zero emission vehicles by the general public with measures such as converting transit, public, and private fleets; applying incentive programs; and providing for electric vehicle charging stations. | | |
| Development Patterns Goal The region creates healthy, walkable, compact, and | | | |
| equitable transit-oriented communities that maintain unique character and local culture, while conserving rural areas and creating and preserving open space and natural areas. | | | |
| MPP-DP-1 Develop high quality, compact urban communities throughout the region's urban growth area that impart a sense of place, preserve local character, provide for mixed uses and choices in housing types, and encourage walking, bicycling, and transit use. | DP-5 Reduce greenhouse gas emissions through land use strategies that promote a mix of housing, employment, and services at densities sufficient to encourage walking, bicycling, transit use, and other alternatives to auto travel, and by locating housing closer to areas of high employment. DP-7 Plan for street networks that provide a high degree of connectivity to encourage walking, bicycling, transit use, and safe and healthy routes to and from public schools. DP-40 Plan for neighborhoods or subareas to encourage infill and redevelopment, reuse of existing buildings and underutilized lands, and provision of adequate public spaces, in a manner that enhances public health, existing community character, and mix of uses. Neighborhood and subarea planning should include equitable engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; people with low-incomes; people with disabilities and communities with language access needs. DP-41 Promote a high quality of design and site planning throughout the Urban Growth Area. Provide for connectivity in the street network to accommodate walking, bicycling, and transit use to promote health and well-being. EN-28 Plan for development patterns that minimize air pollution and greenhouse gas emissions, including: a) Directing growth to Urban Centers and other mixed-use or high-density locations that support mass transit, encourage non-motorized modes of travel, and reduce trip lengths; b) Facilitating modes of travel other than single-occupancy vehicles including transit, walking, bicycling, and carpooling; c) Incorporating energy-saving strategies in infrastructure planning and design; d) Encouraging interjurisdictional planning to ensure efficient use of transportation infrastructure and modes of travel; e) Encouraging new development to use low emission constru | LU-P8 The City shall encourage and facilitate public participation in all land use planning processes. LU-P9 The City shall afford due consideration to a stakeholders prior to any land use decision. | Full Gap: The City could consider adopting a new policy that addresses GHG reduction targets and air emission improvement goals to incorporate CPP EN-28. Land Use policies can be strengthened to address CPP DP-40 by including zoning that encourages infill development, policy that encourages redevelopment that would increase density, and policy that prioritizes engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; people with low-incomes; people with disabilities; and communities with language access needs. LU-G3 should be revised to include "equitable" engagement to implement DP-40. |
| MPP-DP-2 | f) Reducing building energy use through green building methods in the retrofit of existing buildings. DP-40 Plan for neighborhoods or subareas to encourage infill and redevelopment, reuse | LU-G1 To maintain Medina's high-quality residential | Partial Gap |
| Reduce disparities in access to opportunity for the region's residents through inclusive community planning and targeted public and private investments that meet the needs of current and future residents and businesses. | of existing buildings and underutilized lands, and provision of adequate public spaces, in a manner that enhances public health, existing community character, and mix of uses. Neighborhood and subarea planning should include equitable engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; people with low-incomes; people with disabilities; and communities with language access needs. H-5 Evaluate the effectiveness of existing housing policies and strategies to meet a significant share of countywide need. Identify gaps in existing partnerships, policies, and | setting and character. LU-G3 To maintain active community involvement in land use policy and regulations. LU-P1 The City shall minimize changes to existing zoning and land use patterns except as to meet above goals when deemed necessary by its citizens. | Land Use policies can be strengthened to address CPP DP-40 by including zoning that encourages infill development, policy that encourages redevelopment that would increase density, and policy that prioritizes engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; |

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| VISION 2050 # Policy/Action | dedicated resources for meeting the countywide need and eliminating racial and other disparities in access to housing and neighborhoods of choice. H-9 Collaborate with populations most disproportionately impacted by housing cost burden in developing, implementing, and monitoring strategies that achieve the goals of this chapter. Prioritize the needs and solutions articulated by these disproportionately impacted populations. H-18 Adopt inclusive planning tools and policies whose purpose is to increase the ability | LU-P3 Residential uses shall not be considered for conversion to non-residential use except when clearly supported by the community and when impacts to the surrounding area can be fully mitigated. LU-P8 The City shall encourage and facilitate public participation in all land use planning processes. LU-P9 The City shall afford due consideration to all stakeholders prior to any land use decision. | Indicate if there is a partial or full policy gap people with low-incomes; people with disabilities; and communities with language access needs. LU-G3 should be revised to include "equitable" engagement to implement DP-40. City should consider creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors to implement CPP H-18. |
| | and complements economic prosperity. PF-2 Provide affordable and equitable access to public services to all communities, | | |
| MPP-DP-4 | especially the historically underserved. Prioritize investments to address disparities. | III-G1 To maintain Modina's high-quality recidential | Partial Gan |
| Support the transformation of key underutilized lands, such as surplus public lands or environmentally contaminated lands, to higher density, mixed-use areas to complement the development of centers and the enhancement of existing neighborhoods. | Growth Area to create healthy, vibrant, and equitable urban communities with a full range of urban services, and to protect the long-term viability of the Rural Area and Natural Resource Lands. Promote the efficient use of land within the Urban Growth Area by using methods such as: a) Directing concentrations of housing and employment growth to high opportunity areas like | setting and character. LU-G3 To maintain active community involvement in land use policy and regulations. LU-P1 The City shall minimize changes to existing and land use patterns except as to meet above. | Partial Gap Land Use policies can be strengthened to address CPP DP-40 by including zoning that encourages infill development, policy that encourages redevelopment that would increase density, and policy that prioritizes engagement with Black, Indigenous, and other People of |
| | b) Encouraging compact and infill development with a mix of compatible residential, commercial, and community activities; | LU-P3 Residential uses shall not be considered for conversion to non-residential use except when clearly | Color communities; immigrants and refugees; people with low-incomes; people with disabilities; and communities with language |
| | c) Providing opportunities for greater housing growth closer to areas of high employment to | pupported by the community and when impacts to the | access needs. |

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| MPP-DP-5 | reduce commute times; d) Optimizing the use of existing capacity for housing and employment; e) Redeveloping underutilized lands, in a manner that considers equity and mitigates displacement; and f) Coordinating plans for land use, transportation, schools, capital facilities and services. DP-40 Plan for neighborhoods or subareas to encourage infill and redevelopment, reuse of existing buildings and underutilized lands, and provision of adequate public spaces, in a manner that enhances public health, existing community character, and mix of uses. Neighborhood and subarea planning should include equitable engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; people with low-incomes; people with disabilities, and communities with language access needs. EN-20 Identify and preserve regionally significant open space networks in both Urban and Rural Areas through implementation of the Regional Open Space Conservation Plan. Develop strategies and funding to protect lands that provide the following valuable functions: | participation in all land use planning processes. LU-P9 The City shall afford due consideration to all stakeholders prior to any land use decision. LU-G4 To preserve community treasures, including, but | LU-G3 should be revised to include "equitable" engagement to implement DP-40. City should consider creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors to implement CPP DP-3. No Policy Gap (for LU) |
| identity, especially the natural visual resources and positive urban form elements. | a) Ecosystem linkages and migratory corridors crossing jurisdictional boundaries; b) Physical or visual separation delineating growth boundaries or providing buffers between incompatible uses; c) Active and passive outdoor recreation opportunities; d) Wildlife habitat and migration corridors that preserve and enhance ecosystem resiliency in the face of urbanization and climate change; e) Preservation of ecologically sensitive, scenic, or cultural resources; f) Urban green space, habitats, and ecosystems; g) Forest resources; and h) Food production potential. DP-42 Preserve significant historic, visual, archeological, cultural, architectural, artistic, and environmental features, especially where growth could place these resources at risk. Support cultural resources and institutions that reflect the diversity of the community. Where appropriate, designate individual features or areas for protection or restoration. Encourage land use patterns and adopt regulations that protect historic resources and sustain historic community character while allowing for equitable growth and development. | LU-P3 Residential uses shall not be considered for conversion to non-residential use except when clearly supported by the community and when impacts to the surrounding area can be fully mitigated. LU-P4 The City shall develop a program to preserve community treasures, including, but not limited to, those historical structures that reflect the City's heritage and history. | |
| Preserve significant regional historic, visual, and cultural resources, including public views, landmarks, archaeological sites, historic and cultural landscapes, and areas of special character. | DP-42 Preserve significant historic, visual, archeological, cultural, architectural, artistic, and environmental features, especially where growth could place these resources at risk. Support cultural resources and institutions that reflect the diversity of the community. Where appropriate, designate individual features or areas for protection or restoration. Encourage land use patterns and adopt regulations that protect historic resources and sustain historic community character while allowing for equitable growth and development. | LU-G4 To preserve community treasures, including, but not limited to, those structures and uses that reflect the City's heritage and history. LU-P3 Residential uses shall not be considered for conversion to non-residential use except when clearly supported by the community and when impacts to the surrounding area can be fully mitigated. LU-P4 The City shall develop a program to preserve community treasures, including, but not limited to, those historical structures that reflect the City's heritage and history. | No Policy Gap |
| Consider the potential impacts of development to culturally significant sites and tribal treaty fishing, hunting, and gathering grounds. | EN-2 Develop and implement environmental strategies using integrated and interdisciplinary approaches to environmental assessment and planning, in coordination with local jurisdictions, tribes, and other stakeholders. EN-17 Manage natural drainage systems to improve water quality and habitat functions, minimize erosion and sedimentation, protect public health, reduce flood risks, and moderate peak | strategies to minimize flooding, significant erosion to natural drainage ways, and degradation of water quality. | Partial Gap: The City could consider amending NE-P3 to include "and other stakeholders" to more broadly include other agencies/organizations and implement CPP EN-2. |

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| | stormwater runoff rates. Work cooperatively among local, regional, state, national, and tribal jurisdictions to establish, monitor, and enforce consistent standards for managing streams and wetlands throughout drainage basins. | 8 Salmon Recovery Council on regional environmental issues, such as surface and groundwater quality and quantity, and salmon conservation. | |
| | EC-15 Eliminate and correct for historical and ongoing disparities in income, employment, and wealth building opportunities for Black, Indigenous, and other People of Color; women; and other intersecting marginalized identities. | LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: a. An inventory of similar existing essential public facilities, including their locations and capacities; b. A forecast of the future needs for the essential public facility; c. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities; d. An analysis of the proposal's consistency with County and City policies; e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies; f. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process; g. An analysis of environmental impacts and mitigation; and h. Extensive public involvement | |
| MPP-DP-8 Conduct inclusive engagement to identify and address the diverse needs of the region's residents. | H-9 Collaborate with populations most disproportionately impacted by housing cost burden in developing, implementing, and monitoring strategies that achieve the goals of this chapter. Prioritize the needs and solutions articulated by these disproportionately impacted populations. DP-39 Evaluate the potential physical, economic, and cultural displacement of residents and businesses in countywide and local centers, particularly for Black, Indigenous, and other People of Color communities; immigrants and refugees, low-income populations; disabled communities; and other communities at greatest risk of displacement. Use a range of strategies to mitigate identified displacement impacts. EH-17 Support the development and preservation of income-restricted affordable housing that is within walking distance to planned or existing high-capacity and frequent transit. Extremely low-, very low-, and low-income residents often have limited choices when seeking an affordable home and neighborhood. The King County Consortium's Analysis of Impediments to Fair Housing Choice found that many Black, Indigenous, and other People of Color communities and immigrant groups face disparities in access to opportunity areas with high quality schools, jobs, transit and access to parks, open space, and clean air, water, and soil. Some of the same groups are significantly less likely to own their home as compared to the countywide average, cutting them off from an important tool for housing stability and wealth building. Further, inequities in housing and land use practices as well as cycles of public and private disinvestment and investment have also resulted in communities vulnerable to displacement. Intentional actions to expand housing choices throughout the community will help address these challenges. | LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: a. An inventory of similar existing essential public facilities, including their locations and capacities; b. A forecast of the future needs for the essential public facility; c. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities; d. An analysis of the proposal's consistency with County and City policies; e. An analysis of alternatives to the facility, including decentralization, conservation, demand | its Housing Trust Fund to create and preserve affordable housing in East King County. |

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| MPP-DP-9 Support urban design, historic preservation, and arts to enhance quality of life, support local culture, improve the natural and human-made environments, promote health and well-being, contribute to a prosperous economy, and increase the region's resiliency in adapting to changes or adverse events. | DP-40 Plan for neighborhoods or subareas to encourage infill and redevelopment, reuse of existing buildings and underutilized lands, and provision of adequate public spaces, in a manner that enhances public health, existing community character, and mix of uses. Neighborhood and subarea planning should include equitable engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; people with low-incomes; people with disabilities; and communities with language access needs. DP-41 Promote a high quality of design and site planning throughout the Urban Growth Area. Provide for connectivity in the street network to accommodate walking, bicycling, and transit use to promote health and well-being. DP-42 Preserve significant historic, visual, archeological, cultural, architectural, artistic, and environmental features, especially where growth could place these resources at risk. Support cultural resources and institutions that reflect the diversity of the community. Where appropriate, designate individual features or areas for protection or restoration. Encourage land use patterns and adopt regulations that protect historic resources and sustain historic community character while allowing for equitable growth and development. | not limited to, those structures and uses that reflect the City's heritage and history. LU-P1 The City shall minimize changes to existing zoning and land use patterns except as to meet above goals when deemed necessary by its citizens. LU-P3 Residential uses shall not be considered for conversion to non-residential use except when clearly supported by the community and when impacts to the surrounding area can be fully mitigated. LU-P4 The City shall develop a program to preserve community treasures, including, but not limited to, those historical structures that reflect the City's heritage and history. LU-P8 The City shall encourage and facilitate public participation in all land use planning processes. LU-P9 The City shall afford due consideration to all | Partial Gap Land Use policies can be strengthened to address CPP DP-40 by including zoning that encourages infill development, policy that encourages redevelopment that would increase density, and policy that prioritizes engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; people with low-incomes; people with disabilities; and communities with language access needs. LU-G3 should be revised to include "equitable" engagement to implement DP-40. |
| MPP-DP-17 Promote cooperation and coordination among transportation providers, local government, and developers to ensure that joint- and mixed-use developments are designed to promote and improve physical, mental, and social health and reduce the impacts of climate change on the natural and built environments. Housing Goal | T-17 Promote coordinated planning and effective management to optimize the movement of people and goods in the region's aviation system in a manner that minimizes health, air quality, and noise impact to the community, especially frontline communities. Consider demand management alternatives as future aviation growth needs are analyzed, recognizing capacity constraints at existing facilities and the time and resources necessary to build new ones. Support the ongoing process of development of a new commercial aviation facility in Washington State. PF-3 Provide reliable and cost-effective services to the public through coordination among jurisdictions and special purpose districts. | LU-P7 The City shall work with WSDOT and City residents to develop mitigation measures that it seeks to be implemented as part of regional facilities development or improvement projects, such as SR 520 and related structures and improvements. | Partial Gap Policy LU-P7 can be modified to include "and are designed to promote and improve physical, mental, and social health and reduce the impacts of climate change on the natural and built environments." To better address CPP T-17. |
| The region preserves, improves, and expands its housing stock to provide a range of affordable, healthy, and safe housing choices to every resident. The region continues to promote fair and equal access to housing for all people. | | | |
| MPP-H-1 Plan for housing supply, forms and densities to meet the region's current and projected needs consistent with the Regional Growth Strategy and to make significant progress towards jobs/housing balance. | | LU-G1 To maintain Medina's high-quality residential setting and character. LU-P1 The City shall minimize changes to existing zoning and land use patterns except as to meet above goals when deemed necessary by its citizens. | Policy Gap the city should consider revising LU-P1 or creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors. This will help address CPP H-16 , H-17 , and H-18 . Revised land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to create and preserve affordable housing in East King County. Current land use and zoning densities do not allow for middle housing or severely limits its development. LU-P1 can be revised to plan for |

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| | production at levels that improve jobs-housing balance throughout the county across all income levels. H-18 Adopt inclusive planning tools and policies whose purpose is to increase the ability | | allowing middle housing, at least along transit corridors, in the future. Many of the CPPs that implement Vision 2050's housing goal will fall |
| | of all residents in jurisdictions throughout the county to live in the neighborhood of their choice, reduce disparities in access to opportunity areas, and meet the needs of the region's current and future residents by: | | back to this same solution. |
| | a) Providing access to affordable housing to rent and own throughout the jurisdiction, with a focus on areas of high opportunity; | | |
| | Expanding capacity for moderate-density housing throughout the jurisdiction, especially in areas currently zoned for lower density single-family detached housing in the Urban Growth Area, and capacity for high-density housing, where appropriate, consistent with the Regional Growth Strategy; | | |
| | Evaluating the feasibility of, and implementing, where appropriate, inclusionary and incentive zoning to provide affordable housing; and | | |
| | d) Providing access to housing types that serve a range of household sizes, types, and incomes, including 2+ bedroom homes for families with children and/or adult roommates and accessory dwelling units, efficiency studios, and/or congregate residences for single adults. | | |
| MPP-H-2 Provide a range of housing types and choices to meet the housing needs of all income levels and demographic groups within the region. | including those with special needs, at a level that calibrates with the jurisdiction's identified affordability gap for those households and results in the combined comprehensive plans in King County mosting countywide pood. The countywide pood for | LU-G1 To maintain Medina's high-quality residential setting and character. LU-P1 The City shall minimize changes to existing zoning and land use patterns except as to meet above goals when deemed necessary by its citizens. | Policy Gap the city should consider revising LU-P1 or creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors. This will help address CPP H-16 , H-17 , and H-18 . |
| | 30 percent and below AMI (extremely low) - 15 percent of total housing supply 31-50 percent of AMI (very low) - 15 percent of total housing supply 51-80 percent of AMI (low) - 19 percent of total housing supply | | Revised land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to |
| | Table H-1 provides additional context on the countywide need for housing. ¹ | | create and preserve affordable housing in East |
| | H-2 Prioritize the need for housing affordable to households at or below 30 percent AMI (extremely low-income) by implementing tools such as: | | King County. |
| | a) Increasing capital, operations, and maintenance funding; | | |
| | b) Adopting complementary land use regulations; | | |
| | Fostering welcoming communities, including people with behavioral health needs; | | |
| | d) Adopting supportive policies; and | | |
| | e) Supporting collaborative actions by all jurisdictions. | | |
| | H-3 Update existing and projected countywide and jurisdictional housing needs using data and methodology provided by the Washington State Department of Commerce, in compliance with state law. | | |
| | H-4 Conduct an inventory and analysis in each jurisdiction of existing and projected housing needs of all segments of the population and summarize the findings in the housing element. The inventory and analysis shall include: | | |

 $^{^{}m 1}$ Table H-1 includes both homeownership and rental units.

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| | a) Affordability gap of the jurisdiction's housing supply as compared to countywide need percentages from Policy H-1 (see table H-3 in Appendix 4) and needs for housing affordable to moderate income households; b) Number of existing housing units by housing type, age, number of bedrooms, condition, tenure, and AMI limit (for income-restricted units); c) Number of existing mergency housing, emergency shelters, and permanent supportive housing facilities and units or beds, as applicable; d) Percentage of residential land zoned for and geographic distribution of moderate- and high-density housing in the jurisdiction; e) Number of income-restricted units and, where feasible, total number of units, within a half-mile walkshed of high-capacity or frequent transit service where applicable and regional and countywide centers; f) Household characteristics, by race/ethnicity: 1) Income (median and by AMI bracket) 2) Tenure (renter or homeowner) 3) Size 4) Housing cost burden and severe housing cost burden; g) Current population characteristics: 1) Age by race/ethnicity; 2) Disability h) Projected population growth; Housing development capacity within a half-mile walkshed of high-capacity or frequent transit service, if applicable; g) Ratio of housing to jobs in the jurisdiction; k) Summary of existing and proposed partnerships and strategies, including dedicated resources, for meeting countywide housing need, particularly for populations disparately impacted; l) The housing needs of people who need supportive services or accessible units, including but not limited to people experiencing homelessness, persons with disabilities, people with medical conditions, and older adults; m) The housing needs of communities experiencing dispoportionate harm of housing inequities including Black, Indigenous, and People of Color (BIPOC); and n) Areas in the jurisdiction that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and public capital investments. H-6 Document th | | |

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| | H-11 Adopt policies, incentives, strategies, actions, and regulations that increase the supply of long-term income-restricted housing for extremely low-, very low-, and low-income households and households with special needs. | | |
| | H-12 Identify sufficient capacity of land for housing including, but not limited to incomerestricted housing; housing for moderate-, low-, very low-, and extremely low-income households; manufactured housing; multifamily housing; group homes; foster care facilities; emergency housing; emergency shelters; permanent supportive housing; and within an urban growth area boundary, duplexes, triplexes, and townhomes. | | |
| | H-15 Increase housing choices for everyone, particularly those earning lower wages, that is co-located with, accessible to, or within a reasonable commute to major employment centers and affordable to all income levels. Ensure there are zoning ordinances and development regulations in place that allow and encourage housing production at levels that improve jobs-housing balance throughout the county across all income levels. | | |
| | H-18 Adopt inclusive planning tools and policies whose purpose is to increase the ability of all residents in jurisdictions throughout the county to live in the neighborhood of their choice, reduce disparities in access to opportunity areas, and meet the needs of the region's current and future residents by: | | |
| | a) Providing access to affordable housing to rent and own throughout the jurisdiction, with a focus on areas of high opportunity; | | |
| | Expanding capacity for moderate-density housing throughout the jurisdiction, especially in areas currently zoned for lower density single-family detached housing in the Urban Growth Area, and capacity for high-density housing, where appropriate, consistent with the Regional Growth Strategy; | | |
| | Evaluating the feasibility of, and implementing, where appropriate, inclusionary and incentive zoning to provide affordable housing; and | | |
| | d) Providing access to housing types that serve a range of household sizes, types, and incomes, including 2+ bedroom homes for families with children and/or adult roommates and accessory dwelling units, efficiency studios, and/or congregate residences for single adults. | | |
| | H-16 Expand the supply and range of housing types, including affordable units, at densities sufficient to maximize the benefits of transit investments throughout the county. | | |
| MPP-H-6 Develop and provide a range of housing choices for workers at all income levels throughout the region that is accessible to job centers and attainable to workers at anticipated wages. | housing affordable to households with low-, very low-, and extremely low-incomes, including those with special needs, at a level that calibrates with the jurisdiction's identified affordability gap for those households and results in the combined comprehensive plans in King County meeting countywide need. The countywide need for | LU-G1 To maintain Medina's high-quality residential setting and character. LU-P1 The City shall minimize changes to existing zoning and land use patterns except as to meet above goals when deemed necessary by its citizens. | Policy Gap the city should consider revising LU-P1 or creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors. This will help address CPP H-16, H-17, and H-18. |
| | 30 percent and below AMI (extremely low) - 15 percent of total housing supply 31-50 percent of AMI (very low) - 15 percent of total housing supply 51-80 percent of AMI (low) - 19 percent of total housing supply | | Revised land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to |
| | Table H-1 provides additional context on the countywide need for housing. | | create and preserve affordable housing in East |
| | H-15 Increase housing choices for everyone, particularly those earning lower wages, that is co-located with, accessible to, or within a reasonable commute to major employment centers and affordable to all income levels. Ensure there are zoning ordinances and development regulations in place that allow and encourage housing production at levels that improve jobs-housing balance throughout the county across all income levels. | | King County. |
| | H-18 Adopt inclusive planning tools and policies whose purpose is to increase the ability of all residents in jurisdictions throughout the county to live in the neighborhood of their | | |

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| VISION 2050 # Policy/Action | choice, reduce disparities in access to opportunity areas, and meet the needs of the region's current and future residents by: a) Providing access to affordable housing to rent and own throughout the jurisdiction, with a focus on areas of high opportunity; b) Expanding capacity for moderate-density housing throughout the jurisdiction, especially in areas currently zoned for lower density single-family detached housing in the Urban Growth Area, and capacity for high-density housing, where appropriate, consistent with the Regional Growth Strategy; c) Evaluating the feasibility of, and implementing, where appropriate, inclusionary and incentive zoning to provide affordable housing; and a) Providing access to housing types that serve a range of household sizes, types, | | Indicate if there is a partial or full policy gap |
| MPP-H-7 | and incomes, including 2+ bedroom homes for families with children and/or adult roommates and accessory dwelling units, efficiency studios, and/or congregate residences for single adults. H-16 Expand the supply and range of housing types, including affordable units, at | LU-G1 To maintain Medina's high-quality residential | Policy Gap the city should consider revising |
| Expand the supply and range of housing at densities to maximize the benefits of transit investments, including affordable units, in growth centers and station areas throughout the region. | densities sufficient to maximize the benefits of transit investments throughout the county. | setting and character. LU-P1 The City shall minimize changes to existing zoning and land use patterns except as to meet above goals when deemed necessary by its citizens. | LU-P1 or creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors. This will help address CPP H-16, H-17, and H-18. Revised land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to create and preserve affordable housing in East King County. |
| MPP-H-8 Promote the development and preservation of long-term affordable housing options in walking distance to transit by implementing zoning, regulations, and incentives. | H-16 Expand the supply and range of housing types, including affordable units, at densities sufficient to maximize the benefits of transit investments throughout the county. H-17 Support the development and preservation of income-restricted affordable housing that is within walking distance to planned or existing high-capacity and frequent transit. | LU-G1 To maintain Medina's high-quality residential setting and character. LU-P1 The City shall minimize changes to existing zoning and land use patterns except as to meet above goals when deemed necessary by its citizens. | Policy Gap the city should consider revising LU-P1 or creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors. This will help address CPP H-16, H-17, and H-18. Revised land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to create and preserve affordable housing in East King County. |
| MPP-H-9 Expand housing capacity for moderate density housing to bridge the gap between single-family and more intensive multifamily development and provide opportunities for more affordable ownership and rental housing that allows more people to live in neighborhoods across the region. | H-16 Expand the supply and range of housing types, including affordable units, at densities sufficient to maximize the benefits of transit investments throughout the county. H-18 Adopt inclusive planning tools and policies whose purpose is to increase the ability of all residents in jurisdictions throughout the county to live in the neighborhood of their choice, reduce disparities in access to opportunity areas, and meet the needs of the region's current and future residents by: a) Providing access to affordable housing to rent and own throughout the jurisdiction, with a focus on areas of high opportunity; b) Expanding capacity for moderate-density housing throughout the jurisdiction, especially in areas currently zoned for lower density single-family detached housing in the Urban Growth Area, and capacity for high-density housing, where appropriate, consistent with the Regional Growth Strategy; | goals when deemed necessary by its citizens. | Policy Gap the city should consider revising LU-P1 or creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors. This will help address CPP H-16 , H-17 , and H-18 . Revised land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to create and preserve affordable housing in East King County. |

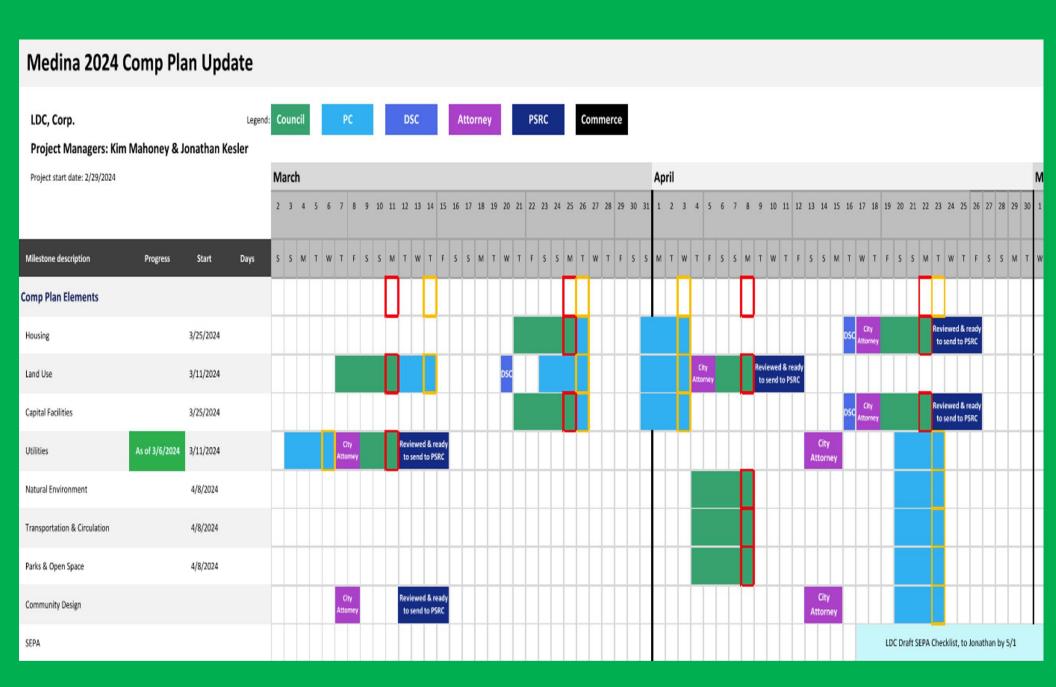
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| | c) Evaluating the feasibility of, and implementing, where appropriate, inclusionary and incentive zoning to provide affordable housing; and | | |
| | d) Providing access to housing types that serve a range of household sizes, types, and incomes, including 2+ bedroom homes for families with children and/or adult roommates and accessory dwelling units, efficiency studios, and/or congregate residences for single adults. | | |
| | DP-3 Develop and use residential, commercial, and manufacturing land efficiently in the Urban Growth Area to create healthy, vibrant, and equitable urban communities with a full range of urban services, and to protect the long-term viability of the Rural Area and Natural Resource Lands. Promote the efficient use of land within the Urban Growth Area by using methods such as: | | |
| | Directing concentrations of housing and employment growth to high opportunity areas like designated centers and transit station areas, consistent with the numeric goals in the Regional Growth Strategy; | | |
| | Encouraging compact and infill development with a mix of compatible residential, commercial, and community activities; | | |
| | c) Providing opportunities for greater housing growth closer to areas of high employment to reduce commute times; | | |
| | d) Optimizing the use of existing capacity for housing and employment; | | |
| | e) Redeveloping underutilized lands, in a manner that considers equity and mitigates displacement; and | | |
| | f) Coordinating plans for land use, transportation, schools, capital facilities and services. | | |
| | DP-31 Focus housing and employment growth into designated regional growth centers, at levels consistent with the Regional Growth Strategy, and at densities that maximize high-capacity transit. | | |
| | DP-38 Support the designation of local centers, such as city or neighborhood centers, transit station areas, or other activity nodes, where housing, employment, and services are accommodated in a compact form and at sufficient densities to support transit service and to make efficient use of urban land. | | |
| H-Action-5 (Local) | No CPP necessary – this will be evaluated as part of the comprehensive plan update | No current policies | Policy Gap |
| Affordable Housing Incentives: As counties and cities plan for and create additional housing capacity consistent with the Regional Growth Strategy, evaluate techniques such as inclusionary and incentive zoning to provide affordability. | | | The city should consider a policy to support affordable incentives. Revised/new land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to create and preserve affordable housing in East King County. |
| | | | NOTE: the need for a new policy will be driven by the types of housing the city will be planning for – i.e., housing targets by income band. |
| Economy Goal | | | |
| The region has a prospering and sustainable regional economy by supporting businesses and job creation, investing in all people and their health, sustaining environmental quality, and creating great central places, diverse communities, and high quality of life. | | | |

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| Ensure that economic development sustains and respects the region's environment and encourages development of | EC-20 Promote the natural environment as a key economic asset and work to improve access to it as an economic driver. Work cooperatively with local businesses to protect and restore the natural environment in a manner that is equitable, efficient, predictable, and complements economic prosperity. | facilities and amenities | Partial Gap Policies in Land Use element can be enhanced (or add new policy) to include collaboration with local businesses to restore the natural environment to address CPP EC- 20. Also aligns with goal LU-G2. |
| Preserve and enhance the region's unique attributes and | facilities, and manufacturing facilities. | LU-G2 To maintain, preserve, and enhance the functional and historic contributions of Medina's public facilities and amenities. LU-P4 The City shall develop a program to preserve community treasures, including, but not limited to, those historical structures that reflect the City's heritage and history. | No Policy Gap Policy LU-P4 could be modified to include key local assets to the economy (SR-520 and shoreline). It's implied but being explicit will help address CPP EC-10 . |
| throughout the region to create a much closer balance and match between jobs and housing. | affordable to all income levels. Ensure there are zoning ordinances and development regulations in place that allow and encourage housing production at levels that improve jobs-housing balance throughout the county across all income levels. | LU-P3 Residential uses shall not be considered for conversion to non-residential use except when clearly supported by the community and when impacts to the | Policy Gap Consider revising Policies LU-P1 and LU-P2 to ensure diverse housing types are not restricted in the city and that zones/land uses that allow those housing choices are able to be implemented. This will directly address CPP H-15. |
| Sustain and enhance arts and cultural institutions to foster an active and vibrant community life in every part of the region. | Support cultural resources and institutions that reflect the diversity of the community. Where appropriate, designate individual features or areas for protection or restoration. Encourage land use patterns and adopt regulations that protect historic resources and | LU-G2 To maintain, preserve, and enhance the functional and historic contributions of Medina's public facilities and amenities. LU-P4 The City shall develop a program to preserve community treasures, including, but not limited to, those historical structures that reflect the City's heritage and history. | No Policy Gap |
| Public Services Goal The region supports development with adequate public facilities and services in a timely, coordinated, efficient, and cost-effective manner that supports local and regional growth planning objectives. | | | |
| Protect and enhance the environment and public health and safety when providing services and facilities. | PF-3 Provide reliable and cost-effective services to the public through coordination among jurisdictions and special purpose districts. PF-25 Consider climate change, economic, equity, and health impacts when siting and building essential public services and facilities. | facilities and amenities. | Partial Gap: Land use goals and policies that relate to siting of public facilities should consider climate change, economic, equity, and health impacts when siting and building to better address CPP PF-25. |

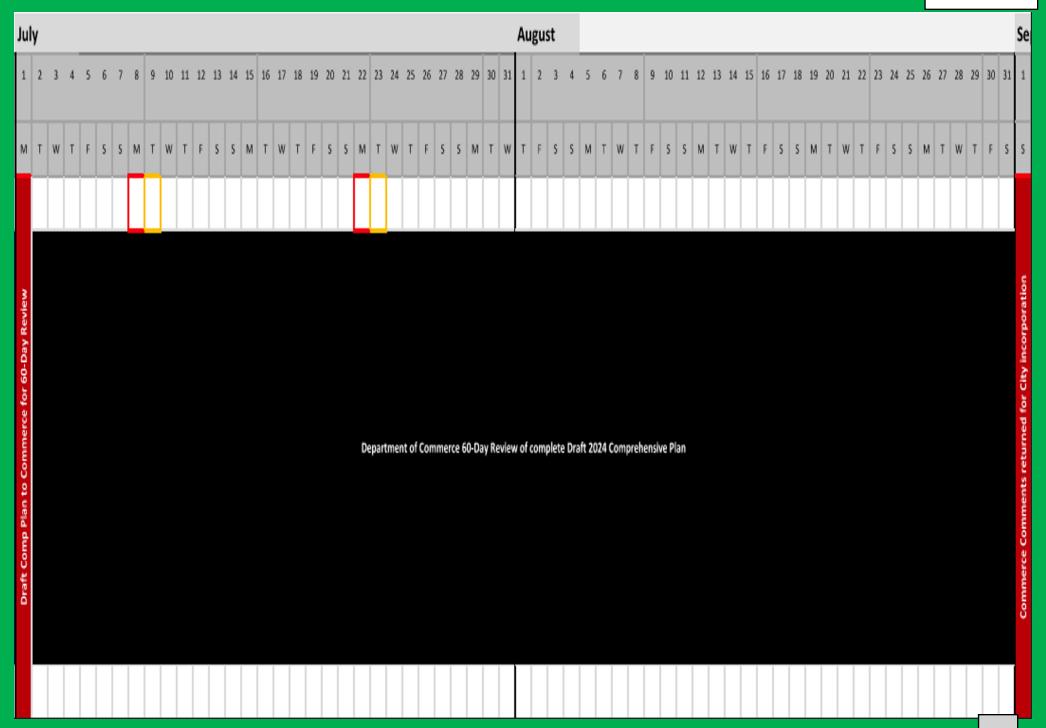
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| | | site of the essential public facility shall be designated as a Special Planning Area | |
| | | LU-P12 The City shall not preclude the siting of essential public facilities. | |
| | | LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following: | |
| | | a. An inventory of similar existing essential public facilities, including their locations and capacities; | |
| | | A forecast of the future needs for the essential public facility; | |
| | | c. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities; | |
| | | d. An analysis of the proposal's consistency with County and City policies; | |
| | | e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies; | |
| | | f. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process; | |
| | | g. An analysis of environmental impacts and mitigation; and | |
| | | h. Extensive public involvement. | |
| MPP-PS-2 | | LU-P12 The City shall not preclude the siting of essential public facilities. | Partial Gap: LU-P12 and/or LU-P13 can be strengthened to better implement CPP PF-2 |
| Promote affordability and equitable access of public services to all communities, especially the historically underserved. Prioritize investments to address disparities. | | LU-P13 The process to site proposed new or expansions | by including language that addresses historically underserved communities and prioritizes investments to address disparities. |
| | | a. An inventory of similar existing essential public facilities, including their locations and capacities; | |
| | | A forecast of the future needs for the essential public facility; | |
| | | c. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities; | |
| | | d. An analysis of the proposal's consistency with County and City policies; | |
| | | e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies; | |
| | | f. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process; | |
| | | g. An analysis of environmental impacts and | |

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| | | mitigation; and | |
| | | h. Extensive public involvement. | |





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MEDINA, WASHINGTON

AGENDA BILL

Monday, March 11, 2024

<u>Subject:</u> City of Medina Facilities Improvements Priority List

Category: City Council Business – Discussion

Staff Contact(s): Public Works Director Ryan Osada and City Manager Steve Burns

Summary

The Medina City Council directed staff to provide a list of improvements for City of Medina facilities improvements, in priority order. The two City facilities that need work are the Medina City Hall and the City owned building leased by the United States Post Office.

Council Meeting Notes: Council directed staff to report back to Council with a list of improvements for both city hall and the post office. The list of improvements should be in priority order and noted where in the budget they are funded.

Medina City Hall:

- 1. Paint exterior in 2024 \$50,000 budgeted and approved by Council.
- 2. Replace carpet in 2024 \$50,000 budget and approved by Council.
- 3. Painting interior in 2025 The estimated cost will be \$50,000. The interior has not been updated since 2011.
- 4. Replace roof in 2027 will be evaluated in 2024 to decide to determine actual end of life. The estimated cost will be \$65,000.

Post Office:

- 1. Paint exterior in 2024 \$20,000 budgeted and approved by Council.
- 2. HVAC in 2024 \$30,000 budgeted and approved by Council.
- 3. Paint interior in 2025 it is unclear when this was last completed. The estimated cost will be \$15,000.
- 4. Replace roof in 2026 will be evaluated in 2024 to decide to determine actual end of life. The estimated cost will be \$40,000.

City staff priority list:

- 1. City Hall exterior paint
- 2. Post Office exterior paint.
- 3. City Hall carpet replacement
- 4. Post Office roof replacement.
- 5. City Hall roof replacement
- 6. Post Office HVAC
- 7. City Hall interior paint
- 8. Post Office interior paint.

These items are listed in the City CIP/TIP.

The funding for these maintenance improvements will use the non-restrictive capital budget.

The City of Medina Facilities Improvements Prioritize List meets and supports Council's priorities 1, 2, 3, and 5.

Council Priorities:

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

Attachment(s)

2024 Capital Budget

CIP/TIP

Budget/Fiscal Impact:

The funding for these maintenance improvements will use the non-restrictive capital budget.

Fiscal Year:

2024 - \$150,000 (Council approved)

2025 - \$65,000. (Pending Council Approval)

2026 - \$40,000 (Pending Council Approval)

2027 - \$65,000 (Pending Council Approval)

Recommendation: Discussion item only.

City Manager Approval:

Proposed Council Motion: N/A

Time Estimate: 15 minutes

2024 Capital Fund Preliminary Project List

| Account Code | | 2023 Budget | 2023 Actuals Est. | 2024 Budget | 2024 Budget Breakdown | 2024 PROPOSED PROJECT LIST |
|---|----|-------------|-------------------|--|-----------------------|---|
| CAPITAL STREETS: | | | E LEWIS TO LAND | A STATE OF THE PARTY OF THE PAR | | STREETS: |
| 307 000 000 595 30 63 01 | v | 120 000 00 | \$ 134 584 00 | 105 000 00 | ₩ | 105,000.00 88th Ave NE Overlay |
| 10 CO | ጉ | 00:000 | 00'101 | ÷ | | |
| CAPITAL SIDEWALK: | | | | | | SIDEWALK: |
| 307 000 000 505 30 53 10 | v | 520 000 00 | 315 011 00 | 830 000 00 | \$ | 700,000.00 NE 12t Street Pedestrian Improvements (rollover) |
| 20, 00, 000, 000, 000, 100 | ጉ | 220,000.00 | Դ | | \$ | 130,000.00 NE 10th Street ADA Updates and Sidewalk Repairs |
| CAPITAL PARKS: | | | | | | PARKS: |
| 207 000 000 504 76 63 30 | 4 | 00 000 03 | 20 210 00 | \$ | € | 50,000.00 East Trail Improvements |
| 507 000 000 334 78 63 20 | ጉ | 20,000,00 | 00.012,ec ¢ |) | \$ | 10,000.00 Points Trail Signage |
| CAPITAL STORMWATER: | | | | | | STORMWATER: |
| 207 000 000 505 | v | 00 000 000 | 247 305 00 | 350 000 00 | ↔ | 200,000.00 NE 2nd Pl, 78th Ave NE |
| 20 50 05 555 000 000.705 | Դ- | | Դ |) | s | 150,000.00 Mapping and Easement assessment |
| CAPITAL BUILDING: | | | | | | BUILDING: |
| | | | | | \$ 50,000.00 | 50,000.00 City Hall Exterior Painting |
| 307 000 000 504 18 50 00 | ų. | 00 000 000 | \$ 65 0E7 00 | 450 000 00 | \$ | 50,000.00 City Hall Carpet |
| 207 000 234 18 60 00 | Դ | 200,000,00 | Դ |) | ss | 20,000.00 Post Office Painting |
| | | | | | \$ 30,000.00 | 30,000.00 Post Office HVAC |
| TRANSFERS: | | | | | | OTHER: |
| 307 000 000 597 00 30 00 | Υ٠ | 75,000.00 | \$ 75,000.00 | \$ 75,000.00 | ₩ | 75,000.00 Transfer to Street Fund for Road Maintence |
| | | | | | | |

| OTHER: | 30,000.00 Tree Planting and Hazardous Tree Removal |
|------------|--|
| | 30,000.00 |
| | ↔ |
| | 30,000.00 |
| | G |
| FORM STATE | 25,000.00 |
| | \$ |
| 10 10 10 | 40,000.00 |
| NI N | \$ |
| | 0 |
| TREE FUND: | 103 000 000 558 60 49 10 |

1,570,000.00

1,570,000.00 | \$

\$ 00.796,977

1,165,000.00 | \$

CITY OF MEDINA Updated 5/22/2023 2024 - 2029 SIX YEAR CAPITAL IMPROVEMENT PLAN (CIP) Approved by: Medina City Council 2024 - 2029 SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) Date: June 2023 2024 - 2029 SIX YEAR NON-TRANSPORTATION IMPROVEMENT PLAN (NON-TIP) **Resolution Number:** DATE SUBMITTED: June 2023 LENGTH PAVEMENT PROJECT REVENUE YEAR STREET / LOCATION FROM / AT то PROJECT SCOPE CONDITION BUDGET SOURCE I. STREET IMPROVEMENT PROJECTS (ACP Overlays, Sidewalks, Storm Drainage, etc.) 2024 88th Ave NE NE 10th Street South EOR 0.1 Asphalt Overlay 67 \$105,000.00 REET Tax 2025 77th PI NE **REET Tax** I - 2 NE 16th Street South EOR 0.04 Asphalt Overlay 48 \$40,000.00 2026 87th Ave NE I - 3 86th Ave NE NE 10th Street 0.13 Asphalt Overlay 63 \$100,000.00 REET Tax 1 - 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 1 - 7 2029 Parking Lot Medina Pk NE 82nd N/A Asphalt Overlay 71 \$50,000.00 **REET Tax** 2029 NE 12th Street 84th Ave NE 72 \$225,000.00 REET Tax I - 8 Evergreen Pt Rd 0.5 Asphalt Overlay II. STORM DRAINAGE PROJECTS (Not including storm drainage improvements in conjunction with street or path projects) \$350,000.00 REET/ARPA 2024 Localized Repairs Various Locations Stormwater Infrastructure Improvements II - 2 2025 Localized Repairs Various Locations Stormwater Infrastructure Improvements \$250,000.00 REET Tax \$250,000.00 **REET Tax** II - 3 2026 Localized Repairs Stormwater Infrastructure Improvements Various Locations II - 4 \$250,000.00 **REET Tax** 2027 Localized Repairs Various Locations Stormwater Infrastructure Improvements II - 5 REET Tax 2028 Localized Repairs Various Locations Stormwater Infrastructure Improvements \$250,000.00 II - 6 2029 Localized Repairs Various Locations Stormwater Infrastructure Improvements \$250,000.00 **REET Tax** Pavement Condition Legend for Part I. ACP Overlays: NOTES: Based on a 100 point rating with 0 being the worst. 1) The above budget figures are to be considered preliminary project costs only. Rating is generated by the TIB Performance Management Dashboard More precise budget figures will need to be determined once the final scope of each project is defined, *Rating is outdated - field verified 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.

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

| g trim \$50,000.00 REET Tax |
|-----------------------------|
| \$20,000.00 REET Tax |
| \$50,000.00 REET Tax |
| \$15,000.00 REET Tax |
| \$65,000.00 REET Tax |
| \$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 P | reserve | N/A | Invasive Species Removal | \$50,000.00 | Park Levy |
| V - 3 | 2026 | Medina Park & Fairw | l eather 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 Y | EAR: | NOTES: |
|---|--|--|
| 2024 \$ 2025 \$ 2026 \$ 2027 \$ 2028 \$ 2029 \$ | 705,000.00 705,000.00 765,000.00 720,000.00 655,000.00 675,000.00 | 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. |
| TOTAL SIX YEAR C.I.P. 2024 - 2029 \$ | 4,225,000.00 | |



MEDINA, WASHINGTON

AGENDA BILL

Monday, March 11th, 2024

<u>Subject:</u> City of Medina – Human Resource Manual Update

Category: City Council Business, Council Discussion

Staff Contact: Ryan Wagner, Finance Director

Summary

This agenda bill is for a staff update and discussion on the following workplan item, *HR Lifecycle* and *Personnel Manual Updates*.

This discussion will cover the following items from the workplan, and the progress staff has made on each item.

- 1) HR System (10/24/2022 City Council Retreat)
 - a) City staff implemented ADP Comprehensive Services in May of 2023, which improved the efficiency and accuracy of payroll while bringing a robust HR platform to the city.
 - b) ADP gives us a team of HR professionals that work with staff to make sure Medina stays compliant with State and Federal law with training, notices and with active updates to the employee handbook.
- 2) Revised & Updated Personnel Manual
 - a) Staff have been working with the City's HR reps at ADP, to make updates to the employee handbook to ensure compliance on the state and federal level while keeping the unique language from our labor agreements and policies intact.
 - b) Staff will work with the personnel committee once a finalized draft is completed to receive feedback and make any alterations before it goes to Council and the unions for final approval.

Attachment(s) N/A

Budget/Fiscal Impact: N/A

Recommendation: Discussion item only.

City Manager Approval:

Time Estimate: 20 minutes