



MEDINA CITY COUNCIL

Monday, May 13, 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, May 13, 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

One tap mobile

+1 253 215 8782, 81961696176# US

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 Legislative Update and Check-in by Soundview Strategies

Time Estimate: 15 minutes

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

Time Estimate: 10 minutes

5. CITY MANAGER'S REPORT

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.

[6.1](#) April 2024, Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance and HR Director

- 6.2 Approved Planning Commission Special Meeting Minutes of:
 - a) April 3, 2024; and
 - b) April 18, 2024.

Recommendation: Receive and file.
Staff Contact: Rebecca Bennett, Development Services Coordinator
- 6.3 Draft City Council Meeting Minutes of:
 - a) April 8, 2024; and
 - b) April 22, 2024.

Recommendation: Adopt minutes.
Staff Contact: Aimee Kellerman, CMC, City Clerk
- 6.4 TIB 2024 ADA Improvements & Overlay

Recommendation: Approve.
Staff Contact: Ryan Osada, Public Works Director
- 6.5 Adoption of Updated Fee Schedule, including for Body Worn Camera Fees for Redaction Costs

Recommendation: Adopt Resolution No. 443.
Staff Contacts: Jennifer Robertson, City Attorney, Aimee Kellerman, City Clerk, and Steven R. Wilcox, Development Services Director
- 6.6 Proclamation in Recognition of National Safe Boating and Paddling Week: May 18-24, 2024

Recommendation: Adopt Proclamation.
Staff Contact: Jeffrey R. Sass, Police Chief
- 6.7 Proclamation in Recognition of National Police Week and Peace Officer Day: May 12-18, 2024

Recommendation: Adopt Proclamation.
Staff Contact: Jeffrey R. Sass, Police Chief
- 7. **LEGISLATIVE HEARING**

None.
- 8. **PUBLIC HEARING**

None.
- 9. **CITY BUSINESS**
 - 9.1 Comp Plan Update - Final Review (before sending to PSRC and Commerce)
 - a) Natural Environment Element
 - b) Transportation & Circulation Element
 - c) Housing Element
 - d) Land Use Element

Recommendation: Review and Approval.
Staff Contact: Jonathan Kesler, AICP, Planning Manager

Time Estimate: 60 minutes

[9.2](#) Comprehensive Plan Update - Review of Parks and Open Space Element
Recommendation: Review and Approval.
Staff Contact: Jonathan Kesler, AICP, Planning Manager

Time Estimate: 30 minutes

[9.3](#) Gas-Powered Leaf Blower Discussion
Recommendation: Discussion and direction.
Staff Contact: Stephen R. Burns, City Manager

Time Estimate: 45 minutes

[9.4](#) Republic Services Solid Waste Survey Results
Recommendation: Discussion and direction.
Staff Contact: Stephen R. Burns, City Manager

Time Estimate: 15 minutes

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

11. **PUBLIC COMMENT**

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

12. **EXECUTIVE SESSION**

Time Estimate: 15 minutes

RCW 42.30.110(1)(i)

To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

13. **ADJOURNMENT**

Next regular City Council Meeting: Tuesday, May 28, 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, 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 Retreat (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, May 13, 2024 Regular Meeting of the Medina City Council was posted and available for review on Thursday, May 9, 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: May 13, 2024

To: Honorable Mayor and City Council

From: Stephen R. Burns, City Manager

Subject: City Manager Report

- The City of Medina along with the Points Communities of Clyde Hill, Hunts Point, and Yarrow Point are scheduled to begin mediation with WSDOT over maintenance of the SR 520 Lids. The Points Communities have been in discussions with WSDOT prior to the bridge re-opening in 2016 over maintenance responsibilities. The Points Communities have hired Jack McCullough to represent us on this issue. Mediation is scheduled for May 8 and 9.
- At the March 25 Council Meeting, the Council approved the 2024/2025 Council Work Plan. The plan lays out Council priorities and projects through 2025 and provides staff direction to ensure these get met. See attached for current project status.
- On Tuesday, June 4, 2024, City staff will be hosting 111 3rd graders from Medina Elementary. This gives the children in our community a chance to learn about their local government, how we operate, and the services we provide. They are split into two sessions with an introduction from the Council (usually the Mayor and any Councilmembers who can attend) at the beginning of each session. The actual schedule will be sent in the next couple of weeks.
- 2024_2025 Potential Agenda Items Council Date Chart – see attached.
- 2024 City Council Calendar – see attached.
- Bellevue Fire Report – see attached.

Medina City Council 2024/2025 Work Plan

* indicates task is over 1 year old

CITY MANAGER

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Right-of-Way Policies (ROW)	Street Vacation Code Update	<p>12/11/2023 - Regular Meeting</p> <p>Council directed staff to prepare a workplan as to issues and options for right-of-way management for future Council review and discussion and prepare a final workplan for review and adoption prior to April 23, 2024.</p> <p>Council directed staff to take into consideration comments from resident Rosalie Gann. (12/11/23 minutes). "On a process level, she suggested that the City Council create requirements to increase transparency and timely communications with neighbors. Residents should not have to submit a public records request to find out about an issue that has the potential to impact their neighborhood. She asked Council to consider a similar process to construction proposals that are sent out via direct mail and placards onsite. On a policy level, she requested that Council consider before selling Medina-owned land, that Council seriously and meticulously anticipate adverse, long-term, and unintended consequences of the city's sale of collective land."</p>	<p>February 26, 2024 Council Meeting, City Attorney Jennifer Robertson updated Council on moratorium.</p> <p>Council directed staff to prepare a workplan and set the public hearing for April 8.</p> <p>Public Hearing and Workplan scheduled for April 8 Council Meeting.</p> <p>April 8, 2024 City Council Meeting: Council extended moratorium to October 8.</p>	<p>4/8/2024 - City Business</p> <p>5/13/2024 - Work Plan</p> <p>7/8/2024 - Work Plan Follow-up</p>	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
*SR-520 Lid: Discussions with WSDOT	SR-520 Lid Maintenance	<p>Points Communities have retained Jack McCullough as our representative for mediation with WSDOT. Mediator selection and scheduling are ongoing in discussions between McCullough and WSDOT.</p> <p>Mediation likely to occur in May 2023, considering mediator availability.</p>	<p>Mediation set for May 8 and 9, 2024. Staff is working with Points Communities and McCullough in preparation for upcoming mediation.</p> <p>Council updated on 3/11/24</p>		
	SR-520 Joints Noise Mitigation	<p>3/13/23 - Regular Meeting</p> <p>Project update by UW prof Per Reinhall and WSDOT engineer Evan Grimm. Positive technical progress reported.</p> <p>State legislature did not fund continuation of joint noise mitigation study. Project suspended pending funding source.</p>	<p>Working with State of Washington to get funding for the University of Washington Phase 3 testing. Washington State 2024 Transportation Budget did not include this funding. Staff is continuing to work with lobbyists to identify other funding possibilities.</p> <p>Council updated on 3/11/24</p> <p>City Lobbyists from Soundview Stategies will give Council Updates Quarterly.</p>	<p>5/13/24 - Presentation</p> <p>Lobbyist Update</p>	
	Communication	<p>2/10/24 - City Council Retreat</p> <p>Develop a plan on how to keep the community informed of status.</p>	<p>Communication Plan will be presented at June 10, 2024 Council Meeting. CM to coordinate with lobbyist on city communication plan.</p>	<p>6/10/2024</p>	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
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*Solid Waste	Weekly Recycling and Compost Pick-ups	<p>11/13/23 - Regular Meeting</p> <p>City Manager Steve Burns gave an update on moving to weekly recycling, including composting. Staff will invite Wendy Weiker from Republic Services to give a presentation to Council as well as work on a survey to send out to the community the first quarter of 2024.</p>	<p>Working with Republic Services to get cost estimates for added service to residents. A survey to go out to receive input from residents to gage the level of importance for adding the service.</p> <p>Survey set for April 1 through April 28, 2024</p>	<p>5/13/2024 - City Business</p> <p>5/28/2024 - Consent (TENTATIVE)</p>	
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TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Annual City Manager Review	Wrap-Up of 2023 Review	<p>Council directed only one specific action for follow-up by City Manager: "To accelerate his learning of city management policy and process, we ask Steve to create a learning plan that reflects this feedback and share it with Council." (S Burns Annual Review, 11/14/23) "The Personnel Committee will schedule some time to review this with you (Burns)."</p> <p>Executive session meeting between S Burns and Gokul, Johnston, Reeves, & Rossman expected to finalize and close out 2023 process</p>	<p>Personnel Committee to schedule meeting for wrap-up of 2023 review.</p> <p>City Clerk is working with Personnel Committee to set wrap-up of 2023 CM Review for May 2024. (3/25/24)</p>		

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Resident Welcome Packet		<p>Goals: to help new residents have comfortable transition to Medina; to improve neighbor relations by establishing shared expectations; to improve emergency preparedness; to market Medina's high quality residential character and attract people drawn to it</p> <p>Potential inclusions: # to call before cutting down a tree, garbage bin rules, noise code quiet hours, construction and landscaping work times, parking, housewatch program, emergency preparedness committee/resources, etc.</p> <p>2/10/24 - City Council Retreat</p> <p>Council directed staff to look at Resident Welcome Packet and come to Council with a plan.</p>	<p>City of Medina "Community" page New Residents - adding "Need to Know" resource box to include # to call before cutting down a tree, garbage bin rules, noise code quiet hours, construction and landscaping work times, parking, housewatch program, emergency preparedness committee/resources, etc. Page located at https://www.medina-wa.gov/community/page/new-resident-resources.</p> <p>Staff is preparing a letter from the City addressing Medina specific issues to be aware of as well as contact resources. First Review for Council will be in June 2024.</p>	6/10/2024	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Council Goals & Work Plan Visible and Trackable Online, including status, current calendar expectations, and links to relevant staff work			<p>Tabled until Work Plan is adopted.</p> <p>3/25/24 City Council Meeting - Work Plan accepted as presented and leadership staff will track on monthly basis.</p>		

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
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Short-term Rentals		<p>10/23/23 - Regular Meeting</p> <p>Council requested that the City Attorney and staff look at... business licenses for short term rentals. Council will continue their independent research including in more detail the city of Leavenworth code as it pertains to short term rentals."</p> <p>Re vacant homes and issues regarding lack of maintenance and inability to contact owners/managers when a problem is found, Council requested that the City Attorney and staff look at current code, specifically right of way cost recovery and the city's existing nuisance code...</p> <p>There was also significant discussion regarding whether/how City could require registration of an agent or other contact if a home is to be left unoccupied for some period of time, in response to issues raised by Chief Sass.</p>	<p>Staff to work with City Attorney to determine when to bring to Council. Businesses Licenses moved to Finance/HR added at July 8, 2024 Presentation. (3/25/24 Meeting)</p>	May 2025	
TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Vacant Houses		<p>10/23/23 - Regular Meeting</p> <p>Vacant homes and issues regarding lack of maintenance and inability to contact owners/managers when a problem is found, Council requested that the City Attorney and staff look at current code, specifically right of way cost recovery and the city's existing nuisance code...</p> <p>There was also significant discussion regarding whether/how City could require registration of an agent or other contact if a home is to be left unoccupied for some period of time, in response to issues raised by Chief Sass.</p>	<p>Staff to work with City Attorney to determine when to bring to Council.</p>	May 2025	

DEVELOPMENT SERVICES

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Comprehensive Plan	Community Design Element	Council First Review on 11/27/23	Element has been drafted by the City. Ready for DSC Review in April 2024 Ready for PSRC and Commerce review.		
	Housing Element	Council First Review on 1/22/24	<p>Element has been drafted by the City. Ready to send to PSRC and Commerce for Review.</p> <p>3/25/2024 CC Meeting: Council forwarded to PC's 4/3/2024 Meeting for their review and comments.</p> <p>4/23/24 PC Meeting: Planning Commission Second Review and approved amendments and forwarded to City Attorney and Council Review.</p>	<p>3/25/2024</p> <p>5/13/2024 - Final Review</p>	
	Utilities		<p>Started 3/11/2024</p> <p>3/11/2024 CC Meeting: Council approved to send to PSRC and DOC for their review.</p>	3/11/2024 - Final Review	
	Land Use		Started 3/11/2024	<p>3/11/2024</p> <p>4/8/2024</p> <p>4/22/2024 - Second Review</p> <p>5/13/2024 - Final Review</p>	
	Natural Environment (with Shoreline Sub-Element)		Estimated to start in April.	<p>4/8/2024</p> <p>4/22/2024 - Second Review</p> <p>5/13/2024 - Final Review</p>	
	Transportation & Circulation		Estimated to start in April.	<p>4/8/2024</p> <p>4/22/2024 - Second Review</p> <p>5/13/2024 - Final Review</p>	

	Parks and Open Spaces		Estimated to start in April. Reviewed by Park Board on 4/15/2024 4/22/2024 CC Meeting: Council pulled for further changes and discussion. 5/2/2024 DSC Meeting: DSC reviewed and forwarded to Council.	4/8/2024 4/22/2024 5/13/2024	
	Capital Facilities		4/22/2024 CC Meeting: Council approved to send to PSRC and DOC for their review.	3/25/2024 4/22/2024	
	Stormwater Management	Council & Planning Commission have been asked to consider implications of increased impervious surface area as a result of development [Staff to DSC]	Will go on Planning Commission's 2025 Work Plan to determine level of priority at the November 2024 CC Meeting.		

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Zoning	Comp Plan	5/22/23 - Regular Meeting As part of the Comprehensive Plan update, Council directed staff to work with Planning Commission to look at reconfiguring parts of R-16, creating a smaller zoning district and applying it to lots that more appropriately fit that standard, allowing the City greater nuance with zoning controls in the future. DSC discussed and agreed on possible approach based on common understandings within the city, which also included adjustments to boundaries of adjoining zoning districts.	Planning Manager Jonathan Kesler to include in 2025 Planning Commission Workplan to be presented to Council at the November 2024 Council Meeting. Council and staff to wait until the completion of Comp Plan to determine if additional action or direction is needed. (3/25/24 Meeting)	11/12/2024	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Lot Coverage		5/22/23 - Regular Meeting Council also directed staff to work with Planning Commission to look at decreasing impervious surface and structural coverage per staff recommendation	Planning Manager Jonathan Kesler to include in the Planning Commission Workplan to be presented at the November 12, 2024 Medina Council Meeting.	11/12/2024	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Implementation of HB 1110 Middle Housing and HB 1337 ADU/DADU	Grant Funding	9/11/23 - Regular Meeting Council approved staff to apply for the middle housing grant in the amount of \$35,000 with help of Mayor & staff as needed.	Development Services Director Steve Wilcox to provide update to Council on April 8 at City Manager/Department Directors Report.	4/8/2024 - DS Report	
	Council Consideration of Hiring Specialized Experts	11/13/23 - Regular Meeting Council directed staff to come back to Council at the December meeting with... potential options, in addition of hiring a planner, to include the cost savings or increase for use of a land use attorney and consultants.	Hired new Planning Manager, Jonathan Kesler Hired new City Attorney, Jennifer Robertson Hired new Planning Consultants, LDC		Completed
	Education for Council and PC re: state legislative requirements	Initial planning discussions expected at DSC Q1 of 2024.	City Attorney Jennifer Robertson will update Council at the June 24 Council Meeting.	6/24/2024	
	Frontage Fees and Impact Fees	Council directed staff to add Undergrounding Utilities (frontage fees and impact fees) to Middle Housing Work Plan. (2/10/24 Retreat)	Council directed to merge HB 1337 with HB 1110 and add frontage fees and impact fees as a subpart of HB1110. (3/25/24 meeting)	6/10/2024	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Wireless Facility Regulations		In Spring 2023, Council discussions relating to T-Mobile proposal that was unacceptable to community raised questions about whether current wireless facility code is sufficiently protective of community interests and character. When code was adopted, Council was assured that it was as protective as could be within limitations of federal law. That's no longer clear, given T-Mobile experience. Interest expressed in updating and strengthening code with this experience in mind, to prevent recurrence as best possible.	Telecom Law Firm can update Medina' Wireless Facility Regulation for a flat rate of \$12,350. They will prepare and deliver the Small Wireless Facilities policy and Permit Application Form. Not included in 2024 budget - can include in 2025 budget. Budget option for 2024 - use City Attorney funding. Staff to present to Council for discussion and direction.	7/22/2024 - Budget Retreat March 2025	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Nonadministrative Variances Policy		2/10/24 - City Council Retreat Council directed staff to review and amend the non-administrative variance policy.	Staff to clarify with Council as task assigned during the Council Retreat Follow-up in March 2024. 4/22/24 CC Meeting - Council forwarded proposed revisions to Planning Commission for review and processing.	3/25/2024 4/22/2024 - City Business	
CAP Minor Code Amendment		Amendment to Construction Activity Permit to require sign for project down private lane be visible to public, as consistent with sign's notice purpose.	4/22/24 CC Meeting - Council forward proposed revisions to Planning Commission for review and processing.	4/22/2024 - City Business	
Tree Code	Violations Section	7/10/23 - Regular Meeting Council directed staff to include "special treatment for legacy and landmark trees in the draft ordinance." 9/11/23 - Regular Meeting Staff will send the proposed changes to the Department of Commerce for review. Following the Department of Commerce review, staff will bring an ordinance to the Council at a future meeting for discussion, direction and action.	Development Services Director Steve Wilcox to send proposed changes to DSC for review and discussion at a future DSC Meeting. Placed on the June 24 Council Meeting for discussion and approval.	6/24/2024 - City Business	
	Updates	1/23/23 - Regular Meeting Motion Reeves to direct city staff to prepare for Council consideration draft amendments to the Medina Municipal Code Chapter 16.52 Tree Management Code according to the six (6) "Short-term Solutions" bullet points as presented at the 1/23/23 meeting by our tree code consultants. This was seconded by Zook and carried by a 6:1 (Garone dissented) vote. Motion Reeves to direct staff to prepare for Council consideration a plan for a comprehensive review of the Medina Municipal Code Chapter 16.52 Tree Management Code. This was seconded by Johnston and carried by a 6:1 (Garone dissented) vote.	Wilcox to provide a status update at the April 8 Council Meeting during the City Managers/Department Directors Report.	4/8/2024 - DS Report	
FINANCE/HR					
Property Tax Levy Planning	Future Planning	Current levy lid lift was a 10 year plan, intended to provide financial stability through at least 2029. According to the 2024 adopted budget memo, "crossover to deficit spending is still on track for 2027 with the Levy stabilization amount predicted to supplement the general fund until at least 2031." 2/10/24 - City Council Retreat Council moved Property Tax Levy Planning to the Budget Retreat in June of 2024.	Agenda item will be on the 2024 second quarter Finance Committee Meeting.	7/22/24 - Budget Retreat	
HR Lifecycle and Personnel Manual Updates	HR System	10/24/22 - City Council Retreat Implement a full HR system that covers employee lifecycle" was identified as one of "priorities for staff to work on in 2023	Finance/HR Director Wagner gave an update on the HR Manual at the March 11 Council Meeting. Personnel Committee will discuss at their Mar 26, 2024 Meeting		

Revised & Updated Personnel Manual	Staff reported intent to work with outside vendor to update and streamline personnel policy manual, while keeping existing Medina-specific policies intact. Council to review and approve new product after staff work complete.	Finance/HR Director Wagner to give update on HR Manual at March 11 Council Meeting. Will go to Personnel Committee for review in June, 2024.	7/8/2024 - Tentative	
Adopt process for manual & HR policy revisions that includes City Manager and Council		Finance/HR Director Wagner to give update on HR Manual at March 11 Council Meeting. Will be included as part of the Personnel Manual		
Updated City Job Descriptions		Will refer to Personnel Committee to clarify what action Council wants taken on this item. In progress.	7/8/2024 - Tentative	
Clear Process for Staff Departure and Related Expectations		Staff needs further clarification from Council on this topic at Retreat Follow-up Meeting. (Exit Interview???)		

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Business License			The City is currently on the waiting list.		

PUBLIC WORKS

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
*Right of Way Policies	Privately Maintained ROW	12/11/23 - Regular Meeting Council directed "staff to prepare a workplan as to issues and options for right-of-way management for future Council review and discussion and prepare a final workplan for review and adoption prior to April 23, 2024.	Based on discussion at the February 26 Council Meeting, Staff and City Attorney propose to make this Phase 2 in handling the ROW polices. Phase 1 would be to address the <i>Street Vacation Code Update</i> in 2024 and then handle Phase 2 of <i>Privately Maintained ROW and City ROW Policies</i> in 2025.	February, 2025	
	City ROW Policy	2/10/24 - City Council Retreat Create Street ROW Policy to include large lots Add clarity to "Allowable Parking" to ROW Policy	Staff recommends combining this with Privately Maintained ROW. Based on discussion at the February 26 Council Meeting, Staff and City Attorney propose to make this Phase 2 in handling the ROW polices. Phase 1 would be to address the <i>Street Vacation Code Update</i> in 2024 and then handle Phase 2 of <i>Privately Maintained ROW and City ROW Policies</i> in 2025.	February, 2025	
	Hedge Reimbursement	Former City Manager Michael Sauerwein presented Council with a "Hedge Trimming Policy" in September 2019 with the recommendation to create a formal process to include billing property owners if the City does the work. Council Action - Council directed staff to work with residents by providing notice of hedge overgrowth and give them the option to trim themselves or the city will trim and bill the resident for cost recovery.	No further action has been taken. * Staff could work with the City Attorney to create an ordinance that allows the City to be reimbursed for the cost of performing the work to clear the right-of-way, either by Public Works or hiring an independent vendor to perform the work.	April 2025	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
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*Stormwater Management	Infrastructure	<p>3/28/22 - Regular Meeting</p> <p>Council directed staff to create a roadmap with priorities tentatively by the end of the year that will include maintenance as well as Capital projects. Public Works will work in tandem with Development Services on major construction projects to determine any impact fees or any up front requirements for approvals.</p> <p>11/14/22 - Regular Meeting</p> <p>Council directed staff to include for future presentations and agenda items to include... discussion of storm drainage....</p>	<p>Council is provided a yearly CIP that covers capital projects. Stormwater projects are broadly listed. The Public Works Project List provides specific projects for the current calendar year. Costs and details are covered during the January Council Meeting. Storm water projects are covered specifically in the Project List and are presented to Council at the January Meeting. Project List will be included in Public Works Director monthly report.</p>	<p>Updates to be provided twice annually: January and June</p>	
	Funding	<p>4/24/23 - Regular Meeting</p> <p>Council directed staff to move forward with funding stormwater infrastructure using capital reserves.</p>	<p>CURRENTLY COMPLETED: BUDGETED ACCORDING TO THIS DIRECTION IN 2024. 2024 budget and 6-year CIP/TIP/non-TIP plans call for stormwater infrastructure funding from REET.</p>		11/13/2023 Budget Adoption
	In Connection with Comp Plan and Housing - See Comp Plan under DS				

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
77th Ave NE Sidewalk		<p>10/10/22 - Regular Meeting</p> <p>Council removed a construction plan & contract for the north end of the 77th sidewalk from the consent agenda and "directed staff to come back with alternative new design options.</p> <p>At January 2024 meeting, Council discussed new driveway and plantings apparently permitted by city at the end of the paved sidewalk in the same location. Council discussion tabled to future meeting after staff has had further opportunity to consult & consider.</p>	<p>Staff will provide Council with options and take feedback from Council on 77th sidewalk at the March 25 Council Meeting.</p> <p>Council directed staff to proceed with Option 2 from the March 25, 2024 City Council meeting. (3/25/24 CC Meeting)</p> <p>In progress. Will mark complete when project is done.</p>	3/25/2024 - City Business	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Buildings/Facilities Management Planning		<p>3/13/23 - Regular Meeting</p> <p>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.</p>	<p>Staff will present to the Council at the March 11 Council Meeting addressing the priority list of improvements - this cover the two sections below for City Hall and Post Office.</p>	3/11/2024 - City Business	3/11/2024
	City Hall	<p>10/9/23 - Regular Meeting</p> <p>Council also requested that staff add a future agenda item to discuss City Hall and how we are currently using the building and how we see using the building in the future as a public resource.</p> <p>Improvements per CIP/TIP: 2024: Repaint exterior, excluding trim 2025: Repaint interior 2026: Reroof building</p> <p>Improvements expected per 2024 Capital Fund Preliminary Project List: City Hall Carpet Replacement</p>	<p>Council also requested that staff add a future agenda item to discuss City Hall and how we are currently using the building and how we see using the building in the future as a public resource.</p>	7/8/2024 - City Business	

	Post Office	Improvements expected per CIP/TIP: 2024: Repaint exterior 2025: Repaint interior 2027: Reroof building Improvements expected per 2024 Capital Fund Preliminary Project List: HVAC	Staff will present to the Council at the March 11 Council Meeting addressing the priority list of improvements - this cover the two sections below for City Hall and Post Office.	3/11/2024 - City Business	3/11/2024
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TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Park Memorials Policy		Expected request from Department of Parks & Public Works for simple policy to govern memorials in Medina Park (who can request, is there a limit on how many we want in park, how long staff will be expected to maintain plaques, etc.). 2/10/23 - City Council Retreat Council referred to Park Board	Osada to work with Park Board on the policy. On Park Board Agenda for discussion at their March 18, 2024 Meeting. Osada to prepare draft policy to present at Park Board meeting on May 20, 2024	6/10/2024 - City Business	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Parks Management	Tennis Courts	7/10/23 - Regular Meeting Council directed staff to keep status quo, not to add pickleball striping on existing tennis courts except to extent already done (at Fairweather), & not to spend more time discussing. REMOVE AS COMPLETED UPON CONFIRMATION that pickleball conversion is no longer in CIP/TIP/non-TIP, city budget, or other workplan	Will be removed for approval at the adoption of the updated 6-year CIP/TIP and Non-TIP in July.	6/10/2024 - CIP/TIP/Non-TIP 7/8/2024 - CIP/TIP/Non-TIP	
	Points Loop Trail	7/10/23 - Regular Meeting Replacement signs in budget (2024 Capital Fund Preliminary Project List); Ryan Osada reports intent to coordinate with other Points Communities for consistency; Council wants updated map & make available on website.	Osada to report to Council at the June 10 Meeting about the status on the signs.	6/10/2024 Director Report	
	Park Board	2/10/24 - City Council Retreat Council would like Park Board to develop a Work Plan to include a policy for off-leash and on-leash areas.	Staff will work with Park Board to develop draft work plan. An update will be provided to Council at the July Council Meeting.	7/8/2024 - City Business	

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
Undergrounding Power Lines		4/24/23 - Regular Meeting Council requested that staff create an informational page on the city's website with updated FAQs. Direction followed presentation demonstrating costs of city-wide undergrounding, including to individual homeowners with older homes. Council discussed desires to inform residents and empower individual neighborhoods to understand what undergrounding would entail for them and consider Local Improvement Districts if desired. Consider wrap-up report to confirm what action has been taken to comply with Council's direction	Completed in 2023 - see https://www.medi-na.gov/publicworks/page/faq-utility-undergrounding-medi-na		12/1/2023

CENTRAL SERVICES

TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:
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POLICE					
TASK:	SUBPARTS:	Council Meeting Date and Notes/Direction:	Status:	Council Calendar:	Completion Date:

2024/2025 Potential Council Workplan Agenda Dates

2024

<p>March March 25</p> <p>a. 77th Ave Street ROW</p> <p>b. *Comp Plan Elements:</p> <ul style="list-style-type: none"> • Housing • Capital Facilities 	<p>April April 8</p> <p>a. Street Vacation Ext.</p> <p>b. Grant Funding for Middle Housing</p> <p>c. Tree Code Updates</p> <p>d. *Comp Plan Elements:</p> <ul style="list-style-type: none"> • Land Use • Natural Environment • Transportation & Circulation • Parks & Open Space <p>April 22</p> <p>a. CAP Minor Code Amendment</p> <p>b. *Comp Plan</p> <p>c. Nonadministrative Variances Policy</p>	<p>May May 13</p> <p>a. Legislative Updates</p> <p>b. Republic Services Solid Waste Update</p> <p>c. *Comp Plan Elements:</p> <ul style="list-style-type: none"> • Natural Environment • Trans. & Circulation • Housing • Land Use • Parks & Open Space <p>May 28</p> <p>a. Republic Services Solid Waste-Tentative</p> <p>b. *Comp Plan</p> <p>c. Middle Housing Consultant Discussion</p> <p>d. Middle Housing Engagement Plan</p>	<p>June June 10</p> <p>a. Communication Plan for SR 520 Expansion Joint Noise</p> <p>b. Resident Welcome Packet</p> <p>c. Parks Management Tennis Courts</p> <p>d. Parks Management Points Trail</p> <p>e. Parks Memorials Policy</p> <p>f. *Comp Plan</p> <p>g. Transportation Impact Fees - Tentative</p> <p>June 24</p> <p>h. Tree Code Violations Section</p> <p>i. Education for CC/PC re: state legislature requirements</p>	<p>July July 8</p> <p>a. Street Vacation Work Plan Follow-up</p> <p>b. Buildings/Facilities Management Planning City Hall</p> <p>c. Parks Management Work Plan</p> <p>d. Parks Management Tennis Courts</p> <p>e. *Comp Plan</p> <p>f. HR Personnel Policy - Tentative</p> <p>g. Updated Job Descriptions - Tentative</p> <p>July 22 CC Mtg / Budget Retreat</p> <p>a. *Comp Plan</p> <p>b. Wireless Facilities Regulations</p> <p>c. Property Tax Levy Planning</p>
<p>August – No meetings</p>	<p>September September 9</p> <p>a. *Comp Plan</p>	<p>October October 14</p> <p>a. *Comp Plan</p>	<p>November November 12</p> <p>a. Lot Coverage</p> <p>b. Zoning Comp Plan</p>	<p>December</p>

NOTE – The items listed in this document do not reflect all agenda items for Council Meetings

2024/2025 Potential Council Workplan Agenda Dates

2025

- 1. Short Term Rentals – May 2025
- 2. Vacant Houses – May 2025
- 3. Wireless Facility Regulations – March 2025
- 4. Hedge Reimbursement – April 2025
- 5. Right-of-Way Policies – February 2025

Highlights Colors Represent Department Lead:

- 1. City Manager
- 2. Development Services
- 3. Finance/HR
- 4. Public Works



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					
Consent Agenda	Inslee Best Contract Approval for City Attorney Services	Burns			
Legislative Hearing					
Public Hearing					
City Business	Introduction of New Planning Manager and Comp Plan Update	Wilcox/Kesler			
City Business	Housing Comprehensive Plan Elements and Update	Kesler			
City Business	Council Committee and Regional 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					
Consent Agenda	January and 13th Month Check 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	Approved	
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				
City Business	Moratorium on Applications for Right-of-Way Vacation	Burns/Robertson	Discussion and direction	Public Hearing date set April 8th	
City Business	Medina Comprehensive Plan Update - Revised Flow Chart for Comp Plan Review	Kesler		Approved	
City Business	Comprehensive Plan Utility Element Review	Kesler		Direction Given	

MARCH 11, City Council Regular Meeting, 5:00 pm

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda	January and February 2024, Check Register				
Consent Agenda	PC minutes 1/23/24				
Consent Agenda					
Consent Agenda	DRAFT CC Minutes				
Consent Agenda	NE 12 Street Pedestrian Improvements				
Consent Agenda	REBID Contract				
Legislative Hearing	None				
Public Hearing	None				
City Business	Comp Plan Utilities Element Final Review 30 minutes	Kesler	Discussion and approve.		
City Business	Comp Plan Land Use Element Gap Analysis - 60 minutes	Kesler	Discussion and direction.		
City Business	Medina Facilities Improvements - Priority List 15 minutes	Osada/Burns			
City Business	Human Resource Manual Update 20 minutes	Wagner/Burns			

MARCH 25, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	King County Councilmember Claudia Balducci - 30 minutes				
Consent Agenda	none				
Consent Agenda	none				
Legislative Hearing	none				
Public Hearing	none				
City Business	Comprehensive Plan Elements: *Housing *Capital Facilities - 60 Minutes	Kesler			
City Business	77th Street ROW 30 minutes	Burns/Osada			
City Business	Retreat Work Plan Follow-up 45 Minutes	Burns			

APRIL 8, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	State Auditor Office - Exit Conference	Wagner			
Presentation	ARCH Presentation				
Consent Agenda	March 2024, Check Register		Approve		
Consent Agenda	Approved PB minutes		Receive and file.		
Consent Agenda	Approved PC minutes		Receive and file.		
Consent Agenda	DRAFT CC Minutes		Adopt		
Consent Agenda	Sexual Assault Awareness Month Proclamation		Approve		
Consent Agenda	Proclamation Celebrating 55th Annual Municipal Clerks Week	Kellerman	Approve		
Consent Agenda	Ordinance Creating E-Vehicle Safety Code	Sass	Adopt Ordinance		
Consent Agenda	ARCH Budget and Workplan	Burns	Approve		
Consent Agenda	Repeal Adoption of the 2021 Wildland Urban Interface Code	Wilcox	Adopt Ordinance		
Public Hearing	Street Vacation Moratorium Extension and Work Plan	Burns/Robertson	Approve		

City Business	Comp Plan Elements: Land Use Natural Environment Transportation & Circulation Parks & Open Space - 60 Minutes	Kesler			
Executive Session	RCW 42.30.110 (1)(i)				
APRIL 22, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business	Comp Plan Elements: Land Use - 2nd look 30 Minutes	Kesler	Discussion and direction		
City Business	Comp Plan Elements: Housing 2nd look 30 Minutes	Kesler	Discussion and direction		
City Business	Comp Plan Elements: Natural Environment Transportation - 60 Minutes	Kesler	approve.		
City Business	Comp Plan Elements: Natural Environment - Final Transportation & Circulation - Final Parks & Open Space -Final TBD After PC meeting on 4/18	Kesler	approve.		
City Business	Nonadministrative Variances Policy - 30 Minutes	Wilcox	Discussion and direction		
City Business	CAP Text Amendments - 20 minutes	Wilcox	Approval		
Executive Session	RCW 42.30.110 (1)(i)		10 minutes		

MAY 13, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	Legislative Update and Check-in by Soundview Strategies	Burns			
Consent Agenda					
Consent Agenda	April 2024, Check Register				
Consent Agenda	Approved PC Minutes				
Consent Agenda	DRAFT CC Minutes				
Consent Agenda	Fee Schedule Update	Wilcox	Approve		
Consent Agenda	2024 ADA Improvements & Overlay - TIB UCE forms	Osada			
Consent Agenda	Proclamation in Recognition of National Police Week and Peace Officer Day: May 15 - 21, 2024				
Consent Agenda	Proclamation in Recognition of National Safe Boating Week: May 18-24, 2024				
Legislative Hearing	None				
Public Hearing	None				
City Business	Gas-Powered Leaf Blowers Discussion - 15 Minutes	Burns	Discussion and Direction		
City Business	Republic Services Solid Waste Survey Results - 15 Minutes	Burns	Discussion and Direction		
City Business	Comp Plan Update: a) Natural Environment b) Transportation & Circulation c) Housing d) Land Use - 60 Minutes	Kesler			
City Business	Comprehensive Plan Update - Review of Parks and Open Spaces				
Executive Session	RCW 42.30.110 (1)(i) - 15 Minutes				

MAY 28, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda	Republic Services Solid Waste - TENTATIVE	Burns			
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
City Business	Comp Plan Update - 60 Minutes	Kesler			
City Business	Middle Housing Consultant Discussion - 20 Minutes - TENTATIVE	Burns/Wilcox			
City Business	Middle Housing Engagement Plan - 15 Minutes - TENTATIVE	Burns/Robertson			
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					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing	DRAFT Six-Year CIP/TIP/Non-TIP Plan - 30 Minutes	Osada			
City Business	Park Memorials Policy	Osada/Burns			
City Business	SR-520 Community Communication Plan - 15 Minutes	Burns			
City Business	New Resident Welcome Packet/Letter - 15 Minutes	Burns			
City Business	Comp Plan Update - 60 Minutes	Kesler			
City Business	Transportation impact fees -Tentative	Kesler			
Executive Session					

JUNE 24, City Council Retreat 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	Middle Housing Legislation Elements - 45 Minutes - TENTATIVE	Kesler/Burns			
City Business	Comp Plan Update - 60 Minutes	Kesler			
City Business	Tree Code Violations Code Amendment - 30 Miinutes	Wilcox	Discussion and Approval		
City Business	Education for CC/PC re: state legislature requirements	Robertson			
JULY 8, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	Introduction to City Business Licenses by Department of Revenue Eric Jones	Wagner			
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	Osada	Adopt		
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business	Comp Plan Update - 60 Minutes	Kesler			
City Business	City Hall Use and Public Resource - 15 Minutes	Osada/Burns			
City Business	Park Board DRAFT Work Plan Update	Osada			
City Business	HR Personnel Policy - Tentative	Wagner			

City Business	Updated Job Descriptions - Tentative	Wagner			
City Business	Street Vacation Work Plan Follow-up	Burns/Robertson			
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	Comp Plan Update - 60 Minutes	Kesler			
City Business	Wireless Facilities Regulations	Wilcox/Burns			
City Business	Property Tax Levy Planning	Wagner/Burns			
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					
City Business					
City Business					
August 26, 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					
City Business					
City Business					

SEPTEMBER 9, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	Legislative Update and Check-in by Soundview Strategies	Burns			
Consent Agenda					
Consent Agenda	July/August 2024, Check Register				
Consent Agenda					
Consent Agenda	DRAFT CC Minutes				
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing	Preliminary 2025 Budget	Wagner			
City Business	Comp Plan	Kesler			
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					
OCTOBER 14, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda					

Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing	Preliminary 2025 Budget	Wagner			
City Business	Comp Plan	Kesler			
City Business					
City Business					
City Business					
City Business					
Executive Session					

OCTOBER 28, 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					

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					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					

Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing	Final 2025 Budget and Salary Schedule	Wagner	Adopt		
Public Hearing	2025 Property Tax Resolution	Wagner	Adopt		
City Business	2025 Planning Commission Work Plan	Kesler	Discussion and Approval		
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	Legislative Update and Check-in by Soundview Strategies	Burns			
Consent Agenda					
Consent Agenda	November 2024, Check Register				
Consent Agenda					
Consent Agenda	Draft CC Minutes				
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					

Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
City Business					
City Business					
City Business					
City Business					
Executive Session					

DECEMBER 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					
City Business					
City Business					

Parking Lot Items:

- Float Plane Moorage
- Street Vacation Code Review
- Airbnb Code Review
- Code Enforcement Discussion
- Cost vs Service Analysis and Advance Deposit

In Progress:

- American Towers Franchise
- Street Vacation Moratorium

Filter statement

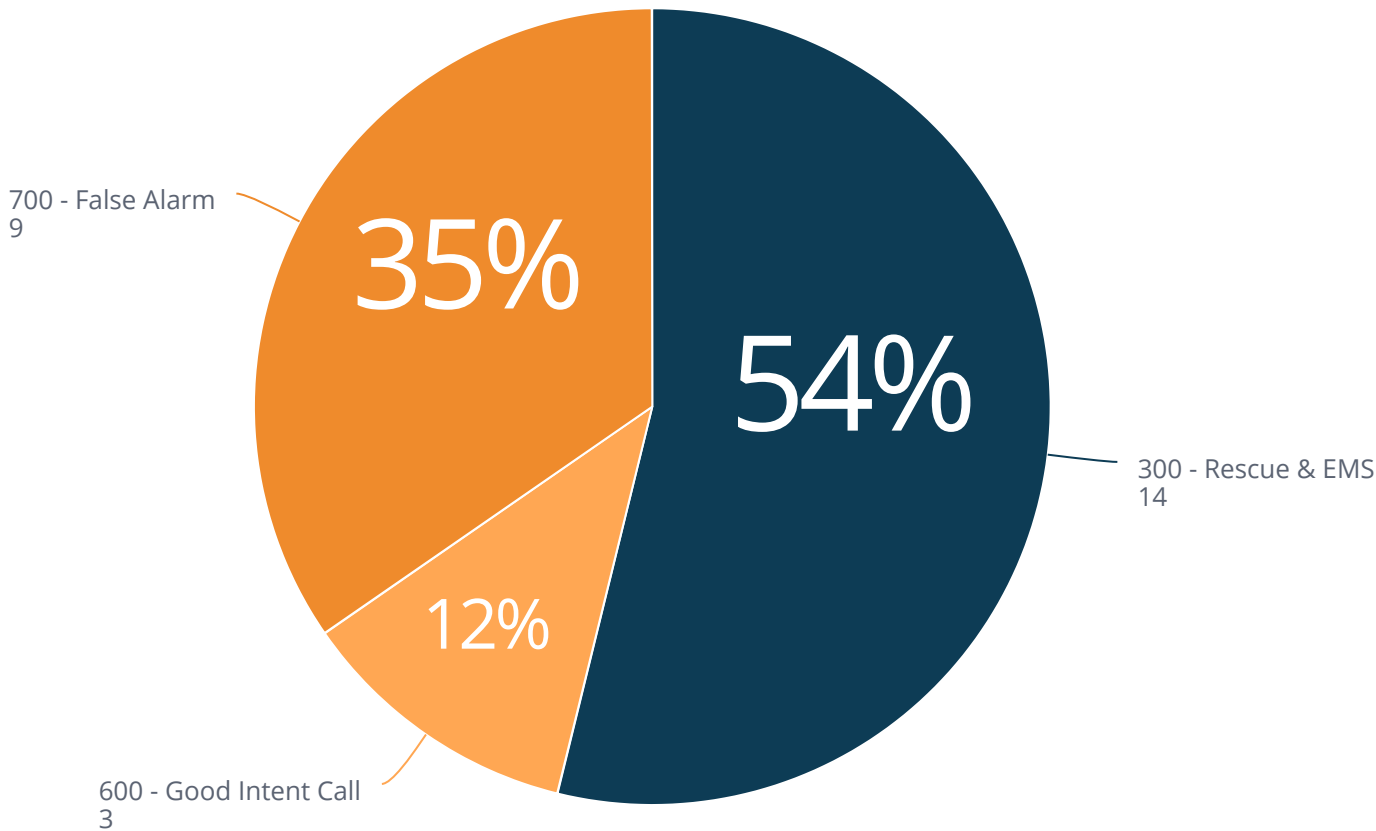
Filters Alarm Date Range Last Month | Is Locked true | Is Active true | Location City MEDINA, Medina

Fire and EMS Summary

Count of Total Incidents

26

Percentage of Incident Type (with count)



Contract City Incident Summary (Medina) May 3, 2024 9:25:23 AM

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	11
	Motor vehicle accident with no injuries.	324	1
	Removal of victim(s) from stalled elevator	353	1
300 - Rescue & EMS Total			14
600 - Good Intent Call	Dispatched & canceled en route	611	1
	Dispatched & cancelled en route - EMS	6111	2
600 - Good Intent Call Total			3
700 - False Alarm	Alarm system activation, no fire - unintentional	745	4
	CO detector activation due to malfunction	736	1
	Detector activation, no fire - unintentional	744	1
	Smoke detector activation due to malfunction	733	1
	Smoke detector activation, no fire - unintentional	743	2
700 - False Alarm Total			9
Count			26



MEDINA POLICE DEPARTMENT

DATE: May 13, 2024

TO: Stephen R. Burns, City Manager

FROM: Jeffrey R. Sass, Chief of Police

RE: Police Department Update – April 2024

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

Follow up:

Nothing to report.

Shredder/Drug Take-Back/E-Cycle Day at Medina Park:

The Medina Police Department hosted the first Shredder/Drug Take-Back/E-Cycle Day of 2024! The event was a huge success and was an outstanding opportunity to see many of the community members we haven't seen throughout the winter months.

Pro-Shred collected 5,100 pounds of documents to shred and SBK Recycling collected approximately 3,300 pounds of electronics to be recycled. The Medina Police Department turned over approximately 35 pounds of drugs to be destroyed, rendering each medication incapable of being misused or falling into the wrong hands.





Marine Patrol:

From Sergeant Schumacher, Mercer Island Marine Patrol:

The Marine Patrol has been busy preparing for this year's boating season. We have been responding to numerous calls for service to remove logs and other navigational hazards that have been showing up in the lake with the start of the spring runoff. We have also replaced a number of "No Wake" buoys that went missing over the winter months and all but one or two are remaining to be replaced in Medina and Hunts Point waters.

Residents may notice gill nets in the water from the Muckleshoot Indian Reservation. These nets are placed temporarily and are pulled throughout the week and moved to a different location. They are also placed deep enough and marked so passing vessels can pass by or over them without issue.

Our Officers are excited to get back out on the water and so am I.



MEDINA POLICE DEPARTMENT
Jeffrey R. Sass, Chief of Police
MONTHLY SUMMARY
APRIL 2024



FELONY CRIMES

Fraud **2024-00001650** **04/08/2024**
 A resident from the 2400 block of Evergreen Point Road came to the police station to report that a credit card was fraudulently opened in their name without their permission. A report was taken with no suspect information available at this time.

Possession of Stolen Vehicle **2024-00001711** **04/11/2024**
 Officers were alerted to a stolen vehicle that entered the city and triggered the city’s license plate reader camera system. Officers were able to locate the stolen vehicle and apprehend the sole occupant in the 1000 block of Lake Washington Boulevard NE. The driver of the vehicle was booked into jail, charges were filed with the prosecuting attorney’s office and the vehicle was released to the owner at the scene.

Possession of Stolen Vehicle/Hit & Run **2024-00001854** **04/19/2024**
 Officers were dispatched to the 2800 block of Evergreen Point Road for a report of a hit and run. Upon further investigation, the vehicle that was struck was the owner of the other vehicle that had been stolen. The stolen vehicle was located in Bellevue and the suspect was apprehended. The suspect was booked into jail and charges were filed with the prosecuting attorney’s office.

MISDEMEANOR CRIMES

Theft **2024-00001532** **04/01/2024**
 Officers were dispatched to the 7800 block of NE 28th Street for a report of a parked vehicle at a residence that had gas siphoned from the tank. The reporting party was unable to ascertain when the theft likely occurred. No suspect information available at this time.

DUI **2024-00001636** **04/08/2024**
 The nightshift patrol officer observed a vehicle driving through Medina Park in the early hours of the morning. Upon attempting to contact the driver, the driver did not respond to the officer and continued to drive. The officer attempted to initiate a traffic stop, but the vehicle continued to drive at a slow rate of speed until it reached and parked in the City Hall parking lot. The driver was medically evaluated and ultimately suspected to be driving under the influence of alcohol. Charges were filed with the prosecutor’s office.

OTHER

Traffic Collision**2024-00001748****04/13/2024**

Officers were dispatched to the Medina City Hall parking lot for a report of a two-vehicle, non-injury traffic collision that occurred in the parking lot. The officer assisted the involved parties with exchanging information.

Drug Violation**2024-00001760****04/14/2024**

Officers were contacted regarding a dog at a residence in the 2000 block of 77th Avenue NE that had ingested narcotics and required medical treatment. The reporting party was confident that the narcotics came from a group of individuals working at the residence with no affiliation with the residence itself. The circumstances surrounding the event were determined to be civil in nature with no criminal element present.

Traffic Collision**2024-00001898****04/22/2024**

Officers were dispatched to the intersection of NE 8th Street and 82nd Avenue NE for a report of a single-vehicle, non-injury collision. The driver of the vehicle appeared to have fallen asleep and collided with a power pole, causing damage to the pole and the vehicle. Impairment was not suspected to be a factor in the collision.

Order Service**2024-00002035****04/30/2024**

An order for protection was served upon the respondent at the request of the county superior court system.



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT



APRIL, 2024

CRIMES	Current Month	YTD 2024	YTD 2023	Year-End 2023
Burglary	0	0	1	6
Vehicle Prowl	0	8	1	11
Vehicle Theft	0	0	2	4
Theft (mail & all other)	2	13	12	22
ID Theft/Fraud	1	2	5	22
Malicious Mischief (Vandalism)	0	6	8	13
Domestic Violence	1	2	3	10
Disturbance, Harassment & Non-DV Assault	0	4	4	28
TOTAL	4	35	36	116

COMMUNITY POLICING	Current Month	YTD 2024	YTD 2023	Year-End 2023
Drug Violations	1	1	0	0
Community Assists	39	129	63	197
Marine	2	2	0	7
House Watch Checks	80	269	272	1016
School Zone	23	125	72	206
Behavioral Health	0	2	10	46
TOTAL	145	528	417	1472

TRAFFIC	Current Month	YTD 2024	YTD 2023	Year-End 2023
Collisions				
Injury	0	1	2	2
Non-Injury	1	1	6	14
Non-Reportable	1	1	0	0
TOTAL	2	3	8	16
Traffic Enforcement				
Citations	4	13	3	12
Infractions	26	100	54	131
Warnings	176	683	701	1928
TOTAL	206	796	758	2071

LICENSE PLATE READER EVENTS	Current Month	YTD 2024	YTD 2023	Year-End 2023
LPR alerts that were recovered	1	4	-	-
LPR alerts that were not located	2	14	-	-
LPR alerts that were located, not apprehended	0	2	-	-
TOTAL	3	20	-	-

CALLS FOR SERVICE	Current Month	YTD 2024	YTD 2023	Year-End 2023
Animal	3	9	13	43
Residential Alarms	17	70	74	235
Missing Person	0	0	2	3
Suspicious Activity/Area Checks	55	230	213	804
TOTAL	75	309	302	1085

ADMINISTRATIVE	Current Month	YTD 2024	YTD 2023	Year-End 2023
Public Disclosure Requests Received	2	11	22	75
Concealed Pistol License Applications Processed	1	12	17	38
TOTAL	3	23	39	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.*



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



APRIL, 2024

FELONY CRIMES

Nothing to report.

MISDEMEANOR CRIMES

Nothing to report.

OTHER

Domestic Violence

2024-00001763

04/14/2024

The Medina Police Department was dispatched to the 3000 block of Fairweather Place for a report of a domestic violence incident.



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT



APRIL, 2024

CRIMES	Current Month	YTD 2024	YTD 2023	Year-End 2023
Burglary	0	0	0	1
Vehicle Prowl	0	1	0	3
Vehicle Theft	0	0	0	0
Theft (mail & all other)	0	0	1	1
ID Theft/Fraud	0	1	2	3
Malicious Mischief (Vandalism)	0	0	1	1
Domestic Violence	1	2	1	3
Disturbance, Harassment & Non-DV Assault	0	1	1	6
TOTAL	1	5	6	18

COMMUNITY POLICING	Current Month	YTD 2024	YTD 2023	Year-End 2023
Drug Violations	0	0	0	0
Community Assists	7	16	7	21
Marine	0	0	0	2
House Watch Checks	3	11	16	53
Behavioral Health	0	1	1	5
TOTAL	10	28	24	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	0	4	0	7
Infractions	4	18	25	49
Warnings	44	172	165	400
TOTAL	48	194	190	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	-	-	-	-
TOTAL	0	0	-	-

CALLS FOR SERVICE	Current Month	YTD 2024	YTD 2023	Year-End 2023
Animal	0	4	2	5
Residential Alarms	17	26	9	27
Missing Person	0	1	0	1
Suspicious Activity/Area Checks	1	24	19	79
TOTAL	18	55	30	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.



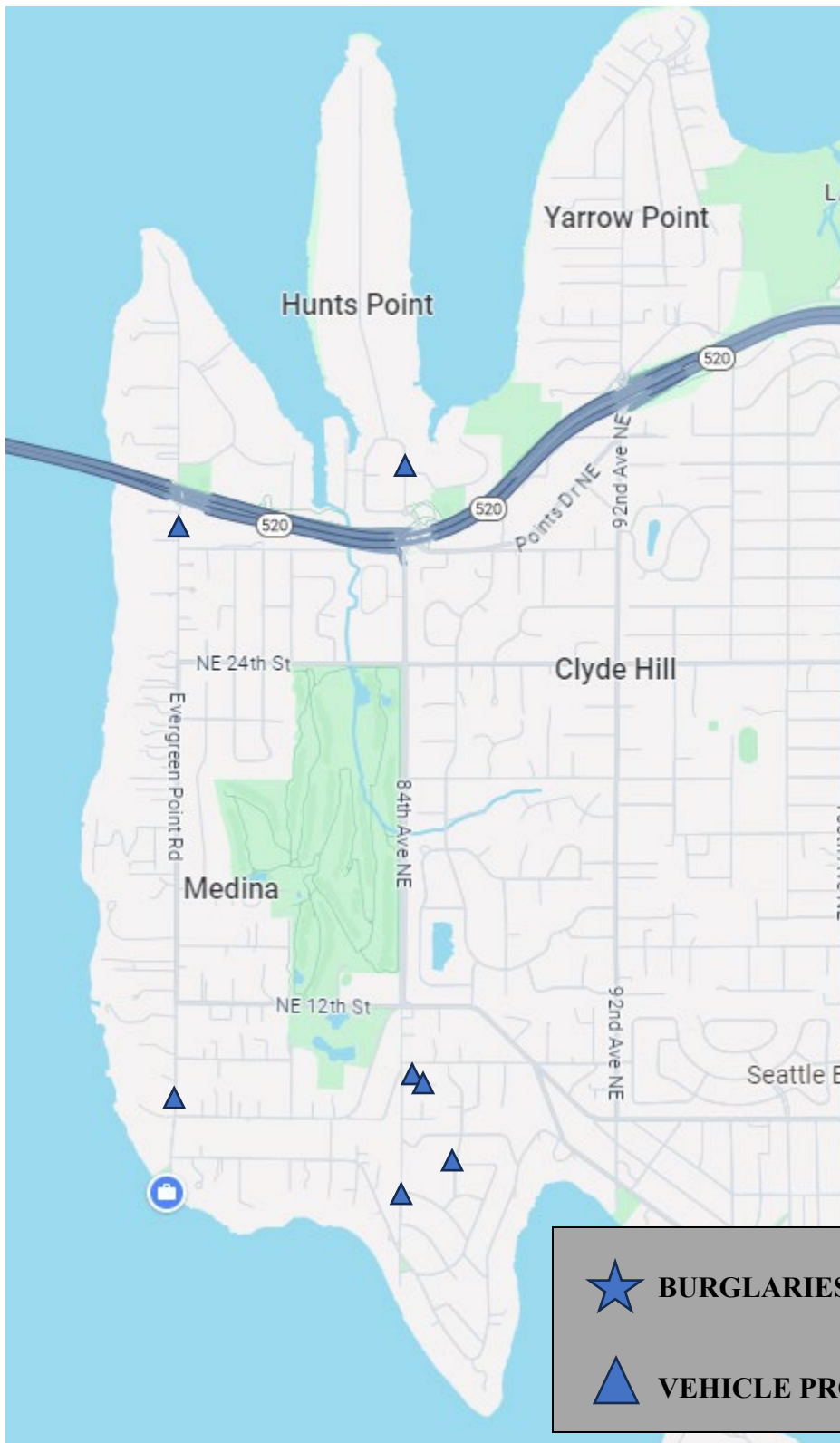
MEDINA POLICE DEPARTMENT

BURGLARY & MOTOR VEHICLE PROWL

INCIDENT MAP



APRIL, 2024 YEAR-TO-DATE





MEDINA POLICE DEPARTMENT

MONTHLY REPORTING STANDARDS



CATEGORY	DETAILS
Burglary	Includes: <ul style="list-style-type: none"> • Burglary (all degrees) • Residential Burglary
Vehicle Prowl	All degrees of Motor Vehicle Prowl.
Vehicle Theft	Includes: <ul style="list-style-type: none"> • Motor vehicle theft • Taking a motor vehicle without permission • Car jacking
Theft	Includes: <ul style="list-style-type: none"> • Possession of stolen property • Theft (all degrees) • Theft of mail
ID Theft/Fraud	Includes: <ul style="list-style-type: none"> • Identity theft • Fraud
Malicious Mischief	Includes: <ul style="list-style-type: none"> • Arson • Malicious Mischief (vandalism)
Domestic Violence	Includes: <ul style="list-style-type: none"> • DV Assault (all degrees) • Violation of Domestic Violence Court Order • DV Harassment (all degrees) • Custodial Interference • Order Service • DV Rape & Sex Offenses
Disturbance/Harassment /Non-DV Assault	Includes: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • Civil matters • Community Policing • Non-suspicious Death Investigations

	<ul style="list-style-type: none"> • 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	<p>Includes:</p> <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> ○ 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	<p>Citations:</p> <ul style="list-style-type: none"> • Any criminal traffic citation, to include Driving With Suspended License, Reckless Driving, DUI, etc. <p>Infractions:</p> <ul style="list-style-type: none"> • Any non-criminal traffic stop that resulted in the issuance of a civil infraction (ticket) to the driver. <p>Warnings:</p> <ul style="list-style-type: none"> • Any traffic stop that resulted in a verbal warning to the driver.
License Plate Reader (LPR) Events	<p>Stolen license plates/vehicles that alerted the LPR system and were recovered.</p> <p>Stolen license plates/vehicles that alerted the LPR system and were not located.</p> <p>Stolen license plates/vehicles that alerted the LPR system and were located but fled from law enforcement attempts to apprehend the vehicle.</p>
Animal	<p>Includes:</p> <ul style="list-style-type: none"> • 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.

<p>Suspicious Activity/Area Checks</p>	<p>Includes:</p> <ul style="list-style-type: none"> • 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
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**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: May 13, 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 Financial

Please see the permits issued and permits received reports. Building permit applications have continued to be slow.

Permit valuation is one method of tracking volume of activity in Development Services. The April 2024 Permits Issued report provided shows a year to month permit value total of \$27,101,922 vs. \$12,998,126 at this same time in 2023. Accounting for permit applications we received in 2023 which were then issued in 2024, Development Services permit valuation, and revenues are actually less than might be expected. 2023 began very slow, but it became an extraordinarily busy year with an end permit valuation total of \$73,696,793. Most of the revenues associated with the YTD valuation would have been accepted in 2023, but some would have come in 2024. 2023 permit volume which started later in the year is part of the reason a slow 2024 appears to be busy.

For reference, in an average year about \$35,000,000 could be an expected total permit valuation. We are showing a year to date (through April) value of \$27,101,922 which looks high compared to the expected total year average, but in reality, permitting at the moment is currently slowed. For various reasons, permit value early in a year is skewed. Unless we have a change in permit volume trends similar to 2023, I expect that permit value and Development Services Fund financial revenue and expense numbers will change downward.

First quarter 2024 Development Services Fund revenue is on target at 27.79% of the budget. Expenses are 27.30% of 2024 budget. Because of the nature of how revenues are collected, and how expenses are incurred over the life a building permit, the first quarter financial report for Development Services is really only representative. I expect that revenue and expenses each could drop significantly in the second quarter 2024 financial report. I also expect that based on current trend that expenses will be greater than revenues in the second quarter financial report as revenues collected in 2024 for 2023 permit applications will have now been accounted for, but expenses associated with that work continues.

For about the past 3-years the expected traditional trends in permit activity have changed. In 2023 for example, permit application volume was skewed to later in the year when we traditionally would have expected the volume to begin early in the year. The first half of

2023 Development Services budget did not look good, but permitting became busy and the end result was a year far above average. 2024 may be following the same trend as 2023.

The Development Services Department has its own enterprise fund separate from the general fund. The highs and lows of development activity do not affect the general fund. A fund reserve based on saving from better revenue years is there to provide money to continue the same service level in lower revenue years. Private development costs can be better evaluated and we can more easily assure that these costs do not impact the general fund. Basically, it's easier to determine if development is really paying for itself and maintain that. Transparency is a benefit too.

Wildland Urban Interface Code

The 2021 Wildland Urban Interface Code (WUI) was adopted, then immediately repealed by Washington State. This was a mandated code that Medina adopted, then repealed following the states' action.

An Emergency Rule was issued by the State Building Code Council on March 15, 2024 to 'delete' the WUI. The WUI will be back, however, once the Department of Natural Resources completes new mapping. DNR has until June 15, 2024 to complete the mapping, but I expect an extension will be issued. Once the state again adopts the WUI Medina will need to as well.

An implication of the WUI is that it is a fire protection code written for the entire state which will impact trees and vegetation in the proximity of buildings and structures. Hazard, and risk mapping provide a degree of tailoring for individual jurisdictions. The Fire Marshal is given responsibility over the risk map and how the WUI is applied. The Bellevue Fire Marshal has control of the WUI in Medina.

I met with the Bellevue Fire Marshal recently to discuss his anticipated risk mapping and thoughts on the WUI. I would like to gain some or all control over the risk map and permit reviews. The Fire Marshal and I agreed to meet again once DNR has completed their work and the WUI topic returns.

The WUI is another pressure on removal of trees in Medina. It is possible that the result of enforcement of the WUI by Medina will mean that trees are required to be removed.

Middle Housing

We completed an agreement with the Department of Commerce (DOC) regarding a non-competitive grant to help fund our work on the Middle Housing legislation project. The total grant amount is \$35,000 with distribution based upon completion of sequenced deliverables, intermediate action steps, and the associated invoices.

Our City Attorney, Jennifer Robertson is preparing a comprehensive discussion of the Middle Housing project with Council on June 24th. In the meantime, we are working on the first two DOC deliverables which involve Medina website content, and a Public Engagement Plan. DOC gave us a sample Public Engagement Plan acceptable to them that we are using as a starting point.

A significant milestone (deliverable #3) is due on January 31, 2025 when a draft of the Middle Housing ordinance is due to DOC. The entire project is to be completed by June 10, 2025 with Council having adopted the new Middle Housing development regulations. This is the simplified version of what will happen because there is in fact significant process involved which includes the public, Council, Planning Commission, staff, city attorney, and probably professional consultants.

Essentially, the Medina Middle Housing project as a draft needs to be completed and submitted to DOC by January 31, 2025. With submittal of our draft to DOC for review, Medina may receive comments that require attention. DOC wants time after January 31, 2025 to review, comment and approve the many drafts that will be submitted to them. Medina needs the time after DOC approval to complete the process of adoption.

The last deliverable (#4) to DOC is required by June 10, 2025 and is titled "Adopted Middle Housing Ordinance and Public Engagement Summary (web stats, public meetings, other engagement."

Reports and Questions

I will not be attending the May 13th Council meeting. If you would like to talk about anything in this report or otherwise, I will be available again starting on June 6th.

April 2024 Permit Applications Received

Permit Type	Submitted Date	Permit Number	Total Valuation	Address
B-ADD/ALT	04/03/2024	B-24-021	\$33,712.50	2643 Evergreen Point Road
TOTAL B-ADD/ALT:	1		\$33,712.50	
B-DECK	04/05/2024	B-24-022	\$21,911.00	2461 78TH AVE NE
B-DECK	04/22/2024	B-24-025	\$5,000.00	1312 Evergreen Point Road
TOTAL B-DECK:	2		\$26,911.00	
B-DEM	04/28/2024	D-24-004		7664 NE 14TH ST
TOTAL B-DEM:	1		\$0.00	
B-FENCE	04/16/2024	B-24-024	\$23,000.00	619 84TH AVE NE
TOTAL B-FENCE:	1		\$23,000.00	
B-GAS	04/29/2024	G-24-009		2012 77TH AVE NE
TOTAL B-GAS:	1		\$0.00	
B-GATE	04/23/2024	B-24-026	\$10,000.00	7329 NE 18TH ST
TOTAL B-GATE:	1		\$10,000.00	
B-MECHANICAL	04/03/2024	M-24-038		2839 Evergreen Point Road
B-MECHANICAL	04/04/2024	M-24-039		816 Evergreen Pt Rd
B-MECHANICAL	04/04/2024	M-24-040		2403 Evergreen Point Road

B-MECHANICAL	04/09/2024	M-24-041	\$96,350.00	2213 Evergreen Point Road
B-MECHANICAL	04/29/2024	M-24-048		2012 77th Ave NE
B-MECHANICAL	04/15/2024	M-24-042		202 Overlake Drive East
B-MECHANICAL	04/16/2024	M-24-043		3201 EVERGREEN POINT RD
B-MECHANICAL	04/17/2024	M-24-045		550 Overlake Drive E
B-MECHANICAL	04/17/2024	M-24-044		3329 Evergreen Point Rd
B-MECHANICAL	04/19/2024	M-24-046		7800 NE 24th St.
B-MECHANICAL	04/25/2024	M-24-047		212 Overlake Dr E
B-MECHANICAL	04/30/2024	M-24-049		3608 EVERGREEN POINT RD
TOTAL B-MECHANICAL:	12		\$96,350.00	
B-PLUMBING	04/16/2024	P-24-018		2436 82ND AVE NE
B-PLUMBING	04/16/2024	P-24-019		3234 78th PI NE
B-PLUMBING	04/22/2024	P-24-020		2012 77TH AVE NE
B-PLUMBING	04/22/2024	P-24-021		8226 OVERLAKE DR W
TOTAL B-PLUMBING:	4		\$0.00	
B-WALL	04/23/2024	B-24-027	\$25,000.00	7329 NE 18TH ST

TOTAL B-WALL:	1		\$25,000.00	
CAP - CONSTRUCTION ACTIVITY PERMIT	04/03/2024	CAP-24-014		7848 NE 10TH ST
CAP - CONSTRUCTION ACTIVITY PERMIT	04/08/2024	CAP-24-015		3234 78th PI NE
CAP - CONSTRUCTION ACTIVITY PERMIT	04/08/2024	CAP-24-016		2461 78TH AVE NE
CAP - CONSTRUCTION ACTIVITY PERMIT	04/23/2024	CAP-24-017		1312 Evergreen Point Road
CAP - CONSTRUCTION ACTIVITY PERMIT	04/25/2024	CAP-24-018		7329 NE 18TH ST
TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT:	5		\$0.00	
ENG-GRADING/DRAINAGE	04/25/2024	ENG-GD-24-007		8000 NE 16TH ST
ENG-GRADING/DRAINAGE	04/23/2024	ENG-GD-24-006		7848 NE 10TH ST
TOTAL ENG-GRADING/DRAINAGE:	2		\$0.00	
PW-RIGHT OF WAY	04/08/2024	PW-ROW-24-034		3430 Evergreen Point Rd
PW-RIGHT OF WAY	04/17/2024	PW-ROW-24-036		3309 Evergreen Point Road
PW-RIGHT OF WAY	04/08/2024	PW-ROW-24-032		2525 Medina Cir
PW-RIGHT OF WAY	04/08/2024	PW-ROW-24-033		850 82nd Ave NE
PW-RIGHT OF WAY	04/10/2024	PW-ROW-24-035		1000 80th Ave NE
PW-RIGHT OF WAY	04/22/2024	PW-ROW-24-037		1018 84th Ave NE

PW-RIGHT OF WAY	04/22/2024	PW-ROW-24-038		2610 Evergreen Pt Rd
PW-RIGHT OF WAY	04/22/2024	PW-ROW-24-039		1849 Evergreen Pt Rd.
TOTAL PW-RIGHT OF WAY:	8		\$0.00	
TREE-PERFORMANCE	04/03/2024	TREE-24-022		8809 NE 10TH ST
TREE-PERFORMANCE	04/03/2024	TREE-24-023		7613 OVERLAKE DR W
TOTAL TREE-PERFORMANCE:	2		\$0.00	
TREE-WITH BUILDING/DEVELOPMENT	04/23/2024	TREE-24-026		7848 NE 10TH ST
TREE-WITH BUILDING/DEVELOPMENT	04/04/2024	TREE-24-024		3436 EVERGREEN POINT RD
TREE-WITH BUILDING/DEVELOPMENT	04/05/2024	TREE-24-025		2439 78TH AVE NE
TOTAL TREE-WITH BUILDING/DEVELOPMENT:	3		\$0.00	
Total # of Permits	44		\$214,973.50	



April 2024 Issued Permits

Construction Value:	April 2024	April 2023	2024 YTM	2023 YTM	Difference
Accessory Structure	-	-	-	-	\$0.00
Addition / Alteration	\$39,712.50	\$4,748,773.53	\$5,116,943.33	\$9,778,375.53	(\$4,661,432.20)
Fence / Wall	\$20,539.16	\$67,899.00	\$396,713.16	\$119,259.00	\$277,454.16
New Construction	\$5,454,180.00	-	\$21,588,266.00	\$3,100,492.00	\$18,487,774.00
Repair / Replace	-	-	-	-	\$0.00
Wireless Comm. Facility	-	-	-	-	\$0.00
Total Value:	\$5,514,431.66	\$4,816,672.53	\$27,101,922.49	\$12,998,126.53	\$14,103,795.96
Permits Issued:	April 2024	April 2023	2024 YTM	2023 YTM	Difference
New Construction	3	-	7	2	5
Permit Extension	4	2	18	18	0
Accessory Structure	-	-	-	-	0
Addition / Alteration	2	3	10	10	0
Construction Activity Permit	6	2	17	9	8
Demolition	2	-	4	2	2
Fence / Wall	1	4	7	8	(1)
Grading / Drainage	4	1	11	7	4
Mechanical	15	6	42	29	13
Other - Moving	-	-	-	-	0
Plumbing / Gas	6	5	22	16	6
Repair / Replace	-	-	-	-	0
Reroof	-	-	-	-	0
Right of Way Use	7	6	41	23	18
Tree Mitigation	6	1	21	15	6
Wireless Comm. Facility	-	-	-	-	0
Total Permits:	56	30	200	139	61
Inspections:	April 2024	April 2023	2024 YTM	2023 YTM	Difference
Building	111	50	372	246	126
Engineering/Other	14	5	71	59	12
	2	3	11	15	(4)
Tree	1	9	16	37	(21)
Total Inspections:	128	67	470	357	113



April Code Enforcement Report

Case Number	Case Type	Assigned To	Address	Case Text
CC-2024-033	TREE INVESTIGATION	Andy Crossett	1859 EVERGREEN POINT RD	On Tuesday 3/26, I observed gardeners loading their truck with tree debris at the subject property. Upon investigation I saw that a 10" DBH Birch was removed on private property without a permit. The resident has submitted for a post removal restoration permit TREE-24-021.
CC-2024-034	SIGN VIOLATION	Rob Kilmer	802 EVERGREEN POINT RD	<p>Description: Observed commercial advertising displayed in violation of Medina Municipal Code Section 16.30.020(D)(2)(a): Temporary Commercial Sign Standards—Nonresidential</p> <p>Action Taken: Removed sign and sent warning notice to owner per MMC 1.15.070.</p> <p>Estimated Penalty: None at this time.</p>
CC-2024-035	SIGN VIOLATION	Rob Kilmer	8005 NE 28TH ST	<p>Description: Received concern regarding commercial advertising sign (FM Construction & Remodeling) displayed to right-of-way.</p> <p>Action Taken: Removed sign and left contact information. Spoke to project manager and educated them regarding sign rules in Medina.</p> <p>Estimated Penalty: None at this time.</p>
CC-2024-036	GENERAL	Rob Kilmer	1010 84TH AVE NE	<p>Description: Received concern regarding work occurring on property</p> <p>Action Taken: Met on site with property owner to discuss work. Scope of work does not require permit. No further action taken.</p> <p>Estimated Penalty: N/A</p>
CC-2024-037	FORMAL, WRITTEN WARNING	Rob Kilmer	2837 76TH AVE NE	<p>Description: Received concern regarding obstruction to shared driveway serving as a fire apparatus access road.</p> <p>Action Taken: Issued formal warning to project Agent and Owner.</p> <p>Estimated Penalty: None at this time.</p>
CC-2024-038	SIGN VIOLATION	Rob Kilmer	802 EVERGREEN POINT RD	<p>Description: Observed advertising sign displayed in east parking lot of Medina Park</p> <p>Action Taken: Issued Formal Warning to business owner</p> <p>Estimated Penalty: None at this time</p>

CC-2024-039	SIGN VIOLATION	Rob Kilmer	7919 NE 26TH ST	<p>Description: Real estate sign displayed at the property is 6sf in area. Maximum size allowed by MMC Table 16.30.020(F): Real Estate and Event Sign Standards, is 5sf.</p> <p>Action Taken: Sent email to real estate agent directing them to bring the sign into compliance by EOD 4/24/24</p> <p>Estimated Penalty: None at this time</p>
CC-2024-040	SIGN VIOLATION	Rob Kilmer	Multiple Locations	<p>Description: Observed advertising signs (5)(AQGenius) displayed along right-of-way</p> <p>Action Taken: Removed sign and called company to inform them of sign rules in Medina</p> <p>Estimated Penalty: None at this time</p>
CC-2024-041	GENERAL	Rob Kilmer	7571 Evergreen Point Road	<p>Description: Received concern regarding three traffic cones that had been left apparently abandoned within grass shoulder of right-of-way.</p> <p>Action Taken: Removed cones and gave them to the Public Works Department</p> <p>Estimated Penalty: N/A</p>
CC-2024-042	CAP VIOLATION	Rob Kilmer	3263 EVERGREEN POINT RD	<p>Description: Project's construction visibility barrier fence was temporarily removed to allow for tree work to take place.</p> <p>Action Taken: Issued correction letter to project's Agent and PM requiring the fence to be reassembled by end-of-day 4/26/24.</p> <p>Estimated Penalty: N/A</p>
CC-2024-043	SIGN VIOLATION	Rob Kilmer	Multiple Locations	<p>Description: Observed advertising signs (2)(Junkluggers) displayed along right-of-way, stapled to utility poles.</p> <p>Action Taken: Removed signs and called company to inform them of sign rules in Medina</p> <p>Estimated Penalty: None at this time</p>
CC-2024-044	STOP WORK ORDER	Rob Kilmer	122 OVERLAKE DR E	<p>Description: Was made aware of a project occurring prior to a Pre-Construction meeting being held.</p> <p>Action Taken: Issued Stop Work Order.</p> <p>Estimated Penalty: Delay of project until Pre-Construction meeting is held</p>



**Tree Permit Activity Report
April 2024
By Andy Crossett**

Non-Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
1	N/A	8117 OVERLAKE DR E	1 cedar, 1 unknown, 1 bigleaf maple	12", 12", 16"	N/A	Dead trees
2	N/A	8080 NE 24th St	1 pine	12"	N/A	Dead tree
2	N/A	8700 NE 11th Street	1 Cherry	12"	N/A	Dead tree

Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
N/A	REVISION - TREE-WITH BUILDING/DEVELOPMENT	3436 EVERGREEN POINT RD	1 Grand fir, 1 W. Hemlock, 1 WRC, 1 Laburnum	11", 20", 23", 15"	6	Trees would not survive driveway improvements.
N/A	REVISION - TREE-WITH BUILDING/DEVELOPMENT	3263 EVERGREEN PT RD	4 x Black Locust, 1 cherry plum, 1 holly, 1 birch	12", 9", 10"10", 9", 10", 6"	6	Black locust and holly are King County weeds of concern. Supplemental required to remediate trees mal pruned (removed) on hillside.

Picture 1. 8117 OVERLAKE DR E – Dead trees.



Picture 2. 8080 NE 24th St – Dead pine.



Picture 3. 8700 NE 11th Street – Dead cherry.





CITY OF MEDINA

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

Date: May 13th, 2024
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Ryan Wagner, Finance & HR Director
Subject: April 2024 Financial Report

April 2024 report includes:

- April 2024 AP Check Register Activity Details
 - April Key Revenue and Expenditure Numbers
 - Potential Budget Amendment Items
 - April Financial Summary
 - April Cash Statement
-

April 2024 Key Revenue Items

- \$1.2M in Property Tax
- \$184K in Utility Fee Revenue
- \$145K in Sales Tax Revenue
- \$144K in REET (To be paid in May)
- \$64K In Permit Revenue
- \$42K in Investment Interest Earnings

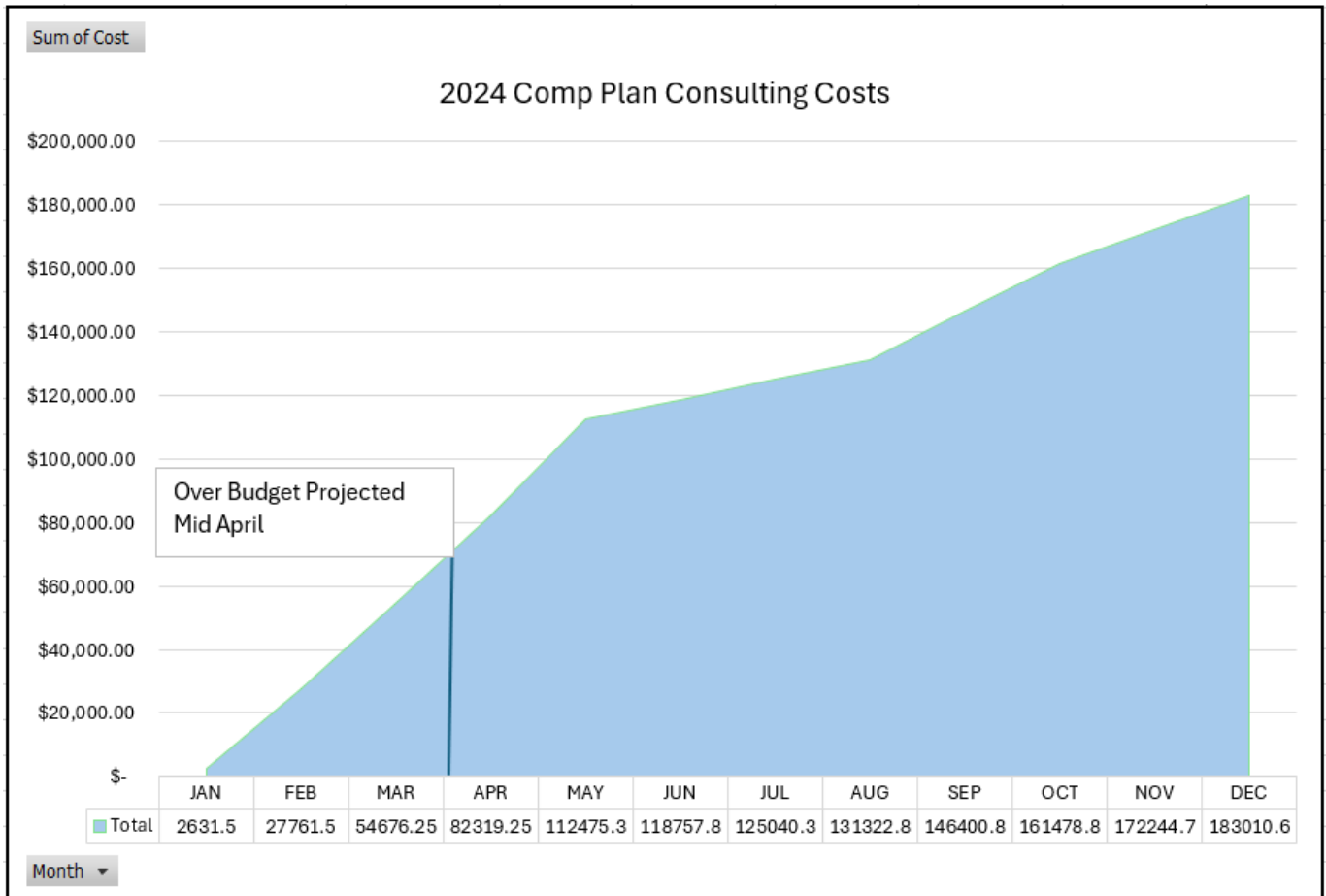
April 2024 Key Expenditures

- \$42K Gray & Osbourne – NE 10th, 24th, & 12th ADA Compliance
- \$42K LDC - Planning Consultant
- \$34K Division 9 – City Hall Carpet Replacement
- \$20K Dapper Plumbing – Post Office HVAC
- \$17K TIG - IT Services
- \$10K Inslee Best - Attorney Services February

Budget Amendment Items

The city budgeted \$70,000 in 2024 to finalize the comprehensive plan, which aligns with what was determined in 2022 to be the three-year cost of the project. Based on actuals for January and February of this year, plus estimates from staff and our consultants, the city is expected to go over budget by as early as April of this year. With this process running through the end of the year, we expect currently to be over budget by an estimated \$113,000. Staff will continue to provide updates monthly as we track costs. Please see the attached chart and graph for reference.

2024 Consutling Costs Comp Plan		
Month	Cost	Actual V Estimate
JAN	\$ 2,631.50	Actual
FEB	\$ 25,130.00	Actual
MAR	\$ 26,914.75	Actual
APR	\$ 27,643.00	Estimate
MAY	\$ 30,156.00	Estimate
JUN	\$ 6,282.50	Estimate
JUL	\$ 6,282.50	Estimate
AUG	\$ 6,282.50	Estimate
SEP	\$ 15,078.00	Estimate
OCT	\$ 15,078.00	Estimate
NOV	\$ 10,765.90	Estimate
DEC	\$ 10,765.90	Estimate
Total Annual Cost:		\$ 183,010.55
Total 2024 Budget:		\$ 70,000.00
Projected Overage:		\$ 113,010.55



April 2024 Financial Summary

REVENUES:	APRIL ACTUAL	YTD ACTUAL	2024 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Property Tax	\$1,202,568	\$1,575,049	\$4,461,393	35.30%	\$2,886,344
Sales Tax	\$144,838	\$609,454	\$1,904,941	31.99%	\$1,295,487
Affordable & Sup. Housing	\$0	\$1,597	\$0	--	(\$1,597)
Criminal Justice	\$7,650	\$33,351	\$107,863	30.92%	\$74,512
B & O Tax: Utility & Franchise Fee	\$183,722	\$507,853	\$938,400	54.12%	\$430,547
Leasehold Excise Tax	\$0	\$0	\$6,589	0.00%	\$6,589
General Government (includes Hunts Point)	\$7,199	\$18,961	\$433,520	4.37%	\$414,559
Passports, General Licenses & Permits	\$128	\$719	\$6,000	11.98%	\$5,281
Fines, Penalties, Traffic Infr.	\$2,585	\$4,331	\$18,000	24.06%	\$13,669
Misc. Invest. Facility Leases	\$66,918	\$165,212	\$244,496	67.57%	\$79,284
Disposition of Capital Assets	\$0	\$120	\$0	--	(\$120)
General Fund Total	\$1,615,607	\$2,916,647	\$8,121,202	35.91%	\$5,204,555
Development Services Fund Total	\$75,527	\$387,184	\$1,121,500	34.52%	\$734,316.40
Development Services Fund Transfers In from GF	\$0	\$0	\$0	--	\$0.00
Street Fund Total	\$3,624	\$16,618	\$122,096	13.61%	\$90,446
Street Fund Transfers In	\$44,583	\$178,333	\$535,000	33.33%	\$200,764
Tree Fund Total	\$0	\$888	\$3,075	28.88%	\$2,187
Capital Fund Total	\$206,640	\$675,071	\$1,300,000	51.93%	\$624,929
Levy Stabilization Fund Total	\$0	\$0	\$0	--	\$0
Levy Fund Transfers In GF	\$33,333	\$133,333	\$400,000	33.33%	\$266,667
NonRevenue Trust Funds Total	\$3,047	\$5,491	\$0	--	(\$5,491)
Master Investments Total	\$0	\$750,000	\$0	--	(\$750,000)
Total (All Funds)	\$1,904,445	\$4,001,898	\$10,667,873	37.51%	\$6,665,975
Total (All Funds) Transfers In	\$77,917	\$311,667	\$935,000	33.33%	\$623,333

EXPENDITURES:	APRIL ACTUAL	YTD ACTUAL	2024 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Legislative	\$219	\$13,237	\$70,500	18.78%	\$57,263
Municipal Court	\$3,749	\$10,164	\$15,000	67.76%	\$4,836
Executive	\$24,947	\$99,764	\$292,970	34.05%	\$193,206
Finance	\$31,084	\$441,494	\$683,422	64.60%	\$241,928
Legal	\$21,326	\$60,446	\$395,200	15.29%	\$334,754
Central Services	\$117,135	\$391,218	\$1,199,644	32.61%	\$808,426
Police Operations	\$191,794	\$822,092	\$2,803,273	29.33%	\$1,981,181
Fire & Medical Aid	\$0	\$0	\$934,285	0.00%	\$934,285
Public Housing, Environmental & Mental Health Fees	\$36,350	\$62,401	\$52,648	118.52%	(\$9,753)
Recreational Services	\$336	\$336	\$48,500	0.69%	\$48,164
Parks	\$40,355	\$170,557	\$608,415	28.03%	\$437,859
General Fund Subtotal	\$467,296	\$2,071,707	\$7,103,857	29.16%	\$5,032,150
General Fund Transfers Out	\$71,667	\$286,667	\$860,000	33.33%	\$573,333
General Fund Total	\$538,962	\$2,358,374	\$7,963,857	29.61%	\$5,605,483
Development Services Fund Total	\$101,377	\$404,658	\$1,199,937	33.72%	\$795,279
City Street Fund Total	\$45,331	\$196,395	\$645,427	30.43%	\$449,032
Tree Fund Total	\$0	\$6,166	\$30,000	20.55%	\$23,835
Capital Fund Total	\$128,436	\$364,124	\$1,495,000	24.36%	\$1,130,876
Capital Fund Transfers Out	\$6,250	\$25,000	\$75,000	33.33%	\$50,000
NonRevenue Trust Funds Total	\$2,254	\$2,539	\$0	0.00%	(\$2,539)
Master Investments Total	\$0	\$0	\$0	0.00%	\$0
Total (All Funds)	\$744,693	\$3,045,590	\$10,474,221	29.08%	\$7,428,631
Total (All Funds) Transfers Out	\$77,917	\$311,667	\$935,000	33.33%	\$623,333

April 2024 Cash Position Report

<u>2024 Cash Balance, 3/31/24</u>		<u>2024 Cash Balance, 4/30/24</u>	
TOTAL CASH & INVESTMENTS		TOTAL CASH & INVESTMENTS	
Period Ending: 3/31/24		Period Ending: 3/31/2024	
WA ST INV POOL	\$ 9,439,438	WA ST INV POOL	\$ 9,644,496
OTHER INVESTMENTS*	4,505,595	OTHER INVESTMENTS*	4,505,595
CHECKING	615,400	CHECKING	1,615,837
	\$ 14,560,433		\$ 15,765,928
		Outstanding Checks	\$139,355
			\$ 15,626,573

\$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



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

Monthly REET Distribution

AGENDA ITEM 5.1d

From 4/1/2024 to 4/30/2024
 Print Date: 5/1/2024 2:47 PM
 Jurisdiction: MEDINA

Excise Tax Number	Recorded Date	Conveyance Doc	Sale Date	Taxable Selling Price	Address	CIP 1	CIP 2	CIP 1 INT	CIP 2 INT	COUNTY	Total Local	Jurisdiction	Tax Amount	Tax Exempt
Jurisdiction: MEDINA														
3275968	4/2/2024	WARRANTY DEED	03/29/2024	5,129,000.00	8245 NE 26th St	12,694.28	12,694.28	0.00	0.00	1,854.72	27,243.28	MEDINA	148,590.00	N
	Grantor: 8245 MEDINA LLC,			Grantee: KIM, JONGBUM				Parcel ID: 5425700030		Instrument: 20240402000295				
3276512	4/5/2024	WARRANTY DEED	03/28/2024	3,300,000.00	2531 Medina Circle	8,167.50	8,167.50	0.00	0.00	1,049.98	17,384.98	MEDINA	84,575.00	N
	Grantor: LEE, DUK J			Grantee: CHEN, CHUN CHENG				Parcel ID: 5427100050		Instrument: 20240405000589				
3277567	4/15/2024	WARRANTY DEED	04/08/2024	2,500,000.00	2431 Evergreen Pt Rd	6,187.50	6,187.50	0.00	0.00	715.04	13,090.04	MEDINA	57,887.50	N
	Grantor: GAN, SHIYU			Grantee: LI, WENBING				Parcel ID: 2425049191		Instrument: 20240415000654				
3278911	4/25/2024	WARRANTY DEED	04/19/2024	8,900,000.00	515 Upland Rd	22,027.50	22,027.50	0.00	0.00	3,513.98	47,568.98	MEDINA	280,575.00	N
	Grantor: JOHNSON RESIDENTIAL TRUST KIRK			Grantee: HARVARD SPRINGS PROPERTIES LLC,				Parcel ID: 6447300265		Instrument: 20240425000217				
3279673	4/30/2024	WARRANTY DEED	04/29/2024	6,100,000.00	2426 80th Ave NE	15,097.50	15,097.50	0.00	0.00	2,281.98	32,476.98	MEDINA	182,575.00	N
	Grantor: JOHN BUCHAN HOMES LLC,			Grantee: WANG, WEIHU				Parcel ID: 5426300035		Instrument: 20240430000638				
3279682	4/30/2024	WARRANTY DEED	04/29/2024	3,200,000.00	2402 80th Ave NE	7,920.00	7,920.00	0.00	0.00	1,005.98	16,845.98	MEDINA	81,075.00	N
	Grantor: KERN, GERARD J			Grantee: GONUGUNTA, SANDEEP				Parcel ID: 5426300050		Instrument: 20240430000665				
MEDINA Subtotal:				29,129,000.00		72,094.28	72,094.28	0.00	0.00	10,421.68	154,610.24		835,277.50	
Count:	6		Report Totals:	29,129,000.00		72,094.28	72,094.28	0.00	0.00	10,421.68	154,610.24		835,277.50	



CITY OF MEDINA

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

Date: May 13, 2024
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

MAY AND JUNE PUBLIC MEETINGS AND EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Planning Commission Special Meeting	May 16	6:00 pm	In-Person/Online
Park Board Meeting	May 20	5:00 pm	In-Person/Online
Memorial Day – City Hall Closed	May 27		
City Council Meeting – Tuesday	May 28	5:00 pm	In-Person/Online
Planning Commission Meeting - Wednesday	May 29	6:00 pm	In-Person/Online
Medina Elementary 3 rd Grade Tour of City Hall	Jun 4	8:30 am – 2:30 pm	City Hall 501 Evergreen Pt. Rd.
City Council Meeting	Jun 10	5:00 pm	In-Person/Online
Planning Commission Special Meeting	Jun 13	6:00 pm	In-Person/Online
City Council Retreat	Jun 24	5:00 pm	In-Person Only
Planning Commission Meeting	Jun 25	6:00 pm	In-Person/Online

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

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: During the month of April, the City issued 33 bulletins amounting to a total of 244,326 bulletins delivered to subscribers; approximately 14% were opened. See **Attachment**.

As of April 30, the city had 18,365 subscribers (change in total subscribers **+379**), with a combined total of 163,867 subscriptions (change in total subscriptions **+4,755**).

RECORDS REQUESTS

During the month of April, 21 public records requests were received by Central Services. See **Attachment 2**.

ATTACHMENT 1

	Bulletins Developed	Total Recipients	Total Delivered	Unique Email Opens	Unique Email Open Rate	Wireless Recipients
Comparisons:						
April, 2024	33	272,560	244,326	22,981	14.00%	97,242
March, 2024	26	155,690	136,634	15,275	16.30%	52,425
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
						Email Open
Date Sent	Top 10 Most Read Bulletins During April			Emails Opened	Rate	
04/01/2024 04:00 PM PDT	Recycling and Organics Pickup Survey 2024			1,748	15%	
04/03/2024 12:29 PM PDT	Community Bulletin - SR-520 Weekend Closure			2,305	17%	
04/05/2024 11:00 AM PDT	Community Bulletin - Reminder - SR-520 Weekend Closure			1,956	16%	
04/09/2024 11:11 AM PDT	Community Bulletin - Solicitor Information			2,241	16%	
04/10/2024 11:00 AM PDT	Community Bulletin - Reminder - Shredder Day with Electronics Recycling and Drug Take Back			2,015	15%	
04/10/2024 03:14 PM PDT	Medina Newsletter - April 2024			1,891	15%	
04/15/2024 09:00 AM PDT	Recycling and Organics Pickup Survey 2024			1,536	14%	
04/19/2024 11:00 AM PDT	Community Bulletin - TOMORROW - Shredder Day with Electronics Recycling and Drug Take Back			2,037	16%	
04/19/2024 01:55 PM PDT	Upland Road Pavement Improvements			1,533	15%	
04/22/2024 12:15 PM PDT	Proclamation - Sexual Assault Awareness Month April 2024			1,793	15%	

**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: May 13, 2024
TO: Mayor and City Council
From: Aimee Kellerman, City Clerk
Subject: April 2024, Public Records Request Tracking

In April 2024, Central Services staff received **21** new public records requests. These requests required approximately **7 hours** of Central Services staff time and **0 hours** of consulting time with the City Attorney. The overall April cost, which includes staff hourly rate plus benefits and City Attorney fees is approximately **\$305**.

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In April 2024, the Police Department received **4** new records requests. These requests required approximately **1.5 hours** of staff time and **0 hours** of consulting time with the City Attorney. The overall April cost, which includes staff hourly rate plus benefits, is approximately **\$79**. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

April 2024 Monthly PRR Report

Ref. #	Public Records Request	Requester Name	Request Date	Dept.	Assigned Staff
24-78	I would like to request the latest development plans for 8457 NE 5th Street, Medina, WA 98039.	Karen Tang	4/30/2024	Development Services	Dawn Nations
24-77	We would like to receive the building plans for 3655 Evergreen Point Road.	Chandan Chauhan	4/29/2024	Development Services	Dawn Nations
24-76	Hi, We would like to request PDF copies of sewer, water maps, easement information & as built plans for Parcel No.3025300226.	Paola Herrero	4/29/2024	Central Services	Dawn Nations
24-74	B-22-131, 7652 NE 12th St. B-22-119, 854 Evergreen Pt. Road B-23-069, 801 80th Ave NE	David McCourt	4/26/2024	Development Services	Dawn Nations
24-72	Hi -- This is a public records request for all documents relating to the following: Building Permit(B-23-076) Demolition Permit(D-23-016) Construction Activity Permit(CAP-23-044) Grading & Drainage Permit(ENG-GD-23-024) Tree Permit(TREE-23-055) Thank you. Jennifer Garone	Jennifer Garone	4/23/2024	Development Services	Aimee Kellerman
24-71	I would like to get drainage as-builts or record plans for the Evergreen Point Road Park & Ride. Of particular interest is the drainage system and its connection to the City system.	Nick Bossoff	4/23/2024	Public Works	Dawn Nations

Subject: Public Records Request Pursuant to Chapter 42.56 RCW My name is Peter Vrinceanu and I'm writing pursuant to the Public Records Act, Chapter 42.56 RCW. I am conducting research regarding the impact of COVID-19 on employment practices, specifically within government employment, as it relates to vaccination policies and accommodations made for employees with medical or religious reasons against vaccination. Given the importance of transparency in managing the pandemic and its implications on public and employee health, I kindly request the following information from your department:

1. Vaccination Policy for City Employees: Please provide any documentation detailing the vaccination policy for City employees enacted due to the COVID-19 pandemic. Additionally, include any Memoranda of Agreements with Unions concerning such policies.
2. Requests for Medical Accommodations: The total count of employees who requested medical accommodations concerning the COVID-19 vaccination policy.
3. Requests for Religious Accommodations: The total count of employees who requested religious accommodations in relation to the COVID-19 vaccination policy.
4. Details on Medical Accommodations: Specific accommodations made for employees who requested medical exemptions from the COVID-19 vaccination mandate.
5. Separations Post Medical Accommodations: The total number of employees who requested medical accommodation and subsequently separated from employment, along with the reasons for such separation, if available.
6. Details on Religious Accommodations: Specific accommodations provided for employees who requested religious exemptions from the COVID-19 vaccination mandate.
7. Separations Post Religious Accommodations: The total number of employees who requested religious accommodations and subsequently separated from employment, along with the reasons for such separation, if available.

Please advise me of any potential costs associated with fulfilling this request in advance. If there are any records that are exempt from disclosure, I kindly ask that you provide a written explanation, including the specific exemptions applicable, as required by Chapter 42.56 RCW. Thank you for your attention to this request. Should you have any questions or require further clarification, please do not hesitate to contact me directly.

24-73

Peter Vrinceanu	4/26/2024	Human Resources	Aimee Kellerman
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24-70	<p>SmartProcure is submitting a public records request to the City of Medina for any and all purchasing records from 10/31/2023 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable. The specific information requested from your record-keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond. As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.</p> <p>https://upload.smartprocure.com/?id=c2RqPWEyYlZQMMDAwMDAwM1lwRFIBVSVZzdD1XQSZvcmc9Q2I0eU9mTWVkaW5hJm9pZD0xMjI4NW%3D%3D If this request was misrouted, please forward it to the correct contact person and reply to this communication with the appropriate contact information. If you have any questions, please feel free to respond to this email, or I can be reached at the phone number below in my signature.</p>	Brandi Williams	4/18/2024	Finance; Human Resources; Central Services	Aimee Kellerman
24-69	<p>Please email Medina's current waste collection, processing & disposal franchise agreement and any amendments</p>	Crystal Martin	4/17/2024	Public Works	Dawn Nations
24-68	<p>I am looking for any and all permits, surveys, applications for permits and deeds that are pertaining to the address of 3263 Evergreen Point Road, Medina, WA, Parcel ID 2425049065. Please advise if there will be any cost with the copying of any documents that relate to my request, and I will be happy to make a payment for those costs associated with copying.</p>	Monica L. Schwandt	4/17/2024	Development Services	Dawn Nations
24-67	<p>Please provide copies of the three tree permits listed below, together with any and all documents related them and applications for them from 2017 to date. TREE-18-022 (3265 Evergreen Point Rd., Medina, WA 98039) TREE-18-023 (3267 Evergreen Point Rd., Medina, WA 98039) TREE-18-024 (3263 Evergreen Point Rd., Medina, WA 98039)</p>	John Bullinger	4/16/2024	Development Services	Aimee Kellerman
24-66	<p>Any and all permit applications submitted to the City of Medina concerning property located at 3607 Evergreen Point Rd, Medina, WA within the last three (3) years, including any exhibits, attachments, and related studies.</p>	Robert Smith	4/16/2024	Development Services	Aimee Kellerman

24-65	Hello, I previously requested the approved plans for the new house construction at 2436 82ND AVE NE, however I received only a 4 page pdf showing a stair detail. I do not believe that this fulfilled my request so I am starting a new request for a complete set of the approved plans including the site plan. If for some reason the plans are not approved then I would like to get the most current complete plans Thanks	Sean Roulette- Miller	4/16/2024	Development Services	Aimee Kellerman
24-63	Hello, I am requesting all approved plans for the new house under construction at 2436 82ND AVE NE thanks!	Sean Roulette- Miller	4/14/2024	Development Services	Aimee Kellerman
24-61	Requesting a report of all issued and pending building permits for residential & commercial properties from 3/1/2024 to 3/31/2024. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Braden Mineer	4/12/2024	Development Services	Aimee Kellerman
24-60	Hello, We're starting the new construction season this week. There's a few older, smaller value permits I'd like to close if complete. No hurry. B-23-083 / 2626 80th Ave NE B-23-048 / 2403 Evergreen Pt. Rd. B-20-078 & M-20-089 / 2651 Evergreen Pt. Rd. B-23-042 / 3223 Evergreen Pt. Rd. M-22-106 / 1686 77th Ave NE B-21-064 / 2461 78th Ave NE B-19-019 / 7550 NE 28th Pl	David McCourt	4/11/2024	Development Services	Aimee Kellerman
24-59	Hello, We're starting the new construction season this week. There's a few older, smaller value permits I'd like to close if complete. Thanks. B-23-083 / 2626 80th Ave NE B-23-048 / 2403 Evergreen Pt. Rd. B-20-078 & M-20-089 / 2651 Evergreen Pt. Rd. B-23-042 / 3223 Evergreen Pt. Rd. M-22-106 / 1686 77th Ave NE B-21-064 / 2461 78th Ave NE B-19-019 / 7550 NE 28th Pl	David McCourt	4/11/2024	Development Services	Aimee Kellerman
24-57	Requesting a report of all issued and pending building permits for residential & commercial properties from 3/1/2024 to 3/31/2024. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Braden Mineer	4/10/2024	Development Services	Aimee Kellerman
24-56	The complete notice of application file #P-23-065 and P-23-066 "modify a pier" Applicant Evan Wehr & site address 3261 Evergreen PT Rd, 98039	Howard Hawk	4/6/2024	Development Services	Aimee Kellerman

We would like to request a copy of the following 2024 information regarding medical, dental, vision, and life insurances for the following positions: · Police Officers, Sergeants, Lieutenants, and Firefighters, Fire Lieutenants, Captains, Battalion Chiefs and Other Commissioned. · Police Non-Commissioned Support including Records Clerks, Dispatchers, Records or Dispatch Supervisors, Animal Control Officers, Parking Enforcement Officers and other Police Department Support Employees. · Corrections Officers, Sergeants, Lieutenants and Corrections Employees

1. The specific names of each and every medical, dental, vision, and life insurance plan that is available for these employees;
2. Benefit Summary Sheet for each and every medical, dental, vision, and life insurance plan (usually a single sheet for each plan although sometimes multiple plans are on one sheet), as well as VEBA and HRA information;
3. Rate sheets for Employees and Dependents for each and every medical, dental, vision, and life insurance plan (Including the employer's contribution rates and employee's contribution rates for the employee only and for the full (largest) family plan for each medical, dental, vision, and life insurance plan);
4. Life Insurance. Provide the employee's life insurance payout amount and monthly premium per employee.
5. Orthodontic Care. Please advise if orthodontic care is provided for each dental plan offered.
6. Wages. We would like to request the 2024 wage schedules for Commissioned, Non-Commissioned and Non-Union.
7. Name of current President or Shop Steward. Please provide the current name and email address of the current President or Shop Steward of each bargaining unit requested above (If the people have not changed since 2023, no need to send it again). **We collect statewide collective bargaining agreements for municipal and agency employees and occasionally have questions regarding the meaning of the CBA language or current practices that the employee shop steward or guild president would be able to answer. We also provide data to these employees on public employee collective bargaining issues.** Electronic versions via e-mail of this information is preferred. If you have website links, please provide me with links and let me know what plan and contribution rates apply for each position if not clearly delineated on the website. Because of the annual health care changes, Cline & Associates needs full disclosures of all plan summaries and rate sheets (provided by website or by email) to update our records. If a 2024 plan has not been received by your city to date, please indicate when you expect to receive the 2024 plan and send the current plan you are using during 2024.

24-55

Carrie Barak - Cline & Associates	4/5/2024	Human Resources	Aimee Kellerman
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Hi, i'm interested in possibly buy this home on: 2445 78th Ave NE Medina, WA 98039 I'd like to do a property research of all permits, code violations, status, problems and complaints. Thank you!

24-54

Trung Vu	4/3/2024	Development Services	Aimee Kellerman
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CITY OF MEDINA

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

Date: May 13, 2024
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Ryan Osada, Public Works Director
Subject: Public Works Monthly Report

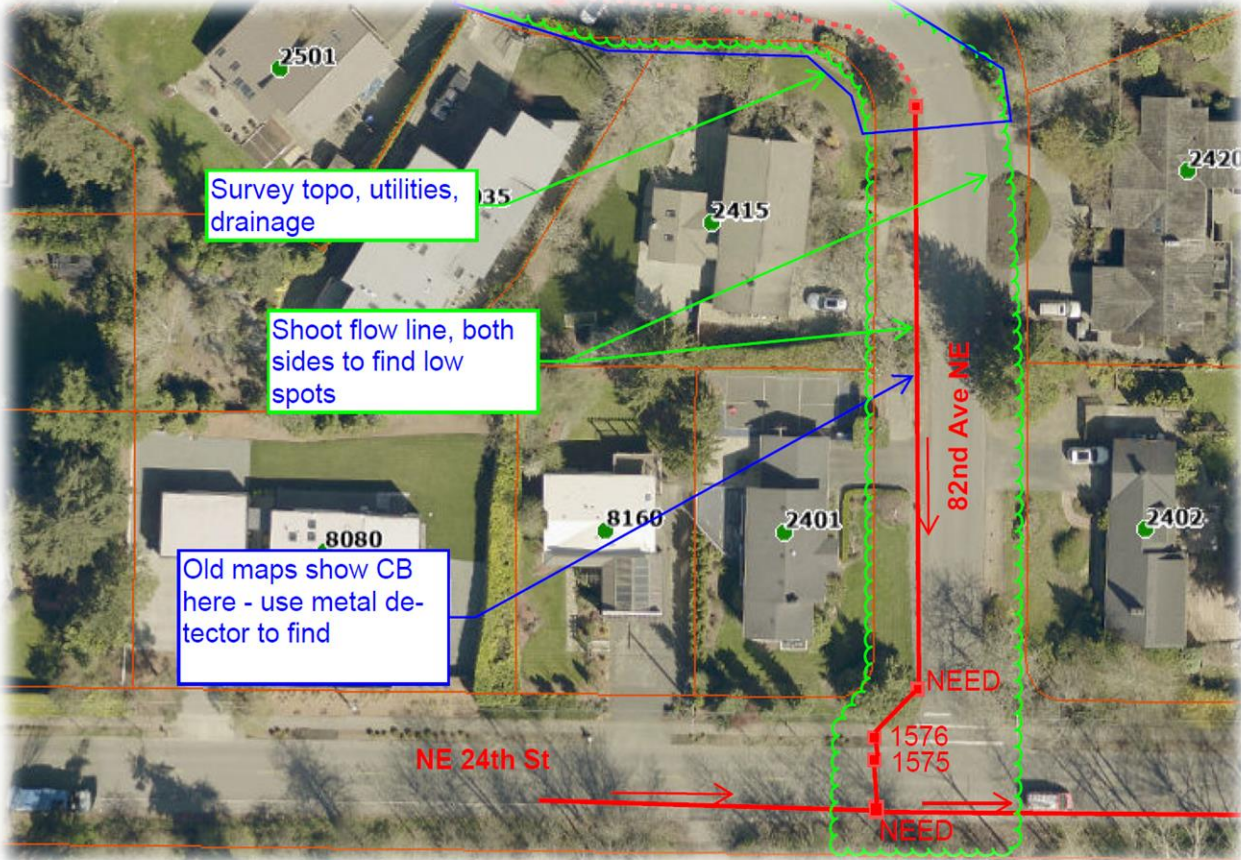
- 1. POST OFFICE HVAC** – Last month, the Post Office received a long-awaited update to the HVAC system. The dated baseboard heating was inadequate and did not serve the building for summer heat. Dapper Heating installed a modern Samsung mini-split system which provides efficient heating and cooling in the Post Office Building.



2. **2024 ARBOR DAY CELEBRATION** – This year Arbor Day was celebrated on Friday, April 26, 2024. There was a strong showing by city staff, council, and park board members along with the 80+ Medina Elementary School first graders. A Red Rocket Crape Myrtle was planted by the middle foot bridge in Medina Park to honor National Arbor Day and commemorate Medina’s commitment for tree preservation.



3. **2024 STORM DRAINAGE IMPROVEMENTS** – Public Works, with the help of G&O, is in the design phase for the 2024 storm improvements. Currently, there are 5 locations that were identified as having inadequate drainage. The scope of the improvements can range from a simple catch basin connection to a full-blown pipe replacement project.



- 4. **MAINTENANCE** – The growing season has begun. Public Works is back to a regular mowing schedule and trimming around the parks. In addition to their regular duties, they perform the ROW trimming for all overlay projects. This is typically required by the contractor to allow clearance for their grinding and paving machines. We will also ramp up the weekend garbage duties for the warmer weather.



5. PROJECT UPDATES -

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

TIB_Upland Road Overlay – scheduled for May 9th

86th Ave NE Overlay_Ridge Rd, NE 5th St – scheduled for May 9th

2024 ADA Improvements & Overlay – on consent

NE 12th Street Pedestrian Improvements – scheduling with contractor

Medina Park Irrigation & Pathway Imp_East – scheduling with contractor

Medina Beach Park Tree Replanting – Phase III tree planting.

2024 Localized Stormwater Imp_NE 2nd Pl, 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 base mapping. Ongoing CCTV and assessment for future improvements

2023 City Hall Balcony Repairs – ongoing

City Hall Carpet Replacement – completed

Post Office HVAC – completed

City Hall & Post Office Exterior Painting – bids due May 15th

2024 Hazardous Tree Removal – as needed

77TH Ave NE Sidewalk & Curb Ramp Imp. – option 2 selected, tentative construction in June

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
SIDEWALK:					
TIB 2024 ADA Improvements & Overlay	Jun-24	8 weeks	\$ 467,402.00	\$ 564,722.16	\$ 97,320.16
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	\$ 27,000.00	\$ -
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	\$ -	\$ 59,193.00	\$ 59,193.00
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 <i>*resident donation to police dept</i>	Jul-24	1 week	\$ 40,000.00	\$ 40,000.00	\$ -
2024 Hazardous Tree Removal Program	2024	NA	\$ -	\$ 25,000.00	\$ 25,000.00

*UPDATED 5/8/2024

TOTALS	\$1,189,062.00	\$ 2,606,215.16	\$ 1,440,153.16
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April 2024 Check Register

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
8X8, Inc.	4347945	CH Phones	\$919.46	65629	4/15/2024	001-000-000-518-80-41-50	Technical Services, Software Services
			\$919.46				
911 Supply Inc	INV-2-36930	Uniform Robles	\$33.03	65607	4/1/2024	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-37307	PD Uniforms	\$568.65	65630	4/15/2024	001-000-000-521-20-22-00	Uniforms
			\$601.68				
ADP, Inc.	657562152	ADP Processing Fee	\$2,354.85	EFT Payment 5/2/2024 12:11:37 PM - 1	4/30/2024	001-000-000-514-20-41-01	Professional Services
			\$2,354.85				
AT&T Mobility	287287975246x03272024	PD Patrol Cars	\$990.11	65631	4/15/2024	001-000-000-521-20-42-00	Communications (phone,Pager)
AT&T MOBILITY	287290584494X04132024	PW Cell Phones	\$326.10	65666	4/16/2024	001-000-000-576-80-42-00	Telephone/postage
			\$1,316.21				
Atwell, LLC	0338920	Planning Consultant	\$159.00	65632	4/15/2024	401-000-000-558-60-41-00	Professional Services
Atwell, LLC	0336260	Zoning/Planning	\$5,676.75	65608	4/1/2024	401-000-000-558-60-41-01	Planning Consultant
			\$5,835.75				
Autonation Shared Service Center	564067	Maintenance Car #25	\$1,061.90	65708	4/30/2024	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
			\$1,061.90				
Bellevue City Treasurer - Water	Service for 12/20/23-2/26/24 8401 Overlake DR W	Viewpoint Irrigation	\$75.80	65667	4/16/2024	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Service for 12/20/23-2/26/24 100th/84th Ave NE	100th/84th Ave NE Irrigation	\$75.80	65667	4/16/2024	001-000-000-576-80-47-00	Utilities
			\$151.60				
Bellevue, City of	49216	2024 Q1 Bellevue Cares	\$2,524.00	65683	4/24/2024	001-000-000-521-20-41-41	Bellevue CARE program
Bellevue, City of	49201	ARCH Admin Costs	\$8,408.00	65682	4/24/2024	001-000-000-551-10-40-00	Public Housing Services - ARCH
Bellevue, City of	49175	ARCH 2024 Contribution	\$27,942.00	65682	4/24/2024	001-000-000-551-10-40-00	Public Housing Services - ARCH
			\$38,874.00				
Buenavista Services, Inc	11558	Janitorial Services @ Parks	\$1,053.29	65668	4/16/2024	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	11559	Janitorial Services @ Post Office	\$1,852.50	65668	4/16/2024	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$2,905.79				
Car Wash Enterprises	Feb24-59	PD Car Washes	\$12.00	65609	4/1/2024	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Car Wash Enterprises	Mar24-59		\$18.00	65684	4/24/2024	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$30.00				
Cascade Engineering Services, Inc.	ML-24040323553	Radar Certifications	\$900.00	65633	4/15/2024	001-000-000-521-20-48-00	Repairs & Maint-Equip & Evidence SW
			\$900.00				
Centurylink	Charges from Mar 7 to Apr 7 425-451-7838	CHCC Terminal	\$196.04	65610	4/1/2024	001-000-000-518-10-42-00	Postage/Telephone
Centurylink	Services for Apr 8 to May 7, 425-451-7838	CH CC Terminal	\$190.87	65685	4/24/2024	001-000-000-518-10-42-00	Postage/Telephone
Centurylink	Charges from Mar 18 to Apr 17 425-637-3933	PD/CH Emergency Lines	\$201.18	65610	4/1/2024	001-000-000-521-20-42-00	Communications (phone,Pager)
			\$588.09				
Cities Digital	59769	LF Professional Services Hours	\$2,775.00	65634	4/15/2024	001-000-000-518-10-41-00	Professional Services
			\$2,775.00				
Coffman Engineers	24021498	Sound Testing Svc	\$1,050.00	65611	4/1/2024	401-000-000-555-50-41-08	Sound Testing Consultant
Coffman Engineers	24031463	Sound Testing Services	\$945.00	65686	4/24/2024	401-000-000-555-50-41-08	Sound Testing Consultant
			\$1,995.00				
Comcast	Services from 3/25/24-4/24/24	PW Internet Svc	\$156.36	65681	4/22/2024	001-000-000-576-80-42-00	Telephone/postage
			\$156.36				
Crystal And Sierra Springs-Admin	11037150 032324	CH Drinking Water	\$128.95	65612	4/1/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Crystal And Sierra Springs-Admin	11037150 042024	CH Drinking Water	\$87.53	65687	4/24/2024	001-000-000-518-10-31-00	Office And Operating Supplies
			\$216.48				
Crystal And Sierra Springs-PW	5291929 032324	PW Drinking Water	\$67.89	65669	4/16/2024	001-000-000-576-80-31-00	Operating Supplies
			\$67.89				
Daily Journal of Commerce	3398602	Legal Ad-ADA/Improvement & Overlay Bid	\$504.90	65688	4/24/2024	001-000-000-518-10-44-00	Advertising
			\$504.90				
Dapper Plumbing	24411133	PO HVAC	\$3,798.81	65689	4/24/2024	307-000-000-594-18-60-00	Building Improvements
Dapper Plumbing	24411495	5% Retainage Held	-\$976.30	65689	4/24/2024	307-000-000-594-18-60-00	Building Improvements
Dapper Plumbing	24411495	PO HVAC	\$21,517.55	65689	4/24/2024	307-000-000-594-18-60-00	Building Improvements
Dapper Plumbing	24411133	5% Retainage Held	-\$172.36	65689	4/24/2024	307-000-000-594-18-60-00	Building Improvements
			\$24,167.70				
DCG/Watershed	0054436	SMP Permit Monitoring (Grant)	\$9,360.25	65690	4/24/2024	401-000-000-558-50-41-55	Shoreline Consultant
			\$9,360.25				
Division 9	57484	Carpet Replacement @ CH	\$34,159.82	65670	4/16/2024	307-000-000-594-18-60-00	Building Improvements
			\$34,159.82				
FCI - Custom Police Vehicles	15613	Car 30 and 31	\$1,950.42	65613	4/1/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15610	Car 27	\$768.27	65613	4/1/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15612	Car 29	\$1,081.60	65613	4/1/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15611	Car 28	\$900.08	65613	4/1/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15614	Car 26	\$857.64	65613	4/1/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15680 Car 29	Lease MPD Veh 29	\$1,086.11	65691	4/24/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15679 Car 28	Car 28 Interest PD Vehicle	\$903.83	65691	4/24/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15678 Car 27	Lease MPD Veh 27	\$771.47	65691	4/24/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15682 Car 26	Lease MPD Veh 26	\$861.21	65691	4/24/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15681 Cars 30 & 31	Lease MPD Cars 30 & 31	\$1,960.17	65691	4/24/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	15612	Car 29	\$287.36	65613	4/1/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15610	Car 27	\$170.85	65613	4/1/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost

FCI - Custom Police Vehicles	15611	Car 28	\$181.00	65613	4/1/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15613	Car 30 and 31	\$754.38	65613	4/1/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15614	Car 26	\$136.08	65613	4/1/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15679 Car 28	Car 28 Lease MPD	\$177.25	65691	4/24/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15682 Car 26	Interest PD Veh 26	\$132.51	65691	4/24/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15678 Car 27	Interest PD Veh 27	\$167.65	65691	4/24/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15681 Cars 30 & 31	Interest D Cars 30 & 31	\$744.63	65691	4/24/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	15680 Car 29	Interest PD Veh 29	\$282.85	65691	4/24/2024	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
			\$14,175.36				
Fifth Asset, Inc dba DebtBook	DB2004557	2024 Lease/Contract Management	\$2,752.50	65614	4/1/2024	001-000-000-514-20-41-01	Professional Services
Fifth Asset, Inc dba DebtBook	DB2004557	2024 Lease/Contract Management	\$2,752.50	65614	4/1/2024	001-000-000-518-10-41-00	Professional Services
			\$5,505.00				
Gidlof, Austin	IACP 2024 Expense Reimbursement		\$511.20	EFT Payment 4/9/2024 1:57:01 PM - 1	4/30/2024	001-000-000-521-20-43-00	Travel & Training
			\$511.20				
Gray & Osborne, Inc.	Project No: 24464.00 Invoice No: 2	NPDES Assistance	\$490.20	65671	4/16/2024	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Project No: 21441.00 Invoice No: 36	NE 12th St Pedestrian Improvements PE	\$3,467.66	65671	4/16/2024	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Project No: 24436.00 Invoice No: 3	2024 Overlay	\$6,003.18	65671	4/16/2024	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Project No: 24456.00 Invoice No: 1	Storm Improvements	\$201.51	65671	4/16/2024	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Project No: 24439.00 Invoice No: 2	77th Ave Sidewalk/trail intersection	\$4,154.43	65671	4/16/2024	307-000-000-595-30-63-10	Sidewalk Improvements
Gray & Osborne, Inc.	Project No: 24435.00 Invoice No: 3	NE 10th St ADA Upgrade	\$14,076.32	65671	4/16/2024	307-000-000-595-30-63-10	Sidewalk Improvements
Gray & Osborne, Inc.	Project No: 24432.00 Invoice No: 3	NE 24th St ADA Upgrade	\$8,472.99	65671	4/16/2024	307-000-000-595-30-63-10	Sidewalk Improvements
Gray & Osborne, Inc.	Project No: 22427.26 Invoice No. 8	Project No. 22427.26 Invoice No. 8	\$154.75	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.14 Invoice No. 6	Project No. 23427.14 Invoice No. 6	\$245.04	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.24 Invoice No. 3	Project No. 23427.24 Invoice No. 3	\$245.04	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 24427.00 Invoice No. 3	Project No. 24427.00 Invoice No. 3	\$633.33	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.04 Invoice No. 7	Project No. 23427.04 Invoice No. 7	\$186.13	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 22427.17 Invoice No. 9	Project No. 22427.17 Invoice No. 9	\$212.33	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 22427.03 Invoice No. 8	Project No. 22427.03 Invoice No. 8	\$505.38	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 22427.07 Invoice No. 8	Project No. 22427.07 Invoice No. 8	\$186.80	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.03 Invoice No. 4	Project No. 23427.03 Invoice No. 4	\$801.48	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 22427.25 Invoice No. 5	Project No. 22427.25 Invoice No. 5	\$435.19	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.12 Invoice No. 8	Project No: 23427.12 Invoice No. 8	\$222.08	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 21427.11 Invoice No. 20	Project No: 21427.11 Invoice No. 20	\$74.03	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.22 Invoice No. 2	Project No: 23427.22 Invoice No. 2	\$57.58	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 22427.05 Invoice No. 14	Project No: 22427.05 Invoice No. 14	\$244.37	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 22427.11 Invoice No. 11	Project No: 22427.11 Invoice No. 11	\$432.69	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 24427.04 Invoice No. 1	Project No: 24427.04 Invoice No. 1	\$74.03	65636	4/15/2024	401-000-000-558-50-41-07	Engineering Consultant
			\$41,576.54				
Hermanson Company, LLP	09344-3	HVAC Quarterly Maintenance	\$2,150.10	65672	4/16/2024	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Hermanson Company, LLP	61799	Post Office HVAC Install	\$3,264.12	65692	4/24/2024	307-000-000-594-18-60-00	Building Improvements
			\$5,414.22				
Home Depot Credit Services	3/21/24 Shop Supplies		\$149.93	EFT Payment 4/15/2024 1:12:17 PM - 1	4/15/2024	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	3/21/24 Concrete Patch		\$83.50	EFT Payment 4/15/2024 1:12:17 PM - 1	4/15/2024	101-000-000-542-30-31-00	Operating & Maintenance Supplies
Home Depot Credit Services	4/9/24 Plastic Bond for Truck Lift Repair	Receipt was 9.57, but Home Depot CC Statement 9.40	\$9.40	EFT Payment 4/15/2024 1:12:17 PM - 1	4/15/2024	101-000-000-542-30-31-00	Operating & Maintenance Supplies
			\$242.83				
Horizon	3M507934	Irrigation Supplies/Fertilizer	\$108.08	65637	4/15/2024	001-000-000-576-80-31-00	Operating Supplies
			\$108.08				
Horticultural Elements, Inc.	8650	April Maintenance Fees 84th Median	\$4,490.00	65638	4/15/2024	101-000-000-542-30-41-00	Professional Services
			\$4,490.00				
Inslee Best Doezie & Ryder, P.S.	415936	Planning Comp Plan	\$552.50	65639	4/15/2024	001-000-000-515-41-40-00	City Attorney
Inslee Best Doezie & Ryder, P.S.	415936	March Attorney Fees	\$9,495.77	65639	4/15/2024	001-000-000-515-41-40-00	City Attorney
			\$10,048.27				
JR Mailing Services, Inc.	24075	Spring Newsletter Mailing	\$876.46	65640	4/15/2024	001-000-000-518-10-49-30	Postcard, Public information
			\$876.46				
Kamins Construction Inc	CO3	Upland Rd Storm Improv CO #3	\$19,755.00	65693	4/24/2024	307-000-000-595-30-63-02	Storm Sewer Improvements
			\$19,755.00				
KC Office of Finance	11014521	KC INET	\$375.00	65694	4/24/2024	001-000-000-518-80-41-50	Technical Services, Software Services
			\$375.00				
KC Recorder's Office	Oath of Office 2024	Oath of Office 2024	\$913.50	65695	4/24/2024	001-000-000-514-40-40-00	Election Services-Voter Regist
			\$913.50				
Kelley Imaging Systems, Inc	IN1611271	Postage Meter Ink Cartridges	\$287.61	65696	4/24/2024	001-000-000-518-10-31-00	Office And Operating Supplies
			\$287.61				
Kirkland Municipal Court	MAR24MED	February Filing Fees	\$1,360.70	65615	4/1/2024	001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf
Kirkland Municipal Court	APR24MED	March Filing Fees	\$2,388.02	65697	4/24/2024	001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf
			\$3,748.72				
Konica Minolta Business Solutions	292964261	PW Printer	\$13.97	65674	4/16/2024	001-000-000-518-10-31-00	Office And Operating Supplies
			\$13.97				
Konica Minolta Premier Finance	82232473	PW Printer	\$96.36	EFT Payment 4/9/2024 1:58:10 PM - 2	4/8/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	82238998	CH Copier	\$1,751.89	EFT Payment 4/9/2024 1:58:10 PM - 2	4/8/2024	001-000-000-518-10-31-00	Office And Operating Supplies

Konica Minolta Premier Finance	82444145		\$96.36	EFT Payment 4/24/2024 11:33:49 AM - 1	4/24/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	82201611	Property Tax Fee	\$51.00	EFT Payment 4/9/2024 1:58:10 PM - 1	4/8/2024	001-000-000-521-20-45-00	Equipment-Lease & Rentals
Konica Minolta Premier Finance	82365812		\$245.86	EFT Payment 4/24/2024 11:33:49 AM - 1	4/24/2024	001-000-000-521-20-45-00	Equipment-Lease & Rentals
Laserfiche	24032501COM	Laserfiche Project Mgmt	\$2,241.47 \$3,760.00 \$3,760.00	65616	4/1/2024	001-000-000-518-10-41-00	Professional Services
LDC Corp	34285	Current/long range planning	\$26,914.75	65698	4/24/2024	001-000-000-518-10-41-00	Professional Services
LDC Corp	34285	Current/long range planning	\$15,404.25	65698	4/24/2024	401-000-000-558-60-41-01	Planning Consultant
LexisNexis Risk Management - Account	1011660-20240331		\$42,319.00 \$123.92 \$123.92	65699	4/24/2024	001-000-000-521-20-41-00	Professional Services
Medina LLC	Advance Deposit Return for DEP00110	Advance Deposit Return for DEP00110	\$1,037.37 \$1,037.37	65707	4/24/2024	401-000-000-582-10-00-02	Refund of DS Adv Deposits
Message Watcher, LLC	55999	Email/Web/Sm/Archiving	\$257.60 \$257.60	65617	4/1/2024	001-000-000-518-10-41-50	Prof Serv-Computer Tech Serv
MG Consulting Services LLC	200-14	Laserfiche/RM Consulting	\$1,200.00 \$1,200.00	65641	4/15/2024	001-000-000-518-10-41-00	Professional Services
Michael's Fine Dry Cleaning	127	PD dry cleaning	\$130.47 \$130.47	65642	4/15/2024	001-000-000-521-20-22-00	Uniforms
Moberly & Roberts, PLLC	1163	March 2024 Prosecution Services	\$4,000.00 \$4,000.00	65643	4/15/2024	001-000-000-515-93-40-10	Prosecuting Attorney
Motorola Solutions, Inc.	8281794462	PD Battery Pack	\$274.26 \$274.26	65644	4/15/2024	001-000-000-521-20-31-40	Police Operating Supplies
Nations, Dawn	Nations Exp Reimbursement March 19-22, 2024		\$200.08 \$200.08	EFT Payment 4/9/2024 1:57:01 PM - 2	4/30/2024	001-000-000-513-10-43-00	Travel & Training
Navia Benefit Solutions	10833783	March Navia Fees	\$200.00 \$200.00	65618	4/1/2024	001-000-000-514-20-49-10	Miscellaneous
Nelson Truck Equipment Co.	748588A	Balance on inv. Spraytank on Ford F250	\$20.25	65675	4/16/2024	101-000-000-594-42-64-00	Street Capital Equipment
Nelson Truck Equipment Co.	751671	Plow Repair	\$2,634.22 \$2,654.47	65675	4/16/2024	101-000-000-594-42-64-00	Street Capital Equipment
Nick Sherbinin/Elite Homes NW	Release of cash bond PW-ROW-22-090	Release of cash bond PW-ROW-22-090	\$10,000.00 \$10,000.00	65664	4/15/2024	401-000-000-582-10-00-01	Refund of PGB/CMP Deposits (DS)
Northwest Aquatic Management	1453A	Repair Fountain Medina Park	\$544.50 \$544.50	65676	4/16/2024	001-000-000-576-80-41-00	Professional Services
Office of Minority & Women's	30314686	Office of Minority & Women's Bus Enterprise	\$219.29 \$219.29	65619	4/1/2024	001-000-000-511-60-49-00	Miscellaneous
Ogden Murphy Wallace	888014	Feb Attorney Services	\$168.00 \$168.00	65700	4/24/2024	001-000-000-515-41-40-00	City Attorney
Osada, Ryan	4/2/24 Expense Reimbursement	Office Supplies	\$38.29 \$38.29	EFT Payment 4/9/2024 1:57:01 PM - 3	4/30/2024	001-000-000-576-80-31-00	Operating Supplies
Pitney Bowes Global Financial Services	3318845906	Postage Meter Lease	\$443.46 \$443.46	65620	4/1/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Pro-shred	72799	CH Shredding Services	\$55.66	65645	4/15/2024	001-000-000-518-10-41-00	Professional Services
Pro-shred	72324		\$55.66	65645	4/15/2024	001-000-000-518-10-41-00	Professional Services
Pro-shred	73156	CH Shredding Services	\$66.66 \$177.98	65701	4/24/2024	001-000-000-518-10-41-00	Professional Services
Public Safety Testing, Inc.	2024-311	Q1 2024 Recruiting Assistance, Application Processing	\$157.00	65646	4/15/2024	001-000-000-521-20-41-50	Recruitment-Background
Public Safety Testing, Inc.	2023-1490	Q4 2023 Recruiting Assistance, Application Processing	\$151.00 \$308.00	65646	4/15/2024	001-000-000-521-20-41-50	Recruitment-Background
Puget Sound Emergency Radio Network 280		Quarterly Dues Public Safety Radio	\$2,879.76 \$2,879.76	65621	4/1/2024	001-000-000-521-20-41-20	Dispatch-EPSCA
Puget Sound Energy	Service for 2/17/24 - 3/19/24 501 Evergreen Pt	CH Utilities	\$1,849.35 \$4,689.03	EFT Payment 4/9/2024 1:58:35 PM - 1	4/9/2024	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Puget Sound Energy	Service for 3/1/24-4/1/24 515 Evergreen Point Rd		\$0.00	65677	4/16/2024	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 77th Ave NE & 79th Ave NE		\$0.00	65677	4/16/2024	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 80th Ave NE & NE 10th St		\$0.00	65677	4/16/2024	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	2/17/24-3/19/24 1000 80th Ave NE		\$942.93	65647	4/15/2024	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	2/21/24-3/20/24 84th Ave NE#PKNG		\$16.48	65647	4/15/2024	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 TIB LED conversion		\$0.00	65677	4/16/2024	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 TIB LED conversion	Street Light Power	\$1,646.11	65677	4/16/2024	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	2/17/24-3/19/24 1050 82nd Ave NE		\$36.91	65647	4/15/2024	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 77th Ave NE & 79th Ave NE	Street Lights 77th Ave NE/79th Ave NE	\$123.28	65677	4/16/2024	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 88th Ave NE	Street Light Power	\$27.94	65677	4/16/2024	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 80th Ave NE & NE 10th St	Street Light Power 80th/10th	\$13.36	65677	4/16/2024	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 3/1/24-4/1/24 515 Evergreen Point Rd	Street Lights 515 EPR	\$32.67 \$4,689.03	65677	4/16/2024	101-000-000-542-63-41-00	Street Light Utilities
R&R Construction, Inc.	9477	Medina Pk Playground-Retention	\$1,573.77	65709	4/30/2024	307-000-000-594-76-63-20	Park Improvements
R&R Construction, Inc.	9475	Medina Pk Playground-Retention	\$198.18	65709	4/30/2024	307-000-000-594-76-63-20	Park Improvements

Republic Services, Inc. dba Rabanco,	3-0172-0149128	PW Debris Removal	\$15.96	65678	4/16/2024	001-000-000-576-80-41-04	Professional Services-Misc
			\$15.96				
Scheid's Metal Fabrication & Design	463	Lift Mod for Mowers	\$2,256.24	65648	4/15/2024	001-000-000-576-80-41-00	Professional Services
			\$2,256.24				
Seattle Times, The	Credit for duplicate payment cks 65392 and 65454	Credit for duplicate payment cks 65392 and 65454	-\$759.20	65649	4/15/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Seattle Times, The	49556	Legal Ads Notices	\$451.30	65649	4/15/2024	001-000-000-518-10-44-00	Advertising
Seattle Times, The	53260	Notices	\$165.00	65649	4/15/2024	001-000-000-518-10-44-00	Advertising
Seattle Times, The	53260	Notices	\$578.00	65649	4/15/2024	401-000-000-558-60-42-00	Communications
			\$435.10				
SHI International Corp	B18097795	Azure Overages	\$509.82	65622	4/1/2024	001-000-000-518-80-41-50	Technical Services, Software Services
SHI International Corp	B18190311	PO 24727534	\$162.81	65702	4/24/2024	001-000-000-518-80-41-50	Technical Services, Software Services
			\$672.63				
Sidles, Alexander A.	Sidles-Medina-004	Hearing Examiner Svcs	\$3,500.00	65650	4/15/2024	401-000-000-558-60-41-02	Hearing Examiner
			\$3,500.00				
Sound View Strategies, LLC	3159	Lobbyist Contract	\$3,000.00	65651	4/15/2024	001-000-000-513-10-41-00	Professional Services
			\$3,000.00				
Spot-On Print & Design	59752	Bus Cards- Kellerman	\$52.41	65623	4/1/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Spot-On Print & Design	59846	Spring Newsletter	\$753.41	65652	4/15/2024	001-000-000-518-10-49-30	Postcard, Public information
Spot-On Print & Design	59540	Parking Working Notices	\$181.67	65652	4/15/2024	401-000-000-558-60-31-00	Operating Supplies
			\$987.49				
Staples Business Advantage	6001209968	Office Supplies	\$234.03	65703	4/24/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6001005711	Office Supplies	\$116.24	65710	4/30/2024	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6001005712		\$158.69	65653	4/15/2024	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	6001209973	PD Supplies	\$140.63	65703	4/24/2024	001-000-000-521-20-31-00	Office Supplies
			\$649.59				
Statewide Security	218134	Quarterly Fire Alarm Monitoring	\$1,027.33	65679	4/16/2024	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Statewide Security	217852	Install of Dual Com Cell @ PW on Fire Panel	\$743.40	65679	4/16/2024	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$1,770.73				
Supply Source Inc., The	2408927	City Hall Janitorial Supplies	\$641.21	65654	4/15/2024	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$641.21				
Telecom Law Firm, PC	17297A	ATC Franchise Agreement	\$2,859.25	65655	4/15/2024	001-000-000-515-45-40-00	Special Counsel
			\$2,859.25				
TIG Technology Integration Group	5554518	Duo subscription	\$46.24	65624	4/1/2024	001-000-000-518-10-41-50	Prof Serv-Computer Tech Serv
TIG Technology Integration Group	66115	IT Services	\$11,718.95	65656	4/15/2024	001-000-000-518-80-41-50	Technical Services, Software Services
TIG Technology Integration Group	5558284	Duo subscription	\$36.37	65704	4/24/2024	001-000-000-518-80-41-50	Technical Services, Software Services
TIG Technology Integration Group	66116	Sophos-Anitivirus Annual Renewal	\$863.97	65656	4/15/2024	001-000-000-518-80-41-60	Software Services
TIG Technology Integration Group	5553262	Azure Backup Storage	\$1,843.07	65656	4/15/2024	001-000-000-518-80-41-60	Software Services
TIG Technology Integration Group	5559419	VMWare SW Renewal	\$6,086.35	65704	4/24/2024	001-000-000-518-80-41-60	Software Services
TIG Technology Integration Group	66115	IT Services	\$2,159.48	65656	4/15/2024	401-000-000-558-50-05-00	Technical Services, Software Services
			\$22,754.43				
Tiki Car Wash	2291	PD Car Washes	\$83.14	65625	4/1/2024	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$83.14				
Tree Frog LLC	1850	Arborist Service	\$2,932.50	65657	4/15/2024	401-000-000-558-50-41-50	Arborist
			\$2,932.50				
US Bank	April 2024 Bank Fees	April 2024 Bank Fees	\$169.20	20100975	4/30/2024	001-000-000-514-20-49-10	Miscellaneous
US Bank	April 2024 Bank Fees	April 2024 Bank Fees	\$2,544.98	20100975	4/30/2024	401-000-000-558-60-49-10	Miscellaneous
US Bank	April 2024 Nations Credit Card	Office Supplies- Air purifier (Kesler and Nations)	\$53.03	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-10-31-00	Office And Operating Supplies
US Bank	April 2024 Nations Credit Card	WMCA- Clerks Training Dinner (Nations)	\$27.75	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-10-43-00	Travel & Training
US Bank	Aril 2024 Kellerman Credit Card	Region IX City Clerk's Dinner Meeting Fee	\$40.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-10-43-00	Travel & Training
US Bank	April 2024 Nations Credit Card	Professional Development 3- Clerks Training (Nations)	\$1,075.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-10-43-00	Travel & Training
US Bank	April 2024 Nations Credit Card	WMCA- Clerks Training (Nations)	\$338.94	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-10-43-00	Travel & Training
US Bank	Aril 2024 Kellerman Credit Card	Public Storage	\$325.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-30-45-00	Facility Rental
US Bank	Aril 2024 Kellerman Credit Card	Zoom storage	\$40.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-80-41-50	Technical Services, Software Services
US Bank	Aril 2024 Kellerman Credit Card	Web Services for Internet Logs	\$0.32	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-518-80-41-50	Technical Services, Software Services
US Bank	April 2024 Gidlof Credit Card	Toner for copier	\$129.91	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies
US Bank	April 2024 Gidlof Credit Card	Wall Plate Cover	\$20.79	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies
US Bank	April 2024 Gidlof Credit Card	Medina-Hardcover	\$35.22	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies
US Bank	April 2024 Gidlof Credit Card	Insignia TV for PD	\$253.22	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies
US Bank	April 2024 Gidlof Credit Card	Sharps container	\$110.41	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies
US Bank	April 2024 Gidlof Credit Card	Thermal Printer	\$219.08	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies
US Bank	April 2024 Gidlof Credit Card	Bookshelf	\$153.04	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies

US Bank	April 2024 Gidlof Credit Card	Coffeemate	\$27.98	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies	
US Bank	April 2024 Gidlof Credit Card	Gloves	\$353.08	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-00	Office Supplies	
US Bank	April 2024 Gidlof Credit Card	Tool box chest cabinet	\$2,377.06	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-40	Police Operating Supplies	
US Bank	April 2024 Gidlof Credit Card	TV Mount/Fiber cloths	\$63.62	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-40	Police Operating Supplies	
US Bank	April 2024 Gidlof Credit Card	Cyberpower outlets	\$209.13	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-40	Police Operating Supplies	
US Bank	April 2024 Gidlof Credit Card	Glove box holder	\$41.25	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-40	Police Operating Supplies	
US Bank	April 2024 Gidlof Credit Card	Insignia TV for PD	\$104.58	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-40	Police Operating Supplies	
US Bank	April 2024 Gidlof Credit Card	Cleaning Supplies- Ammo	\$228.98	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-31-60	Ammo/Range (Targets, etc)	
US Bank	April 2024 Sass Credit Card	Car Vaccuming	\$2.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash	
US Bank	April 2024 Gidlof Credit Card	Storage cabinet	\$637.48	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-35-20	Firearms (Purchase & Repair)	
US Bank	April 2024 Anderson Credit Card	Latex Balloons	\$19.19	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-35-20	Firearms (Purchase & Repair)	
US Bank	April 2024 Anderson Credit Card	Rifle Slings	\$79.30	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-35-20	Firearms (Purchase & Repair)	
US Bank	April 2024 Gidlof Credit Card	Background Robles	\$100.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-41-50	Recruitment-Background	
US Bank	April 2024 Gidlof Credit Card	Training-Marxer	\$467.20	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-43-00	Travel & Training	
US Bank	April 2024 Sass Credit Card	Oil Change-Chief	\$120.98	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-521-20-48-10	Repairs & Maint-Automobiles	
US Bank	April 2024 Osada Credit Card	Arbor Day Seedlings	\$260.94	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-576-80-31-00	Operating Supplies	
US Bank	April 2024 Crickmore Credit Card	Fuses for pond fountain	\$24.22	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-576-80-31-00	Operating Supplies	
US Bank	April 2024 Crickmore Credit Card	Tune up x mark mower	\$249.18	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-576-80-48-00	Repair & Maint Equipment	
US Bank	April 2024 Gidlof Credit Card	HID Iclass Key Fobs	\$204.70	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-594-21-64-10	Police HW/SW Equipment >\$5K Capital Outlay	
US Bank	April 2024 Gidlof Credit Card	HID Iclass Key Fobs	-\$204.70	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-594-21-64-10	Police HW/SW Equipment >\$5K Capital Outlay	
US Bank	April 2024 Gidlof Credit Card	Return	\$55.69	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-594-21-64-10	Police HW/SW Equipment >\$5K Capital Outlay	
US Bank	April 2024 Gidlof Credit Card	Return	-\$55.69	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	001-000-000-594-21-64-10	Police HW/SW Equipment >\$5K Capital Outlay	
US Bank	April 2024 Crickmore Credit Card	Uniforms	\$469.03	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-30-22-00	Uniforms	
US Bank	April 2024 Crickmore Credit Card	Uniforms	\$191.57	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-30-22-00	Uniforms	
US Bank	April 2024 Crickmore Credit Card	Uniform Return	-\$336.53	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-30-22-00	Uniforms	
US Bank	April 2024 Crickmore Credit Card	Uniforms	\$581.35	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-30-22-00	Uniforms	
US Bank	April 2024 Crickmore Credit Card	Uniforms	\$191.58	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-30-22-00	Uniforms	
US Bank	April 2024 Crickmore Credit Card	Sewer inspection camera skid	\$159.64	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-30-31-00	Operating & Maintenance Supplies	
US Bank	April 2024 Crickmore Credit Card	Traffic cone toppers 30"	\$96.89	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-64-41-00	Traffic Control Devices	
US Bank	April 2024 Crickmore Credit Card	Traffic cones toppers 10"	\$88.06	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-64-41-00	Traffic Control Devices	
US Bank	April 2024 Crickmore Credit Card	16' Crowd control barriers	\$165.15	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-64-41-00	Traffic Control Devices	
US Bank	April 2024 Crickmore Credit Card	Traffic cones/barricade lights	\$1,034.97	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	101-000-000-542-64-41-00	Traffic Control Devices	
US Bank	April 2024 Wilcox Credit Card	Code Official Accredation Program training for Development Services Coordinato	\$410.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	401-000-000-558-60-43-00	Travel & Training	
US Bank	April 2024 Wilcox Credit Card	Code Official Accredation Program Training for Deputy Building Officia	\$820.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	401-000-000-558-60-43-00	Travel & Training	
US Bank	April 2024 Wilcox Credit Card	Annual Planners Conference Registration	\$405.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	401-000-000-558-60-43-00	Travel & Training	
US Bank	April 2024 Wilcox Credit Card	Planning Association of Washington Membership	\$75.00	EFT Payment 4/22/2024 4:11:00 PM - 1	4/22/2024	401-000-000-558-60-49-00	Dues, Subscriptions, Memberships	
			\$15,253.77					
Utillities Underground Location Ctr	4030183	Utility Locate Services	\$87.12		65680	4/16/2024	101-000-000-542-30-47-00	Utility Services
			\$87.12					
Valley Defenders	Services for Q1 2024	Q1 2024 Defender Services	\$4,250.00		65658	4/15/2024	001-000-000-515-91-40-00	Public Defender
			\$4,250.00					
Voyager Systems	8693624262415	PD Fuel	\$2,718.73	EFT Payment 4/15/2024 1:12:17 PM - 2		4/15/2024	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$2,718.73					
WA ST Auditor's Office	L160513	2022 Audit Fees	\$1,321.45		65659	4/15/2024	001-000-000-514-20-42-00	Intergvtml Prof Serv-Auditors
			\$1,321.45					
WA ST Criminal Justice	201139388	Training Marxer	\$100.00		65660	4/15/2024	001-000-000-521-20-43-00	Travel & Training
			\$100.00					
WA ST Dept of Retirement Systems	1610376	OASI 2023 Insurance	\$25.00		65661	4/15/2024	001-000-000-514-20-21-00	Personnel Benefits
			\$25.00					
WA ST Dept of Revenue	2023 Use Tax Filing		\$3.33	EFT Payment 4/9/2024 1:57:01 PM - 4		4/30/2024	001-000-000-518-10-31-00	Office And Operating Supplies

WA ST Dept of Revenue	2023 Use Tax Filing		\$1,132.27	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-518-80-41-50	Technical Services, Software Services
WA ST Dept of Revenue	2023 Use Tax Filing		\$76.09	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-521-20-31-00	Office Supplies
WA ST Dept of Revenue	2023 Use Tax Filing		\$509.84	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-521-20-31-40	Police Operating Supplies
WA ST Dept of Revenue	2023 Use Tax Filing		\$120.21	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-521-20-31-60	Ammo/Range (Targets, etc)
WA ST Dept of Revenue	2023 Use Tax Filing		\$13.13	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-521-20-48-00	Repairs & Maint-Equip & Evidence SW
WA ST Dept of Revenue	2023 Use Tax Filing		\$235.23	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-521-20-49-40	Dues,Subscriptions,Memberships
WA ST Dept of Revenue	2023 Use Tax Filing		\$204.59	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-521-20-49-60	Crime Prevention/Public Educ
WA ST Dept of Revenue	2023 Use Tax Filing		\$171.54	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-571-00-30-00	Uniforms - Lifeguards
WA ST Dept of Revenue	2023 Use Tax Filing		\$164.04	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
WA ST Dept of Revenue	2023 Use Tax Filing		\$30.29	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-576-80-22-00	Uniforms
WA ST Dept of Revenue	2023 Use Tax Filing		\$1,011.76	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-576-80-31-00	Operating Supplies
WA ST Dept of Revenue	2023 Use Tax Filing		\$256.34	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
WA ST Dept of Revenue	2023 Use Tax Filing		\$608.20	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	001-000-000-594-76-64-00	Parks Capital Outlay
WA ST Dept of Revenue	2023 Use Tax Filing		\$10.20	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	101-000-000-542-30-22-00	Uniforms
WA ST Dept of Revenue	2023 Use Tax Filing		\$6.68	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	101-000-000-542-30-31-00	Operating & Maintenance Supplies
WA ST Dept of Revenue	2023 Use Tax Filing		\$616.26	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	101-000-000-542-67-41-00	Street Cleaning
WA ST Dept of Revenue	2023 Use Tax Filing		\$287.85	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	101-000-000-542-70-40-00	Street Irrigation Utilities
WA ST Dept of Revenue	2023 Use Tax Filing		\$405.47	EFT Payment 4/9/2024 1:57:01 PM - 4	4/30/2024	101-000-000-594-42-64-00	Street Capital Equipment
			\$5,863.32				
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$221.31	65705	4/24/2024	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$76.12	65705	4/24/2024	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$76.07	65705	4/24/2024	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$766.89	65705	4/24/2024	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$480.03	65705	4/24/2024	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$349.88	65705	4/24/2024	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$140.28	65705	4/24/2024	631-000-000-586-99-07-00	WA ST Sch Zone Safety
WA ST Treasurer's Office	Q1 2024 State Shared Revenue	Q1 2024 State Shared Revenue	\$143.00	65705	4/24/2024	631-000-000-589-30-03-00	WA St-Bldg Code Fee
			\$2,253.58				
WA State Employment Security Dept	March 2024 UI Tax Billing Statement	Penalty of Q4 2023 WA SUI	\$103.10	65662	4/15/2024	001-000-000-514-20-21-00	Personnel Benefits
			\$103.10				
WSP Global Inc	S51705169	Site Development Soils Eng Review	\$1,945.00	65706	4/24/2024	401-000-000-558-50-41-07	Engineering Consultant
			\$1,945.00				
YJ Construction LLC	YJCM001	YJ Cons. Retainage	-\$405.71	65711	4/30/2024	307-000-000-382-20-00-00	Retainage Deposits
YJ Construction LLC	YJCM001	CH Deck Repairs	\$8,941.75	65711	4/30/2024	307-000-000-594-18-60-00	Building Improvements
			\$8,536.04				
Yuriy Labaz	Refund for TREE-24-016	Refund for TREE-24-016	\$4,000.00	65665	4/15/2024	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			\$4,000.00				
			\$405,638.77	AP Total			
Payroll	April 2024 Payroll	Payroll	\$21,747.19		4/30/2024	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	April 2024 Payroll	Payroll	\$23,244.75		4/30/2024	001-000-000-514-20-11-00	Salaries, Wages & Benefits
Payroll	April 2024 Payroll	Payroll	\$38,694.99		4/30/2024	001-000-000-518-10-11-00	Salaries, Wages & Benefits
Payroll	April 2024 Payroll	Payroll	\$156,415.40		4/30/2024	001-000-000-521-20-11-00	Salaries, Wages & Benefits
Payroll	April 2024 Payroll	Payroll	\$38,386.61		4/30/2024	001-000-000-576-80-11-00	Salaries, Wages & Benefits
Payroll	April 2024 Payroll	Payroll	\$31,667.62		4/30/2024	101-000-000-542-30-11-00	Salaries, Wages & Benefits
Payroll	April 2024 Payroll	Payroll	\$48,519.77		4/30/2024	401-000-000-558-60-11-00	Salaries, Wages & Benefits
			\$358,676.33	Payroll Total			
			\$764,315.10	Grand Total			



MEDINA, WASHINGTON

PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person
 Medina City Hall - Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Wednesday, April 03, 2024 – 6:00 PM

MINUTES

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

1. CALL TO ORDER / ROLL CALL

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

PRESENT

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

STAFF/CONSULTANTS PRESENT

Bennett, Kesler, Mahoney, Osada, Wilcox

2. APPROVAL OF MEETING AGENDA

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

3. APPROVAL OF MINUTES

3.1 Planning Commission Special Meeting Minutes of March 14, 2024

Recommendation: Adopt Minutes.

Staff Contact: Aimee Kellerman, CMC, City Clerk

ACTION: Motion to approved minutes. (Approved 7-0)

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

3.2 Planning Commission Regular Meeting Minutes of March 26, 2024

Recommendation: Adopt Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approved minutes as amended. (Approved 7-0)

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

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Kesler announced that we need to schedule a third Planning Commission meeting for April. Commissioners agreed to schedule a meeting for Thursday, April 18th at 5:00pm.

5. PUBLIC COMMENT PERIOD

There was no audience participation.

6. DISCUSSION

6.1 Concerns of the Commission

None were heard.

6.2 2024 Comprehensive Plan Update, Second Review of the Capital Facilities Element including revisions made to address concerns of this Commission on 3-26-24

Recommendation: Discussion.

Staff Contact: Jonathan Kesler, AICP, Planning Manager, with Kim Mahoney, Principal, LDC Consultants

Kesler gave PowerPoint presentation for the second review of the Capital Facilities Element. Mahoney went through the red-lined document of the Capital Facilities Element. Commissioners discussed and asked questions.

ACTION: Motion to send to council as amended. (Approved 7-0)

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

6.3 2024 Comprehensive Plan Update, First Review of the Housing Element

Recommendation: Discussion.

Staff Contact: Jonathan Kesler, AICP, Planning Manager, with Kim Mahoney, Principal, LDC Consultants

Kesler gave PowerPoint presentation on the first re-review of the Housing Element. Commissioners discussed and asked questions.

ACTION: Motion to amend agenda item 6.3 and bring back to review at the Thursday, April 18th, Planning Commission Special Meeting

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

7. ADJOURNMENT

Meeting adjourned at 7:55pm.

ACTION: Motion to adjourn. (Approved 7-0)

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

Meeting minutes taken by: Rebecca Bennett, Development Services Coordinator



MEDINA, WASHINGTON

PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person
 Medina City Hall - Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Thursday, April 18, 2024 – 5:00 PM

MINUTES

COMMISSION CHAIR | Laura Bustamante

COMMISSION VICE-CHAIR | Shawn Schubring

COMMISSIONERS | Julie Barrett, Li-Tan Hsu, Evonne Lai, Mark Nelson, Brian Pao

PLANNING MANAGER | Jonathan Kesler

DEVELOPMENT SERVICES COORDINATOR | Rebecca Bennett

1. CALL TO ORDER / ROLL CALL

Chair Bustamante called the meeting to order at 5:03pm.

PRESENT

Chair Laura Bustamante

Vice Chair Shawn Schubring (arrived at 5:52pm)

Commissioner Julie Barrett

Commissioner Li-Tan Hsu (arrived at 5:08pm) (departed at 7:24pm)

Commissioner Evonne Lai

Commissioner Mark Nelson

ABSENT

Vice Chair Shawn Schubring

Commissioner Brian Pao

STAFF/CONSULTANTS PRESENT

Bennett, Kesler, Mahoney, Osada, Wilcox

2. APPROVAL OF MEETING AGENDA

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

3. APPROVAL OF MINUTES

3.1 Planning Commission Special Meeting Minutes of April 3, 2024

Recommendation: Adopt minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approved minutes. (Approved 4-0)

Motion made by Commissioner Barrett, Seconded by Commissioner Nelson.
Voting Yea: Chair Bustamante, Commissioner Barrett, Commissioner Hsu,
Commissioner Lai, Commissioner Nelson

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Kesler reminded commissioners about the regular Planning Commission meeting of Tuesday, April 23rd at 6:00pm. He announced that we will be talking about the Housing Element in that meeting.

5. PUBLIC COMMENT PERIOD

There was no audience participation.

6. DISCUSSION

6.1 Concerns of the Commission

Chair Bustamante recognized Kim and Jonathan for their hard work. Chair Bustamante advocated for a longer turn around time between receiving the agenda packet and the meeting. Chair Bustamante requested that four(4) copies of the agenda packet be printed for commissioners at time of distribution. Commissioner Nelson requested that the font color of track changes be changed to a color that is easier to read. Chair Bustamante thanked the commissioners for their work.

6.2 2024 Comp Plan Update, **Third Review** of the **Land Use** Element including revisions made to address concerns of all reviewing bodies.

Recommendation: Discussion and recommendation

Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal, LDC Consultants

Time Estimate: 30 minutes

Kesler gave short PowerPoint presentation. Mahoney went through track changes. Commissioners discussed and asked questions.

ACTION: Motion to approve as amended and send to council. (Approved 5-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.
Voting Yea: Chair Bustamante, Commissioner Barrett, Commissioner Hsu,
Commissioner Lai, Commissioner Nelson

6.3 2024 Comp Plan Update, **First Review** of the **Parks and Open Space** Element

Recommendation: Discussion

Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal, LDC Consultants

Time Estimate: 30 minutes

Kesler gave short PowerPoint presentation. Mahoney went through track changes. Commissioners discussed and asked questions.

ACTION: Motion to approve as amended and send to council. (Approved 6-0)

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

6.4 2024 Comp Plan Update, **First Review** of the **Transportation** Element

Recommendation: Discussion

Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal, LDC Consultants

Time Estimate: 30 minutes

Kesler gave short PowerPoint presentation. Mahoney went through track changes. Commissioners discussed and asked questions.

ACTION: Motion to approve as amended and send to council. (Approved 5-0)

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

6.5 2024 Comp Plan Update, **First Review** of the **Natural Environment** Element

Recommendation: Discussion

Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal, LDC Consultants

Time Estimate: 30 minutes

Kesler gave short PowerPoint presentation. Mahoney went through track changes. Commissioners discussed and asked questions.

ACTION: Motion to approve as amended and send to council. (Approved 5-0)

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

7. ADJOURNMENT

Next meeting is the Regular meeting of Tuesday, April 23, 2024, at 6:00 pm

Meeting adjourned at 7:31pm.

ACTION: Motion to adjourn. (Approved 5-0)

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

Meeting minutes taken by: Rebecca Bennett, Development Services Coordinator



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, April 08, 2024 – 5:00 PM

MINUTES

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Acting Mayor Garone called the regular meeting to order in the Medina Council Chambers at 5:04 p.m.

PRESENT

Acting Mayor Jennifer Garone
Councilmember Joseph Brazen
Councilmember Mac Johnston (online)
Councilmember Michael Luis

ABSENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Harini Gokul

STAFF

Osada, Robertson (online), Kesler, Wilcox, Wagner, and Kellerman

2. APPROVAL OF MEETING AGENDA

Councilmember Luis requested to move Agenda Item 9.1 Comprehensive Plan Elements up to Agenda Item 5 and move the remaining agenda items down by one.

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

3. PUBLIC COMMENT PERIOD

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

- Rosalie Gann commented in support of the Street Vacation Moratorium extension and work plan.
- Chris Koh commented and expressed concerns over public notices and potential exploitations on the city's processes over a dock project near his home.

With no further public comments, the public comments period was closed.

4. **PRESENTATIONS**

- 4.1 ARCH (A Regional Coalition for Housing) Presentation by Lindsay Masters, ARCH Executive Director

ARCH Executive Director, Lindsay Masters gave a presentation on the 2024 ARCH budget and work plan.

- 4.2 State Auditor's Stacey Chen, Kevin Lee and Haji Adams will present on the City of Medina 2022 Audit - Exit Conference

State Auditor's Kevin Lee and Haji Adams provided a summary of the city's accountability audit for January 1, 2022, through December 31, 2022 and the financial statement audit for January 1, 2022, through December 31, 2022. They reported there were no findings for the city.

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

Public Works Director Ryan Osada reported that Park Board will be holding a special meeting on Monday, April 15, 2024, to discuss Comp Plan Elements related to Parks and Open Space.

Planning Commission Chair Laura Bustamante reported that Planning Commission conducted a second review of the Capital Facilities Element of the Comprehensive Plan at their April 3rd special meeting; and approved the draft to move forward to the City Attorney and then on to Council for final review.

Emergency Preparedness Chair Rosalie Gann reported that the radio team continues to call in at 7:00 p.m. on Sundays to ensure that all radios are in good working order with no issues.

5. **CITY BUSINESS**

- 5.1 Comprehensive Plan Elements:
 a) Natural Environment Element
 b) Transportation Element
 c) Parks & Open Space Element

Recommendation: Discussion and direction.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Planning Manager Jonathan Kesler and Planning Consultant Kim Mahoney gave brief opening remarks on Natural Environment, Transportation, and Parks and Open Space elements of the Comprehensive Plan. Council discussed, asked questions, and staff responded.

ACTION: Motion Luis to allow staff to continue revising the Comprehensive Plan's Natural Environment Element, Transportation Element, and Parks and Open Space Element with the Planning Commission as needed, with the DSC, consistent with the Comprehensive

Plan Update flowchart. This was seconded by Johnston and carried by a 4:0 (Gokul, Reeves, and Rossman absent).

6. **CITY MANAGER'S REPORT**

There were no verbal reports given. Council asked questions about police activities and staff responded.

7. **CONSENT AGENDA**

ACTION: Motion Luis second Brazen and carried by a 4:0 (Gokul, Reeves, and Rossman absent) vote; Council approved the Consent Agenda.

- 7.1 March 2024, Check Register
Recommendation: Approve.
Staff Contact: Ryan Wagner, Finance and HR Director
- 7.2 Approved January 16, 2024 Park Board Meeting Minutes
Recommendation: Receive and file.
Staff Contact: Dawn Nations, Deputy City Clerk
- 7.3 Approved Planning Commission Meeting Minutes of:
 a) February 15, 2024 Special meeting;
 b) February 27, 2024 Regular meeting;
 c) March 6, 2024 Special meeting;
 d) March 14, 2024 Special meeting; and
 e) March 26, 2024 Special meeting.
Recommendation: Receive and file.
Staff Contact: Rebecca Bennett, Development Services Coordinator
- 7.4 Draft City Council Meeting Minutes of:
 a) February 26, 2024;
 b) March 11, 2024; and
 c) March 25, 2024.
Recommendation: Adopt minutes.
Staff Contact: Aimee Kellerman, City Clerk
- 7.5 Proclamation Sexual Assault Awareness Month
Recommendation: Adopt proclamation.
Staff Contact: Aimee Kellerman, City Clerk
- 7.6 Proclamation Celebrating 55th Annual Municipal Clerks Week
Recommendation: Adopt proclamation.
Staff Contact: Aimee Kellerman, CMC, City Clerk
- 7.7 Ordinance Adopting New Section of the Medina Municipal Code for E-Vehicle Safety
Recommendation: Adopt Ordinance No. 1026
Staff Contact: Jeffrey R. Sass, Police Chief
- 7.8 A Regional Coalition of Housing (ARCH) 2024 Budget and Work Plan and Trust Fund Recommendations

Recommendation: Approve.

Staff Contact: Ryan Osada, Acting City Manager

- 7.9 Ordinance Repealing the Adoption of the 2021 Wildland Urban Interface Code

Recommendation: Adopt Ordinance No. 1027.

Staff Contact: Steven Wilcox, Development Services Director

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

- 9.1 Street Vacation Moratorium Extension

Recommendation: Approve.

Staff Contacts: Ryan Osada, Acting City Manager and Jennifer S. Robertson, City Attorney

Director of Public Works Ryan Osada introduced and read the staff report summary to Council and the public. Council discussed, asked questions, and staff responded.

Acting Mayor Garone opened the public hearing. The following individual addressed the Council:

Rosalie Gann commented in support of the resolution and work plan.

With no further comments, Garone closed the public hearing period.

ACTION: Motion Johnston to adopt Resolution No. 442, extending the moratorium adopted under Resolution No. 438 for an additional six-month period to prevent the submission, receipt and processing of street vacation petitions affecting any rights-of-way within the city; adopting supportive findings and a work plan; setting an effective date; and providing for severability. This was seconded by Luis and carried by a 4:0 (Gokul, Reeves, and Rossman absent) vote.

10. REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE

None.

11. PUBLIC COMMENT

Acting Mayor Garone opened. There were no speakers. Subsequently, public comments was closed.

12. ADJOURNMENT

Without objections, Council adjourned the regular meeting at 6:36 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, April 22, 2024 – 5:00 PM

MINUTES

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the regular meeting to order in the Medina Council Chambers at 5:01 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen (in at 5:07 p.m.)
Councilmember Jennifer Garone
Councilmember Harini Gokul
Councilmember Mac Johnston - online
Councilmember Michael Luis

ABSENT

None

STAFF

Osada, Robertson (online), Wagner, Kesler, Wilcox, and Kellerman

Mayor Rossman announced the passing of long time resident and former Planning Commissioner Laurel Preston. Council paused for a moment of silence in her memory.

2. APPROVAL OF MEETING AGENDA

Mayor Rossman announced that within Agenda Item 9.2, the Council will strike letter “c” Parks and Open Space, to be reviewed later.

ACTION: Without objections, Council approved the meeting agenda as amended.

3. **PUBLIC COMMENT PERIOD**

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

- Lisa Davenport commented and asked for understanding of the process by which the city prioritizes, budgets, and plans for the paving of city streets. She expressed concerns that her street may have been overlooked in the past when a cross street was paved in the past.

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

4. **PRESENTATIONS**

None.

5. **CITY MANAGER'S REPORT**

None.

6. **CONSENT AGENDA**

None.

7. **LEGISLATIVE HEARING**

None.

8. **PUBLIC HEARING**

None.

9. **CITY BUSINESS**

- 9.1 Comprehensive Plan Update – Capital Facilities Element Final Review
Recommendation: Review and Approval.
Staff Contact: Jonathan Kesler, AICP, Planning Manager

Planning Manager Jonathan Kesler gave a brief introduction to the Capital Facilities Element final review of the Comprehensive Plan. Council asked questions and staff responded.

ACTION: Motion Reeves to approve the revised Capital Facilities Element of the Comprehensive Plan Update so it can be sent to PSRC and the Department of Commerce for their review. This was seconded by Gokul and carried by a 7:0 vote.

- 9.2 Comprehensive Plan Second Review of Each Element:
- a) Natural Environment
 - b) Transportation & Circulation
 - c) Parks & Open Spaces
 - d) Land Use

Recommendation: Review and discussion.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Planning Manager Jonathan Kesler walked Council through the second review of the Land Use Element, Natural Environment Element, and Transportation and Circulation Element of the Comprehensive Plan Update. Council asked questions and staff responded.

ACTION: Council requested the following:

For all Comprehensive Plan Elements, search and replace "Bellevue Christian" with Three Points Elementary".

For all Comprehensive Plan Elements, search and replace "Landscape Plan" with "Community Design Element".

Transportation and Circulation Element:

Minor Arterial

- Revise the last sentence of the last paragraph to show 84th Avenue NE is a major pathway to access Seattle by the surrounding communities.

Existing Conditions

- Note maintenance service on ramp to SR 520 Eastbound next to the lid.
- Consider including private lanes.

Page 5

- Delete whole sentence "Because the City is fully developed, it is unlikely....."

Public Transit (page 7)

- The King County Metro Transit bus route 271 will need to be updated with new bus route from Metro.

Public Transit (page 11)

- In the second sentence, strike "and enhanced, when possible".

Nearby Air Facilities

- Add Boeing Airfield.

Pedestrians and Bicycles

The second to last paragraph should be revised to read:

Popular City cycling routes include Lake Washington Boulevard, 84th Avenue NE, Overlake Drives East and West, NE 12th Street, Evergreen Point Road, NE 24th Street,

and the SR 520 pathway due to their regional connectivity and scenic qualities. Features a separate regional trail owned and maintained by WSDOT, which crosses Evergreen Point Road at grade in the city of Medina. Of Medina streets, only 84th Avenue NE features bike lanes. Cyclists share the road with vehicles (and sometimes pedestrians) on Lake Washington Boulevard, Overlake Drives East and West, NE 12th Street, and Evergreen Point Road. The SR 520 floating bridge replacement features a separated bicycle path. The path connects to the Points Loop Trail and facilitates bicycle travel from Medina to Seattle and other regional trails across Lake Washington.

Search and replace "Indian Trail" with "Points Loop Trail".

Goals:

- Add a new goal about safe streets for everyone in Medina.

Policies:

- T-P5 should read "The City should seek to maintain and enhance portions of the Points Loop Trail within the city".
- In T-P8, add a bullet to include safety of bicycle crossing at grade.
- T-P10 through T-P19 should be reviewed or reframed to express the city's contributions.

Lastly, have the Police Chief review the transportation plan.

9.3 Non-administrative Variance and Hearing Examiner Proposal

Recommendation: Discussion and direction.

Staff Contacts: Steve Wilcox, Development Services Director and Jennifer S. Robertson, City Attorney

Director of Development Services Steve Wilcox gave an introduction and overview of Non-administrative Variances. City Attorney Jennifer Robertson walked the Council through the specific proposed changes.

ACTION: Motion Reeves to direct staff to forward the proposed revisions to MMC 16.72.030 to the Planning Commission for review and processing. This was seconded Garone carried by a 7:0 vote.

Director of Development Services Steve Wilcox gave the Council an update on the departure of the city's Hearings Examiner and gave them an opportunity to comment on the new Hearing Examiner proposal to the city. Council asked questions and staff responded.

ACTION: Discussion only; no action taken. Staff will move forward with entering into an agreement with the new Hearing Examiner.

- 9.4 Construction Activity Permit and Sign Code Proposal
Recommendation: Discussion and direction.
Staff Contacts: Steven R. Wilcox, Development Services Director and Jennifer S. Robertson, City Attorney

Director of Development Services Steve Wilcox gave a brief overview of the proposed changes to the Construction Activity Permit and Sign Code proposal to take to the Planning Commission for review, discussion and processing.

ACTION: Motion Reeves to direct staff to forward the proposed revision to MMC 16.75 and MMC 16.30.020 to the Planning Commission for review and processing. This was seconded by Luis and carried by a 7:0 vote.

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

Mayor Rossman asked for Council's endorsement to request two minutes on the Planning Commission's next agenda to thank the Planning Commission on behalf of the City Council for their diligence and their extra meetings and efforts to work through the Comprehensive Plan Updates.

ACTION: By consensus, Council supported the mayor's request.

11. **PUBLIC COMMENT**

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

12. **EXECUTIVE SESSION**

The City Council moved into Executive Session for an estimated time of 10 minutes at 7:23 p.m. to discuss the following:

RCW 42.30.110(1)(i)

To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

At 7:33 p.m. Mayor Rossman extended the Executive Session for an additional 10 minutes and announced the regular meeting adjourned from the Executive Session.

ACTION: No action was taken following the Executive Session.

13. **ADJOURNMENT**

The Council adjourned the regular meeting at 7:43 p.m.



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 13, 2024

Subject: TIB 2024 ADA Improvements & Overlay

Category: Consent

Staff Contact: Ryan Osada, Public Works Director

Summary

This project provides for three schedules of work: Schedule A includes replacement of seventeen curb ramps on NE 24th Street from Evergreen Point Road to 82nd Avenue NE. Schedule B includes replacement of seven curb ramps on NE 10th Street at 86th Avenue NE and 87th Avenue NE and also on the west side of Lake Washington Boulevard near NE 10th Street. Schedule C includes replacement of two curb ramps on NE 10th Street at 88th Avenue NE and the planing and overlay of 88th Avenue NE (south of NE 10th Street) and NE 26th Street (east of 82nd Avenue NE). Improvements include, but are not specifically limited to, excavation, cement concrete curb and gutter, cement concrete sidewalk and curb ramps, pavement planing, asphalt paving, pavement markings, pedestrian push button modification, traffic control, and other related work items. 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: \$564,722.16 less TIB Grant Funds \$467,402.00

Recommendation: Approve.

City Manager Approval:

Proposed Council Motion: I move to authorize the City Manager to negotiate and enter into an agreement with Kamins Construction for the TIB_2024 ADA Improvements & Overlay project.

BIDDER		ENGINEER'S ESTIMATE				KAMINS CONSTRUCTION, INC.		CORE INFRASTRUCTURE SERVICES, LLC		ROAD CONSTRUCTION NORTHWEST, INC.	
BIDDER ADDRESS						P.O. Box 867 Bothell, WA 98041 162,183-01		16932 Redmond-Woodinville Rd. NE, A210 Woodinville, WA 98072 348,821-00		P.O. Box 2228 Renton, WA 98056 895,521-03	
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.						KAMINCI854BB		COREIIS795D4		RCNW*CN978L6	
WASHINGTON STATE CONTRACTOR'S REG. NUMBER						5% BID BOND		5% BID BOND		5% BID BOND	
BID BOND OR OTHER GOOD FAITH TOKEN						5% BID BOND		5% BID BOND		5% BID BOND	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
SCHEDULE A: NE 24TH STREET ADA IMPROVEMENTS											
1	Minor Change	1	CALC	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
2	Survey	1	LS	\$7,000.00	\$7,000.00	\$13,000.00	\$13,000.00	\$1,200.00	\$1,200.00	\$12,000.00	\$12,000.00
3	SPCC Plan	1	LS	\$650.00	\$650.00	\$650.00	\$650.00	\$1,200.00	\$1,200.00	\$600.00	\$600.00
4	Mobilization, Cleanup and Demobilization	1	LS	\$26,000.00	\$26,000.00	\$26,325.00	\$26,325.00	\$10,740.00	\$10,740.00	\$33,000.00	\$33,000.00
5	Project Temporary Traffic Control	1	LS	\$20,000.00	\$20,000.00	\$25,870.00	\$25,870.00	\$30,937.50	\$30,937.50	\$45,000.00	\$45,000.00
6	Removal of Structures and Obstructions	1	LS	\$4,000.00	\$4,000.00	\$2,925.00	\$2,925.00	\$3,170.00	\$3,170.00	\$3,800.00	\$3,800.00
7	Removal of Curb and Gutter	540	LF	\$15.00	\$8,100.00	\$19.79	\$10,686.60	\$12.54	\$6,771.60	\$31.50	\$17,010.00
8	Removal of Cement Conc. Flatwork	330	SY	\$25.00	\$8,250.00	\$36.99	\$12,206.70	\$32.95	\$10,873.50	\$28.50	\$9,405.00
9	Removal of Asphalt Pavement	150	SY	\$40.00	\$6,000.00	\$35.62	\$5,343.00	\$33.17	\$4,975.50	\$67.00	\$10,050.00
10	Excavation, Embankment and Grading, Incl. Haul	1	LS	\$13,000.00	\$13,000.00	\$9,360.00	\$9,360.00	\$2,184.00	\$2,184.00	\$20,500.00	\$20,500.00
11	Crushed Surfacing Top Course	80	TN	\$55.00	\$4,400.00	\$68.90	\$5,512.00	\$57.70	\$4,616.00	\$62.00	\$4,960.00
12	Commercial HMA	32	TN	\$300.00	\$9,600.00	\$325.00	\$10,400.00	\$295.00	\$9,440.00	\$418.00	\$13,376.00
13	Concrete Inlet	1	EA	\$2,200.00	\$2,200.00	\$3,159.00	\$3,159.00	\$1,720.00	\$1,720.00	\$1,700.00	\$1,700.00
14	Catch Basin, Type 1	1	EA	\$3,000.00	\$3,000.00	\$3,159.00	\$3,159.00	\$4,272.40	\$4,272.40	\$1,825.00	\$1,825.00
15	Adjust Catch Basin	1	EA	\$600.00	\$600.00	\$780.00	\$780.00	\$540.00	\$540.00	\$1,025.00	\$1,025.00
16	Replace Rectangular Frame and Solid Cover	3	EA	\$800.00	\$2,400.00	\$1,170.00	\$3,510.00	\$725.00	\$2,175.00	\$635.00	\$1,905.00
17	Erosion/Water Pollution Control	1	LS	\$3,500.00	\$3,500.00	\$1,300.00	\$1,300.00	\$2,500.00	\$2,500.00	\$2,900.00	\$2,900.00
18	Topsoil, Type A	10	CY	\$100.00	\$1,000.00	\$130.00	\$1,300.00	\$80.94	\$809.40	\$80.00	\$800.00
19	Bark or Wood Chip Mulch	10	CY	\$100.00	\$1,000.00	\$130.00	\$1,300.00	\$79.70	\$797.00	\$80.00	\$800.00
20	Sod Installation	5	SY	\$60.00	\$300.00	\$130.00	\$650.00	\$238.10	\$1,190.50	\$30.00	\$150.00
21	Cement Conc. Traffic Curb and Gutter	550	LF	\$50.00	\$27,500.00	\$68.64	\$37,752.00	\$48.00	\$26,400.00	\$59.00	\$32,450.00
22	Cement Concrete Driveway Entrance	30	SY	\$100.00	\$3,000.00	\$189.80	\$5,694.00	\$124.20	\$3,726.00	\$159.00	\$4,770.00
23	Cement Concrete Sidewalk	90	SY	\$80.00	\$7,200.00	\$157.73	\$14,195.70	\$89.64	\$8,067.60	\$147.00	\$13,230.00
24	Cement Conc. Curb Ramp	240	SY	\$215.00	\$51,600.00	\$240.48	\$57,715.20	\$300.24	\$72,057.60	\$185.00	\$44,400.00
25	Detectable Warning Surface	250	SF	\$50.00	\$12,500.00	\$54.60	\$13,650.00	\$56.28	\$14,070.00	\$43.50	\$10,875.00
26	Permanent Signing	1	LS	\$2,000.00	\$2,000.00	\$3,900.00	\$3,900.00	\$3,780.00	\$3,780.00	\$2,050.00	\$2,050.00
27	Removing Pavement Markings	1	LS	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00	\$12,600.00	\$12,600.00	\$4,715.00	\$4,715.00
28	Plastic Crosswalk Line	820	SF	\$10.00	\$8,200.00	\$10.40	\$8,528.00	\$14.40	\$11,808.00	\$13.00	\$10,660.00
Subtotal, Schedule A					\$240,000.00		\$287,371.20		\$254,621.60		\$305,956.00
Sales Tax @ 0% (Per W.S. Revenue Rule 171)					\$0.00		\$0.00		\$0.00		\$0.00
TOTAL CONSTRUCTION COST, SCHEDULE A					\$240,000.00		\$287,371.20		\$254,621.60		\$305,956.00

DATE: 4/2024
 DRAWN: SC
 CHECKED: BS
 APPROVED: BS


BIDDER		ENGINEER'S ESTIMATE				KAMINS CONSTRUCTION, INC.		CORE INFRASTRUCTURE SERVICES, LLC		ROAD CONSTRUCTION NORTHWEST, INC.	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
SCHEDULE B: NE 10TH STREET ADA IMPROVEMENTS											
1	Minor Change	1	CALC	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
2	Survey	1	LS	\$8,000.00	\$8,000.00	\$650.00	\$650.00	\$1,200.00	\$1,200.00	\$5,400.00	\$5,400.00
3	Mobilization, Cleanup and Demobilization	1	LS	\$30,000.00	\$30,000.00	\$15,470.00	\$15,470.00	\$10,620.00	\$10,620.00	\$16,500.00	\$16,500.00
4	Project Temporary Traffic Control	1	LS	\$25,000.00	\$25,000.00	\$9,750.00	\$9,750.00	\$20,625.00	\$20,625.00	\$33,000.00	\$33,000.00
5	Removal of Structures and Obstructions	1	LS	\$10,000.00	\$10,000.00	\$1,300.00	\$1,300.00	\$2,600.00	\$2,600.00	\$2,500.00	\$2,500.00
6	Removal of Curb and Gutter	200	LF	\$20.00	\$4,000.00	\$20.28	\$4,056.00	\$12.98	\$2,596.00	\$31.50	\$6,300.00
7	Removal of Cement Conc. Flatwork	90	SY	\$30.00	\$2,700.00	\$39.00	\$3,510.00	\$75.51	\$6,795.90	\$28.50	\$2,565.00
8	Removal of Asphalt Pavement	80	SY	\$40.00	\$3,200.00	\$34.61	\$2,768.80	\$62.99	\$5,039.20	\$67.00	\$5,360.00
9	Excavation, Embankment and Grading, Incl. Haul	1	LS	\$12,000.00	\$12,000.00	\$4,186.00	\$4,186.00	\$3,534.00	\$3,534.00	\$8,550.00	\$8,550.00
10	Crushed Surfacing Top Course	50	TN	\$55.00	\$2,750.00	\$68.38	\$3,419.00	\$59.60	\$2,980.00	\$62.00	\$3,100.00
11	Commercial HMA	30	TN	\$300.00	\$9,000.00	\$325.00	\$9,750.00	\$314.67	\$9,440.10	\$418.00	\$12,540.00
12	Erosion/Water Pollution Control	1	LS	\$5,000.00	\$5,000.00	\$1,300.00	\$1,300.00	\$2,400.00	\$2,400.00	\$100.00	\$100.00
13	Topsoil, Type A	10	CY	\$100.00	\$1,000.00	\$130.00	\$1,300.00	\$84.18	\$841.80	\$80.00	\$800.00
14	Bark or Wood Chip Mulch	10	CY	\$100.00	\$1,000.00	\$130.00	\$1,300.00	\$81.70	\$817.00	\$80.00	\$800.00
15	Sod Installation	10	SY	\$60.00	\$600.00	\$130.00	\$1,300.00	\$133.70	\$1,337.00	\$30.00	\$300.00
16	Cement Conc. Traffic Curb and Gutter	200	LF	\$60.00	\$12,000.00	\$71.24	\$14,248.00	\$48.00	\$9,600.00	\$59.00	\$11,800.00
17	Cement Concrete Driveway Entrance	18	SY	\$100.00	\$1,800.00	\$182.52	\$3,285.36	\$124.20	\$2,235.60	\$195.00	\$3,510.00
18	Cement Concrete Sidewalk	25	SY	\$80.00	\$2,000.00	\$156.52	\$3,913.00	\$89.64	\$2,241.00	\$185.00	\$4,625.00
19	Cement Conc. Curb Ramp	75	SY	\$300.00	\$22,500.00	\$286.52	\$21,489.00	\$300.24	\$22,518.00	\$222.50	\$16,687.50
20	Detectable Warning Surface	125	SF	\$60.00	\$7,500.00	\$54.60	\$6,825.00	\$46.14	\$5,767.50	\$44.00	\$5,500.00
21	Pedestrian Push Button Modifications	1	LS	\$7,500.00	\$7,500.00	\$3,250.00	\$3,250.00	\$4,800.00	\$4,800.00	\$2,950.00	\$2,950.00
22	Junction Box, Type 1	1	EA	\$4,500.00	\$4,500.00	\$3,042.00	\$3,042.00	\$4,800.00	\$4,800.00	\$1,800.00	\$1,800.00
23	Junction Box, Type 8	1	EA	\$9,000.00	\$9,000.00	\$12,376.00	\$12,376.00	\$4,800.00	\$4,800.00	\$8,250.00	\$8,250.00
24	Traffic Detection Loop	8	EA	\$2,500.00	\$20,000.00	\$1,560.00	\$12,480.00	\$1,837.50	\$14,700.00	\$1,400.00	\$11,200.00
25	Removing Pavement Markings	1	LS	\$2,000.00	\$2,000.00	\$1,950.00	\$1,950.00	\$3,000.00	\$3,000.00	\$2,350.00	\$2,350.00
26	Plastic Stop Line	30	LF	\$20.00	\$600.00	\$19.50	\$585.00	\$24.00	\$720.00	\$35.50	\$1,065.00
27	Plastic Crosswalk Line	200	SF	\$15.00	\$3,000.00	\$10.40	\$2,080.00	\$14.40	\$2,880.00	\$13.00	\$2,600.00
	Subtotal, Schedule B				\$208,650.00		\$147,583.16		\$150,888.10		\$172,152.50
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)				\$0.00		\$0.00		\$0.00		\$0.00
	TOTAL CONSTRUCTION COST, SCHEDULE B				\$208,650.00		\$147,583.16		\$150,888.10		\$172,152.50

BIDDER		ENGINEER'S ESTIMATE			KAMINS CONSTRUCTION, INC.		CORE INFRASTRUCTURE SERVICES, LLC		ROAD CONSTRUCTION NORTHWEST, INC.	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SCHEDULE C: 2024 OVERLAY										
1	Minor Change	1	CALC	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
2	Survey	1	LS	\$2,000.00	\$2,000.00	\$650.00	\$650.00	\$1,300.00	\$1,300.00	\$825.00
3	Mobilization, Cleanup and Demobilization	1	LS	\$20,000.00	\$20,000.00	\$5,590.00	\$5,590.00	\$10,620.00	\$10,620.00	\$13,750.00
4	Project Temporary Traffic Control	1	LS	\$10,000.00	\$10,000.00	\$9,100.00	\$9,100.00	\$21,450.00	\$21,450.00	\$10,500.00
5	Removal of Structures and Obstructions	1	LS	\$5,000.00	\$5,000.00	\$650.00	\$650.00	\$2,600.00	\$2,600.00	\$1,250.00
6	Removal of Curb and Gutter	70	LF	\$20.00	\$1,400.00	\$19.50	\$1,365.00	\$20.72	\$1,450.40	\$31.50
7	Removal of Cement Conc. Flatwork	15	SY	\$30.00	\$450.00	\$49.40	\$741.00	\$87.37	\$1,310.55	\$28.50
8	Removal of Asphalt Pavement	20	SY	\$40.00	\$800.00	\$37.05	\$741.00	\$95.78	\$1,915.60	\$67.00
9	Excavation, Embankment and Grading, Incl. Haul	1	LS	\$2,000.00	\$2,000.00	\$1,547.00	\$1,547.00	\$3,085.00	\$3,085.00	\$3,800.00
10	Crushed Surfacing Top Course	40	TN	\$55.00	\$2,200.00	\$68.90	\$2,756.00	\$56.88	\$2,275.20	\$62.00
11	Planing Bituminous Pavement	2,400	SY	\$18.00	\$43,200.00	\$9.75	\$23,400.00	\$15.30	\$36,720.00	\$15.00
12	Pavement Repair Excavation, Incl. Haul	50	SY	\$80.00	\$4,000.00	\$61.88	\$3,094.00	\$23.90	\$1,195.00	\$54.00
13	Commercial HMA	300	TN	\$200.00	\$60,000.00	\$175.50	\$52,650.00	\$264.00	\$79,200.00	\$213.00
14	Adjust Catch Basin	1	EA	\$700.00	\$700.00	\$780.00	\$780.00	\$681.75	\$681.75	\$1,025.00
15	Adjust Manhole	2	EA	\$800.00	\$1,600.00	\$780.00	\$1,560.00	\$681.75	\$1,363.50	\$1,025.00
16	Adjust Valve Box	1	EA	\$800.00	\$800.00	\$650.00	\$650.00	\$681.75	\$681.75	\$610.00
17	Adjust Meter Box	1	EA	\$800.00	\$800.00	\$455.00	\$455.00	\$681.75	\$681.75	\$610.00
18	Erosion/Water Pollution Control	1	LS	\$6,000.00	\$6,000.00	\$650.00	\$650.00	\$1,800.00	\$1,800.00	\$100.00
19	Topsoil, Type A	5	CY	\$100.00	\$500.00	\$130.00	\$650.00	\$91.25	\$456.25	\$80.00
20	Bark or Wood Chip Mulch	5	CY	\$100.00	\$500.00	\$130.00	\$650.00	\$91.25	\$456.25	\$80.00
21	Cement Conc. Traffic Curb and Gutter	70	LF	\$60.00	\$4,200.00	\$88.40	\$6,188.00	\$48.00	\$3,360.00	\$59.00
22	Adjust Monument Case and Cover	2	EA	\$500.00	\$1,000.00	\$910.00	\$1,820.00	\$540.00	\$1,080.00	\$610.00
23	Cement Concrete Sidewalk	5	SY	\$80.00	\$400.00	\$239.20	\$1,196.00	\$97.11	\$485.55	\$184.00
24	Cement Conc. Curb Ramp	22	SY	\$300.00	\$6,600.00	\$329.25	\$7,243.50	\$300.24	\$6,605.28	\$223.00
25	Detectable Warning Surface	40	SF	\$60.00	\$2,400.00	\$54.60	\$2,184.00	\$66.00	\$2,640.00	\$44.00
26	Plastic Stop Line	15	LF	\$20.00	\$300.00	\$19.50	\$292.50	\$24.00	\$360.00	\$35.50
27	Plastic Crosswalk Line	112	SF	\$15.00	\$1,680.00	\$10.40	\$1,164.80	\$14.40	\$1,612.80	\$13.00
	Subtotal, Schedule C				\$180,530.00		\$129,767.80		\$187,386.63	\$161,297.00
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)				\$0.00		\$0.00		\$0.00	\$0.00
	TOTAL CONSTRUCTION COST, SCHEDULE C				\$180,530.00		\$129,767.80		\$187,386.63	\$161,297.00
	TOTAL CONSTRUCTION COST, SCHEDULE A				\$240,000.00		\$287,371.20		\$254,621.60	\$305,956.00
	TOTAL CONSTRUCTION COST, SCHEDULE B				\$208,650.00		\$147,583.16		\$150,888.10	\$172,152.50
	TOTAL CONSTRUCTION COST, SCHEDULE C				\$180,530.00		\$129,767.80		\$187,386.63	\$161,297.00
	TOTAL CONSTRUCTION COST, SCHEDULES A, B AND C				\$629,180.00		\$564,722.16		\$592,896.33	\$639,405.50

DATE: 4/2024
 DRAWN: SC
 CHECKED: BS
 APPROVED: BS

BIDDER		ALWAYS ACTIVE SERVICES, LLC		JB ASPHALT PAVING, INC.		GRANITE CONSTRUCTION CO.		NORTHWEST CASCADE, INC.		
BIDDER ADDRESS		2014 171st Avenue SE Snohomish, WA 98290		22228 95th Place West Edmonds, WA 98020		1525 East Marine View Drive Everett, WA 98201		P.O. Box 73399 Puyallup, WA 98373		
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.		076,630-00		243,594-00		572,672-04		265,081-00		
WASHINGTON STATE CONTRACTOR'S REG. NUMBER		ALWAYAS800PT		JBASPBA872K1		GRANICC916DL		NORTHC1148BG		
BID BOND OR OTHER GOOD FAITH TOKEN				5% BID BOND		5% BID BOND		5% BID BOND		
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SCHEDULE A: NE 24TH STREET ADA IMPROVEMENTS										
1	Minor Change	1	CALC	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
2	Survey	1	LS	\$5,000.00	\$5,000.00	\$10,250.00	\$10,250.00	\$2,000.00	\$2,000.00	\$9,000.00
3	SPCC Plan	1	LS	\$500.00	\$500.00	\$575.00	\$575.00	\$500.00	\$500.00	\$550.00
4	Mobilization, Cleanup and Demobilization	1	LS	\$55,000.00	\$55,000.00	\$23,000.00	\$23,000.00	\$38,000.00	\$38,000.00	\$80,000.00
5	Project Temporary Traffic Control	1	LS	\$42,000.00	\$42,000.00	\$38,000.00	\$38,000.00	\$87,000.00	\$87,000.00	\$45,000.00
6	Removal of Structures and Obstructions	1	LS	\$4,500.00	\$4,500.00	\$2,100.00	\$2,100.00	\$1,800.00	\$1,800.00	\$6,000.00
7	Removal of Curb and Gutter	540	LF	\$20.00	\$10,800.00	\$60.00	\$32,400.00	\$20.00	\$10,800.00	\$11.00
8	Removal of Cement Conc. Flatwork	330	SY	\$45.00	\$14,850.00	\$60.00	\$19,800.00	\$119.00	\$39,270.00	\$25.00
9	Removal of Asphalt Pavement	150	SY	\$45.00	\$6,750.00	\$60.00	\$9,000.00	\$119.00	\$17,850.00	\$22.00
10	Excavation, Embankment and Grading, Incl. Haul	1	LS	\$11,000.00	\$11,000.00	\$1,200.00	\$1,200.00	\$16,000.00	\$16,000.00	\$6,475.00
11	Crushed Surfacing Top Course	80	TN	\$75.00	\$6,000.00	\$70.00	\$5,600.00	\$49.00	\$3,920.00	\$85.00
12	Commercial HMA	32	TN	\$260.00	\$8,320.00	\$220.00	\$7,040.00	\$474.00	\$15,168.00	\$350.00
13	Concrete Inlet	1	EA	\$1,800.00	\$1,800.00	\$4,000.00	\$4,000.00	\$3,600.00	\$3,600.00	\$2,000.00
14	Catch Basin, Type 1	1	EA	\$2,750.00	\$2,750.00	\$6,400.00	\$6,400.00	\$6,400.00	\$6,400.00	\$1,850.00
15	Adjust Catch Basin	1	EA	\$450.00	\$450.00	\$1,300.00	\$1,300.00	\$1,000.00	\$1,000.00	\$670.00
16	Replace Rectangular Frame and Solid Cover	3	EA	\$450.00	\$1,350.00	\$700.00	\$2,100.00	\$1,326.00	\$3,978.00	\$805.00
17	Erosion/Water Pollution Control	1	LS	\$3,000.00	\$3,000.00	\$600.00	\$600.00	\$4,542.00	\$4,542.00	\$3,950.00
18	Topsoil, Type A	10	CY	\$95.00	\$950.00	\$115.00	\$1,150.00	\$291.00	\$2,910.00	\$95.00
19	Bark or Wood Chip Mulch	10	CY	\$95.00	\$950.00	\$115.00	\$1,150.00	\$291.00	\$2,910.00	\$95.00
20	Sod Installation	5	SY	\$100.00	\$500.00	\$115.00	\$575.00	\$166.00	\$830.00	\$105.00
21	Cement Conc. Traffic Curb and Gutter	550	LF	\$60.00	\$33,000.00	\$40.00	\$22,000.00	\$46.00	\$25,300.00	\$60.00
22	Cement Concrete Driveway Entrance	30	SY	\$150.00	\$4,500.00	\$110.00	\$3,300.00	\$125.00	\$3,750.00	\$175.00
23	Cement Concrete Sidewalk	90	SY	\$105.00	\$9,450.00	\$85.00	\$7,650.00	\$115.00	\$10,350.00	\$140.00
24	Cement Conc. Curb Ramp	240	SY	\$270.00	\$64,800.00	\$285.00	\$68,400.00	\$115.00	\$27,600.00	\$300.00
25	Detectable Warning Surface	250	SF	\$65.00	\$16,250.00	\$80.00	\$20,000.00	\$38.00	\$9,500.00	\$52.00
26	Permanent Signing	1	LS	\$3,200.00	\$3,200.00	\$5,200.00	\$5,200.00	\$3,600.00	\$3,600.00	\$4,500.00
27	Removing Pavement Markings	1	LS	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$5,000.00	\$5,000.00	\$6,500.00
28	Plastic Crosswalk Line	820	SF	\$15.00	\$12,300.00	\$13.80	\$11,316.00	\$8.00	\$6,560.00	\$10.00
	Subtotal, Schedule A				\$333,970.00		\$318,106.00		\$352,138.00	\$352,875.00
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)				\$0.00		\$0.00		\$0.00	\$0.00
	TOTAL CONSTRUCTION COST, SCHEDULE A				\$333,970.00		\$318,106.00		\$352,138.00	\$352,875.00

BIDDER		ALWAYS ACTIVE SERVICES, LLC			JB ASPHALT PAVING, INC.		GRANITE CONSTRUCTION CO.		NORTHWEST CASCADE, INC.	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SCHEDULE B: NE 10TH STREET ADA IMPROVEMENTS										
1	Minor Change	1	CALC	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
2	Survey	1	LS	\$6,000.00	\$6,000.00	\$4,600.00	\$4,600.00	\$2,000.00	\$2,000.00	\$5,250.00
3	Mobilization, Cleanup and Demobilization	1	LS	\$10,000.00	\$10,000.00	\$23,000.00	\$23,000.00	\$20,000.00	\$20,000.00	\$26,500.00
4	Project Temporary Traffic Control	1	LS	\$7,500.00	\$7,500.00	\$38,000.00	\$38,000.00	\$50,000.00	\$50,000.00	\$20,000.00
5	Removal of Structures and Obstructions	1	LS	\$3,000.00	\$3,000.00	\$2,100.00	\$2,100.00	\$1,800.00	\$1,800.00	\$3,000.00
6	Removal of Curb and Gutter	200	LF	\$25.00	\$5,000.00	\$60.00	\$12,000.00	\$20.00	\$4,000.00	\$12.00
7	Removal of Cement Conc. Flatwork	90	SY	\$45.00	\$4,050.00	\$60.00	\$5,400.00	\$119.00	\$10,710.00	\$25.00
8	Removal of Asphalt Pavement	80	SY	\$45.00	\$3,600.00	\$60.00	\$4,800.00	\$119.00	\$9,520.00	\$22.00
9	Excavation, Embankment and Grading, Incl. Haul	1	LS	\$4,500.00	\$4,500.00	\$1,200.00	\$1,200.00	\$6,600.00	\$6,600.00	\$2,500.00
10	Crushed Surfacing Top Course	50	TN	\$95.00	\$4,750.00	\$70.00	\$3,500.00	\$49.00	\$2,450.00	\$85.00
11	Commercial HMA	30	TN	\$240.00	\$7,200.00	\$220.00	\$6,600.00	\$444.00	\$13,320.00	\$345.00
12	Erosion/Water Pollution Control	1	LS	\$1,000.00	\$1,000.00	\$600.00	\$600.00	\$4,542.00	\$4,542.00	\$4,000.00
13	Topsoil, Type A	10	CY	\$105.00	\$1,050.00	\$115.00	\$1,150.00	\$291.00	\$2,910.00	\$95.00
14	Bark or Wood Chip Mulch	10	CY	\$105.00	\$1,050.00	\$115.00	\$1,150.00	\$291.00	\$2,910.00	\$95.00
15	Sod Installation	10	SY	\$50.00	\$500.00	\$115.00	\$1,150.00	\$166.00	\$1,660.00	\$105.00
16	Cement Conc. Traffic Curb and Gutter	200	LF	\$48.00	\$9,600.00	\$40.00	\$8,000.00	\$46.00	\$9,200.00	\$65.00
17	Cement Concrete Driveway Entrance	18	SY	\$145.00	\$2,610.00	\$110.00	\$1,980.00	\$157.00	\$2,826.00	\$180.00
18	Cement Concrete Sidewalk	25	SY	\$95.00	\$2,375.00	\$85.00	\$2,125.00	\$147.00	\$3,675.00	\$140.00
19	Cement Conc. Curb Ramp	75	SY	\$290.00	\$21,750.00	\$285.00	\$21,375.00	\$147.00	\$11,025.00	\$305.00
20	Detectable Warning Surface	125	SF	\$65.00	\$8,125.00	\$80.00	\$10,000.00	\$38.00	\$4,750.00	\$52.00
21	Pedestrian Push Button Modifications	1	LS	\$7,200.00	\$7,200.00	\$3,200.00	\$3,200.00	\$2,500.00	\$2,500.00	\$3,050.00
22	Junction Box, Type 1	1	EA	\$5,200.00	\$5,200.00	\$2,300.00	\$2,300.00	\$1,500.00	\$1,500.00	\$2,000.00
23	Junction Box, Type 8	1	EA	\$9,500.00	\$9,500.00	\$8,600.00	\$8,600.00	\$7,000.00	\$7,000.00	\$8,500.00
24	Traffic Detection Loop	8	EA	\$2,600.00	\$20,800.00	\$1,750.00	\$14,000.00	\$1,200.00	\$9,600.00	\$1,764.00
25	Removing Pavement Markings	1	LS	\$3,000.00	\$3,000.00	\$2,900.00	\$2,900.00	\$1,500.00	\$1,500.00	\$1,815.00
26	Plastic Stop Line	30	LF	\$25.00	\$750.00	\$23.00	\$690.00	\$15.00	\$450.00	\$19.00
27	Plastic Crosswalk Line	200	SF	\$15.00	\$3,000.00	\$14.00	\$2,800.00	\$8.00	\$1,600.00	\$10.00
	Subtotal, Schedule B				\$155,110.00		\$185,220.00		\$190,048.00	\$168,372.00
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)				\$0.00		\$0.00		\$0.00	\$0.00
	TOTAL CONSTRUCTION COST, SCHEDULE B				\$155,110.00		\$185,220.00		\$190,048.00	\$168,372.00

BIDDER			ALWAYS ACTIVE SERVICES, LLC		JB ASPHALT PAVING, INC.		GRANITE CONSTRUCTION CO.		NORTHWEST CASCADE, INC.	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SCHEDULE C: 2024 OVERLAY										
1	Minor Change	1 CALC	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
2	Survey	1 LS	\$3,000.00	\$3,000.00	\$1,700.00	\$1,700.00	\$2,000.00	\$2,000.00	\$700.00	\$700.00
3	Mobilization, Cleanup and Demobilization	1 LS	\$10,000.00	\$10,000.00	\$23,000.00	\$23,000.00	\$18,000.00	\$18,000.00	\$41,750.00	\$41,750.00
4	Project Temporary Traffic Control	1 LS	\$6,500.00	\$6,500.00	\$38,000.00	\$38,000.00	\$33,000.00	\$33,000.00	\$32,250.00	\$32,250.00
5	Removal of Structures and Obstructions	1 LS	\$2,500.00	\$2,500.00	\$2,100.00	\$2,100.00	\$1,800.00	\$1,800.00	\$500.00	\$500.00
6	Removal of Curb and Gutter	70 LF	\$45.00	\$3,150.00	\$60.00	\$4,200.00	\$20.00	\$1,400.00	\$15.00	\$1,050.00
7	Removal of Cement Conc. Flatwork	15 SY	\$95.00	\$1,425.00	\$60.00	\$900.00	\$119.00	\$1,785.00	\$45.00	\$675.00
8	Removal of Asphalt Pavement	20 SY	\$75.00	\$1,500.00	\$60.00	\$1,200.00	\$119.00	\$2,380.00	\$44.00	\$880.00
9	Excavation, Embankment and Grading, Incl. Haul	1 LS	\$3,500.00	\$3,500.00	\$1,200.00	\$1,200.00	\$1,900.00	\$1,900.00	\$1,925.00	\$1,925.00
10	Crushed Surfacing Top Course	40 TN	\$85.00	\$3,400.00	\$70.00	\$2,800.00	\$115.00	\$4,600.00	\$84.00	\$3,360.00
11	Planing Bituminous Pavement	2,400 SY	\$10.00	\$24,000.00	\$11.00	\$26,400.00	\$9.50	\$22,800.00	\$8.00	\$19,200.00
12	Pavement Repair Excavation, Incl. Haul	50 SY	\$75.00	\$3,750.00	\$70.00	\$3,500.00	\$204.00	\$10,200.00	\$45.00	\$2,250.00
13	Commercial HMA	300 TN	\$240.00	\$72,000.00	\$155.00	\$46,500.00	\$199.00	\$59,700.00	\$320.00	\$96,000.00
14	Adjust Catch Basin	1 EA	\$700.00	\$700.00	\$1,300.00	\$1,300.00	\$998.00	\$998.00	\$667.00	\$667.00
15	Adjust Manhole	2 EA	\$950.00	\$1,900.00	\$1,300.00	\$2,600.00	\$998.00	\$1,996.00	\$667.00	\$1,334.00
16	Adjust Valve Box	1 EA	\$600.00	\$600.00	\$950.00	\$950.00	\$802.00	\$802.00	\$667.00	\$667.00
17	Adjust Meter Box	1 EA	\$300.00	\$300.00	\$950.00	\$950.00	\$998.00	\$998.00	\$667.00	\$667.00
18	Erosion/Water Pollution Control	1 LS	\$1,000.00	\$1,000.00	\$600.00	\$600.00	\$720.00	\$720.00	\$2,610.00	\$2,610.00
19	Topsoil, Type A	5 CY	\$105.00	\$525.00	\$115.00	\$575.00	\$290.00	\$1,450.00	\$95.00	\$475.00
20	Bark or Wood Chip Mulch	5 CY	\$105.00	\$525.00	\$115.00	\$575.00	\$290.00	\$1,450.00	\$95.00	\$475.00
21	Cement Conc. Traffic Curb and Gutter	70 LF	\$95.00	\$6,650.00	\$40.00	\$2,800.00	\$46.00	\$3,220.00	\$77.00	\$5,390.00
22	Adjust Monument Case and Cover	2 EA	\$750.00	\$1,500.00	\$1,100.00	\$2,200.00	\$998.00	\$1,996.00	\$825.00	\$1,650.00
23	Cement Concrete Sidewalk	5 SY	\$240.00	\$1,200.00	\$85.00	\$425.00	\$147.00	\$735.00	\$175.00	\$875.00
24	Cement Conc. Curb Ramp	22 SY	\$300.00	\$6,600.00	\$285.00	\$6,270.00	\$147.00	\$3,234.00	\$330.00	\$7,260.00
25	Detectable Warning Surface	40 SF	\$75.00	\$3,000.00	\$80.00	\$3,200.00	\$38.00	\$1,520.00	\$55.00	\$2,200.00
26	Plastic Stop Line	15 LF	\$30.00	\$450.00	\$23.00	\$345.00	\$15.00	\$225.00	\$20.00	\$300.00
27	Plastic Crosswalk Line	112 SF	\$15.00	\$1,680.00	\$14.00	\$1,568.00	\$8.00	\$896.00	\$10.00	\$1,120.00
	Subtotal, Schedule C			\$163,355.00		\$177,858.00		\$181,805.00		\$228,230.00
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)			\$0.00		\$0.00		\$0.00		\$0.00
	TOTAL CONSTRUCTION COST, SCHEDULE C			\$163,355.00		\$177,858.00		\$181,805.00		\$228,230.00
	TOTAL CONSTRUCTION COST, SCHEDULE A			\$333,970.00		\$318,106.00		\$352,138.00		\$352,875.00
	TOTAL CONSTRUCTION COST, SCHEDULE B			\$155,110.00		\$185,220.00		\$190,048.00		\$168,372.00
	TOTAL CONSTRUCTION COST, SCHEDULE C			\$163,355.00		\$177,858.00		\$181,805.00		\$228,230.00
	TOTAL CONSTRUCTION COST, SCHEDULES A, B AND C			\$652,435.00		\$681,184.00		\$723,991.00		\$749,477.00
Sealed bids were opened at the City of Medina, 501 Evergreen Point Road, Medina, Washington 98039 on Tuesday, April 23, 2024, at 10:00 a.m. (local time).										
I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcriptions of the unit prices and total amounts bid.										
 BRIAN SOURWINE, P.E.						DENOTES MATHEMATICAL ROUNDING ERROR				



April 29, 2024

Mr. Ryan Osada
 Public Works Director
 City of Medina
 1000 80th Avenue NE
 Medina, Washington 98039

SUBJECT: REVIEW OF BIDS, 2024 ADA IMPROVEMENTS AND OVERLAY
 CITY OF MEDINA, KING COUNTY, WASHINGTON
 G&O #24432.00, #24435.00, & #24436.00

Dear Mr. Osada:

On April 23, 2024, the City of Medina received seven responsive bids for the 2024 ADA Improvements and Overlay Project. The responsive bids ranged from \$564,722.16 to \$749,477.00. The Engineer’s Estimate was \$629,180.00. Each proposal was checked for correctness of extensions of the prices per unit and the total price. Sixteen corrections were made; however, these corrections 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. Kamins Construction, Inc. (Bothell, Washington).....\$564,722.16
- 2. Core Infrastructure Services, LLC
 (Woodinville, Washington).....\$592,896.33
Engineer’s Estimate\$629,180.00
- 3. Road Construction Northwest, Inc. (Renton, Washington)\$639,405.50
- 4. Always Active Services, LLC (Snohomish, Washington).....\$652,435.00
- 5. JB Asphalt Paving, Inc. (Edmonds, Washington).....\$681,184.00
- 6. Granite Construction Company (Everett, Washington).....\$723,991.00
- 7. Northwest Cascade, Inc. (Puyallup, Washington)\$749,477.00

The lowest responsive bidder, Kamins Construction, Inc. of Bothell, 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, Kamins Construction, Inc. of Bothell, Washington, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist, including



Mr. Ryan Osada
April 29, 2024
Page 2

documentation, is attached for the City's file. We have also reviewed the Supplemental Bidder Criteria information submitted by Kamins Construction, 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, responsible bidder:

Kamins Construction, Inc.
P.O. Box 867
Bothell, Washington 98041

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

Sincerely,

GRAY & OSBORNE, INC.

Brian L. Sourwine, P.E.

BLS/sr
Encl.

cc: Mr. Greg Armstrong, P.E., Project Engineer, Washington State Transportation Improvement Board



Washington State Transportation Improvement Board

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Jane Wall
County Road Administration Board

April 24, 2024

Mr. Ryan Osada
Director of Public Works
City of Medina
PO Box 144
Medina, WA 98039-0144

Dear Mr. Osada:

Based on your Updated Cost Estimate for the 2024 Overlay project, TIB # 2-P-109(007)-1, your authorized TIB funds are \$148,728, which reflects an increase of \$9,984.

You may now award the construction contract.

We would be happy to assist you with any questions. You can contact Greg Armstrong, TIB Project Engineer, at (360) 586-1142 or via e-mail at GregA@TIB.wa.gov.

Sincerely,

Ashley Probart
Executive Director

Ashley Probart
Executive Director

P O Box 40901



Washington State Transportation Improvement Board

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City of Fife

Maria Thomas
Office of Financial Management

John Vicente
City of Kenmore

Jennifer Walker
Thurston County

Jane Wall
County Road Administration Board

April 24, 2024

Mr. Ryan Osada
Director of Public Works
City of Medina
PO Box 144
Medina, WA 98039-0144

Dear Mr. Osada:

Based on your Updated Cost Estimate for the NE 24th Street ADA Upgrade project, TIB # P-P-109(P05)-1, your authorized TIB funds are \$318,675, which reflects an increase of \$48,405.

You may now award the construction contract.

We would be happy to assist you with any questions. You can contact Greg Armstrong, TIB Project Engineer, at (360) 586-1142 or via e-mail at GregA@TIB.wa.gov.

Sincerely,

Ashley Probart
Executive Director

Ashley Probart
Executive Director

P O Box 40901



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 13, 2024

Subject: Adoption of Updated Fee Schedule, including for Body Worn Camera Fees for Redaction Costs

Category: Consent

Staff Contacts: Jennifer Robertson, City Attorney, Aimee Kellerman, City Clerk, and Steven R. Wilcox, Development Services Director

Summary

1. General Housekeeping Updates and Consolidation of Unified Fee Schedule.

The City has historically begun adopting all fees by resolution in order to consolidate fees and keep them updated routinely. This is a best practice as it makes it easier for the public and the staff to locate fees that the City charges for various services. Currently, the City has three different fee schedules that are in Resolution Nos. 400, 406 and 417. The attached resolution consolidates these fees into a single location.

2. Adoption of Redaction Costs for Body Worn Camera Recordings under the PRA.

In addition to consolidating fees, the attached Resolution adds fees for redaction of body worn camera footage that is requested under the Public Records Act, Ch. 42.56 RCW ("PRA"). The City of Medina started using body-worn cameras in recent years which created an obligation to maintain, review, and produce video recordings from the body-worn cameras in accordance with the PRA. Therefore, a body-worn camera redaction fee schedule needs to be created which is incorporated into the current fee schedule.

Under the PRA, RCW 42.56.070(7) and RCW 42.56.120 prescribe that agencies may be reimbursed for the costs of providing copies of public records to requestors. RCW 42.56.240(14)(f)(i) authorizes cities whose police departments have a body-worn camera program to require any requester not listed in RCW 42.56.240(14)(e)¹ to pay the reasonable costs of redacting, altering, distorting, pixelating, suppressing, or otherwise obscuring any portion of the body-worn camera recording prior to disclosure only to the extent necessary to comply with the legal exemptions. As part of creating a fee schedule for redactions, the City analyzed the 2018 Body-Worn Video Redaction Cost Study completed by the Seattle Police Department. The study determined the amount of time it takes to redact such body-worn camera footage and multiplied that amount of time by the City Police Department Records Staff salaries to determine the "reasonable cost" for such redactions. The Police Department deems the Study reasonable and recommends that the City adopt the study for the purposes of calculating charges applicable to public record requests involving body worn camera footage and to adopt new sections into the City fee schedule that allows the City to recover the cost of actual staff time incurred by the City

¹ These are the law enforcement or corrections agencies, victims, defendants, attorneys representing involved parties, certain state agencies, etc. who can obtain relief from redaction costs. Other requestors cannot obtain relief and must reimburse the City for the redaction costs.

for redacting body-worn camera footage. More details about how the City will charge for redactions are contained in the Resolution Recitals.

This Resolution Adopting a Unified Fee Schedule meets and supports Council's priorities 1, 3 and 4.

Council Priorities:

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

Attachments

Resolution No. 443 with **Exhibit A** – Body Worn Video Redaction Study and **Exhibit B** – Updated Fee Schedule

Budget/Fiscal Impact: By adopting fees for services, the City will collect appropriate fees to reimburse the City's costs.

Recommendation: Adopt Resolution No. 443.

City Manager Approval:



Proposed Council Motion: "I move adoption of Resolution No. 443, establishing an unified fee schedule for various services, permits and applications within the City, adopting a fee study for body-worn camera video redaction costs, establishing the city's body-worn camera redaction fees and adding these fees to the City's fee schedule for public records requests, and repealing prior fee schedules adopted by resolution.

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. 443

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, ESTABLISHING AN UNIFIED FEE SCHEDULE FOR VARIOUS SERVICES, PERMITS AND APPLICATIONS WITHIN THE CITY, ADOPTING A FEE STUDY FOR BODY-WORN CAMERA VIDEO REDACTION COSTS, ESTABLISHING THE CITY'S BODY-WORN CAMERA REDACTION FEES, AND ADDING THESE FEES TO THE CITY'S FEE SCHEDULE FOR PUBLIC RECORDS REQUESTS, AND REPEALING PRIOR FEE SCHEDULES ADOPTED BY RESOLUTION.

WHEREAS, the City has historically begun adopting all fees by resolution in order to consolidate fees and keep them updated routinely; and

WHEREAS, the City has three different fee schedules that are in Resolution Nos. 300, 406 and 417 and these should be consolidated into a single location for ease of review by the public and the City; and

WHEREAS, the City of Medina started using body-worn cameras in recent years and therefore has the obligation to maintain, review, and produce video recordings from the body-worn cameras; and

WHEREAS, the City desires to impose a body-worn camera redaction fee schedule and incorporate it into the current fee schedule; and

WHEREAS, throughout this Resolution, the term "redaction" shall mean the act of redacting, altering, distorting, pixelating, suppressing, or otherwise obscuring any portion of a body-worn camera recording; and

WHEREAS, under the Public Records Act ("PRA"), RCW 42.56.070(7) and RCW 42.56.120 prescribes that agencies may be reimbursed for the costs of providing copies of public records to requestors; and

WHEREAS, RCW 42.56.120(4) allows government agencies to: require a deposit in an amount not to exceed ten percent (10%) of the estimated cost of providing copies for a request, including a customized service charge; when an agency makes a request available on a partial or installment basis, the agency may charge for each part of the request as it is provided; when an installment of records request is not claimed or reviewed, the agency is not obligated to fulfill the balance of the request; waive any charge assessed for a request pursuant to agency rules and regulations; enter into any contract,

memorandum of understanding, or other agreement with a requestor that provides an alternative fee arrangement to the charges or in response to a voluminous or frequently occurring request; and

WHEREAS, RCW 42.56.240(14)(f)(i) authorizes cities whose police departments have a body-worn camera program to require any requester not listed in RCW 42.56.240(14)(e) to pay the reasonable costs of redacting, altering, distorting, pixelating, suppressing, or otherwise obscuring any portion of the body-worn camera recording prior to disclosure only to the extent necessary to comply with the exemptions in RCW 42.56 et. seq. or any applicable law; and

WHEREAS, the City has analyzed the 2018 Body-Worn Video Redaction Cost Study, attached hereto as Exhibit A completed by the Seattle Police Department, which determined the amount of time it takes to redact such body-worn camera footage, and multiplied that amount of time by the City Police Department Records Staff salaries to determine the “reasonable cost” for such redactions; and

WHEREAS, the City has determined that the Cost Study provided in Exhibit A is reasonable and the City wishes to adopt said study for the purpose of calculating charges applicable to public record requests involving body worn camera footage; and

WHEREAS, the City wishes to adopt a fee schedule that allows the City to recover the cost of actual staff time incurred by the City for redacting body-worn camera footage; and

WHEREAS, the City has decided not to consider the cost of its body-worn camera redaction software/program in the calculation of its redaction rate at this time, but the City may decide to calculate this into its redaction rate in the future; and

WHEREAS, the City will charge for redactions based on the parameters provided in the Public Records Act; charge staff time applicable to redacting videos; charge staff time (salary only) for no more than the lowest-paid employee assigned responsibility for redacting video; and

WHEREAS, the salary rate for the Records Manager for the Medina Police Department is approximately determined to be \$0.85 per minute. This amount does not include the benefits paid to the Records Manager or other overhead costs. The City intends to charge requestors at the specified rate per minute of Records Manager time to redact body-worn camera video footage. This rate is below the actual cost incurred by the City for redacting body-worn camera footage; and

WHEREAS, the City’s Police Department has a trained Records Manager who applies their expertise to redact video in an efficient and skillful manner; and

WHEREAS, the City’s Police Department uses redaction technology that most efficiently and effectively meets the administrative and operational needs of the City; and

WHEREAS, the City will incorporate its adopted Body-Worn Camera Redaction Fee into its Unified Fee Schedule and make it publicly available on its website; **NOW, THEREFORE**,

THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RESOLVES AS FOLLOWS:

Section 1. Preliminary Findings in Support of Resolution. The City Council hereby adopts the foregoing recitals as its legislative findings in support of this Resolution.

Section 2. Adoption of Body-Worn Video Redaction Study. The 2018 Body-Worn Video Redaction Cost Study, attached hereto as Exhibit A was completed by the Seattle Police Department, which determined the amount of time it takes to redact such body-worn camera footage, and multiplied that amount of time by the City Police Department Records Staff salaries to determine the “reasonable cost” for such redactions. The City of Medina has determined that the Cost Study provided in Exhibit A is reasonable and the City hereby adopts Exhibit A as the Medina study for the purpose of calculating charges applicable to public record requests involving body worn camera footage.

Section 3. Adoption of Fee Schedule. The Fee Schedule attached to this Resolution as Exhibit B is hereby adopted as the Fee Schedule for the City of Medina.

Section 4. Repeal of Prior Fee Resolutions. Resolution Nos. 400, 406, and 417, being fully replaced by this Resolution are hereby repealed.

Section 5. Effective Date. This Resolution shall take effect immediately upon passage by the Council and signature of the Mayor.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 13TH DAY OF MAY, 2024 BY A VOTE OF ____ FOR, ____ AGAINST, AND ____ ABSTAINING, AND SIGNED IN AUTHENTICATION THEREOF ON THE 13TH DAY OF MAY, 2024.

Jessica Rossman, Mayor

APPROVED AS TO FORM:
Inslee, Best, Doezie & Ryder, P.S.

ATTEST:

Jennifer S. Robertson, City Attorney

Aimee Kellerman, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO. 443

Attachments:

Exhibit A – Fee Study For Body-Worn Camera Video Redaction Costs

Exhibit B – Fee Schedule

City of Seattle

Revised Body Worn Video Redaction Cost Study Narrative

March 2018

Background

SPD has implemented a Body Worn Video (BWV) program. Currently more than 900 SPD officers are equipped with body cameras. They capture recordings that are public records subject to the Washington Public Records Act, Chapt. 42.56 RCW (PRA). The PRA allows a law enforcement agency to charge certain requestors the reasonable costs of redacting BWV videos prior to disclosure. Allowable redaction costs are in addition to copying costs that agencies are legally allowed to charge requestors. SPD conducted an initial body worn video redaction cost study in February 2017. SPD conducted this revised body worn cost study to incorporate SPD's experience with body worn video over the course of the past year. The purpose of this revised cost study is to determine those reasonable costs including determining reasonable estimated redaction charges to provide to requestors.

Introduction

With the exception of the following requestors, the PRA allows an agency to charge a requestor the reasonable costs of redacting, altering, distorting, pixelating, suppressing, or otherwise obscuring any portion of the body worn camera recording prior to disclosure:

- A person directly involved in an incident recorded by the requested body worn camera recording;
- An attorney representing a person directly involved in an incident recorded by the requested body worn camera recording;
- A person or his or her attorney who requests a body worn camera recording relevant to a criminal case involving that person;
- The executive director from either the Washington state commission on African-American affairs, Asian Pacific American affairs, or Hispanic affairs; or
- If relevant to a cause of action, an attorney who represents a person regarding a potential or existing civil cause of action involving the denial of civil rights under the federal or state Constitution, or a violation of a United States department of justice settlement.

An agency that charges redaction costs must use redaction technology that provides the least costly commercially available method of redacting body worn camera recordings, to the extent possible and reasonable.

Principles

- We charge for redactions based on the parameters provided in the PRA
- We charge staff time directly applicable to redacting videos
- We charge staff time (salary only) for no more than the lowest-paid employee assigned responsibility for redacting video
- We have a highly-skilled Video Specialist who applies her expertise to redact video in an efficient and skillful manner
- We use redaction technology that most effectively and efficiently meets the administrative and operational needs of the Department
- We do not charge requestors any costs related to the redaction technology
- The City incurs substantial costs for video management, processing, storage, and redaction technology
- In addition to allowed redaction costs, we charge requestors the actual cost of copies of BWV recordings as provided in the PRA

Types of Redactions

- Targeted Video Redaction of Person or Object with or without Targeted Audio Redaction: This blurs or blacks out the face or identifying features of an individual or object
- Targeted Audio Redaction Alone: This removes exempt portions of the audio without redaction of related video
- Screen Blur or Blackout: This blurs or blacks out the entire screen for a segment of video containing an exempt image, such as a Mobile Data Terminal (MDT) with exempt screen content, the interior of a place of residence where a person has a reasonable expectation of privacy, the interior of a medical or mental health facility, etc.
- The types of video redactions are illustrated in the next section

Video Redaction Type Illustrations

Targeted Video Redaction¹



Screen Blur²



Screen Blackout



¹ The size of the dot or shape obscuring an individual or object may vary to ensure that exempt identifying details are sufficiently obscured.

² Screen blur here is illustrated at 60% blur. The level of blurring may vary to ensure that exempt identifying details are sufficiently obscured

Redaction Process

The cost of redacting video using current technology reflects actual staff time derived from the workflow necessary to apply redactions as detailed in the SPD Redaction Process Workflow, attached to this Cost Study.

Time Studies

Stopwatch style time studies were conducted to determine the amount of time it takes to redact BWV recordings including how long it takes to fully blur and remove audio from an entire video, eliminate one minute of video, redact one minute of simple audio, redact one minute of complex audio, redact one minute of simple video, and redact one minute of complex video.

Time Study Results:

Redaction Type	Actual Time	Redaction Time
Targeted Video Redaction with or without Targeted Audio Redaction	1 Minute per individual or object redacted	10 Minutes per individual or object redacted
Targeted Audio Redaction Alone	1 Minute	5 Minutes
Screen Blur or Screen Blackout	1 Minute per segment	1 Minute per segment

Video Specialist Salary

The salary for the Video Specialist in the SPD Public Disclosure Unit is approximately \$.60 per minute. This amount does not include benefits paid to the Video Specialist or other overhead costs. The PRA allows agencies to charge the actual cost of redacting BWV recordings including the cost of redaction technology provided it is the least costly commercially available method. The Video Specialist’s salary amount does not include the cost of redaction technology and the City does not intend to charge requestors technology costs at this time. The City intends to charge requestors at the rate of \$.60 per minute of Video Specialist time to redact body worn videos. This rate is below the actual cost incurred by the City for redacting video.

Estimating Redaction Costs

Based on the results of the cost study, SPD Public Disclosure Unit staff will calculate estimated redaction costs at the following rates:

Redaction Method	Estimated Cost Per Minute to Redact	Minutes to Redact Per Minute of Raw Footage	Estimated Cost of Redaction Per Minute of Raw Footage
Targeted Video Redaction with or without Targeted Audio Redaction	\$.60 per individual or object redacted	10 per individual or object redacted	\$6.00 per individual or object redacted
Targeted Audio Redaction Alone	\$.60	5	\$3.00
Screen Blur or Screen Blackout	\$.60	1 Minute per segment	\$.60/segment

SPD Will Charge Redaction Costs Based on Actual Redaction Time

The City will charge requestors redaction costs reflecting the actual time it takes to redact a particular video calculated at the rate of \$0.60 per minute.

Exhibit "B"
CITY OF MEDINA MASTER FEE SCHEDULE
Resolution No. 443
Effective Date: May 13, 2024

FEE TYPE	AMOUNT	MMC SECTION
Chapter 1.15		
Appeal of a Notice of Violation	\$1,000.00, refundable if NOV reversed by hearing examiner	Section 1.15.220
Chapter 2.72		
Hearing Examiner Fee	\$2,500.00	Section 2.72.110
Reconsideration of a Hearing Examiner Decision	\$500.00 plus hourly fee for hearing examiner	Section 2.72.090
Chapter 3.76		
Accident Reports/ Incident Reports	\$0.15/page	Section 3.76.010
Construction Blueprints and Plan Copies	Actual Vendor Cost	Section 3.76.010
Copies	\$0.15 per page	Section 3.76.010
City Maps <i>Black & White 18 X 38</i>	Actual Vendor Cost	Section 3.76.010
City Maps <i>Color 18 X 38</i>	Actual Vendor Cost	Section 3.76.010
Digital Storage Media or Devices: <ul style="list-style-type: none"> • Thumb drive • Other 	Actual Cost	Section 3.76.010
Electronic Files Uploaded for Electronic Delivery	\$.05 for each four (4) files or attachments	Section 3.76.010
Fingerprinting – Resident	\$15.00 first card and \$5.00 for each additional card	Section 3.76.010
Fingerprinting – Non-resident	\$20.00 first card and \$10.00 for each additional card	Section 3.76.010
Paper Copies Scanned to Electronic Format	\$0.10 per page	Section 3.76.010 <i>(ref. WAC 44-14-070)</i>
Photocopies, Printed Copies	\$0.15 per page	Section 3.76.010 <i>(ref. WAC 44-14-070)</i>
Postage or Delivery Charges	Actual Cost	Section 3.76.010
Records Transmitted in Electronic Format	\$.0.10 / gigabyte	Section 3.76.010

FEE TYPE	AMOUNT	MMC SECTION
NOTES:		
(1) The costs above may be combined to the extent that more than one charge applies to a request.		
(2) Pursuant to RCW 42.56.120, the City may impose a customized service charge in addition to the charges outlined above for responses requiring information technology expertise to prepare data compilations or to provide customized access services.		
(3) The City may charge a flat fee of up to \$2.00 for a request as an alternative to the fees above if the City reasonably estimates that the fees for the request under this fee schedule will exceed \$2.00.		
(4) Copying and scanning of paper documents larger than 11" x 17" or other unusual documents requires use of an off-site vendor. The City may also, in its discretion, use an outside vendor for large or complex copying or scanning jobs when it would be more efficient to do so. When the City uses an off-side vendor for copying or scanning, the City will charge the requestor the actual cost of the services rendered. The City will pay the vendor directly and seek reimbursement from the requestor before producing the requested copies;		
(5) City shall not use a requestor's digital storage device to copy records onto, the reason being that the City wants to avoid contracting viruses and other types of malware that might be present on such devices. The City will instead provide a new digital storage device and charge the requestor accordingly.		
(6) Any other item not specifically provided for in this list will be charged at a rate that will reimburse City for its cost of duplicating the item.		

Police Body-Worn Camera Recordings			
Redaction Method	Cost per Minute to Redact	Minutes to Redact per Minute of Raw Footage	Cost of Redaction per Minute of Raw Footage
Targeted Video Redaction with or without Targeted Audio Redaction	\$0.85 per individual or object redacted	10 per individual or object redacted	\$8.50 per individual or object redacted
Targeted Audio Redaction Alone	\$0.85 per minute	5	\$4.25
Screen Blur or Screen Blackout	\$0.85 per minute	1 minute per segment	\$0.85 per segment
The Medina Police Department will charge requestors redaction costs reflecting the actual time it takes to redact a particular video calculated at the rate of \$0.85 per minute.			

Chapter 4.01		
Case Filing	\$31.00 per case	Section 4.01.120
Certifying any document on file	\$5.00 per document, plus \$0.10 per page for copies	Section 4.01.120
Day Detention	\$10.00 per day, unless another amount is set by Court order	Section 4.01.120
Duplication of part or all of the electronic tape of a proceeding	\$10.00 per tape	Section 4.01.120
Electronic Home Detention	\$25.00 set-up, plus \$105.00 per week, unless another amount is set by Court order	Section 4.01.120
Failure to Respond	\$25.00 for parking cases \$52.00 for infraction cases	Section 4.01.120
Juror Service Fee	\$10.00 per day, plus mileage in the amount set by RCW 43.03.060	Section 4.01.110

FEE TYPE	AMOUNT	MMC SECTION
Non-Sufficient Funds Fee for Returned Checks	\$25.00 per check	Section 4.01.120
Preparing the record of a case for appeal to Superior Court	\$40.00 per case, plus Superior Court Filing Fee	Section 4.01.120
Probation Fee	\$50.00 per month	Section 4.01.120
Proof of Insurance Card/Administrative Dismissal	\$25.00 per case	Section 4.01.120
Stop Payment Fee for Court Issued Checks	\$25.00 per check	Section 4.01.120
Transcript of Judgment	\$6.00 per judgment	Section 4.01.120
Vehicle Impound Hearing Fee	\$31.00 per case	Section 4.01.120
Witness Fee	\$10.00 per day, plus mileage in the amount set by RCW 43.03.060. Expert witnesses may be paid in excess of this amount only upon prior agreement between the City and the Expert Witness.	Section 4.01.100
Work Release	\$25.00 set-up, plus \$20.00 per day, unless another amount is set by Court order	Section 4.01.120
Chapter 5.04		
Cable Franchise	Negotiated with Franchisee; \$5,000 fee deposit to cover the costs of negotiation and document drafting is required	Section 5.08.060
Chapter 6.04		
Animal Impound and Redemption Fees	Fees as adopted by King County Code Title 11	Section 6.04.030
Cat License (Lifetime) spayed/neutered	\$20.00	Section 6.04.040
Cat License (Lifetime) unspayed/unneutered	\$36.00	Section 6.04.040
Senior Citizen: Cat License (Lifetime) spayed/neutered	\$12.00	Section 6.04.040
Senior Citizen: Cat License (Lifetime) unspayed/unneutered	\$25.00	Section 6.04.040
Dog License (Lifetime) spayed/neutered	\$30.00	Section 6.04.040
Dog License (Lifetime) unspayed/unneutered	\$60.00	Section 6.04.040
Senior Citizen: Dog License (Lifetime) spayed/neutered	\$20.00	Section 6.04.040
Senior Citizen: Dog License (Lifetime) unspayed/unneutered	\$40.00	Section 6.04.040
Replacement Tag	\$5.00	Section 6.04.040
Service Animal License	No Charge	Section 6.04.040
Failure to Obtain License	\$25.00	Section 6.04.040

FEE TYPE	AMOUNT	MMC SECTION
	Chapter 8.06	
Temporary Noise Variance	\$200.00	Section 8.06.500
Administrative Noise Variance	\$200.00 plus consultant fee	Section 8.06.500
Nonadministrative Noise Variance	\$200.00 plus consultant fee	Section 8.06.500
	Chapter 8.12	
False Alarm Response Fee	1 st response – Free 2 nd response - \$50.00 3 rd response - \$100.00 4 th response - \$150.00 5 th response - \$200.00 6 th & subseq - \$250.00	Section 8.12.030
	Chapter 8.16	
Pyrotechnics Display License	No charge	Section 8.16.045
	Chapter 9.40	
Special Event Permit	\$50.00 non-refundable, plus cost for city personnel based on hourly rate (wages and benefits)	Section 9.40.050
	Chapter 10.40	
Parking Permit for Designated Parking Areas	No charge for residents \$75.00 for non-residents	Section 10.40.060
	Chapter 10.72	
Construction Vehicle Parking Permit	\$150.00	Section 10.72.040
Oversized Vehicle Permit	\$500.00	Section 10.72.010
Overweight Vehicle Permit	\$500.00	Section 10.72.010
Tracked, spiked, cleated, lugged vehicle permit	\$750.00	Section 10.72.020
	Chapter 12.06	
Excavation/Trench Cut Right-of-way Permit	\$270.00 plus consultant fee	Section 12.06.040
	Chapter 12.08	
Right-of-way Use Permit	\$270.00 plus consultant fee	Section 12.08.010
	Chapter 12.10	
Building Moving Permit	See Table A below	Chapter 12.10
	Chapter 12.32	
Garage Sale Permit	No charge	Section 12.36.010
	Chapter 13.12	
Blanket Utility Permit	\$500.00, plus consultant fees	Section 13.12.040
	Chapter 14.04	
Environmental Exemption (SEPA)	\$100.00	Section 14.04.030
Environmental Threshold Determination (SEPA)	\$700.00 plus consultant fee	Section 14.04.030
Environmental Impact Statement	Staff hourly fee, plus consultant fee	Section 14.04.030
	Chapter 16.50	
Critical Areas Review	\$135.00 plus consultant costs	Chapter 16.50

FEE TYPE	AMOUNT	MMC SECTION
Public Agency and Utility Exception	\$2,000.00 plus consultant fee	Section 16.72.070
Reasonable Use Exception	\$2,000.00 plus consultant fee	Section 16.72.060
Title 15		
Telecommunication ROW Use Authorization	\$500.00 at submittal plus \$2,500 if accepted for negotiations	Section 15.04.010
Telecommunication Franchise Agreement	\$500.00 at submittal plus \$2,500 if accepted for negotiations	Section 15.06.040
Facilities Lease	\$500.00 at submittal plus \$2,500 if accepted for negotiations	Section 15.08.020
Chapter 15.14		
Small Wireless Facility Site Fee for Locating on City Property	Up to \$270 recurring site fee (per year, per facility) for locating a SWF or associated equipment on City Property	Section 15.14.010
Small Wireless Facility Permit for Existing Pole	\$500 non-recurring fee per application, which covers up to 5 small wireless communication facilities (SWF), and \$100 for each additional SWF beyond 5	Section 15.14.010
Small Wireless Facility Permit for New Pole	\$1,000 non-recurring fee per application for each new pole proposed to support one or more SWF	Section 15.14.010
Supplemental and/or third-party review for franchise, lease, and small wireless facility permit applications	Actual cost or \$125.00 per hour, which is greater.	Section 15.14.010
Title 16		
Construction Permits		
Building Permits	See Table A below	Section 16.40.040
Mechanical Permits	See Table B below	Section 16.40.040
Grading & Drainage Permits	See Table C below	Section 16.40.040
Plumbing Permits	See Table D below	Section 16.40.040
Assignment of Building Address	\$250.00	Section 16.42.010
Re-Roof Permit	\$175.00	Section 16.40.050
Temporary Occupancy Permit	\$400.00 plus consultant fees	Section 16.40.100
Construction Activity Permit		
Code of Conduct	None	Sections 20.70.030 & 15.20.010
Tailored Construction Mitigation Plan – Level 1	\$370.00 plus consultant fees	Sections 20.71.040 & 15.20.010
Tailored Construction Mitigation Plan – Level 2	\$1,800 plus consultant fees	Sections 20.72.080 & 15.20.010

FEE TYPE	AMOUNT	MMC SECTION
Tailored Construction Mitigation Plan - Revision	\$370.00 plus consultant fees if revision is staff approved; plus \$780 if revision is planning commission approved	Section 15.20.060
<i>Tree Activity Permits</i>		
Hazard Tree Evaluation	\$360.00 per tree	Section 16.52.120
Administrative Tree Activity Permit per MMC 16.52.110	\$50.00	Section 16.52.160 & 16.70.050
Administrative Tree Activity Permit per MMC 16.52.090	Consultant fee when no tree is removed and a building permit is associated with development \$300.00 plus consultant fees when a tree is removed and a building permit is associated with development \$500.00 when no building permit is associated	Section 16.52.160 & 16.72.050
Administrative ROW Tree Activity Permit	\$750.00 plus consultant fee	Section 16.52.160 & 16.71.040
Non-administrative ROW Tree Activity Permit	\$1,500 plus consultant fee	Section 16.52.160 & 16.72.040 and 16.72.050
<i>Zoning Permits</i>		
Zoning Code Interpretation	\$750.00	Section 16.10.050
Accessory Dwelling Unit Registration Fee	\$175.00, plus consulting fees	Section 16.70.060
Temporary Use Permit	\$500.00 plus consultant fee	Section 16.70.050 & Chapter 16.35
House Trailer Occupancy Permit	\$10.00	Section 16.31.030
Adult Family Home Permit	No charge	
Family Day Care Permit	No charge	
Minor Deviations	\$750.00 plus consultant fees	Section 16.71.010
Administrative Variance Permit	\$750.00 plus consultant fees	Section 16.71.020
Administrative Special Use Permit	\$750.00 plus consultant fees	Section 16.71.030
Non-administrative Conditional Use Permit	\$2,000.00 plus consultant fee	Section 16.72.010
Non-administrative Special Use Permit	\$2,000.00 plus consultant fee	Section 16.72.010
Historical Use Permit & Amendments	\$2,000.00 plus consultant fees	Section 16.72.020 & Chapter 16.33
Non-administrative Variance	\$2,000.00 plus consultant fee	Section 16.72.030
Site Plan Review	\$1,150.00 plus consultant fees	Section 16.72.040

FEE TYPE	AMOUNT	MMC SECTION
Site Plan Review Exemption	\$750.00 plus consultant fees if exemption approved; \$1,150 plus consultant fees if site plan review is required	Section 16.72.040
Revision of Site Plan	\$500.00, plus consultant fees	Section 16.72.040
Reclassification of Zoning District	\$2,200.00 plus consultant fees	Section 16.72.050
<i>Divisions of Land</i>		
Lot Line Adjustment	\$775.00 plus consultant fee	Section 16.73.050
Short Subdivision/ Revision to an approved Short Subdivision	\$2,100.00 plus consultant fee	Section 16.73.050
Preliminary Subdivision/ Revision to an approved Subdivision	\$5,520 + 100 per lot plus consultant fee	Section 16.73.050
Final Subdivision	\$1,400 plus consultant fee	Section 16.73.050
<i>Shoreline Permits</i>		
Substantial Development Permit	\$2,200.00 plus consultant fee	Section 16.72.100
Shoreline Conditional Use Permit	\$2,200.00 plus consultant fee	Section 16.72.110
Shoreline Variance	\$2,200.00 plus consultant fee	Section 16.72.120
Revision to a Shoreline Permit	\$500.00 plus consultant fee	Section 16.72.110
Shoreline Exemption	\$200.00	Chapter 16.80
Shoreline Master Program Interpretation	\$750.00	Chapter 16.80
<i>Appeals</i>		
Administrative Appeal	\$1,200.00	Section 16.80.230
<i>Legislative</i>		
Comprehensive Plan Amendment Fee	\$4,000.00	Section 16.83.070
<i>Other</i>		
Concealed Weapon Permit	\$48.00 Original \$32.00 Renewal \$42.00 Late Renewal \$10.00 Replacement	RCW 9.41.070
Criminal History Request – Certified Letter	\$20.00	
Notary Service	\$10.00 per notarial act/stamp	WAC-308-30-020
Passport Acceptance Fee	\$25.00 per application	22 USC 214
Permit Replacement	\$100.00	Section 3.76.010
Sign Impound Fee	\$25.00	Section 3.76.010
Sign Permit	See Building Permit Fees and Conditional Use Permit Fees	
Permit Technology Fee for Software	\$19.75 per each permit	

FEE TYPE	AMOUNT	MMC SECTION
Credit Card Fee (applicable when credit card used to pay any fee)	3 percent of total charge	Section 3.76.010

TABLE A – BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$1.00 TO \$500.00	\$33.50
\$501.00 TO \$2,000.00	\$33.50 for the first \$500.00, plus \$4.25 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 TO \$25,000.00	\$97.25 for the first \$2,000.00 plus \$19.55 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 TO \$50,000.00	\$546.90 for the first \$25,000.00 plus \$14.60 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 TO \$100,000.00	\$911.90 for the first \$50,000.00 plus \$9.94 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 TO \$500,000.00	\$1,408.90 for the first \$100,000.00 plus \$7.95 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 TO \$1,000,000.00	\$4,588.90 for the first \$500,000.00 plus \$6.63 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 to \$5,000,000.00	\$7,903.90 for the first \$1,000,000.00 plus \$4.44 for each additional \$1,000.00 or fraction thereof
\$5,000,001.00 AND over	\$25,663.90
DEMOLITION OF EXISTING STRUCTURE.....	\$133.00 PLUS BUILDING OFFICIAL HOURLY FEE
PERMIT EXTENSION PRIOR TO ISSUANCE.....	\$75.00 PER WRITTEN REQUEST
RELOCATE/ MOVE A BUILDING INTO CITY.....	\$133.00 PLUS BUILDING OFFICIAL HOURLY FEE
INITIAL PLAN REVIEW.....	65% OF PERMIT FEE
ADDITIONAL REVIEW OF CORRECTIONS, REVISIONS.....	BUILDING OFFICIAL HOURLY FEE
REVIEW OF DEFERRED ITEMS.....	BUILDING OFFICIAL HOURLY FEE
ONE INSPECTION & ONE RE-INSPECTION.....	INCLUDED IN PERMIT FEE
ADDITIONAL RE-INSPECTIONS FOR COMPLIANCE.....	CONSULTANT AND/ OR BUILDING OFFICIAL HOURLY FEE
WORK NOT READY FOR INSPECTION WHEN SCHEDULED.....	CONSULTANT AND/ OR BUILDING OFFICIAL HOURLY FEE
INSPECTIONS FOR WHICH NO FEE IS SPECIFIED.....	CONSULTANT AND/ OR BUILDING OFFICIAL HOURLY FEE
PERMIT RENEWAL FEE.....	\$100.00 OR 25% OF PERMIT FEE, WHICH EVER IS GREATER
WORK STARTED WITHOUT A PERMIT.....	FEE IN THE AMOUNT OF PERMIT FEE, BUT NOT LESS THAN \$133.00
BUILDING OFFICIAL HOURLY RATE.....	\$71.16
STATE SURCHARGE FEE.....	RESIDENTIAL BUILDING PERMITS: \$6.50 fee for each building permit, plus an additional surcharge of \$2.00 for each residential unit after the first unit. COMMERCIAL BUILDING PERMITS: \$25.00

A DEPOSIT FOR CONSULTANT COSTS MAY BE REQUIRED PER CHAPTER 20.14 MMC.....	for each building permit, plus an additional surcharge of \$2.00 for each residential unit after the first unit.
	To Be Determined

TABLE B - MECHANICAL PERMIT FEES

TYPE OF PERMIT		FEE
BASE FEE		
Issuance of each permit		\$43.00
Issuance of supplemental permit, for which original permit expired		Same as new
Land use site review fee (where applicable)		\$100.00
Sound Testing fee (where applicable)		\$300.00
UNIT FEE SCHEDULE Includes Installation and Relocation		
Furnace/ Central Heating System	150,000 BTU or less Forced air system	\$30.00 each
	150,000 BTU or less re-circulating hot water system (including vents and flues)	\$55.50 each
	Greater than 150,000 BTU	See Table A
Hot Water Heating System		\$ 30.00 each
Heat Pump/ Air conditioning		\$55.50 each
Suspended, recessed wall or floor-mounted heater unit/ fireplace, log lighter		\$30.00 each
Boilers and any other single unit or system with an input in excess of 150,000 BTU		See Table A
Exhaust fan or appliance vent		\$30.00 each
Solar, geothermal, wind and similar mechanical systems		See Table A
Other appliances, piece of equipment or system which is regulated by this code but not set forth in this schedule , or for which no other fee is listed		\$30.00 each
OTHER FEES		
Plan review		See Table A
Additional re-inspections		\$30.00 per inspection
Additional review of corrections, revisions, or additions		Building Official hourly fee
Work not ready for inspection when scheduled		\$45.00
Fees above include final inspection and one final re-inspection		

TABLE C – GRADING & DRAINAGE PERMIT

TOTAL YARDS	FEE
25 TO 100 cubic yards	\$250.00 plus consultant costs
101 TO 2,000 cubic yards	\$250.00 for the first 100 yards and \$24.50 for each additional 100 cubic yards or fraction thereof, to and including 2,000 cubic yards; plus consultant costs
2,001 cubic yards and up	\$715.50 for the first 2,000 cubic yards and \$25.00 for each additional 100 cubic yards or fraction thereof; plus consultant costs
<p>FEEES ABOVE INCLUDE FINAL INSPECTION AND ONE FINAL RE-INSPECTION ADDITIONAL INSPECTIONS, INCLUDING WET SEASON TESC INSPECTIONS, ARE CHARGED AT THE CONSULTANT COSTS INSPECTIONS FOR WHICH NO FEE IS SPECIFICALLY INDICATED ARE CHARGED AT THE CONSULTANT COSTS A DEPOSIT FOR CONSULTANT COSTS IS REQUIRED PER CHAPTER 20.14 MMC</p>	

TABLE D - PLUMBING PERMIT FEES

TYPE OF PERMIT	FEE
BASE FEE	
Issuance of each permit	\$43.00
Issuance of supplemental permit, for which original permit expired	Same as new
FIXTURE FEE SCHEDULE	
All plumbing fixtures	\$ 30.00 each fixture
OTHER FEES	
Re-inspections	\$45.00 per inspection
Work not ready for inspection when scheduled	\$45.00
Fees above include rough-in inspection and final inspection	



**City of Medina, Washington
PROCLAMATION**

NATIONAL SAFE BOATING AND PADDLING WEEK

- WHEREAS,** The City of Medina is bounded by 2.5 miles of Lake Washington shoreline; and
- WHEREAS,** Many Medina residents of all ages engage in recreational boating and paddling; and
- WHEREAS,** With the surge of Americans engaging in paddling activities since 2020, many without any training, paddling fatalities now constitute more than 25% of all boating fatalities nation-wide; and
- WHEREAS,** The vast majority of serious boating and paddling accidents are caused by lack of training, human error or poor judgment; and
- WHEREAS,** A significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets,
- WHEREAS,** The mission of the United States Coast Guard Auxiliary Division 2 is to promote and improve recreational boating safety by teaching boating safety courses and conducting vessel safety checks;

NOW, THEREFORE, I, Jessica Rossman, Mayor of City of Medina, Washington, and on behalf of the City Council, do hereby proclaim the week of May 18-24, 2024, as

MEDINA SAFE BOATING and PADDLING WEEK

And encourage all of Medina's residents to dedicate themselves to learning about and practicing safe boating, including wearing life jackets.

Mayor Jessica Rossman



City of Medina, Washington
PROCLAMATION

NATIONAL POLICE WEEK AND PEACE OFFICER MEMORIAL DAY

WHEREAS, In 1962 the Congress and the President of the United States signed a proclamation which designated May 15 as “*Peace Officer Memorial Day*” and the week in which that date falls as “*Police Week*”; and

WHEREAS, members of law enforcement recognize their duty to serve the citizens of the City of Medina by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, during Law Enforcement Week, and throughout the year, the Medina City Council recognizes and appreciates the critical contributions and sacrifices made by members of law enforcement at all levels, and honors their courage and dedication; and

WHEREAS, the dedicated men and women of the Medina Police Department provide this vital public service day and night enforcing the law, safeguarding the lives and property, rights, and freedom of every community member,

NOW, THEREFORE, I, Jessica Rossman, Mayor of the City of Medina, Washington, and on behalf of the City Council, do hereby proclaim the City’s recognition and appreciation of our law enforcement officers, past and present, by designating the week of May 12 to 18, 2024 as

NATIONAL POLICE WEEK

in recognition of the service given by these men and women who stand guard to preserve the rights and security of all citizens.

Further, the City Council calls upon the citizens of Medina to observe May 15, 2024 as

PEACE OFFICER’S MEMORIAL DAY

in honor of those fallen law enforcement officers and those who became disabled in the performance of their duty and recognize and offer our respect to the survivors of our fallen heroes.

Jessica Rossman, Mayor



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 13, 2024

Subject: Comprehensive Plan Update – Final Review of the *Natural Environment, Transportation, Housing, and Land Use Elements (including the Appendix with definitions)* before sending them to the Puget Sound Regional Council (PSRC) and the Dept. of Commerce

Category: City Business

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Summary:

The following is an outline of the action taken by the various governing bodies of the City of Medina, on each individual element, **thru May 9th**:

Natural Environment: Per Council's direction of Monday, April 8th, this element was presented to the Development Services Committee (DSC) at its Tuesday, April 16th meeting. At the Thursday, April 18th special meeting, the Planning Commission (PC) reviewed and revised this element. The PC voted unanimously to approve it to move forward to the City Attorney and this Council for review. Council reviewed these changes and suggested additional modifications at its April 22nd meeting. The City Attorney completed her review of it on May 3rd. **All** changes have been incorporated into the document by consultant Kim Mahoney.

Transportation: Per Council's direction of Monday, April 8th, this element was presented to the DSC at its Tuesday, April 16th meeting. At the Thursday, April 18th special meeting, the PC reviewed and revised this element and voted unanimously to approve it to move forward to the City Attorney and this Council for review. Council reviewed these changes and suggested additional modifications at its April 22nd meeting, as well as directing staff to send it to Police Chief Jeff Sass for his input. He reviewed this Element and returned it to staff on April 30th. He suggested two minor additions. The City Attorney completed her review of it on May 3rd. **All** changes have been incorporated into the document by consultant Kim Mahoney.

Housing (including the Appendix with definitions): Per Council's direction of Monday, March 25th, this element was reviewed and revised by the PC at its special meeting of Thursday, April 3rd and its regular meeting of Tuesday, April 23rd. The PC voted unanimously at the latter meeting to approve it to move forward to the City Attorney and this Council for review. This element was presented to the DSC at its Thursday, May 2nd meeting, as well. The City Attorney completed her review of it on May 8th. **All** changes have been incorporated into the document by consultant Kim Mahoney.

Land Use: Per Council's direction on March 11th, this element was reviewed and revised by the PC at its special meetings of Thursday, March 14th and Thursday, April 18th, as well as its regular meeting of Tuesday, March 26th. It was presented to the DSC at its Wednesday, March 20th meeting, as well. On April 18th, the PC voted unanimously to approve it to move forward to the City Attorney and this Council for review. Council reviewed these changes and suggested additional revisions at its April 22nd meeting. The City Attorney completed her review of it on May 3rd. **All** changes have been incorporated into the document by consultant Kim Mahoney.

Staff/consultant are requesting review and final approval, so that these elements may be sent to PSRC and the Dept of Commerce.

Attached is the **redlined** copy of each element, reflecting the final edits incorporated by consultant Kim Mahoney, after input from the Council, the PC, the DSC, the Police Chief (the Transportation Element only) and the City Attorney.

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:

Redlined copies of the:

- a. Natural Environment Element
- b. Transportation Element
- c. Housing Element
- d. Land Use Element
- e. Appendix (definitions)

Budget/Fiscal Impact: None

Recommendation: Review and Approval.

City Manager Approval:



Motion: I move to approve the revised Natural Environment, Transportation, Housing and Land Use Elements (including the Appendix with definitions) of the Comprehensive Plan Update so they can be sent to PSRC and the Dept. of Commerce for their review.

Time Estimate: 60 minutes

2. NATURAL ENVIRONMENT ELEMENT

INTRODUCTION

The quality of life in the Pacific Northwest is often equated with the quality of the environment. Protecting and restoring air quality, water resources, soils, and plant, fish and animal habitats are important goals for the City of Medina.

This is particularly vital in light of federal Endangered Species Act (ESA) listings of several salmonid species. ~~Chinook-Coho~~ salmon and steelhead trout are listed as threatened by the National Marine Fisheries Service (NMFS), ~~and Chinook salmon are listed as endangered. Band-bull~~ trout are listed as threatened by the U.S. Fish and Wildlife Service (USFWS). ~~Coho salmon are a candidate species listed by NMFS.~~ All of these species are found in Lake Washington.

Medina is committed to federal, state, and regional goals of endangered species recovery of listed salmon species by addressing salmon habitat needs within and adjacent to its boundaries within Lake Washington. However, protecting these resources is challenging for a fully developed community.

The Growth Management Act (GMA) requires that comprehensive plans establish critical areas policies based on best available science as defined by WAC 365-195-905. In addition, "...cities shall give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fisheries." King County countywide planning policies (CPP) ~~direct local jurisdictions to incorporate environmental protection and restoration efforts into their local plans and to provide effective stewardship of the environment for future generations, including preserving and protecting critical areas provides that, "Local governments have a key role in shaping sustainable communities by integrating sustainable development and business practices with ecological, social, and economic concerns. Local governments also play a pivotal role in ensuring environmental justice by addressing environmental impacts on frontline communities and by pursuing fairness in the application of policies and regulations."~~ The City defines critical area wetlands, fish and wildlife habitat conservation areas, and geologically hazardous areas. These critical areas are regulated under the City's Critical Area Regulations (Medina Municipal Code Chapter 16-20.50). The City does not contain any critical aquifer recharge areas or frequently flooded areas.

This section establishes critical areas policies based on best available science to protect the environment and enhance the community's quality of life within the constraints of a fully developed community. The section also establishes policies intending to support environmental justice within the community.

The GMA also mandates the conservation of natural resources, such as agricultural, forest, and mineral resource lands. However, Medina has none of these areas so natural resource lands will not be addressed further.

EXISTING CONDITIONS

The City of Medina is located within the Lake Washington/Cedar River/Sammamish Watershed, also known as Water Resource Inventory Area (WRIA) 8.

The 2014 Critical Areas Map identifies and describes known regulated critical areas and sensitive areas within Medina (see Figure 4). These critical areas include:

- Fairweather Park [Fairweather Nature Preserve];
- Medina Park and adjacent wetlands at Overlake Golf & Country Club;

- Portions of the Lake Washington shoreline, which are designated as erosion hazard areas;
- ~~The Lake Washington shoreline in its entirety, which has moderate to high liquefaction susceptibility;~~
- ~~A~~ a great blue heron priority habitat area in the northeast corner of Medina Park;
- ~~A~~ a bald eagle nest buffer along the northern shoreline of Lake Washington;
- Medina Creek (a.k.a, Fairweather Bay Creek);
- ~~A~~ an unnamed creek draining to the south from the Medina Park ponds;
- ~~A~~ an unnamed creek originating in the south Clyde Hill area;
- ~~A~~ an unnamed creek connected to the Fairweather Park wetland; and
- ~~A~~ a potential unnamed creek originating near Evergreen Point Road, north of NE 14th Street.

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These features and their vegetated buffers provide moderate habitat functions for small mammals, a variety of birds, amphibians, reptiles, and invertebrates typically found in urban green spaces. In addition, all of these features are adjacent to or ultimately drain into Lake Washington, a waterbody which contains federal ~~Endangered Species Act~~ESA-listed fish. However, none of these features, aside from the Lake Washington shoreline itself and the immediately accessible downstream reaches of the streams, contain federally listed fish. Therefore, from an ESA perspective, the most valuable function of these features to be preserved and enhanced is water quality treatment and storage, and groundwater recharge. The Washington Department of Fish and Wildlife lists Coho salmon ~~are as~~ a State-Priority Species, ~~which and~~ have been observed in Medina Creek downstream (north) of SR 520. Recent improvements to culverts underneath SR 520 may allow ~~C~~oho salmon to pass upstream into Medina. Therefore, in-stream fish habitat on Medina Creek could also be enhanced. Other possible functions include passive recreation and environmental education. Medina should seek opportunities to coordinate with neighboring communities to maintain or daylight culverts that cross jurisdictional boundaries, where a multi-jurisdictional joint approach to creek system and culvert management would improve fish passage and water flows through Medina and the Points communities.

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GOALS

- NE-G1 To achieve a well-balanced relationship between the built and natural environments utilizing guidance derived from best available science.
- NE-G2 To prioritize stormwater management, point and non-point pollutant discharge reduction, and erosion control methodologies to reduce short-term and long-term water quality impacts.
- NE-G3 To promote community-wide stewardship of the natural environment for future generations through protection, preservation/conservation, and enhancement of those natural environment features which are most sensitive to human activities and which are critical to fish and wildlife survival and proliferation.

POLICIES

- NE-P1 The City ~~shall~~ should maintain and update critical areas regulations as required by the GMA, ~~and~~ utilizing the best available science. Approaches and standards for defining and protecting critical areas should be coordinated with neighboring jurisdictions where such areas and impacts to critical areas cross jurisdictional boundaries.
- NE-P2 The City ~~shall~~ should preserve and ~~should~~ enhance where possible the functions and values of Medina’s critical areas and natural resources in a manner consistent with best

available science, and preserve and restore its native vegetation, native biodiversity, and tree canopy, especially where it protects habitat and contributes to overall ecological function. Natural resources in Medina include forests, wetlands, estuaries, and urban tree canopy, all of which are valuable and should be protected.

NE-P3

The City ~~shall~~should coordinate with other cities, King County, federal and state agencies, tribes, the Puget Sound Partnership, and the WRIA 8 Salmon Recovery Council, and other stakeholders on regional environmental issues for the benefit of Puget Sound and its watersheds, such as including surface and groundwater quality and quantity improvements, natural drainage system improvements, erosion and sedimentation minimization, flood risk abatement, stormwater runoff rate moderation, and salmon conservation. By implementing this integrated and comprehensive approach to fish, wildlife, and habitat management, the City hopes to accelerate ecosystem recovery, focusing on enhancing the habitat of salmonids, orca, and other threatened and endangered species and species of local importance.

- NE-P4 No net loss of wetlands functions, values, and acreage should result from development.
- NE-P5 The City ~~shall~~should work to protect, preserve and, where possible, enhance water quality in Lake Washington, Medina Creek, and other streams. The should ensure that 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.
- NE-P6 The City ~~shall~~should develop a mitigation incentives program that promotes improved water quality. Incentives should be monitored to determine effectiveness.
- NE-P7 The City ~~shall~~should work to preserve stream corridors wide enough to maintain and enhance existing stream and habitat functions in all development proposals by designation of native growth protection areas or other appropriate mechanisms.
- NE-P8 The City should restore Medina Creek to provide salmon habitat by developing and implementing a salmon restoration/habitat recovery plan and by facilitating development review processes that ensure that new development is consistent with germane state regulations governing stream restoration.
- NE-P9 The City ~~shall~~should prohibit the introduction of invasive plant species and encourage enhancement of native plant communities in natural areas, which include, but are not limited to, fish and wildlife habitat conservation areas and their buffers. The City should also encourage protection or enhancement of the urban tree canopy to provide wildlife habitat, support community resilience, mitigate urban heat, manage stormwater, conserve energy, protect and improve mental and physical health, and strengthen economic prosperity. This work should include prioritizing places where Black, Indigenous, and other People of Color communities; low-income populations; and other frontline community members live, work, and play.
- NE-P10 ~~θ~~—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-P11 The City should ensure all residents, regardless of race, social, or economic status have a clean and healthy environment. The City should work to 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. The City should prevent, mitigate, and remediate harmful environmental pollutants and hazards, including light, air, noise, soil, and structural hazards, where they have contributed to racialized health or environmental disparities, and increase environmental resiliency in frontline communities.
- NE-P12 The City should 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. The City should 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.

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NE-P13 The City should plan for development patterns that minimize air pollution and greenhouse gas emissions, including:

- a) Facilitating modes of travel other than single-occupancy vehicles including transit, walking, bicycling, and carpooling;
- b) Incorporating energy-saving strategies in infrastructure planning and design;
- c) Encouraging interjurisdictional planning to ensure efficient use of transportation infrastructure and modes of travel;
- d) Encouraging new development to use low emission construction practices, low or zero net lifetime energy requirements, and green building techniques; and
- e) Reducing building energy use through green building methods in the retrofit of existing buildings.

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NE-P14 This City should 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.

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2.1 SHORELINE MANAGEMENT SUB-ELEMENT

INTRODUCTION

The Washington State Legislature passed into law the Shoreline Management Act (SMA) in 1971 with the paramount objectives to protect and restore the valuable natural resources that shorelines represent and to plan for and foster all "reasonable and appropriate uses" that are dependent upon a waterfront location or which will offer the opportunities for the public to enjoy the state's shorelines. The goals and policies of the SMA constitute one of the goals of the Growth Management Act as set forth in RCW 36.70A.020.

Administration of the SMA is a cooperative effort balancing local and state-wide interests in the management and development of shoreline areas. The City manages the shoreline areas through implementation of its ~~shoreline master program~~ Shoreline Master Program (SMP). The goals and policies set forth in this sub-element are combined with the regulations set forth in ~~Subtitle 29~~ Subtitle 16.6 of the Medina Municipal Code and together constitute the Medina ~~Shoreline Master Program~~ SMP. ~~This master program~~ The SMP represents the City's participation in a coordinated planning effort to protect the public interest associated with the shorelines of the state, at the same time, recognizing and protecting private property rights consistent with the public interest.

The City of Medina is a low-density residential community that encompasses approximately 109 acres of shoreline jurisdiction and 4.5 miles of waterfront (23,760 feet). Except for about 780 feet of publicly and ~~state-owned~~ state-owned property, all of the City's shoreline is privately owned and zoned for residential use. Medina originally adopted a Shoreline Management Master Program in 1974. The Program was updated in 2014 to comply with the 2003 Department of Ecology Guidelines found in WAC 173-26. The SMP was again updated in 2019 during its periodic review, as required by WAC 173-26-090(2).

VISION FOR THE SHORELINE MASTER PROGRAM

The residential nature of the City's shoreline makes preservation of this character, while encouraging good stewardship and enjoyment of the shoreline, including protecting and preserving shoreline ecological functions, the primary vision of the ~~shoreline master program~~ SMP.

GOALS AND POLICIES

The City's ~~Shoreline Master Program~~ SMP provides goals and policies involving the protection of, and appropriate uses for, the shoreline.

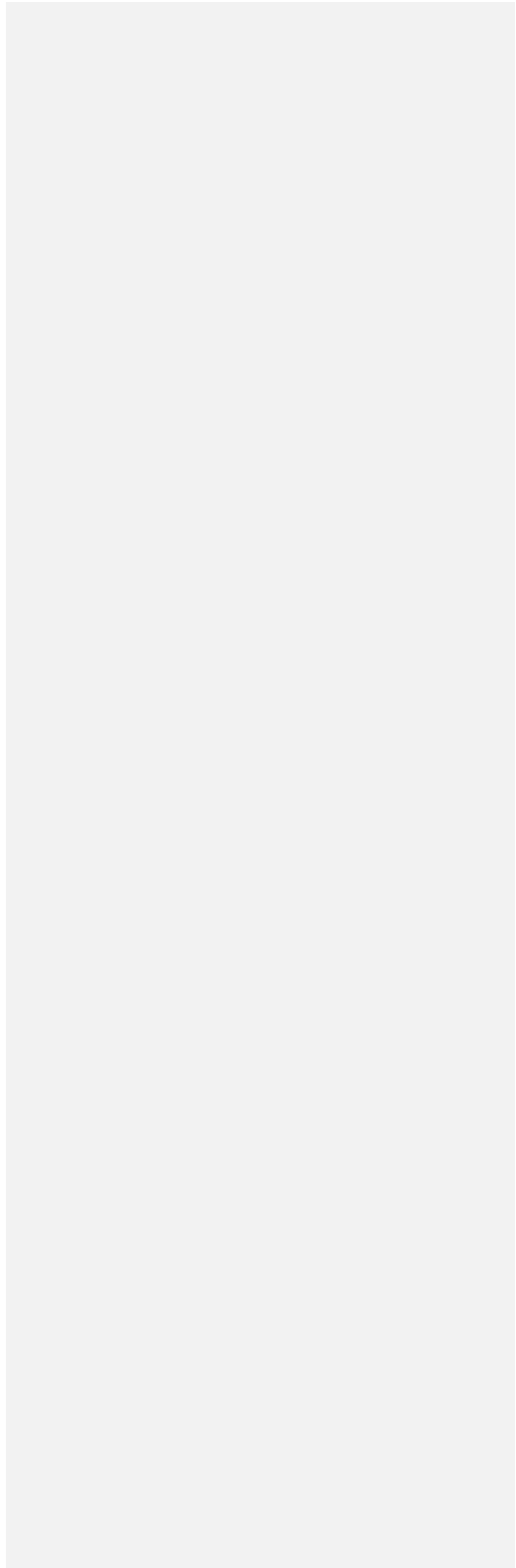
The goals and policies are grouped into the following categories:

- A. Shorelines of Statewide Significance
- B. Shoreline Environments;
- C. Shoreline Use and Activities;
- D. Public Access;
- E. Recreation;
- F. Circulation;
- G. Utilities;
- H. Environment;

8

Commented [KM6]: Conversation with Ecology on 5/3 was clear that any language edit to the SMP would trigger a need for a separate SMP Update with Ecology. Recommend making no changes at this point to sub-element 2.1 and saving that process until the entire SMP has been reviewed for appropriate updates. **All redlines here would be removed if Council agrees with this recommendation on 5/13.**

I. Archaeological, Historic and Cultural



- J. Resources; and
- K. Shoreline Restoration and Ecological Enhancements.

A. Shorelines of Statewide Significance

GOALS

- SM-G1 Implement the policies of the ~~Shoreline Management Act~~SMA as enunciated in RCW 90.58.020.

POLICIES

- SM-P1.1 This ~~Shoreline Master Program~~SMP ~~shall~~should be developed using the following guidelines in order of preference:
- a. Recognize and protect the state-wide interest over local interest.
 - b. Preserve the natural character of the shoreline.
 - c. Support actions that result in long-term benefits over short-term benefits.
 - d. Protect the resources and ecology of the shoreline.
 - e. Increase public access to publicly owned areas of the shorelines.
 - f. Increase recreational opportunities for the public ~~in~~along the shoreline.

B. Environment Designations

The intent of a shoreline environment designation is to preserve and enhance shoreline ecological functions and to encourage development that will enhance the present or desired future character of the shoreline. To accomplish this, shoreline segments are given an environment designation based on existing and planned development patterns, biological capabilities and limitations, and the aspirations of the local citizenry.

GOALS

- SM-G2 Provide a comprehensive shoreline environment designation system to categorize Medina's shorelines into similar shoreline areas to guide the use and management of these areas.

POLICIES

- SM-P2.1 Designate properties ~~R~~residential to accommodate ~~detached single-family~~residential development.

Designation criteria: Assign residential environment designation to shoreline areas predominantly ~~single family~~ residential development or are planned and platted for residential development.

Areas designated as Residential are predominantly ~~single family~~ residential development and comprise approximately 98 percent of the City's shoreline jurisdiction. The following management policies should guide development within these areas:

- a. Residential activities are preferred over other land and resource consumptive development or uses. Limited non-residential uses, such as parks, day cares, and home businesses may be allowed, provided they are consistent with the residential character and the City's land use regulations.
- b. Development should be located, sited, designed and maintained to protect, enhance and be compatible with the shoreline environment.
- c. Development regulations should require the preservation of ecological functions, taking into account the environmental limitations and sensitivity of the shoreline area, the level of infrastructure and services available, and other comprehensive planning considerations.

SM-P2.2 Designate properties Urban Conservancy to protect and restore ecological functions of open space, flood plain and other sensitive lands, while allowing a variety of compatible uses.

Designation criteria: Assign Urban Conservancy environment designation to shoreline areas appropriate and planned for development that is compatible with maintaining or restoring of the ecological functions of the area, that are not generally suitable for water-dependent uses and that lie in incorporated municipalities, urban growth areas, or commercial or industrial "rural areas of more intense development" if any of the following characteristics apply:

- i. *They are suitable for water-related or water-enjoyment uses;*
- ii. *They are open space, flood plain or other sensitive areas that should not be more intensively developed;*
- iii. *They have potential for ecological restoration;*
- iv. *They retain important ecological functions, even though partially developed; or*
- v. *They have the potential for development that is compatible with ecological restoration*

Areas designated as Urban Conservancy include Medina Beach Park, Lake Lane Dock, View Point Park/ 84th Avenue N.E. Dock, and privately owned joint-use recreational lots. The following management policies should guide development within these areas:

- a. Primary uses should be those that preserve the natural character of the area or promote preservation of open space or sensitive lands either directly or over the long term. Uses that result in restoration of ecological functions should be allowed if the use is otherwise compatible with the purpose of the environment and the setting.
- b. Water dependent recreation uses, such as public access piers, recreational floats, and swim beaches, shall be the highest priority, provided they can be located, designed, constructed, operated, and mitigated in a manner that ensures no net loss of ecological function.
- c. Water-oriented recreation uses, such as viewing trails, benches and shelters, should be emphasized and non-water-oriented uses should be minimized and allowed only as an accessory use; for example picnic areas, forest trails and

small playground areas would be acceptable, but tennis courts and developed sports fields would not.

- d. Standards should be established for shoreline stabilization, vegetation conservation, water quality, and shoreline modifications to ensure that new development does not result in a net loss of shoreline ecological functions or further degrade other shoreline values.
- e. Facilities should be designed for neighborhood and non-motorized use, unless vehicle access and parking can be provided and impacts on the environment and surrounding property owners can be mitigated.

SM-P2.3 Designate properties Aquatic to protect, restore, and manage the unique characteristics and resources of the areas waterward of the ordinary high water mark.

Designation Criteria: Assign Aquatic environment designation to areas waterward of the ordinary high water mark.

Areas designated as Aquatic are those waterward of the ordinary high water markline (“OHWL”). The following management policies should guide development within these areas:

- a. Allow new over-water structures only for water-dependent uses, public access, or ecological restoration.
- b. The size of new over-water structures should be limited to the minimum necessary to support the structure's intended use.
- c. To reduce the impacts of shoreline development and increase effective use of water resources, multiple-use of over-water facilities should be encouraged.
- d. All developments and uses on waters or their beds should be located and designed to minimize interference with surface navigation, to consider impacts to public views, and to allow for the safe, unobstructed passage of fish and wildlife, particularly those species dependent on migration.
- e. Uses that adversely impact the ecological functions of critical freshwater habitats should not be allowed except where necessary to achieve the objectives of RCW 90.58.020, and then only when their impacts are mitigated according to the sequence described in WAC 173-26-201(2)(e) as necessary to assure no net loss of ecological functions.
- f. Shoreline uses and modifications should be designed and managed to prevent degradation of water quality and alteration of natural hydrological conditions.

SM-P2.4 Designate properties Transportation to accommodate the SR 520 highway, which is an essential public facility.

Designation Criterion: Assign Transportation environment designation to areas of high-intensity uses related to transportation.

Areas designated as Transportation include lands controlled by the Washington State Department of Transportation and designated as state highway right-of-way. The following management policies should guide development within these areas:

- a. Noise associated with construction activity and ongoing operations should be mitigated to the maximum extent practicable.

Commented [KM7]: City Attorney edit 5/7. Note that this edit was made following ECY's confirmation that any edit to this section would necessitate a separate SMP update.

- b. Best management practices and mitigation for impacts should be implemented to ensure no net loss of ecological function.
- c. Where not in conflict with public safety and security of the SR 520 facility, public access should be made a priority.
- d. Vegetation and habitat should be restored and enhanced upon completion of the SR 520 replacement project using native species.
- e. The SR 520 facility, and any associated maintenance facilities occurring within the shoreline management area, particularly where visible from the water, should be fully screened from adjoining residential properties to the extent practicable with vegetation and fencing as needed.

SM-P2.5 Areas not designated shall automatically be assigned an Urban Conservancy designation.

C. Shoreline Uses and Activities

Uses and activities are given preference to those uses that are consistent with the control of pollution and prevention of damage to the natural environment, or are unique to, or dependent upon uses of the shorelines. Preference is first to water-dependent uses, then to water-related uses and then water-enjoyment uses. The purpose is to ensure development of property is done in a manner that protects the public's health, safety and welfare, as well as the land and its vegetation and wildlife, and to protect property rights while implementing the policies of the SMA.

GOALS

- SM-G3 Locate, design and manage shoreline uses to prevent and, where possible, restore significant adverse impacts on water quality, fish and wildlife habitats, the environment, and other uses.
- SM-G4 Preserve Medina's shoreline for ~~single family residential use~~; in a manner that also protects and preserves the natural features along the shoreline and the quality of Lake Washington.
- SM-G5 Maintain the City Hall building and grounds in a manner consistent with the protection and enhancement of the shoreline environment.
- SM-G6 Limit parking within the shoreline jurisdiction.
- SM-G7 Manage public and community boating facilities to avoid or minimize adverse impacts.
- SM-G8 Manage shoreline modifications to avoid, minimize, or mitigate significant adverse impacts.
- SM-G9 Minimize impacts to the natural environment and neighboring uses from new or renovated piers and docks and their associated components, such as boatlifts and canopies.
- SM-G10 Manage signs so that they do not visually or aesthetically impair the shoreline environment.
- SM-G11 Limit the visual and environmental impacts of trams in the shoreline area.

POLICIESGENERAL

- SM-P3.1 Establish development regulations that avoid, minimize and mitigate impacts to the ecological functions associated with the shoreline area.
- SM-P3.2 Encourage low-impact development practices, where feasible, to reduce the amount of impervious surface within the shoreline area.
- SM-P3.3 Ensure that private property rights are respected consistent with the public interest expressed in the ~~Shoreline Management Act~~SMA.

RESIDENTIAL

- SM-P 4.1 Provide adequate setbacks and natural buffers from the water and ample open space among structures to protect natural features, ecological functions, preserve views, and minimize use conflicts.
- SM-P4.2 Require new development to preserve existing shoreline vegetation, including trees, and to control erosion and protect water quality using best management practices.
- SM-P4.3 Provide development incentives, including reduced shoreline setbacks, to encourage the protection, enhancement and restoration of high functioning vegetative buffers and natural or semi-natural shorelines.
- SM-P4.4 At a minimum, development should achieve no net loss of ecological functions, even for exempt development.

CITY GOVERNMENT FACILITIES

- SM-P5.1 Medina's City Hall and uses accessory to the City Hall should minimize impacts to shoreline character and features, visual access to the shoreline, and not interfere with the public's ability to access or enjoy the shoreline.
- SM-P5.2 Any expansion of Medina's City Hall should result in no net loss of ecological function within the shoreline jurisdiction.

PARKING

- SM-P6.1 Limit parking facilities to those supporting an authorized principal use and allowing such facilities only if the following criteria are met:
- a. Parking is designed and located to minimize adverse impacts including those related to surface water runoff, water quality, visual qualities, public access, and vegetation and habitat maintenance;
 - b. No loss of ecological functions shall result from construction and operation of the parking facility;
 - c. The parking does not restrict access to the site by public safety vehicles, utility vehicles, or other vehicles requiring access to shoreline properties; and
 - d. Preference shall be given to permeable surface materials where feasible.

BOATING FACILITIES

- SM-P7.1 Locate and design boating facilities to ensure no net loss of ecological functions and to avoid significant adverse impacts.

- SM-P7.2 Where feasible, boating facilities should include measures that enhance degraded and/or scarce shoreline features.
- SM-P7.3 Boating facilities should not unduly obstruct navigable waters and should avoid causing adverse effects to recreational opportunities such as fishing, pleasure boating, swimming, beach walking, picnicking and shoreline viewing.
- SM-P7.4 Preference should be given to boating facilities that minimize the amount of shoreline modification, in-water structure, and overwater coverage.
- SM-P7.5 Accessory uses at boating facilities should be limited to water-oriented uses, or uses that provide physical and/or visual shoreline access for substantial numbers of the general public. Non-water-dependent accessory uses should be located outside of shoreline jurisdiction or outside of the shoreline setback whenever possible.
- SM-P7.6 Boating facilities should be located, designed, constructed, and operated so that other appropriate water-dependent uses are not adversely affected and to avoid adverse proximity impacts such as noise, light, and glare; aesthetic impacts to adjacent land uses; and impacts to public visual access to the shoreline.

SHORELINE MODIFICATIONS

- SM-P8.1 The adverse effects of shoreline modifications should be reduced, as much as possible, and shoreline modifications should be limited in number and extent.
- SM-P8.2 The ~~city~~ City should take steps to assure that shoreline modifications individually and cumulatively do not result in a net loss of ecological function. This is to be achieved by preventing unnecessary shoreline modifications, by giving preference to those types of shoreline modifications that have a lesser impact on ecological functions, and by requiring mitigation of identified impacts resulting from shoreline modifications.

SHORELINE STABILIZATION

- SM-P8.3 Shoreline stabilization should be located, designed, and maintained to protect and maintain shoreline ecological functions, ongoing shoreline processes, and the integrity of shoreline features. Ongoing stream or lake processes and the probable effects of proposed shoreline stabilization on other properties and shoreline features should be considered.
- SM-P8.4 Structures should be located and designed to avoid the need for future shoreline stabilization where feasible.
- SM-P8.5 Structural shoreline stabilization measures should only be used when a need has been demonstrated and more natural, flexible, non-structural methods have been determined infeasible. Alternatives for shoreline stabilization should be based on the following hierarchy of preference:
- a. No action (allow the shoreline to retreat naturally), increase buffers, and relocate structures.
 - b. Flexible defense works constructed of natural materials including soft shore protection, bioengineering, including beach nourishment, protective berms, or vegetative stabilization.

c. Rigid works constructed of artificial materials such as riprap or concrete.

- SM-P8.6 New or expanded structural shoreline stabilization should only be permitted where demonstrated to be necessary to protect an existing primary structure, including single-family dwelling, which is in danger of loss or substantial damage, and where mitigation of impacts would not cause a net loss of shoreline ecological functions and processes.
- SM-P8.7 New or expanded structural shoreline stabilization for enhancement, restoration, or hazardous substance remediation projects should only be allowed when non-structural measures, vegetation planting, or on-site drainage improvements would be insufficient to achieve enhancement, restoration, or remediation objectives.
- SM-P8.8 Encourage alternative methods for shoreline stabilization including non-regulatory methods. Non-regulatory methods may include public facility and resource planning, technical assistance, education, voluntary enhancement and restoration projects, or other incentive programs.
- SM-P8.9 New development that would require shoreline stabilization which causes significant impacts to adjacent properties should not be allowed.

DREDGING

- SM-P8.10 Dredging operations should be planned and conducted to protect and maintain existing aquatic habitat and other shoreline uses, properties, and values. Proposals that include dredging should provide mitigation to achieve no net loss of shoreline ecological functions.
- SM-P8.11 Dredging and dredge material disposal should be done in a manner which avoids or minimizes significant ecological impacts.
- SM-P8.12 Dredging waterward of the ~~ordinary high water mark~~ OHWL for the primary purpose of obtaining fill should not be allowed, except as part of a restoration or environmental cleanup project.

FILL

- SM-P8.13 Fills should be allowed only when tied to a specific development proposal that is permitted by the ~~master program~~ SMP, and that is located, designed and constructed to protect shoreline ecological functions and ecosystem-wide processes.
- SM-P8.14 Fill coverage should be the minimum necessary to provide for the proposed use.
- SM-P8.15 Factors such as current and potential public use of the shoreline and water surface area, water flow and drainage, water quality and habitat should be considered and protected to the maximum extent feasible.
- SM-P8.16 Fills waterward of the ~~ordinary high water mark~~ OHWL should be restricted to supporting water-dependent uses, public access, cleanup and disposal of contaminated sediments as part of an interagency clean-up plan, disposal of dredged sediments in accordance with Department of Natural Resources rules, expansion or alteration of transportation facilities of statewide significance when no other alternatives are feasible, and for mitigation actions, environmental restoration and enhancement

projects, and only when other solutions would result in greater environmental impact.

- SM-P8.17 Fills should be designed and located so that there will be no significant damage to existing ecological systems or result in hazard to adjacent life, property, or natural resource systems.

LAND SURFACE MODIFICATIONS

- SM-P8.18 Limit land surface modification activities in the shoreline area. Impacts from land surface modifications activities can be avoided through proper site planning, construction timing practices, and use of erosion and drainage control methods. ~~Generally~~ Generally, these activities should be limited to the maximum extent necessary to accommodate the proposed use, and should be designed and located to protect shoreline ecological functions and ecosystem-wide processes.

BREAKWATERS, JETTIES, GROINS

- SM-P8.19 Breakwaters, jetties and groins should only be permitted where necessary to support water-dependent uses, public access, shoreline stabilization, or other specific public purpose.
- SM-P8.20 Breakwaters, jetties and groins should be located and designed to achieve no net loss of ecological functions.

MOORAGE FACILITIES (PIERS AND DOCKS)

- SM-P9.1 Locate and design piers and docks to avoid adversely impacting shoreline ecological functions or processes, and where unavoidable impacts to ecological functions might occur, mitigation should be provided.
- SM-P9.2 Moorage should be spaced and oriented in a manner that minimizes hazards and obstructions to public navigation rights and corollary rights thereto such as, but not limited to, fishing, swimming, and pleasure boating.
- SM-P9.3 Piers and docks should be restricted to the minimum size necessary to meet the needs of the proposed use.
- SM-P9.4 Moorage facilities should be constructed of materials that will not adversely affect water quality or aquatic plants and animals in the long term, and have been approved by applicable state agencies.
- SM-P9.5 Establish development regulations that encourage property owners to make renovations to their existing piers and docks outside of normal maintenance and repairs that improve the environmental friendliness of their structure.
- SM-P9.6 Encourage joint-use or shared piers and docks where practical.

SIGNS

- SM-P10.1 Signs should be designed and placed so that they are compatible with the aesthetic quality of the existing shoreline and adjacent land and water uses.
- SM-P10.2 Signs should not block or otherwise interfere with visual access to the water or shorelines.

SM-P10.3 Outdoor advertising and billboards are not an appropriate use of the shoreline areas within shoreline jurisdiction.

TRAMS

SM-P11.1 Joint use trams are encouraged where they can be placed on the property line.

SM-P11.2 The visual impacts of trams should be minimized.

D. Public Access

Public access includes the ability of the general public to reach, touch, and enjoy the water's edge, to travel on the waters of the state, and to view the water and the shoreline from adjacent locations. The purpose is to plan for an integrated shoreline area public access system that identifies specific public needs and opportunities to provide public access.

GOALS

SM-G12 Ensure the public's ability to physically and visually enjoy the shoreline environment.

POLICIES

SM-P12.1 Views of Lake Washington from public parks should be preserved and enhanced. Enhancement of views shall not be construed to mean excessive removal of vegetation.

SM-P12.2 Public access should be designed to provide for public safety and to minimize potential impacts to private property and individual privacy. Public access to shoreline areas does not include the right to enter upon or cross private property, except for dedicated easements.

SM-P12.3 Public access should be required for all new shoreline development and uses where feasible, except for single-family residential development containing ~~less-fewer~~ than five dwelling units.

SM-P12.4 Preservation and enhancement of the public's visual access to all shoreline areas should be encouraged through the establishment of setbacks and height limits that ensure view corridors.

SM-P12.5 Ensure that development upland, as well as in-water and near-shore areas, are located and designed in ways that result in no net loss of ecological functions.

SM-P12.6 Regulate the design, construction, and operation of permitted uses in the shoreline jurisdiction to minimize, insofar as practical, interference with the public's use of the water.

SM-P12.7 Access should provide for a range of users including pedestrians, bicyclists, boaters, and people with disabilities to the greatest extent feasible.

SM-P12.8 Integrate shoreline public access with existing and planned trails or routes, such as the Points Loop Trail, and the City's parks and pedestrian pathway system, where feasible, to improve non-motorized access and community connections.

- SM-P12.9 The shoreline area between Medina Beach Park and the tip of Evergreen Point should be a priority for establishing new public access.
- SM-P12.10 The City should work with Washington State Department of Transportation in providing public access within any remnant property that may result from the SR 520 replacement project, or its future improvements. In particular public access should provide public entry to Lake Washington where feasible and should be connected to Fairweather Nature Preserve.
- SM-P12.11 When appropriate, Medina should consider joining with other governmental bodies in a cooperative effort to expand public access to the shoreline through programs of acquisition and development.
- SM-P12.12 Continue use of opened waterfront street ends for public access.

E. Recreation

Recreational uses include passive activities, such as walking, viewing, and fishing. Recreational development also includes facilities for active uses, such as swimming, boating, and other outdoor recreation uses. This includes both public and non-commercial recreational opportunities.

GOALS

- SM-G13 Recreation activities that are dependent on access to the water should be available to citizens of Medina.

POLICIES

- SM-P13.1 Water-dependent recreational activities such as boating, fishing, and swimming should have priority over other types of recreation on Medina's public shoreline.
- SM-P13.2 Coordination with local, state, and federal recreation planning should be encouraged. Shoreline recreational development should be consistent with the City's park and recreation plans.
- SM-P13.3 Open space and the opportunity for passive forms of recreation should be encouraged on public shoreline. Recreational plans should promote the conservation of the shoreline's natural character, ecological functions, and processes while expanding the public's ability to enjoy the shoreline.
- SM-P13.4 The City should encourage retention and development of the shoreline for joint use private recreational activities, such as moorage, decks, beach clubs, etc.
- SM-P13.5 Links between existing and future shoreline parks, recreation areas and public access points should be created via a non-motorized network using existing rights-of-way or through acquisition of easements and/or land, where feasible.
- SM-P13.6 Recreational activities should be designed to avoid conflict with private property rights, and to minimize and mitigate negative impacts on adjoining properties.

F. Circulation

Circulation includes transportation facilities, which are those structures and developments that aid in land, air, and water surface movement of people, goods, and services. They include roads and highways, bridges, bikeways, trails, heliports, and other related facilities.

GOALS

SM-G14 The present transportation system within the shoreline jurisdiction ~~shall~~ should be maintained, but any expansion or modification to accommodate growth shall be designed in a manner which causes minimal impacts using the best technology and science available. New road construction in the shoreline jurisdiction should be minimized.

POLICIES

- SM-P14.1 New transportation facilities or the expansion of existing facilities ~~must~~ should be designed to minimize air, noise and water pollution, adverse impacts on aquatic habitat and wildlife habitat, and the adverse impacts of excessive light, glare and community separation.
- SM-P14.2 Expansion of existing roadways should be allowed only if such facilities are found to be in the public interest and impacts can be mitigated to meet no net loss.
- SM-P14.3 New road and bridge construction and the expansion of existing transportation facilities should include improved non-motorized facilities and enhanced visual and physical public access if feasible.
- SM-P14.4 Joint use of transportation corridors within the shoreline jurisdiction for roads, utilities, and motorized and non-motorized forms of transportation should be encouraged to the maximum extent feasible.

G. Utilities

Utilities are services and facilities that produce, transmit, store, process or dispose of electric power, gas, water, sewage, and communications.

GOALS

SM-G15 Manage public and private utilities within the shoreline area to provide for safe and healthy water, and sanitary sewer services, while protecting and enhancing the water quality and habitat value of the shoreline.

POLICIES

SM-P15.1 New utilities should be located outside of the shoreline jurisdiction unless no other feasible option exists. Where permitted, they should be installed to protect the shoreline and water from contamination and degradation.

- SM-P15.2 Utilities should avoid locating in environmentally sensitive areas unless no feasible alternatives exist.
- SM-P15.3 Wherever utility facilities and corridors must be placed in a shoreline area, they should be located so as to protect scenic views. Whenever possible, such facilities should be placed underground or designed to minimize impacts on the aesthetic qualities of the shoreline area.
- SM-P15.4 Utilities should be designed and located in a manner which preserves the natural landscape and shoreline ecology, and minimizes conflicts with present and planned land uses.
- SM-P15.5 Joint use of rights-of-way and existing utility corridors should be encouraged.

H. Natural Environment

Medina is enriched with valued natural features that enhance the quality of life for the community. Natural systems serve many essential functions that can provide significant benefits to fish and wildlife, public and private property, and enjoyment of the shoreline area.

GOALS

- SM-G16 Preserve, protect, and restore the shoreline environment.
- SM-G17 Protect, conserve, and establish vegetation along the shoreline edge.
- SM-G18 Conserve and protect critical areas, including wildlife habitat areas, within the shoreline areas from loss or degradation.
- SM-G19 Manage activities that may adversely impact surface and ground water quality or quantity.

POLICIES

ENVIRONMENTAL IMPACTS

- SM-P16.1 Protect shoreline process and ecological functions through regulatory and non-regulatory means that may include regulation of development within the shoreline jurisdiction, incentives to encourage ecologically sound design, conservation easements, and acquisition of key properties.
- SM-P16.2 Preserve the scenic aesthetic quality of shoreline areas and vistas to the greatest extent feasible.
- SM-P16.3 Adverse impacts on the natural environment should be minimized during all phases of development (e.g. design, construction, operation, and management).
- SM-P16.4 Shoreline developments that propose to enhance environmentally sensitive areas, other natural characteristics, resources of the shoreline, and provide public access and recreational opportunities to the shoreline are consistent with the fundamental goals of this ~~Master Program~~SMP, and should be encouraged.

VEGETATION CONSERVATION

- SM-P17.1 Where new developments and/or uses or redevelopments are proposed, native shoreline vegetation should be conserved to maintain shoreline ecological functions and/or processes. Vegetation conservation and restoration should be used to mitigate the direct, indirect and/or cumulative impacts of shoreline development, wherever feasible. Important functions of shoreline vegetation include, but are not limited to:
- a. Providing shade necessary to maintain water temperatures required by salmonids and other organisms that require cool water for all or a portion of their life cycles.
 - b. Regulating microclimate in riparian and near-shore areas.
 - c. Providing organic inputs necessary for aquatic life, including providing food in the form of various insects and other benthic macro-invertebrates.
 - d. Stabilizing banks, minimizing erosion and sedimentation, and reducing the occurrence/severity of landslides.
 - e. Reducing fine sediment input into the aquatic environment by minimizing erosion, aiding infiltration, and retaining runoff.
 - f. Improving water quality through filtration and vegetative uptake of nutrients and pollutants.
 - g. Providing a source of large woody debris to moderate flows, create hydraulic roughness, form pools, and increase structural diversity for salmonids and other species.
 - h. Providing habitat elements for riparian-associated species, including downed wood, snags, migratory corridors, food, and cover.
- SM-P17.2 Noxious and invasive weeds. Encourage management and control of noxious and invasive weeds. Control of such species should be done in a manner that retains onsite native vegetation, provides for erosion control, and protects water quality. Use of non-toxic or natural controls is preferred.
- SM-P17.3 Provide incentives for the retention and planting of native vegetation, and discourage extensive lawns due to their limited erosion control value, limited water retention capacity, and associated chemical and fertilizer applications particularly in areas recommended for designation as Shoreline Residential. Incentives could include additional flexibility with building setbacks from Lake Washington, a simplified permit process with recommended planting plans, reduced or waiver of permit fees, and/or city participation in a pilot-project that promotes shoreline restoration.

CRITICAL AREAS

- SM-P18.1 In addressing issues related to critical areas, use scientific and technical information, as described in WAC 173-26-201(2)(a).
- SM-P18.2 In protecting and restoring critical areas within shoreline areas, integrate the full spectrum of planning and regulatory measures, including the comprehensive plan, watershed plans, local development regulations, and state, tribal, and federal programs.

- SM-P18.3 Critical areas within the shoreline area should be managed and protected to ensure no net loss of ecological functions. When feasible, degraded ecological functions and ecosystem-wide processes should be restored.

WATER QUALITY, STORMWATER, AND NON-POINT POLLUTION

- SM-P19.1 All shoreline uses and activities should be located, designed, constructed, and maintained to mitigate adverse impacts to water quality, water quantity, or hydrology.
- SM-P19.2 The City should require reasonable setbacks, buffers, and storm water storage basins and encourage low-impact development techniques and materials to achieve the objective of minimizing impervious surfaces and lessening negative impacts on water quality.
- SM-P19.3 Stormwater impacts should be addressed through the application of the most recent edition of the Adopted Surface Water Design Manual and all applicable City stormwater regulations.
- SM-P19.4 The City should provide general information to the public about the impacts of land and human activities on water quality, and encourage homeowners and property managers to use non-chemical weed and pest control solutions and natural fertilizers.

I. Archaeological, Historic and Cultural Resources

Archaeological, historic, and cultural resources are those that are either recorded at the state historic preservation office or have been inadvertently uncovered.

GOALS

- SM-G20 Historically, culturally or archaeologically significant areas or architecturally or culturally significant facilities should be protected and maintained in the public interest.

POLICIES

- SM-P20.1 Medina should preserve or allow preservation of shoreline buildings and sites with historic or architectural value, such as the old ferry ticket office (City Hall), and certain boathouses.
- SM-P20.2 Prevent the destruction of or damage to any site having historic, cultural, scientific, or educational value as identified by the appropriate authorities, including affected Indian tribes, and the office of archaeology and historic preservation.
- SM-P20.3 Ensure that new development is compatible with existing historic structures and cultural areas.

J. Shoreline Restoration and Ecological Enhancement

Shoreline habitat and natural systems enhancement and restoration projects include those activities proposed and conducted specifically for the purpose of establishing, restoring, or enhancing habitat for priority species in shorelines.

GOALS

SM-G21 Implement the projects, programs and plans established within the Restoration Plan as funding and staffing resources permit.

POLICIES

- SM-P21.1 Restoration and enhancement of shorelines should be designed using principles of landscape and conservation ecology and should restore or enhance chemical, physical, and biological watershed processes that create and sustain shoreline habitat structures and functions.
- SM-P21.2 Restoration and enhancement actions should improve shoreline ecological functions and processes and should target meeting the needs of sensitive plant, fish and wildlife species as identified by Washington Department of Fish and Wildlife, Washington Department of Natural Resources, National Marine Fisheries Service and/or U.S. Fish and Wildlife Service.
- SM-P21.3 The City should, and private entities are encouraged to, seek funding from State, Federal, private and other sources to implement restoration, enhancement, and acquisition projects, particularly those that are identified in the Restoration Plan of this SMP or the Final WRIA 8 Chinook Salmon Conservation Plan and related documents.
- SM-P21.4 The City should develop processing guidelines that will streamline the review of restoration-only projects.
- SM-P21.5 Allow for the use of tax incentive programs, mitigation banking, grants, land swaps, or other programs, as they are developed, to encourage restoration and enhancement of shoreline ecological functions and to protect habitat for fish, wildlife and plants.



Figure 4 - Critical Areas Map

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5. TRANSPORTATION & CIRCULATION ELEMENT

INTRODUCTION

The Growth Management Act (GMA) requires jurisdictions to demonstrate the availability of transportation facilities needed to accommodate the growth in traffic over the next twenty years. King County countywide planning policies (CPP) related to transportation intend to address three overarching goals: supporting growth by focusing on serving the region with a transportation system that furthers the Regional Growth Strategy; focusing on mobility by addressing the full range of travel modes necessary to move people and goods efficiently within the region and beyond, and; maintaining system operations by encompassing the design, maintenance, and operation of the transportation system to provide for safety, efficiency, and sustainability. Since Medina is landlocked and expects minimal population growth in the foreseeable future, transportation issues are largely concerned with the maintenance and function of the existing street system and the impacts to this system from decisions made by larger land uses within as well as outside of the City.

EXISTING CONDITIONS

Medina’s street pattern has developed as an extension of the original City plat, which was laid out as a basic grid. The exception to this pattern is the Medina Heights neighborhood, which has been subdivided such that the streets are more curvilinear and tend to follow the prevailing topography. Nearly all streets in Medina are two lanes with one lane in each direction, with one exception. Provisions for cyclists and pedestrians are made on some collector streets. Private lanes have also been developed and continue to be maintained through private means and/or civil agreements. Regionally oriented transportation facilities consist of a state highway (SR 520), a Washington State Department of Transportation (WSDOT) bridge maintenance facility, and a State-owned Park & Ride lot. SR 520 passes through Medina and connects the eastside communities with Seattle via the Evergreen Point Floating Bridge. There is an east-bound off-ramp exiting SR 520 at the north end of 84th Avenue NE along with a west-bound on-ramp. A State-owned Park & Ride lot is located on the Evergreen Point Road lid, and provides pedestrian access to two public transit stops located in the median of SR 520.

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Issues relevant to transportation in Medina primarily concern road surface maintenance, storm drainage, ~~and~~ sidewalks, and WSDOT’s maintenance of the on-ramp to SR 520 Eastbound adjacent to the Evergreen Point Road lid. Traffic volumes are expected to remain relatively constant considering Medina is fully developed and no substantive population increases are expected. There are no current plans or needs for new road construction.

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Regional Transportation Facilities

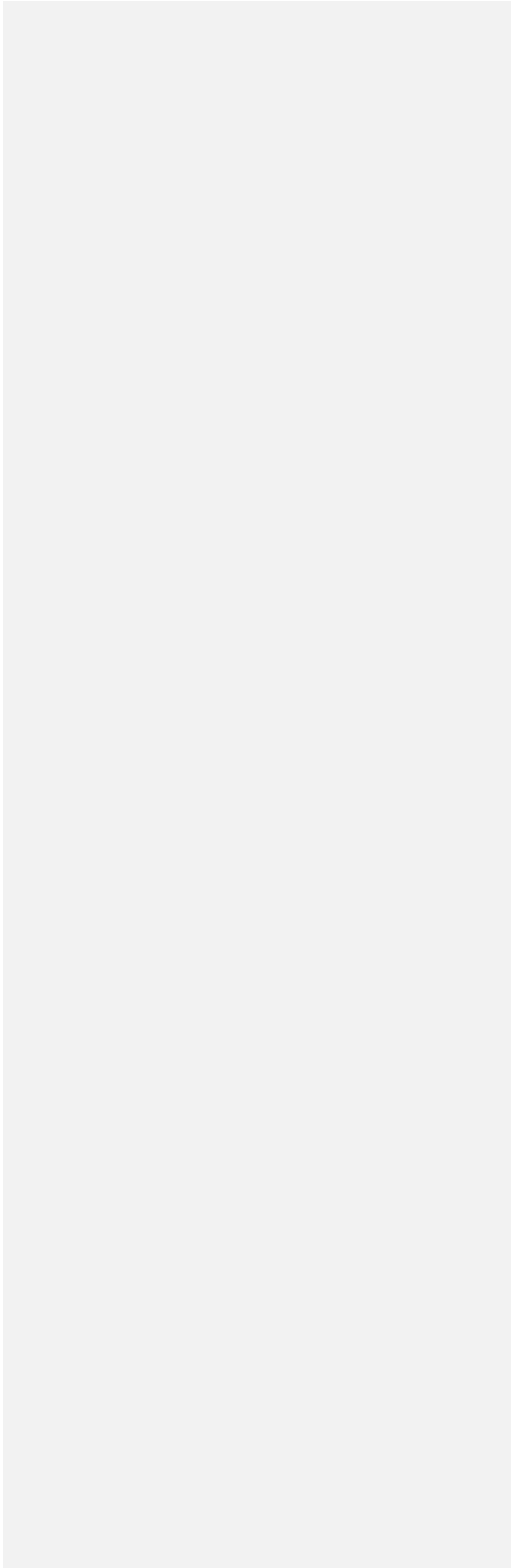
The SR 520 corridor has recently been reconstructed to address regional increased traffic and transit demand. The updated corridor includes a number of design features intended to minimize and mitigate the significant adverse impacts on the surrounding residential uses, public facilities (e.g., Fairweather Nature Preserve and the Bellevue Christian Three Points Elementary School), and the environment. The SR 520 also now provides improved traffic conditions between Seattle and the east side of the County, and provides pedestrian and bicycle regional connectivity that runs

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through Medina and along the SR 520 bridge.



Street Classification

Streets in Medina are classified on a three-tiered hierarchy developed by the Federal Highway Administration. The hierarchy reflects their functional characteristics (See Figure 7). They are described below in descending order.

Minor Arterial

- Interconnects and augments the Urban Principal Arterial system providing service to trips of moderate length at a somewhat lower level of travel mobility than a Principal Arterial.
- Distributes travel to geographic areas smaller than those identified with the higher **level** system(s).
- Contains facilities which place more emphasis on land access than the higher **level** systems(s) and offer a lower level of traffic mobility. Such facilities may carry local bus routes and provide intra-community continuity, but ideally should not penetrate identifiable neighborhoods.
- Provides urban connections to rural collector roads.

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The spacing of Minor Arterial streets may vary from 1/8 to 1/2 mile in the central business district and 2 to 3 miles in the suburban fringes. The only street in this category is 84th Avenue NE between NE 12th Street and NE 28th Street. This street is utilized by Clyde Hill, Medina, and Bellevue residents to access SR 520 and as a route into downtown Bellevue **and Seattle**.

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Collector

- Provides both land access service and traffic circulation within residential neighborhoods, commercial and industrial areas.

- Differs from the arterial system in that facilities on the collector system may penetrate residential neighborhoods, distributing trips from the arterials through the area to the ultimate destination.
- Collects traffic from local streets in residential neighborhoods and channels it into the arterial system.

This category includes the following streets:

- Evergreen Point Road between Overlake Drive West and 78th Place NE,
- Overlake Drive between Evergreen Point Road and Lake Washington Boulevard.
- NE 12th Street between Evergreen Point Road and Lake Washington Boulevard,
- NE 24th Street between Evergreen Point Road and 84th Avenue NE, and
- Lake Washington Boulevard between NE 12th Street and the Medina city limit near 851 Lake Washington Boulevard.

Local Access

- Provides direct access to abutting land and access to higher order systems.
- Offers the lowest level of mobility and usually contains no bus routes.
- Service ~~to~~ through traffic movement usually is deliberately discouraged.

This category includes all those City of Medina streets that do not fall into the previous two categories.

Level of Service

Level of service (LOS) is generally defined as the ability of a roadway or intersection to carry the volume of traffic. LOS is typically measured using a six-tiered rating system that can be found in the *Highway Capacity Manual*. This system is used in the 2022 King County Regional Transportation Plan, and its use provides a level of consistency between adjacent communities and the County.

At the high end of the scale is an LOS of 'A,' where motorists experience a high level of freedom of operation and there is seldom more than one vehicle waiting at an intersection. The low end of the scale is an LOS of 'F,' which represents a forced flow of traffic and indicates a failure of the roadway or intersection to accommodate traffic volumes. The LOS ratings between 'A' and 'F' represent increasing degrees of traffic volumes relative to roadway configuration and waiting times at intersections. LOS ratings of 'D' and above indicate that there is reserve capacity on a roadway or at an intersection. For purposes of this Plan, the City adopts an LOS rating of 'C' for its arterials and an LOS rating of 'D' for intersections.

Adjacent cities employ criteria nearly identical to Medina's for LOS standards.

Medina residents currently enjoy relatively little traffic on internal streets due to the City's location, configuration, and land use mix. There are no east-west streets that offer through-routes for regional traffic except for SR 520. Since there is direct connection off of SR 520 to the internal street grid, there are ~~no substantive~~few impacts on neighborhood streets from motorists seeking alternative routes. though Medina residents have experienced increased traffic associated with motorists from other neighboring communities navigating through Medina's internal street grid to access SR 520 and avoid more congested areas to access the highway elsewhere.

The average weekday traffic volumes for the four most traveled streets in Medina are estimated based on the *Institute of Traffic Engineers Trip Generation Tables* since there are no traffic counts on record for internal City streets. They are as follows (Table 3):

Table 3. Average Weekday Traffic Volumes

Average Weekday Traffic Volumes	
Road	Average Vehicles per day
Evergreen Point Road	976-2,466
NE 124th Street	2,402
NE 12th Street	2,402
Lake Washington Boulevard	7,791
	Average-Weekday- (vehicles/day)
Evergreen-Point-Road	2000
NE-24 th -Street	3500
NE-12 th -Street	2400
84 th -Avenue-NE	6000
	PM Peak-Hour- (vehicles/hour)
Evergreen-Point-Road	210
NE-24 th -Street	365
NE-12 th -Street	250
84 th -Avenue-NE	630

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Major trip generators in Medina include the Overlake Golf & Country Club, Medina Elementary School, ~~Bellevue-Christian~~ Three Points Elementary School, St. Thomas School, the Wells-Medina Nursery, and traffic related to personal services or special events for, and at, individual residences. Funerals, weddings, and church functions at the St. Thomas Church (located on the corner of NE 12th Street and 84th Avenue NE) affect the area within a radius of about three blocks. These occur during the regular work week and on weekends. Traffic associated with St. Thomas School impacts the functioning of the adjacent intersection as motorists tend to queue up just past the intersection as they access the parking/pick-up area at St. Thomas Church (which serves the St. Thomas School) and then make left turns out of this area to once again pass through the intersection. This contributes to congestion at this intersection during peak travel hours. To mitigate this congestion, recent efforts have been made to queue vehicles accessing St. Thomas on the shoulder of the road along 84th Ave NE.

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Many parents transport their children to and from the Medina Elementary and ~~Bellevue-Christian~~ Three Points Elementary Schools and use neighborhood streets for access. Residents of the neighborhood just south of ~~Bellevue-Christian~~ Three Points Elementary School have expressed concern over the number of vehicles that are using neighborhood streets to access the school. With grant funding, the City installed new sidewalks and a load/unload area in front of Medina Elementary to improve safety and reduce congestion.

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Other than construction-related trips, Overlake Golf & Country Club accounts for the largest number of trips originating outside of the City. Traffic volumes fluctuate seasonally, between

weekdays and weekends, and with Club-sponsored special events. The entrance to the Country Club is at the end of NE 16th Street off of Evergreen Point Road. It has been estimated that the Country Club accounts for 12% to 16% of the average daily traffic on Evergreen Point Road depending on the season.

~~Because the City is fully developed, it is unlikely that there will be a substantial increase in traffic on internal city streets due to additional residential development.~~

The traffic along 84th Avenue NE between NE 12th Street and SR 520 is likely to increase during peak hours, special events, or bad weather due to increases in some regional traffic using this route as a connection between SR 520 and downtown Bellevue. This may cause increased delays at the intersections at NE 12th Street, NE 24th Street, and Points Drive (SR 520 access). A traffic study conducted by the City of Medina in 2021 that looked at effects of the SR 520 on-ramp at 84th Avenue NE showed no significant change in traffic; the City may wish to fund a new study to understand how traffic trends are evolving in the community.

Commented [KM18]: Date of the traffic study was confirmed by Ryan Osada on 4/26

There have been several “mega-homes” built in Medina over the last 35 years. Thisee have increased traffic both during construction and upon completion. ~~There has been a tendency for these~~These larger homes tend to

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~~homes to require increased personnel more staff for the daily operations of the residences, and including security requires numerous personnel to access the property teams. Parties, outdoor art displays, and other functions are regular occurrences on these properties which. This creates temporary increases spikes~~ in traffic flow on Medina’s neighborhood and arterial streets.

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Public Transit

There is one King County Metro Transit bus route that provides direct service to City residents via 84th Avenue NE (route 271, ~~which is being replaced by a new route: route 249~~). Figure 7 shows the location of the transit stops. Route ~~271-249 will runs~~ north-south along 84th Avenue NE, ~~connecting downtown Bellevue to Bellevue’s Spring District Station through Beaux Arts, Medina, Clyde Hill, and south Kirkland from SR 520 to NE 12th Street, and provides direct access to downtown Seattle, the University District, and downtown Bellevue. While route 271 provided direct access from Medina to Seattle, Metro Transit now urges transit riders to use route 249 and transfer to route 270 at the Yarrow Point freeway station, which similarly provides public transit into Seattle’s University District. Recognizing the value that its only regional bus route provides to the community, Medina should work to protect its limited public transportation offering from being removed or reduced in service.~~

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The Evergreen Point Freeway Station at Evergreen Point Road and SR 520 provides direct access to ~~15-12~~ bus routes, including ~~five-three~~ Sound Transit routes and one Snohomish County Community Transit Route. The ~~state~~ Park & Ride, located on the Evergreen Point lid above SR 520, includes parking for approximately 50 vehicles. Both the east-bound and west-bound stops are accessible from the Evergreen Point Road lid by pedestrian pathways.

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As part of its Strategic Plan for Public Transportation ~~2014-2021~~2021-2031, King County Metro ~~developed-revised its~~ service guidelines for the regional transit system. These guidelines ~~are-based on the density of jobs and households, the relative percentages of low income or minority residents, and the number of employment and activity centers along a given transit corridor~~ prioritize the need for transit investments based on crowding, reliability, and growth (in that order). Transit levels of service are then defined in terms of “Service Families,” which describe the desired frequency of service during peak, off peak, and night times. Route 271 (and its replacing route 249), which serves Medina along 84th Avenue NE, and the SR 520 corridor ~~both~~ supports the highest level of all-day service. All but the southwestern portions of Medina are located within one-half mile of a transit stop on one of these two corridors, and all residences in the City are within five miles of the Evergreen Point Park & Ride.

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Pedestrians and Bicycles

A pedestrian walkway system should be designed to provide residents with safe and convenient access to public facilities, services, and recreational amenities. This includes getting children safely to and from schools and parks and providing good pedestrian access to transit uses at the Evergreen Point Station and along the 84th Avenue NE/NE 12th Street/Lake Washington Boulevard corridor, supporting the potential for a Walkable Medina.

Since Medina was platted with large lots and developed at a slow, incremental pace, most streets were constructed without curb, gutter or sidewalks. Although residents have embraced the informal, natural setting that these streets provide, key streets have been retrofitted with sidewalks and pathways as more homes have been built and school enrollments have increased.

Sidewalks have been installed along portions of Evergreen Point Road, 77th Avenue NE, 79th Avenue NE, 81st Avenue NE, Overlake Drive West, NE 10th Street, NE 12th Street, NE 16th Street, NE 21st Street, NE 24th Street, Lake Washington Boulevard, NE 8th Street, 82nd Ave NE, 80th Ave NE, and 84th Avenue NE (see Figure 8). On all other streets, pedestrians must walk in the street or on the street shoulder.

Medina, Clyde Hill, Hunts Point, and Yarrow Point have created a walking path, referred to as the Points Loop Trail. It utilizes the asphalt-paved path that is adjacent to the SR 520 roadway, and

meanders through Medina and Clyde Hill (see Figure 8 for route through Medina). This trail has scenic and recreational attributes that, it is hoped, will be enhanced as time goes by. A key link in this route is the Points Loop Trail (formerly called the “Indian Trail”) that occupies the unopened portions of 77th Avenue NE. Future efforts to enhance connectivity between the Points Loop Trail and other regional trails should be encouraged.

Commented [KM23]: Edit made to reflect 4/22 Council feedback, while also keeping a former reference to the Indian Trails name for consistency with other edits made in the Comp Plan update (which reflect DSC and PC feedback).

Popular City cycling routes include Lake Washington Boulevard, 84th Avenue NE, Overlake Drives East and West, NE 12th Street, Evergreen Point Road, NE 24th Street, and the SR 520 pathway due to their regional connectivity and scenic qualities. The SR 520 trail features a separate regional trail owned and maintained by WSDOT, which crosses Evergreen Point Road at grade in the city of Medina. Of Medina streets, only 84th Avenue NE features bike lanes. Cyclists share the road with vehicles (and sometimes pedestrians) on Lake Washington Boulevard, Overlake Drives East and West, NE 12th Street, and Evergreen Point Road. The SR 520 floating bridge replacement features a separated bicycle path. The path connects to the Points Loop Trail and facilitates bicycle travel from Medina to Seattle and other regional trails across Lake Washington.

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Cyclists share the roadway with vehicles on all other streets. Most of these streets have minimal traffic and low travel speeds, making them relatively safe providing conditions for cyclists that can be appealing to cyclists who choose to ride their bicycles on the street. A noticeable increase in the number of cyclists on the Medina street system is further congesting the use of these streets. The City should encourage the use of human-powered bicycles on designated biking paths. The City should encourage the riders of electric-powered bikes (“e-bikes”) to operate in a safe manner when using City streets.

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Nearby Air Facilities

Nearby Seattle-Tacoma International Airport, King County International Airport – Boeing Field, and Seattle Paine Field International Airport provides air transportation for Medina residents.

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Puget Sound Air Quality Attainment Zone

The City of Medina is located within the Puget Sound Air Quality Attainment Zone specified in the Washington State Clean Air Conformity Act. This Act is intended to implement the goals and requirements of the Federal Clean Air Act Amendments. Medina is committed to participating in the regional efforts to attain reduction in the criteria pollutants specified in the Act.

TRANSPORTATION AND CIRCULATION PLAN

Consistent with the ~~Growth Management Act (GMA) and the King County CPPs~~, Medina’s transportation plan strives for a balanced transportation system coordinated with the land use plan. Since Medina is landlocked and expects minimal population growth in the foreseeable future, the transportation plan largely concerns maintenance and function of the existing street system. The current Six-Year Capital Improvement Plan (see Appendix B) includes the Transportation Improvement Plan and identifies a list of projects the City will undertake to improve selected roadways. The improvements involve a combination of surface improvements, sidewalks, and storm drainage improvements. Subsequent improvements to Medina’s streets should continue to focus on maintenance, storm drainage improvements (see Figure 11), and pedestrian improvements (see Non-Motorized Facilities below and Figure 8 for proposed improvements). All proposed improvements should incorporate recommendations in the ~~City’s Landscape Plan and the Community Design Inventory Element~~. New transportation projects, or improvements or maintenance to existing projects, undertaken by regional transportation agencies should consider and mitigate for all potential impacts to neighboring communities, including air quality, noise, odor, and glare impacts.

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Public Transit

The continuation of public transportation by King County Metro Transit is essential to a balanced circulation system for the City. The Evergreen Point Park & Ride is an important transit resource and should be maintained ~~and enhanced, when possible~~. The City will continue to encourage transit use by prioritizing those improvements that enhance multimodal access to transit facilities. The bus routes should continue to utilize arterial streets. The location of transit stops should be periodically reviewed by the City Engineer and Planner to assure consistency with street design standards.

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Non-Motorized Facilities

The City’s Six-Year Transportation Improvement ~~Program Plan~~ includes ~~five~~ non-motorized transportation improvements, ~~which is updated every year and submitted to the state. Improvement projects typically focus on including ADA accessibility and sidewalk repairs improvements on four separate sidewalks, and a new pathway on the south side of NE 32nd Street from Evergreen Point Road on 80th Avenue NE.~~

Commented [KM31]: Edits here have been offered by Ryan Osada to reflect more current TIP

Several other sidewalk/trail improvements may be considered to enhance pedestrian access to schools, parks, transit, recreation and fitness, community facilities, and services, ~~creating a more “Walkable Medina.”~~

Where sidewalks or trails are installed, they should be designed and landscaped in accordance with the ~~City’s Landscape Plan~~ Community Design Element, and public input.

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Signage for the Points Loop Trail ~~will should~~ be maintained and, where appropriate, enhanced to educate the public and encourage use of the trail.

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Financing

The GMA requires that transportation related provisions of the comprehensive plan address the financing of local transportation systems. Since incorporation, the City’s built-out nature and stable land uses means only minimal fluctuations in population have occurred, requiring only minor modifications to the City’s transportation system. The result is that financing needs for transportation are principally for maintenance of the existing system and adding improvements when new funding opportunities arise.

The City uses Real Estate Excise Tax, Motor Fuel Tax, general revenue taxes and grants to fund maintenance activity. In 2023, the City collected \$1,279,832 in Real Estate Excise Tax and \$57,760 in Motor Fuel Tax to fund \$1,270,113¹ worth of transportation system maintenance and improvement projects. The City does not anticipate a revenue shortfall in the next 20 years to fund maintenance of its road network. In the event revenues in any given year are short, the City has the options of adding new sources of revenue, increasing the amount of revenue from existing sources, or reducing or deferring proposed projects.

The City may explore a requirement for payment of traffic impact fees by new development projects, and may engage a traffic consultant or otherwise participate in a traffic study to inform

¹ Transportation system maintenance and improvement projects summed here include: street fund labor, operating supplies, professional services (street), storm drain maintenance, street irrigation utilities, replacement of plow truck, street overlays, storm sewer improvements, and sidewalk improvements.

the applicability and extent of imposing these fees,

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GOALS

- T-G1 To maintain existing roadway surfaces.
- T-G2 To enhance equitable pedestrian and bicycle access throughout the City to promote dispersed availability of pedestrian and bicycle access to all members of the community.
- T-G3 To minimize transportation-related impacts of public facilities and uses on adjacent residential uses.

- T-G4 To minimize impacts of regional transportation facilities on adjacent residential uses and the City as a whole.
- T-G5 To maintain and enhance equitable access to public transportation, addressing the needs of and promoting access to all members of the community regardless of socioeconomic status, mobility, or ethnicity.
- T-G6 To maintain and enhance the informal landscaped character of the City’s public streets.
- T-G7 To maintain and/or improve local and regional air quality.
- ~~T-G8 To enhance the safety and minimize the impacts of school pickups and drop-offs on the transportation network.~~
- ~~T-G9 To increase pedestrian safety and explore traffic calming techniques to improve safety of all community members using the transportation network.~~

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Commented [KM34]: Does this goal adequately address the minutes from 4/22 Council requesting a goal “about safe streets for everyone in Medina”? To discuss with DSC or Council on 5/13.

POLICIES

- T-P1 The City should provide street repairs as necessary to maintain safe driving and biking surfaces; and should encourage the use of bikes on bike-specific infrastructure rather than on public streets.
- T-P2 The City should prioritize equitable pedestrian improvements that provide safe and convenient network of pedestrian access throughout the City, including access to and from schools, parks, transit, and community facilities.
- T-P2.5 Pedestrian and nonmotorized improvements should be designed and prioritized to improve pedestrian and nonmotorized safety, contributing to the state’s goal of zero deaths and serious injuries, and overall encouraging physical activity.
- T-P3 The City should seek to provide pedestrian improvements in conjunction with stormwater drainage improvements, when desirable.
- T-P4 Where sidewalks, trails or pathways are installed, they should be designed and landscaped in accordance with the ~~Landscape Plan~~ Community Design Element, and public input in order to maintain the City’s natural and informal character.
- T-P5 The City should seek to maintain and enhance portions of the Points Loop Trail within the City.
- T-P6 The City ~~shall~~ should implement transportation improvements as needed to maintain adopted levels of service for local streets, and to implement the priorities and policies of VISION 2050 and Medina’s Comprehensive Plan, through the implementation of a Six-Year Transportation Improvement Plan (TIP). The TIP should be periodically updated to reflect the current needs of the community; these needs should reflect those of the entire community, regardless of a person’s socioeconomic status or those members of the community who may have been disproportionately affected by past transportation-related decisions. Prior to implementing major roadway capacity expansion projects that may be recommended in the TIP, the City should determine if capacity needs can be met from investments in transportation system operations and management, pricing programs, transportation demand management, public transportation, and system

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management activities that improve the efficiency of the current transportation system.

T-P7 The City should encourage the maintenance of a bicycle/pedestrian path to connect SR 520 and the Evergreen Point Bridge, enhancing -key non-motorized routes.

T-P8 The City should work with WSDOT, city residents and other groups, stakeholders, and agencies to develop mitigation measures that may be implemented as part of any SR 520 improvement/expansion project. The City should seek an overall reduction of impacts, including measures such as:

- Noise reduction measures,
- Landscaped lids and open space,
- Landscaped buffers,
- Protection of Fairweather Nature Preserve and Park,
- Enhanced motorized and non-motorized local connectivity,
- Improved safety of at-grade bicycle crossings,
- Water and air quality improvements, and
- Overall environmental protection.

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T-P9 The City should continue to be involved in regional transportation discussions and coordination to increase the share of trips made countywide by modes other than driving along through a coordinated approach to regional land use planning; and should focus its improvement or siting of transit stations along major corridors to support regional connection. Collaboration with the region should include consideration of freight mobility strategies that strengthen King County’s role as a major regional freight distribution hub and an international trade gateway.

T-P10 The overall efficiency of the SR 520 corridor should be increased by emphasizing its use for public transportation and by providing incentives for multiple occupancy in private vehicles, use of electric or alternative fuel vehicles, and, at a minimum, retaining the current number of transit stops. To maintain or improve the SR 520 corridor, the City should pursue and advocate for new, innovative, sustainable funding methods, which could include: user fees, tolls, or other pricing mechanisms.

Commented [KM37]: T-10 - T-19 should be “reviewed or reframed to express the city’s contributions” per the 4/22 Council minutes. Is there more context to this note, or specific feedback to help guide edits we make? To discuss with DSC or Council on 5/13.

T-P11 The City should seek to maintain ~~and enhance~~ access to the Park & Ride lot.

T-P12 The City should continue to work with Puget Sound Partnership, tribal governments, state, regional, and local agencies and jurisdictions, and other related entities to prioritize regional transit services and pedestrian safety in areas where existing densities support transit ridership, which is an inherent component to addressing and mitigating for those transportation issues affecting air quality attainment and light and noise pollution.

T-P13 The City should promote public education efforts aimed at reducing transportation related activities that increase air pollution, to include educating the community on transportation alternatives to single-occupancy vehicle travel and transportation options that use alternative fuel sources.

T-P14 The City should consider the air quality implications of new growth and development when making comprehensive plan and regulatory changes. When planning highway, street, and utility line extensions or revisions, the City should consider current state and federal air quality standards and possible increases in emissions as a result of such extensions or revisions; and should also consider the need for such improvements to be accessible to all residents of the region regardless of race, social, or economic status. ~~Particularly where they have contributed to racialized health or environmental disparities, h~~armful environmental pollutants and hazards that can result from new growth and development should be prevented, mitigated, or remediated, including light, air, noise, soil, and structural hazards. ~~This is particularly important where these pollutants and hazards have contributed to racialized health or environmental disparities.~~

Commented [KM38]: City Attorney edit 5/7

T-P15 The City should integrate transit facilities, services, and active transportation infrastructure with public spaces and private developments to create safe and inviting waiting and transfer environments to encourage transit ridership countywide.

T-P16 The City should prioritize funding transportation investments that enhance multimodal mobility and safety, equity, and climate change goals.

- T-P17 The City should develop station area plans for mobility hubs based on community engagement. Plans should reflect the unique characteristics, local vision for each station area including transit-supportive land uses, transit rights-of-way, stations and related facilities, multimodal linkages, safety improvements, place-making elements and minimize displacement.
- T-P18 The City should 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.
- T-P19 The City should 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. 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 equity; improve mobility; and reduce congestion, vehicle miles traveled, and greenhouse gas emissions.
- T-P20 The City should seek traffic consultation to explore the application of appropriate traffic calming techniques that would improve the safety of Medina residents and visitors using its transportation network and should prioritize implementing recommended techniques.



Commented [KM39]: Edit "non-motorized" to "non-motorized" and add bike routes from Bellevue data. Due from Ciara 5/7 EOD.

4. HOUSING ELEMENT

INTRODUCTION

Medina’s Housing Element describes the community’s vision for ensuring the vitality and character of its neighborhoods while meeting the goals and requirements of The Growth Management Act (GMA) and King County’s Countywide Planning Policies (CPPs). The GMA requires local Housing Elements to include an inventory and analysis of existing and projected housing needs for all economic segments of the community. Medina’s Housing Needs Assessment (HNA) is an addendum to the Housing Element.

Through its adopted plans and policies, the city pursues opportunities to do the following:

- Preserve the quiet, sylvan neighborhood character.
- Encourage residential development compatible in scale with the surrounding housing.
- Promote and encourage green building practices and tree preservation.
- Encourage affordable housing options for a cross section of the community.

Commented [KM1]: City Attorney edit for consistency with H-P2

Commented [KM2]: 4/23 PC feedback

This Housing Element works in conjunction with land use, transportation, capital facilities, and utilities elements in this Comprehensive Plan. For instance, the infrastructure and services required for housing are described in the Capital Facilities and Utilities Elements. Consideration of denser housing along transit corridors supports the city’s transportation objectives. A full understanding of Medina’s housing goals and policies should include an examination of these other Comprehensive Plan elements.

EXISTING CONDITIONS

While Medina is an incorporated city, its character and function are more like that of a mature residential neighborhood within a larger community. According to the 2021 U.S. Census of Population and Housing, there are 1,113 total housing units in the City. Housing units are in the form of detached single-family residential units on individual lots. There are no multiple-family structures and current zoning does not allow such development although ADUs and DADUs are permitted. Medina is an established residential community that abuts residential areas of Hunts Point, Clyde Hill, and Bellevue. As of 2021, 81.5% of housing units in Medina were owner-occupied, down from 89.1% in 2015. The vacancy rate in 2021 was 5.3%, down from 8.7% in 2015. Medina’s development pattern is consistent with that of neighboring communities.

Commented [KM3]: 4/23 PC feedback

Table 1. Medina Housing Statistics

Housing Measure	Units	Percent
Total housing units	1,113	100%
Vacant housing units	59	5.3%
Occupied housing units (households)	1,054	94.7%
- Owner occupied	859	81.5% *
- Renter occupied	195	18.5% *

Persons per household	2.8
-----------------------	-----

*Represented percentage of the total occupied housing units
 Source: 2021 U.S. Census

Although the number of total housing units in Medina has decreased since the last Comprehensive Plan update, the number of larger households has increased. Larger households, composed of 4-or-more people, make up the greatest proportion of Medina’s households, followed by 2-person households, 1-person households, and finally 3-person households (Table 2). When the occupancy is separated into homeowners and renters (Table 3), 2-person households make up the largest proportion of owner-occupied units, followed by 4-or-more person households. 4-or-more person households make up the largest proportion of renter-occupied households, followed by 1-person households.

Table 2. Medina Household Size

Household Size	Units	Percent
1-person	178	17%
2-person	374	35.5%
3-person	96	9%
4-or-more people	406	38.5%
Total Occupied Households	1,054	100%

Source: 2021 U.S. Census

Commented [KM4]: Tables 2 and 3 are new tables that were created by the previous consultant; the 2015 Comp Plan doesn't have these statistics available to do a % Change analysis. Would the DSC/PC prefer to have the percentages shown as a percent of the total, rather than percent change (as is shown now in the table)? Or show just the unit counts? Or another alternative? [To discuss with DSC on 5/22](#)

Table 3. Medina Household Size by Occupancy Type

Household Size	Owner	Percent*	Renter	Percent*
1-person	126	14.7%	52	26.7%
2-person	339	39.5%	35	17.9%
3-person	78	9.1%	18	9.2%
4-or-more people	316	36.8%	90	46.2%
Total Households	859	100%	195	100%

*Ratios have been rounded to their nearest tenth place
 Source: 2021 U.S. Census

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This larger household size correlates with more children living in the city. Nearly half of households in Medina have children and of those households, 74% are between the age of 6 to 17 years. In general, Medina has a higher percentage of children under the age of 18 than both King County and the state of Washington. This, along with the general population increase in the surrounding jurisdictions, could be a factor in the uptick of bike and park usage that has been noted over the past few years.

Consistent with regional and national trends, the proportion of Medina’s population over the age of 65 continues to increase. Residents 65 and older account for 19% of Medina’s population, with 39% of those seniors being over the age of 75. Approximately one-third of households have one or more people 65 years of age or older and of those, 10.6% are living alone. As a historically ~~single-family~~ residential city, it is this aging population that are most at risk for displacement. Due to a number of factors that are both within (e.g., rising property taxes, limited public transportation, and increased cost of home maintenance against the backdrop of often fixed incomes), are beyond the city’s control; however, the city can encourage development of affordable housing (see Affordable Housing section of this Element) through varied mechanisms which could include reduced permit

fees.

HOUSING TARGETS

A housing target, as defined in the GMA, is based on regional forecasts and allocations in Puget Sound Regional Council’s (PSRC) VISION 2050 and sets the minimum expectation for the amount of housing that Medina will need to plan for in the Comprehensive Plan Update for 2024. The City of Medina has a 2019-2044 housing unit target of 19 units as adopted in King County’s Countywide Planning Policies (CPP²s): ~~as a fully built-out community with no adjacent land to annex, Medina currently has an existing buildable net capacity of 8 units which means there is a capacity deficit of 11 units. or 1,132 units by 2044.~~ As part of the Comprehensive Plan update, jurisdictions must demonstrate zoned or planned capacity for their growth target. ~~As a fully built-out community with no adjacent land to annex, Medina has an existing buildable net capacity of 8 units which means there is a capacity deficit of 11 units.~~

The predominant development pattern in Medina happens through redevelopment where an older home is demolished and replaced by a new one. With the 2023 passage of missing middle housing legislation (HB 1110 and HB 1337) by the Washington State Legislature, denser, neighborhood-scale housing (~~such as duplexes requiring one additional dwelling unit capacity be added to each existing residential lot~~) are allowed in every zoning district except for those parcels with a critical area (e.g., the Shoreline Jurisdiction, steep slopes, etc.). Although a deficit of 11 units might initially seem to be an insurmountable goal, the city has always exceeded the growth target set by King County. The middle housing land use change will create an opportunity for Medina to meet its ~~overall~~ growth target through redevelopment.

Commented [KM5]: City Attorney edit 5/9. Her comment: "I didn't want to assume these will be duplexes as the Council could zone only for the ADU as adding density."

Commented [KM6]: 5/2 DSC feedback

AFFORDABLE HOUSING

A major challenge for all Eastside communities is to provide affordable housing opportunities for all economic segments of the community ~~and at the same time, encourage preservation of existing housing stock~~. The GMA affirms the city’s responsibility to meet this challenge in its goal to plan for and accommodate housing that is affordable to ~~all multiple~~ economic segments (including emergency and permanent supportive housing), promote a variety of housing types necessary to meet statewide projections for moderate, low, very low, and extremely low-income households, and encourage the preservation of existing housing stock.

Commented [KM7]: 4/23 PC feedback

Commented [KM8]: 4/23 PC feedback

Medina has several existing mechanisms to assist in the provision of affordable housing. These include, but are not limited to the following:

- Special Housing Needs such as foster homes, adult daycares, permanent supportive housing, and transitional housing are all permitted within the City. This provides housing opportunities for a segment of the population that often has difficulty obtaining reasonably priced, quality housing.
- Current regulations allow domestic employees to reside in separate units on the properties where they work.
- Additional construction of Additional detached units ADUs and DADUs are allowed ~~to be constructed~~ on properties where there is sufficient lot size to meet the underlying, minimum zoning.
- Accessory dwelling units ADUs are permitted in all residential zoning districts subject to the requirements of the Medina Municipal Code.
- Contributions to A Regional Coalition for Housing (ARCH), to support regional affordable housing. ARCH staff advises the City on addressing existing and projected

housing needs, and administers Medina’s affordable housing programs. The ARCH trust fund helps create affordable housing for low- and very low-income households and people who have special needs or are homeless.

Medina is part of the U.S. Department of Housing and Urban Development’s (HUD) Seattle-Bellevue Metro Area, which includes all of King County. In 2021, the area median income (AMI) for the Seattle-Bellevue Metro area was \$115,700 while Medina’s median household income was over \$250,000 for owner-occupied housing units, \$160,856 for renters, and \$208,500 across all households. It is important to note that although Medina’s median household income is higher than the AMI, and therefore more households are less likely to face housing affordability challenges than the typical residents of the HUD Seattle-Bellevue Metro Area, Medina does have residents whose incomes fall below AMI.

Commented [KM9]: City Attorney edit 5/9

Approximately 18.9% of all Medina households earn less than 80% of the AMI with a higher percentage of renters (33.4%) compared to homeowners (16.5%) earning less than 80% AMI. Renters, who are more likely to be families with children, tend to spend a greater proportion of their income on housing compared to homeowners. More homeowners are persons on fixed incomes, including elderly residents.

Policy H-1 of the 2022 CPPs establishes a countywide need for housing in 2044 by percentage of AMI. Table 4 demonstrates the allocation of projected housing units by income level, as established by the CPP’s. To meet the 19 new housing units, King County has allocated 8 units between 0-30% AMI, 3 units between 31-50% AMI, and 8 units between 51-80% AMI; Medina has also been allocated 4 emergency housing¹ units, which are not included in its housing target of 19. Medina has an abundance of housing units affordable to an AMI of 81% and greater which is why there are no units allocated in those AMI brackets. This is not to indicate that market rate housing cannot be built, but rather that Medina will endeavor to plan for and accommodate in a manner that seeks to increase housing choice. Success will primarily be defined by whether Medina has adopted and implemented policies and plan(s) that, taken together and in light of available resources, can reasonably be expected to support and enable the production or preservation of units needed at each affordability level.

Commented [KM10]: Footnote added to provide more clarity on what emergency housing is - its definition has been added to Appendix A.

Table 4. Allocation of Projected Housing Units by Income Level

Percentage of Area Median Income (AMI)	Owner Housing Units
0-30%	8
31-50%	3
51-80%	8
81-100%	0
101-120%	0
Above 120%	0

Source: King County Countywide Planning Policies, 2022

Jurisdictions are also required to plan for and accommodate emergency housing and permanent supportive housing. King County has allocated 3 permanent supportive housing units and 4 emergency housing units to Medina. Table 5 shows the 2044 projected housing units that include

¹ See Appendix A for definition of “Emergency Housing”

emergency housing and permanent supportive housing units.

Table 5. Allocation of Projected Housing Units Including Permanent Supportive and Emergency Housing for Medina, WA

Total	0 to <30%							Emergency Housing Needs
	Non-PSH*	PSH	>30 to <50% AMI	>50 to <80% AMI	>80 to <100% AMI	>100 to <120% AMI	>120% AMI	
Net New Need 2019-2044	5	3	3	8	-	-	-	4

*Permanent Supportive Housing
 Source: King County Countywide Planning Policies, 2022

GOALS

H-G1 Preserve and foster 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.

POLICIES

- H-P1 Ensure new development is consistent with citywide goals and policies, including but not limited to sustainable site standards, landscaping and tree retention requirements, and diversity of housing options.
- H-P2 Maintain the informal, sylvan residential character of neighborhoods. Encourage residential site development and redevelopment to plan for the retention or preservation of existing trees.
- H-P3 Through the use of appropriate incentives, support and encourage appropriate ways to meet Medina’s housing needs, including a need for a variety of household sizes, incomes, and types.
- H-P4 Promote fair and equal access to housing for all persons and prohibit any activity that results in discrimination in housing.
- H-P5 Craft regulations and procedures to provide a high degree of certainty and predictability to applicants and the community-at-large to minimize unnecessary time delays in the review of permit applications, while still maintaining opportunities for public involvement and review.
- H-P6 Restrict the size and scale of new and remodeled homes in order to retain the informal, sylvan character of the community.
- H-P7 Consider encourageing Dark Sky lighting within the community-new development.
- H-P8 Support and promote the development of accessory dwelling units (ADUs/DADUs) within new and existing residential developments to create affordable housing.
- H-P9 Continue participation in regional and inter-jurisdictional organizations, such as

Commented [KM11]: 4/23 PC feedback

Commented [KM12]: 5/2 DSC feedback

Commented [KM13]: Add definition in Appendix A for dark sky lighting. 4/23 PC feedback.

Commented [KM14]: City Attorney edit 5/9

King County, A Regional Coalition for Housing (ARCH), and other Eastside jurisdictions to assess the need for and to assist in the provision of affordable housing on the Eastside.

- H-P10 Continue to make contributions to agencies that support affordable housing.
- H-P11 Encourage the construction of housing types that are available to very low, low, and moderate income households.
- H-P12 Encourage affordable housing options that are compatible with the City's high-quality residential setting, including the preservation and rehabilitation of older housing stock to create affordable housing.
- H-P13 Continue to work with cities and community representatives on countywide, subregional, state, and federal funding sources for housing development, preservation, and related services.
- H-P14 Limit short-term rentals as they can limit the availability of housing for full-time residents.
- H-P15 Consider incentives that will encourage the construction of more affordable housing.
- H-P16 Ensure development regulations allow for and have suitable provisions to accommodate housing opportunities for special needs populations.
- H-P17 Provide reasonable accommodation for special housing needs throughout the city, while protecting residential neighborhoods from potential adverse impacts.
- H-P18 Encourage a range of housing types for seniors that are affordable at a variety of incomes.
- H-P19 Encourage and support accessible design and housing strategies that provide seniors the opportunity to remain in their own community as their housing needs change.

1. LAND USE ELEMENT

INTRODUCTION

The Land Use element has been developed in accordance with the Growth Management Act (“GMA,” RCW 36.70A) to designate the proposed general distribution, location, and where appropriate, extent of land uses. The Land Use element includes population densities, building intensities, and estimates of future population growth.

This element has also been developed in accordance with King County countywide planning policies (CPP), which direct jurisdictions to focus growth in the cities within the designated Urban Growth Area.

Medina lies within the King County designated Urban Growth Area, but is not a designated Urban Center.

EXISTING CONDITIONS

Residential Uses

Medina is a developed community that consists almost exclusively of single-family homes on individual lots. At the time of the City's incorporation in 1955, it was the desire of the community to promote a development pattern that would maintain a single-family residential character. Since that time, Medina has developed and matured according to that vision. Medina historically promoted a development pattern of approximately two homes per acre, which originally corresponded to the maximum enrollment capacity of the then two elementary schools. The walking scale of the City's limited street grid, the often narrow streets (requiring sufficient area on a building site for off-street parking), the level of fire protection service, the limited internal public transportation system, and the density patterns adopted by Medina and its neighboring communities – all suggest that the existing density of Medina is generally accommodating for current residents.

In some parts of Medina, the development pattern that existed prior to the City's incorporation ~~is sufficient to justify a downward adjustment of results in the lots being smaller than the Medina average lot size of the 20,000 square foot-foot average lots size~~. The Medina Heights area, for example, has been largely developed to an average lot size of 15,000 square feet; however, many of these lots are significantly smaller. In this area and others where such circumstances are present, the smallest lot size specified in the Medina Municipal Code ~~is may be~~ appropriate. In other areas of the City, existing development patterns, topography, or proximity to Lake Washington justify lower development density; hence the largest average lot size has been instituted for these areas (see Figure-3)2).

Actual residential densities range from approximately five units per acre in the area between NE 24th Street and NE 28th Street to less than one unit per acre along sections of the Lake Washington shoreline. Average density based on the 202114 King County ~~Buildable Lands~~Urban Growth Capacity Report is 1.798 dwelling units per net acre.

Commented [KM1]: In zoning map, show unimproved streets - for Dane to tackle. 3/26 PC feedback.

Commented [KM2R1]: “unimproved ROW” is the term used by Medina PW - layer may be under that name

Commented [KM3R1]: Change the term to “unimproved ROW” where other terms are used

Commented [DJ4R1]: Added to map

Commented [KM5]: City Attorney comment 5/7: AC PRIV: I know this has been discussed, however, given that the ADU legislation may have carve-outs whereby ADUs are not required to be allowed on substandard lots, I wouldn't want to presuppose that Council will change the applicable zoning standards for these lots to make them conforming and thus subject to the ADU requirements.

Commented [KM6]: City Attorney edit 5/7

Non-Residential Uses

The non-residential uses that exist in Medina are dispersed throughout the City (see Figure 3). Below is an inventory of current land uses found in Medina (Table 1).

Table 1. Land Use Inventory

Current Land Use Inventory		
Land Use	Acres	Percent
Local Business	6.19	0.7%
Open Space	136.28	15.5%
Park	27.54	3.1%
Public Facility	1.66	0.2%
School / Institution	21.83	2.5%
Single Family Residential	564.71	64.3%
Transportation Right-of-Way	114.37	13.0%
Unopened Right-of-Way	3.73	0.4%
Utility	2.50	0.3%
Vacant	17.32	2.0%
Total	878.81	

Commented [DJ7]: I made a new table, this is based on current land uses, also accounts for unopened right-of-way. This was based on the Current Land Use Map (figure 2)

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Source: *King County GIS Center GIS Analysis, LDC, 2024 January 2010*

Most of the non-residential land uses that exist in Medina have been in place since before or around the time of the City’s incorporation and have become an accepted and integral part of the community. These non-residential uses are subject to the City’s special use provisions under the Municipal Code. Since Medina is fully developed, there are few vacant tracts of land currently available for further development. In addition, property currently used or designated for residential use is discouraged from being utilized for additional churches, clubs, fraternal societies, schools, museums, historic sites, conference centers, or other additional non-residential facilities; these larger scale facilities create additional traffic and disrupt residential traffic patterns, which increase greenhouse gas emissions.

POPULATION AND GROWTH POTENTIAL

The GMA and the CPPs encourage cities to assume an increasing share of new growth in the future, in order to minimize new growth in rural areas of King County. This means that cities planning under GMA should accommodate more compact development patterns in urban areas to absorb the additional share of future growth.

As adopted by King County, Medina’s house growth target between 2019-2044 is 19 housing units. There are existing factors that limit Medina’s ability to accommodate population growth, though not so limiting as to prevent Medina’s ability to accommodate its growth target; these factors include:

- Medina is landlocked, with no opportunities for annexation;

- Some areas in the City are incapable of supporting development or redevelopment;
- Limited public transportation system;
- No business district (though historic uses exist in the City); and
- Environmental constraints, including wetlands, steep slopes, shoreline buffers, and other critical areas.

Population and Employment

Population and employment trends are the basis for determining the amount of land and services required to accommodate anticipated growth in the City.

According to the Housing Needs Assessment adopted by the City in May 2022, Medina’s population as of 2021 is 2,920, with 1,195 households and an average owner-occupied household size of 2.81 persons and an average renter-occupied household size of 2.25 persons (Appendix ~~XC~~). Since 2000, the population has decreased by 91 persons and the number of households has decreased from 1,095 to 1,027¹. Both of these numbers align with an overall slightly downward trend in both population and number of households (Figure 1). The increase in population between 1990 and 2000 was due to a substantial increase in the number of children (persons under 18), from 696 to 816. Contrary to the overall decrease in population, the number of children have continued to increase since 2000, with 862 persons under 18 in 2010.

According to [Washington State Employment Security Department 2020 Covered Employment](#) data published by [Puget Sound Regional Council \(PSRC\) in 2023](#)³, there were [747463](#) jobs based in Medina in 2020; ² the majority of these jobs are classified as services (7669%), followed by education jobs (10%). When considered by North American Industry Classification System (NAICS) industry sectors, jobs in Medina are predominately held in [Other Services \(except Public Administration\)](#) and the [Information industry](#)⁴ (Appendix X).

Commented [KM8]: Update Dane/Ciara

Commented [DJ9R8]: I cannot verify this information. US Census ASC 5-year estimates extends to 2010, Washington OFM does not provide historical Age demographics. I don't know if this anecdote is worth the effort to dig up a source.

Commented [KM10R8]: For Council discussion on 5/13 - it may be worth deleting these 2 sentences since it is not a required metric to report on and is no longer a metric gathered in the US Census

Commented [KM11]: This footnote was added to address Councilmember Luis’s concern regarding the accuracy of this data. It is the most accurate data source available, and the footnote gives explanation to data that’s excluded from the representations.

Commented [KM12]: Dane - please double-check these. There was concern brought up by the Council that this data from PSRC is based on employment insurance filings, which maybe isn't the most accurate data source. Please just double-check, and if it's the most accurate data, can you include a footnote that explains how the data is sourced?

Commented [DJ13R12]: Explain the accuracy and source

¹ Household data compares 2000 and 2020 U.S. Census Bureau data
² Covered Employment data excludes self-employed workers, proprietors, CEOs, etc., and other non-insured workers. This data generally represents 85-90% of total employment.
³ PSRC - Covered Employment by City - Major Sector, compiled from: Quarterly Census of Employment and Wages (QCEW)
⁴ PSRC - Covered Employment by City - NAICS, compiled from: Quarterly Census of Employment and Wages (QCEW)

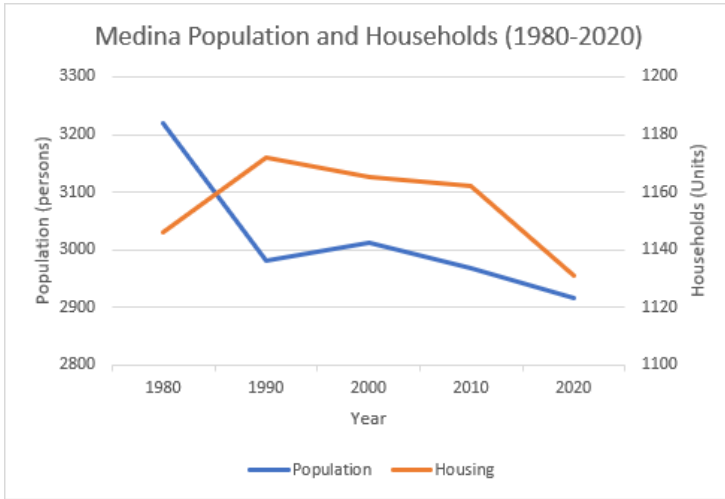


Figure 1. Population and number of households in Medina, 1980-2020.⁵

Population Forecast

The Washington Office of Financial Management (OFM) provides population forecasts for counties every 10 years. As required by the GMA, the jurisdictions in King County allocate forecasted growth for the succeeding 20 years, and develop and adopt local growth targets for housing and employment based on this allocation.

The PSRC uses these local targets to develop a future land use scenario consistent with the VISION 2050 regional growth strategy. According to this scenario, represented by the PSRC’s 2022 growth target dataset, Medina is expected to increase by 19 housing units by 2044⁶. Medina is not expected to accommodate any new employment opportunities by 2044.

~~+Local growth targets are adopted in housing units. The 2044 growth target for Medina is 19 housing units. To estimate population and household (occupied housing unit) forecasts from the growth target, PSRC applies a set of assumptions. This population forecast assumes vacancy rates~~

⁵ Office of Financial Management (OFM) - April 1 postcensal estimates of population & housing.
⁶ Housing growth targets are adopted in dwelling units and emergency housing beds. The 2044 housing growth target for Medina is 19 housing units and 4 emergency housing beds. Housing growth is inferred from OFM population projections and accounts for traditional households as well as group quarters housing and homelessness. In King County, future housing needs are planned for by PSRC and growth targets are distributed among member counties and then further to member cities based on jurisdictions ability to provide for housing growth.

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similar to those observed in 2000. 2000 was chosen as a more representative, or “baseline,” year than 2010, which was affected by the recession. The forecast also assumes a person per household rate of 2.64, which reflects anticipated demographic changes. These are the same assumptions used in forecasting the number of households in 2044, discussed in Comprehensive Plan Chapter 4, Housing.

Commented [KM14]: Update with current methodology used by PSRC

Commented [KM15R14]: Dane - can you please verify whether this needs to be updated?

Future Growth Trends

The GMA requires cities in King County to participate in the Buildable Lands Program, which offers the opportunity for local governments to coordinate and analyze land supply to make sure that they have enough land for development and to ensure that their respective comprehensive plans are doing what they are expected to do. The King County [Buildable Lands Urban Growth Capacity Report \(202102\)](#) estimates Medina’s capacity for total housing units is 8 under current zoning with recognition of current market trends (although, as noted above, ~~only 1927~~ new housing units are anticipated by 2044~~35~~).

There are several general trends occurring in Medina that make the potential for increased growth through redevelopment limited. First, there are a number of older, smaller homes on existing lots. The most common redevelopment practice has been to raze such a structure and construct a new, larger residence in its place. Homes are also commonly remodeled to include additions, yielding a larger home on the lot. Neither of these practices result in a net increase in the total number of housing units.

Medina is surrounded by incorporated municipalities and cannot extend its boundaries through annexation; therefore, its Urban Growth Area corresponds to its existing boundaries.

An increase in the number of housing units in Medina can be achieved per existing zoning only by the following actions:

- Subdividing and developing existing properties to their maximum development potential;
- Restricting lot combinations;
- Development of accessory dwelling units.

To accommodate more residential development opportunity, the City could choose to amend its zoning standards; common considerations include reducing minimum lot size or increasing allowed density to facilitate the potential for lot redevelopment. By adopting revised or new land use regulations that implement state legislation passed in 2023 (House Bills 1110 and 1337), denser, neighborhood-scale housing options will be allowed throughout much of Medina, which is likely to organically serve the projected growth targets assigned to Medina. Findings of the Land Capacity Analysis (LCA) prepared to examine Medina’s capacity for ~~additional housing units development~~ indicate that ~~approximately 939~~ residential lots in the City could potentially be developed with one or two accessory dwelling units (ADUs). ~~Based on the history of ADU development in Medina, these lots, could reasonably provide 117 new dwelling units in the form of ADUs by 2044 and sufficiently cover the City’s housing growth target adequately serving the growth target assigned to the City.~~ Given the passing of recent legislation, the capacity for development of ADUs, the trend of ADU development in Medina over the last five years, and the expressed feedback of preferred housing types by the Medina community, it is expected that ADU development will be the prominent solution to residential growth in Medina over the next 20 years.

As a fully planning community under the GMA, Medina is also subject to recent state legislation requiring the City to accommodate more diverse housing options. Complying with new state law will, in part, require the City to revise its land use and development regulations to ease the siting of accessory dwelling units (ADUs); per RCW 36.70A.681, *the city or county must allow an*

Commented [KM16]: Update after LCA

Commented [KM17R16]: [Dane](#)

Commented [KM18]: Revise this as needed following LCA and discussion with Commerce

Commented [KM19R18]: [Dane](#)

Commented [DJ20R18]: I updated this description. The 117 units definitely cover the overarching housing growth target but will require additional incentives to serve lower income levels and cover their housing income targets adopted under HB 1220. I am leaving this discussion out because it fits better in the housing element

accessory dwelling unit on any lot that meets the minimum lot size required for the principal unit. To this end, revisions to the Medina Municipal Code are expected to occur in 2025 and are expected to increase the housing capacity of the City sufficient to satisfy its assigned housing growth targets (see Appendix C to the Comprehensive Plan for the City’s Housing Needs Assessment and Housing Action Plan further detailing the City’s approach to accommodating diverse housing options).

While Medina is an incorporated city, its character and function are ~~more like that of a mature residential neighborhood within a larger community.~~ Within a four-mile radius of City Hall, there are hundreds of commercial establishments providing well over a million square feet of retail space and an increasing number of professional, health, and social services. Due to their extent and proximity, and given Medina’s assigned employment growth target of 0 by 2044, there has been little demand for these land uses within Medina.

Commented [KM21]: 4/22 Council feedback

The major employers in Medina are the three schools and employers in the service industry. Together, they account for approximately 87% ~~324~~ ~~of all~~ jobs⁷. City government, including administrators, staff, and police, provides ~~24~~ ~~approximately~~ ~~4%~~ ~~of all~~ jobs. ~~There are also are~~ approximately 8% ~~15~~ ~~people of jobs that are covered by other employers including ad by the~~ gas station, Medina grocery store, nursery, and post office. Additional employment is provided by individual residential properties in the form of housekeeping, groundskeeping, and other household staff positions.

Commented [KM22]: City Attorney edit 5/7

Commented [KM23]: City Attorney edit 5/7

Commented [KM24]: City Attorney edit 5/7

~~Total employment~~As of 2022, there are approximately 746 jobs within Medina ~~is listed in the PSRC’s 2013 Quarterly Census of Employment as 461 jobs.~~ The PSRC forecasts an increase of approximately 15 ~~to 496~~ jobs by 2044~~35~~. The majority of this increase is forecasted to occur in the education sector ~~service sector, which is already the largest employment sector in Medina while services are projected to decrease by 56 jobs.~~ There is no planned or expected increase in retail or commercial space in Medina.

Commented [KM25]: Need to update this - is this informed by City resources or public resources? Dane

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However, there are an increasing number of people working from home. Consequently, traditional employment in Medina is forecasted to remain relatively stable, but there will likely be an increase in home occupations.

SPECIAL PLANNING AREAS AND ESSENTIAL PUBLIC FACILITES

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Commented [KM30R29]: There are no mapped Special Planning Areas in Medina

Certain areas within the City have unique planning requirements because of the impact these areas and the facilities they contain have on surrounding uses. These areas and facilities typically serve regional needs, and any planning involving them requires coordination with other jurisdictions and agencies. By establishing a process for reviewing requests for development within these designated Special Planning Areas, the City can ensure that (i) the public will be included in the planning process, (ii) appropriate mitigation is implemented, (iii) adverse impacts on the surrounding uses and the City as a whole will be minimized, and (iv) regional planning will be facilitated. To accomplish these goals, development within designated Special Planning Areas will be handled through the City’s Special Use Public Hearing process

It is intended that future development of Special Planning Areas will be guided by the need to limit or mitigate the impact of such development on surrounding uses and the City as a whole.

⁷ 2022 PSRC - Covered Employment by City - Major Sector, compiled from: Quarterly Census of Employment and Wages (QCEW)

The role of government, in this context, is to seek a balance between regulations, the needs of a growing population, preservation of the environment, to ensure the maintenance of a high standard of living, and potentially to accommodate diverse housing options. When the development or improvement of capital facilities is considered in Special Planning Areas, the review of drainage, flooding, and stormwater runoff and any needed corrective actions to mitigate the potential for pollution in discharges that could impact the health of the Puget Sound or its connected waterbodies will be considered in the City's annual Stormwater Management Program; additional information on this Program is included in the Capital Facilities Element of the Comprehensive Plan and should be reviewed for a holistic perspective of the City's role and review of these development opportunities.

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SR 520 Corridor Special Planning Area:

This Special Planning Area consists of the SR 520 right-of-way, including the Evergreen Point Bridge to mid-span, which runs across the City at the base of Evergreen Point, from Lake Washington on the west to the City's boundaries with the Town of Hunts Point and the City of Clyde Hill on the east. The area has undergone significant changes as part of the Washington Department of Transportation (WSDOT) SR 520 bridge replacement project. In addition to replacing the floating bridge, approaches, and interchanges, the project includes a lidded overpass at Evergreen Point Road in Medina, with pedestrian access down to a median transit stop. The new bridge features two general travel lanes and one HOV lane in each direction. The bridge also includes the SR 520 Bridge Trail that provides connectivity between Seattle and regional trails to the east used both for commuting and for recreation, and provides a pedestrian overlook and view corridor within the bridge's southern right-of-way west of Evergreen Point Road. The SR 520 Bridge Trail crosses Evergreen Point Road at-grade.

84th Avenue N.E. Corridor Special Planning Area:

This Special Planning Area consists of that portion of the 84th Avenue N.E. right-of-way within the City of Medina between the SR 520 interchange on the north and N.E. 12th Street on the south. The easterly portion of the 84th Avenue N.E. right-of-way is located within the City of Clyde Hill. In 2012, the City completed improvements to a 0.75-mile stretch of the corridor between NE 12th Street and NE 24th Street. Improvements included new roadway resurfacing, new road channelization with formal designated bike lanes, and a new landscaped median.

Essential Public Facilities:

The GMA requires that jurisdictions planning under its authority develop and adopt a process for identifying and siting essential public facilities. The GMA defines essential public facilities as "those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities [such as SR 520], state and local correctional facilities, solid waste handling facilities, and in-patient facilities, including substance abuse facilities, mental health facilities, and group homes." The County and all its cities must jointly agree upon the siting process for these types of facilities. The GMA states that no Comprehensive Plan or development regulation may preclude the siting of essential public facilities. SR 520 is the only essential public facility currently located in Medina.

The City reviews proposals for the siting of essential public facilities or the expansion of existing essential public facilities through the Special Planning Area process. If a proposed essential public facility is not located within a Special Planning Area, the proposed essential public facility should be designated as a Special Planning Area. The boundaries of the resulting Special Planning Area will be the boundaries of the proposed essential public facility.

LAND USE PLAN

Medina has developed and matured into the type of community envisioned at the time of its incorporation. Old and new residents alike have invested substantially in their homes on the premise that Medina will continue to maintain its residential quality and character. Development ordinances and regulations have been adopted over time to ensure that the character of Medina is maintained.

It is important to the community that uses such as the Points Loop Trail and other pedestrian and bicycle paths, post office and the Medina grocery store, and facilities such as the City Hall, clock tower, and water tower, are retained because of their functional, historic and cultural contribution to the City. ~~Maintaining a functional and unopened right of way (ROW) system is an important component of the Medina community for the continued recreational and social joys of its residents, and should be retained.~~ The historical character of these buildings and structures, and their appropriate uses, should be retained for future generations. Maintaining a functional and unopened right-of-way (ROW) system is an important component of the Medina community for the continued recreational and social joys of its residents, and should be retained.

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In the absence of any substantial future growth, it is the basic policy of the City to retain and promote the high-quality residential setting that has become the hallmark of the Medina community. Medina will continue to consider ways to creatively implement land use practices in a way that accommodates all socioeconomic groups in Medina without adversely impacting the character of the community or the environment.

Future Land Use Designations

The Future Land Use Map adopted in this plan establishes the future distribution, extent, and location of generalized land uses within the City (see Figure 3). The land use categories on the Future Land Use Map include Residential, Local Business, Public Facility, School/Institution, Open Space, Park, Utility, Transportation Right-of-Way, and Unopened Right-of-Way-Utility, Park, and Open Space.

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GOALS

- LU-G1 To maintain Medina’s high-quality residential setting and character, while considering creative housing solutions to accommodate community members of all socioeconomic groups.
- LU-G2 To maintain, preserve, and enhance the functional and historic contributions of Medina’s public facilities and amenities.
- LU-G3 To maintain active community involvement and equitable engagement in land use

policy and regulations.

LU-G4 To preserve community treasures, including, but not limited to, those structures and uses that reflect the City's heritage and history.

LU-G5 To promote connectivity, public safety, and resident health and well-being through the use and maintenance of bicycle routes and unimproved rights-of-way in the City.

POLICIES

- LU-P1 The City should minimize changes to existing zoning and land use patterns, except as to meet above goals when deemed necessary by its citizens; if meeting the above goals results in denser zoning, middle housing, or infill development, the City should particularly support these housing types to be located along frequent transit corridors or within planned higher-density areas of the City.
- LU-P2 The City should consider ways to restrict the size of homes in order to retain the character of the community and lessen impacts associated with construction. The City should consider ways to reduce or mitigate impacts to existing smaller housing when adjacent to larger remodeled or newly--constructed homes. The City should also discourage lot combinations to reduce the loss of housing capacity.
- LU-P3 Residential uses should 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 should develop a program to preserve community treasures, including, but not limited to, those historical structures that reflect the City’s heritage and history.
- LU-P5 Existing non-residential uses are encouraged to be maintained. Existing non-residential uses include:
 - City Hall
 - Medina Grocery Store
 - Post Office
 - ~~Bellevue Christian~~ Three Points Elementary School
 - Wells Medina Nursery
 - Overlake Golf and Country Club
 - St. Thomas Church
 - St. Thomas School
 - Gas Station
 - Medina Elementary School
 - City facilities, trail systems, and parks
 - Utilities
- LU-P6 Existing non-residential uses within a residential zone may be converted to residential use, or may be redeveloped with a new non-residential use in a manner compatible with surrounding properties when allowed through the conditional use process (e.g., senior center or community center).
- LU-P7 The City should 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, 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. Coordination between the City, King County, and WSDOT should reflect opportunities to promote or improve public health and safety of regional trail systems.

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- LU-P8 The City should encourage and facilitate equitable public participation in all land use planning processes, including participation from Medina community members, including those Medina community members of all ethnicities and races, socioeconomic statuses, members with disabilities, language access needs, and immigrants or refugees. Engagement efforts should also facilitate the participation of local tribes, the Puget Sound Partnership, and other affected jurisdictions to support regional collaborative land use planning.
- LU-P9 The City should encourage input from all stakeholders prior to any land use decision, including consideration of the potential physical, economic, and cultural displacement risk to residents, particularly to communities that have historically faced greater risk of displacement.
- LU-P10 Development of Special Planning Areas and essential public facilities should require review of a Master Plan that addresses mitigation of impacts on surrounding uses and the City as a whole. If a proposed essential public facility is not located in an existing Special Planning Area, the proposed site of the essential public facility should be designated as a Special Planning Area.

- LU-P12 The City should not prevent 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;
 - b. A forecast of the future needs for the essential public facility;
 - c. An analysis of the affordable and equitable access to public services to all communities, especially those historically underserved;
 - d. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities;
 - e. An analysis of the proposal's consistency with County and City policies;
 - f. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies;
 - g. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process;
 - h. An analysis of opportunities to facilitate or encourage modes of travel other than single-occupancy vehicles, the incorporation of energy-saving strategies in infrastructure planning and design, and the feasibility of using electric, sustainable, or other renewable energy sources for new or expended public facilities and developments to reduce greenhouse gasses;
 - i. An analysis of environmental impacts and mitigation; and
 - j. Extensive public involvement.
- LU-P14 The City should consider opportunities to promote public health and address racially and environmentally disparate health outcomes by providing or enhancing opportunities to safe and convenient physical activity, social connectivity, protection from exposure to harmful substances and environments, and denser housing in potential future changes to land use designations, as appropriate to serve the needs of the Medina community.
- LU-P15 To promote adequate stormwater management within the community, the City should consider land use development standards and other local regulations that could be revised, as appropriate, to better accommodate site drainage and encourage the practice of low-impact development.
- LU-P16 The existing residential character of Medina should promote the health and well-being of its residents by supporting equitable access to parks and open space and safe pedestrian and bicycle routes.
- LU-P17 The City should explore opportunities to improve connectivity and ensure public safety of existing pedestrian and bicycle routes in the City, as needed.

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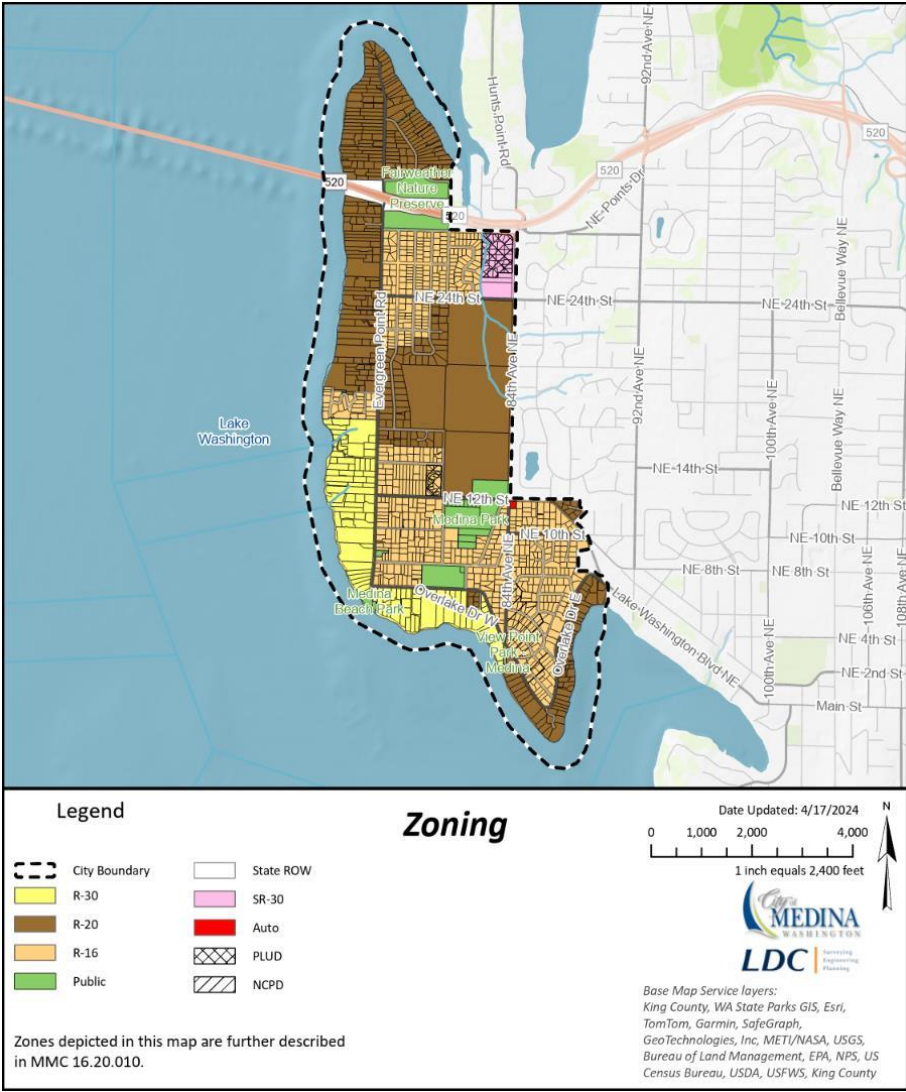


Figure 1 - Zoning Map

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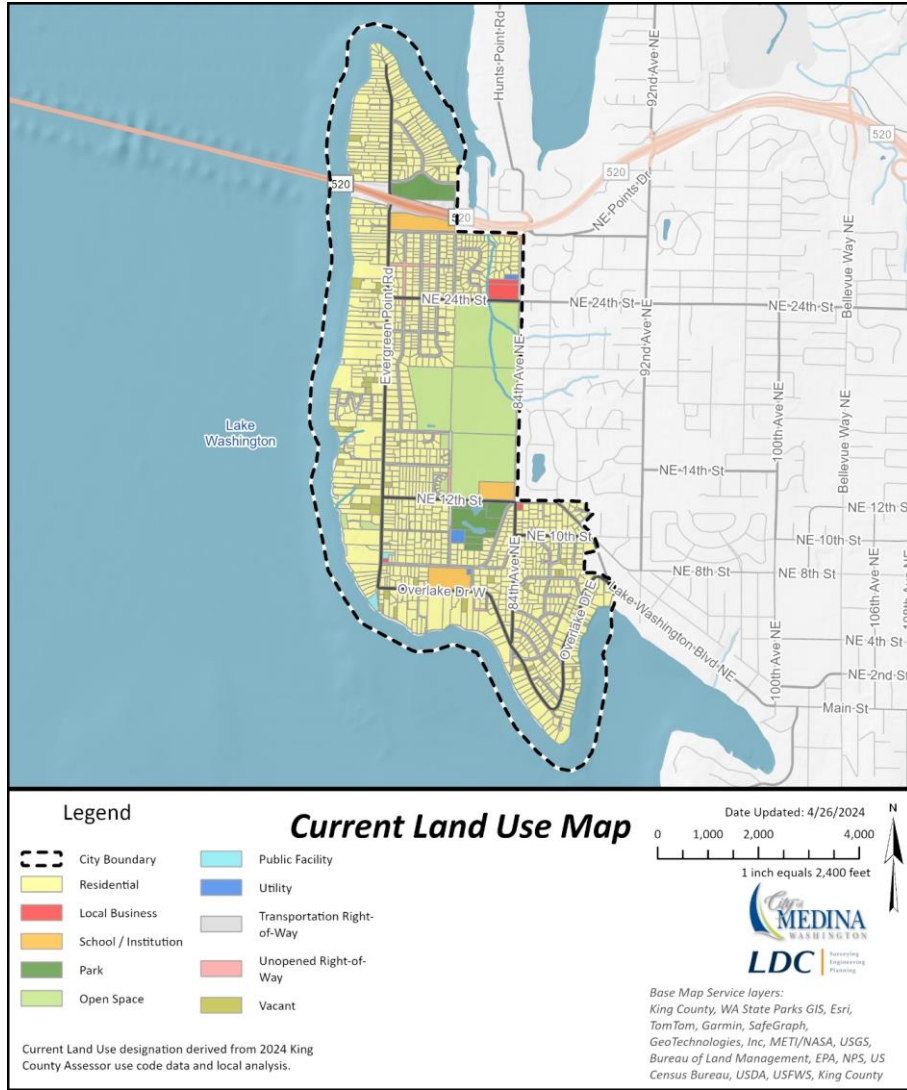


Figure 2 - Current Land Use Map

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Figure 3 - ~~Current~~Future Land Use Map

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APPENDIX A - DEFINITIONS

Accessory Dwelling Unit: A subordinate dwelling unit incorporated within a single-family structure, within an accessory building, or located on any developed residential property. The unit may not be subdivided or otherwise segregated in ownership from the primary residence structure. An accessory dwelling unit is commonly abbreviated as ADU.

Activity Areas: Areas defined in the Countywide Planning Policies as locations that contain a moderate concentration of commercial land uses and some adjacent higher density residential areas. These areas are distinguishable from community or neighborhood commercial areas by their larger size and their function as a significant focal point for the community.

Affordable Housing: Housing which is affordable to a family that earns up to 80 percent of the area median income, adjusted for family size.

Alteration: Any human induced change in an existing condition of a critical area or its buffer. Alterations include, but are not limited to grading, filling, channelizing, dredging, clearing (vegetation), construction, compaction, excavation or any other activity that changes the character of the critical area.

Anadromous Fish: Fish that spawn and rear in freshwater and mature in the marine environment. While Pacific salmon die after their first spawning, adult char (bull trout) can live for many years, moving in and out of saltwater and spawning each year. The life history of Pacific salmon and char contains critical periods of time when these fish are more susceptible to environmental and physical damage than at other times. The life history of salmon, for example, contains the following stages: upstream migration of adults, spawning, inter-gravel incubation, rearing, smoltification (the time period needed for juveniles to adjust their body functions to live in the marine environment), downstream migration, and ocean rearing to adults.

Aquifer Recharge Areas: Areas that, due to the presence of certain soils, geology, and surface water, act to recharge ground water by percolation.

ARCH - A Regional Coalition for Housing: A regional group formed by King County and the cities of Redmond, Kirkland, and Bellevue to preserve and increase the supply of housing for extremely low, very low, low, and moderate income families on the Eastside.

Best Available Science: Current scientific information used in the process to designate, protect, or restore critical areas, that is derived from a valid scientific process as defined by WAC 365-195-900 through 925. Sources of best available science are included in "Citations of Recommended Sources of Best Available Science for Designating and Protecting Critical Areas" published by the state Office of Community Development.

Best Management Practices: Conservation practices or systems of practices and management measures that:

- A. Control soil loss and reduce water quality degradation caused by high concentrations of nutrients, animal waste, toxics, and sediment;
- B. Minimize adverse impacts to surface water and ground water flow, circulation patterns, and to the chemical, physical, and biological characteristics of wetlands;
- C. Protect trees and vegetation designated to be retained during and following site construction; and

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D. Provide standards for proper use of chemical herbicides within critical areas.

Bicycle Facilities: A general term referring to improvements that accommodate or encourage bicycling.

Bicycle Route: Any route or portion of public or private roadway specifically designated for use by bicyclists and pedestrians, whether exclusive for bicyclists and pedestrians or to be shared with other human-powered transportation modes.

Buffer: An area contiguous to and protects a critical area that is required for the continued maintenance, functioning, and/or structural stability of a critical area.

Built Environment: Altered natural lands that accommodate changed topography, utilities, pavement, buildings, or other structures.

Community: The combined interests of the City, its residents, commercial interests, and other local parties who may be affected by the City’s actions.

Countywide Planning Policies (CPP): A growth management policy plan required by the state Growth Management Act (GMA) that promotes regional cooperation and specifies the roles and responsibilities of cities and the county.

Critical Areas: Critical areas include any of the following areas or ecosystems: aquifer recharge areas, fish and wildlife habitat conservation areas, frequently flooded areas, geologically hazardous areas, and wetlands, as defined in RCW 36.70A.

DarkSky™ Lighting: A third-party lighting certification program intent on certifying “products, designs, and completed projects that minimize glare, reduce light trespass, and don’t pollute the night sky.” DarkSky™ Lighting is the current industry standard for ensuring low-pollution light sources are incorporated in development projects.

Detached Accessory Dwelling Unit: An ADU that is physically detached from the site’s primary dwelling unit. A detached accessory dwelling unit is commonly abbreviated as DADU.

Eastside: A geographic area that includes the King County communities east of Seattle.

Emergency Housing: Temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

Environmental Stewardship: The responsibility to make land use decisions with proper regard for protecting and enhancing the environment.

Erosion: The process whereby wind, rain, water, and other natural agents mobilize and transport particles.

Extremely Low-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 30% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development (HUD).

Fish and Wildlife Habitat Conservation Areas: Areas necessary for maintaining species in suitable habitats within their natural geographic distribution so that isolated subpopulations are not created as designated by WAC 365-190-080(5). In Medina, these areas include:

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¹ DarkSky International: <https://darksky.org/what-we-do/darksky-approved/>

- A. Areas with which state or federally designated endangered, threatened, and sensitive species have a primary association;
- B. Habitats of local importance, including but not limited to areas designated as priority habitat by the Department of Fish and Wildlife;
- E. Naturally occurring ponds under twenty acres and their submerged aquatic beds that provide fish or wildlife habitat, including those artificial ponds intentionally created from dry areas in order to mitigate impacts to ponds;
- F. Waters of the state, including lakes, rivers, ponds, streams, inland waters, underground waters, salt waters and all other surface waters and watercourses within the jurisdiction of the state of Washington;
- G. Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity;
- H. State natural area preserves and natural resource conservation areas; and
- I. Land essential for preserving connections between habitat blocks and open spaces.

Frequently Flooded Areas: Lands in the flood plain subject to a one percent (1%) or greater chance of flooding in any given year. Frequently flooded areas perform important hydrologic functions and may present a risk to persons and property as designated by WAC 365-190-080(3). Classifications of frequently flooded areas include, at a minimum, the 100-year flood plain designations of the Federal Emergency Management Agency and the National Flood Insurance Program.

Functions and Values: The beneficial roles served by critical areas including, but not limited to, water quality protection and enhancement, fish and wildlife habitat, food chain support, flood storage, conveyance and attenuation, ground water recharge and discharge, erosion control, wave attenuation, protection from hazards, historical and archaeological and aesthetic value protection, and recreation. These beneficial roles are not listed in order of priority.

Geologically Hazardous Areas: Areas that may not be suited to development consistent with public health, safety or environmental standards, because of their susceptibility to erosion, sliding, earthquake, or other geological events as designated by WAC 365-190-080(4). Types of geologically hazardous areas include: erosion, landslide, seismic, mine, and volcanic hazards.

Ground Water: Water in a saturated zone or stratum beneath the surface of land or a surface water body.

Growth Management Act (GMA): State legislation enacted in 1990, and amended in 1991, requiring counties and cities to create cooperative regional strategies to manage growth and to adopt comprehensive plans and regulations that will implement these strategies.

Household: A household includes all the persons who occupy a housing unit as their usual place of residence, regardless of relationship.

Housing Unit: A house, apartment, mobile home, group of rooms, or single room that is occupied (or, if vacant, is intended for occupancy) as separate living quarters. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements.

Impervious Surface: A hard surface area that either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development or that causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of stormwater.

Low-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 80% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of HUD.

Medina Municipal Code: The Medina Municipal Code constitutes a republication of the general and permanent ordinances of the City of Medina. The Medina Municipal Code is often abbreviated as MMC, and its Title 16 (the Medina Unified Development Code) is often the subject content of the MMC referenced throughout the Comprehensive Plan.

Metro - Municipality of Metropolitan Seattle: A regional governmental entity with responsibility for wastewater treatment and public transportation. In January 1994, Metro became a department of King County government, the Department of Metropolitan Services

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(DMS).

Mega-Homes: A common description for atypically large single-family residences.

Mitigation: Avoiding, minimizing or compensating for adverse critical areas impacts.

Mitigation, in the following order of preference, is:

- A. Avoiding the impact altogether by not taking a certain action or parts of an action;

- B. Minimizing impacts by limiting the degree or magnitude of the action and its implementation, by using appropriate technology, or by taking affirmative steps, such as project redesign, relocation, or timing, to avoid or reduce impacts;
- C. Rectifying the impact to wetlands, critical aquifer recharge areas, and habitat conservation areas by repairing, rehabilitating or restoring the affected environment to the conditions existing at the time of the initiation of the project;
- D. Minimizing or eliminating the hazard by restoring or stabilizing the hazard area through engineered or other methods;
- E. Reducing or eliminating the impact or hazard over time by preservation and maintenance operations during the life of the action;
- F. Compensating for the impact to wetlands, critical aquifer recharge areas, and habitat conservation areas by replacing, enhancing, or providing substitute resources or environments; and
- G. Monitoring the hazard or other required mitigation and taking remedial action when necessary.

Mitigation for individual actions may include a combination of the above measures.

Moderate-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 120% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of HUD.

Monitoring: Evaluating the impacts of development proposals on the biological, hydrological, and geological elements of such systems and assessing the performance of required mitigation measures throughout the collection and analysis of data by various methods for the purpose of understanding and documenting changes in natural ecosystems and features, and includes gathering baseline data.

Native Vegetation: Plant species that are indigenous to the area in question.

Multi-modal Transportation: Means of transport by multiple ways or methods, including automobiles, public transit, walking, bicycling, and ridesharing.

Nonmotorized Transportation: Means of transport that does not involve motorized vehicles, including but not limited to walking and bicycling.

Open Space (Parks): Public land for active and/or passive recreational uses. Includes parkland, wildlife corridors, natural areas, and greenways. May also include school lands and private land permanently reserved as undeveloped.

Passive Recreation (Parks): Outdoor recreation which does not require significant facilities, such as walking, picnicking, viewing, and environmental education activities.

Permanent Supportive Housing: Subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive

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housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW,

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Public Access: A means of physical approach to and along the shoreline available to the general public. Public access may also include visual approach (views).

Restoration: Measures taken to restore an altered or damaged natural feature including:

- A. Active steps taken to restore damaged wetlands, streams, protected habitat, or their buffers to the functioning condition that existed prior to an unauthorized alteration; and
- B. Actions performed to reestablish structural and functional characteristics of the critical area that have been lost by alteration, past management activities, or catastrophic events.

Shoreline: The water, submerged lands, associated wetlands, and uplands of Lake Washington.

Sidewalks: The portion of a roadway designed for preferential or exclusive use by pedestrians. Sidewalks are usually constructed of concrete and are typically grade separated horizontally and set back vertically from the roadway.

Public Facility: Facilities which serve the general public or provide public benefit, such as schools, libraries, fire stations, parks, and other city facilities.

Region: An area which in its largest sense generally includes King, Pierce, Snohomish, and Kitsap Counties. It may also be limited to a smaller area. If so, this is generally noted in the context of the policy.

Sensitive Area: (see *Critical Areas*)

Stream: Water contained within a channel, either perennial or intermittent, and classified according to WAC 222-16-030 and as listed under water typing system. Streams also include watercourses modified by man. Streams do not include irrigation ditches, waste ways, drains, outfalls, operational spillways, channels, stormwater runoff facilities, or other wholly artificial watercourses except those that directly result from the modification to a natural watercourse.

Sylvan: Consisting of, or associated with, wooded area.

Trail: Any pedestrian walkway within the City, including, but not limited to, paved surfaces such as sidewalks and unpaved, informal pathways.

Unopened Right-of-Way: Public right-of-way that remains available for recreational use of the community but has not been improved for motor vehicle use.

Very Low-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 50% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of HUD.

Wetlands: Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas. Wetlands do not include those artificial wetland intentionally created from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include those artificial wetlands intentionally created from non-wetland areas to mitigate the conversion of wetlands. Identification of wetlands and delineation of their boundaries pursuant to the City’s Critical Areas Regulations shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplements.

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MEDINA, WASHINGTON

AGENDA BILL

Monday, May 13, 2024

Subject: Comprehensive Plan Update – Final Review of the *Parks and Open Space Element* before sending it to Puget Sound Reginal Council (PSRC) and Dept. of Commerce

Category: City Business

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Summary

The following is an outline of the action taken by the various governing bodies of the City of Medina, on the **Parks and Open Space Element, thru May 9th**:

Per Council's direction of Monday, April 8th, this element was presented to the Parks Board at its Monday, April 15th special meeting. On Thursday, April 18th, the Planning Commission (PC) reviewed and revised this element. The PC then voted unanimously to approve it to move forward to the City Attorney and this Council for review. This element was presented to the Development Services Committee (DSC) at its Thursday, May 2nd meeting, as well. The City Attorney completed her review of it on May 6th. **All** changes have been incorporated into the document by consultant Kim Mahoney.

Staff/consultant are requesting review and final approval, so that this element may be sent to PSRC and the Dept of Commerce.

Attached is the **redlined** copy of the Parks and Open Space Element, reflecting the final edits incorporated by consultant Kim Mahoney, after input from the Council, PC, DSC, and the City Attorney.

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

Redlined copy of the Parks and Open Space Element, showing the edits outlined above.

Budget/Fiscal Impact

None

Recommendation: Review and Approval.

City Manager Approval:**Motion:**

I move to approve the revised Parks and Open Space Element of the Comprehensive Plan Update so it can be sent to PSRC and the Dept. of Commerce for their review.

Time Estimate: 30 minutes

6. PARKS AND OPEN SPACE ELEMENT

This chapter comprises the Medina Park Plan, which is fully incorporated into this Parks and Open Space Element of the Medina Comprehensive Plan.

Commented [KM1]: Consider deleting the adjectives used to describe the parks (peaceful, magnificent, etc.) 4/18 PC feedback

Commented [KM2]: Call everything “unopened ROWs” rather than unopened streets. 4/18 PC feedback

INTRODUCTION

The City’s large open spaces are the defining elements of Medina’s community character. In the early 1950s, residents of the newly incorporated City of Medina were concerned about the development that was taking place in nearby Bellevue. From 1959 to 1971, Medina acquired and developed Fairweather Nature Preserve, Medina Park, and Medina Beach Park. Other open space areas that were part of the incorporated City included undeveloped platted street ends that abut Lake Washington (present View Point Park and Lake Lane) and undeveloped street rights-of-way (such as the Community Trail System [formerly called the Indian Trail] and NE 26th Street). The vision of Medina’s early residents created both active and passive parks resulting in the parks and open spaces that are enjoyed today.

Commented [KM3]: 5/2 DSC feedback

Growth Management Act

The Growth Management Act (GMA) requires comprehensive plans to contain “a park and recreation element that implements, and is consistent with, the capital facilities plan element as it relates to park and recreation facilities. The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of tree canopy coverage within the urban growth area; and d) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.”

Commented [KM4]: This language has been added to accurately reflect the full quote from the RCW. Note that this language is inapplicable in Medina as Medina has no UGA.

The following planning goal for open space and recreation is provided in the Revised Code of Washington (36.70A.020):

“Retain open space, enhance recreational opportunities, conserve and enhance fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.”

Commented [KM5]: Edited to align with current adoption of RCW 36.70A.020

Additionally, King County countywide planning policies (CPPs) direct jurisdictions to identify and protect open spaces within their comprehensive plans.

Guiding Principle

The Medina Park Board serves as the Medina City Council’s primary advisory body on matters pertaining to the use, maintenance, and enhancement of the City’s public parks and open spaces. The board is guided by the principle that Medina’s parks are natural areas that require ongoing stewardship of the entire community so that they remain protected and nurtured. Without the requisite supervision and maintenance, the vegetation, wildlife, and quality of environment that the Medina parks provide will disappear or be altered to the detriment of the public.

EXISTING PARKS AND CONDITIONS

Recognized national park ~~standards metrics~~ state show that ~~there should be 2.5 to 10 acres of neighborhood and community agencies typically offer 10.8 acres of~~ park space for every 1,000 residents¹. There are ~~26.7~~ approximately 34 acres of parks ~~or other open spaces~~ in Medina, which equals 912 acres of park space per 1,000 residents. The ~~present~~ SR 520 freeway ~~construction-~~ overcrossing lid ~~of-on~~ Evergreen Point Road (“SR 520 Evergreen lid ~~Lid Park~~”) ~~which is owned, operated, and maintained by the Washington State Department of Transportation has added another upon completion of the project will add another 0.62~~ two acres of public park open space ~~- accessible to the City’s inventory in recent years. Although the SR 520 Evergreen lid Lid Park is a regional facility, it is also accessible to Medina residents.~~ The following is an inventory of the City’s parks.

Medina Park (Community Park)

LOCATION: South of NE 12th Street, bounded on the east by 82nd Avenue NE and ~~undeveloped-~~ 80th Avenue NE on the west.

SIZE: 17.6~~5~~ acres. ~~The Medina Park includes two undeveloped parcels at its southern extent which may contain regulated wetland and protected habitat features (Exhibit X).~~

FEATURES:

- The site contains a wetland and two ponds that provide storm water detention
- Off-leash and On-leash Dog Areas
- Public Works Yard/-City Shop facilities

PARK FACILITY IMPROVEMENTS

Public Restrooms	Yes
Tennis/ Bocce Ball Court	Yes
Playground Equipment	Yes
Walking Trails & Par Course	Yes
Benches	Yes
Parking Facilities	Yes
Sports Field Playfield	Yes No
Pier/Dock	No
Swimming Area	No
Other Improvements	Art Sculptures; Community Notice Board; <u>Drinking Fountains; Picnic Shelter; Bicycle Racks</u>

HISTORY

Medina Park was created in 1965 when City officials spearheaded the purchase of five properties with matching grant dollars for approximately \$80,000. Today, the combined area offers both active and passive uses: two vehicle parking areas, ~~fields for sport activities~~ playfields, playground area with playground equipment, ~~a par course for exercising,~~ tennis court, bocce ball court, walking paths, restroom facilities, and off- and on-leash dog exercise areas. Passive activities

Commented [KM6]: What national park standards? Does the parks board know where this is referenced from? I don’t know of a set standard for this - if no one else does, we could consider deleting this, it’s not a required component on the CP.

Commented [KM7R6]: Deletion made to incorporate feedback from the Parks Board on 4/13

Commented [KM8R6]: Call a parks director at big cities to ask about these metrics - Randy thinks they exist

Commented [KM9R6]: KM called Zach Houvener and Loreen Hamilton with Redmond Parks on 4/17 - left messages with each and am awaiting returned calls to better understand these nationwide standards. Zach pointed me toward NRPA standards. See revisions made to text and footnote with source reference.

Commented [KM10]: 4/18 PC feedback

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Commented [KM11]: Are there protected wetlands/critical areas here?

Commented [KM12R11]: Yes - text added to that effect. We will exhibit our revised critical areas map showing layers for these features.

Commented [KM13]: Revised critical areas map (remove urban natural open space layer)

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Commented [KM14]: Feedback from the Parks Board on 4/15 - edit the table above to say “fields for sport activities”

Commented [KM15]: Edit made to incorporate feedback from the Parks Board on 4/15

¹ National Recreation and Park Association, 2023
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include quiet spaces for sitting, bird watching, lawns for relaxing, viewable art, and tables for picnicking.

The park today is a social epicenter, a gathering place that is expansive enough to host large scale events like the annual Medina Days celebration, concerts, unofficial soccer and baseball games, yet also serve individual needs of adults, children, and dogs. The picturesque walking paths and open areas make the park a desirable destination for human/canine socialization. In an effort to manage a compatible usage of the park by dog owners and other users, a policy was adopted by

Commented [KM16]: 4/18 PC feedback to remove adjectives romanticizing the open spaces/parks

the Council that divides Medina Park into two defined on-leash and off-leash sections ~~seasonally (May-September)~~ separated by the two ponds. The green lawn area in the western section of the park is watered by an irrigation system, and the eastern non-irrigated section remains the year-round off-leash dedicated area for dogs. The two original low areas of the park were developed into stormwater detention ponds and are rimmed by open grassy spaces, punctuated with trees and shrubs, seasonal plantings, artwork, meandering gravel pathways, and numerous benches for rest, introspection, and bird watching.

Commented [KM17]: Edit made to incorporate feedback from the Parks Board on 4/15

Other attributes include planted trees to commemorate an event, an individual's service, or ~~were planted~~ in memory of loved ones, Medina residents also enjoy the opportunity to dedicate a bench in the park. The northeast corner of the park serves as a landscaped defined entry to the City. The park is an urban bird-watching destination. The site is home to a variety of waterfowl including Canadian geese, mallards, wood ducks, cormorants, and blue heron. To celebrate famed woodcarver Dudley Carter's 100th birthday, residents purchased one of his wood sculptures, "Wind Song" and hung the piece in the picnic shelter of the park, from a rough-hewn post on the southwest bank of the northerly pond next to a gravel pathway. An additional stone sculpture, "Summer" stands in the southwest corner of the park and was donated by Peter Skinner, a resident of Medina.

Commented [KM18]: Suggestion from Commissioner Pao: add reference here to how a bench can be dedicated by residents

Commented [KM19]: Edit made to incorporate feedback from the Parks Board on 4/15

Commented [KM20]: Edit made to incorporate feedback from the Parks Board on 4/15

Medina Beach Park (Community Park)

LOCATION: South point of Evergreen Point Road (Historic site of Leschi Ferry terminal).

SIZE: 1.44 acres.

FEATURES:

- Public Beach
- City Hall and Police Station

PARK FACILITY IMPROVEMENTS:

Public Restrooms	Yes
Tennis Court	No
Playground Equipment	No
Walking Trails	No
Benches	Yes
Parking Facilities	Yes
Sports Field	No
Pier/Dock (Viewing)	Yes
Swimming Area	Yes
Other Improvements	Picnic Tables; Bar-B-Q ; Sandy Beach; Sailing Lessons <u>Kayak/Paddle Board Launch; Drinking Fountains; Seasonal Lifeguards; Bicycle Racks</u>

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HISTORY

The north half of the Medina Beach Property was donated to the City in 1960 by the Medina Improvement Club. Situated at the south point of Evergreen Point Road at the historic site of a former ferry terminal that connected Medina with Seattle, the park is a favorite destination year round for summer. The park offers swimming areas for all ages. Under the supervision of seasonal

Commented [KM21]: As per 4/16 discussion at DSC meeting, Michael Luis will scrub each historic section and get back to me with relevant edits

Commented [KM22]: Added to incorporate feedback from 4/8 Council

lifeguards, older children are able to swim out to a float while younger ones wade at the water's edge or play on the beach. The site_ |

provides ~~extraordinary~~ views of Seattle, Mercer Island, and Mount Rainier. The site also serves as the municipal hub of the City. The Police Station, City Council Chambers, City Manager, Department Directors, and Administrative Staff are all located within City Hall on the site. The Planning Commission, Park Board, Emergency Preparedness Committee, and other volunteer groups regularly meet at the City Hall to conduct business.

Commented [KM23]: 4/18 PC feedback to remove adjectives describing parks/open spaces

Fairweather Nature Preserve and Park (Neighborhood Park)

LOCATION: At NE 32nd Street, bounded by Evergreen Point Road on the west, NE 32nd Street on the north, 80th Avenue NE on the east, and SR 520 on the south.

SIZE: 10.14 acres.

FEATURES:

- Passive Natural Forest with Walking Trails
- Stream and Natural Wetland
- Active Sports field

PARK FACILITY IMPROVEMENTS:

Public Restrooms	No
Tennis Court	Yes
Playground Equipment	No
Walking Trails	Yes
Benches	No
Parking Facilities	Yes
Sports Field (practice) Playfield	Yes
Pier/Dock	No
Swimming Area	No
Other Improvements	Practice Tennis Black board; Basketball Hoop; Drinking Fountains; Pickleball Courts

HISTORY

Fairweather Park is composed of two distinct public use areas. The western half of the park is an active use area with a small playfield, two tennis courts, a tennis practice back board, basketball hoop, and parking area that were developed in 1962 during the initial SR 520 construction. The eastern half of the park remains as a natural forest ~~nature~~-preserve with a stream passing through it and winding walking trails. The northeastern portion of the forest area is a natural wetland that drains to the east to Fairweather Bay. This forest is one of the last standing natural forests in the area and is as close to a walk in the deep woods as one can get in the heart of a city.

Viewpoint Park (Neighborhood Park)

LOCATION: Overlake Drive West and 84th Avenue NE

SIZE: 0.15 acres (includes street right-of-way).

FEATURES:

- Viewing Area
- Waterfront Access

PARK FACILITY IMPROVEMENTS:

Public Restrooms	No
Tennis Court	No
Playground Equipment	No
Walking Trails	No
Benches	Yes
Parking Facilities	Yes
Sports Field (practice) Playfield	No
Pier/Dock	Yes
Swimming Area	No
Other Improvements	Picnic Tables; Sewer Lift Station

HISTORY

~~Having originally been used as a ferry dock and the previous site of the Medina Baby Home,~~ Viewpoint Park is now a passive recreational park and is one of Medina’s lesser-known parks. The upper portion of the park is a small triangle of land situated near the south end of 84th Avenue NE and Overlake Drive West. The triangle area is landscaped with the center of the area planted in grass with a picnic table and a seating area. The lower portion of the park has a limited parking area and a meandering pathway from the parking area down to the park area by Lake Washington. This area has a picnic table and a pier. The waterfront area provides s a spectacular views of Lake Washington, the Seattle skyline, and the Olympic Mountains. ~~The park offers a peaceful secluded area for resting, relaxing, and contemplation;~~

Lake Lane (Neighborhood Park)

LOCATION: 3300 Block of 78th Place NE

SIZE: 0.10 acres (street right-of-way).

FEATURES:

- Waterfront Access

PARK FACILITY IMPROVEMENTS:

Public Restrooms	No
Tennis Court	No
Playground Equipment	No
Walking Trails	No
Benches	Yes No
Parking Facilities	No
Sports Field (practice) Playfield	No
Pier/Dock	Yes
Swimming Area	No
Other Improvements	Sewer Lift Station

Commented [KM24]: Ryan Osada checking to confirm whether there is a sewer lift station at this park - as of 4/15

Commented [KM25R24]: Ryan confirmed on 4/17 that there is no sewer lift station here

Commented [KM26]: Added to incorporate feedback from 4/8 Council

Commented [KM27]: 4/18 PC - remove adjectives

HISTORY

Lake Lane ~~was also previously used as a ferry dock in Medina, and is now another of Medina's lesser known park that is little known and rarely used smaller parks~~. The park is found at the end of a narrow driveway that extends from 78th Place NE to a private residence located on the north side of the park. The park fronts on Lake Washington and is only accessible by walking. No parking areas are provided. The park has a public pier where one can view Fairweather Bay, Hunts Point, and the City of Kirkland to the north. ~~Hidden away this picturesque site is an ideal spot to visit and view the waterfront surroundings.~~

Commented [KM28]: Added to incorporate feedback from 4/8 Council

Commented [KM29]: Edit made to incorporate feedback from the Parks Board on 4/15

Commented [KM30]: 4/18 PC feedback

Indian Trail and Undeveloped NE 26th Street Right-of-Way (Community Trail System)

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LOCATION: Unopened 77th Avenue NE and NE 26th Street Public Right-of-Ways.

SIZE: 2.70 acres of street right-of-way.

FEATURES:

- Unopened ~~street~~ right-of-way

Commented [KM31]: 4/18 feedback: call these unopened ROWs

IMPROVEMENTS:

- Walking paths from 2200 Block 77th Avenue NE to NE 28th Street;
- Public Storm Drainage System

TRAIL SYSTEM

~~The Community Trail System (formerly called the Indian Trail)~~ is located between the residential streets of Evergreen Point Road on the west, 78th Avenue NE on the east, NE 22nd Street on the south and NE 28th Street on the north. ~~Indian-The Community~~ Trail extends from 77th Avenue NE north of NE 22nd Street to NE 28th Street and provides a natural walking pathway for the public connecting the neighborhood south of NE 24th Street with the Three Points Elementary School on NE 28th Street. The trail also functions as a part of the Points Loop Trail system linking Yarrow Point, Hunts Point, and Clyde Hill communities. A spur off of the trail extends from the north-south main ~~Indian Trail~~ trail along the undeveloped NE 26th Street right-of-way to 79th Avenue NE. The westerly portion of this spur is over private driveways. That portion between 78th and 79th Avenue NE is a grassy area with some trees and an informal pathway. A portion of NE 26th Street right-of-way remains undeveloped between Evergreen Point Road and the ~~Indian Trail~~ trailhead.

Commented [KM32]: Edit this to refer to Indian Trail as the previous name of the Community Trail System. Remove or correct all other references to Indian Trail in the element - per 4/16 DSC meeting

Other Recreational Facilities

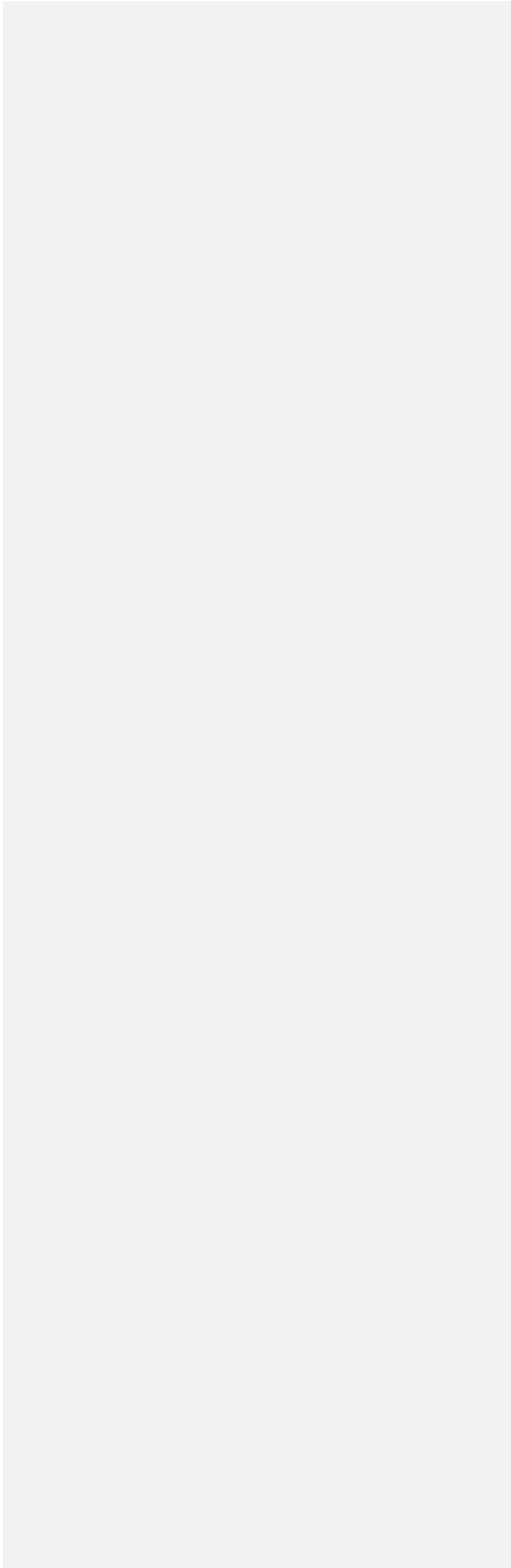
POINTS LOOP TRAIL SYSTEM

This was created in 1962 by the construction of the initial SR 520 freeway. The main portion of the trail system connects the local communities of Yarrow Point, Hunts Point, Clyde Hill, and Medina. The trail is a ~~five foot wide~~ paved walking path that extends along the north side of the freeway from 92nd Avenue NE in Yarrow Point to 84th Avenue NE in Hunts Point, along 84th Avenue NE over the freeway to NE 28th Street, west along NE 28th Street to Evergreen Point Road. Local trails connect to this trail system; (i.e. ~~the formerly called~~ Indian Trail at NE 28th Street). Maintenance of the system resides with each of the communities through which it passes.

Commented [JSR33]: Who owns this trail? We should say.

Commented [KM34]: Edit made to incorporate feedback from the Ryan Osada on 4/15

The major construction of the new SR 520 freeway ~~is impacting~~ ~~has improved~~ provided additional regional connections to the Local Points Loop Trail and which ~~portions of it will be~~



~~replaced and realigned and now provides new connections will be made~~ to the new WSDOT SR 520 Regional Trail system that connects Seattle via a new floating bridge with the eastside communities of Medina, Clyde Hill, Hunts Point, Kirkland, and Bellevue. The new WSDOT SR 520 Regional Trail is owned by WSDOT but operated by King County. The WSDOT SR 520 Regional Trail ~~will behas been~~ constructed along the north side of the freeway connecting Seattle with the Eastside communities. A trail connection from the Regional Trail to the south end of 80th Ave NE ~~is also plannedhas also been developed by~~ WSDOT.

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Commented [JSR35]: Is this correct?

Commented [JSR36]: Is this accurate?

EVERGREEN POINT ROAD LID

~~Upon~~ Since completion of the SR 520 Evergreen lid (wide bridge overcrossing) in 2014, approximately two acres of landscaped passive park area ~~will behasve been~~ provided by WSDOT for regional public use. The lid is used for light recreation and enjoyment, though does not provide a designated off-leash dog area. The lid area ~~will~~ includes a park & ride lot with 50 parking spaces, a transit access facility with elevator and walking steps down to the freeway bus stop area ~~in the center on either side~~ of the freeway, and a viewing area on the west side of the lid with a viewing vista to the Seattle skyline to the west. A seating area and steps ~~will behave been~~ provided at the southwest corner of the Fairweather playfield to provide access from the freeway lid to the park. The lid is owned, operated, and maintained by WSDOT.

Commented [KM37]: Consider whether "enclosed" should be replaced with "designated" - discuss with Council

Commented [KM38]: Added to incorporate feedback from 4/8 Council

Commented [KM39]: May need to workshop this with the city attorney - should we make a declarative statement about maintenance costs belonging to WSDOT when that matter is still being litigated?

OVERLAKE GOLF AND COUNTRY CLUB (PRIVATE GOLF COURSE)

Located at 8000 NE 16th Street, the golf course provides approximately 140 acres of open space for members of the club to play golf. The property also contains a private club house and a swimming pool.

ST. THOMAS ELEMENTARY SCHOOL PLAYGROUND (PRIVATE SCHOOL)

Located at 8300 NE 12th Street, the school has 5.62 acres of land ~~(including the church).~~ Facilities include a playground and play structures for students.

Commented [KM40]: Double-check the acreage. 4/18 PC feedback

Commented [KM41R40]: Acreage double-checked and confirmed

Commented [KM42]: 4/18 PC requested deletion

THREE POINTS ELEMENTARY SCHOOL PLAYGROUND (PRIVATE SCHOOL ON PUBLIC PROPERTY)

Located at 7800 NE 28th Street, the school has approximately four acres of land. The playfield is in the westerly portion of the elementary school property that is leased from the Bellevue School District by Bellevue Christian ~~(Church School).~~ The playground has a ~~dirt-grass~~ sport field, play structure, and covered play area for the students.

Commented [KM43]: Edit made to incorporate feedback from the Parks Board on 4/15

Commented [KM44]: Edit made to incorporate feedback from the Parks Board on 4/15

MEDINA ELEMENTARY SCHOOL (PUBLIC SCHOOL)

Located at 8001 NE 8th Street, the school has approximately 7.88 acres of land. Facilities include a multipurpose playfield, play structures, and covered play areas for students.

NEEDS ASSESSMENT

Medina is a fully built-out residential community with limited ability for growth ~~over the next 10 years.~~ The City has ~~nine~~ 12 acres of park space in public ownership for every 1,000 residents ~~(not including the schools or the private golf course), which is expected to satisfy the recreational~~

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needs of the community based on park space metrics typically provided by agencies nationwide, which meets national standards. The need for additional park and open space will be a reflection of the community's desire to enhance existing open space and recreational opportunities rather than a rise in demand for park usage due to population increases.

Commented [KM45]: Deleting based on the PC's feedback in other elements of the CP that restrictive/absolute language should be removed to bring the CP into 2024.

EVALUATION OF FACILITIES AND RECOMMENDATIONS

Commented [KM46]: Moved this section up from the end of the element, per 4/16 DSC feedback

While residents enjoy abundant park space, the Medina Comprehensive Plan sets forth goals for the need to maintain and enhance existing park space and to acquire new park space when such opportunities arise.

Medina Park

This park offers both active and passive uses. The tennis court represents a significant investment and is frequently utilized for games and practice.

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The children's playground area next to the tennis court is frequently used. There are two climbing apparatus, two swing sets, a circular rotating toy (NOVA), a seesaw, a sandbox, and some movable toys that have been donated by residents for children to use in the play area. In 2016, Medina Park Playground was expanded to add the Explorer Dome and Seesaw structures. At that time, the city also included an accessible ramp on the east entrance to meet then-current federal requirements. In 2022, the City replaced the older outdated structures and incorporated an accessible design that offers a range of play experiences for children of varying abilities. This project has made needed playground improvements that include new play equipment, new wood chip surfacing, and relocation of the sandpit. The improvements benefit the community as a whole and encourage free play for the children.

A picnic shelter has also been installed at the park for use during inclement weather.

The Public Works Shop and Yard are located in the southwest portion of the active park and is screened from the park by adequate landscaping.

Medina Beach Park

The primary use of this park is beach access and swimming. From Memorial Day Weekend through Labor Day Weekend, the city staff's lifeguards and provides swimming areas for the community. Power boats operating too close to the shore create a wake. The City should maintain Medina Beach Park to protect the health and safety of all users, including swimmers.

Commented [KM47]: New language offered by Ryan Osada on 5/2

The rock jetty and shoreline armoring with large rock are not easy to walk on. While the jetty is marked NO PUBLIC ACCESS, it is recommended that steps to the water be clearly marked.

Commented [KM48]: Edits here offered by the DSC on 5/2

The City Hall emergency generator and enclosure intrude into the former park area and, if possible should be placed underground or moved to a non-use area of the park.

Fairweather Park and Nature Preserve

The playfield area is a practice sports field of grass. The field becomes too muddy for play during the winter months. A priority need is to improve the field drainage for use year round. The parks proximity to the freeway should be accounted for in the screening of the park in the area that is

not at the gateway to the park.

The nature preserve should be maintained in its natural state by continuing to remove invasive plants and ivy, and to replant native species as trees are lost due to wind and age.

The winding natural trails should continue to be maintained with natural wood steps and remain rustic in appearance. Fallen trees should remain in place, except where they obstruct a trail. Wayfinding maps should be considered to assist hikers and trail walkers.

Viewpoint Park

The park triangular overlook (viewing area) provides unique views of the Seattle skyline. The recently added picnic bench provides added ability for users to eat lunch or picnic. It is recommended that a drinking fountain be added.

The beach front area provides a place for picnics, dock access, and swimming at the pier end.

Lake Lane

The dock is the only current park physical asset at the park. Adding a bench or picnic table would be beneficial. Milfoil continues to invade the beach front area and should be controlled.

Undeveloped NE 26th Street Right-of-Way

The present trail is an asset that should be maintained in its natural condition. Limited plantings that will enhance the natural appearance of the trail are encouraged to be native and drought tolerant.

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PARKS AND OPEN SPACE GOALS AND POLICIES

The City’s large open spaces are the defining elements of Medina’s community character. The open space and parks provide a major recreational resource for the City’s residents. Existing parks and open spaces should be maintained and enhanced pursuant to Medina’s needs and as opportunities arise for improvement. The City shall seek to acquire properties to enhance waterfront access, retain existing views and/or preserve important environmental resources. The following are the goals and policies guiding the City’s park plan.

GOALS

- PO-G1 To maintain and enhance Medina’s parks and open spaces to meet the City’s needs and to reduce climate-altering pollution, especially in areas of the City that are home to historically underserved communities.
- EAn examples of a priority items include is the installation of a picnic shelter at Medina Park and reconstruction of the playfield or bicycle racks at Fairweather Park for use year-round.
- PO-G2 To expand and improve the City parks and open spaces through property acquisitions as special funding allows and when opportunities arise, or through funding opportunities learned of or created via regional collaboration, especially to connect open spaces in the City with regional open space networks.
- PO-G3 To identify annual revenue and special funding sources through regional collaboration to maintain and improve parks and open spaces.
- PO-G4 To work collaboratively with other public property owners and operators, including WSDOT, King County, and the School District, to encourage the owners of the open space and recreational facilities to maintain the facilities to appropriate standards, and to keep the properties safe and clean for all users.
- PO-G5 To work collaboratively with other public property owners and operators, including WSDOT, King County, and the School District, to advocate for the open space and recreational facilities provided by those agencies to remain available for use by Medina residents as well as the public in general.

POLICIES

- PO-P1 The City ~~shall~~ should seek to acquire additional waterfront access along the shoreline, when opportunities arise and continue to maintain the public piers.
- PO-P2 The City ~~shall~~ should seek to develop additional view parks, particularly in areas of the City that are home to historically underserved members of the community, at appropriate points in the City.
- PO-P3 The City ~~shall~~ should seek to acquire view rights to preserve the views of view parks.
- PO-P4 The City should preserve easements to protect unique trees and tree groupings.

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Commented [KM49]: Added to implement CPP DP-43 (see p. 30 of the gap analysis)

Commented [KM50]: Added to implement CPP EN-22 (see p. 34 of the gap analysis)

Commented [KM51]: Edit made to incorporate feedback from the Parks Board on 4/15

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Commented [KM52]: 4/18 PC feedback

Commented [KM53]: Added to implement CPP EN-20 (see p. 47 of the gap analysis)

Commented [KM54]: Added to implement CPP FW-3 (see p. 5 of the gap analysis)

Commented [KM55]: Added to implement CPP FW-3 (see p. 5 of the gap analysis)

Commented [KM56]: Added to implement CPP EN-22 (see p. 34 of the gap analysis)

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~~valuing their role in preventing and mitigating for harmful environmental pollutants, including light, air, noise, soil, and structural hazards, and overall protecting habitat and contributing to the ecological function of the community.~~

Commented [KM57]: Added to implement CPP EN-25 (see p. 30 of the gap analysis)

Commented [KM58]: Added to implement CPP EN-21 (see p. 33 of the gap analysis)

PO-P5 The City should consider ~~seeking participation from the Overlake Golf & Country Club to improve the landscaping~~ landscape improvements along the Overlake Golf & Country Club frontage ~~and seek participation in the project from the Country Club.~~

Commented [KM59]: Edit made to incorporate feedback from the Parks Board on 4/15

PO-P6 The City should retain the Fairweather Nature Preserve in its natural state and provide maintenance only when necessary. valuing its role in the City's green infrastructure that, when protected, reduces climate-altering pollution, sequesters and stores carbon, and increases the resilience of communities to climate change impacts.

Commented [KM60]: Added to implement CPP EN-32 (see p. 33 of the gap analysis)

Commented [KM61]: Added to implement CPP DP-43 (see p. 30 of the gap analysis)

PO-P7 The City should improve the Fairweather playfield for year-round use and could consider the addition of public relief facilities at the playfield.

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PO-P8 The City should develop a long-term landscaping and maintenance plan to maintain Medina Beach Park and Medina Park in a manner that is consistent with and enhances public use for all, regardless of race, social, or economic status.

Commented [KM62]: Added based on 4/18 PC feedback

Commented [KM63]: Added to implement CPP EN-5 (see p. 30 of the gap analysis)

~~PO-P9 The City should consider participating in regional collaboration or strategy in supporting open space networks that connect the region, such as connecting City open spaces with those identified in the Puget Sound Regional Council's Regional Open Space Conservation Plan. The City should participate in strategizing and funding the protection of open space lands that provide valuable functions, including:~~

Commented [KM64]: Added to implement CPP EN-20 (see p. 34 of the gap analysis)

- ~~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.~~

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EVALUATION OF FACILITIES AND RECOMMENDATIONS

~~While residents enjoy park space that meets nationally recommended standards, the Medina Comprehensive Plan sets forth goals for the need to maintain and enhance existing park space and to acquire new park space when such opportunities arise.~~

Commented [KM65]: Added to implement CPP EN-20 (see p. 34 of the gap analysis)

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Medina Park

~~This park offers both active and passive uses. The tennis court represents a significant investment and is frequently utilized for games and practice. Children have been observed playing on the court with metal toys and carry rocks and other objects onto the court for play which can damage the court surface. Signs have been added to the court entry to restrict the use of the court for tennis. Should violations continue, in order to protect the court, a push-button combination lock on the entry may become necessary.~~

~~The children's playground area next to the tennis court is frequently used. There are two climbing apparatus, two swing sets, a circular rotating toy (NOVA), a seesaw, a sandbox, and some movable toys that have been donated by residents for children to use in the play area. Consideration should be made to add toys or change some of the equipment to provide variety and to add to the playground use.~~

~~A priority need is to improve the park for use during inclement weather by the construction of a picnic shelter appropriately located for public access and use.~~

~~The Public Works Shop and Yard are located in the southwest portion of the active park and should be screened from the park by adequate landscaping.~~

Medina Beach Park

~~The primary use of this park is beach access and swimming. Milfoil and debris that is washed up on the beach area is undesirable. Power boats operating too close to the shore create a wake and are a safety concern.~~

~~The rock jetty and shoreline armoring with large rock are not easy to walk on and injuries could result. While the jetty is marked NO PUBLIC ACCESS, it is recommended that steps to the water be clearly marked.~~

~~The City Hall emergency generator and enclosure intrude into the former park area and if possible should be placed underground or moved to a non-use area of the park.~~

Fairweather Park and Nature Preserve

~~The playfield area is a practice sports field of grass. The field becomes too muddy for play during the winter months. A priority need is to improve the field drainage for use year-round. The parks proximity to the freeway should be accounted for in the screening of the park in the area that is not at the gateway to the park.~~

~~The nature preserve should be maintained in its natural state by continuing to remove invasive plants and ivy, and to replant native species as trees are lost due to wind and age. The winding natural trails should continue to be maintained with natural wood steps and remain rustic in appearance. Fallen trees should remain in place, except where they obstruct a trail.~~

~~Wayfinding maps should be considered to assist hikers and trail walkers.~~

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Viewpoint Park

~~The park triangular overlook (viewing area) provides unique views of the Seattle skyline. The recently added picnic bench provides added ability for users to eat lunch or picnic. It is recommended that a drinking fountain be added.~~

~~The beach front area provides a place for picnics, dock access, and swimming at the pier end.~~

Lake Lane

~~The dock is the only current park physical asset at the park. Adding a bench or picnic table would be beneficial. Milfoil continues to invade the beach front area and should be controlled.~~

Indian Trail and Undeveloped NE 26th Street Right-of-Way

~~The present trail is an asset that should be maintained in its natural condition. Limited plantings that will enhance the natural appearance of the trail are encouraged to be native and drought-tolerant.~~

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MEDINA, WASHINGTON

AGENDA BILL

Monday, May 13, 2024

Subject: Gas-Powered Leaf Blower Discussion

Category: City Council Business

Staff Contact: Stephen R. Burns, City Manager

Summary

At the February 10, 2024 Council Retreat, staff was directed to place gas-powered leaf blowers on a future Council agenda for discussion.

History

At the September 12, 2022, Medina Council Meeting, staff was directed to add Gas-Powered Lawn Equipment discussion on the first meeting in October 2022.

At the October 10, 2022, Council Meeting, Council discussed gas-powered leaf blowers and provided staff with list of questions to follow-up on. See **attached** Powered Leaf Blower Discussion agenda bill.

At the November 14, 2022, Council Meeting, staff updated Council on questions raised at the October 10 Council Meeting. See **attached** Gas-Powered Leaf Blower – Follow-up Agenda Bill.

At the January 9, 2023, Council Meeting, staff presented Council with the “Gas-Powered Leaf Blower Education and Outreach Plan” to include an open house and sending out a survey. See **attached**.

In June 2023, the City sent a survey to residents about leaf blowers to get a better perspective from the community.

On July 10, 2023, City Staff presented to the Medina Council information received from the May 11, 2023, Gas-Powered Leaf Blower Open House, the survey results from the June Leaf Blower Public Survey, and the written public comments about leaf blowers. See **attached** memo for details.

On July 10, 2023, Council directed City Staff to prepare a “Gas-Powered Leaf Blower Resolution.”

On September 11, 2023, Medina Council passed Gas-Powered Leaf Blower Resolution – see **attached**. In addition, the noise ordinance was changed to move the start time for commercial landscapers using leaf blowers from 7am back to 9am.

Discussion

City staff is looking to the Council for direction on the gas-powered leaf blower topic.

Gas-powered leaf blower discussion meets and supports Council's priorities 4 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 and Community Building

Attachments

1. October 10, 2022, Gas-Powered Leaf Blower Discussion Agenda Bill
2. November 14, 2022, Gas-Powered Leaf Blower – Follow-up
3. January 9, 2023 - Gas-Powered Leaf Blower Education and Outreach Plan
4. July 10, 2023, Gas-Powered Leaf Blower Follow-up – Open House and Survey Results
5. September 11, 2023, Gas Powered Leaf Blower Resolution

Budget/Fiscal Impact: N/A

Recommendation: Discussion and direction.

City Manager Approval: 

Proposed Council Motion: "TBD"

Time Estimate: 45 minutes



CITY OF MEDINA

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

Date: October 10, 2022

To: Honorable Mayor and City Council

From: Stephen R. Burns, City Manager

Subject: Gas-Powered Leaf Blower Discussion

At the September 12, 2022, Medina Council Meeting, staff was given direction to research options regarding gas-powered leaf blowers. This memo is just a starting point for Council discussion since there are many ways to address this issue.

Below is a brief recap of previous City actions regarding gas-powered leaf blowers and lawn equipment.

In October 2020, the Medina Council amended Chapter 8.06 of the Medina Municipal Code:

- Limited sounds created by powered equipment when used by a resident or by the Overlake Golf & Country Club to:
 - Weekdays: 7:00 AM – 7:00 PM
 - Saturdays: 9:00 AM – 7:00 PM
 - Sundays: 9:00 AM – 7:00 PM
- Limited professional yard maintenance and landscaping in the city to the same hours as commercial construction and development activities:
 - Weekdays: 7:00 AM – 7:00 PM
 - Saturdays: 9:00 AM – 5:00 PM
 - Sundays: No work allowed
 - Legal Holidays: No work allowed

In June 2021, then-City Manager Michael Sauerwein held a virtual community forum on gas-powered lawn equipment. The purpose of the forum was to collect citizen input regarding the impacts of yard maintenance and landscaping. ([Virtual Community Forum](#))

October 11, 2021, City Manager Sauerwein gave presentation to City Council on “Gas-Powered Lawn Equipment for Yard Maintenance & Landscaping.” His goal was to “*Establish a set of clear, concise, and easily enforced rules for yard maintenance & landscaping that balance citizen’s need to maintain their property with the need to maintain Medina’s unique character.*” ([October 11 Meeting](#))

In December 2021, the City Council tabled discussion of gas-powered lawn equipment due to the City Manager transition.

At the September 12, 2022, Medina Council Meeting, staff was given direction to research options regarding gas-powered leaf blowers. This direction is specific to gas-powered leaf blowers and not gas-powered lawn equipment.

For the October 10, 2022, Medina Council Meeting -

This memo is attempting to identify complaints, comments, and concerns regarding leaf blowers that have come up regarding this topic. This is a starting point in discussion on how to address gas-powered leaf blowers.

Discussion Point – Council could delay discussion to see if either King County or the State of Washington will pass legislation banning gas-powered leaf blowers.

- Council could table discussion and potential decisions to see if this option occurs.
- Council could take proactive steps to recommend that King County and/or the State of Washington pass legislation restricting gas-powered leaf blowers.

Discussion Point – Council could refer, reprioritize the Planning Commission Workplan and provide specific guidance to the Planning Commission to review and to provide recommendations regarding gas-powered leaf blowers.

Discussion Point - Council to provide staff direction for any of the following:

- Ask staff to get community feedback through another community forum, Engage Medina, mailers, City webpage, etc. This would allow Council to gain a level of interest from residents.
- Direct staff to include information regarding gas-powered leaf blowers in future City Newsletters, create topic page in Engage Medina (with options for surveys), and add information to the webpage.
- Recommend or require Medina City Public Works to replace gas-powered leaf blowers with electric or battery operated – either immediately or when phasing out old equipment.
- Encourage residents to voluntarily replace gas-powered equipment with electric or battery operated.

Discussion Point – Council could direct staff to prepare a resolution which could include any of the items discussed.

Discussion Point – Council could address increase noise issues in the community.

- Review all ordinances pertaining to noise.
- Research other issues pertaining to noise – power washing, etc.

Discussion Point – Council could pass an ordinance to ban gas-powered leaf blowers – see examples from other jurisdictions.

Existing Medina Code Sections

As a reference, the current MMC language regarding landscaping hours for professional and residential use.

8.06.160. - Work hours for commercial construction and development activities and professional yard maintenance and landscaping.

A. *General.* Commercial construction and development activities and professional yard maintenance and landscaping may take place only between 7:00 a.m. and 7:00 p.m. on weekdays. On Saturdays, commercial construction and development activities may occur between 8:00 a.m. and 5:00 p.m. and professional yard maintenance and landscaping may occur between 9:00 a.m. and 5:00 p.m. No such work is allowed on Sundays or legal holidays set forth in RCW 1.16.050(1).

8.06.140. - Exemptions—Sounds exempt during daylight hours.

The following sounds are exempt from this chapter between 7:00 a.m. and 10:00 p.m. on weekdays, and between 9:00 a.m. and 10:00 p.m. on weekends, unless different hours are specified:

- A. Sounds created by bells, chimes, or carillons not operating for more than five minutes during any one-hour time frame;
- B. Sounds created by blasting, provided their operations are between 8:00 a.m. and 4:30 p.m. on weekdays, and between 9:00 a.m. and 2:00 p.m. on Saturday.
- C. Sounds originating from lawful pickets, marches, parades, rallies, and other similar public events.
- D. Sounds created by powered equipment when used by a resident or by the Overlake Golf and Country Club for the temporary or periodic maintenance or repair of their property or its appurtenances, including lawnmowers, leaf blowers, powered hand tools, and snow-removal equipment, provided such use is between 7:00 a.m. and 7:00 p.m. on weekdays and between 9:00 a.m. and 7:00 p.m. on weekends.
- E. Sounds originating from the required testing of emergency equipment such as generators.



CITY OF MEDINA

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

Date: November 14, 2022

To: Honorable Mayor and City Council

From: Stephen R. Burns, City Manager

Subject: Gas-Powered Leaf Blower – Follow-up

At the October 10, 2022, Medina Council Meeting, staff was given direction to research several questions from Council regarding gas-powered leaf blowers.

This memo will address those issues.

Council directed staff to come back to Council at a future meeting with the following:

1. How is the current code working?
 - a. Were noise complaints received?
 - i. *City staff has received noise complaints specific to gas-powered leaf blowers and lawn equipment. Complaints have been after-hours and equipment exceed noise restrictions. The complaints have involved work done by landscapers and the golf course.*
 - ii. *In 2021, the Medina Police Department responded to 42 noise complaints – statistics are not broken down so these include lawn equipment, loud parties, barking dogs, music, etc.*
 - iii. *Through October 2022, police had responded to 33 noise complaints - statistics are not broken down so these include lawn equipment, loud parties, barking dogs, music, etc.*
 - b. What is the city doing (or what did the city do) to educate the public on the updated noise ordinance?
 - i. *In November 2020, City Manager Michael Sauerwein sent a letter to all the landscaping companies working in Medina notifying them of the changes in hours.*
 - ii. *An ordinance summary was published in the Seattle Times on October 19, 2020, and the updated code amendment was posted on the city's website on October 28, 2020*
 - iii. *Staff met with Overlake Golf and Country Club to ensure they knew of the new noise restrictions at the end of 2020.*
2. What is the current market for electric equipment?

- a. What is the lifecycle for such equipment?
 - i. Staff researched commercial grade battery-powered leaf blowers technology as directed. It is still too new to fully determine how long they will last. Current battery equipment should last roughly five years but with advancements it is expected to last longer. The batteries will need to be replaced after three to four years.
 - b. Can it be financially neutral for the city to move to electric equipment?
 - i. Medina Public Works does not have immediate need to replace gas-powered leaf blowers. Purchasing battery-powered leaf blowers would be additional equipment costing the City approximately \$4,000 to \$5,000 per unit for commercial grade. Replacement batteries cost around \$1,800 per unit.
 - c. What are the long-term impacts?
 - i. The technology is still too new to have an accurate study on the long-term impacts.
 - d. Will entities and residents move towards electric equipment naturally because the market is shifting that way anyways?
 - i. *According to tool manufacturer Stanley Black & Decker, 85 percent of personal-use blowers on the market now are electric. "That's been pretty steady over the last five years," says Christine Potter, president of the company's outdoor business unit.*
 - ii. *Surrounding cities, like Mercer Island and Tukwila, are discussing the move toward battery powered leaf blowers and banning gas-powered leaf blowers.*
3. For jurisdictions that have adopted restrictions on blowers, what has the impact been on residents and businesses?
- Staff contacted the following agencies: San Clemente, CA; Santa Monica, CA; Aspen, CO; Highland Park, IL; Bronxville, NY and Dobbs Ferry, NY.
- a. Are neighbors fighting?
 - i. Each jurisdiction is in different stages of having an ordinance banning gas-powered leaf blowers but there haven't been any reported fights because most complainants call the City to report the violations on their neighbors.
 - b. How effective is enforcement?
 - i. In all the jurisdictions that were contacted, enforcement is handled by code enforcement officers and not police officers. It is complaint driven and, when after hours, it is generally handled the next day as follow-up with either the violating resident or landscaping company.
 - ii. In two jurisdictions, police will contact the violator to stop the action and provide the information to code enforcement for follow-up.

- iii. In one jurisdiction, they ask for photos of the violation and a photo of the landscaping company.
- iv. Most jurisdictions use education at first with limited enforcement. All contacted jurisdictions have issued tickets for multiple violations – most have been landscaping companies.
- v. Most jurisdictions felt that compliance was high, especially with landscapers.
- vi. In New York and Illinois, they allow gas-powered equipment for City parks and golf courses year-round because of the size of the property.

4. Environmental/health impacts

- a. Is there a public health emergency related to the noise and air pollution from blowers? (Would need to have an expert speak to the public health concerns)
 - i. There are not any public health emergencies specifically to gas-powered leaf blowers.
 - ii. State of Washington Department of Health does not have a health emergency regarding gas-powered leaf blowers but recognizes the emissions from this type of equipment has indicated substantial contributions of volatile organic compounds (VOCs) and fine particulate matter (PM2.5), and it is well-documented the air pollutants are generally associated with health impacts along with varying noise impacts to the user.
 - iii. The EPA has reported that leaf blowers and other gas-powered lawn and garden equipment expose workers and the public to high levels of toxic and carcinogenic emissions such as benzene, butadiene, formaldehyde and fine particulates.
 - iv. The American Lung Association, American Heart Association, World Health Organization and the Center for Disease Control and Prevention have reports on the dangerous health risks associated with exposure to high levels of toxic and carcinogenic emissions including cancer, lung disease, respiratory illnesses, and dementia.
 - v. Gas blowers produce high levels of noise which have been shown to pose serious health risks including hearing loss, hypertension, and productivity loss. Not a high priority in enforcement for them.
- b. What is the environmental impact from creating/developing batteries and then throwing away old batteries as well as throwing away gas-powered blowers?
 - i. While studies vary, the main concern with replacing fossil fuels in the transportation and electric generating sector with electric vehicles and renewable energy where lithium, cobalt and other critical metals are needed to produce these

technologies. Mining, processing, and disposing of these metals can contaminate drinking water, land and the environment if done improperly as seen from several studies.

5. State/County Level

- a. Is there any state funding available for businesses impacted by blower restrictions?
 - i. Currently there is no funding available at the State or County level for businesses impacted by banning gas-powered leaf blowers.

- b. Is the state/county taking any action to restrict or prohibit gas-powered blowers?
 - i. There is no legislation to restrict gas-powered leaf blowers.
 - ii. CORRECTION from my previous statement at the October 10, 2022, City Council meeting – the City of Seattle did pass a resolution on September 6, 2022, to phase out gas-powered leaf blowers – see attached.
 - iii. SCA City Manager/City Administrator Meeting – currently, there are no cities moving forward with an ordinance. The issue has come up in nearby jurisdictions but have been tabled for a variety of reasons – impacts to small businesses, waiting until the State acts, waiting for technology to get better, etc.
 - iv. Municode’s online ordinance bank check of Washington cities and towns did not find any ordinances banning gas-powered leaf blowers in Washington state.
 - v. I checked with King County Council Chair Claudia Balducci’s office, there are no immediate plans to pass restrictions on gas-powered leaf blowers at the county level.
 - vi. SCA reported there aren’t any specific agenda items at the state level for gas-powered leaf blower restrictions, but a bill did get started last session that did not make it out of committee. They expect it will be brought up again in 2023 session but don’t have any idea where it will end up.



CITY OF MEDINA

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

Date: January 9, 2023

To: Honorable Mayor and City Council

From: Stephen R. Burns, City Manager

Subject: Gas-Powered Leaf Blower Education and Outreach Plan

At the November 14, 2022, Medina City Council Meeting, Council directed staff to move forward with the following action items:

Item 1 - Public awareness, education, outreach and input specific to the current noise code.

Item 2 - Draft a plan for outreach education specific to gas-powered leaf blowers

City Staff is bringing forward the following proposal:

1. The “Public Awareness Plan” will use the following resources to remind our residents of the current noise ordinance:
 - a. Newsletter – recently the noise ordinance reminder was sent out in the December 2022 newsletter.
 - b. Social Media Outlets - ongoing
 - c. Postcards – first quarter of 2023
 - d. Open House – tentatively set for March 16, 2023, from 5:30pm to 7pm.
2. Use “**Engage Medina Page**” to have items that include background from the last community forum, key dates, upcoming meetings, and events.
3. The creation of the Outreach Education for Gas-Powered Leaf Blowers:
 - a. Survey – Sent out in the first part of February 2023
 - i. Survey key stakeholders (Multiple languages – English, Chinese, Spanish and Russian)
 - ii. Residents
 - iii. Landscaping companies that serve Medina
 - iv. Send postcard with QR code link to survey
 - v. A-frame boards with QR code
 - vi. Flyers at City Hall, Parks, and Post Office
 - b. Hold an Open House on March 16, 2023, from 5:30pm to 7pm.

- c. Presentation to Council with feedback from Survey and Open House at April City Council Meeting
4. The creation of Frequently Asked Questions page on the City Webpage - FAQs with the following:
- a. What is happening?
 - b. Why is it happening?
 - c. When is it happening?
 - d. Who does this apply to?
 - e. Who will be held responsible?
 - f. Are there exceptions?
 - g. What is the penalty?
 - h. Are other cities banning gas-powered leaf blowers?
 - i. Is the state or county planning to ban gas-powered leaf blowers?
 - j. How will this be enforced?
 - k. What is the current noise ordinance?
 - l. What are the risks of banning gas-powered leaf blowers?
 - m. What are the benefits of banning gas-powered leaf blowers?
 - n. What are the differences between gas, electric, and battery-powered leaf blowers?



CITY OF MEDINA

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TELEPHONE 425-233-6400 | www.medina-wa.gov

Date: July 10, 2023

To: Honorable Mayor and City Council

From: Stephen R. Burns, City Manager

Subject: Gas-Powered Leaf Blower

The Medina City Council provided City Staff with direction to provide residents with educational material regarding the hazards of gas-powered leaf blowers while soliciting feedback from residents about possible restrictions on gas-powered leaf blowers. This brief is an update to the Council regarding this topic.

CITY STAFF ACTIONS

Education

In March 2023, City Staff created an education page on Engage Medina to provide information to residents about the hazards of gas-powered leaf blowers. The page is located at <https://engagemedina.com/gas-powered-leaf-blowers>.

Open House

The City hosted an Open House on Thursday, May 11, 2023, to solicit feedback from residents and professional landscapers about possible restrictions for gas-powered leaf blowers. Over 15 people showed up and spoke to staff about their concerns. Most filled out comment cards which are included at the end of this brief.

Written Feedback/Input

During this process, City staff received several written recommendations and comments from residents and businesses. These have been included in this report.

Survey

A citywide survey was sent out in June to solicit additional feedback from residents regarding gas-powered leaf blowers. The survey was sent out both electronically and through the United States Postal Service.

With sincere appreciation to Councilmember Gokul for her help in putting together the survey, the questions that were asked include:

1. Gas-powered leaf blowers cause both noise and air pollution. What aspect of leaf blowers most concerns you?
 - a. Noise
 - b. Pollution
 - c. Nothing
 - d. Other, please specify.
2. If you had to select a gas-powered or electric leaf blower, what would you pick?
 - a. Gas-Powered
 - b. Electric
 - c. None
3. Medina Municipal Code reads that “professional yard maintenance and landscaping may take place only between 7:00 a.m. and 7:00 p.m. on weekdays. On Saturdays, professional yard maintenance and landscaping may occur between 9:00 a.m. and 5:00 p.m. No such work is allowed on Sundays or legal holidays.”

Do you find the code to be effective?

- a. Yes
 - b. No
 - c. If no, why?
4. Would you favor further restrictions on hours of operation for leaf blowers?
 - a. Yes
 - b. No

Gas-Powered Leaf Blowers Survey Results

231 mailed in postcards received.

- Gas-powered leaf blowers cause both noise and air pollution. What aspect of leaf blowers most concerns you?

Noise	Pollution	Nothing	Other
122	70	67	Length of time they blow. Frequency. Health hazard. What professional landscapers rely on. Blows away debris – Not picked up and removed. Hours and duration.

- If you had to select a gas-powered or electric leaf blower, what would you pick?

Gas-Powered	Electric	None
54	142	17

- Medina Municipal Code reads that “professional yard maintenance and landscaping may take place only between 7:00 a.m. and 7:00 p.m. on weekdays. On Saturdays, professional yard maintenance and landscaping may occur between 9:00 a.m. and 5:00 p.m. No such work is allowed on Sundays or legal holidays.”

Do you find the code to be effective?

Yes	No	If no, why?
127	81	Yard work and construction takes place 7 days a week. Should be no noise on Saturdays. Yard work on holidays. Work is done on Sundays. Could we amend to only allow quiet work before 8 AM? People don't follow the code. Code should also apply to homeowners. Too much noise. Why can't professional yard works use a brush or rake? Too much noise. Minimize hours of use. Not enforced. People don't know about it.

		<p>No enforcement mechanism other than calling the police. 7 AM is too early. Never on Sunday. Window is too long. Commercial should be limited to weekdays. Too early for gas blowers. No Sundays is remnant on the past. Some work longer. Golf course maintenance begins at 6 AM. No enforcement. People violate it. Could shorten hours. Needs enforcement on weekends. Ignored by landscapers.</p>
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4. Would you favor further restrictions on hours of operation for leaf blowers?

Yes	No
104	96

Additional comments:

- Please enforce decibel code.
- Favor banning leaf blowers.
- There should be no noise on Saturdays.
- Sunday ban harms Medina residents.
- Impacts climate change.
- Ban on Saturdays too.
- Limit noise 9:00 am to 5 pm six days a week.
- Wait a couple of years for electric to improve – not yet as capable as gas.
- Add weed whacker.
- Change code from 7 AM to 8 AM.
- Any work with noisy machines should be between 9 AM and 5 PM, not on weekends.
- Sundays are noisy with homeowners using gas blowers.
- Only favor restriction on hours if against the homeowners, not the contractors.
- There should be strict enforcement 8 AM – 5 PM except Sun and holidays.
- Gas-powered for landscapers and electric for homeowners.
- Ban blowing into the street.
- Isn't it a hardship for landscapers to require them to buy new equipment?
- Yard crews keep our neighborhoods beautiful. We should not make their jobs harder.
- 7:00 am is too early. 8:00 am is more tolerable.
- Medina homeowners should have the right to work on their yards on Sunday.
- Focus attention on other matters.

- End hours during the week by 6 PM.
- Maintenance professionals need gas blowers.

NOTE: Council can review each individual survey response at City Hall, if requested.

COUNCIL OPTIONS

There are several options for Council to consider on gas-powered leaf blowers. Below are a few options to consider:

Option 1: Council could not act and wait until either King County or the State of Washington pass legislation banning gas-powered leaf blowers.

Option 2: Council could refer to the Planning Commission by providing specific guidance to review and provide recommendations regarding gas-powered leaf blowers.

Option 3: Council could direct staff to prepare a resolution like other jurisdictions which could include the following items:

- Recommend or require Medina City Public Works to replace gas-powered leaf blowers with electric or battery operated within a time period or when phasing out old equipment.
- Encourage residents and businesses to voluntarily replace gas-powered equipment with electric or battery operated.

Option 4: Council could reduce the hours of leaf blower use through updating the code.

Option 5: Council could pass an ordinance to ban gas-powered leaf blowers.

Existing Medina Code Sections

As a reference, the current MMC language regarding landscaping hours for professional and residential use.

8.06.160. - Work hours for commercial construction and development activities and professional yard maintenance and landscaping.

A. *General.* Commercial construction and development activities and professional yard maintenance and landscaping may take place only between 7:00 a.m. and 7:00 p.m. on weekdays. On Saturdays, commercial construction and development activities may occur between 8:00 a.m. and 5:00 p.m. and professional yard maintenance and landscaping may occur between 9:00 a.m. and 5:00 p.m. No such work is allowed on Sundays or legal holidays set forth in RCW 1.16.050(1).

8.06.140. - Exemptions—Sounds exempt during daylight hours.

The following sounds are exempt from this chapter between 7:00 a.m. and 10:00 p.m. on weekdays, and between 9:00 a.m. and 10:00 p.m. on weekends, unless different hours are specified:

- A. Sounds created by bells, chimes, or carillons not operating for more than five minutes during any one-hour time frame;
- B. Sounds created by blasting, provided their operations are between 8:00 a.m. and 4:30 p.m. on weekdays, and between 9:00 a.m. and 2:00 p.m. on Saturday.
- C. Sounds originating from lawful pickets, marches, parades, rallies, and other similar public events.
- D. Sounds created by powered equipment when used by a resident or by the Overlake Golf and Country Club for the temporary or periodic maintenance or repair of their property or its appurtenances, including lawnmowers, leaf blowers, powered hand tools, and snow-removal equipment, provided such use is between 7:00 a.m. and 7:00 p.m. on weekdays and between 9:00 a.m. and 7:00 p.m. on weekends.
- E. Sounds originating from the required testing of emergency equipment such as generators.

Attachments:

- 1. Open House Comment Cards
- 2. Written feedback, input, and comments
- 3. Gas-powered Leaf Blower Resolutions from the City of Seattle and the City of Kirkland

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. 435

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MEDINA, WASHINGTON, DECLARING THE CITY COUNCIL'S
INTENT TO PHASE OUT GAS-POWERED LEAF BLOWERS;
ESTABLISHING GOALS AND IDENTIFYING ACTIONS TO MEET
THESE GOALS**

WHEREAS, the City of Medina ("City") has the authority to adopt policies to protect and promote public health, safety, and welfare; and

WHEREAS, data has revealed the environmental and public health impacts of gas-powered leaf blowers; and

WHEREAS, gas-powered leaf blowers most commonly have two-stroke internal combustion engines that incompletely combust their fuel, resulting in the emission of toxic and carcinogenic substances, such as carbon monoxide, nitrogen oxides, and volatile organic compounds, which contribute to the formation of ozone, smog, and acid rain; and

WHEREAS, best available data indicate that the use of gas-powered leaf blowers can cause direct harm to people within the vicinity by contributing to localized air pollution, creating excessive noise, and causing other negative health impacts to their operators; and

WHEREAS, gas-powered leaf blowers with two-stroke engines emit particularly low-frequency sound waves, including ultra-low frequency, which cause the sounds to travel longer distances and more easily penetrate walls and other barriers, magnifying the impacts of nuisance noise; and

WHEREAS, initial research shows that current electric leaf blower models produce similar noise levels to gas powered leaf blowers, but that electric motors have more potential to reduce noise pollution and electric leaf blower technology is anticipated to improve in the coming years; and

WHEREAS, electric leaf blowers are quieter than gas-powered versions and do not emit low frequency sound waves or toxic emissions, reducing harm to operators and other people nearby; and

WHEREAS, in response to the considerable negative impacts from gas-powered leaf blowers, over 100 cities across the nation have instituted policies limiting or banning them from use; and

WHEREAS, the City public works department currently uses gas-powered leaf blowers.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RESOLVES AS FOLLOWS:

Section 1. The City Council recognizes that the use of gas-powered leaf blowers causes adverse environmental and health impacts, including noise and establishes the following goals to support the transition away from their use:

Resolution No. 435

Page 1 of 3

- A. By January 2028, or later if necessary, the City, and its contractors will phase out the use of gas-powered leaf blowers; and
- B. By January 2028, or later if necessary, institutions located in Medina, businesses operating in Medina, and Medina residents will phase out the use of gas-powered leaf blowers.

Section 2. To accomplish the goals in Section 1 of this resolution, the Council requests that City departments (as suggested below) pursue the following actions:

- A. Medina Public Works is recommended to:
 - 1. Evaluate their current practices related to the use of leaf blowers and explore options to reduce reliance on leaf blowers, both gas-powered and electric, either by allowing leaves to naturally decompose or clearing them using non-motorized methods; and
 - 2. To replace gas-powered leaf blowers with electric or battery operated when feasible; and
 - 3. Develop and implement plans to ensure that City facilities and employees are adequately equipped with infrastructure and equipment to use electric-powered leaf blowers rather than gas-powered leaf blowers.

Section 3. To further accomplish the goals in Section 1 of this resolution, Council directs staff to work with residents, institutions located in Medina and businesses operating in Medina to pursue to following actions:

- A. All residents, institutions located in Medina, and businesses operating in Medina are encouraged to:
 - 1. Evaluated their current practices related to the use of gas-powered leaf blowers and explore options to reduce reliance on leaf blowers, both gas-powered and electric, either by allowing leaves to naturally decompose or clearing them using non-motorized methods; and
 - 2. To replace gas-powered leaf blowers with electric or battery operated when feasible.

Section 4. Nothing in this resolution should be construed to preclude or impede the City's ability to phase out gas-powered leaf blowers more quickly.

Section 5. Effective Date. This Resolution shall be effective upon its adoption by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON SEPTEMBER 11, 2023
AND SIGNED IN AUTHENTICATION OF ITS PASSAGE ON SEPTEMBER 11, 2023.

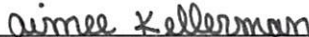

Jessica Rossman, Mayor

Approved as to form:
Ogden Murphy Wallace, PLLC

Attest:



Scott M. Missall, City Attorney



Aimee Kellerman, City Clerk

FILED WITH THE CITY CLERK: 9/12/2023
PASSED BY THE CITY COUNCIL: 9/11/2023
RESOLUTION NO.435



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 13, 2024

Subject: Republic Services Solid Waste Survey Results

Category: City Council Business

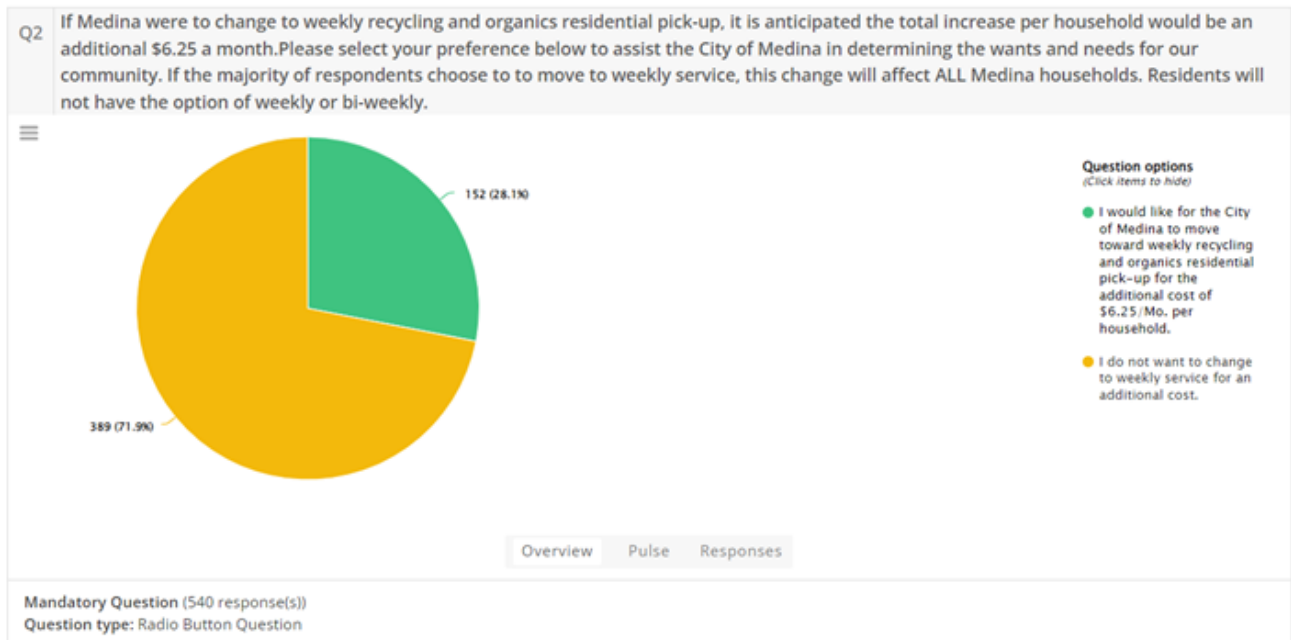
Staff Contact: Stephen R. Burns, City Manager

Summary

The Council directed staff to research the possibility of moving to weekly recycling and organics pickup. Currently, Republic Services picks up garbage weekly, with recycling and organics every other week. A survey was sent out to Medina residents in April to determine the level of interest in making the switch to weekly pickup for all three services. The survey opened on Monday, April 1st and closed at 11:59 p.m. on Sunday, April 28th.

The City had a total of 540 respondents with 389 (71.9%) opposing the change while 152 (28.1%) supported it.

Below are the results of the survey:



Cost increase for Medina residents to switch to weekly services:

- For weekly service, recycling collections rates will increase 24% or \$2.70/month (from \$11.15/month to \$13.85/month)
- For weekly service for those who subscribe, organics collections rates will increase approximately 35% or between \$3.54-\$4/month (depending on how the current rate case concludes; current increase from \$9.99/month to \$13.53/month)
- Total increase for both R/O weekly service at today's UTC rates are: \$6.25/month increase (or \$1.56/week)

Staff is looking for the Council to provide direction on whether the Council wants staff to work with Republic Services to begin the process of switching to weekly garbage, recycling, and organic pick-up.

Republic Services Recycling meets and supports Council's priorities 1, 4, 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 and Community Building

Attachment

None.

Budget/Fiscal Impact: N/A

Recommendation: Discussion and direction.

City Manager Approval:



Proposed Council Motion: "TBD"

Time Estimate: 15 minutes