



## MEDINA CITY COUNCIL

Monday, April 13, 2026

5:00 PM – STUDY SESSION  
6:00 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**  
**SPECIAL AND REGULAR MEETING**

Hybrid - Virtual/In-Person  
Medina City Hall – Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, April 13, 2026 – 5:00 PM**

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**AGENDA**

**MAYOR** | Jessica Rossman

**DEPUTY MAYOR** | Randy Reeves

**COUNCIL MEMBERS** | Laura Bustamante, Harini Gokul, Michael Luis,  
Heija Nunn

**CITY MANAGER** | Jeff Swanson

**CITY ATTORNEY** | Jennifer S. Robertson

**ACTING CITY CLERK** | Dawn Nations

**Hybrid Meeting Participation**

The Medina City Council has moved to hybrid meetings, offering both in-person and online meeting participation. Medina City Council welcomes and encourages in-person public comments. To participate in person, please fill out a comment card upon arrival at City Hall and turn it in to the City Clerk. To participate online, please register your request with the City Clerk at 425.233.6410 or email [dnations@medina-wa.gov](mailto:dnations@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 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 to [Council@medina-wa.gov](mailto:Council@medina-wa.gov) at any time.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/82744321998?pwd=oNyGHuaSIKurNS5fXbsbi5pOHT3RYH.1>

Meeting ID: 827 4432 1998

Passcode: 311113

One tap mobile

+12532158782 US (Tacoma)

1. **STUDY SESSION starts at 5:00 PM**

The Study Session is an informal discussion for the City Council. This session is held in person only and is not recorded. The public is welcome to attend; however, Zoom access will not be available until the regular meeting begins at **6:00 PM.**

- 1.1 2026 Draft Capital Project List - Sidewalk Design  
**Recommendation:** Discussion and direction.  
**Staff Contact:** Ryan Osada, Public Works Director

Time Estimate: 50 minutes

The regular meeting will start at 6:00 PM.

2. **REGULAR MEETING - CALL TO ORDER / ROLL CALL**

Council Members Bustamante, Gokul, Luis, Nunn, Reeves, Rossman

3. **APPROVAL OF MEETING AGENDA**

4. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Virtual City Council meeting may register their request with the City Clerk at 425.233.6410 or email [dnations@medina-wa.gov](mailto:dnations@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.

5. **PRESENTATIONS**

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

Time Estimate: 10 minutes

6. **CITY MANAGER'S REPORT**

Time Estimate: 30 minutes

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

- 6.1a City Manager Monthly Report

- 6.1b Police Monthly Report

- 6.1c Development Services Monthly Report

- 6.1d Finance Monthly Report

- 6.1e Central Services Monthly Report

[6.1f](#) Public Works Monthly Report

7. **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.

[7.1](#) March Check Register

**Recommendation:** Approve.

**Staff Contact:** Ryan Wagner, Finance/HR Director

[7.2](#) Draft City Council Meeting Minutes of:

a) February 9, 2026;

b) February 23, 2026; and

c) February 24, 2026 - Joint City Council and Planning Commission Meeting

**Recommendation:** Adopt minutes

**Staff Contact:** Dawn Nations, Acting City Clerk

[7.3](#) Proclamation - Sexual Assault Awareness & Prevention Month April 2026

**Recommendation:** Adopt.

**Staff Contact:** Jeff Swanson, City Manager

[7.4](#) Civil Service Commissioner Appointment Confirmation

**Recommendation:** Approve.

**Staff Contact:** Jeff Swanson, City Manager

[7.5](#) Overlake Drive East Bridge Repair

**Recommendation:** Approve.

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

8. **LEGISLATIVE HEARING**

None.

9. **PUBLIC HEARING**

[9.1](#) IOC Bulk Public Hearing

**Recommendation:** Accept public testimony.

**Staff Contact:** Steve Wilcox, Development Services Director

Time Estimate: 45 minutes

10. **CITY BUSINESS**

None.

11. **COUNCILMEMBER REPORTS AND ROUNDTABLE**

- a) Council Reports
- b) Requests for future agenda items.

12. **PUBLIC COMMENT**

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

13. **ADJOURNMENT**

Next regular City Council Meeting: April 27, 2026, 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](http://www.medina-wa.gov) on Thursdays or Fridays prior to the Regular City Council Meeting.

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

### **UPCOMING MEETINGS AND EVENTS**

Monday, April 27, 2026 - City Council Meeting (5:00PM)

Monday, May 11, 2026 - City Council Meeting (5:00PM)

**Monday, May 25, 2026 - Memorial Day - City Hall Closed**

Tuesday, May 26, 2026 - City Council Meeting (5:00PM)

Monday, June 8, 2026 - City Council Meeting (5:00PM)

**Friday, June 19, 2026 - Juneteenth - City Hall Closed**

Monday, June 22, 2026 - City Council Meeting (5:00PM)

**Friday, July 3, 2026 - Independence Day - City Hall Closed**

### **CERTIFICATION OF POSTING AGENDA**

The agenda for Monday, April 13, 2026, Regular Meeting of the Medina City Council was posted and available for review on Friday, April 10, 2026, at City Hall of the City of Medina, 501 Evergreen Point Road, Medina, WA 98039. The agenda is also available on the city website at [www.medina-wa.gov](http://www.medina-wa.gov).



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, April 13, 2026

<p><b>Subject/Topic:</b> Sidewalk Design - Scoping</p> <p><b>Dept. Origin:</b> Public Works</p> <p><b>Category:</b> Study Session</p> <p><b>Prepared by:</b> Ryan Osada, Public Works Director</p> <p><b>Attachments:</b></p> <p>PP – Study Session 4.13.2026</p>	<p><b>Proposed Council Action/Motion:</b></p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input checked="" type="checkbox"/> <b>Discuss</b></p> <p><input checked="" type="checkbox"/> <b>Provide Direction</b></p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Other:</p>
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**Summary**

This study session will provide information and discussion for the Sidewalk Design Vision. Staff will present key considerations for project scoping, including budget and potential RFP. The objective is to establish direction for Medina’s sidewalk design project so staff can bring back a summary plan and budget for final approval.

**Council Priorities**

This proposal furthers Council Priorities 1,2,3,4, & 5.

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

**Budget/Fiscal Impact:** NA

**Recommendation:** Discussion & Provide Direction

**City Manager Approval:** 

**Proposed Council Motions:** N/A

**Time Estimate:** 50 Minutes

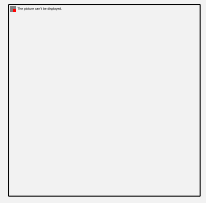
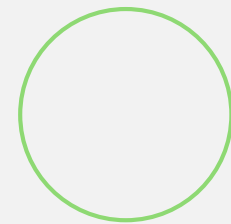


STUDY SESSION  
4.13.2026

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SIDEWALK DESIGN  
*the vision*

# Project Roadmap



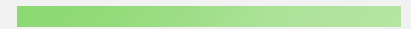
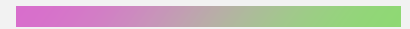
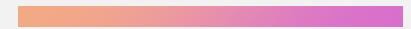
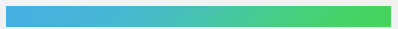
CIP 2026-2031

## SCOPING

RFQ / RFP

AWARD

EXECUTION



Project approved for inclusion in the Capital Improvement Program for 2026-2031

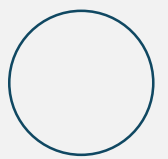
Defining and developing a project scope of work consistent with policy goals; Identifying principal project deliverables

Preparing an RFQ/RFP consistent with policy goals and scope of work

Review and evaluation of RFQ/RFP responses; project award and contract negotiation

Scope-dependent: Project management and oversight ensuring goals and deliverables are completed.

2025  
July



2026  
April



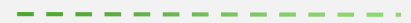
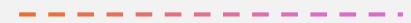
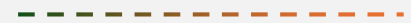
2026  
May



2026  
June



TBD



Goal for the study  
session:

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To establish project scope and  
identify deliverables.

# Background:

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ADA compliance is required under Title II of the Americans with Disabilities Act (ADA) for public agencies which was established in 1992.

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Public Agencies are required to remove barriers "as expeditiously as possible"

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Medina has been working towards compliance as seen on the CIP/TIP submitted to the state every July.

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Main focus is on Curb Ramps with Medina having approx. 21 left to update. (EPR)

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# Scoping: Base Project

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Address ADA deficiencies on  
Evergreen Point Road between NE  
12<sup>th</sup> Street and the SR520 lid

- Curb ramp geometry
- Sidewalk obstructions
- Repairs

Funding source: Real Estate  
Excise Tax - Capital Portion  
(REET 1)

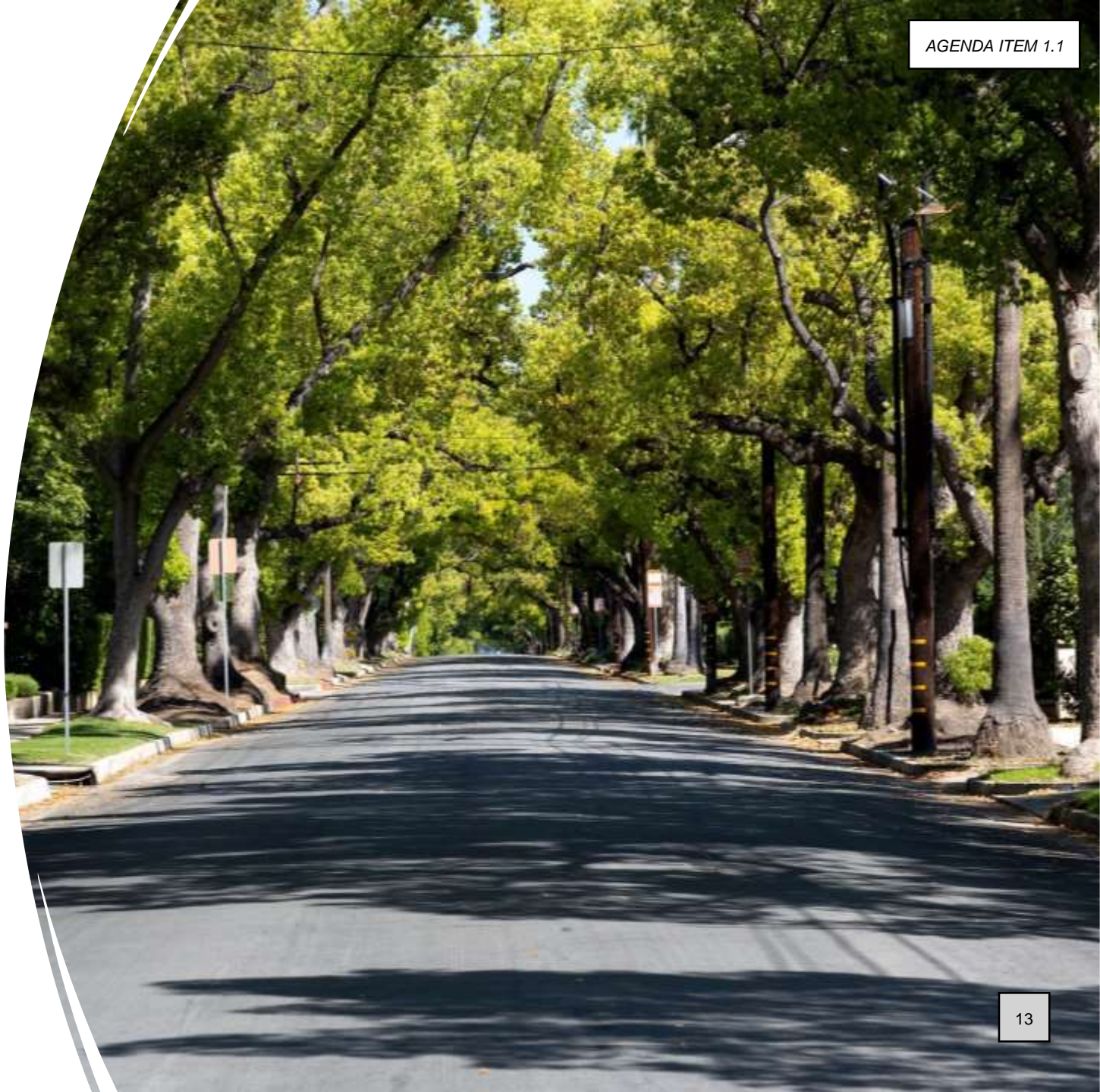


# Scoping: Base Project + Enhancements

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Base Project (REET 1)  
+ Enhancements (REET 1):

- Develop a sidewalk standard for this area and ensure code and Comp Plan consistency
- Reconstruct sidewalks to standard



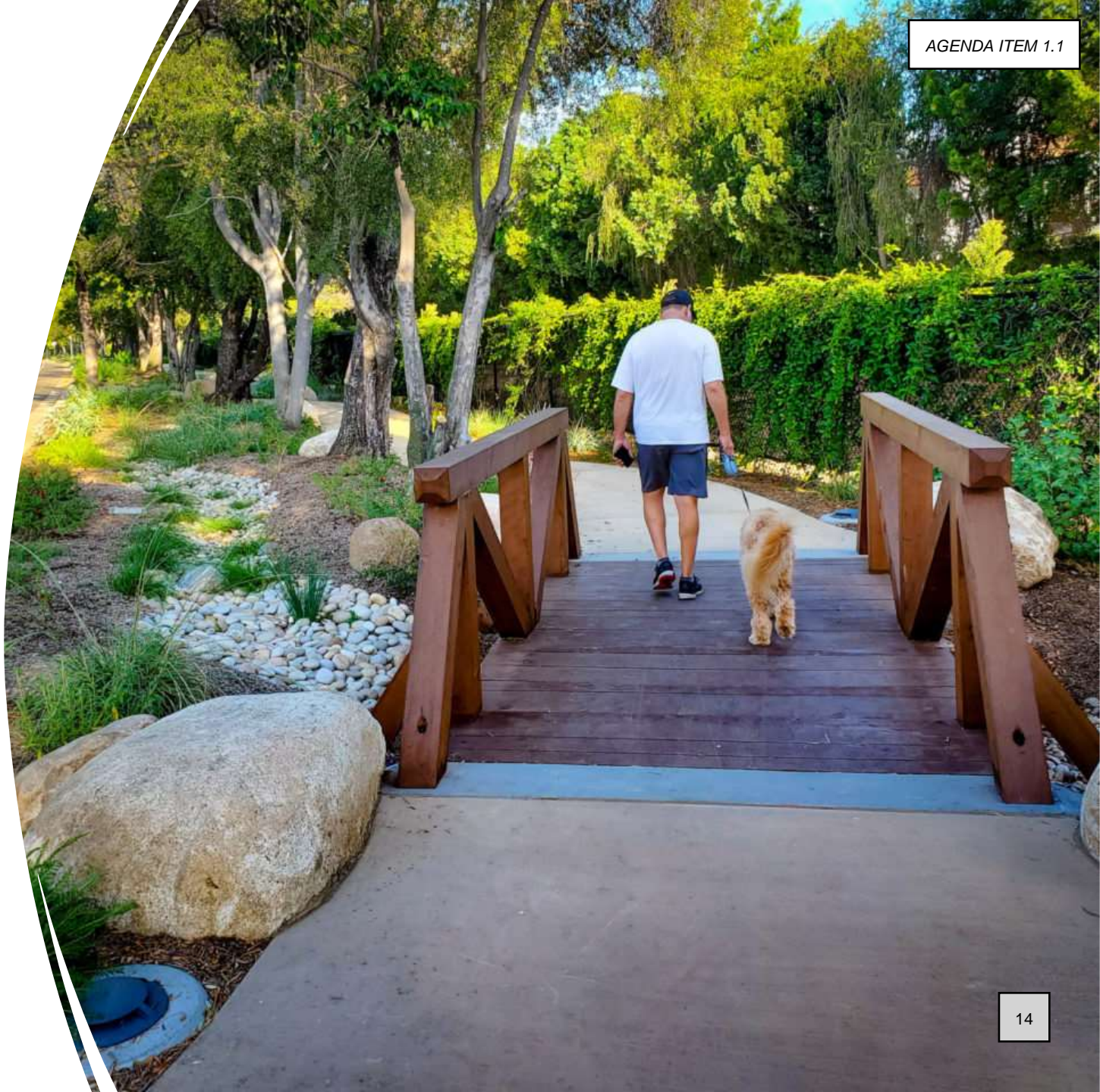
# Scoping: Base Project + Enhancements + Expanded Scope

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Base Project + Enhancements (REET 1)

Possible expanded scope (Unrestricted Capital Funds):

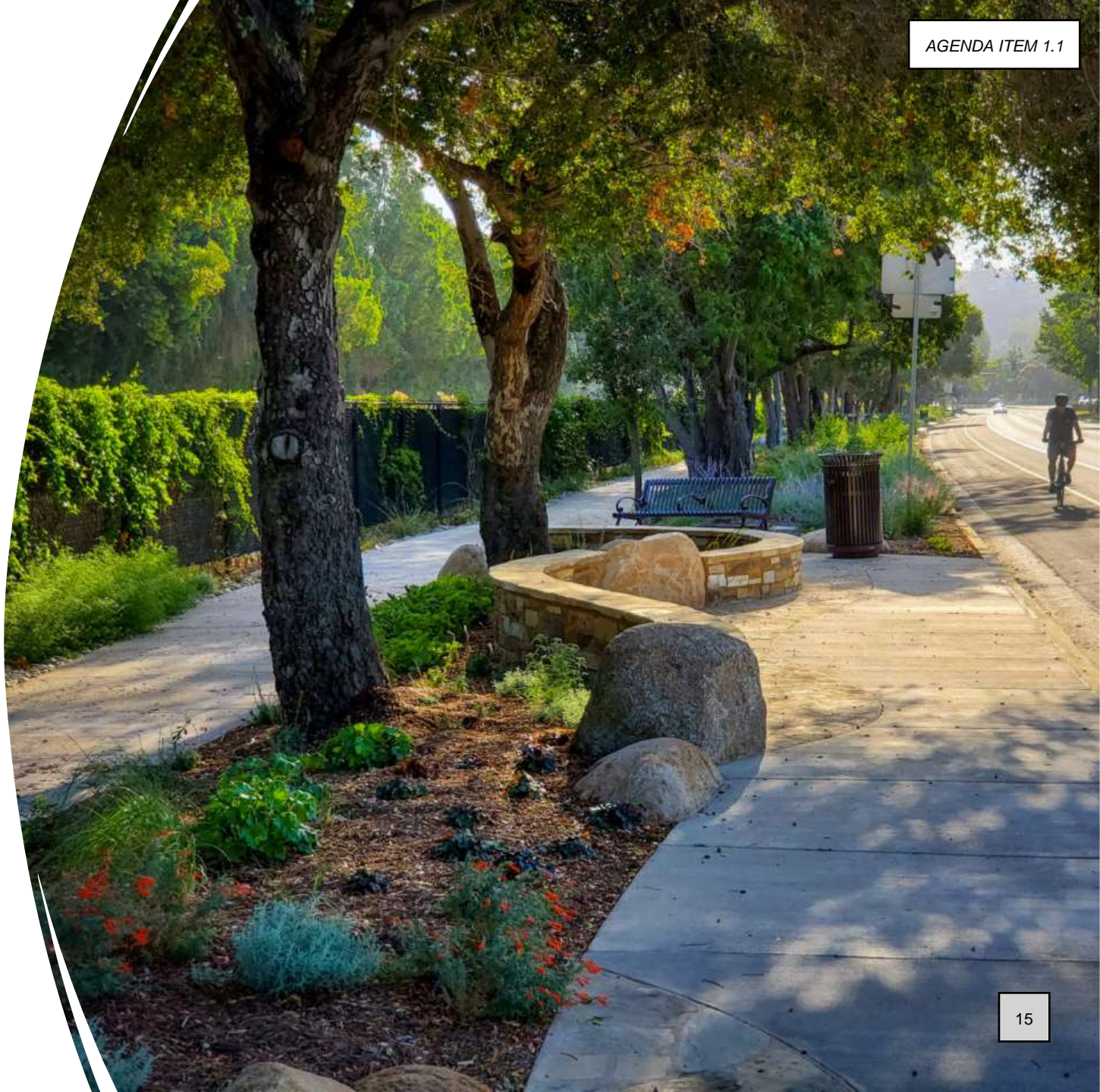
- Expanded design and standards development, codification and Comp Plan updating including frontage improvement requirements and construction standards
- Define area of ROW: Off street portions (west, east, both)?



# Expanded Scope Elements to Consider

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- Undergrounding overhead utilities
- Stormwater infrastructure elements
- Standards for aesthetics, vegetation/irrigation, lighting
- Traffic calming and active transportation modes
- Parking elements and



# Likely Tasks to Include in RFQ/RFP:

1. Develop public involvement plan
2. Present research results on community preferences
3. Develop design alternatives to present to public and Council
4. Propose implementation strategy (phasing, etc.)
5. Draft Comp Plan and MMC updates
6. Update Medina Construction Standards
7. Update Frontage Improvements requirements

Question  
s,  
Discussi  
on, and  
Recap

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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](http://www.medina-wa.gov)

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**Date:** April 13, 2026  
**To:** Honorable Mayor and City Council  
**From:** Jeff Swanson, City Manager  
**Subject:** City Manager Report

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- Bellevue Fire Report – February 2026 **See attachment 1.**
- 2026 City Council Calendar – **See attachment 2.**

ATTACHMENT 1

Incident Types (NERIS) - CC Medina Apr 6, 2026 8:28:02 AM [Fire Incidents \(NERIS\)](#)

Filter statement

Filters **Incident onset** Last Month | **Incident status** Locked, Draft, InReview | **Location city** MEDINA, Medina

# Incident Types (NERIS)

Count of Incidents

Count of Incidents  
**16**  
Count of Exposures **0**

Count of Medical Incidents (Primar...

Count of EMS Calls  
**8**  
Percent of EMS Calls **50.00%**

Count of Fire Incidents (Primary Co...

Count of Fire Calls  
**0**  
Percent of Fire Calls **0%**

Count of Other Incidents (Primary ...

Count of Other Calls  
**8**  
Percent of Other Calls **50.00%**

ATTACHMENT 1

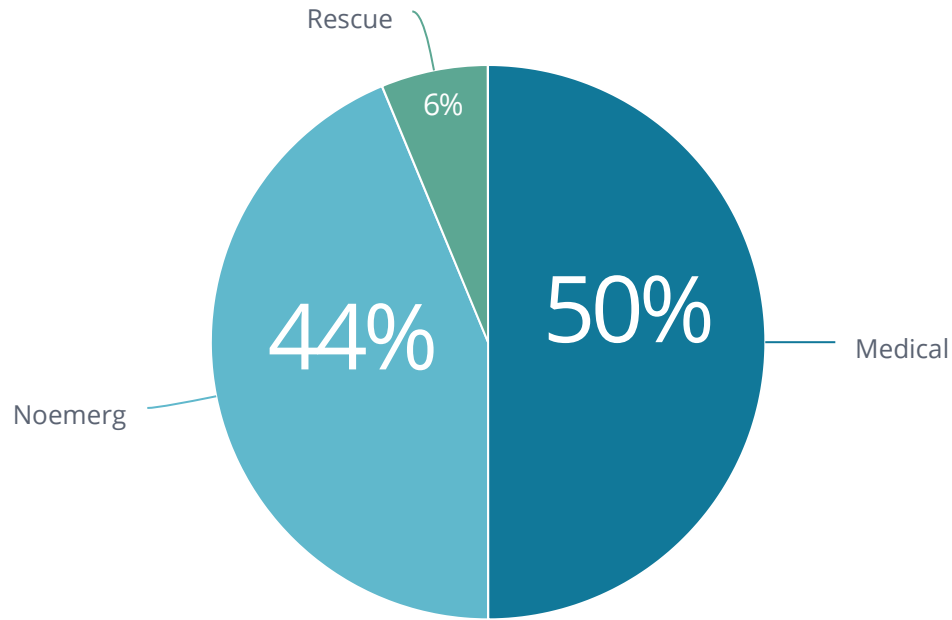
Incident Types (NERIS) - CC Medina

Apr 6, 2026 8:28:02 AM [Fire Incidents \(NERIS\)](#)

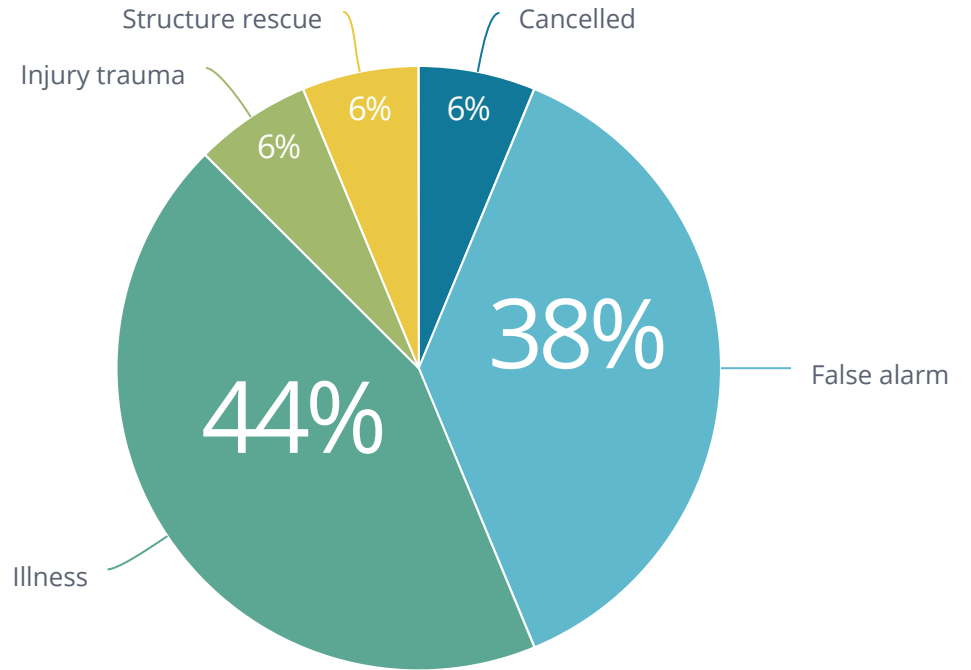
Filter statement

Filters **Incident onset** Last Month | **Incident status** Locked, Draft, InReview | **Location city** MEDINA, Medina

Primary Incident Type by Category



Primary Incident Types by Subcategory



**ATTACHMENT 1**

Incident Types (NERIS) - CC Medina

Apr 6, 2026 8:28:02 AM [Fire Incidents \(NERIS\)](#)

Filter statement

Filters      **Incident onset** Last Month | **Incident status** Locked, Draft, InReview | **Location city** MEDINA, Medina

Count of Fire Incidents

**ATTACHMENT 1**

Incident Types (NERIS) - CC Medina

Apr 6, 2026 8:28:02 AM [Fire Incidents \(NERIS\)](#)

Filter statement

Filters **Incident onset** Last Month | **Incident status** Locked, Draft, InReview | **Location city** MEDINA, Medina

Primary Incident Types (by month)

Primary Incident Type	Incidents	
	03/2026	Grand Total
Accidental alarm	4	4
Back pain (non-trauma)	1	1
Breathing problems	1	1
Cancelled	1	1
Elevator / escalator rescue	1	1
Fall	1	1
Malfunctioning alarm	1	1
Other false call	1	1
Sick case	5	5
<b>Grand Total</b>	<b>16</b>	<b>16</b>

Additional Incident Types (by month)



**ATTACHMENT 2 - FUTURE MEETINGS**

<b>APRIL 13, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	2026 Draft Capital Project List - Sidewalk design	Osada	Discussion and direction.		
Presentation					
City Manager Report	All department reports				
Consent Agenda	March Check Register	Wagner	Approve		
Consent Agenda	Draft CC minutes 2/9, 2/23, 2/24	Nations	Adopt		
Consent Agenda	Proclamation - Sexual Assault Awareness & Prevention Month April 2026	Swanson	Adopt		
Consent Agenda		Swanson	Adopt		
Consent Agenda	Overlake Drive East Bridge Repair	Osada	Approve.		
Legislative Hearing	None				
Public Hearing	IOC Bulk	Robertson, Wilcox	Accept public Testimony		
City Business	None				
Executive Session	None				
<b>APRIL 27, City Council Regular and Study Session Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	Medina Days	Swanson			
Presentation					
City Manager Report					


**ATTACHMENT 2 - FUTURE MEETINGS**

Consent Agenda	Proclamation - 57th Annual Professional Municipal Clerks Week May 3-9, 2026	Nations			
Consent Agenda	Proclamation - National Police Week May 10-16, 2026 - Peace Officers Memorial Day May 15, 2026	Sass			
Consent Agenda	Proclamation - Building Safety Month May 2026	Wilcox			
Consent Agenda	Proclamation - National Safe Boating and Paddling Week May 16-22, 2026				
Legislative Hearing					
Public Hearing					
City Business	Bulk Discussion	Wilcox			
City Business					
City Business					
Executive Session	RCW 42.30.110(1)(g)				
<b>MAY 11, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session					
Presentation	ARCH Presentation Sophie Glass				
City Manager Report	All department reports				
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
Executive Session					
<b>MAY 26 (TUESDAY), City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	City Council Retreat - Council Guidelines and 2027 Budget				
Presentation					

**ATTACHMENT 2 - FUTURE MEETINGS**

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

**ATTACHMENT 2 - COMPLETED MEETINGS**

	<b>MEDINA CITY COUNCIL</b>				
	2026 AGENDA/ACTION CALENDAR				
	<i>Meetings scheduled for 5:00 pm, online (unless noticed otherwise).</i>				
<b>JANUARY 12, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Elections	Mayor/Deputy Mayor			Completed	
Presentation					
City Manager Report	All department reports			Completed	
Consent Agenda	December 2025 Check Register			Approved	
Consent Agenda	CC Minutes November 19, 2025			Adopted	
Legislative Hearing	none				
Public Hearing	none				
City Business	2026 Legislative Schedule	Swanson		Completed	
City Business	ARCH - Interlocal Agreement Amendment ARCH Action Items	Swanson	Adopt Resolutions	Adopted Res. No 455, 456, 457	
Study Session	Council Discussion: 2026-2027 Term	Mayor/Swanson		Completed	
Executive Session	None				
<b>JANUARY 26, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	2026 Draft Capital Project List	Osada	Discussion and direction.	No Action	
Presentation	Introduction of New Assistant Finance Director			Completed	
City Manager Report	State Legislative Update	Swanson		Completed	
Consent Agenda	Code Updates: Council meeting dates and times	Robertson/Swanson	Adopt Ord. No. 1051	Adopted	

**ATTACHMENT 2 - COMPLETED MEETINGS**

Legislative Hearing	None				
Public Hearing	Interim Official Lighting Ordinance	Robertson/Wilcox		Completed	
City Business	Committee Assignments	Mayor/Council		Discussed	
Executive Session	RCW 42.30.110(1)(g)			Completed	
Executive Session	RCW 42.30.110(1)(i)			Completed	
<b>FEBRUARY 9, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	2026 Draft Capital Project List	Osada	Discussion and direction.	Completed	
Presentation	Medina Elementary Students			Completed	
Presentation	Boards, Commissions, Committee Reports			Completed	
City Manager Report	State Legislative Update and all staff	Swanson/Staff		Completed	
Consent Agenda	Check Register - 13th month	Wagner	Approve	Approved	
Consent Agenda	PC Minutes 11/18/2025	Bennett	Receive and file	Received	
Consent Agenda	Draft Meeting Minutes 12/8/25 & 1/12/2026	Nations	Adopt	Adopted	
Legislative Hearing	None				
Public Hearing	None				
City Business	Committee Assignments	Mayor/Council		Discussed	
City Business	Financial Policies Update	Wagner		Discussed	
Executive Session	None				
<b>FEBRUARY 23, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	IOC Bulk Discussion	Robertson, Wilcox		No Action	
Presentation	None				
City Manager Report	State Legislative Update, Tree Code update, Janaury financial report	Swanson, Wilcox, Wagner		Completed	
Consent Agenda	Check Register - January 2026	Wagner	Approve	Approved	

**ATTACHMENT 2 - COMPLETED MEETINGS**

Consent Agenda	Updating Financial Polocies Res. No. 458		Adopt	Adopted Res. NO. 458	
Legislative Hearing	none				
Public Hearing	none				
City Business	CAO - update	Wilcox	Adopt	Adopted Ord. No. 1053	
City Business	Committee Assignments	Mayor/Council	Approve assignments	Approved	
City Business	IOC Bulk	Robertson, Wilcox	Direction and potential adoption.		schedule public hearing 60 days yes
City Business	City Council/Planning Commission Workplan	Swanson, Wilcox	Discussion item only	Direction given	
Executive Session	RCW 42.30.110(1)(i)			Completed	
<b>MARCH 9, City Council Regular Meeting, 5:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	SAO Exit Conference	Wagner		Completed	
Study Session	CJTC Grant - Public Safety Sales and Use Tax	Sass		Completed/no action	
Presentation	Boards, Commissions, Committee Reports			Completed	
City Manager Report	All department reports			Completed	
Consent Agenda	Check Register Feb 2026		Approve	Approved	
Consent Agenda	Draft CC minutes 1/26/2026		Adopt	Adopted	
Consent Agenda	Medina Park - north pond invasive vegetation removal	Osada	Approve.	Approved	
Consent Agenda	City Hall Water Filler Station to Replace the Water Cooler Service	Osada	Approve.	Approved	
Legislative Hearing	none				
Public Hearing	none				
City Business	Tree Code Recommendations	Wilcox	Referral to PC		
City Business	CJTC Grant - Public Safety Sales and Use Tax	Sass	Adopt.	Adopted	

**ATTACHMENT 2 - COMPLETED MEETINGS**

City Business	Draft PC Workplan	Swanson	Discussion and direction		
City Business	Process for Filling Council Vacancy	Swanson	Discussion and direction	Direction given	
City Business	IT Contract	Wagner	Approve.	Approved	
Executive Session	RCW 42.30.110(1)(g)	Swanson			
Executive Session	RCW 42.30.110(1)(i)	Osada			
<b>MARCH 23, City Council Regular Meeting, 6:00 pm</b>					
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>	<b>Council Action</b>	<b>Legal Notice</b>
Study Session	None - Start meeting at 6pm				
Presentation	None				
City Manager Report	State Legislative Update	Swanson			
Consent Agenda	2026 resurface Gravel Walkway	Osada		Approved	
Consent Agenda	2026 Post Office Interior Painting	Osada		Approved	
Consent Agenda	PC appointment Confirmation	Swanson		Approved	
Legislative Hearing	None				
Public Hearing	None				
City Business	HB 2015 Public Safety Sales Tax	Sass, Wagner, Robertson, Swanson		Completed	
Executive Session	RCW 42.30.110(1)(i)	Swanson		Completed	
Closed Session	RCW 42.30.140 (4)(a)	Archer, Wagner, Swanson		Completed	



## MEDINA POLICE DEPARTMENT

**DATE:** April 13<sup>th</sup>, 2026

**TO:** Jeff Swanson, City Manager

**FROM:** Jeffrey R. Sass, Chief of Police

**RE:** Police Department Update – March, 2026

---

The following is a summary highlighting some of the Medina Police Department activity in March, 2026.

### Follow up:

Nothing to report.

### Easter Egg Hunt:

On March 28<sup>th</sup>, Chief Sass, Sergeant Anderson, Sergeant Glenn and Officer Abbott attended the annual Easter Egg hunt at Medina Park!



### Marine Patrol:

Nothing to report.



**MEDINA POLICE DEPARTMENT**  
*Jeffrey R. Sass, Chief of Police*  
**MONTHLY SUMMARY**  
**MARCH, 2026**



**FELONY CRIMES**

**Fraud** **2026-00001547** **03/26/2026**  
 Officers were dispatched to the 2200 block of 79<sup>th</sup> Avenue NE for a report of services being solicited and paid for fraudulently, totaling approximately \$11,000 in loss to the victim. No additional investigatory leads available at this time.

**Fraud** **2026-00001551** **03/26/2026**  
 Officers were dispatched to the 3300 block of 78<sup>th</sup> Place NE for a report of the victim receiving a phone call from someone claiming to be law enforcement and demanding money over the phone totaling approximately \$5,000 in loss to the victim. No additional investigatory leads available at this time.

**MISDEMEANOR CRIMES**

**Malicious Mischief** **2026-00001373** **03/17/2026**  
 Officers were dispatched to the 8200 block of NE 12<sup>th</sup> Street for a report of graffiti having been painted inside the public restrooms at Medina Park. No additional investigatory leads available at this time.

**Theft** **2026-00001635** **03/31/2026**  
 Officers were dispatched to the 8400 block of NE 12<sup>th</sup> Street for a report of a wallet having been stolen from a rider on the bus before they got off at their stop. The suspect was located several blocks away and the wallet was recovered with all of the contents intact. The victim did not wish to press charges and the suspect was allowed to leave the area without further detention.

**OTHER**

**Missing Juvenile** **2026-00001114** **03/02/2026**  
 Officers were dispatched to the 8000 block of NE 27<sup>th</sup> Street for a report of a missing juvenile who ran away from home after a verbal argument. The juvenile was quickly located at Medina Park and returned to their residence.

**Domestic Violence** **2026-00001142** **03/03/2026**  
 Officers were dispatched to the 1300 block of Evergreen Point Road for a domestic violence investigation.

**Trespass** **2026-00001193** **03/06/2026**  
 Officers were dispatched to the 2200 block of Evergreen Point Road for a report of a previous homeowner being found unlawfully on the property now owned by the new homeowner. The previous homeowner left without incident.





# MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

## MONTHLY REPORT



### MARCH, 2026

CRIMES	Current Month	YTD 2026	YTD 2025	Year-End 2025
Burglary	0	1	1	5
Vehicle Prowl	0	1	0	0
Vehicle Theft	0	0	0	1
Theft (mail & all other)	1	3	1	8
ID Theft/Fraud	2	5	1	7
Malicious Mischief (Vandalism)	1	2	1	4
Domestic Violence	3	4	0	8
Disturbance, Harassment & Non-DV Assault	0	0	1	5
<b>TOTAL</b>	<b>7</b>	<b>16</b>	<b>5</b>	<b>38</b>

COMMUNITY POLICING	Current Month	YTD 2026	YTD 2025	Year-End 2025
Drug Violations	0	0	0	1
Community Assists	74	165	241	741
Marine	0	0	2	8
House Watch Checks	63	209	251	859
School Zone	52	140	88	264
Behavioral Health	3	9	0	14
<b>TOTAL</b>	<b>192</b>	<b>523</b>	<b>582</b>	<b>1887</b>

TRAFFIC	Current Month	YTD 2026	YTD 2025	Year-End 2025
<b>Collisions</b>				
Injury	0	0	0	1
Non-Injury	0	0	0	5
Non-Reportable	0	0	0	4
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>
<b>Traffic Enforcement</b>				
Criminal Citations	1	11	9	32
Infractions	17	56	55	273
Warnings	136	498	576	2057
<b>TOTAL</b>	<b>154</b>	<b>565</b>	<b>640</b>	<b>2362</b>

LICENSE PLATE READER EVENTS	Current Month	YTD 2026	YTD 2025	Year-End 2025
LPR alerts that were recovered	0	1	2	8
LPR alerts that were not located	2	4	22	41
LPR alerts that were located, not apprehended	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>5</b>	<b>24</b>	<b>49</b>

CALLS FOR SERVICE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Animal	8	8	8	58
Residential Alarms	13	40	50	202
Missing Person	2	3	2	4
Suspicious Activity/Area Checks	40	143	159	749
<b>TOTAL</b>	<b>63</b>	<b>194</b>	<b>219</b>	<b>1013</b>

ADMINISTRATIVE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Public Disclosure Requests Received	12	34	17	94
Concealed Pistol License Applications Processed	3	12	5	33
<b>TOTAL</b>	<b>15</b>	<b>46</b>	<b>22</b>	<b>127</b>

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



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



**MARCH, 2026**

FELONY CRIMES

MISDEMEANOR CRIMES

OTHER



# MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police



## MONTHLY REPORT

### MARCH, 2026

CRIMES	Current Month	YTD 2026	YTD 2025	Year-End 2025
Burglary	0	0	0	0
Vehicle Prowl	0	0	0	2
Vehicle Theft	0	0	0	0
Theft (mail & all other)	0	1	0	0
ID Theft/Fraud	0	1	1	2
Malicious Mischief (Vandalism)	0	0	0	0
Domestic Violence	0	1	0	4
Disturbance, Harassment & Non-DV Assault	0	0	0	2
<b>TOTAL</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>10</b>

COMMUNITY POLICING	Current Month	YTD 2026	YTD 2025	Year-End 2025
Drug Violations	0	0	0	0
Community Assists	11	31	40	132
Marine	0	0	2	7
House Watch Checks	10	27	31	90
Behavioral Health	0	0	0	1
<b>TOTAL</b>	<b>21</b>	<b>58</b>	<b>73</b>	<b>230</b>

TRAFFIC	Current Month	YTD 2026	YTD 2025	Year-End 2025
<b>Collisions</b>				
Injury	0	0	0	0
Non-Injury	0	0	0	0
Non-Reportable	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Traffic Enforcement</b>				
Citations	0	4	0	12
Infractions	10	31	0	104
Warnings	49	145	0	518
<b>TOTAL</b>	<b>59</b>	<b>180</b>	<b>0</b>	<b>634</b>

LICENSE PLATE READER EVENTS	Current Month	YTD 2026	YTD 2025	Year-End 2025
LPR alerts that were recovered	0	0	0	0
LPR alerts that were not located	0	0	5	7
LPR alerts that were located, not apprehended	0	0	1	1
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>8</b>

CALLS FOR SERVICE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Animal	0	1	0	5
Residential Alarms	4	5	10	25
Missing Person	0	0	0	0
Suspicious Activity/Area Checks	9	24	19	109
<b>TOTAL</b>	<b>13</b>	<b>30</b>	<b>29</b>	<b>139</b>

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



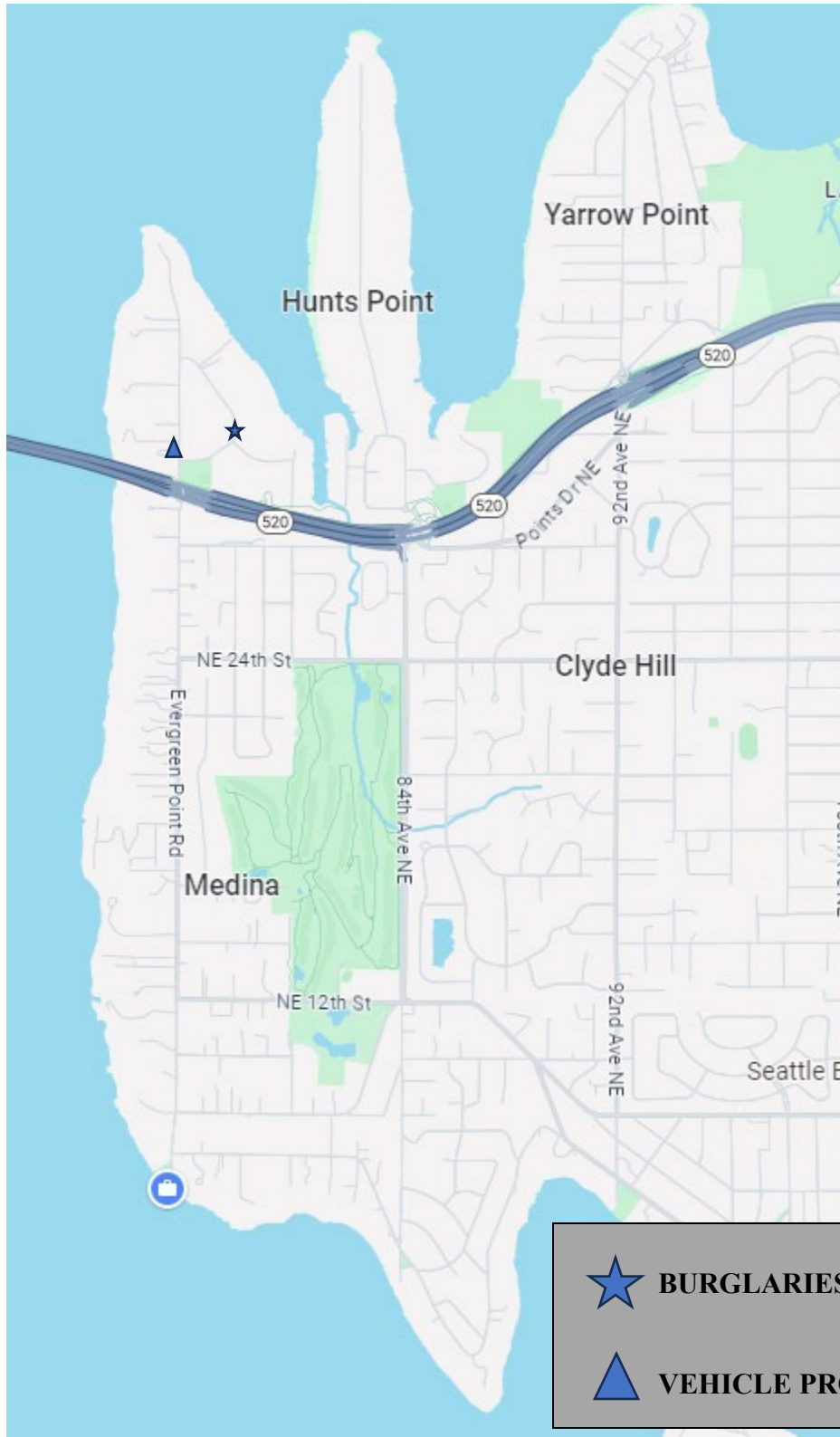
# MEDINA POLICE DEPARTMENT

## BURGLARY & MOTOR VEHICLE PROWL

### INCIDENT MAP



MARCH YEAR-TO-DATE





# MEDINA POLICE DEPARTMENT

## MONTHLY REPORTING STANDARDS



CATEGORY	DETAILS
Burglary	Includes: <ul style="list-style-type: none"> <li>• Burglary (all degrees)</li> <li>• Residential Burglary</li> </ul>
Vehicle Prowl	All degrees of Motor Vehicle Prowl.
Vehicle Theft	Includes: <ul style="list-style-type: none"> <li>• Motor vehicle theft</li> <li>• Taking a motor vehicle without permission</li> <li>• Car jacking</li> </ul>
Theft	Includes: <ul style="list-style-type: none"> <li>• Possession of stolen property</li> <li>• Theft (all degrees)</li> <li>• Theft of mail</li> </ul>
ID Theft/Fraud	Includes: <ul style="list-style-type: none"> <li>• Identity theft</li> <li>• Fraud</li> </ul>
Malicious Mischief	Includes: <ul style="list-style-type: none"> <li>• Arson</li> <li>• Malicious Mischief (vandalism)</li> </ul>
Domestic Violence	Includes: <ul style="list-style-type: none"> <li>• DV Assault (all degrees)</li> <li>• Violation of Domestic Violence Court Order</li> <li>• DV Harassment (all degrees)</li> <li>• Custodial Interference</li> <li>• Order Service</li> <li>• DV Rape &amp; Sex Offenses</li> </ul>
Disturbance/Harassment /Non-DV Assault	Includes: <ul style="list-style-type: none"> <li>• Disturbance</li> <li>• Telephonic Harassment</li> <li>• Harassment (all degrees)</li> <li>• Assault (all degrees)</li> <li>• Abuse investigations</li> <li>• Extortion</li> <li>• Kidnapping</li> <li>• Non-DV Rape &amp; Sex Offenses</li> <li>• Robbery</li> </ul>
Drug Violations	Includes all Violations of the Uniformed Controlled Substances Act
Community Assists	Includes: <ul style="list-style-type: none"> <li>• Adult Protective Services (APS) investigations</li> <li>• Child Protective Services (CPS) investigations</li> <li>• Civil matters</li> <li>• Community Policing</li> </ul>

	<ul style="list-style-type: none"> <li>• Non-suspicious Death Investigations</li> <li>• Assisting the Fire Department/EMS</li> <li>• Found Child</li> <li>• Found Property</li> <li>• Special Events</li> </ul>
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"> <li>• 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.</li> <li>• 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.</li> <li>• Non-reportable collisions involve a collision under any of the following circumstances: <ul style="list-style-type: none"> <li>○ Collision on private property with no injuries.</li> <li>○ Collision on public right of way with no injuries and any property damage did not amount to at least \$1,000.</li> </ul> </li> </ul>
Traffic Enforcement	<p>Citations:</p> <ul style="list-style-type: none"> <li>• Any criminal traffic citation, to include Driving With Suspended License, Reckless Driving, DUI, etc.</li> </ul> <p>Infractions:</p> <ul style="list-style-type: none"> <li>• Any non-criminal traffic stop that resulted in the issuance of a civil infraction (ticket) to the driver.</li> </ul> <p>Warnings:</p> <ul style="list-style-type: none"> <li>• Any traffic stop that resulted in a verbal warning to the driver.</li> </ul>
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"> <li>• Found animal call for service</li> <li>• Lost animal call for service</li> <li>• Welfare check involving an animal</li> <li>• Noise complaints or nuisance calls for service involving an animal</li> </ul>
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"> <li>• Noise complaints</li> <li>• Suspicious person/activity reports</li> <li>• Field contacts made by officers on patrol</li> <li>• Loud party calls, juveniles</li> <li>• Reports of dangerous driving</li> <li>• Weapons Complaints</li> <li>• Soliciting</li> <li>• Welfare Check</li> <li>• Prowler</li> </ul>
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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.*



501 Evergreen Point Road, Medina WA 98039  
425.233.6400 [www.medina-wa.gov](http://www.medina-wa.gov)

**Date:** April 13, 2026  
**To:** Honorable Mayor and City Council  
**Via:** Jeff Swanson, City Manager  
**From:** Steven R. Wilcox, Development Services Department Director  
**Subject:** Development Services Department Monthly Report

### **Permitting**

Please see the attached March 2026 permit reports. These reports include all permits that Development Services processes for the City of Medina including those for Public Works right of way.

Permit valuation is only an indication of activity. Financial data will provide actual accounting.

We have evaluated operations due to the continued lack of development activity. Please see the Development Services Department Staff Update below.

### **Ordinance 1052 – Interim Official Control**

An Agenda Bill has been provided for your review and use with the public hearing on Ordinance 1052.

There have been conversations between our staff and others who have been asking us about Ordinance 1052, but these are not formal 'comments' on Ordinance 1052. In lieu of giving you email chains I will summarize what we have heard, discussed or been asked about Ordinance 1052:

- Concern that a design for a new development project was underway for several months and Medina staff had been aware of it, but the project did not vest prior to the IOC and is now subject to re-design.
- Several vesting questions.
- Questions about the authority to adopt Ordinance 1052 as an IOC.
- Why was the IOC needed now.
- Concern about IOC impact on Middle Housing regulations.
- Designer question on how to avoid not knowing of an IOC in the future.
- Questions about impacts on structures other than residences such as trams, piers, boat lifts, etc.
- Can't find Ordinance 1052 in the Medina Municipal Code.
- Impacts on Minor Deviations.
- Impacts on interior only projects.

With the acceptance of public testimony on April 13<sup>th</sup> combined with written comments, the Council will have the opportunity to evaluate and consider Interim Official Control Ordinance 1052 as well as their direction to the Planning Commission on this topic. The Council will receive a presentation on the development project impacts topic by our planning consultant on April 27<sup>th</sup>. Also, on April 27<sup>th</sup> the Council will be given an Agenda Bill which defines the development project impacts topic and offers language to direct the work of the Planning

Commission. The development projects impact topic has already been directed to the Planning Commission through Ordinance 1052, but definition of the project by the Council for the Planning Commission is still needed.

Should the Council choose to amend Ordinance 1052, direction to staff would be given on April 27<sup>th</sup>, not on April 13<sup>th</sup>. The April 13<sup>th</sup> public hearing should be a time to listen and learn.

Ordinance 1052 is in some ways similar to a conditional “Stop Work Order” that our Building Official uses on construction sites where it is issued due to an observed problem, then most commonly the Order requires a re-issuance once the matter is better understood. This is normal process.

The Interim Official Control Ordinance 1052 may be viewed as a bridge to a permanent solution. An Interim Official Control is needed during the period that the Planning Commission is working on permanent solutions. The Interim Official Control can be changed at the Council’s direction.

During the Planning Commission process of review, we will conduct at least one public forum. Additionally, we will find ways to include concerned local development professionals in the Planning Commission process. Potentially we could conduct roundtables and also find other creative ways to bring in those who are impacted from the development side of permitting of this. The Planning Commission process is public, and important topics require additional efforts towards inclusion of all ideas and we will do this over the next few months.

Our goal is inclusion to help the Planning Commission ultimately develop the best permanent ordinance as a recommendation for the Council.

Planners will lead the Planning Commission work on the development projects impacts topic. One of my roles will be to assure the Council is kept informed of Planning Commission progress. The Development Services Committee will be a useful tool in this process.

### **Development Projects of Interest**

The Overlake Golf and Country Club submitted a permit application to reconstruct an existing sport court. The permit application is currently under review by our planner. The permit process will allow for public comment.

One focus within the application is sound mitigation due to new pickle ball uses adjacent to residences.

### **Tree Preservation Proposal**

There was a recent question by Council regarding how large trees can be saved. This question needs to be considered under Medina Municipal Code Chapter 16.52 – Tree Management Code. In talking with Medina’s City Arborist Andy Crossett, we discussed a concept to achieve ‘large’ private property tree preservation. The concept would require further development and an approval process, but it appears to be something we could quickly build on with Council direction to do so. Here are some initial thoughts:

- ‘Large’ trees outside of a building envelope that do not need to be removed must be retained.
- Exemptions need clear definition and may include access necessity, hazard evaluation, etc.
- Large trees might be defined as 24” diameter or larger as an example.
- MMC 16.52 is based on calculated tree credits. Large tree preservation rules would need to be separated from the tree credit calculations. Large tree preservation would likely be viewed completely separate from all other trees on a property and be excluded from tree credit calculations. This is an entirely new concept.
- Appeals may be sent to the Hearing Examiner as a non-administrative decision. It is preferred to not have administrative decisions if at all possible.
- The Hearing Examiner would need decision criteria.
- This potential amendment to MMC 16.52 could eliminate Legacy and Landmark trees as separate and distinct designations.

Considering the possibility that the Council may direct a complete or even partial review and amendment of MMC 16.52 in the near future (possibly 2027); I am looking at improvements to our current Tree Management Code that could be carried over into a new code. An amendment to preserve large trees could become a fundamental and permanent part of Medina tree preservation efforts.

Because of the structure of MMC 16.52 this type of amendment is more complicated than it may appear and will require careful staff evaluation and probable direction to the Planning Commission. This would not likely be a minor code amendment and would need Council direction on priority level within the Work Plan.

If the Council would like to pursue this concept then staff could first be directed to produce an Agenda Bill describing the matter with proposed directions such as sending to the Planning Commission calendar.

### **Planning Commission**

Planning Commission did not meet on March 24<sup>th</sup> due to lack of quorum. The agenda for the April 28<sup>th</sup> is essentially the same agenda from March 24<sup>th</sup>.

On May 6<sup>th</sup> there is a training session for the Commissioners. All Commissioners will attend the on-line 6:00-8:00 pm training except one who is excused but will be able to listen to a recording. This is required training that will cover requirements for locally elected officials, including topics outlined in [RCW 42.56.150](#) and [RCW 42.30.205](#). The session will be conducted by our City Attorney, Jennifer Robertson.

We have scheduled two Planning Commission meetings in May due to the missed meeting on March 24<sup>th</sup>. Planning Commission will meet on Tuesday May 19<sup>th</sup> and Wednesday May 27<sup>th</sup>. Depending on how the Work Plan calendaring takes shape we might need to schedule two meetings per month on a more regular basis.

The Council Work Plan is significant and adjustments to priorities will be frequently needed. Council desire to adjust the prioritization, state mandate timing, changes in the Planning Commission calendar, and smaller 'routine' code amendments not seen as priorities are a few reasons an administrative approach to maintaining the Work Plan is most efficient.

My intent is to adjust the priorities within the Work Plan and keep the document updated as needed. Council will receive the Work Plan with my monthly staff report monthly, at which time I will explain changes made and take any direction that Council may have at that time.

On an annual basis, the Council should schedule to thoroughly review the Work Plan for a Study Session or similar.

### **Development Project Sites**

Our staff are involved in assuring that all existing development project sites under Medina issued permits are in compliance with our Municipal Code.

- Our Building Official will be going to each active development site and evaluated for compliance with construction mitigation requirements of Medina Municipal Chapter 16.75 – Construction Activity Permit.

An essential component of CAP compliance involves use of the public right of way. There is no construction parking allowed anywhere outside of private property anywhere in the City of Medina including shoulders. Construction parking must be on site, in a designated area on the north side of NE 12<sup>th</sup>, or at another location on private property or outside of Medina. Short duration loading and unloading is allowed. Use of the right of way is also permitted for large equipment such as cranes or concrete equipment, but only under a Medina issued Right of Way permit.

There are no materials or equipment allowed to be stored outside of private property, including shoulders.

- The City Arborist regularly drops in on development projects to check on tree protection. These site visits are outside of regular called inspections. These drop in inspections are important because tree protection is often removed, moved, or damaged which in turn adversely impacts tree viability. Under the new Tree Management Code violations provisions, we have issued fines of \$1,000 per tree protection violation.
- Medina's Grading and Drainage consulting engineer is currently visiting each development project for evaluation of temporary erosion and sedimentation control (TESC). There have been several correction notices written and sites are coming into compliance.

### **Development Services Department Staff Update**

Medina's Development Services Department has three FTE staff members and several professional consultants under contracts. While development permit applications continue to be very slow, other work such as current and long-range planning, and code enforcement keeps us busy.

With continued slow development activity, our Building Official Rob Kilmer is once again having his duties divided between Development Services Public Works. Public Works needs assistance, and Rob is available and qualified. There is currently not enough work in the Development Service Department to keep the Building Official position busy full-time. The Building Official position became an FTE in 2007 after being contracted previously. Since 2007 the Building Official position has for 8 out of the past 19 years been either split with Public Works or shared through interlocal agreement with the City of Clyde Hill. What is happening now with the Building Official position is normal for Medina and allows us to retain qualified staff through times of less activity.

Rob will be busy with both Development Services and Public Works duties for the foreseeable future as we watch to see what happens with development activity. Code enforcement on all levels is a priority for Development Services and even with sharing Rob with Public Works, it will remain a priority. We appreciate Rob's flexibility and his ability to perform such a wide range of duties for us.

Rebecca Bennett is our Development Services Coordinator. Rebecca is the focal point in the administration of the variety of our department activities. Rebecca has volunteered to begin learning aspects of planning. As our Secretary to the Planning Commission Rebecca is already deeply involved in Medina long-range planning. On a daily basis, Rebecca manages the process of current planning. Rebecca would like to become a planner and she has applied to the University of Washington Graduate School for Fall 2027. We could use a planner in our office and I would like Rebecca to be that person.

### **Attachments:**

March 2026 Permits Received Report  
 March 2026 Permit Issued Report  
 March 2026 Code Enforcement Report  
 March 2026 Tree Permit Activity Report

## March 2026 Permit Applications Received

Permit Type	Submitted Date	Permit Number	Total Valuation	Address
B-ACCST	03/16/2026	B-26-019	\$10,000.00	7887 Overlake Dr. W.
<b>TOTAL B-ACCST:</b>	<b>1</b>		<b>\$10,000.00</b>	
B-ADD/ALT	03/06/2026	B-26-015	\$440,000.00	3602 EVERGREEN POINT RD
B-ADD/ALT	03/17/2026	B-26-020	\$400,000.00	7777 Overlake Dr W.
B-ADD/ALT	03/04/2026	B-26-013	\$270,000.00	122 OVERLAKE DR E
B-ADD/ALT	03/16/2026	B-26-017	\$60,000.00	7887 Overlake Dr. W.
B-ADD/ALT	03/31/2026	B-26-024	\$14,975.00	7920 NE 32ND ST
<b>TOTAL B-ADD/ALT:</b>	<b>5</b>		<b>\$1,184,975.00</b>	
B-DEM	03/02/2026	D-26-002		8445 NE 9TH ST
<b>TOTAL B-DEM:</b>	<b>1</b>		<b>\$0.00</b>	
B-FENCE	03/26/2026	B-26-022	\$15,000.00	7920 NE 32nd St.
<b>TOTAL B-FENCE:</b>	<b>1</b>		<b>\$15,000.00</b>	
B-GAS	03/16/2026	G-26-006		7657 NE 14th St.
B-GAS	03/19/2026	G-26-007		484 OVERLAKE DR E
B-GAS	03/30/2026	G-26-008		3430 Evergreen Point Rd
<b>TOTAL B-GAS:</b>	<b>3</b>		<b>\$0.00</b>	

B-GATE	03/27/2026	B-26-023	\$42,000.00	611 Evergreen Pt Rd.
<b>TOTAL B-GATE:</b>	<b>1</b>		<b>\$42,000.00</b>	
B-MECHANICAL	03/17/2026	M-26-015		7777 Overlake Dr W.
B-MECHANICAL	03/04/2026	M-26-011		8213 Overlake Dr W.
B-MECHANICAL	03/10/2026	M-26-012		2665 77th Ave NE
B-MECHANICAL	03/10/2026	M-26-013		2609 Evergreen Pt Rd.
B-MECHANICAL	03/16/2026	M-26-014		901 87th Ave NE
B-MECHANICAL	03/19/2026	M-26-016		484 Overlake Dr E.
B-MECHANICAL	03/19/2026	M-26-017		2033 78th Ave NE
B-MECHANICAL	03/23/2026	M-26-018		2445 80th Ave NE
B-MECHANICAL	03/27/2026	M-26-019		2621 78th Ave NE
B-MECHANICAL	03/31/2026	M-26-020		8398 NE 12TH ST
<b>TOTAL B-MECHANICAL:</b>	<b>10</b>		<b>\$0.00</b>	
B-PIER	03/09/2026	B-26-016	\$226,405.00	7887 OVERLAKE DR W
<b>TOTAL B-PIER:</b>	<b>1</b>		<b>\$226,405.00</b>	
B-PLUMBING	03/01/2026	P-26-020		1855 Evergreen Pt Rd.

B-PLUMBING	03/10/2026	P-26-022		2227 EVERGREEN POINT RD
B-PLUMBING	03/26/2026	P-26-028		8000 NE 16TH ST
B-PLUMBING	03/26/2026	P-26-027		501 EVERGREEN POINT RD
<b>TOTAL B-PLUMBING:</b>	<b>4</b>		<b>\$0.00</b>	
B-POOL/SPA	03/16/2026	B-26-018	\$18,000.00	7871 NE 21ST ST
<b>TOTAL B-POOL/SPA:</b>	<b>1</b>		<b>\$18,000.00</b>	
B-SFR	03/05/2026	B-26-014	\$2,000.00	7658 NE 12TH ST
B-SFR	03/24/2026	B-26-021	\$1,670,000.00	2229 EVERGREEN POINT RD
<b>TOTAL B-SFR:</b>	<b>2</b>		<b>\$1,672,000.00</b>	
CAP - CONSTRUCTION ACTIVITY PERMIT	03/17/2026	CAP-26-012		7777 OVERLAKE DR W
CAP - CONSTRUCTION ACTIVITY PERMIT	03/02/2026	CAP-26-007		8445 NE 9TH ST
CAP - CONSTRUCTION ACTIVITY PERMIT	03/06/2026	CAP-26-008		3602 EVERGREEN POINT RD
CAP - CONSTRUCTION ACTIVITY PERMIT	03/17/2026	CAP-26-009		7887 OVERLAKE DR W
CAP - CONSTRUCTION ACTIVITY PERMIT	03/17/2026	CAP-26-010		7887 OVERLAKE DR W
CAP - CONSTRUCTION ACTIVITY PERMIT	03/17/2026	CAP-26-011		7887 OVERLAKE DR W
CAP - CONSTRUCTION ACTIVITY PERMIT	03/18/2026	CAP-26-013		8711 NE 4TH ST

CAP - CONSTRUCTION ACTIVITY PERMIT	03/24/2026	CAP-26-014		2229 EVERGREEN POINT RD
<b>TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT:</b>	<b>8</b>		<b>\$0.00</b>	
ENG-GRADING/DRAINAGE	03/02/2026	ENG-GD-26-003		8445 NE 9TH ST
ENG-GRADING/DRAINAGE	03/24/2026	ENG-GD-26-004		2229 EVERGREEN POINT RD
<b>TOTAL ENG-GRADING/DRAINAGE:</b>	<b>2</b>		<b>\$0.00</b>	
P-ADMIN VARIANCE	03/13/2026	P-26-023		1625 EVERGREEN POINT RD
<b>TOTAL P-ADMIN VARIANCE:</b>	<b>1</b>		<b>\$0.00</b>	
P-CRITICAL AREAS REVIEW	03/24/2026	P-26-026		2229 EVERGREEN POINT RD
<b>TOTAL P-CRITICAL AREAS REVIEW:</b>	<b>1</b>		<b>\$0.00</b>	
P-LOT LINE ADJUST	03/23/2026	P-LLA-26-001		TBD
<b>TOTAL P-LOT LINE ADJUST:</b>	<b>1</b>		<b>\$0.00</b>	
P-SEPA THRESHOLD	03/06/2026	P-26-021		1201 EVERGREEN POINT RD
<b>TOTAL P-SEPA THRESHOLD:</b>	<b>1</b>		<b>\$0.00</b>	
P-SUBSTANTIAL DEV PERMIT EXEMPTION	03/23/2026	P-26-024		3602 EVERGREEN POINT RD
P-SUBSTANTIAL DEV PERMIT EXEMPTION	03/23/2026	P-26-025		122 OVERLAKE DR E
<b>TOTAL P-SUBSTANTIAL DEV PERMIT EXEMPTION:</b>	<b>2</b>		<b>\$0.00</b>	
PW-RIGHT OF WAY	03/06/2026	PW-ROW-26-020		7657 NE 14TH ST

PW-RIGHT OF WAY	03/13/2026	PW-ROW-26-021		7660 NE 14TH ST
PW-RIGHT OF WAY	03/13/2026	PW-ROW-26-022		3425 Evergreen Pt Rd.
PW-RIGHT OF WAY	03/13/2026	PW-ROW-26-023		2835 Evergreen Pt Rd.
PW-RIGHT OF WAY	03/13/2026	PW-ROW-26-024		2405 EVERGREEN POINT RD
PW-RIGHT OF WAY	03/13/2026	PW-ROW-26-025		1827 EVERGREEN POINT RD
PW-RIGHT OF WAY	03/13/2026	PW-ROW-26-026		1200 EVERGREEN POINT RD
PW-RIGHT OF WAY	03/13/2026	PW-ROW-26-027		7601 OVERLAKE DR W
PW-RIGHT OF WAY	03/18/2026	PW-ROW-26-028		7409 Rambling Ln.
PW-RIGHT OF WAY	03/27/2026	PW-ROW-26-029		610 Evergreen Pt Rd
PW-RIGHT OF WAY	03/27/2026	PW-ROW-26-030		8845 OVERLAKE DR W
<b>TOTAL PW-RIGHT OF WAY:</b>	<b>11</b>		<b>\$0.00</b>	
TREE-PERFORMANCE	03/03/2026	TREE-26-006		3419 EVERGREEN POINT RD
TREE-PERFORMANCE	03/16/2026	TREE-26-007		2608 79TH AVE NE
<b>TOTAL TREE-PERFORMANCE:</b>	<b>2</b>		<b>\$0.00</b>	
TREE-RESTORATION	03/19/2026	TREE-26-008		7914 NE 24TH ST
<b>TOTAL TREE-RESTORATION:</b>	<b>1</b>		<b>\$0.00</b>	

TREE-WITH BUILDING/DEVELOPMENT	03/02/2026	TREE-26-005		8445 NE 9TH ST
<b>TOTAL TREE-WITH BUILDING/DEVELOPMENT:</b>	1		<b>\$0.00</b>	
<b>Total # of Permits</b>	<b>61</b>		<b>\$3,168,380.00</b>	



### March 2026 Issued Permits

<b>Construction Value:</b>	<b>March 2026</b>	<b>March 2025</b>	<b>2026 YTM</b>	<b>2025 YTM</b>	<b>Difference</b>
Accessory Structure	-	-	\$90,000.00	-	\$90,000.00
Addition / Alteration	\$1,053,502.75	\$100,000.00	\$2,533,502.75	\$1,350,268.42	\$1,183,234.33
Fence / Wall	\$40,000.00	\$10,000.00	\$72,282.00	\$32,243.00	\$40,039.00
New Construction	-	-	\$3,742,610.00	-	\$3,742,610.00
Repair / Replace	-	-	-	-	\$0.00
Wireless Comm. Facility	-	-	\$90,000.00	-	\$90,000.00
<b>Total Value:</b>	<b>\$1,093,502.75</b>	<b>\$110,000.00</b>	<b>\$6,528,394.75</b>	<b>\$1,382,511.42</b>	<b>\$5,145,883.33</b>
<b>Permits Issued:</b>	<b>March 2026</b>	<b>March 2025</b>	<b>2026 YTM</b>	<b>2025 YTM</b>	<b>Difference</b>
New Construction	-	-	2	-	2
Permit Extension	5	-	21	6	15
Accessory Structure	-	-	1	-	1
Addition / Alteration	2	1	4	5	(1)
Construction Activity Permit	4	2	10	8	2
Demolition	-	-	2	-	2
Fence / Wall	1	1	2	2	0
Grading / Drainage	-	-	3	1	2
Mechanical	8	12	14	24	(10)
Other - Moving	-	-	-	-	0
Plumbing / Gas	7	2	20	9	11
Repair / Replace	-	-	-	-	0
Reroof	-	-	-	-	0
Right of Way Use	7	6	24	11	13
Tree Mitigation	2	3	9	7	2
Wireless Comm. Facility	-	-	1	-	1
<b>Total Permits:</b>	<b>36</b>	<b>27</b>	<b>113</b>	<b>73</b>	<b>40</b>
<b>Inspections:</b>	<b>March 2026</b>	<b>March 2025</b>	<b>2026 YTM</b>	<b>2025 YTM</b>	<b>Difference</b>
Building	56	68	175	247	(72)
Engineering/Other	19	24	45	59	(14)
	4	2	18	8	10
Tree	4	1	12	7	5
<b>Total Inspections:</b>	<b>83</b>	<b>95</b>	<b>250</b>	<b>321</b>	<b>(71)</b>



**March 2026 Code Enforcement Report**

Case Number	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2026-024	SIGN VIOLATION	Rob Kilmer	1049 82ND AVE NE	Description: Observed commercial advertising sign (Heezy Haulers, 206-888-0612) displayed along the right-of-way.  Action Taken: Contacted company and informed them of the sign rules in Medina.	None at this time
CC-2026-026	SIGN VIOLATION	Rob Kilmer	7600 NE 10TH ST	Description: Observed commercial advertising sign (Kaleidoscope Inc. 206-633-1122) displayed along the right-of-way.  Action Taken: Removed sign and contacted company to inform them of the sign rules in Medina.	None at this time
CC-2026-027	NOTICE OF VIOLATION	Rob Kilmer	7664 NE 14TH ST	Description: Re-issued NOV to update ownership information. This is associated with: CC-2024-101, CC-2024-114, CC-2025-090	To be determined based upon compliance
CC-2026-029	SIGN VIOLATION	Rob Kilmer	8400 NE 12th	Description: Observed commercial advertising signs (High Pressure, LLC, 206-791-7581)(4) displayed around the intersection.  Action Taken: Removed signs and sent a code enforcement email to the company contact email.	None at this time
CC-2026-030	NOTICE OF FINAL ORDER	Rob Kilmer	3203 Evergreen Pt Rd.	Description: In follow-up to the Notice of Violation process (CC-2026-004), a Notice of Final Order is being sent to the responsible persons involved with the issue.  Action Taken: Notice of Final Order sent. Notice in process of being recorded with King County records.	Fines are accumulating daily
CC-2026-031	SIGN VIOLATION	Rob Kilmer	1200 84TH AVE NE	Description: Observed commercial advertising sign (Sparkson Electrical 206-823-5237) displayed in the City right-of-way.  Action Taken: Removed sign and sent the company a code enforcement notice with the sign rules for Medina.	None at this time
CC-2026-032	SIGN VIOLATION	Rob Kilmer	111 84TH AVE NE	Description: Observed commercial advertising sign (CRISPnw 425-496-9888) displayed in right-of-way.  Action Taken: Sent code enforcement letter to company contact email.	None at this time

**Past Code Enforcement Cases Closed This Month**

Case Number(s)	Case Type	Assigned To	Address	Case Text	Result
CC-2026-015 CC-2026-016	GENERAL Notice of Violation	Rob Kilmer	2548 MEDINA CIR	Description: Per investigation CC-2026-015, a shed was observed to have been placed within the property's setbacks.  By working together with the property owner, the shed was determined not to require a building permit, but to still be out of compliance with the zoning requirements.  Status: Closed	Shed was removed through voluntary compliance

Past Code Enforcement Cases Still Open					
Case Number(s)	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2023-152	NOTICE OF VIOLATION	Rob Kilmer	7838 NE 8TH ST	Description: During an inspection at a neighboring property, a structure was observed to have been built within the rear-yard setbacks of 7838 NE 8th Street. The structure appears to require both an approved variance and building permit.  Action Taken: Issued a Notice of Violation  Estimated Penalty: Structure must be removed or approved variance and building permit(s) must be obtained. Financial penalties will apply if required actions are not initiated by 11/2/23.  Status: Working through variance process	Fines are accumulating daily
CC-2024-070	STOP WORK ORDER	Rob Kilmer	8711 Ridge Road	Description: Observed stairway structure being erected on roof of garage up to roof of second story.	Fines are accumulating daily
CC-2024-072	NOTICE OF VIOLATION			Action Taken: Issued Stop Work Order and required a permit pre-application meeting to be scheduled.	
CC-2024-080	NOTICE OF FINAL ORDER			Estimated Penalty: Doubling of permit fees per MMC 16.40.070. - Work commencing before permit issuance. To be reviewed for Notice of Violation penalty per MMC 1.15.200. - Notice of violation.  Status: Building permit currently under review. Notice of Final Order recorded: 11/13/2024	
CC-2024-101	GENERAL	Rob Kilmer	7664 NE 14TH ST	Description: Met onsite with homeowner to discuss a sport court that had been installed.	Fines are accumulating daily
CC-2024-114	NOTICE OF VIOLATION			Action Taken: Directed homeowner that permits are required for a sport court.	
CC-2025-090	NOTICE OF VIOLATION			Status: Working through zoning process	
CC-2026-004	STOP WORK ORDER	Rob Kilmer	Parcel: 2425049255 3203 Evergreen Pt Rd.	Description: Based on information about the past history of this site, additional information is required before work can continue.  Action Taken: Issued Stop Work Order requiring the project's Geotechnical Engineer to provide a report for review by the City.	Fines are accumulating daily

**Tree Permit Activity Report  
March 2026  
By Andy Crossett**

Issued Non-Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
1	Public works	Medina Park	1 Oregon Ash	32	1	Hazardous nearly dead tree adjacent to 909 82 <sup>nd</sup> Ave NE property.

New Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
2	TREE-ADMIN ROW TREE REMOVAL	8048 NE 8th St.	1 Flowering Cherry	21"	One (1) plus a contribution to the tree fund.	The tree is located within the path of the proposed driveway. Application is still under review.

## Photographs

**Picture 1.** Medina Park, adjacent to the property at 909 82nd Ave NE. The tree had very little live foliage, and the codominant trunk union had failed. A large crack had formed between the stems. The tree was removed due to its potential risk to the adjoining property. As a hazard tree, it necessitates one supplemental replacement.



**Picture 2.** Flowering Cherry – 8048 NE 8th St. This is a 21-inch flowering cherry currently under review. The tree is shared with the right-of-way. Notice has been posted and mailers have been sent. The proposed removal is due to the new driveway being located at the tree's position. The tree is not currently classified as a "significant" species within the right-of-way in Medina. Telecommunications lines are present through the tree, with high-voltage lines overhead. Its removal requires one replacement tree, as well as a contribution to the Medina tree fund.





## CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144

TELEPHONE 425-233-6400 | www.medina-wa.gov

**Date:** April 13th, 2026  
**To:** Honorable Mayor and City Council  
**Via:** Jeff Swanson, City Manager  
**From:** Ryan Wagner, Finance & HR Director  
**Subject:** March 2026 Financials

The March 2026 report includes:

- March Key Revenue and Expenditure Numbers
- March Financial Summary
- March Cash Statement
- 2026 Financials by Account
- March 2026, AP Check Register Activity Detail

### March 2026 Key Revenue

- \$293K Property Taxes \$160K
- \$128K Local Sales and Use Tax
- \$71K Permit Fees
- \$58K Investment Earnings
- \$43K February REET Revenue

### March 2026 Key Expenditures

- \$60K Inslee Best – January and February Attorney Services
- \$24K Statewide Security – Automated Locks and Cameras for Public Bathrooms
- \$23K Norcom – Q2 Dispatch Services
- \$13K KC Office of Finance – Election Costs 2026
- \$12K Mahoney Planning – Current Planning Consultant
- \$11K ARCH – 2026 Contribution Public Housing

### March 2026 Financial Summary

REVENUES:	MAR ACTUAL	YTD ACTUAL	2026 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
<b>General Fund</b>					
Property Tax	\$292,684	\$367,808	\$4,741,397	7.76%	\$4,373,589
Sales Tax	\$127,713	\$493,111	\$2,023,000	24.38%	\$1,529,889
Affordable & Sup. Housing	\$0	\$0	\$0	—	\$0
Criminal Justice	\$8,613	\$27,994	\$108,150	25.88%	\$80,156
B & O Tax: Utility & Franchise Fee	\$2,286	\$364,336	\$1,218,000	29.91%	\$853,664
Leasehold Excise Tax	\$0	\$0	\$0	0.00%	\$0
General Government (includes Hunts Point)	\$0	\$0	\$378,984	0.00%	\$378,984
Passports, General Licenses & Permits	\$5,541	\$11,530	\$78,036	14.78%	\$66,506
Fines, Penalties, Traffic Infr.	\$5,494	\$9,741	\$30,000	32.47%	\$20,259
Misc. Invest. Facility Leases	\$38,778	\$104,621	\$278,820	37.52%	\$174,199
Disposition of Capital Assets	\$0	\$0	\$0	—	\$0
<b>General Fund Total</b>	<b>\$481,110</b>	<b>\$1,379,141</b>	<b>\$8,856,387</b>	<b>15.57%</b>	<b>\$7,477,246</b>
<b>Development Services Fund Total</b>	<b>\$90,924</b>	<b>\$223,389</b>	<b>\$805,000</b>	<b>27.75%</b>	<b>\$581,611.33</b>
Development Services Fund Transfers In from GF	\$8,333	\$25,000	\$100,000	100.00%	\$0.00
<b>Street Fund Total</b>	<b>\$4,947</b>	<b>\$13,924</b>	<b>\$119,219</b>	<b>11.68%</b>	<b>\$90,446</b>
Street Fund Transfers In	\$46,250	\$138,750	\$555,000	25.00%	\$0
<b>Tree Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,075</b>	<b>0.00%</b>	<b>\$3,075</b>
<b>Contingency Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$0</b>
<b>Capital Fund Total</b>	<b>\$71,993</b>	<b>\$296,009</b>	<b>\$1,395,000</b>	<b>21.22%</b>	<b>\$1,098,991</b>
<b>Levy Stabilization Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>—</b>	<b>\$0</b>
Levy Fund Transfers In GF	\$0	\$0	\$0	—	\$0
<b>NonRevenue Trust Funds Total</b>	<b>\$5,959</b>	<b>\$9,703</b>	<b>\$0</b>	<b>—</b>	<b>(\$9,703)</b>
<b>Master Investments Total</b>	<b>(\$500,000)</b>	<b>(\$500,000)</b>	<b>\$0</b>	<b>—</b>	<b>\$500,000</b>
<b>Total (All Funds)</b>	<b>\$654,932</b>	<b>\$1,922,166</b>	<b>\$11,178,681</b>	<b>17.19%</b>	<b>\$9,256,515</b>
Total (All Funds) Transfers In	\$54,583	\$163,750	\$655,000	25.00%	\$491,250

EXPENDITURES:	FEB ACTUAL	YTD ACTUAL	2026 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
<b>General Fund</b>					
Legislative	\$638	\$6,561	\$80,000	8.20%	\$73,439
Municipal Court	\$3,158	\$6,307	\$35,000	18.02%	\$28,693
Executive	\$27,916	\$76,206	\$325,603	23.40%	\$249,397
Finance	\$44,968	\$335,605	\$632,123	53.09%	\$296,518
Legal	\$59,786	\$64,636	\$527,000	12.26%	\$462,364
Central Services	\$83,188	\$204,626	\$1,026,030	19.94%	\$821,404
Police Operations	\$204,369	\$721,242	\$2,887,218	24.98%	\$2,165,976
Fire & Medical Aid	\$0	\$0	\$1,060,791	0.00%	\$1,060,791
Public Housing, Environmental & Mental Health	\$10,865	\$24,334	\$56,143	43.34%	\$31,809
<b>Fees</b>					
Recreational Services	\$0	\$0	\$44,300	0.00%	\$44,300
Long Range Planning	\$9,906	\$21,623	\$281,745	7.67%	\$260,122
Parks	\$45,824	\$144,002	\$639,065	22.53%	\$495,063
Equipment Replacement	\$6,988	\$117,626	\$422,995	27.81%	\$305,369
<b>General Fund Subtotal</b>	<b>\$497,605</b>	<b>\$1,722,768</b>	<b>\$8,018,013</b>	<b>21.49%</b>	<b>\$6,295,245</b>
General Fund Transfers Out	\$46,250	\$138,750	\$555,000	25.00%	\$416,250
<b>General Fund Total</b>	<b>\$543,855</b>	<b>\$1,861,518</b>	<b>\$8,573,013</b>	<b>21.71%</b>	<b>\$6,711,495</b>
<b>Development Services Fund Total</b>	<b>\$97,468</b>	<b>\$248,743</b>	<b>\$1,004,807</b>	<b>24.76%</b>	<b>\$756,064</b>
<b>City Street Fund Total</b>	<b>\$35,242</b>	<b>\$114,666</b>	<b>\$657,099</b>	<b>17.45%</b>	<b>\$542,433</b>
<b>Tree Fund Total</b>	<b>\$261</b>	<b>\$261</b>	<b>\$30,000</b>	<b>0.87%</b>	<b>\$29,739</b>
<b>Capital Fund Total</b>	<b>\$43,228</b>	<b>\$49,551</b>	<b>\$1,280,000</b>	<b>3.87%</b>	<b>\$1,230,449</b>
Capital Fund Transfers Out	\$8,333	\$25,000	\$100,000	25.00%	\$75,000
<b>NonRevenue Trust Funds Total</b>	<b>\$218</b>	<b>\$398</b>	<b>\$0</b>	<b>0.00%</b>	<b>(\$398)</b>
<b>Master Investments Total</b>	<b>\$503,610</b>	<b>\$503,610</b>	<b>\$0</b>	<b>0.00%</b>	<b>(\$503,610)</b>
<b>Total (All Funds)</b>	<b>\$674,022</b>	<b>\$2,136,386</b>	<b>\$10,989,919</b>	<b>19.44%</b>	<b>\$8,853,533</b>
Total (All Funds) Transfers Out	\$54,583	\$163,750	\$655,000	25.00%	\$491,250

## 2026 March Cash Balance

<u>2026 Cash Balance, 02/28/2026</u>		<u>2026 Cash Balance, 03/31/2026</u>	
<u>TOTAL CASH &amp; INVESTMENTS</u>		<u>TOTAL CASH &amp; INVESTMENTS</u>	
Period Ending: 02/28/2026		Period Ending: 03/31/2026	
WA ST INV POOL	\$ 13,650,448	WA ST INV POOL	\$ 13,339,997
OTHER INVESTMENTS*	4,294,854	OTHER INVESTMENTS*	4,981,527
CHECKING	<u>572,902</u>	CHECKING	<u>329,278</u>
	<u>\$ 18,518,204</u>		<u>\$ 18,650,802</u>
		Outstanding Checks	<u>\$412,610</u>
		Total:	<u>\$ 18,238,192</u>

<b>\$1M bond (Dec 2024)</b>
5/15/2028
\$1.15M bond (Jan 2023)
6/30/2026
<b>\$500K bond (May 2025)</b>
3/1/2029
\$1M bond (Aug 2024)
7/8/2027
\$1M bond (Nov 2024)
11/15/2027

# Revenue

Starting Account Number: 001-000-000-308

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>General Fund</b>						
<b>General Property Taxes</b>						
001-000-000-311-10-00-00	General Property Taxe:	\$292,684.30	\$367,807.76	\$4,741,397.00	7.76%	\$4,373,589.24
<b>Total General Property Taxes</b>		<b>\$292,684.30</b>	<b>\$367,807.76</b>	<b>\$4,741,397.00</b>	<b>7.76%</b>	<b>\$4,373,589.24</b>
<b>Retail Sales and Use Taxes</b>						
001-000-000-313-11-00-00	Local Retail Sales & Use Tax	\$127,712.94	\$493,111.01	\$2,023,000.00	24.38%	\$1,529,888.99
001-000-000-313-71-00-00	Criminal Justice Funding	\$8,613.13	\$27,993.92	\$108,150.00	25.88%	\$80,156.08
<b>Total Retail Sales and Use Taxes</b>		<b>\$136,326.07</b>	<b>\$521,104.93</b>	<b>\$2,131,150.00</b>	<b>24.45%</b>	<b>\$1,610,045.07</b>
<b>Utility Tax</b>						
001-000-000-316-41-00-00	Electric	\$0.00	\$91,090.10	\$330,000.00	27.60%	\$238,909.90
001-000-000-316-42-00-00	Gas	\$0.00	\$44,512.57	\$167,000.00	26.65%	\$122,487.43
001-000-000-316-43-00-00	Water & Sewer	\$0.00	\$100,539.22	\$291,000.00	34.55%	\$190,460.78
001-000-000-316-45-00-00	Garbage/Solid Waste	\$0.00	\$18,717.92	\$69,000.00	27.13%	\$50,282.08
001-000-000-316-46-00-00	Cable-Television	\$0.00	\$27,809.29	\$97,000.00	28.67%	\$69,190.71
001-000-000-316-47-00-00	Telephone	\$2,286.12	\$9,565.66	\$46,000.00	20.79%	\$36,434.34
001-000-000-316-49-00-00	Other	\$0.00	\$75.00	\$0.00		(\$75.00)
<b>Total Utility Tax</b>		<b>\$2,286.12</b>	<b>\$292,309.76</b>	<b>\$1,000,000.00</b>	<b>29.23%</b>	<b>\$707,690.24</b>
<b>Franchise Fees</b>						
001-000-000-321-91-00-00	Franchise Fees & Royalties:	\$0.00	\$72,026.15	\$218,000.00	33.04%	\$145,973.85
<b>Total Franchise Fees</b>		<b>\$0.00</b>	<b>\$72,026.15</b>	<b>\$218,000.00</b>	<b>33.04%</b>	<b>\$145,973.85</b>
<b>Licenses and Permits</b>						
001-000-000-322-30-00-00	Animal Licenses	\$30.00	\$30.00	\$4,500.00	0.67%	\$4,470.00
001-000-000-322-90-00-00	Gun Permits	\$36.00	\$156.00	\$750.00	20.80%	\$594.00
001-000-000-322-99-00-00	Medina Business Licenses	\$0.00	\$0.00	\$25,000.00	0.00%	\$25,000.00
<b>Total Licenses and Permits</b>		<b>\$66.00</b>	<b>\$186.00</b>	<b>\$30,250.00</b>	<b>0.61%</b>	<b>\$30,064.00</b>
<b>Intergovernmental</b>						
001-000-000-336-06-21-00	Mvet-Criminal Justice-Pop	\$0.00	\$300.71	\$1,166.00	25.79%	\$865.29
001-000-000-336-06-26-00	Criminal Justice-Specia	\$0.00	\$1,050.42	\$4,081.00	25.74%	\$3,030.58
001-000-000-336-06-51-00	DUI/Other Criminal Justice	\$0.00	\$84.43	\$0.00		(\$84.43)
001-000-000-336-06-94-00	Liquor Excise Tax	\$4,296.28	\$4,296.28	\$20,055.00	21.42%	\$15,758.72
001-000-000-336-06-95-00	Liquor Control Board Profit:	\$0.00	\$3,490.54	\$21,484.00	16.25%	\$17,993.46
001-000-000-336-06-95-01	Liquor Control Board Profits-Public Safet	\$1,074.07	\$1,946.70	\$0.00		(\$1,946.70)
<b>Total Intergovernmental</b>		<b>\$5,370.35</b>	<b>\$11,169.08</b>	<b>\$46,786.00</b>	<b>23.87%</b>	<b>\$35,616.92</b>
<b>Charges for Goods and Services</b>						
001-000-000-341-99-00-00	Passport & Naturalization Fee:	\$105.00	\$175.00	\$1,000.00	17.50%	\$825.00
001-000-000-342-11-00-00	Hunts Point Police Contrac	\$0.00	\$0.00	\$378,984.00	0.00%	\$378,984.00
<b>Total Charges for Goods and Services</b>		<b>\$105.00</b>	<b>\$175.00</b>	<b>\$379,984.00</b>	<b>0.05%</b>	<b>\$379,809.00</b>

<b>Fines and Penalties</b>							
001-000-000-353-10-00-00	Municipal Court-Traffic Infrac	\$4,794.10	\$9,041.45	\$30,000.00	30.14%	\$20,958.55	
<b>Non-Court Fines, Forfeitures and</b>							
001-000-000-359-90-00-00	Misc. Fines, Penalties, Code Enforcemen	\$700.00	\$700.00	\$0.00		(\$700.00)	
<b>Total Non-Court Fines, Forfeitures</b>		<b>\$700.00</b>	<b>\$700.00</b>	<b>\$0.00</b>		<b>(\$700.00)</b>	
<b>Total Fines and Penalties</b>		<b>\$5,494.10</b>	<b>\$9,741.45</b>	<b>\$30,000.00</b>	<b>32.47%</b>	<b>\$20,258.55</b>	
<b>Miscellaneous Revenues</b>							
001-000-000-361-11-00-00	Investment Interest Earnings	\$28,680.27	\$83,245.01	\$145,000.00	57.41%	\$61,754.99	
001-000-000-361-40-00-00	Sales Interests	\$232.53	\$772.64	\$6,000.00	12.88%	\$5,227.36	
001-000-000-362-00-00-10	Rents & Leases	\$0.00	\$0.00	\$30,631.00	0.00%	\$30,631.00	
001-000-000-362-00-00-20	Post Office Facility Lease	\$7,895.83	\$15,791.66	\$93,054.00	16.97%	\$77,262.34	
001-000-000-369-91-00-00	Other	\$1,969.41	\$4,811.55	\$3,500.00	137.47%	(\$1,311.55)	
001-000-000-369-91-00-10	Other-Copies	\$0.00	\$0.00	\$75.00	0.00%	\$75.00	
001-000-000-369-91-00-15	Other-Fingerprinting	\$0.00	\$0.00	\$400.00	0.00%	\$400.00	
001-000-000-369-91-00-35	Other-Notary	\$0.00	\$0.00	\$100.00	0.00%	\$100.00	
001-000-000-369-91-00-45	Other-Reports	\$0.00	\$0.00	\$60.00	0.00%	\$60.00	
<b>Total Miscellaneous Revenues</b>		<b>\$38,778.04</b>	<b>\$104,620.86</b>	<b>\$278,820.00</b>	<b>37.52%</b>	<b>\$174,199.14</b>	
<b>Non Revenues</b>							
001-000-000-382-10-00-01	Refundable Deposits - DS (CMP, PGB	\$0.00	\$10,000.00	\$0.00		(\$10,000.00)	
<b>Total Non Revenues</b>		<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>		<b>(\$10,000.00)</b>	
<b>Total General Fund</b>		<b>\$481,109.98</b>	<b>\$1,389,140.99</b>	<b>\$8,856,387.00</b>	<b>15.69%</b>	<b>\$7,467,246.01</b>	
<b>City Street Fund</b>							
<b>Intergovernmental Revenues</b>							
101-000-000-334-03-60-00	WA DOE Nat'l Pollution Discharge Elinr	\$0.00	\$0.00	\$65,000.00	0.00%	\$65,000.00	
101-000-000-336-00-71-00	Multimodal Transportation - Citie:	\$911.93	\$911.93	\$3,236.00	28.18%	\$2,324.07	
101-000-000-336-00-87-00	Motor Fuel Tax(unrestricted	\$4,035.10	\$13,012.14	\$50,983.00	25.52%	\$37,970.86	
<b>Total Intergovernmental Revenues</b>		<b>\$4,947.03</b>	<b>\$13,924.07</b>	<b>\$119,219.00</b>	<b>11.68%</b>	<b>\$105,294.93</b>	
<b>Transfers-In</b>							
101-000-000-397-00-10-00	Transfer to Street from General Func	\$37,916.67	\$113,750.01	\$455,000.00	25.00%	\$341,249.99	
101-000-000-397-00-30-00	Transfer to Street from Capita	\$8,333.33	\$24,999.99	\$100,000.00	25.00%	\$75,000.01	
<b>Total Transfers-In</b>		<b>\$46,250.00</b>	<b>\$138,750.00</b>	<b>\$555,000.00</b>	<b>25.00%</b>	<b>\$416,250.00</b>	
<b>Total City Street Fund</b>		<b>\$51,197.03</b>	<b>\$152,674.07</b>	<b>\$674,219.00</b>	<b>22.64%</b>	<b>\$521,544.93</b>	
<b>Tree Fund</b>							
103-000-000-345-89-00-00	Tree Replacement fees	\$0.00	\$0.00	\$3,075.00	0.00%	\$3,075.00	
<b>Total Tree Fund</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,075.00</b>	<b>0.00%</b>	<b>\$3,075.00</b>	
<b>Capital Projects Fund</b>							
<b>Other Taxes</b>							
307-000-000-318-34-00-00	Real Estate Excise Tax 1	\$21,656.26	\$106,381.97	\$600,000.00	17.73%	\$493,618.03	
307-000-000-318-35-00-00	Real Estate Excise Tax 2	\$21,656.26	\$106,381.97	\$600,000.00	17.73%	\$493,618.03	
<b>Total Other Taxes</b>		<b>\$43,312.52</b>	<b>\$212,763.94</b>	<b>\$1,200,000.00</b>	<b>17.73%</b>	<b>\$987,236.06</b>	

307-000-000-334-06-91-02	Grant-Property II Lev	\$0.00	\$0.00	\$50,000.00	0.00%	\$50,000.00
307-000-000-361-11-00-00	Investment Interest Earnings	\$28,680.26	\$83,245.00	\$145,000.00	57.41%	\$61,755.00
<b>Total Capital Projects Func</b>		<b>\$71,992.78</b>	<b>\$296,008.94</b>	<b>\$1,395,000.00</b>	<b>21.22%</b>	<b>\$1,098,991.06</b>
<b>Development Services Func</b>						
401-000-000-322-10-00-00	Building Permits	\$70,734.19	\$168,834.51	\$635,000.00	26.59%	\$466,165.49
401-000-000-322-11-00-00	Building Permit - Technology Fe	\$1,086.25	\$2,409.50	\$8,500.00	28.35%	\$6,090.50
401-000-000-345-81-00-00	Zoning	\$4,980.00	\$23,295.00	\$40,000.00	58.24%	\$16,705.00
401-000-000-345-89-00-00	Planning	\$11,480.70	\$22,389.70	\$100,000.00	22.39%	\$77,610.30
401-000-000-359-00-00-00	Misc, Fine, Penalties, Code	\$0.00	\$0.00	\$1,500.00	0.00%	\$1,500.00
401-000-000-369-91-00-05	Other-CC Convenience Fee:	\$2,642.49	\$6,459.96	\$20,000.00	32.30%	\$13,540.04
401-000-000-382-10-00-02	Refundable DS Advance Deposi	\$31,548.05	\$70,016.35	\$40,000.00	175.04%	(\$30,016.35)
401-000-000-382-10-00-03	Advanced Deposit Used to Fund Consulting Fee	\$2,051.95	\$17,683.65	\$145,000.00	12.20%	\$127,316.35
401-000-000-397-00-30-00	Transfer from GF to DS Fund	\$8,333.33	\$24,999.99	\$100,000.00	25.00%	\$75,000.01
<b>Total Development Services Func</b>		<b>\$132,856.96</b>	<b>\$336,088.66</b>	<b>\$1,090,000.00</b>	<b>30.83%</b>	<b>\$753,911.34</b>
<b>NonRevenue Trust Funds</b>						
<b>Agency Type Deposits</b>						
<b>State Remittances - Courts</b>						
<b>State Remittances - Emergency</b>						
<b>And Trauma Services</b>						
631-000-000-386-83-08-00	WA ST Emer Med and Trauma Care	\$196.26	\$304.17	\$0.00		(\$304.17)
631-000-000-386-83-31-00	WA St- Gen Fund 93	\$392.31	\$608.02	\$0.00		(\$608.02)
631-000-000-386-83-32-00	WA St-Traumatic Brain Inj	\$392.31	\$608.02	\$0.00		(\$608.02)
<b>Total State Remittances -</b>		<b>\$980.88</b>	<b>\$1,520.21</b>	<b>\$0.00</b>		<b>(\$1,520.21)</b>
<b>State Remittances - Miscellaneous</b>						
631-000-000-386-89-09-00	WA ST Hwy Account	\$98.38	\$271.02	\$0.00		(\$271.02)
631-000-000-386-89-14-00	WA St. Hwy Safety	\$82.64	\$82.64	\$0.00		(\$82.64)
631-000-000-386-89-15-00	Death Inv Account	\$17.35	\$33.90	\$0.00		(\$33.90)
631-000-000-386-89-16-00	Motor Vehicle Account	\$37.50	\$37.50	\$0.00		(\$37.50)
631-000-000-386-89-22-00	Congestion Relief Traffic Safety Account	\$12.50	\$12.50	\$0.00		(\$12.50)
631-000-000-386-89-26-00	Drivers Lic Tech Support	\$239.85	\$364.01	\$0.00		(\$364.01)
<b>Total State Remittances -</b>		<b>\$488.22</b>	<b>\$801.57</b>	<b>\$0.00</b>		<b>(\$801.57)</b>
<b>Total State Remittances - Courts</b>		<b>\$1,469.10</b>	<b>\$2,321.78</b>	<b>\$0.00</b>		<b>(\$2,321.78)</b>
<b>State Remittances-Courts</b>						
631-000-000-386-90-02-00	WA St-State Gen Fund 54	\$15.84	\$30.60	\$0.00		(\$30.60)
631-000-000-386-91-00-00	WA St-State Gen Fund 40	\$2,177.62	\$3,526.01	\$0.00		(\$3,526.01)
631-000-000-386-92-00-20	WA St-State Gen Fund 50	\$1,246.06	\$2,037.76	\$0.00		(\$2,037.76)
<b>State Remittances - Crime Lab</b>						
631-000-000-386-96-03-00	WA St-Lab-Bld/breath	\$2.86	\$4.29	\$0.00		(\$4.29)
<b>Total State Remittances - Crime</b>		<b>\$2.86</b>	<b>\$4.29</b>	<b>\$0.00</b>		<b>(\$4.29)</b>
<b>State Remittances - Judicial</b>						
631-000-000-386-97-05-00	WA St-Judicial Info Systems	\$902.68	\$1,398.95	\$0.00		(\$1,398.95)
<b>Total State Remittances - Judicial</b>		<b>\$902.68</b>	<b>\$1,398.95</b>	<b>\$0.00</b>		<b>(\$1,398.95)</b>
<b>Total State Remittances-Courts</b>		<b>\$4,345.06</b>	<b>\$6,997.61</b>	<b>\$0.00</b>		<b>(\$6,997.61)</b>
<b>Total Agency Type Deposits</b>		<b>\$5,814.16</b>	<b>\$9,319.39</b>	<b>\$0.00</b>		<b>(\$9,319.39)</b>

631-000-000-389-30-00-01	WA St-Bldg Code Fee	\$84.50	\$156.00	\$0.00	(\$156.00)
631-000-000-389-30-00-88	Dept of Lic-Gun Permit-\$18/21	\$36.00	\$180.00	\$0.00	(\$180.00)
631-000-000-389-30-00-89	WA ST Patrol-Gun-Fbi (\$24)	\$24.00	\$48.00	\$0.00	(\$48.00)
<b>Total NonRevenue Trust Funds</b>		<b>\$5,958.66</b>	<b>\$9,703.39</b>	<b>\$0.00</b>	<b>(\$9,703.39)</b>
<b>Master Investments</b>					
<b>Revenue</b>					
<b>Nonrevenues</b>					
999-000-000-389-90-00-00	Investment Sales	(\$500,000.00)	(\$500,000.00)	\$0.00	\$500,000.00
<b>Total Nonrevenues</b>		<b>(\$500,000.00)</b>	<b>(\$500,000.00)</b>	<b>\$0.00</b>	<b>\$500,000.00</b>
<b>Total Revenue</b>		<b>(\$500,000.00)</b>	<b>(\$500,000.00)</b>	<b>\$0.00</b>	<b>\$500,000.00</b>
<b>Total Master Investments</b>		<b>(\$500,000.00)</b>	<b>(\$500,000.00)</b>	<b>\$0.00</b>	<b>\$500,000.00</b>
<b>Grand Totals</b>		<b>\$243,115.41</b>	<b>\$1,683,616.05</b>	<b>\$12,018,681.00</b>	<b>14.01% \$10,335,064.95</b>

# Expenditure

Starting Account Number: 001-000-000-508-00-01-00 Ending Fund Balance Ending Account Number: 999-000-000-589-90-00-00 Investment Purchases Period: 2026 - March

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>General Fund</b>						
<b>Legislative Services</b>						
001-000-000-511-60-41-00	Professional Services	\$0.00	\$1,947.00	\$10,000.00	19.47%	\$8,053.00
001-000-000-511-60-41-01	Legislative Activities- Regional/Intergov	\$0.00	\$2,335.68	\$7,000.00	33.37%	\$4,664.32
001-000-000-511-60-43-00	Travel & Training	\$638.24	\$1,735.24	\$10,000.00	17.35%	\$8,264.76
001-000-000-511-60-49-00	Miscellaneous	\$0.00	\$543.03	\$3,000.00	18.10%	\$2,456.97
001-000-000-511-60-49-10	Medina Days	\$0.00	\$0.00	\$50,000.00	0.00%	\$50,000.00
<b>Total Legislative Services</b>		<b>\$638.24</b>	<b>\$6,560.95</b>	<b>\$80,000.00</b>	<b>8.20%</b>	<b>\$73,439.05</b>
<b>Municipal Court</b>						
001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf	\$3,157.87	\$6,307.09	\$35,000.00	18.02%	\$28,692.91
<b>Total Municipal Court</b>		<b>\$3,157.87</b>	<b>\$6,307.09</b>	<b>\$35,000.00</b>	<b>18.02%</b>	<b>\$28,692.91</b>
<b>Executive</b>						
<b>Salaries &amp; Wages</b>						
001-000-000-513-10-11-00	Salaries & Wages	\$17,952.32	\$55,910.52	\$229,021.00	24.41%	\$173,110.48
001-000-000-513-10-11-16	ICMA 457 Plan	\$400.00	\$1,200.00	\$4,800.00	25.00%	\$3,600.00
<b>Total Salaries &amp; Wages</b>		<b>\$18,352.32</b>	<b>\$57,110.52</b>	<b>\$233,821.00</b>	<b>24.42%</b>	<b>\$176,710.48</b>
<b>Personnel Benefits</b>						
001-000-000-513-10-21-00	Personnel Benefits	\$2,855.17	\$10,654.99	\$43,282.00	24.62%	\$32,627.01
001-000-000-513-10-21-50	Auto Allowance	\$708.32	\$2,124.96	\$8,500.00	25.00%	\$6,375.04
<b>Total Personnel Benefits</b>		<b>\$3,563.49</b>	<b>\$12,779.95</b>	<b>\$51,782.00</b>	<b>24.68%</b>	<b>\$39,002.05</b>
001-000-000-513-10-41-00	Professional Services	\$6,000.00	\$6,000.00	\$36,000.00	16.67%	\$30,000.00
001-000-000-513-10-43-00	Travel & Training	\$0.00	\$225.93	\$3,000.00	7.53%	\$2,774.07
001-000-000-513-10-49-00	Miscellaneous	\$0.00	\$90.00	\$0.00		(\$90.00)
001-000-000-513-10-49-01	Dues, Subscriptions	\$0.00	\$0.00	\$1,000.00	0.00%	\$1,000.00
<b>Total Executive</b>		<b>\$27,915.81</b>	<b>\$76,206.40</b>	<b>\$325,603.00</b>	<b>23.40%</b>	<b>\$249,396.60</b>
<b>Finance Department</b>						
001-000-000-514-20-11-00	Salaries & Wages	\$17,588.91	\$47,792.06	\$233,054.00	20.51%	\$185,261.94
001-000-000-514-20-11-16	ICMA 457 Plan	\$750.00	\$2,500.00	\$9,000.00	27.78%	\$6,500.00
001-000-000-514-20-21-00	Personnel Benefits	\$3,702.14	\$13,109.05	\$68,575.00	19.12%	\$55,465.95
001-000-000-514-20-21-17	Opt-Out Of Medical	\$0.00	\$0.00	\$5,754.00	0.00%	\$5,754.00
001-000-000-514-20-41-01	Professional Services	\$2,541.58	\$20,730.62	\$44,000.00	47.12%	\$23,269.38
001-000-000-514-20-42-00	Intergvtml Prof Serv-Auditors	\$7,167.88	\$18,052.80	\$25,000.00	72.21%	\$6,947.20
001-000-000-514-20-43-00	Travel & Training	\$0.00	\$0.00	\$1,500.00	0.00%	\$1,500.00
001-000-000-514-20-46-00	Insurance (WCIA)	\$0.00	\$218,358.50	\$217,240.00	100.51%	(\$1,118.50)
001-000-000-514-20-49-00	Misc-Dues,Subscriptions	\$0.00	\$0.00	\$1,000.00	0.00%	\$1,000.00
001-000-000-514-20-49-10	Miscellaneous	\$344.24	\$970.17	\$15,000.00	6.47%	\$14,029.83
001-000-000-514-40-40-00	Election Services-Voter Regis	\$12,873.40	\$14,091.40	\$12,000.00	117.43%	(\$2,091.40)
<b>Total Finance Department</b>		<b>\$44,968.15</b>	<b>\$335,604.60</b>	<b>\$632,123.00</b>	<b>53.09%</b>	<b>\$296,518.40</b>
<b>Legal Department</b>						
001-000-000-515-41-40-00	City Attorney	\$55,785.56	\$55,785.56	\$365,000.00	15.28%	\$309,214.44
001-000-000-515-45-40-00	Special Counsel	\$0.00	\$0.00	\$100,000.00	0.00%	\$100,000.00
001-000-000-515-91-40-00	Public Defender	\$0.00	\$0.00	\$14,000.00	0.00%	\$14,000.00
001-000-000-515-93-40-10	Prosecuting Attorney	\$4,000.00	\$8,850.00	\$48,000.00	18.44%	\$39,150.00
<b>Total Legal Department</b>		<b>\$59,785.56</b>	<b>\$64,635.56</b>	<b>\$527,000.00</b>	<b>12.26%</b>	<b>\$462,364.44</b>

<b>Central Services</b>						
<b>Salaries &amp; Wages</b>						
001-000-000-518-10-11-00	Salaries & Wages	\$17,033.27	\$53,432.79	\$337,380.00	15.84%	\$283,947.21
001-000-000-518-10-11-11	Longevity	\$854.46	\$2,563.38	\$9,209.00	27.84%	\$6,645.62
001-000-000-518-10-11-14	Education	\$150.00	\$450.00	\$1,800.00	25.00%	\$1,350.00
001-000-000-518-10-11-16	ICMA 457 Plan	\$500.00	\$1,500.00	\$12,000.00	12.50%	\$10,500.00
001-000-000-518-10-12-00	Overtime	\$1,982.24	\$4,129.66	\$0.00		(\$4,129.66)
<b>Total Salaries &amp; Wages</b>		<b>\$20,519.97</b>	<b>\$62,075.83</b>	<b>\$360,389.00</b>	<b>17.22%</b>	<b>\$298,313.17</b>
<b>Personnel Benefits</b>						
001-000-000-518-10-21-00	Personnel Benefits	\$5,926.46	\$19,894.95	\$114,691.00	17.35%	\$94,796.05
<b>Total Personnel Benefits</b>		<b>\$5,926.46</b>	<b>\$19,894.95</b>	<b>\$114,691.00</b>	<b>17.35%</b>	<b>\$94,796.05</b>
<b>Office and Operating Supplies</b>						
001-000-000-518-10-31-00	Office And Operating Supplies	\$2,901.68	\$4,184.44	\$35,000.00	11.96%	\$30,815.56
<b>Total Office and Operating Supplies</b>		<b>\$2,901.68</b>	<b>\$4,184.44</b>	<b>\$35,000.00</b>	<b>11.96%</b>	<b>\$30,815.56</b>
<b>Other Services</b>						
001-000-000-518-10-41-00	Professional Services	\$158.10	\$6,397.04	\$37,200.00	17.20%	\$30,802.96
001-000-000-518-10-42-00	Postage/Telephone	\$210.80	\$632.40	\$8,000.00	7.91%	\$7,367.60
001-000-000-518-10-43-00	Travel & Training	\$0.00	\$0.00	\$8,000.00	0.00%	\$8,000.00
001-000-000-518-10-44-00	Advertising	\$338.07	\$338.07	\$7,500.00	4.51%	\$7,161.93
001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste	\$3,483.98	\$8,616.15	\$28,000.00	30.77%	\$19,383.85
001-000-000-518-10-48-00	Repairs & Maint-Equipment	\$0.00	\$0.00	\$750.00	0.00%	\$750.00
001-000-000-518-10-49-10	Miscellaneous	\$624.18	\$969.25	\$6,000.00	16.15%	\$5,030.75
001-000-000-518-10-49-20	Dues, Subscriptions	\$0.00	\$25.00	\$700.00	3.57%	\$675.00
001-000-000-518-10-49-30	Postcard, Public information	\$654.59	\$654.59	\$18,000.00	3.64%	\$17,345.41
001-000-000-518-10-49-40	Photocopies	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
<b>Total Other Services</b>		<b>\$5,469.72</b>	<b>\$17,632.50</b>	<b>\$114,650.00</b>	<b>15.38%</b>	<b>\$97,017.50</b>
<b>Building Maintenance</b>						
001-000-000-518-30-45-00	Facility Rental	\$516.00	\$1,548.00	\$4,800.00	32.25%	\$3,252.00
001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg	\$2,944.87	\$10,149.36	\$60,000.00	16.92%	\$49,850.64
<b>Total Building Maintenance</b>		<b>\$3,460.87</b>	<b>\$11,697.36</b>	<b>\$64,800.00</b>	<b>18.05%</b>	<b>\$53,102.64</b>
<b>Information Technology</b>						
001-000-000-518-80-31-00	IT HW, SW, Operating Supplies	\$22.05	\$63.61	\$1,500.00	4.24%	\$1,436.39
001-000-000-518-80-41-50	Technical Services, Software Services	\$26,843.34	\$41,599.55	\$170,000.00	24.47%	\$128,400.45
001-000-000-518-80-41-60	Software Services	\$17,135.85	\$46,436.10	\$150,000.00	30.96%	\$103,563.90
001-000-000-518-80-48-00	Repairs & Maint., Annual Software Maint.	\$0.00	\$0.00	\$15,000.00	0.00%	\$15,000.00
001-000-000-518-90-49-00	Misc.	\$908.19	\$1,041.29	\$0.00		(\$1,041.29)
<b>Total Information Technology</b>		<b>\$908.19</b>	<b>\$1,041.29</b>	<b>\$0.00</b>		<b>(\$1,041.29)</b>
<b>Total Central Services</b>		<b>\$83,188.13</b>	<b>\$204,625.63</b>	<b>\$1,026,030.00</b>	<b>19.94%</b>	<b>\$821,404.37</b>
<b>Police Operations</b>						
<b>Salaries &amp; Wages</b>						
001-000-000-521-20-11-00	Salaries & Wages	\$104,625.97	\$337,580.49	\$1,425,110.00	23.69%	\$1,087,529.51
001-000-000-521-20-11-11	Longevity	\$3,524.74	\$10,574.22	\$40,110.00	26.36%	\$29,535.78
001-000-000-521-20-11-14	Education	\$50.00	\$150.00	\$600.00	25.00%	\$450.00
001-000-000-521-20-11-16	ICMA 457 Plan	\$6,336.40	\$20,011.92	\$49,000.00	40.84%	\$28,988.08
001-000-000-521-20-11-17	Opt-Out Of Medical	\$5,609.12	\$11,261.94	\$40,234.00	27.99%	\$28,972.06
001-000-000-521-20-11-18	Night Shift Differential	\$1,120.17	\$7,026.51	\$20,808.00	33.77%	\$13,781.49
001-000-000-521-20-11-19	2% Physical Fitness Incentive	\$1,154.44	\$3,463.32	\$19,063.00	18.17%	\$15,599.68

001-000-000-521-20-12-00	Overtime	\$6,243.33	\$21,932.47	\$130,000.00	16.87%	\$108,067.53
001-000-000-521-20-12-01	Merit Pay	\$0.00	\$72,108.20	\$71,205.00	101.27%	(\$903.20)
001-000-000-521-20-13-00	Holiday Pay	\$0.00	\$195.57	\$72,811.00	0.27%	\$72,615.43
<b>Total Salaries &amp; Wages</b>		<b>\$128,664.17</b>	<b>\$484,304.64</b>	<b>\$1,868,941.00</b>	<b>25.91%</b>	<b>\$1,384,636.36</b>
<b>Personnel Benefits</b>						
001-000-000-521-20-21-00	Personnel Benefits	\$32,190.61	\$122,872.88	\$536,540.00	22.90%	\$413,667.12
001-000-000-521-20-21-10	Personnel Benefits-Retirees	\$2,210.50	\$4,421.00	\$27,826.00	15.89%	\$23,405.00
001-000-000-521-20-22-00	Uniforms	\$1,755.52	\$2,526.46	\$17,500.00	14.44%	\$14,973.54
001-000-000-521-20-22-01	DOJ Bullet Proof Vest Program	\$2,074.75	\$2,074.75	\$4,000.00	51.87%	\$1,925.25
001-000-000-521-20-23-00	Tuition	\$0.00	\$0.00	\$6,000.00	0.00%	\$6,000.00
<b>Total Personnel Benefits</b>		<b>\$38,231.38</b>	<b>\$131,895.09</b>	<b>\$591,866.00</b>	<b>22.28%</b>	<b>\$459,970.91</b>
<b>Supplies</b>						
001-000-000-521-20-31-00	Office Supplies	\$3,031.50	\$11,104.10	\$15,000.00	74.03%	\$3,895.90
001-000-000-521-20-31-01	IT HW,SW Off Equip <\$5K	\$0.00	\$0.00	\$6,000.00	0.00%	\$6,000.00
001-000-000-521-20-31-40	Police Operating Supplies	\$274.65	\$328.92	\$20,000.00	1.64%	\$19,671.08
001-000-000-521-20-31-60	Ammo/Range (Targets, etc)	\$0.00	\$0.00	\$11,000.00	0.00%	\$11,000.00
001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash	\$2,770.60	\$8,275.00	\$35,000.00	23.64%	\$26,725.00
001-000-000-521-20-35-20	Firearms (Purchase & Repair)	\$36.34	\$36.34	\$2,500.00	1.45%	\$2,463.66
<b>Total Supplies</b>		<b>\$6,113.09</b>	<b>\$19,744.36</b>	<b>\$89,500.00</b>	<b>22.06%</b>	<b>\$69,755.64</b>
<b>Other Services &amp; Charges</b>						
001-000-000-521-20-41-00	Professional Services	\$629.71	\$1,113.01	\$4,000.00	27.83%	\$2,886.99
001-000-000-521-20-41-15	Dispatch Services-Norcom Trans	\$23,002.72	\$46,005.44	\$92,011.00	50.00%	\$46,005.56
001-000-000-521-20-41-20	Dispatch-EPSCA	\$0.00	\$3,079.44	\$15,000.00	20.53%	\$11,920.56
001-000-000-521-20-41-40	Marine Patrol Services	\$0.00	\$0.00	\$113,400.00	0.00%	\$113,400.00
001-000-000-521-20-41-41	Bellevue CARE prograrr	\$0.00	\$2,732.57	\$8,500.00	32.15%	\$5,767.43
001-000-000-521-20-41-50	Recruitment-Background	\$1,825.43	\$1,836.43	\$5,000.00	36.73%	\$3,163.57
001-000-000-521-20-41-55	Jail Service-Prisoner Boarc	\$882.00	\$1,311.00	\$14,000.00	9.36%	\$12,689.00
001-000-000-521-20-41-60	Prisoner Transport	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
001-000-000-521-20-42-00	Communications (phone,Pager)	\$1,404.02	\$2,754.89	\$18,000.00	15.30%	\$15,245.11
001-000-000-521-20-43-00	Travel & Training	\$764.12	\$12,432.68	\$20,000.00	62.16%	\$7,567.32
001-000-000-521-20-45-00	Equipment-Lease & Rentals	\$0.00	\$771.88	\$2,000.00	38.59%	\$1,228.12
001-000-000-521-20-48-00	Repairs & Maint-Equip & Evidence SW	\$0.00	\$0.00	\$12,000.00	0.00%	\$12,000.00
001-000-000-521-20-48-10	Repairs & Maint-Automobiles	\$2,852.40	\$2,852.40	\$10,000.00	28.52%	\$7,147.60
001-000-000-521-20-49-30	Animal Control	\$0.00	\$470.00	\$0.00		(\$470.00)
001-000-000-521-20-49-40	Dues,Subscriptions,Memberships	\$0.00	\$3,310.39	\$6,000.00	55.17%	\$2,689.61
001-000-000-521-20-49-41	Lexipol Manuals	\$0.00	\$6,627.52	\$9,000.00	73.64%	\$2,372.48
001-000-000-521-20-49-60	Crime Prevention/Public Educ	\$0.00	\$0.00	\$7,500.00	0.00%	\$7,500.00
<b>Total Other Services &amp; Charges</b>		<b>\$31,360.40</b>	<b>\$85,297.65</b>	<b>\$336,911.00</b>	<b>25.32%</b>	<b>\$251,613.35</b>
<b>Total Police Operations</b>		<b>\$204,369.04</b>	<b>\$721,241.74</b>	<b>\$2,887,218.00</b>	<b>24.98%</b>	<b>\$2,165,976.26</b>
<b>Fire &amp; Medical Aid Department</b>						
001-000-000-522-20-41-00	Fire Control Services	\$0.00	\$0.00	\$1,060,791.00	0.00%	\$1,060,791.00
<b>Total Fire &amp; Medical Aid Department</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,060,791.00</b>	<b>0.00%</b>	<b>\$1,060,791.00</b>
<b>Public Housing Services- ARCH</b>						
001-000-000-551-10-40-00	Public Housing Services - ARCH	\$10,865.00	\$10,865.00	\$38,066.00	28.54%	\$27,201.00
<b>Total Public Housing Services- ARCH</b>		<b>\$10,865.00</b>	<b>\$10,865.00</b>	<b>\$38,066.00</b>	<b>28.54%</b>	<b>\$27,201.00</b>
<b>Environmental Services</b>						
001-000-000-553-10-40-00	Land & Water Conservation Resources-KC	\$0.00	\$0.00	\$3,804.00	0.00%	\$3,804.00
001-000-000-553-70-40-00	Pollution Prevention - Puget Sound Clean Ai	\$0.00	\$13,273.00	\$13,273.00	100.00%	\$0.00
<b>Total Environmental Services</b>		<b>\$0.00</b>	<b>\$13,273.00</b>	<b>\$17,077.00</b>	<b>77.72%</b>	<b>\$3,804.00</b>

<b>Development Services Dept</b>						
<b>Salaries &amp; Wages</b>						
001-000-000-558-60-11-00	Salaries & Wages	\$3,772.23	\$4,671.18	\$67,305.00	6.94%	\$62,633.82
001-000-000-558-60-11-16	ICMA 457 Plan	\$250.00	\$750.00	\$3,000.00	25.00%	\$2,250.00
001-000-000-558-60-11-17	Opt-Out of Medical	\$250.00	\$500.00	\$0.00		(\$500.00)
<b>Total Salaries &amp; Wages</b>		<b>\$4,272.23</b>	<b>\$5,921.18</b>	<b>\$70,305.00</b>	<b>8.42%</b>	<b>\$64,383.82</b>
<b>Personnel Benefits</b>						
001-000-000-558-60-21-00	Personnel Benefits	\$1,021.47	\$1,576.47	\$15,940.00	9.89%	\$14,363.53
<b>Total Personnel Benefits</b>		<b>\$1,021.47</b>	<b>\$1,576.47</b>	<b>\$15,940.00</b>	<b>9.89%</b>	<b>\$14,363.53</b>
<b>Other Services &amp; Charges</b>						
001-000-000-558-60-41-01	Planning Consultant	\$0.00	\$0.00	\$150,000.00	0.00%	\$150,000.00
001-000-000-558-60-41-03	Code Enforcement	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
001-000-000-558-60-41-50	Landscape Consultant	\$4,612.50	\$9,975.00	\$0.00		(\$9,975.00)
<b>Total Other Services &amp; Charges</b>		<b>\$4,612.50</b>	<b>\$9,975.00</b>	<b>\$155,000.00</b>	<b>6.44%</b>	<b>\$145,025.00</b>
001-000-000-558-62-41-00	Special Planning Projects	\$0.00	\$0.00	\$34,000.00	0.00%	\$34,000.00
001-000-000-558-66-49-00	Misc. (dues, Subscrip)	\$0.00	\$4,150.00	\$6,500.00	63.85%	\$2,350.00
<b>Total Development Services Dept</b>		<b>\$9,906.20</b>	<b>\$21,622.65</b>	<b>\$281,745.00</b>	<b>7.67%</b>	<b>\$260,122.35</b>
<b>Mental Health Services - King County</b>						
001-000-000-564-60-40-00	Mental Health Services-KC Substance Abuse	\$0.00	\$196.11	\$1,000.00	19.61%	\$803.89
<b>Total Mental Health Services - King County</b>		<b>\$0.00</b>	<b>\$196.11</b>	<b>\$1,000.00</b>	<b>19.61%</b>	<b>\$803.89</b>
<b>Recreational Services</b>						
001-000-000-571-00-10-00	Salaries & Wages - Lifeguards	\$0.00	\$0.00	\$32,000.00	0.00%	\$32,000.00
001-000-000-571-00-20-00	Personnel Benefits - Lifeguards	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
001-000-000-571-00-30-00	Uniforms - Lifeguards	\$0.00	\$0.00	\$2,000.00	0.00%	\$2,000.00
001-000-000-571-00-32-00	Miscellaneous - Lifeguards	\$0.00	\$0.00	\$7,300.00	0.00%	\$7,300.00
<b>Total Recreational Services</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$44,300.00</b>	<b>0.00%</b>	<b>\$44,300.00</b>
<b>Parks Department</b>						
001-000-000-576-80-10-00	Seasonal Salaries & Wages	\$0.00	\$0.00	\$22,089.00	0.00%	\$22,089.00
001-000-000-576-80-11-00	Salaries & Wages	\$22,628.66	\$73,006.05	\$331,718.00	22.01%	\$258,711.95
001-000-000-576-80-11-11	Longevity	\$822.12	\$2,094.36	\$7,633.00	27.44%	\$5,538.64
001-000-000-576-80-11-14	Education	\$240.00	\$720.00	\$3,240.00	22.22%	\$2,520.00
001-000-000-576-80-11-16	ICMA 457 Plan	\$2,970.00	\$8,910.00	\$10,800.00	82.50%	\$1,890.00
001-000-000-576-80-11-17	Opt-Out Of Medical	\$1,671.86	\$3,343.72	\$7,806.00	42.84%	\$4,462.28
001-000-000-576-80-12-00	Overtime	\$521.07	\$854.20	\$15,000.00	5.69%	\$14,145.80
<b>Personnel Benefits</b>						
001-000-000-576-80-21-00	Personnel Benefits	\$8,322.88	\$28,066.01	\$118,429.00	23.70%	\$90,362.99
001-000-000-576-80-22-00	Uniforms	\$0.00	\$276.71	\$2,800.00	9.88%	\$2,523.29
<b>Total Personnel Benefits</b>		<b>\$8,322.88</b>	<b>\$28,342.72</b>	<b>\$121,229.00</b>	<b>23.38%</b>	<b>\$92,886.28</b>
<b>Supplies</b>						
001-000-000-576-80-31-00	Operating Supplies	\$1,225.32	\$10,724.73	\$37,000.00	28.99%	\$26,275.27
001-000-000-576-80-32-00	Vehicle Fuel & Lube	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
<b>Total Supplies</b>		<b>\$1,225.32</b>	<b>\$10,724.73</b>	<b>\$42,000.00</b>	<b>25.54%</b>	<b>\$31,275.27</b>
<b>Other Services &amp; Charges</b>						
001-000-000-576-80-41-00	Professional Services	\$0.00	\$816.83	\$20,000.00	4.08%	\$19,183.17
001-000-000-576-80-41-04	Professional Services-Misc	\$15.96	\$5,555.86	\$4,000.00	138.90%	(\$1,555.86)
001-000-000-576-80-41-05	Miscellaneous	\$1,200.00	\$1,200.00	\$0.00		(\$1,200.00)

001-000-000-576-80-42-00	Telephone/postage	\$743.43	\$1,166.26	\$8,000.00	14.58%	\$6,833.74
001-000-000-576-80-43-00	Travel & Training	\$0.00	\$159.83	\$4,000.00	4.00%	\$3,840.17
001-000-000-576-80-47-00	Utilities	\$5,462.38	\$7,680.32	\$28,000.00	27.43%	\$20,319.68
001-000-000-576-80-48-00	Repair & Maint Equipment	\$0.00	\$0.00	\$12,500.00	0.00%	\$12,500.00
001-000-000-576-80-49-00	Miscellaneous, annual lease	\$0.00	\$0.00	\$600.00	0.00%	\$600.00
001-000-000-576-80-49-01	Misc-Property Tax	\$0.00	\$0.00	\$450.00	0.00%	\$450.00
<b>Total Other Services &amp; Charges</b>		<b>\$7,421.77</b>	<b>\$16,579.10</b>	<b>\$77,550.00</b>	<b>21.38%</b>	<b>\$60,970.90</b>
<b>Capital Outlay</b>						
001-000-000-576-80-63-00	Park Improvements	\$0.00	(\$572.41)	\$0.00		\$572.41
<b>Total Capital Outlay</b>		<b>\$0.00</b>	<b>(\$572.41)</b>	<b>\$0.00</b>		<b>\$572.41</b>
<b>Total Parks Department</b>		<b>\$45,823.68</b>	<b>\$144,002.47</b>	<b>\$639,065.00</b>	<b>22.53%</b>	<b>\$495,062.53</b>
<b>Capital Expenditures</b>						
001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay	\$0.00	\$46,656.90	\$46,295.00	100.78%	(\$361.90)
001-000-000-594-18-64-00	City Hall Capital >\$5K	\$0.00	\$32.07	\$0.00		(\$32.07)
001-000-000-594-21-64-10	Police HW/SW Equipment >\$5K Capital Outlay	\$0.00	\$119.11	\$66,500.00	0.18%	\$66,380.89
001-000-000-594-21-70-00	Police Lease Repayment, Principal Cos	\$5,165.86	\$63,361.11	\$93,600.00	67.69%	\$30,238.89
001-000-000-594-21-80-00	Police Lease Repayment, Interest Cos	\$1,821.91	\$7,457.15	\$27,600.00	27.02%	\$20,142.85
001-000-000-594-76-30-00	Parks Improvements	\$0.00	\$0.00	\$9,000.00	0.00%	\$9,000.00
001-000-000-594-76-64-00	Parks Capital Outlay	\$0.00	\$0.00	\$180,000.00	0.00%	\$180,000.00
<b>Total Capital Expenditures</b>		<b>\$6,987.77</b>	<b>\$117,626.34</b>	<b>\$422,995.00</b>	<b>27.81%</b>	<b>\$305,368.66</b>
<b>General Operating Transfers</b>						
001-000-000-597-00-00-03	Transfer from General to Street	\$37,916.67	\$113,750.01	\$455,000.00	25.00%	\$341,249.99
001-000-000-597-00-30-04	Trans from GF to Dev. Serv. Fund	\$8,333.33	\$24,999.99	\$100,000.00	25.00%	\$75,000.01
<b>Total General Operating Transfers</b>		<b>\$46,250.00</b>	<b>\$138,750.00</b>	<b>\$555,000.00</b>	<b>25.00%</b>	<b>\$416,250.00</b>
<b>Total General Fund</b>		<b>\$543,855.45</b>	<b>\$1,861,517.54</b>	<b>\$8,573,013.00</b>	<b>21.71%</b>	<b>\$6,711,495.46</b>
<b>City Street Fund</b>						
101-000-000-542-30-10-00	Seasonal worker street	\$0.00	\$0.00	\$13,800.00	0.00%	\$13,800.00
101-000-000-542-30-11-00	Salaries & Wages	\$14,919.09	\$48,170.71	\$221,146.00	21.78%	\$172,975.29
101-000-000-542-30-11-11	Longevity	\$548.08	\$1,396.24	\$5,089.00	27.44%	\$3,692.76
101-000-000-542-30-11-14	Education	\$160.00	\$480.00	\$2,200.00	21.82%	\$1,720.00
101-000-000-542-30-11-16	ICMA 457 Plan	\$1,980.00	\$5,940.00	\$7,200.00	82.50%	\$1,260.00
101-000-000-542-30-11-17	Opt-Out Of Medical	\$1,114.56	\$2,229.12	\$5,212.00	42.77%	\$2,982.88
101-000-000-542-30-12-00	Overtime	\$347.38	\$569.47	\$12,000.00	4.75%	\$11,430.53
<b>Personnel Benefits</b>						
101-000-000-542-30-21-00	Personnel Benefits	\$5,276.59	\$17,859.84	\$78,952.00	22.62%	\$61,092.16
101-000-000-542-30-22-00	Uniforms	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
<b>Total Personnel Benefits</b>		<b>\$5,276.59</b>	<b>\$17,859.84</b>	<b>\$81,952.00</b>	<b>21.79%</b>	<b>\$64,092.16</b>
<b>Supplies</b>						
101-000-000-542-30-31-00	Operating & Maintenance Supplies	\$746.18	\$946.53	\$7,000.00	13.52%	\$6,053.47
101-000-000-542-30-35-00	Small Tools/minor Equipment	\$0.00	\$0.00	\$8,000.00	0.00%	\$8,000.00
<b>Total Supplies</b>		<b>\$746.18</b>	<b>\$946.53</b>	<b>\$15,000.00</b>	<b>6.31%</b>	<b>\$14,053.47</b>
<b>Professional Services</b>						
101-000-000-542-30-41-00	Professional Services	\$4,625.00	\$27,832.93	\$60,000.00	46.39%	\$32,167.07
101-000-000-542-30-41-03	NPDES Grant	\$0.00	\$333.13	\$60,000.00	0.56%	\$59,666.87
101-000-000-542-30-41-10	Road & Street Maintenance	\$0.00	\$0.00	\$11,000.00	0.00%	\$11,000.00
101-000-000-542-30-45-00	Machine/Facility Rental	\$986.82	\$986.82	\$4,000.00	24.67%	\$3,013.18
101-000-000-542-30-47-00	Utility Services	\$73.14	\$193.29	\$1,000.00	19.33%	\$806.71
101-000-000-542-30-48-00	Equipment Maintenance	\$0.00	\$0.00	\$7,000.00	0.00%	\$7,000.00

101-000-000-542-40-41-00	Storm Drain Maintenance	\$0.00	\$0.00	\$15,000.00	0.00%	\$15,000.00
<b>Traffic And Pedestrian Services</b>						
101-000-000-542-63-41-00	Street Light Utilities	\$3,511.20	\$5,154.64	\$22,500.00	22.91%	\$17,345.36
101-000-000-542-64-41-00	Traffic Control Devices	\$0.00	\$0.00	\$10,000.00	0.00%	\$10,000.00
101-000-000-542-66-41-00	Snow & Ice Removal	\$0.00	\$0.00	\$2,000.00	0.00%	\$2,000.00
101-000-000-542-67-41-00	Street Cleaning	\$0.00	\$1,536.46	\$78,000.00	1.97%	\$76,463.54
<b>Total Traffic And Pedestrian Services</b>		<b>\$3,511.20</b>	<b>\$6,691.10</b>	<b>\$112,500.00</b>	<b>5.95%</b>	<b>\$105,808.90</b>
<b>Roadside</b>						
101-000-000-542-70-40-00	Street Irrigation Utilities	\$953.82	\$1,036.37	\$18,000.00	5.76%	\$16,963.63
<b>Total Roadside</b>		<b>\$953.82</b>	<b>\$1,036.37</b>	<b>\$18,000.00</b>	<b>5.76%</b>	<b>\$16,963.63</b>
<b>Capital Expenditures</b>						
101-000-000-594-42-64-00	Street Capital Equipment	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
<b>Total Capital Expenditures</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>0.00%</b>	<b>\$5,000.00</b>
<b>Total City Street Fund</b>		<b>\$35,241.86</b>	<b>\$114,665.55</b>	<b>\$657,099.00</b>	<b>17.45%</b>	<b>\$542,433.45</b>
<b>Tree Fund</b>						
103-000-000-558-60-49-10	Miscellaneous-Tree Replacemen	\$261.42	\$261.42	\$30,000.00	0.87%	\$29,738.58
<b>Total Tree Fund</b>		<b>\$261.42</b>	<b>\$261.42</b>	<b>\$30,000.00</b>	<b>0.87%</b>	<b>\$29,738.58</b>
<b>Capital Projects Fund</b>						
307-000-000-582-20-00-00	Refund of Retainage Deposits	\$8,754.91	\$8,754.91	\$0.00		(\$8,754.91)
307-000-000-594-18-60-00	Building Improvements	\$34,473.05	\$34,473.05	\$150,000.00	22.98%	\$115,526.95
307-000-000-594-76-63-20	Park Improvements	\$0.00	\$0.00	\$420,000.00	0.00%	\$420,000.00
307-000-000-595-30-63-01	Street Improvements, Overlays	\$0.00	\$3,230.75	\$260,000.00	1.24%	\$256,769.25
307-000-000-595-30-63-02	Storm Sewer Improvements	\$0.00	\$1,822.46	\$250,000.00	0.73%	\$248,177.54
307-000-000-595-30-63-10	Sidewalk Improvements	\$0.00	\$0.00	\$200,000.00	0.00%	\$200,000.00
307-000-000-595-30-63-18	Medina Park Ponds	\$0.00	\$1,269.50	\$0.00		(\$1,269.50)
<b>Transfer Out</b>						
307-000-000-597-44-30-00	Transfer from Capital to Street	\$8,333.33	\$24,999.99	\$100,000.00	25.00%	\$75,000.01
<b>Total Transfer Out</b>		<b>\$8,333.33</b>	<b>\$24,999.99</b>	<b>\$100,000.00</b>	<b>25.00%</b>	<b>\$75,000.01</b>
<b>Total Capital Projects Fund</b>		<b>\$51,561.29</b>	<b>\$74,550.66</b>	<b>\$1,380,000.00</b>	<b>5.40%</b>	<b>\$1,305,449.34</b>
<b>Development Services Fund</b>						
401-000-000-555-50-41-08	Sound Testing Consultant	\$315.00	\$735.00	\$0.00		(\$735.00)
401-000-000-558-50-03-00	Insurance Allocation (WCIA)	\$0.00	\$39,954.50	\$40,031.00	99.81%	\$76.50
401-000-000-558-50-04-00	City Attorney, Dev. Serv	\$3,825.00	\$3,825.00	\$0.00		(\$3,825.00)
401-000-000-558-50-05-00	Technical Services, Software Services	\$3,692.04	\$5,538.06	\$26,250.00	21.10%	\$20,711.94
401-000-000-558-50-41-06	Building Inspector Contract	\$0.00	\$0.00	\$2,500.00	0.00%	\$2,500.00
401-000-000-558-50-41-07	Engineering Consultant	\$9,554.43	\$9,554.43	\$85,000.00	11.24%	\$75,445.57
401-000-000-558-50-41-50	Arborist	\$0.00	\$0.00	\$50,000.00	0.00%	\$50,000.00
401-000-000-558-50-41-55	Shoreline Consultant	\$7,105.80	\$7,105.80	\$32,000.00	22.21%	\$24,894.20
401-000-000-558-60-11-00	Salaries & Wages	\$26,471.05	\$91,518.12	\$342,168.00	26.75%	\$250,649.88
401-000-000-558-60-11-11	Longevity	\$153.92	\$461.76	\$0.00		(\$461.76)
401-000-000-558-60-11-14	Education	\$624.00	\$1,024.00	\$2,400.00	42.67%	\$1,376.00
401-000-000-558-60-11-16	ICMA 457 Plan	\$1,000.00	\$3,000.00	\$12,000.00	25.00%	\$9,000.00
401-000-000-558-60-11-17	Opt-Out of Medical	\$1,593.64	\$3,187.28	\$5,408.00	58.94%	\$2,220.72
401-000-000-558-60-12-00	Overtime	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
401-000-000-558-60-21-00	Personnel Benefits	\$7,204.51	\$27,385.06	\$103,950.00	26.34%	\$76,564.94
401-000-000-558-60-31-00	Operating Supplies	\$0.00	\$0.00	\$1,500.00	0.00%	\$1,500.00
401-000-000-558-60-32-00	Vehicle Expenses - Gas, Oil, Maint.	\$33.19	\$33.19	\$1,000.00	3.32%	\$966.81
401-000-000-558-60-41-00	Professional Services	\$0.00	\$0.00	\$35,000.00	0.00%	\$35,000.00
401-000-000-558-60-41-01	Planning Consultant	\$12,199.20	\$26,052.39	\$175,000.00	14.89%	\$148,947.61

401-000-000-558-60-41-02	Hearing Examiner	\$0.00	\$0.00	\$20,000.00	0.00%	\$20,000.00
401-000-000-558-60-42-00	Communications	\$416.16	\$416.16	\$5,000.00	8.32%	\$4,583.84
401-000-000-558-60-43-00	Travel & Training	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
401-000-000-558-60-49-00	Dues, Subscriptions, Memberships	\$160.37	\$1,496.29	\$3,600.00	41.56%	\$2,103.71
401-000-000-558-60-49-10	Miscellaneous	\$1,862.67	\$6,199.10	\$24,000.00	25.83%	\$17,800.90
401-000-000-582-10-00-01	Refund of PGB/CMP Deposits (DS)	\$0.00	\$10,000.00	\$0.00		(\$10,000.00)
401-000-000-582-10-00-02	Refund of DS Adv Deposits	\$150.00	\$7,039.63	\$40,000.00	17.60%	\$32,960.37
401-000-000-594-60-64-00	DS- IT HW/SW >\$5K Capital Outlay	\$21,256.61	\$21,256.61	\$30,000.00	70.86%	\$8,743.39
<b>Total Development Services Fund</b>		<b>\$97,617.59</b>	<b>\$265,782.38</b>	<b>\$1,044,807.00</b>	<b>25.44%</b>	<b>\$779,024.62</b>
<b>NonRevenue Trust Funds</b>						
<b>Expenditure</b>						
<b>Non-Expenditures</b>						
631-000-000-589-30-01-00	Dept Of Lic-Gun Permit	\$54.00	\$234.00	\$0.00		(\$234.00)
631-000-000-589-30-02-00	WA ST Patrol-Gun-Fbi	\$164.00	\$164.00	\$0.00		(\$164.00)
<b>Total Non-Expenditures</b>		<b>\$218.00</b>	<b>\$398.00</b>	<b>\$0.00</b>		<b>(\$398.00)</b>
<b>Total Expenditure</b>		<b>\$218.00</b>	<b>\$398.00</b>	<b>\$0.00</b>		<b>(\$398.00)</b>
<b>Total NonRevenue Trust Funds</b>		<b>\$218.00</b>	<b>\$398.00</b>	<b>\$0.00</b>		<b>(\$398.00)</b>
<b>Master Investments</b>						
<b>Expenditure</b>						
<b>Nonexpenditures</b>						
999-000-000-589-90-00-00	Investment Purchases	\$503,609.62	\$503,609.62	\$0.00		(\$503,609.62)
<b>Total Nonexpenditures</b>		<b>\$503,609.62</b>	<b>\$503,609.62</b>	<b>\$0.00</b>		<b>(\$503,609.62)</b>
<b>Total Expenditure</b>		<b>\$503,609.62</b>	<b>\$503,609.62</b>	<b>\$0.00</b>		<b>(\$503,609.62)</b>
<b>Total Master Investments</b>		<b>\$503,609.62</b>	<b>\$503,609.62</b>	<b>\$0.00</b>		<b>(\$503,609.62)</b>
<b>Grand Totals</b>		<b>\$1,232,365.23</b>	<b>\$2,820,785.17</b>	<b>\$11,684,919.00</b>	<b>24.14%</b>	<b>\$8,864,133.83</b>



# CITY OF MEDINA

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

**Date:** April 13, 2026  
**To:** Honorable Mayor and City Council  
**Via:** Jeff Swanson, City Manager  
**From:** Dawn Nations, Acting City Clerk  
**Subject:** Central Services Department Monthly Report

## APRIL AND MAY PUBLIC MEETINGS AND EVENTS

<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
City Council Special and Regular Meeting	April 13	5:00 pm	In-Person/Online
Park Board Spring Clean-up Day	April 21	10:00 am	Points Loop Trail
Arbor Day Event	April 24	10:00 am	Medina Park
City Council Special and Regular Meeting	April 27	5:00 pm	In-Person/Online
Planning Commission Meeting	April 28	6:00 pm	In-Person/Online
City Council Special and Regular Meeting	May 11	5:00 pm	In-Person/Online
Planning Commission Special Meeting	May 6	6:00 pm	In-Person/Online
<b>Memorial Day – City Hall Closed</b>	May 25		
City Council Special and Regular Meeting	May 26	5:00 pm	In-Person/Online
Park Board Meeting	May 18	5:00 pm	In-Person/Online
Planning Commission Meeting	May 27	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:** In March 2026 the city sent 17 bulletins to 214,580 recipients.

## RECORDS REQUESTS

During the month of March 13 public records requests were received by Central Services. See **Attachment 1**.

**ATTACHMENT 1**

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

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DATE: April 13, 2026

TO: Mayor and City Council

From: Dawn Nations, Acting City Clerk

Subject: March 2026, Public Records Request Tracking

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In March 2026, Central Services staff received **13** new public records requests. These requests required approximately **11 hours** of Central Services and Development Services staff time and **0 hours** of consulting time with the City Attorney. The overall March cost, which includes staff hourly rate plus benefits and City Attorney fees, is approximately **\$875**

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In March 2026, the Police Department received **13** new records requests. These requests required approximately **14.5 hours** of staff time and **0 hours** of consulting time with the City Attorney. The overall March cost, which includes staff hourly rate plus benefits, is approximately **\$1045**. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

**ATTACHMENT 1**

**March 2026 Monthly PRR Report**

Ref. #	Public Records Request	Requester Name	Request Date	Dept.	Assigned Staff
26-78	Documents (land use, building, grading, etc) related to the construction of the Overlake Golf & Country Club sports court facility at 8000 NE 16th St, Medina, WA 98039, specifically on parcel 302530-0392.	Mike Bartolome	3/31/2026	Development Services	Dawn Nations
26-75	Please send approved plans for B-24-006.	Matthew Torres	3/24/2026	Development Services	Dawn Nations
26-74	Meeting recording from March 23 2026 Medina City Council meeting.	Ryan Packerr	3/24/2026	Central Services	Dawn Nations
26-71	Parcel 542730-0030 / Permit B-24-006 I've seen the original plans. I need to see the revision containing the pool and cabana. I don't have a permit number for that. Thanks! David	David McCourt	3/23/2026		Dawn Nations
26-69	Per City Arbrosit's recommendation, requesting the replanting plan for TREE-25-082 application during public comments period.	Cherry	3/18/2026		Dawn Nations
26-68	Hi, I would like more information about a recent development notice by Overlake Golf Course. This project will have direct impact on the noise levels around where we live + impact our home value. I would like to understand in detail about this project. Thank you.	Ekta Jiwani	3/18/2026		Dawn Nations
26-66	Parcel 242504-9197 / Permit B-25-006 Thanks! David	David McCourt	3/13/2026	Development Services	Dawn Nations

ATTACHMENT 1

26-62	<p>Requesting a report of all issued and pending building permits for residential &amp; commercial properties from 2/1/2026 to 2/28/2026. 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.</p>	Braden Mineer	3/10/2026	Dawn Nations
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26-60	<p>What I am requesting for prompt disclosure are records in your possession detailing your discussions about [1] Women’s History Month as an event which has in the 21st Century served to raise awareness of the sexism women encounter in their efforts to be successful in their academic and professional careers; [2] the manner in which your local/state government agency plans to commemorate Women’s History Month this Calendar Year 2026; [3] Westminster College (Fulton, Missouri) as a post-secondary academic institution which has (i) historically served and catered exclusively to white men; (ii) on (or around) August 29th 1986 extended an invitation to former Central Intelligence Agency (CIA) Director William Webster: approximately 5 (five) months after the April 05th 1986 rape and murder of Jeanne Ann Clery; (iii) on (or around) February 21st 2026 sent a very peculiar email to alumnus Michael A. Ayele (a.k.a) W informing him that Larry P. Arnn would be lecturing undergraduate students (at Westminster College) on March 06th 2026; [4] Michael A. Ayele (a.k.a.) W as a Black Bachelor of Arts (B.A.) Degree graduate of Westminster College who (i) became thoroughly convinced that Hillsdale College is a white Christian fanatic post-secondary academic institution after reading the October 25th 2023 complaint filed by Danielle Villareal and Grace Chen; (ii) became thoroughly convinced that Hillsdale College violated the Supreme Court precedent established in Bob Jones University v. United States after reading the October 25th 2023 complaint filed by Danielle Villareal and Grace Chen</p>	Michael A. Ayele	3/9/2026	Human Resources	Dawn Nations
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**ATTACHMENT 1**

26-59	<p>Morning, I am looking for a map of as-builts/schematic for sewer services near 8019 NE 27th St Medina, WA 98039 Thanks MAC Core job: 26039</p>	Mary Cross	3/6/2026 Public Works	Dawn Nations
26-58	<p>1800 73rd Ave NE, Medina, WA APN 400050-0030 May I please obtain the historical permitting records done on this property? Permit Record # 3448 from the assessor details. Remodel on 9/19/1995. Thank you!</p>	Megan Mettler	3/5/2026	Dawn Nations
26-55	<p>To Whom It May Concern, Pursuant to the applicable public records law, I respectfully request access to and copies of records maintained by your office related to property-related and building/code enforcement activity for all properties within your jurisdiction. Specifically, I am requesting any and all records created, opened, updated, or maintained within the last 30 days from the date this request is received, including but not limited to: - Code enforcement or building inspection violations - Property maintenance violations - Unsafe, substandard, or uninhabitable structure violations - Notices of violation, citations, complaints, warnings, or enforcement actions - Case logs, databases, reports, or spreadsheets containing these records For each property or case, if available, I request the following data fields: - Property address (street address, city, state, ZIP code) or Parcel ID - Case number or violation ID - Violation type and/or description - Date opened or initiated - Current status (e.g., open, closed, complied, in progress) - Date closed or resolved, if applicable This request applies to all residential, commercial, industrial, vacant, and mixed-use properties, without limitation. I request that the records be provided in electronic, machine-readable format (CSV, Excel, or similar), if available. This request is made for non-commercial, informational purposes. If any portion of this request is denied or records are withheld, please provide the non-exempt portions and cite the specific statutory exemption(s) relied upon for any redactions or withholdings. If there are any fees associated with fulfilling this request, please notify me of the estimated cost prior to processing. Thank you for your time and assistance. I look forward to your response. Best Regards, Angel Lucas foia@dataresearch.blog (754) 367-2054 2463 State St, Suite 200 Madison, WI 53703</p>	Angel Lucas	3/5/2026 Central Services	Dawn Nations

**ATTACHMENT 1**

SmartProcure is submitting a public records request to City of Medina for any and all purchasing records from 11/30/2025 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: Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number Purchase date Line item details (Detailed description of the purchase) Line item quantity Line item price Vendor ID number, name, address, contact person and their email address 7.If applicable, please include any available department or school identifier such as a location code, organization code, or function code, ship code to help us distinguish records within a consolidated file for the City, County, Township, or School District 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. <https://upload.smartprocure.com>

26-53

Jeffrey Lee

3/2/2026 Finance

Dawn Nations



# CITY OF MEDINA

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TELEPHONE 425-233-6400 | www.medina-wa.gov

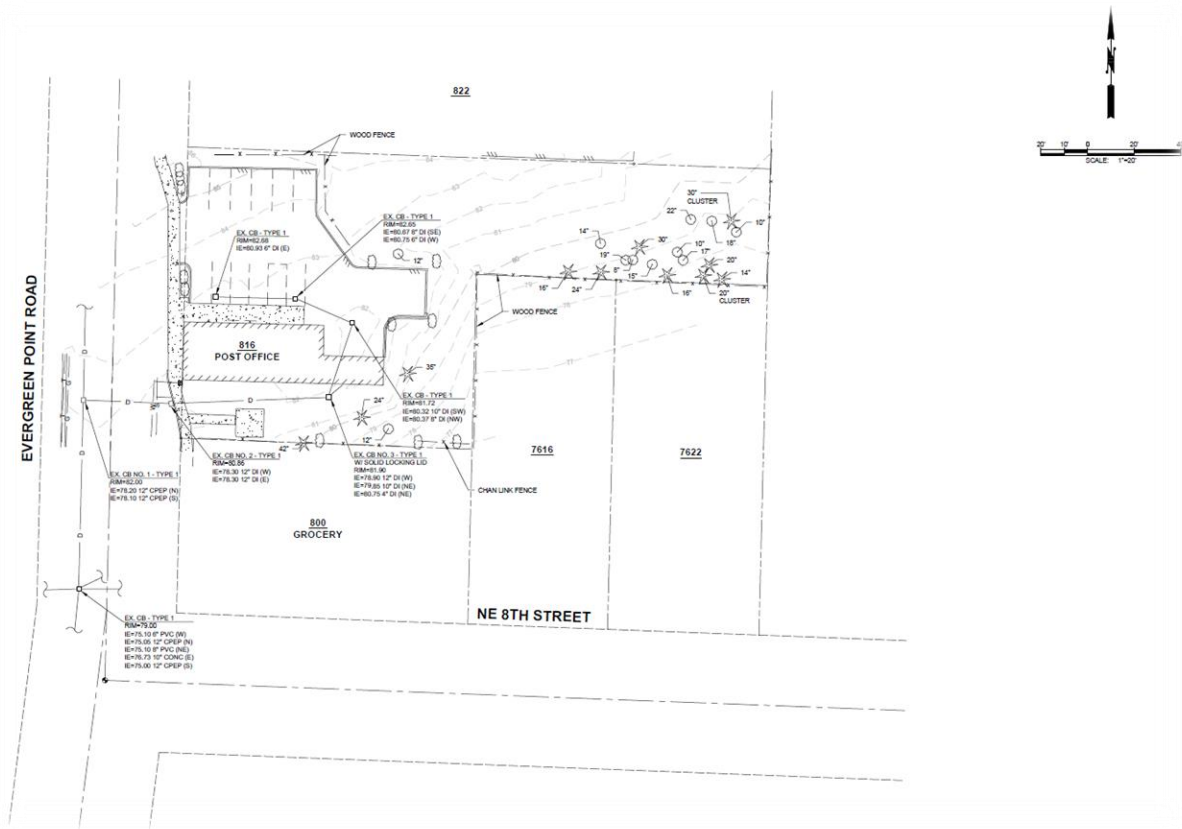
**Date:** April 13, 2026  
**To:** Honorable Mayor and City Council  
**Via:** Jeff Swanson, City Manager  
**From:** Ryan Osada, Public Works Director  
**Subject:** Public Works Monthly Report

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- MEDINA PARK STORM POND IMPROVEMENTS** – Last month, City Staff and consultants held a pre-application meeting at Medina Park with the U.S. Army Corps of Engineers, Washington State Department of Ecology, and Washington Department of Fish and Wildlife. The purpose of the visit was to review current conditions at the park, discuss the City’s proposed work, and better understand the permitting requirements.  
The proposed project will include removal of invasive vegetation, dredging of the ponds to remove sediment, and planting native vegetation. The improvements will enhance the overall health of the ponds and improve water quality. The agencies provided initial feedback on permitting requirements for the different phases of the project. City staff will continue to coordinate with the agencies as the project moves forward.



- 2. **POST OFFICE SITE SURVEY** – During initial discussions regarding the potential use of the Post Office property as a park, it was identified that clarification of the actual property boundaries is necessary. Staff ordered a detailed survey for the city owned property to mark lot lines and existing site features. The City Council has directed the Park Board to draft potential use and design options for the site and present recommendations for Council to review.



**3. PUBLIC WORKS MAINTENANCE** – Public Works staff continue to address roadside vegetation hazards. Property owners with encroachment conflicts are receiving additional notices prior to any trimming activity. Sidewalk sweeping operations are ongoing. While the use of rented lightweight equipment limits the speed of sweeping, they are trying different pre-treating methods on the sidewalk surface before sweeping.



#### 4. PROJECT UPDATES -

**STREETS:**

2026 Overlake Drive Bridge Repairs 1014C – on consent  
78th PL NE Asphalt Overlay – drafting plans

**SIDEWALK:**

Resurface Gravel Sidewalk ODr & Points Loop Trail – scheduling  
Pedestrian Improvements Design – Study Session April 13th

**PARKS:**

Fairweather Invasive Species Removal - Goats – tentatively scheduled for late June  
Fairweather Nature Preserve Foot Bridge Improvements – design and potential permitting  
Post Office Park Design – Park Board to discuss and bring to council  
Medina Beach Park Tree Planting \*trees purchased in 2025 - TBD

**STORMWATER:**

2026 Localized Improvements - 78th PL NE + three locations - design  
2025 Medina Park North Pond Vegetation Removal – Phase 2 permitting, Phase 1 scheduling  
Citywide Stormwater System Mapping – on going updates

**BUILDING:**

2026 Post Office Interior Painting – scheduling  
Public Works Carport & Storage – receiving proposals  
City Hall Backup Generator Inlet Plug - researching requirements  
City Hall Security, Lobby Design & Space Planning - TBD  
City Hall Water Filler Station – scheduling

**OTHER:**

Points Loop Trail - QR Code Sign – waiting for new signs  
Beach & Medina Park Restroom Automated Locks – in process  
2026 Hazardous Tree Removal & Planting Program – on going

March 2026 Check Register

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
8X8, Inc.	5499267	CH Phones	\$924.25	67511	3/16/2026	001-000-000-518-80-41-50	Technical Services, Software Services
<b>8X8, Inc. Total</b>			<b>\$924.25</b>				
911 Supply Inc	INV-2-59518	PD Uniform Gidlof	\$99.72	67549	3/24/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-59451	PD Uniform - Bingcang	\$220.55	67512	3/16/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-59423	PD Badges	\$1,003.02	67512	3/16/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-59609	PD Vest - Bingcang	\$2,074.75	67549	3/24/2026	001-000-000-521-20-22-01	DOJ Bullet Proof Vest Program
<b>911 Supply Inc Total</b>			<b>\$3,398.04</b>				
ADP, Inc.	ADP Fees for 3/13/26 Payroll	ADP Payroll Fees for 3/13/26 Payroll	\$2,541.58	EFT Payment	3/13/2026	001-000-000-514-20-41-01	Professional Services
<b>ADP, Inc. Total</b>			<b>\$2,541.58</b>				
Amazon Capital Services	14RP-H3T6-1NVR	Return of PD Office Supplies	(\$14.30)	67513	3/16/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1PKH-7KML-Y1VN	PD Office Supplies - Key Rings	\$4.18	67550	3/24/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1R7M-91KR-W77V	PD Uniform Belt	\$9.42	67550	3/24/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	1JVN-CJ3T-WJTK	PD Office Supplies - Creamer	\$14.99	67550	3/24/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1LJV-CXTG-MK1M	PD Desktop Charger	\$30.38	67484	3/4/2026	001-000-000-521-20-42-00	Communications (phone,Pager)
Amazon Capital Services	119F-7RHW-V1JV	Firearm Holder	\$36.34	67484	3/4/2026	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
Amazon Capital Services	1NNN-LC49-QJ1T	PD Office Supplies	\$77.18	67550	3/24/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1FKL-NX7D-DHTN	PD Paper Towel Dispenser	\$138.58	67550	3/24/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1F94-QC4V-N9RH	PD Uniform - Mens Shoes	\$143.39	67513	3/16/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	19RL-1WJQ-P3XX	PD Office Supplies - Bird Spikes	\$179.70	67513	3/16/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1PKH-7KML-6YYQN	PD Shelving Racks	\$183.04	67550	3/24/2026	001-000-000-521-20-31-00	Office Supplies
<b>Amazon Capital Services Total</b>			<b>\$802.90</b>				
AT&T MOBILITY	287290584494X03132026	PW Cell Phones	\$420.65	67551	3/24/2026	001-000-000-576-80-42-00	Telephone/postage
AT&T Mobility	287287975246X02272026	PD Cell Phones	\$1,148.42	67514	3/16/2026	001-000-000-521-20-42-00	Communications (phone,Pager)
<b>AT&amp;T MOBILITY Total</b>			<b>\$1,569.07</b>				
Aung Maw	Advance Deposit Refund	Advance Deposit Refund	\$150.00	67485	3/4/2026	401-000-000-582-10-00-02	Refund of DS Adv Deposits
<b>Aung Maw Total</b>			<b>\$150.00</b>				
Avidex	161600	Repair of Solestice Pod	\$5,508.39	67515	3/16/2026	001-000-000-518-80-41-50	Technical Services, Software Services
<b>Avidex Total</b>			<b>\$5,508.39</b>				
Behemoth Universal Services LLC	Advance Deposit Refund Permit# B-26-014	Advance Deposit Refund Permit# B-26-014	\$89.46	EFT Payment	3/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Behemoth Universal Services LLC Total</b>			<b>\$89.46</b>				
Bellevue City Treasurer - Water	Service from 12/24/2025 to 02/27/2026 100 84th Ave NE	View Pt Irrigation	\$85.12	67552	3/24/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Service from 12/24/2025 to 02/27/2026 8401 Overlake Dr W	View Pt Irrigation	\$85.12	67552	3/24/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Services from 12/01/2025 to 01/22/2026 CNTR R W of 84th NE	Street Irrigation 84th/24th	\$147.37	67545	3/16/2026	101-000-000-542-70-40-00	Street Irrigation Utilities
Bellevue City Treasurer - Water	Services from 12/08/2025 to 01/28/2026 7801 NE 32nd St	Fairweather Irrigation	\$148.24	67545	3/16/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Services from 12/09/2025 to 01/27/2026 On 84th NE N of NE 24th	Street Irrigation	\$148.24	67545	3/16/2026	101-000-000-542-70-40-00	Street Irrigation Utilities
Bellevue City Treasurer - Water	Services from 12/08/2025 to 01/28/2026 506 Evergreen Point Rd	Beach Park Irrigation	\$250.74	67545	3/16/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Services from 12/08/2025 to 01/28/2026 501 Evergreen Point RD	CH Utilities/Water	\$808.42	67545	3/16/2026	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Bellevue City Treasurer - Water	Services from 12/08/2025 to 01/28/2026 1000 80th Ave NE	Medina Park Irrigation	\$2,034.55	67545	3/16/2026	001-000-000-576-80-47-00	Utilities
<b>Bellevue City Treasurer - Water Total</b>			<b>\$3,707.80</b>				
Bellevue, City of	55189	2026 Arch Contribution	\$10,865.00	67546	3/16/2026	001-000-000-551-10-40-00	Public Housing Services - ARCH
<b>Bellevue, City of Total</b>			<b>\$10,865.00</b>				
Buenavista Services, Inc	12979	Park Restroom Janitorial	\$1,053.29	67486	3/4/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	12980	Post Office Janitorial	\$1,852.50	67486	3/4/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
<b>Buenavista Services, Inc Total</b>			<b>\$2,905.79</b>				
Centurylink	Service from Mar 08 to Apr 07	CC Terminal	\$210.80	67553	3/24/2026	001-000-000-518-10-42-00	Postage/Telephone
Centurylink	Services for 02/18/26-03/17/26	PD/CH Emergency Lines	\$225.22	67487	3/4/2026	001-000-000-521-20-42-00	Communications (phone,Pager)
<b>Centurylink Total</b>			<b>\$436.02</b>				
Cheng Peng & Liu Qiujin	Advance Deposit Refund Permit ENG-GD-23-018	Advance Deposit Refund Permit ENG-GD-23-018	\$1,171.92	67488	3/4/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Cheng Peng &amp; Liu Qiujin Total</b>			<b>\$1,171.92</b>				
Clyde Hill, City of	2026-03	Street Light Power	\$61.09	67554	3/24/2026	101-000-000-542-63-41-00	Street Light Utilities
Clyde Hill, City of	2026-03	Street Irrigation	\$658.21	67554	3/24/2026	101-000-000-542-70-40-00	Street Irrigation Utilities
<b>Clyde Hill, City of Total</b>			<b>\$719.30</b>				
Coffman Engineers	26003100	Sound Testing	\$315.00	67489	3/4/2026	401-000-000-555-50-41-08	Sound Testing Consultant
<b>Coffman Engineers Total</b>			<b>\$315.00</b>				
Comcast	Services from 02/25/26 to 03/24/26	PW Internet	\$322.78	67518	3/16/2026	001-000-000-576-80-42-00	Telephone/postage
<b>Comcast Total</b>			<b>\$322.78</b>				
Farallon Consulting	0059212	Critical Area Permit Review	\$2,334.80	67519	3/16/2026	401-000-000-558-50-41-55	Shoreline Consultant

Farallon Consulting	0058914	Critical Area Permit Review	\$4,771.00	67490	3/4/2026	401-000-000-558-50-41-55	Shoreline Consultant
<b>Farallon Consulting Total</b>			<b>\$7,105.80</b>				
FCI - Custom Police Vehicles	17394	Interest PD Veh	\$73.72	67555	3/24/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17396	Interest PD Veh	\$364.60	67555	3/24/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17397	Interest PD Veh	\$510.44	67555	3/24/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17395	Interest PD Veh	\$516.16	67555	3/24/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17396	Lease MPD Car 32	\$609.34	67555	3/24/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17394	Lease MPD Car 28	\$639.28	67555	3/24/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17397	Lease MPD Car 33	\$870.13	67555	3/24/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	18778	Veh Maintance Car 29	\$943.49	67520	3/16/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
FCI - Custom Police Vehicles	17395	Lease PD Car 30 & 31	\$2,198.44	67555	3/24/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
<b>FCI - Custom Police Vehicles Total</b>			<b>\$6,725.60</b>				
Ford Credit Municipal Finance	1782928	Interest PD Car 34	\$356.99	67521	3/16/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
Ford Credit Municipal Finance	1782928	Lease PD Car 34	\$848.67	67521	3/16/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
<b>Ford Credit Municipal Finance Total</b>			<b>\$1,205.66</b>				
Granicus, LLC	225837	Annual Permit Tracking & Portal	\$21,256.61	67556	3/24/2026	401-000-000-594-60-64-00	DS- IT HW/SW >\$5K Capital Outlay
<b>Granicus, LLC Total</b>			<b>\$21,256.61</b>				
Gray & Osborne, Inc.	Inv # 3 Project # 25427.08	Grading and Drainage Services	\$139.00	67522	3/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 9 Project # 24427.05	Grading and Drainage Services	\$169.44	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 24427.02	Grading and Drainage Services	\$169.44	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 16 Project # 22427.23	Grading and Drainage Services	\$238.94	67522	3/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 3 Project # 25427.07	Grading and Drainage Services	\$295.28	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 10 Project # 23427.09	Grading and Drainage Services	\$338.88	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 2 Project # 26427.00	Grading and Drainage Services	\$338.88	67522	3/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 11 Project # 23427.09	Grading and Drainage Services	\$356.88	67522	3/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 5 Project # 25427.05	Grading and Drainage Services	\$356.88	67522	3/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 15 Project # 22427.23	Grading and Drainage Services	\$423.60	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 15 Project # 23427.24	Grading and Drainage Services	\$438.40	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 3 Project # 25427.23	Grading and Drainage Services	\$508.32	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 4 Project # 25427.01	Grading and Drainage Services	\$525.82	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 6 Project # 25427.19	Grading and Drainage Services	\$574.02	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 5 Project # 25427.18	Grading and Drainage Services	\$579.78	67522	3/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 2 Project # 25427.28	Grading and Drainage Services	\$593.04	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 2 Project # 25427.08	Grading and Drainage Services	\$677.76	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 1 Project # 26427.00	Grading and Drainage Services	\$716.82	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 12 Project # 23427.14	Grading and Drainage Services	\$932.75	67491	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
<b>Gray &amp; Osborne, Inc. Total</b>			<b>\$8,373.93</b>				
Gullick, Julie	Advance Deposit Refund Permit# ENG-GD-23-023	Advance Deposit Refund Permit# ENG-GD-23-023	\$1,152.12	67523	3/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Gullick, Julie Total</b>			<b>\$1,152.12</b>				
Han, Jeff	Advance Deposit Refund Permit# ENG-GD-23-020	Advance Deposit Refund Permit# ENG-GD-23-020	\$570.89	67524	3/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Han, Jeff Total</b>			<b>\$570.89</b>				
Herc Equipment Rental Corporation	36362546-001	Sidewalk Sweeper	\$33.97	67557	3/24/2026	101-000-000-542-30-45-00	Machine/Facility Rental
Herc Equipment Rental Corporation	36365149-001	Sidewalk Sweeper	\$441.20	67557	3/24/2026	101-000-000-542-30-45-00	Machine/Facility Rental
<b>Herc Equipment Rental Corporation Total</b>			<b>\$475.17</b>				
Home Depot Credit Services	47115120670	Early Pay Credit	(\$2.06)	EFT Payment	3/16/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47115120662	Early Pay Credit	(\$0.76)	EFT Payment	3/16/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47116131973	Early Pay Credit	(\$0.55)	EFT Payment	3/16/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Home Depot Credit Services	47115594106	Dry Wall Mud	\$9.17	EFT Payment	3/9/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Home Depot Credit Services	47115594130	Power Steering Fluid	\$20.73	EFT Payment	3/9/2026	101-000-000-542-30-31-00	Operating & Maintenance Supplies
Home Depot Credit Services	47116131973	Window Insulation	\$30.46	EFT Payment	3/16/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Home Depot Credit Services	47115594114	Paint Hardner	\$32.17	EFT Payment	3/9/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47115594122	Spray Paint for Medina Park Bathrooms	\$35.67	EFT Payment	3/9/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47115120662	Shop Supplies	\$41.85	EFT Payment	3/16/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47115120670	Paint for Graffiti	\$113.39	EFT Payment	3/16/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47115111398	Shop Supplies	\$239.60	EFT Payment	3/9/2026	001-000-000-576-80-31-00	Operating Supplies
<b>Home Depot Credit Services Total</b>			<b>\$519.67</b>				
Horticultural Elements, Inc.	10713	84/24th & 84th Median Maintenance	\$4,625.00	67492	3/4/2026	101-000-000-542-30-41-00	Professional Services
<b>Horticultural Elements, Inc. Total</b>			<b>\$4,625.00</b>				
Hwang, Peter	Advance Deposit Refund Permit# ENG-GD-23-021	Advance Deposit Refund Permit# ENG-GD-23-021	\$1,275.36	67525	3/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Hwang, Peter Total</b>			<b>\$1,275.36</b>				
Insllee Best Doezie & Ryder, P.S.	452691	Legal Development Services matter 4&12	\$3,825.00	67493	3/4/2026	401-000-000-558-50-04-00	City Attorney, Dev. Serv.
Insllee Best Doezie & Ryder, P.S.	453772	Attorney Cost Feb 2026	\$20,647.50	67526	3/16/2026	001-000-000-515-41-40-00	City Attorney

Inslee Best Doezie & Ryder, P.S.	452691	City Attorney Fees Jan2026	\$35,138.06	67493	3/4/2026	001-000-000-515-41-40-00	City Attorney
<b>Inslee Best Doezie &amp; Ryder, P.S. Total</b>			<b>\$59,610.56</b>				
KC Office of Finance	11016945	KC Inet	\$375.00	67558	3/24/2026	001-000-000-518-80-41-50	Technical Services, Software Services
KC Office of Finance	2170815	2026 Voting Costs	\$12,873.40	67527	3/16/2026	001-000-000-514-40-40-00	Election Services-Voter Regist
<b>KC Office of Finance Total</b>			<b>\$13,248.40</b>				
Kim, Michael & Sherrie	Advance Deposit Refund Permit# P-25-061	Advance Deposit Refund Permit# P-25-061	\$1,826.60	67528	3/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Kim, Michael &amp; Sherrie Total</b>			<b>\$1,826.60</b>				
Kirkland Municipal Court	JAN26MED	Filing Fees - December 2025	\$3,157.87	67494	3/4/2026	001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf
<b>Kirkland Municipal Court Total</b>			<b>\$3,157.87</b>				
Kirkland, City of	KPD2026-011	Inmate Housing	\$882.00	67495	3/4/2026	001-000-000-521-20-41-55	Jail Service-Prisoner Board
<b>Kirkland, City of Total</b>			<b>\$882.00</b>				
Konica Minolta Premier Finance	5037934923	PW Copier	\$38.41	67559	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5037568800	PW Copier	\$108.00	67559	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5036832072	PW Copier	\$115.07	67559	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5036772061	CS Copier (Main Floor)	\$518.97	67559	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5037161342	CS Copier (Main Floor)	\$518.97	67559	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5037492210	CS Copier (Main Floor)	\$519.44	67559	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
<b>Konica Minolta Premier Finance Total</b>			<b>\$1,818.86</b>				
Lakeside Industries, Inc	Nov25 Lakeside Retention	Retention Release	\$7,094.72	67496	3/4/2026	307-000-000-582-20-00-00	Refund of Retainage Deposits
<b>Lakeside Industries, Inc Total</b>			<b>\$7,094.72</b>				
LexisNexis Risk Management - Account 1011660	1100278396	Investigative Tool	\$131.71	67560	3/24/2026	001-000-000-521-20-41-00	Professional Services
<b>LexisNexis Risk Management - Account 1011660 Total</b>			<b>\$131.71</b>				
Li Juncao & Liu Xiaojing	Advance Deposit Refund Permit ENG-GD-24-011 & CAP-24-028	Advance Deposit Refund Permit ENG-GD-24-011 & CAP-24-028	\$722.29	67497	3/4/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Li Juncao &amp; Liu Xiaojing Total</b>			<b>\$722.29</b>				
Mahoney Planning, LLC	26-02	Current Planning Services	\$12,199.20	67498	3/4/2026	401-000-000-558-60-41-01	Planning Consultant
<b>Mahoney Planning, LLC Total</b>			<b>\$12,199.20</b>				
McMullen, Collette	Parkboard Community Events 2025-2026	Parkboard Community Events 2025-2026 Christmas and Easter Egg Hunt	\$602.12	67561	3/24/2026	001-000-000-518-10-49-10	Miscellaneous
<b>McMullen, Collette Total</b>			<b>\$602.12</b>				
Medina 1 LLC	Advance Deposit Refund Permit ENG-GD-24-014	Advance Deposit Refund Permit ENG-GD-24-014	\$1,077.10	67499	3/4/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Medina 1 LLC Total</b>			<b>\$1,077.10</b>				
Message Watcher, LLC	2-61459	Email/SM/Web Archiving	\$381.80	67529	3/16/2026	001-000-000-518-80-41-60	Software Services
<b>Message Watcher, LLC Total</b>			<b>\$381.80</b>				
Moberly & Roberts, PLLC	1290	Prosecuting Attorney	\$4,000.00	67530	3/16/2026	001-000-000-515-93-40-10	Prosecuting Attorney
<b>Moberly &amp; Roberts, PLLC Total</b>			<b>\$4,000.00</b>				
Norcom	0002022	Q2 Dispatch	\$23,002.72	67500	3/4/2026	001-000-000-521-20-41-15	Dispatch Services-Norcom Trans
<b>Norcom Total</b>			<b>\$23,002.72</b>				
Pacific Plants, Inc.	104940	Medina Park Facet Mitigation	\$661.80	67562	3/24/2026	001-000-000-576-80-31-00	Operating Supplies
<b>Pacific Plants, Inc. Total</b>			<b>\$661.80</b>				
PC Specialists, Inc.	5623522	Duo Subscription	\$86.03	67531	3/16/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	5624308	Sophos Licensing	\$720.26	67563	3/24/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	70737	IT Monthly Services	\$1,846.02	67501	3/4/2026	401-000-000-558-50-05-00	Technical Services, Software Services
PC Specialists, Inc.	70909	IT Services - DS	\$1,846.02	67531	3/16/2026	401-000-000-558-50-05-00	Technical Services, Software Services
PC Specialists, Inc.	70737	IT Monthly Services	\$10,017.85	67501	3/4/2026	001-000-000-518-80-41-50	Technical Services, Software Services
PC Specialists, Inc.	70909	IT Services	\$10,017.85	67531	3/16/2026	001-000-000-518-80-41-50	Technical Services, Software Services
PC Specialists, Inc.	5622737	Microsoft O360 licenses	\$15,867.76	67531	3/16/2026	001-000-000-518-80-41-60	Software Services
<b>PC Specialists, Inc. Total</b>			<b>\$40,401.79</b>				
Pitney Bowes Global Financial Services LLC	3322206837	Postage Machine Annual Lease	\$443.85	67564	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
<b>Pitney Bowes Global Financial Services LLC Total</b>			<b>\$443.85</b>				
Premier Painting Solutions LLC	Dec25 Retention Release	Retention Release CH Int Painting	\$1,660.19	67502	3/4/2026	307-000-000-582-20-00-00	Refund of Retainage Deposits
<b>Premier Painting Solutions LLC Total</b>			<b>\$1,660.19</b>				
Primo Brands	06B8750289278	PW Drinking Water	\$103.66	67532	3/16/2026	001-000-000-576-80-31-00	Operating Supplies
<b>Primo Brands Total</b>			<b>\$103.66</b>				
Pro-shred	94127	CH Shredding Services	\$79.05	67533	3/16/2026	001-000-000-518-10-41-00	Professional Services
Pro-shred	94582	CH Shredding Services	\$79.05	67565	3/24/2026	001-000-000-518-10-41-00	Professional Services
<b>Pro-shred Total</b>			<b>\$158.10</b>				
Puget Sound Energy	Service for 01/01/26-01/30/26 80th Ave NE & NE 10th ST	Street Light Power	\$12.68	67503	3/4/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services for 01/31/26-03/02/26 80th Ave NE & NE 10th St - ST Light	Street Light Power 80th Ave	\$13.40	67566	3/24/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 01/21/26-02/19/26 84th Ave NE	View Pt Pk Power	\$19.77	67503	3/4/2026	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 12/19/25-01/21/26 84th Ave NE # PKNG	View PT PK Power	\$20.69	67534	3/16/2026	001-000-000-576-80-47-00	Utilities

Puget Sound Energy	Service for 01/01/26-01/30/26 88th Ave NE & LK WA BLVD Medina Gateway Lighting		\$40.04	67503	3/4/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Gateway Light	Gateway Light	\$40.52	67566	3/24/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 01/01/26-01/30/26 515 Evergreen Point RD	Beach Park Light Power	\$43.10	67503	3/4/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services for 01/31/26-03/02/26 515 Evergreen Point RD - ST Light	Beach Park Light Power	\$43.42	67566	3/24/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 01/20/26-02/18/26 1050 82nd Ave NE	Five Corners Power	\$44.30	67503	3/4/2026	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 12/18/25-01/20/26 1050 82nd Ave NE	Fire Corners Power	\$46.09	67534	3/16/2026	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 12/31/25-01/29/26 77th Ave NE & 79th Ave NE Takeover	Street Light Power	\$168.62	67503	3/4/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services for 01/30/26-02/27/26 77th Ave NE & 79th Ave NE Takeover# St Light	Street Light Power	\$170.61	67566	3/24/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Service for 01/20/26-02/18/26 1000 80th Ave NE	PW Shop Power	\$1,314.27	67503	3/4/2026	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 12/18/25-01/20/26 1000 80th Ave NE	PW Shop Power	\$1,413.49	67534	3/16/2026	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Service for 12/31/25-01/29/26 TIB LED Conversion	Street Light Power	\$1,416.27	67503	3/4/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services for 01/30/26-02/27/26 TIB LED Conversion - ST Light	Street Light Power	\$1,501.45	67566	3/24/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	1/1/26 - 2/28/2026 501 Evergreen Pt Rd.	CH Power Bill	\$2,675.56	26023006242513	3/20/2026	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
<b>Puget Sound Energy Total</b>			<b>\$8,984.28</b>				
Rairdon's of Kirkland	RO# 440803 Tag# 2603	Veh Maintenance Car 29	\$535.84	67547	3/16/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
<b>Rairdon's of Kirkland Total</b>			<b>\$535.84</b>				
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$22.05	EFT Payment	3/10/2026	001-000-000-518-80-31-00	IT HW, SW, Operating Supplies
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$48.25	EFT Payment	3/10/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$160.37	EFT Payment	3/10/2026	401-000-000-558-60-49-00	Dues, Subscriptions, Memberships
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$261.42	EFT Payment	3/10/2026	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$279.42	EFT Payment	3/10/2026	001-000-000-521-20-22-00	Uniforms
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$424.00	EFT Payment	3/10/2026	401-000-000-558-60-11-14	Education
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$432.32	EFT Payment	3/10/2026	001-000-000-521-20-43-00	Travel & Training
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$498.00	EFT Payment	3/10/2026	001-000-000-521-20-41-00	Professional Services
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$511.65	EFT Payment	3/10/2026	101-000-000-542-30-45-00	Machine/Facility Rental
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$516.00	EFT Payment	3/10/2026	001-000-000-518-30-45-00	Facility Rental
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$908.19	EFT Payment	3/10/2026	001-000-000-518-90-49-00	Misc.
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$1,025.90	EFT Payment	3/10/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Ramp	Mar 2026 Stmt	Mar 2026 Stmt	\$2,279.22	EFT Payment	3/10/2026	001-000-000-521-20-31-00	Office Supplies
<b>Ramp Total</b>			<b>\$7,366.79</b>				
Republic Services, Inc. dba Rabanco, Ltd.	0172-010224226	PW Yardwaste Dumpster	\$15.96	67567	3/24/2026	001-000-000-576-80-41-04	Professional Services-Misc
<b>Republic Services, Inc. dba Rabanco, Ltd. Total</b>			<b>\$15.96</b>				
Rossman, Jessica	AWC Annual Conference 2026	AWC Annual Conference 2026	\$638.24	67576	3/25/2026	001-000-000-511-60-43-00	Travel & Training
<b>Rossman, Jessica Total</b>			<b>\$638.24</b>				
Sass, Jeff	Conference International Association of Chiefs of Police 10/23/26-10/27/26	Conference International Association of Chiefs of Police 10/23/26-10/27/26	\$331.80	EFT Payment	3/12/2026	001-000-000-521-20-43-00	Travel & Training
<b>Sass, Jeff Total</b>			<b>\$331.80</b>				
Seattle Times, The	81907	Legal Notices Ord No 1051 public hearing	\$338.07	67504	3/4/2026	001-000-000-518-10-44-00	Advertising
Seattle Times, The	81907	Hearing SEPA Notices	\$416.16	67504	3/4/2026	401-000-000-558-60-42-00	Communications
Seattle Times, The	82883	Police Job Opening Posting	\$1,825.43	67535	3/16/2026	001-000-000-521-20-41-50	Recruitment-Background
<b>Seattle Times, The Total</b>			<b>\$2,579.66</b>				
Sound View Strategies, LLC	3782	Lobbyist Feb 2026	\$3,000.00	67536	3/16/2026	001-000-000-513-10-41-00	Professional Services
Sound View Strategies, LLC	3756	Lobbyist	\$3,000.00	67568	3/24/2026	001-000-000-513-10-41-00	Professional Services
<b>Sound View Strategies, LLC Total</b>			<b>\$6,000.00</b>				
Spot-On Print & Design	63003	Easter Egg Hunt Postcard	\$654.59	67569	3/24/2026	001-000-000-518-10-49-30	Postcard, Public information
<b>Spot-On Print &amp; Design Total</b>			<b>\$654.59</b>				
Staples Business Advantage	6055956604	CH Office Supplies	\$59.22	67505	3/4/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6057539996	PD Office Supplies	\$168.91	67505	3/4/2026	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	6055956605	CH Office Supplies	\$237.70	67505	3/4/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6058549091	CH Office Supplies	\$342.05	67570	3/24/2026	001-000-000-518-10-31-00	Office And Operating Supplies
<b>Staples Business Advantage Total</b>			<b>\$807.88</b>				
Statewide Security	232718	Beach Park Restroom Locks	\$10,099.07	67537	3/16/2026	307-000-000-594-18-60-00	Building Improvements
Statewide Security	232721	Medina Park Restroom Automated Locks	\$10,305.33	67571	3/24/2026	307-000-000-594-18-60-00	Building Improvements
Statewide Security	232722	Medina Park Restroom Security Cameras	\$14,068.65	67571	3/24/2026	307-000-000-594-18-60-00	Building Improvements
<b>Statewide Security Total</b>			<b>\$34,473.05</b>				
Swei Family Investments	Advance Deposit Refund Permit# ENG-GD-23-014	Advance Deposit Refund Permit# ENG-GD-23-014	\$375.73	67538	3/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Swei Family Investments Total</b>			<b>\$375.73</b>				
Tiki Car Wash	2388	February PD Car Washes	\$137.52	67572	3/24/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
<b>Tiki Car Wash Total</b>			<b>\$137.52</b>				
Tree Frog LLC	INV-0050	Arborist Services	\$4,612.50	67539	3/16/2026	001-000-000-558-60-41-50	Landscape Consultant

<b>Tree Frog LLC Total</b>				<b>\$4,612.50</b>				
US Bank	March 2026 Bank Fee	March 2026 Bank Fee		\$128.53	EFT Payment	3/13/2026	001-000-000-514-20-49-10	Miscellaneous
US Bank	March 2026 Bank Fee A	March 2026 Bank Fee A		\$134.98	EFT Payment	3/2/2026	001-000-000-514-20-49-10	Miscellaneous
US Bank	March 2026 Merchant Bank Fees	March 2026 Merchant Bank Fees		\$1,862.67	EFT Payment	3/2/2026	401-000-000-558-60-49-10	Miscellaneous
US Bank	US Bank Mar 26 CC	Zoom		\$40.00	EFT Payment	3/24/2026	001-000-000-518-80-41-60	Software Services
US Bank	US Bank Mar 26 CC	Zoom		\$40.00	EFT Payment	3/24/2026	001-000-000-518-80-41-60	Software Services
US Bank	US Bank Mar 26 CC	EFileForm		\$80.73	EFT Payment	3/24/2026	001-000-000-514-20-49-10	Miscellaneous
US Bank	US Bank Mar 26 CC	Police Prime Charge		\$274.65	EFT Payment	3/24/2026	001-000-000-521-20-31-40	Police Operating Supplies
<b>US Bank Total</b>				<b>\$2,561.56</b>				
US Bank Voyager Fleet Sys.	03/31/26	PD Gas		\$16.54	EFT Payment	3/31/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
US Bank Voyager Fleet Sys.	8693624262611	PD Fuel		\$16.54	EFT Payment	3/16/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
US Bank Voyager Fleet Sys.		Police Gas		\$1,574.10	EFT Payment	3/3/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
<b>US Bank Voyager Fleet Sys. Total</b>				<b>\$1,607.18</b>				
USDA APHIS Wildlife Services	CSFA-26-9031	Coyote Removal		\$1,200.00	67573	3/24/2026	001-000-000-576-80-41-05	Miscellaneous
<b>USDA APHIS Wildlife Services Total</b>				<b>\$1,200.00</b>				
Utilities Underground Location Ctr	6020190	Utility Locate Services		\$73.14	67506	3/4/2026	101-000-000-542-30-47-00	Utility Services
<b>Utilities Underground Location Ctr Total</b>				<b>\$73.14</b>				
Valvoline, Inc.		PD Oil Changes		(\$120.86)	67574	3/24/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
Valvoline, Inc.	121126	PD Oil Changes		\$122.84	67574	3/24/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
Valvoline, Inc.	115524	PD Oil Changes		\$122.84	67574	3/24/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
<b>Valvoline, Inc. Total</b>				<b>\$124.82</b>				
Viva Capital Funding, LLC F/B/O Cascade Engineering Services, Inc.	ML-26031125289	PD Vehicle Callibration		\$1,200.00	67540	3/16/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
<b>Viva Capital Funding, LLC F/B/O Cascade Engineering Services, Inc. Total</b>				<b>\$1,200.00</b>				
WA ST Auditor's Office	L173804	2024 Audit Cost		\$7,167.88	67541	3/16/2026	001-000-000-514-20-42-00	Intergvtml Prof Serv-Auditors
<b>WA ST Auditor's Office Total</b>				<b>\$7,167.88</b>				
WA ST Dept of Licensing	Mar 2026 Firearms Fees	Mar 2026 Firearms Fees		\$54.00	EFT Payment	3/27/2026	631-000-000-589-30-01-00	Dept Of Lic-Gun Permit
<b>WA ST Dept of Licensing Total</b>				<b>\$54.00</b>				
WA ST Dept of Transportation	*FB91017008261	Inspection Vehicle Fuel		\$33.19	67542	3/16/2026	401-000-000-558-60-32-00	Vehicle Expenses - Gas, Oil, Maint.
<b>WA ST Dept of Transportation Total</b>				<b>\$33.19</b>				
WA ST Dept of Transportation, Northwest Region	RE 41 JA7616 L007	Street Deicer		\$725.45	67575	3/24/2026	101-000-000-542-30-31-00	Operating & Maintenance Supplies
<b>WA ST Dept of Transportation, Northwest Region Total</b>				<b>\$725.45</b>				
Washington Awards, Inc.	77441	Name Plate - Struthers		\$22.06	67543	3/16/2026	001-000-000-518-10-49-10	Miscellaneous
<b>Washington Awards, Inc. Total</b>				<b>\$22.06</b>				
Washington State Patrol	I2604868	CPL Applicant Background		\$164.00	67507	3/4/2026	631-000-000-589-30-02-00	WA ST Patrol-Gun-Fbi
<b>Washington State Patrol Total</b>				<b>\$164.00</b>				
Wei, Hongbin	Advance Deposit Refund Permit# ENG-GD-23-024	Advance Deposit Refund Permit# ENG-GD-23-024		\$1,152.12	67544	3/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
<b>Wei, Hongbin Total</b>				<b>\$1,152.12</b>				
WSP Global Inc	40321377	Geotechnical Eng Svcs		\$1,180.50	67508	3/4/2026	401-000-000-558-50-41-07	Engineering Consultant
<b>WSP Global Inc Total</b>				<b>\$1,180.50</b>				
<b>Grand Total</b>				<b>\$346,678.19</b>	<b>AP Total</b>			
Payroll	Mar 2026 Payroll	Payroll		\$ 22,041.05		3/31/2026	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	Mar 2026 Payroll	Payroll		\$ 21,915.81		3/31/2026	001-000-000-514-20-11-00	Salaries, Wages & Benefits
Payroll	Mar 2026 Payroll	Payroll		\$ 26,446.43		3/31/2026	001-000-000-518-10-11-00	Salaries, Wages & Benefits
Payroll	Mar 2026 Payroll	Payroll		\$ 163,065.28		3/31/2026	001-000-000-521-20-11-00	Salaries, Wages & Benefits
Payroll	Mar 2026 Payroll	Payroll		\$ -		3/31/2026	001-000-000-571-00-11-00	Salaries, Wages & Benefits
Payroll	Mar 2026 Payroll	Payroll		\$ 37,176.59		3/31/2026	001-000-000-576-80-11-00	Salaries, Wages & Benefits
Payroll	Mar 2026 Payroll	Payroll		\$ 24,345.70		3/31/2026	101-000-000-542-30-11-00	Salaries, Wages & Benefits
Payroll	Mar 2026 Payroll	Payroll		\$ 41,916.82		3/31/2026	401-000-000-558-60-11-00	Salaries, Wages & Benefits
				<b>\$ 336,907.68</b>	<b>Payroll Total</b>			
				<b>\$ 683,585.87</b>	<b>Grand Total</b>			



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person  
Medina City Hall – Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, February 09, 2026 – 5:00 PM**

### MINUTES

#### 1. STUDY SESSION

Mayor Rossman called the study session of the Medina City Council to order in the Council Chambers at 5:02pm

#### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves (arrived 5:04 pm)  
Councilmember Harini Gokul  
Councilmember Michael Luis  
Councilmember Heija Nunn  
Councilmember Laura Bustamante  
Councilmember Joseph Brazen (arrived 5:05 pm)

#### STAFF

Osada, Wagner, Wilcox, Robertson, Nations

- 1.1 Council Orientation to ROW Design Standards  
**Recommendation:** Information and Discussion.  
**Staff Contact:** Ryan Osada, Public Works Director

Ryan Osada, Public Works Director gave a brief presentation regarding the ROW design standards for the city. Council discussed various options, asked questions and staff responded.

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

Mayor Rossman called the regular meeting of the Medina City Council to order in the Council Chambers at 6:09 pm.

#### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Harini Gokul  
Councilmember Michael Luis  
Councilmember Heija Nunn  
Councilmember Laura Bustamante  
Councilmember Joseph Brazen (out 7:08 pm)

#### STAFF

Osada, Wagner, Wilcox, Robertson, Nations, Swanson (absent), Sass (absent)

### **3. APPROVAL OF MEETING AGENDA**

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

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

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

### **5. PRESENTATIONS**

- 5.1 Acting City Clerk Dawn Nations gave a brief update on Park Board event dates the Easter Egg Hunt scheduled for March 28, 2026, Arbor Day will be April 24th and Spring Cleanup Day. The results of the Park Board election were announced that Katie Surbeck is the Chair and Collette McMullen is the Vice-Chair. Council member Nunn asked if there could be a larger clean-up event to involve the residents in participating and staff reported the Park Board will be discussing hosting another clean-up event to invite residents.

Development Services Director Steve Wilcox gave an update on Planning Commission he reported Shawn Schubring was elected as chair and Brian Pao the vice-chair. He reported that Kim Gunderson, Consultant, gave an overview of the outdoor lighting ordinance and they will continue to discuss this topic in future meetings. Council asked questions and staff responded.

Mayor Rossman informed the council there was a request from Medina Elementary students to give a presentation on Indigenous People's Day at the next council meeting. Mayor Rossman has been collecting ideas from elementary school parents on ideas they would like to see at City Hall. Councilmember Gokul extended congratulations to the Medina Elementary Robotics team for achieving 9<sup>th</sup> place out of 500 teams in the Robotics competition. Council member Gokul commented on having elementary students provide service to the community.

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

Steve Wilcox, Acting City Manager reported the AWC Hot Sheet distributed. Council member Gokul asked questions regarding the Flock cameras and asked for Chief Sass and City Manager Swanson to address at a future time. She thanked City Manager Swanson for his statement regarding law enforcement that was sent out to Medina residents.

Development Services Director Wilcox gave update on the Critical Areas Ordinance. The 60-day comment period for Department of Commerce closed they had no comments, Department of Natural Resources made positive comments. The Critical Areas Ordinance will come to Council at the February 23<sup>rd</sup> or March 9th meeting. Council asked questions about current permits and the tree code and staff responded.

**ACTION:** Council directed staff to bring updates on previous tree code discussions that can be quick fixes to council for further discussion and allow staff to make changes.

**ACTION:** Council directed staff and City Attorney to draft an Interim Official Control Ordinance (IOC) on bulk for the February 23<sup>rd</sup> meeting for discussion.

He reported the Joint City Council/Planning Commission meeting on February 24<sup>th</sup> to discuss the workplan and adding bulk to the list.

Finance Director Wagner reported the 2024 City Audit is nearing completion and the ending conference with the auditors will be on March 9<sup>th</sup>. He gave a brief overview of his report and will have the updated financial report in the February 23<sup>rd</sup> packet. Council asked questions and staff responded.

Public Works Director Osada gave a brief update on the Medina Pond restoration project. Councilmember Bustamante thanked Public Works staff for cleaning up Medina Beach Park. Council asked questions and staff responded.

## **7. CONSENT AGENDA**

**ACTION:** Deputy Mayor Reeves moved to approve the Consent Agenda. The motion was Seconded by Councilmember Gokul and carried by a vote of 6-0.

7.1 13th Month - Check Register  
**Recommendation:** Approve.  
**Staff Contact:** Ryan Wagner, Finance/HR Director

7.2 Approved Planning Commission Meeting Minutes of November 18, 2025  
**Recommendation:** Receive and file.  
**Staff Contact:** Rebecca Bennett, Development Services Coordinator

7.3 Draft City Council Meeting Minutes of:  
 a) December 8, 2025; and  
 b) January 12, 2026.  
**Recommendation:** Adopt minutes.  
**Staff Contact:** Dawn Nations, Acting City Clerk

## **8. LEGISLATIVE HEARING**

None.

## **9. PUBLIC HEARING**

None.

## **10. CITY BUSINESS**

10.1 Council Committee Assignments - Finance, Personnel, Development Services  
**Recommendation:** Discussion and direction.  
**Staff Contacts:** Jeff Swanson, City Manager and Jessica Rossman, Mayor

Mayor Rossman gave a brief overview of the Council Committee Assignments. The committee assignment will be finalized at the February 23<sup>rd</sup> meeting.

**ACTION:** Council directed the city attorney to draft the required council rules update for adding a committee chair to committees. This will be added on consent at a future meeting.

**ACTION:** Councilmember Bustamante asked staff and council to list out all boards, committees, meetings they attend. Council discussed and will report on meetings they attend.

10.2 Financial Policy Discussion, Key Updates

**Recommendation:** Discussion and direction.

**Staff Contact:** Ryan Wagner, Finance/HR Director

Ryan Wagner, Finance/HR Director gave an update on the key items for the financial policy update.

- 1) Per Diem will be a flat rate
- 2) Purchasing Policy - Food and Beverage related to city business (council meetings, retreat, staff meeting)
- 3) External Payment Verification system will be implemented.

Council asked questions and staff responded. The updated policy resolution will be brought to council for approval at a future meeting.

**11. REQUESTS FOR FUTURE AGENDA ITEMS**

No additional requests presented.

**12. PUBLIC COMMENT**

Mayor Jessica Rossman opened the public comment period. The following person addressed the council:

Michael Tyler Nix addressed the council regarding his interview for the Planning Commission position. He thanked the council for their efforts and is looking forward to more discussions.

There were no additional speakers, and the public comment was closed.

**13. ADJOURNMENT**

By consensus the meeting was adjourned at 7:42 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person  
Medina City Hall – Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, February 23, 2026 – 5:00 PM**

### MINUTES

#### 1. STUDY SESSION

Mayor Rossman called the study session of the Medina City Council to order in the Council Chambers at 5:05 pm

##### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Michael Luis  
Councilmember Heija Nunn  
Councilmember Laura Bustamante  
Councilmember Harini Gokul (arrived at 5:23 pm)

##### ABSENT

Councilmember Joseph Brazen

##### STAFF

Swanson, Sass, Osada, Wagner, Wilcox, Robertson (on-line). Nations

#### 1.1 Consideration of Interim Official Control – Bulk

**Recommendation:** Discussion.

**Staff Contact:** Steve Wilcox, Development Services Director and Jennifer Robertson, City Attorney

Steve Wilcox, Development Services Director and Jennifer Robertson, City Attorney gave an overview of the Interim Official Control Ordinance for Bulk. Council discussed and asked questions to be discussed further under City Business during the regular meeting.

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

Mayor Rossman called the regular meeting of the Medina City Council to order in the Council Chambers at 6:02 pm.

##### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves

Councilmember Michael Luis  
 Councilmember Heija Nunn (left at 6:24 pm)  
 Councilmember Laura Bustamante  
 Councilmember Harini Gokul

ABSENT  
 Councilmember Joseph Brazen

STAFF  
 Swanson, Sass, Osada, Wagner, Wilcox, Robertson(on-line), Nations

### **3. APPROVAL OF MEETING AGENDA**

Mayor Rossman moved the presentation item 5.1 to 4.1, public comment period from 4.1 to 5.1 and removed the second Executive Session RCW 42.30.110 (1)(g).

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

### **4. PRESENTATIONS**

#### **4.1 Medina Elementary Students Presentation**

Medina Elementary students gave a presentation on Indigenous People's Day on why it is important and offered ideas on how the Medina community could recognize this day. The students would like to host an event at Medina Days and proposed to the council a draft proclamation to be considered for adoption at a future meeting.

**ACTION:** Council directed staff to work with Medina students to complete a proclamation to be adopted at a future meeting.

### **5. PUBLIC COMMENT PERIOD**

#### **5.1 Mayor Jessica Rossman opened the public comment period. The following individuals addressed the Council:**

David Doud - resident at 3211 Evergreen Point Road. He and his wife Sarah have lived in Medina for 25 years. He commented on permit B-24-011 (3217 Evergreen Point Road) regarding the height bonus for the project. He referenced MMC 1.15.540(A)(4) to correct permitting errors when they are discovered. He respectfully asked the council to review this matter under that authority to ensure the zoning code is applied as written and applied fairly to all.

Robin Callan- resident at 3221 Evergreen Point Road, commented on permit B-24-011 (3217 Evergreen Point Road) and expressed his disapproval with this project and asked the council to review the process of how this project happened and why it isn't being stopped.

Gretchen Stengel - resident at 3221 Evergreen Point Road - commented on the project at B-24-011 (3217 Evergreen Point Road). She commented on the permitting process and spoke about several projects surrounding her home over many years. She showed

pictures regarding the scale of this project and her concerns for the impact of all the neighbors. She asked the council to review this process and correct it, so this doesn't happen again.

David Langworthy resident 3212 Evergreen Point Road former planning commissioner. He commented on the project at 3217 Evergreen Point Road. He spoke about good control of the building process. He commented on 2626 Evergreen Point Road project regarding the roadway. He commented on how planning commission is used to review large projects and he would like to see that continue.

Sherri DelBene is a resident at 3201 Evergreen Point Road for 40 years. She commented on project B-24-011 and lives down slope from this property. She commented on past landslides and is concerned with areas that are geologically vulnerable stating safety concerns.

Laura Burgess resident at 841 86<sup>th</sup> Avenue NE for 25 years. She addressed the council regarding a civil matter.

Emailed Public Comments: M3 Sweat, David and Sarah Doud via Aaron Smith, Nancy Parker, Denise Lane. Copies of these comments are attached to the minutes.

Jennifer Robertson, City Attorney, addressed the council and audience. Pending permits are not in purview of the council. The council is the legislative branch for Medina; permitting is done by the executive branch. There is no decision-making authority by the council on permits or code enforcement, this is solely within the executive branch which is the City Manager and Development Services Director. What council can do is change codes in the future to avoid some of the issues that are of concern. What council cannot do is direct the permit staff to grant permits, revoke permits, require certain conditions of the permit. The council does appreciate comments to develop better policies going forward. City Manager Swanson stated the council is considering policies currently that address some of the concerns raised by the community. Mayor Rossman stated the council wishes to continue dialog and make sure everyone is heard.

There were no additional speakers, and the public comments was closed.

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

- 6.1a State Legislative Update  
**Recommendation:** Update and discussion.  
**Staff Contact:** Jeff Swanson

City Manager Swanson gave a brief update on state legislative and addressed the AWC Bill Hot Sheet: SB 6002, HB 2266, SB 6026. SB 5972.

Chief Sass addressed - HB2015 -Law Enforcement Grant Fund Opportunity to increase the department by one officer. The department meets the grant criteria, and the second piece is it requires a sales tax to be voted on by council. The information and details will be brought to council for the March 9<sup>th</sup> meeting.

Councilmember Gokul asked about SB6346 which enacts a tax of annual household income over \$1 million annually. The bill also exempts hygiene products from the state and local sales tax and provides other state B&O tax exemptions.

Council asked questions and staff responded.

**ACTION:** Council directed staff to provide how to contact local legislators and voice their concerns and comments. This list will be put on website, Facebook and Notification platform.

6.1b Finance Monthly Report - January 2026

**Recommendation:** Update.

**Staff Contact:** Ryan Wagner, Finance/HR Director

No questions from council regarding the finance report for January 2026.

6.1c Tree Code - Follow up Discussion

**Recommendation:** Update and discussion.

**Staff Contact:** Steve Wilcox, Development Services Director

Jeff Swanson gave a brief overview. Steve Wilcox stated we need a tree canopy study. This discussion will continue at a study session. Council asked questions and staff responded.

**7. CONSENT AGENDA**

**ACTION:** Deputy Mayor Reeves moved to approve the Consent Agenda. The motion was Seconded by Councilmember Bustamante and carried by a vote of 6-0.

7.1 Check Register - January 2026

**Recommendation:** Approve.

**Staff Contact:** Ryan Wagner, Finance Director

7.2 Updating Financial Policies - Resolution No. 458

**Recommendation:** Adopt resolution No. 458.

**Staff Contact:** Ryan Wagner, Finance Director

**8. LEGISLATIVE HEARING**

None.

**9. PUBLIC HEARING**

None.

## **10. CITY BUSINESS**

- 10.1 Critical Areas (CAO) Ordinance Update  
**Recommendation:** Adopt Ordinance No. 1053.  
**Staff Contact:** Steve Wilcox, Development Services Director

Development Services Director Wilcox stated no changes to the ordinance from the last time it was presented to council. Council asked questions and staff responded

**ACTION:** Councilmember Bustamante moved to adopt Ordinance No. 1053 updating Medina Municipal Code Chapter 16.50 Critical Areas; amending or adding definitions within Medina Municipal Code Chapter 16.12; amending Medina Municipal Code 16.72.060 to make the reasonable use exception consistent with critical areas. The motion was Seconded by Deputy Mayor Reeves and carried by a vote of 6-0.

- 10.2 External Committee Assignments  
**Recommendation:** Approve assignments.  
**Staff Contact:** Jeff Swanson, City Manager

The following to serve on external committees representing the City of Medina:

- Councilmember Laura Bustamante on the ARCH Elected Officials Committee
- Councilmember Heija Nunn on the Sound Cities Association Public Issues Committee
- Councilmember Michael Luis on the King County Eastside Transportation Partnership
- Deputy Mayor Randy Reeves on the WRIA-8 and as the alternate for the ARCH Elected Officials Committee
- Mayor Jessica Rossman on the Sound Cities Association Small Cities Workgroup

**ACTION:** Deputy Mayor Reeves moved to approve the committee assignments. The motion was Seconded by Councilmember Gokul and carried by a vote of 6-0.

**ACTION:** Council directed staff to add Council Member Reports and Roundtable as an agenda item.

- 10.3 Interim Official Control (IOC) Bulk  
**Recommendation:** Direction and possible adoption.  
**Staff Contact:** Steve Wilcox, Development Services Director

Development Services Director Wilcox gave a brief overview of the Interim Official Control Ordinance (IOC) Bulk. Council asked questions and staff responded.

**ACTION:** Councilmember Gokul moved to adopt Ordinance No. 1052 adopting an Interim Official control pursuant to RCW 35A.63.220 and RCW 36.70A.390; amending the Medina Municipal Code to provide for reduced bulk and increased privacy and peaceful enjoyment for residents in residential development standards, amending the following sections of the medina municipal code for this purpose: 16.22.030 (increasing side yard setbacks), 16.22.040 (requiring landscaping for protrusions into setbacks), 16.23.050 and 16.23.060(c)&(d) (to remove the bonus height option), and 16.44.040 (to adopt lighting limitations for vacant residences); adopting findings in support of this

ordinance; providing for vested rights, interpretation authority, and setting a public hearing as required by state law to take testimony on the interim official control; providing for severability and corrections; directing the planning commission to work on permanent regulations for bulk standards; and establishing an effective date.

The motion was Seconded by Deputy Mayor Reeves and carried by a vote of 5-1

- 10.4 City Council/Planning Commission Work Plan  
**Recommendation:** Information and Discussion item only.  
**Staff Contact:** Jeff Swanson, City Manager

City Manager Swanson gave overview of the outline for the Joint Council and Planning Commission meeting on February 24<sup>th</sup>. He presented the workplan to council to prepare them for the joint meeting. Council asked questions about how to organize the list for prioritizing the list and staff responded.

## **11. REQUESTS FOR FUTURE AGENDA ITEMS**

Councilmember Nunn asked about the Spring Newsletter and will work with staff regarding topics “hot topic” items.

## **12. PUBLIC COMMENT**

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

Mark Nelson addressed the council that Planning Commission has had 2 meetings per month when necessary. He stated Clyde Hill has hired UW students to do forestry dept. tree canopy plan as source of information.

Michael Tyler Nix made statement “2026 is the year to fix” small fixes all year will result in big fixes.

There were no additional speakers, and the public comments was closed.

## **13. EXECUTIVE SESSION**

The Council entered Executive Session at 8:00 PM for a duration of 45 minutes to discuss matters as authorized under RCW 42.30.110 (1)(i).

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

The City Attorney Jennifer Robertson was present online during the Executive Session

## **14. ADJOURNMENT**

Council adjourned from Executive Session.

Meeting minutes taken by Dawn Nations, Acting City Clerk



# MEDINA, WASHINGTON

## JOINT CITY COUNCIL AND PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person  
Medina City Hall – Council Chambers 501 Evergreen  
Point Road, Medina, WA 98039

**Tuesday, February 24, 2026 – 6:00 PM**

### MINUTES

#### 1. **SPECIAL MEETING - CALL TO ORDER / ROLL CALL**

Mayor Rossman called the Joint City Council and Planning Commission Meeting to order in the Council Chambers at 6:04pm.

##### PRESENT

Mayor Jessica Rossman  
Deputy Mayor Randy Reeves  
Councilmember Laura Bustamante  
Councilmember Harini Gokul  
Councilmember Michael Luis  
Councilmember Heija Nunn  
Commission Chair Shawn Schubring  
Commission Vice-Chair Brian Pao  
Commissioner Julie Barrett  
Commissioner Mark Nelson

##### ABSENT

Councilmember Joseph Brazen  
Commissioner Li-Tan Hsu  
Commissioner Evonne Lai

##### STAFF

Bennett, Nations, Osada, Robertson, Swanson, Wagner, Wilcox

#### 2. **SPECIAL MEETING TOPIC**

- 2.1 City Council/Planning Commission Work Plan  
**Recommendation:** Discussion and direction.  
**Staff Contact:** Jeff Swanson, City Manager

Jeff Swanson, City Manager, presented the City Council/Planning Commission Work Plan. Councilmembers and commissioners engaged in discussion and posed questions.

#### 3. **ADJOURNMENT**

Meeting adjourned at 7:53 p.m.

Meeting minutes taken by Rebecca Bennett, Development Services Coordinator



**City of Medina, Washington**  
**PROCLAMATION**

**SEXUAL ASSAULT AWARENESS & PREVENTION MONTH 2026**

*Together We Act, United We Change*

**Whereas:** Sexual assault is pervasive: Every 68 seconds, someone is sexually assaulted in the United States; and

**Whereas:** Sexual violence impacts everyone. Anyone can be a victim of sexual violence, and people who commit sexual abuse, assault, and harassment exist in all of our communities. This underscores why it's important for all of us to care about sexual violence and take steps to promote the safety and well-being of others; and

**Whereas:** Black, Indigenous and other people of color, people living in poverty, LGBTQ+ people, elders, people with disabilities and others who have been historically oppressed are disproportionately affected by sexual violence in significant and complex ways; and

**Whereas:** Sexual assault is among the most underreported crimes for many reasons, but survivors who are already most marginalized face additional barriers to reporting, such as language, immigration status or disability; and

**Whereas:** Ending sexual violence requires us to address racism, sexism, and all forms of oppression that contribute to the perpetration of sexual assault; and

**Whereas:** Sexual violence exists on a continuum of behavior that includes racist, sexist, transphobic, homophobic, ableist or other hate speech. This ranges from rape jokes to verbal harassment to physical assaults; and

**Whereas:** Survivors of sexual assault may never forget their victimization, but they can heal with support from family, friends and their communities. Sexual assault programs across King County and Washington state offer free and confidential support, advocacy, information and resources to survivors; and

**Whereas:** By working together as a community, we can alleviate the trauma of sexual violence by ensuring supportive resources are available to all survivors, while standing up to and actively disrupting harmful attitudes and behaviors that contribute to sexual violence.

**Now, therefore,** I/WE, City of Medina join advocates and communities throughout King County in taking action to prevent sexual violence by standing with survivors and proclaiming April 2026 SEXUAL ASSAULT AWARENESS & PREVENTION MONTH.

Together, we commit to a safer future for all children, young people, adults, and families in our community.

---

Jessica Rossman, Mayor



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, April 13, 2026

<p><b>Subject/Topic:</b> Civil Service Commission Vacancy Appointment</p> <p><b>Dept. Origin:</b> City Manager</p> <p><b>Category:</b> Consent Agenda</p> <p><b>Prepared by:</b> Jeff Swanson, City Manager</p> <p><b>Attachments:</b> None</p>	<p>Proposed Council Action/Motion:</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input checked="" type="checkbox"/> <b>Adopt/Approve</b></p> <p><input type="checkbox"/> Other:</p>
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### Proposed Council Action

Confirm the appointment of Betsy Johnson to fill the unexpired term of a vacant Civil Service Commissioner position.

### Summary

The City of Medina’s Civil Service Commission is comprised of three members who are appointed by the City Manager with the approval of the City Council (MMC 2.12.020). This appointment fills the unexpired term of a vacant commissioner position.

The City published a notice of the vacancy and received three applications from interested City of Medina residents. The applicants were interviewed by a panel consisting of the City Manager, Acting City Clerk, and Chief of Police.

We were fortunate to have three well-qualified, accomplished citizens able and willing to serve in this voluntary position, and Council’s confirmation of the appointment of Betsy Johnson is recommended by City staff.

### Council Priorities

This proposal furthers Council Priorities 3 and 4.

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

**Budget/Fiscal Impact:** No change/impact to current levels of appropriations.

**Recommendation:** Confirm the appointment of Betsy Johnson to fill the unexpired term of a vacant Civil Service Commissioner position.

**City Manager Approval:**



**Proposed Council Motion:** (confirmation with approval of the Consent Agenda)



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, April 13, 2026

<p><b>Subject/Topic:</b> Overlake Dr E Bridge Repair</p> <p><b>Dept. Origin:</b> Public Works</p> <p><b>Category:</b> Consent</p> <p><b>Prepared by:</b> Ryan Osada, Public Works Director</p> <p><b>Attachments:</b></p> <p>Award Recommendation Letter</p>	<p><b>Proposed Council Action/Motion:</b></p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input checked="" type="checkbox"/> <b>Adopt/Approve</b></p> <p><input type="checkbox"/> Other:</p>
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**Proposed Council Action:** Approve

**Summary**

The City of Medina owns two bridges located in the 400 block of Overlake Drive East. Both structures were built in 1951 and span approximately 60 feet across a natural hillside depression. The May 2025 inspection report identified deficiencies in the south bridge (1014C) substructure. As a result of these deficiencies and deterioration, the bridge load rating has been reduced from 5 tons per axle to a total load limit of 5 tons.

This contract provides for the repair and/or replacement of timber pile caps and repair of concrete tub girders, traffic control, erosion control, site restoration and other work all in accordance with the Contract Plans, Special Provisions, and Standard Specifications.

**Council Priorities**

This proposal furthers Council Priorities 1, 2, 3 and 4.

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

**Budget/Fiscal Impact:** \$157,950.00

**Recommendation:** Approve

**City Manager Approval:** 

**Proposed Council Motions:** I move to authorize the City Manager to negotiate and enter into an agreement with **Zemek Construction Company** for the Overlake Drive East Bridge Repair Project.



April 3, 2026

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

SUBJECT: REVIEW OF BIDS – OVERLAKE DRIVE EAST BRIDGE 1014C  
REPAIR  
CITY OF MEDINA, KING COUNTY, WASHINGTON  
G&O #25439.01

Dear Mr. Osada:

On April 1, 2026, the City received four responsive bids for the Overlake Drive East Bridge 1014C Repair Project. The responsive bids ranged from \$157,950.00 to \$259,888.00. The Engineer’s Estimate was \$193,000.00. Each proposal was checked for correctness of extensions of the prices per unit and the total price. No corrections were made. 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. Zemek Construction Company, LLC (Puyallup, Washington) . \$157,950.00  
**Engineer’s Estimate .....\$193,000.00**
- 2. East Slope Earthworks, LLC (Cle Elum, Washington) .....\$194,485.00
- 3. Combined Construction, Inc. (Mukilteo, Washington) .....\$213,400.00
- 4. Ceccanti, Inc. (Tacoma, Washington).....\$259,888.00

The lowest responsive bidder, Zemek Construction Company, LLC of Puyallup, 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, Zemek Construction Company, LLC of Puyallup, Washington, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist, including documentation, is attached for the City’s file. We have also reviewed the Supplemental Bidder Criteria information submitted by Zemek Construction Company, LLC of Puyallup, Washington and they appear to meet the requirements of the Supplemental Bidder Responsibility Criteria.



Mr. Ryan Osada  
April 3, 2026  
Page 2

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

Zemek Construction Company, LLC  
P.O. Box 73297  
Puyallup, Washington 98373

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


Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in blue ink, appearing to read 'R. Kuykendall'.

Roger W. Kuykendall, P.E.

RWK/sr  
Encl.

BIDDER		ENGINEER'S ESTIMATE			ZEMEK CONSTRUCTION COMPANY, LLC		EAST SLOPE EARTHWORKS, LLC		COMBINED CONSTRUCTION, INC.		CECCANTI, INC.	
BIDDER ADDRESS					P.O. Box 73297 Puyallup, WA 98373		P.O. Box 1311 Cle Elum, WA 98922		3701 South Road Mukilteo, WA 98275		4116 Brookdale Road East Tacoma, WA 98446	
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.					195,907-01		605,602-00		216,146-00		367,252-00	
WASHINGTON STATE CONTRACTOR'S REG. NUMBER					ZEMEKCC893BR		EASTSSE790J1		COMBICI893NT		CECCA1*227CB	
BID BOND OR OTHER GOOD FAITH TOKEN					5% BID BOND		5% BID BOND		5% BID BOND		5% BID BOND	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Minor Change	1 EST	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2	SPCC Plan	1 LS	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	\$290.00	\$290.00	\$5,000.00	\$5,000.00	\$500.00	\$500.00
3	Mobilization, Cleanup and Demobilization	1 LS	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00	\$55,545.00	\$55,545.00	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00
4	Project Temporary Traffic Control	1 LS	\$10,000.00	\$10,000.00	\$11,000.00	\$11,000.00	\$10,300.00	\$10,300.00	\$25,000.00	\$25,000.00	\$2,500.00	\$2,500.00
5	Work Zone Contingency	1 FA	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
6	Clearing and Grubbing	1 LS	\$4,000.00	\$4,000.00	\$7,000.00	\$7,000.00	\$3,060.00	\$3,060.00	\$2,500.00	\$2,500.00	\$1,500.00	\$1,500.00
7	Locate Existing Utilities	1 LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$4,200.00	\$4,200.00	\$2,500.00	\$2,500.00	\$1,500.00	\$1,500.00
8	Bridge Repairs	1 LS	\$143,000.00	\$143,000.00	\$105,450.00	\$105,450.00	\$106,590.00	\$106,590.00	\$142,400.00	\$142,400.00	\$216,388.00	\$216,388.00
9	Erosion/Water Pollution Control	1 LS	\$2,000.00	\$2,000.00	\$8,000.00	\$8,000.00	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00	\$1,500.00	\$1,500.00
	Subtotal			\$193,000.00		\$157,950.00		\$194,485.00		\$213,400.00		\$259,888.00
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
	<b>TOTAL CONSTRUCTION COST</b>			<b>\$193,000.00</b>		<b>\$157,950.00</b>		<b>\$194,485.00</b>		<b>\$213,400.00</b>		<b>\$259,888.00</b>
Sealed bids were opened at the City of Medina, 501 Evergreen Point Road, Medina, Washington 98039 on Wednesday, April 1, 2026, at 1:00 p.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.												
 ROGER KUYKENDALL, P.E.												



Zemek Construction Company LLC  
4/2/2026

**APPENDIX A**

**SUPPLEMENTAL BIDDER RESPONSIBILITY CRITERIA**

APPENDIX A

**SUPPLEMENTAL BIDDER RESPONSIBILITY CRITERIA FORMS  
OVERLAKE DRIVE EAST BRIDGE REPAIR, BRIDGE 1014C**

**These forms shall be completed in their entirety and submitted by the apparent two lowest Bidders to the City of Medina by 12:00 p.m. (noon) of the second business day following the bid submittal deadline.**

Failure to submit and meet the requirements as stated in Section 1-02 of the Special Provisions shall be grounds for rejection of the bid. The City of Medina will be the sole judge in determining if the prospective contractor meets the minimum experience requirements.

Contractor:

Name: Zemek Construcion Company LLC

Address: PO Box 73297, Puyallup, WA 98373

Phone: 206-790-2448

Contact Person: David C. Zemek

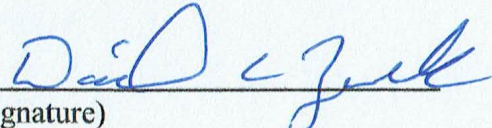
**2. Delinquent State Taxes**

Instructions to Bidders: Check the appropriate box

- The Bidder does not owe delinquent taxes to the Washington State Department of Revenue.
- Alternatively, the Bidder does owe delinquent taxes to the Washington State Department of Revenue.

If the Bidder owes delinquent taxes, they must submit a written payment plan approved by the Department of Revenue, to the Contracting Agency.

04/01/2026  
(Date)

  
(Signature)

David C. Zemek  
(Print Name)

President  
(Title)

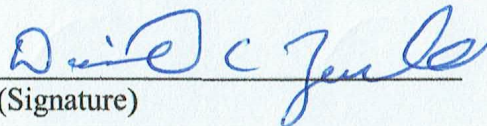
**3. Subcontractor Responsibility:**

Instructions to Bidders: Check all boxes that apply

- The Bidder's standard subcontract form includes the subcontractor responsibility language required by RCW 39.06.020.
- The Bidder has a procedure for validating the responsibility of subcontractors with which the Bidder contracts.
- The Bidder's subcontract form includes a requirement that each of its subcontractors shall have and document a similar procedure to determine whether the sub-tier subcontractors with whom it contracts are also "responsible" subcontractors as defined by RCW 39.06.020.

If the Bidder is unable to check all of the above boxes, provide an explanation as to how the bidder will comply with RCW 39.06.020.

04/01/2026  
(Date)

  
(Signature)

David C. Zemek  
(Print Name)

President  
(Title)

**4. Claims Against Retainage and Bonds:**

Instructions to Bidders: Check the appropriate box

- The Bidder has not had claims against retainage and bonds in the 3 years prior to the bid submittal date.
- Alternatively, the Bidder has had claims against retainage and bonds in the 3 years prior to the bid submittal date.

If the Bidder has had claims against retainage and bonds in the 3 years prior to the bid submittal date, submit a list of public works projects completed during this period that have had claims against retainage and bonds and include name of Project, contact information for the Owner, a list of claims filed against retainage and/or payment bond for any of the projects listed; and a written explanation of circumstances surrounding each claim and the ultimate resolution of the claim.

04/01/2026  
 \_\_\_\_\_  
 (Date)

*David C Zemek*  
 \_\_\_\_\_  
 (Signature)

David C. Zemek  
 \_\_\_\_\_  
 (Print Name)

President  
 \_\_\_\_\_  
 (Title)

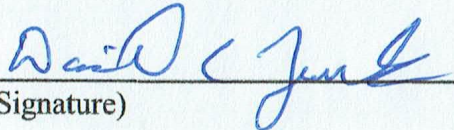
**5. Public Bidding Crime:**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder and/or its Owners have not been convicted of a crime involving bidding on a public works contract in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder and/or its Owners have been convicted of a crime involving bidding on a public works contract in the 5 years prior to the bid submittal date.

If the Bidder and/or its Owners have been convicted of a crime involving bidding on a public works contract, provide a written explanation identifying the date of the conviction and a description of the circumstances surrounding the conviction.

04/01/2026  
\_\_\_\_\_  
(Date)

  
\_\_\_\_\_  
(Signature)

David C. Zemek  
\_\_\_\_\_  
(Print Name)

President  
\_\_\_\_\_  
(Title)

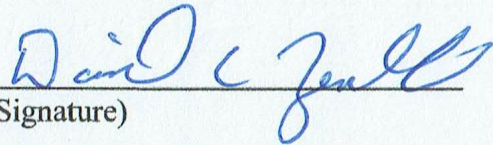
**6. Termination for Cause/Termination for Default**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had any public works contracts terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date.
  
- Alternatively, the undersigned confirms that the Bidder has had public works contracts terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date.

If the Bidder has had any public works contracts terminated for cause or terminated for default in the 5 years prior to the bid submittal date, provide a written explanation for all contracts terminated for cause or terminated for default by identifying the project contract that was terminated, the government agency which terminated the Contract, the date of the termination, and a description of the circumstances surrounding the termination.

04/01/2026  
(Date)

  
(Signature)

David C. Zemek  
(Print Name)

President  
(Title)

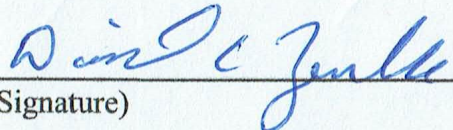
**7. Lawsuits**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts.
- Alternatively, the undersigned confirms that the Bidder has had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts.

If the Bidder has had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts, submit a list of lawsuits along with a written explanation of the circumstances surrounding each lawsuit. The Contracting Agency shall evaluate these explanations to determine whether the lawsuits demonstrate a pattern of failing to meet the terms of contracts.

04/01/2026  
(Date)

  
(Signature)

David C. Zemek  
(Print Name)

President  
(Title)

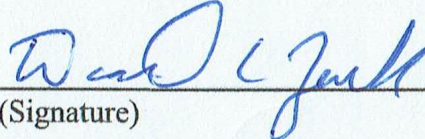
**8. Contract Time (Liquidated Damages)**

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had liquidated damages assessed on any project it has completed in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder has had liquidated damages assessed on projects in the 5 years prior to the bid submittal date.

If the Bidder has had liquidated damages assessed against projects in the 5 years prior to the bid submittal date, submit a list of projects along with Owner contact information, and number of days assessed liquidated damages. The Contracting Agency shall determine whether the Contractor has a pattern of failing to complete projects within Contract Time.

04/01/2026  
(Date)

  
(Signature)

David C. Zemek  
(Print Name)

President  
(Title)

**9. Capacity and Experience**

The Bidder shall have sufficient current capacity and the Project Superintendent assigned to the Project shall have experience to meet the requirements of this Project. The Bidder and Project Superintendent shall have substantially completed at least two projects as the prime contractor, of a similar size and scope, during the 5-year period immediately preceding the bid submittal deadline for this project. Similar size is defined as a minimum of 70 percent of the bid amount submitted by the Bidder.

**A. Capacity**

i. Gross dollar amount of work currently under contract:

\$9,266,800

ii. Gross dollar amount of contracts currently not completed:

\$2,851,000

iii. List five major pieces of equipment which are anticipated to be used on this project by the Contractor and note which items are owned by the Contractor and which are to be leased or rented from others:

John Deere 50C Rubber Track Excavator - owned

2023 F250 Superintendent Truck - owned

2020 F250 Crew Truck - owned

5 CY Dump Trailer - owned,

Set of Hydraulic Jacks with Pumps, hoses, guages - rental

iv. Number of superintendents on Bidder's staff:

6

B. Experience

i. General character of work performed by firm:

Bridge construction (precast concrete, steel, timber, aluminum, hybrid)

Bridge retrofit & maintenance (precast, steel, timber, cable stayed)

Cast-in-place structural concrete

Structural Steel & Misc Metal construction/installation

ii. Identify who will be the superintendent on this project and years of experience. Also, list the number of years this person has been with your firm.

Scott Swenning, Years of experience 40+, Years with Zemek Construction 5+

iii. Similar Size and Scope Projects Completed in the Past 5 Years

#1 Owner's Name and Contact Information: Co-owned by the City of Seattle & Westlake Properties. Owner Rep: Skyline Construction Katie Swartloff SR PM 206-327-1573 katies@skylineconstruction.build  
 Owner is a Government Agency?  Yes  No  
 Superintendent's Name: Scott Swenning  
 Project Name: West Lake Cable Stayed Bridge Retrofit  
 Awarded Contract Amount: \$696,593.00  
 Final Contract Amount: \$696,593.00  
 Completion Date: July 2024  
 Project Description: Design & install temporary steel support over Westlake BLVD in Seattle. Incrementally lift bridge superstructure 1" while monitoring load in cable stay supports. Plumb support towers and retension cable stays, lower superstructure incrementally, rem. shoring

#2 Owner's Name and Contact Information: King County and  
Eastrail Partners, Curt Warber King Cty, 206-263-9645  
cwarber@kingcounty.gov Katherine@eastrailpartners.org  
 Owner is a Government Agency?  Yes  No  
 Superintendent's Name: Scott Swenning  
 Project Name: Eastrail Northup Way Connector  
 Awarded Contract Amount: \$1,730,000.00  
 Final Contract Amount: \$1,739,543.00  
 Completion Date: Substantial Compl 12/2/23, Final Compl 5/24  
 Project Description: Construct 400 LF pile founded steel bridge  
connecting Northup Way and Eastrail. Participate in design phase and  
lead construction as the General Contractor. Add'l Ref -  
Parametrix PM: Yammie Ho YHo@parametrix.com 206-465-3591 | Cell

#3 Owner's Name and Contact Information: City of Kent Public  
Works, Jason Bryant, City of Kent Capital Projects Manager  
JBryant@kentwa.gov 253-261-5663  
 Owner is a Government Agency?  Yes  No  
 Superintendent's Name: Dave Zemek & Scott Swenning  
 Project Name: Mill Creek 76th Ave S, Flood Protection Impr.  
 Awarded Contract Amount: \$4,142,570.00  
 Final Contract Amount: \$4,130,389.00  
 Completion Date: January 2026  
 Project Description: Construct 3 bridges, 3 retaining walls,  
moment slabs, approach slabs.



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, April 13, 2026

<p><b>Subject/Topic:</b> Public Hearing – Ordinance 1052</p> <p><b>Dept. Origin:</b> Development Services Department</p> <p><b>Category:</b> Public Hearing</p> <p><b>Prepared by:</b> Steven R. Wilcox</p> <p><b>Attachments:</b> Ordinance 1052.</p>	<p><b>Proposed Council Action/Motion:</b></p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input checked="" type="checkbox"/> <b>Public Hearing</b></p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Other:</p>
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### Proposed Council Action

Hold public hearing and take testimony from the public. No other action is proposed or requested at this April 13, 2026 Council meeting.

### Summary

The impacts of large private residential development projects on existing neighboring properties have been a topic for the City of Medina at times over the past several years.

This is an overview of Medina’s recent history regarding actions to address development project impacts which had previously been termed “bulk”.

- A significant development project in the early 1990’s caused the City to create a highly formalized construction mitigation process. This is the earliest record that the City discussed large development project impacts.
- March and June 2007 the Planning Commission discussed pitched roof incentives with the underlying goal of reducing building bulk near property lines. The topic originated from residents who complained about *“the look and feel of tall, boxy, flat roofed buildings, which are constructed 10 feet from their side yard property lines.”*
- April 10, 2010 the City Council clarified that the topic was *“more about reducing the impact of building bulk on neighboring properties than it was about encouraging more pitched roof construction.”* The Council directed the topic to the Planning Commission.
- September 29, 2010 the Planning Commission provided a report to the Council titled *“Analysis of angled setbacks”* in response to the April 10, 2010 direction.

The Planning Commission reviewed several options to reduce the impact of bulk including architectural design standards that affect the look and feel of a building, setback and height standards including the “wedding cake” setback standard or an angled setback standard. Floor area ratio was discussed as a method of creating flexibility by moving bulk around on a property.

Planning Commission concluded that angled setbacks were the best method of reducing the impact of bulk on neighboring properties, however they did not recommend moving forward with angled setbacks as a solution due to the creation of nonconforming properties and other potential unintended consequences.

Over approximately the next 4 years there were zoning code amendments made by the Development Services Director with much of this intended to address some impacts of bulk on neighboring properties.

- June 25, 2019 the Planning Commission was introduced to the topic of “*Regulating Bulk*”. The issue was described as “*at its core, an issue about change in neighborhood character.*”

On the 2019 Planning Commission Calendar was the topic “*Review residential development policy re: bulk, second story setback.*”

The Planning Commission spent about 18 months evaluating the topic of regulating bulk with limited results.

With intention to protect residents from certain impacts of large new development projects, the City of Medina has made good faith attempts since at least 2007 to address the matter. The topic of development project impacts has unfortunately never been adequately or comprehensively addressed by the City of Medina. Discussions involved in adoption of the Washington State mandated Middle Housing through Ordinance No. 1040, along with recent resident complaints about large development project impacts, have caused the City Council to once again find a need to take action. The City of Medina has an obligation to consider resident concerns and take appropriate action where viewed possible.

Medina’s review of development project impacts on residents will balance and must integrate recently adopted Ordinances regulating housing while also considering the City’s on-going work towards creating affordable housing opportunities. The question of how to protect residents from the impacts of new development projects has never been more complicated.

On February 23, 2026 the Medina City Council adopted Ordinance No. 1052 through a 5:1 vote.

Summary of Ordinance 1052:

- Amends Medina Municipal Code (MMC) Table 16.22.030 by increasing minimum side yard building setbacks in all zones and adds required second story side yard setbacks (AKA ‘wedding cake’) from the property lines.

Intent: Increases the privacy and reduces overall impacts such as light and noise imposed upon existing Medina residents who live adjacent to new development projects.

- Amends MMC 16.22.040 to require partial or solid landscape screening.

Intent: Enhances existing Medina resident privacy and softens the appearance of new and imposing development projects.

- Amends MMC 16.22.040 to require sound attenuation of permanently installed water features and similar permanently installed sound attenuation devices to a level where neighboring properties do not hear them.

Intent: Protect Medina residents from nuisance sound.

- Amends MMC 16.23.050 and 16.23.060 to eliminate the Bonus Height Standard.

Intent: Remove an administrative decision-making process which has potential for resulting negative impacts on Medina residents who are adjacent to new development projects. Note that this change may increase nonadministrative variance applications.

- Amends MMC 16.44.040 to regulate interior lighting which can be seen outside of a vacant residence and additionally regulates exterior light trespass onto other properties.

Intent: Protects Medina residents from new development projects lighting and includes any vacant residence within the City. Addressing vacant residences is an expansion of the new development impacts topic, but the two are closely integrated. Addressing vacant house light trespass addresses an on-going City concern and is consistent with the City's move towards "dark sky" lighting.

### **Next Steps**

The Council will meet again on April 27, 2026. Our planning consultant is scheduled to give a presentation on the development project impacts topic at the April 27<sup>th</sup> meeting.

At the April 27, 2026 Council meeting staff will have an Agenda Bill for the Council which describes the new development project impacts matter (AKA "Bulk") and recommends directions for the Planning Commission review. Ordinance 1052, Section 15. Direction to the Planning Commission has already directed staff to forward this to the Planning Commission for them *"to review this Ordinance and study the issues presented and to develop and process final regulations for City Council consideration."* However, Section 15 does not have a complete charge from the Council for the Planning Commission to follow, meaning the Agenda Bill and clear directions are necessary.

At the April 27, 2026 Council meeting, the Council will have the opportunity to direct Development Service staff regarding Ordinance 1052 with consideration of the April 13, 2026 public hearing. If the Council were to choose to amend the Interim Official Control (IOC) that is under Ordinance 1052, then a new IOC would be required which would replace the current version. If the Council were to choose to direct amendments to Ordinance at the April 27, 2026 Council meeting, then staff could have a draft prepared by no later than the May 26<sup>th</sup> Special meeting.

Whether the Council decides to amend Ordinance 1052 or not, the development impacts topic (which also includes studying some new regulations for vacant residences) has already been directed to the Planning Commission for calendaring.

**Council Priorities**

This proposal furthers Council Priority #3.

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

**Budget/Fiscal Impact:** None.

**Recommendation:** Accept public testimony.

**City Manager Approval:** 

**Proposed Council Motions:** None.

## CITY OF MEDINA, WASHINGTON

## Ordinance No.1052

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, ADOPTED PURSUANT TO RCW 35A.63.220 AND RCW 36.70A.390; IMPOSING AN INTERIM OFFICIAL CONTROL RELATING TO ZONING, AMENDING THE MEDINA MUNICIPAL CODE TO PROVIDE FOR REDUCED BULK AND INCREASED PRIVACY AND PEACEFUL ENJOYMENT FOR RESIDENTS IN RESIDENTIAL DEVELOPMENT STANDARDS, AMENDING THE FOLLOWING SECTIONS OF THE MEDINA MUNICIPAL CODE FOR THIS PURPOSE: 16.22.030 (INCREASING SIDE YARD SETBACKS), 16.22.040 (REQUIRING LANDSCAPING FOR PROTRUSIONS INTO SETBACKS), 16.23.050 AND 16.23.060(C)&(D) (TO REMOVE THE BONUS HEIGHT OPTION), AND 16.44.040 (TO ADOPT LIGHTING LIMITATIONS FOR VACANT RESIDENCES); ADOPTING FINDINGS IN SUPPORT OF THIS ORDINANCE; PROVIDING FOR VESTED RIGHTS, INTERPRETATION AUTHORITY, AND SETTING A PUBLIC HEARING AS REQUIRED BY STATE LAW TO TAKE TESTIMONY ON THIS INTERIM OFFICIAL CONTROL; PROVIDING FOR SEVERABILITY AND CORRECTIONS; DIRECTING THE PLANNING COMMISSION TO WORK ON PERMANENT REGULATIONS FOR BULK STANDARDS; AND ESTABLISHING AN EFFECTIVE DATE.

**WHEREAS**, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt moratoria and interim zoning controls related to land uses; and

**WHEREAS**, the City possesses land use jurisdiction and regulatory authority over the City's incorporated lands; and

**WHEREAS**, on May 27, 2025, the City Council adopted Ordinance No. 1040 to update the City's land use codes to allow for middle housing and additional accessory dwelling units consistent with State law; and

**WHEREAS**, with increasing density, adopting standards that allow harmony between residents are of increased importance; and

**WHEREAS**, in order to make sure such increased density and development does not vest to the existing bulk and development standards, the City Council deems it in the public interest to adopt an interim official control until such time and the City can process, consider and adopt updated permanent lighting regulations; and

**WHEREAS**, the interim official control imposed herein promotes the public good and is necessary for the protection of public health, property, safety, and welfare; and

**WHEREAS**, the City Council determines that it is in the public interest, safety and welfare to update its code as required by State law and as set forth in this Ordinance; **NOW, THEREFORE**,

**THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, DOES ORDAIN AS FOLLOWS:**

**Section 1. Findings of Fact.** The recitals set forth above are hereby adopted as the City Council’s initial findings of fact in support of the interim official control established by this ordinance. The City Council may, in its discretion, adopt additional findings after the public hearing referenced in Section 10 below.

**Section 2. Interim Official Control Imposed.** As authorized by the police powers of the City as set forth, for example, in Article XI, Section 11, of the Washington State Constitution, and pursuant to statutory authority set forth, for example, in RCW 36.70A.390 and RCW 35A.63.220, the City hereby imposes an interim official control, as described in Sections 3 through 9, to amend the Medina Municipal Code as set forth therein.

**Section 3.** Subsection A of Section 16.22.030 of the Medina Municipal Code is hereby amended to read as follows:

**16.22.030. Building and structure setbacks.**

- A. Table 16.22.030 establishes the minimum distance required for any part of any building or structure to be set back from the pertinent property line. The minimum setback requirements are applied to each lot by the square footage of the lot area and the corresponding setback standards in the table. (See definition of "lot area" and the definitions of "property lines" in Chapter 16.12 MMC and Figures 16.22.030(B) and (C) for establishing and delineating setbacks.)

**Table 16.22.030: Minimum Building/Structure Setbacks**

Square Footage of the Lot Area	Minimum Setback from the:				
	Front Property Line	Rear Property Line	Side Property Line for first floor.	Side Property Line for portions of	Lake Washington Shoreline

			<u>or up to 16 feet in height above finished grade, whichever is lower</u>	<u>the structure above the first floor, or over 16 feet in height above finished grade, whichever is lower</u>	
Less than 10,001	25 feet	25 feet	<del>40</del> <u>15</u> feet	<u>20 feet</u>	See MMC 16.63.030
From 10,001 to 13,000	26 feet	26 feet			
From 13,001 to 15,000	28 feet	28 feet			
From 15,001 to 20,000	30 feet	30 feet			
Greater than 20,000	30 feet	30 feet	The greater of <del>40</del> <u>15</u> feet or <del>45</del> <u>20</u> % of the lot width; not to exceed 20 feet	<u>The greater of 20 feet or 25% of the lot width; not to exceed 25 feet</u>	

\* \* \* \* \*

**Section 4.** Section 16.22.040 of the Medina Municipal Code is hereby amended to read as follows:

**16.22.040. Protrusions into setback areas.**

The following structures may be located within a setback area, except setbacks from Lake Washington, which are subject to Chapter 16.63 MMC. For structures located in side yard setbacks which are over 30 inches in height, the partial landscape screening standards set forth in MMC 16.30.070 shall be required:

- A. Utilities which are located underground and accessory to a principal use, except the requirement for undergrounding is not required if the limitation in MMC 16.50.090(l)(6) applies.
- B. Walkways, stairs and steps, and driveways, not including parking spaces, which do not exceed 30 inches above the existing or finished grade, whichever grade is lower.
- C. Uncovered decks and patios, provided:
  - 1. No part of the structure exceeds 30 inches in height above the existing or finished grade, whichever grade is lower; and
  - 2. The following setbacks are maintained:
    - a. A minimum 15-foot setback is maintained from the front property line;
    - b. A minimum 10-foot setback is maintained from the rear property line; and
    - c. A minimum side-yard setback equal to ~~one-half~~ seventy-five percent of the required distance pursuant to Table 16.22.030. In addition, for decks or patios built in side yard setbacks, installation of solid landscape screening under MMC 16.30.070 shall be required.
- D. Window wells that do not project more than six inches above the ground level and do not protrude more than four feet into the setback area.
- E. Fences and freestanding walls which comply with the requirements set forth in MMC 16.30.010.
- F. Irrigation systems at or below finished grade, including yard hydrants, sprinkler heads and similar features that do not exceed 36 inches above the finished grade.
- G. Ramps and similar structures installed to a single-family dwelling to provide ADA access.
- H. Foundation footings where the footing structure does not protrude more than two feet into the setback area and is located entirely below the ground surface.
- I. Improved surface areas for off-street parking provided:
  - 1. The protrusion is limited to the front setback area, and a minimum 15-foot setback is maintained from a front property line; and
  - 2. The parking area is designed in a manner that is clearly distinguishable from the driveway; and
  - 3. The top of the parking surface does not exceed 30 inches above the existing or finished grade, whichever is lower.
- J. A chimney provided:
  - 1. The protrusion is limited to the side setback area and does not exceed more than two feet into the setback area;
  - 2. The maximum horizontal width of the chimney inside the setback area is five feet.

- K. Accessory structures and outdoor mechanical equipment provided:
1. The protrusion is limited to the rear setback area and a minimum 15-foot setback from the rear property line is maintained; and
  2. The highest point of the accessory structure or outdoor mechanical equipment does not exceed eight feet in height above the finished grade; and
  3. The accessory structure or outdoor mechanical equipment does not occupy a footprint greater than 100 square feet; and
  4. Solid landscape screening pursuant to MMC 16.30.070 is planted that screens the structure or mechanical equipment from adjoining properties; and
  5. For outdoor mechanical equipment, the following shall apply:
    - a. An existing unit may be replaced with a new unit in the same location regardless of setback requirements;
    - b. For existing legally nonconforming residences that do not conform to the current side yard setback requirements, a new unit may be installed in the side yard setback provided a minimum ~~five~~ten-foot setback is maintained from the side property line; and
  6. All mechanical equipment shall meet the sound requirements set forth in chapter 8.06 MMC.
  7. Permanently installed water features and other similar permanently installed sound attenuation devices shall be located such that neighboring properties do not hear them.
- L. Open play structures without roofs or walls provided:
1. The protrusion is limited to rear setback areas and a minimum 10 foot setback from a rear property line is maintained; and
  2. The maximum height of the play structure does not exceed ten feet above the finished grade; and
  3. The play structure does not occupy a footprint greater than 100 square feet.
- M. Swimming pools, spas and hot tubs as provided for in MMC 16.34.040.
- N. Raised planting bed boxes, which do not exceed 30 inches above the existing or finished grade, whichever grade is lower.
- O. Low impact development best management practices or treatment best management practices provided:
1. The best management practice shall be designed, constructed, and maintained in accordance with the stormwater manual adopted under MMC 13.06.020.
  2. Best management practices, including associated vegetation, shall be located entirely on private property.

3. The maximum height of any structural element associated with the best management practice shall not exceed 30 inches above the existing or finished grade, whichever grade is lower.
4. The best management practice shall be designed to manage or treat stormwater runoff solely from the building site and from less than 5,000 square feet of impervious surface.
5. Examples of acceptable best management practices, as those practices are defined in Chapter 16.12 MMC, include but are not limited to the following:
  - a. Rain garden;
  - b. Bioretention;
  - c. Dispersion; and
  - d. Biofiltration treatment.

**Section 5.** Section 16.23.050 of the Medina Municipal Code is hereby amended to read as follows:

**16.23.050. Maximum building and structure height standards.**

**A. Application of maximum height standards.**

1. Table 16.23.050(A) establishes the maximum height standards for buildings and structures within each zone.
2. Areas not identified in Table 16.23.050(A) are subject to the height standards specified for the R-20/R-30 zone.
- ~~3. Where Table 16.23.050(A) specifies eligibility for a height bonus, a property owner may elect to apply the height standards in subsection (C) of this section in lieu of the height standards in Table 16.23.050(A); provided, that:
 
  - ~~a. The total structural coverage on the lot does not exceed 13 percent, excluding the structural coverage bonus set forth in MMC 16.23.040; or~~
  - ~~b. If the lot area is 16,000 square feet or less, the total structural coverage on the lot does not exceed 17½ percent, excluding the structural coverage bonus set forth in MMC 16.23.040.~~~~

**Table 16.23.050(A): Maximum Height Standards**

Measurement Points		Zoning/Height Overlay Maximum Height					
		R-16	R-20/R-30	SR-30	N-A	Public	Medina Heights
Original Grade	High Point	25 feet	N/A*	N/A*	None	None	N/A*
	Low Point		25 feet	25 feet			20 feet

Finished Grade	High Point	28 feet	N/A*	N/A*	30 feet	35 feet	N/A*
	Low Point		28 feet	28 feet			23 feet
Eligible for Height Bonus		No	Yes	Yes	No	No	No

\*Not applicable.

- B. Maximum height is determined by the zone or height overlay where the building or structures is located and the corresponding unit of height specified for original and finished grade prescribed in the tables.
- ~~C. A property owner electing to apply the height bonus allowed pursuant to subsection (A)(3) of this section shall apply the height limits specified in Table 16.23.050(C).~~

**Table 16.23.050(C): Bonus Height Standard**

Measurement Points	Maximum Height	
Original Grade	High Point	30 feet
	Low Point	36 feet
Finished Grade	High Point	30 feet
	Low Point	36 feet

- ~~CD.~~ The methods for measuring the height of buildings and structures are set forth in MMC 16.23.060.
- ~~DE.~~ Exemptions from maximum height requirements are set forth in MMC 16.23.070.
- ~~F.~~ Eligibility for the bonus height standard in subsection (A)(3) of this section shall not apply where the total structural coverage on the lot exceeds 13 percent, excluding structural coverage that qualifies for the bonus under MMC 16.23.040.

**Section 6.** Subsections C and D of Section 16.23.060 of the Medina Municipal Code are hereby amended to read as follows:

**16.23.060. Measuring building and structure height.**

\* \* \* \* \*

- C. In the R-20, R-30, and SR-30 zones (~~except where the bonus height standards in Table 16.23.050(C) are used~~) and in the Medina Heights overlay, height shall be measured as shown in Figure 16.23.060(C) and as set forth in the following procedures:

\* \* \* \* \*

- ~~D. Where the bonus height standards in Table 16.23.050(C) are used, height shall be measured as shown in Figure 16.23.060(D) and as set forth in the following procedures:~~
- ~~1. The original grade shall be established as set forth in MMC 16.23.080;~~
  - ~~2. The base elevation for measuring height shall be taken at four points where the outside of the exterior walls/sides of the building or structure intersect the following:
 
    - ~~a. The lowest point of the original grade;~~
    - ~~b. The highest point of the original grade;~~
    - ~~c. The lowest point of finished grade; and~~
    - ~~d. The highest point of finished grade;~~~~
  - ~~3. Starting at the four base elevation points ascertained under subsection (D)(2) of this section, a vertical line shall be extended by the distance of the applicable maximum height prescribed in Table 16.23.050(C);~~
  - ~~4. The grade (original or finished) and corresponding vertical line established under subsection (D)(3) of this section that has the lower upper elevation (measured from a zero elevation surface) shall be used to measure maximum height;~~
  - ~~5. Maximum height shall be a horizontal plane intersecting the upper elevation of the vertical line established in subsection (D)(4) of this section for measuring maximum height and shall be perpendicular to the same vertical line as shown in Figure 16.23.060(D);~~
  - ~~6. The maximum height envelope shall be the area between the applicable grade (original or finished) and the horizontal height plane established in this section and shown in Figure 16.23.060(C);~~
  - ~~7. No part of the building or structure, including roof lines, shall protrude above the maximum height envelope, except as allowed otherwise by law;~~
  - ~~8. See subsection (E) of this section for establishing the height plane parameter and subsection (G) of this section for height calculation exemptions.~~

**Figure 16.23.060(D): Bonus Height Measurements**

**IMAGE IS DELETED**

\* \* \* \* \*

**Section 8.** Section 16.44.040 of the Medina Municipal Code is hereby amended to read as follows:

**16.44.040. Minimum maintenance standards for vacant residences.**

Properties containing vacant single-family dwellings, whether under construction or complete, shall, at a minimum, be maintained as follows:

- A. The premises shall be clean, safe, and sanitary, free from waste, garbage, litter and excessive vegetation.
- B. The building and structures shall be maintained in good repair and be structurally sound. Structural members shall be free from safety, health, and fire hazards.
- C. Doors, windows, and other openings shall be weather-tight and secured against entry by birds, vermin, and trespassers. Missing or broken doors, windows, and other openings shall be covered by glass, plywood, or other weather-resistant materials and tightly fitted and secured to the opening.
- D. Exterior walls shall be free of holes, breaks, and loose or rotting materials.
- E. Foundation walls shall be animal- and vermin-proof and be maintained in a structurally sound and sanitary condition.
- F. Chimneys, decks, balconies, canopies, awnings, exhaust ducts, cornices, corbels, trim, wall facings, drains, gutters, downspouts, and similar features shall be safely anchored.
- G. Roofs and flashings shall be maintained in good repair and be structurally sound.
- H. Interior lights which can be seen from outside of the dwelling shall be kept turned off except when the structure is occupied.
- I. Exterior lights shall only be on after dark if they are shielded and angled away from other properties and dwelling units. Light shall not be permitted to trespass onto other properties.

**Section 9. Effect on Vested Rights.** The interim official control imposed under Sections 3 through 8 of this Ordinance shall apply prospectively only and shall be all Permit Applications, Land Use Development Applications, Land Division Applications, and Variance Applications submitted after the effective date of this ordinance. Nothing in this ordinance shall be construed to extinguish, limit, or otherwise infringe on any permit applicant's vested development rights as defined by state law and City of Medina's regulations, provided that such an applicant has filed a complete Permit, Development or Variance Application before the effective date of this ordinance.

**Section 10. Public Hearing.** Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council shall hold a public hearing at a City Council meeting within 60 days of adoption of this ordinance in order to take public testimony and to consider adopting further findings of fact, on or before April 24, 2026. The Council hereby schedules the public hearing for **April 13, 2026**.

**Section 11. Interpretive Authority.** The City of Medina Development Services Director, or designee, is hereby authorized to issue official interpretations arising under or otherwise necessitated by this ordinance.

**Section 12. Severability.** If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

**Section 13. Publication.** This Ordinance shall be published by an approved summary consisting of the title.

**Section 14. Corrections.** Upon the approval of the city attorney, the city clerk, and/or the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

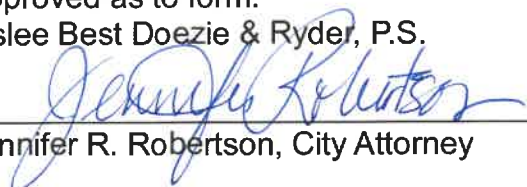
**Section 15. Direction to Planning Commission.** The Planning Commission is directed to review this Ordinance and study the issues presented and to develop and process final regulations for City Council consideration.

**Section 16. Effective Date; Declaration of an Emergency.** The City Council hereby declares an emergency exists which necessitates that this Ordinance take effect immediately upon passage in order to ensure consistency in land use decisions and to avoid vesting to amended code. Such declaration preserves public health, safety, and welfare. This interim official control ordinance shall take effect immediately upon passage of a majority plus one of the City Council and shall remain effective for six (6) months, unless terminated earlier by the City Council. Provided, that the Council may, at its sole discretion, renew the interim official control for one or more six-month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 23rd DAY OF FEBRUARY, 2026 BY A VOTE OF 5 FOR, 1 AGAINST, AND    ABSTAINING, AND IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE 23rd DAY OF FEBRUARY, 2026.**

  
 \_\_\_\_\_  
 Jessica Rossman, Mayor

Approved as to form:  
 Inslee Best Doezie & Ryder, P.S.

  
 \_\_\_\_\_  
 Jennifer R. Robertson, City Attorney

Attest:

  
 \_\_\_\_\_  
 Dawn Nations, Acting City Clerk

PUBLISHED: 3/2/2026  
 EFFECTIVE DATE: 2/23/2026  
 ORDINANCE NO.: 1052 / AB