MEDINA CITY COUNCIL

Monday, November 09, 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, November 09, 2026 – 5:00 PM

AGENDA

MAYOR | Jessica Rossman
DEPUTY MAYOR | Randy Reeves
COUNCIL MEMBERS | Laura Bustamante, Harini Gokul, Michael Luis, Heija Nunn, Jeff Price
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 and leave a message before 2 PM 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 at any time.

Join Zoom Meeting
https://medina-wa.zoom.us/j/89185428569?pwd=d9QwY6gFPBJ1bUzHN9GMbIhciGbbn3.1

Meeting ID: 891 8542 8569
Passcode: 489905
One tap mobile
+1-253-215-8782

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**.

Time Estimate: 50 minutes

The regular meeting will start at 6:00 PM

1.1 ARCH 2027-2028 Budget and Work Program
Recommendation: Receive presentation regarding the 2027-2028 ARCH Budget and Work Program and conduct Council discussion/Q&A.
Staff Contact: Jeff Swanson, City Manager

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

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

3. APPROVAL OF MEETING AGENDA

4. PUBLIC COMMENT PERIOD

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 and leave a message before 2 PM 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 at any time.

5. PRESENTATIONS

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

Time Estimate: 10 minutes

6. CITY MANAGER'S REPORT

Time Estimate: 30 minutes

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

6.1a City Manager Report

6.1b Police Report

6.1c Development Services Report

6.1d Finance Report

6.1e Central Services Report

6.1f Public Works 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 Check Register October 2026
Recommendation: Approve.
Staff Contact: Ryan Wagner, Finance/HR Director

7.2 Draft City Council Meeting Minutes of July 13, 2026
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

8. LEGISLATIVE HEARING

9. PUBLIC HEARING

9.1 2027 Property Tax Levy Resolution
Recommendation: Adopt Resolution No. 466.
Staff Contact: Ryan Wagner, Finance/HR Director

Time Estimate: 10 minutes

9.2 2027 Proposed Budget
Recommendation: To approve the 2027 Budget Ordinance and the 2027 Salary Schedule.
Staff Contact: Ryan Wagner, Finance/HR Director

Time Estimate: 20 minutes

9.3 2026 Proposed Budget Amendments
Recommendation: Receive Public Testimony.
Staff Contact: Ryan Wagner, Finance/HR Director

Time Estimate: 20 minutes

10. CITY BUSINESS

10.1 ARCH Budget and Workplan
Recommendation: Approve the 2027-2028 ARCH Budget and Work Program.
Staff Contact: Jeff Swanson, City Manager

Time Estimate: 20 minutes

10.2 Park Enhancement and Donation Policy
Recommendation: Discuss and give direction to staff.
Staff Contact: Ryan Osada, Public Works Director and Jennifer Robertson, City Attorney

Time Estimate: 20 minutes

10.3 DRAFT Park Board Work Plan
Recommendation: Discussion.
Staff Contact: Jeff Swanson, City Manager

Time Estimate: 20 minutes

10.4 ILAs with:
a) Town of Beaux Arts Village
b) City of Bellevue
Recommendation: Approve the Interlocal Agreement with the Town of Beaux Arts Village. Approve the Amendment to the Interlocal Agreement with the City of Bellevue for Fire and EMS services.
Staff Contact: Jeff Swanson, City Manager

Time Estimate: 5 minutes

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. EXECUTIVE SESSION

None.

14. ADJOURNMENT

Next special City Council Meeting: November 16, 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 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, November 16, 2026 - City Council Meeting (5:00 PM)
Monday, December 14, 2026 - City Council Meeting (5:00 PM)
Monday, December 28, 2026 - City Council Meeting Canceled

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, November 9, 2026, Regular Meeting of the Medina City Council was posted and available for review on Friday, November 6, 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.

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9, 2026

Subject/Topic: ARCH 2027-2028 Budget and Work Program **Dept. Origin:** City Manager **Category:** Study Session **Prepared by:** Jeff Swanson, City Manager **Attachments:** ARCH 2027-2028 Budget and Work Program Memo; ARCH Trust Fund Trust Fund Parity Goals Memo	Proposed Council Action/Motion: ☐Information Only ☐Receive and File ☒**Discuss** ☐Provide Direction ☐Public Hearing ☐Adopt/Approve ☐Other:

Proposed Council Action

Receive presentation from ARCH Executive Director Lindsay Masters. Council discussion/Q&A.

Summary

The ARCH Executive Board approved the 2027-2028 ARCH budget and work program earlier this year. A second step in that process is the ratification of that action by member jurisdiction governing bodies.

ARCH Executive Director Lindsay Masters will present the 2027-2028 ARCH budget and work program. This item will be presented for Council action during the city business portion of the regular meeting.

The 2027 Proposed Budget for the City of Medina includes appropriations for:

- $10,000 estimated excise tax receipts (pass through to ARCH)
- $11,000 ARCH administration
- $17,066 Housing Trust Fund

TOTAL 2027 estimated appropriation: $38,066.

Council Priorities

This proposal furthers Council Priorities 3, 4, and 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:
The 2027 Proposed Budget for the City of Medina includes appropriations for:

- $10,000 estimated excise tax receipts (pass through to ARCH)
- $11,000 ARCH administration
- $17,066 Housing Trust Fund

TOTAL 2027 estimated appropriation: $38,066.

Recommendation: Receive presentation regarding the 2027-2028 ARCH Budget and Work Program and conduct Council discussion/Q&A.

City Manager Approval: 

Proposed Council Motion: None.

ARCH Presentation to the Medina City Council

November 9, 2026

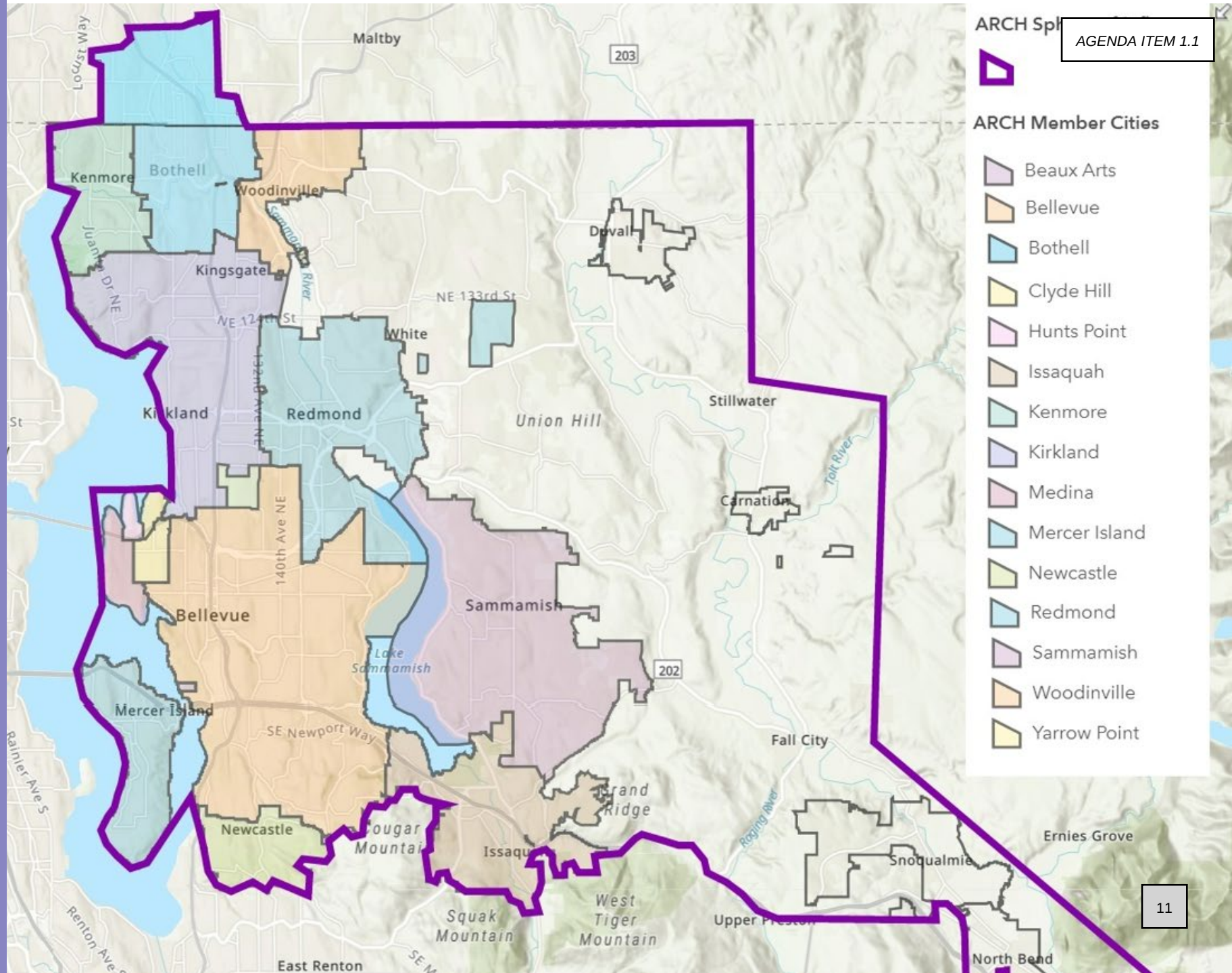
Presenter: Lindsay Masters, ARCH Executive Director

Agenda

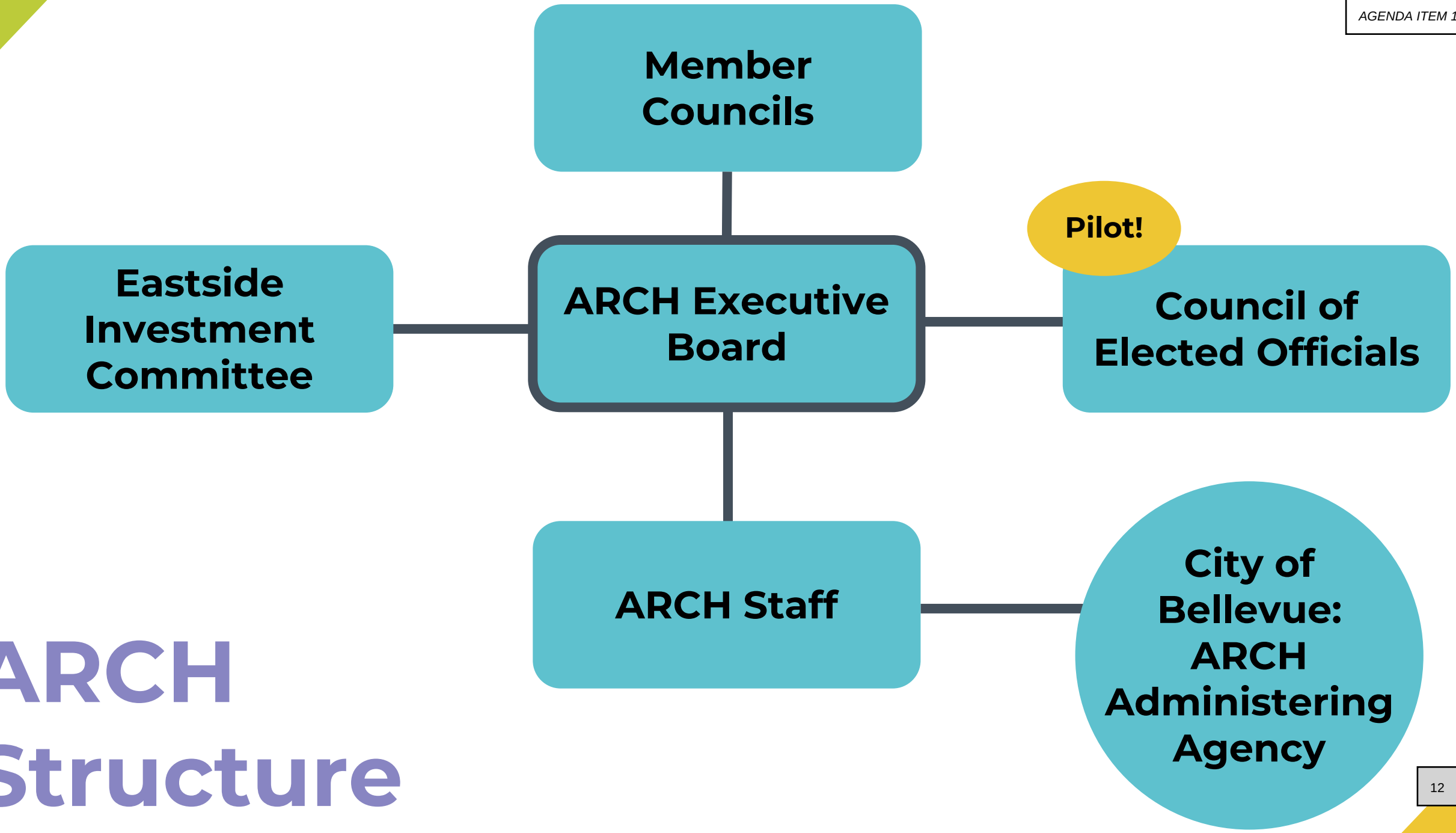
1. ARCH Overview
2. 2027-28 Budget and Work Program
3. ARCH's 2027 Legislative Priorities

Mission

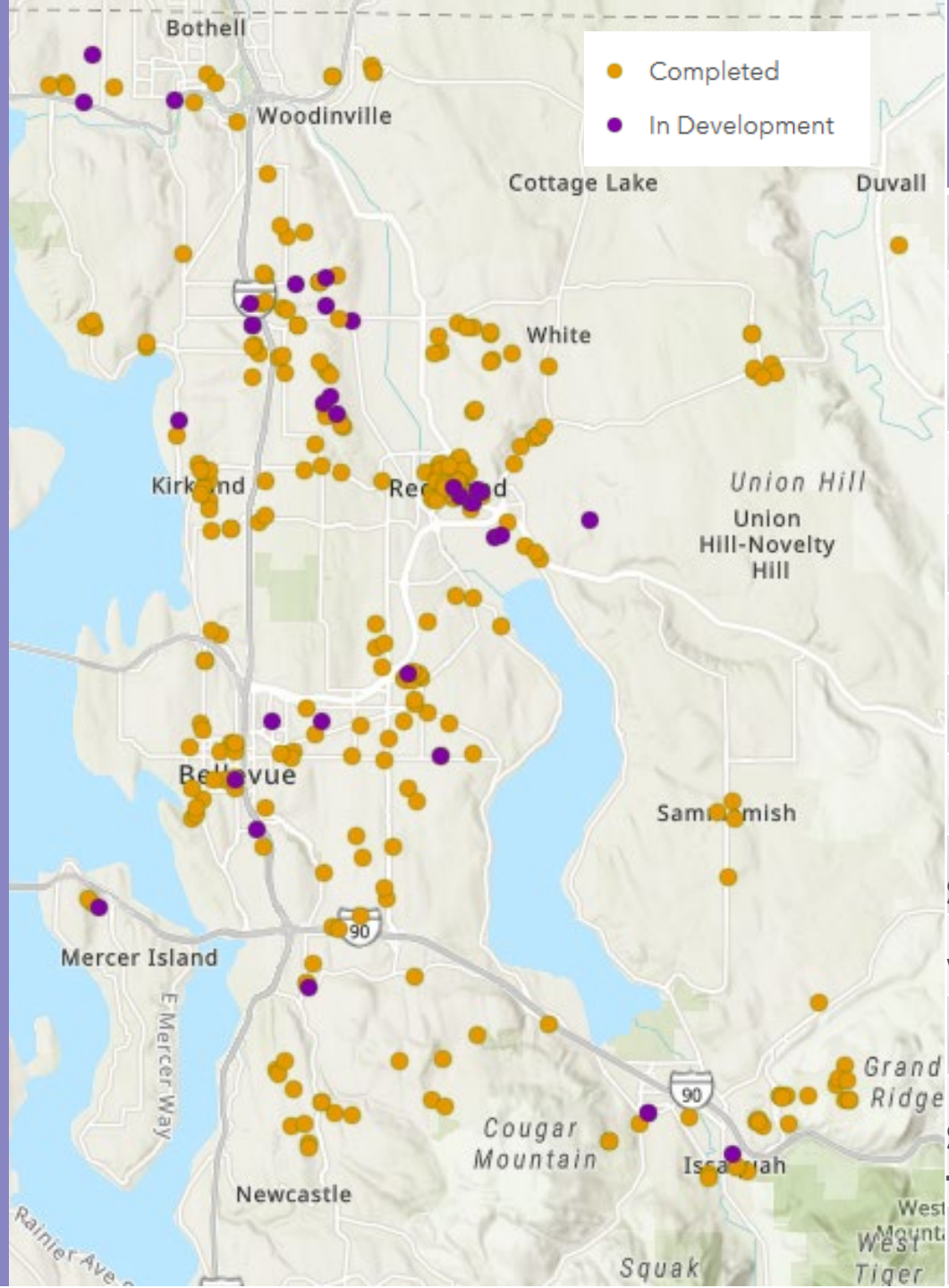
To preserve and increase housing for low- and moderate-income households in East King County



ARCH Structure



Collective Impact



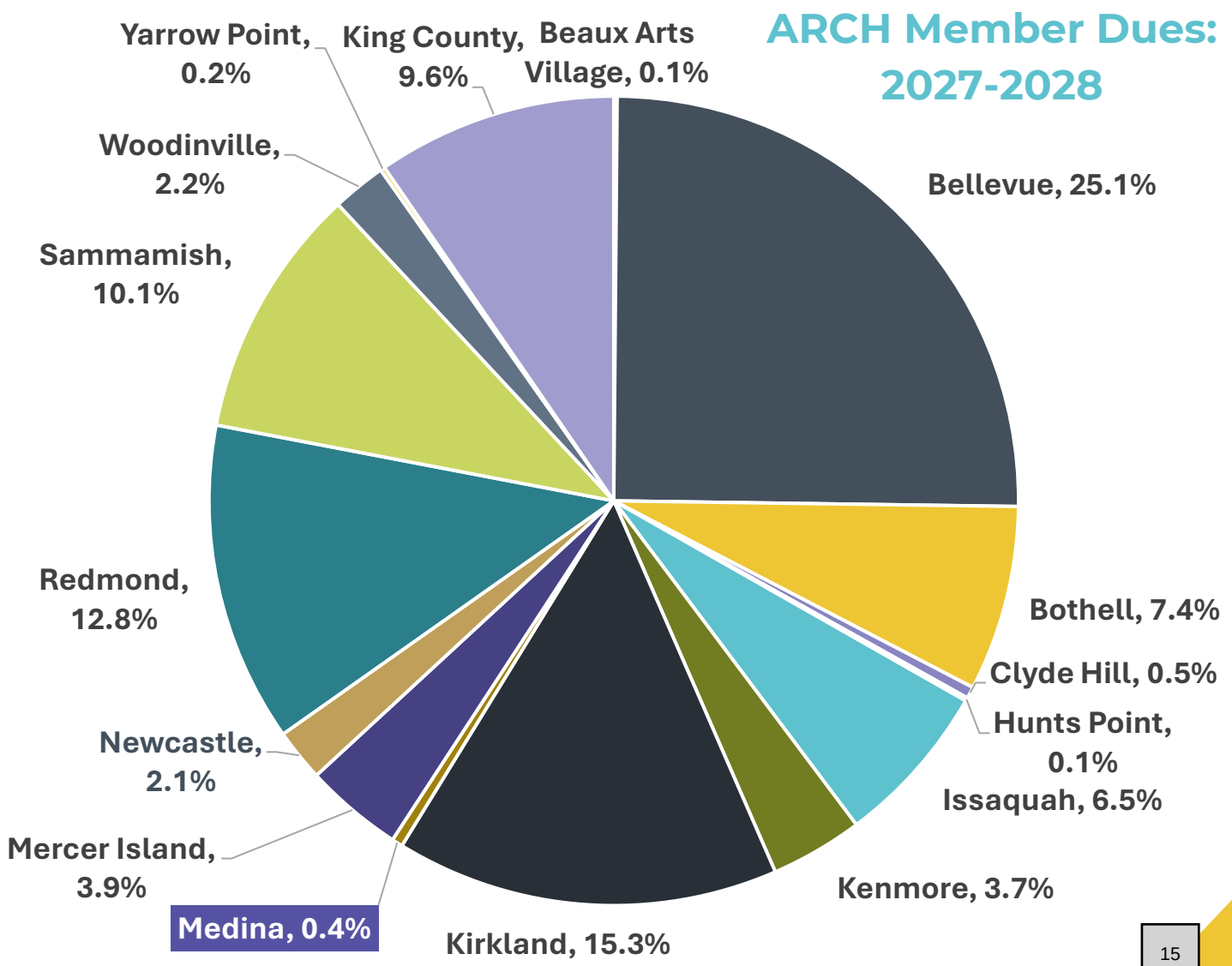
Location	Affordable Units/ Beds	# of Projects
Bellevue	3,141	75
Bothell	348	7
Issaquah	872	29
Kenmore	143	6
Kirkland	1,946	68
Mercer Island	87	3
Newcastle	67	7
Redmond	3,054	108
Sammamish	122	6
Woodinville	146	4
King County	714	8
Scattered/Multiple Locations	115	6
	10,755	327

2027-28 ARCH Budget and Work Program

ARCH Executive Board Recommendation

2027-28 ARCH Administrative Budget

- Recommendation approved by ARCH Executive Board in May 2026
- Informed by the ARCH Strategic Plan with goal to build more affordable housing faster
- Membership contributions primarily based on population



2027-28 ARCH Priorities

Expand the pipeline of affordable housing projects in East King County

Advance dedicated revenue sources for affordable housing

Finish implementing recommendations from ARCH's Governance Study

Develop targeted state legislative priorities

Educate and engage ARCH members

Preserve existing affordable housing

Manage continued growth in the ARCH Rental Program

ARCH

Affordable Housing Investment



ARCH Housing Trust Fund

City of Bellevue Housing Stability Program & Affordable Housing Fund

City of Issaquah Inclusive Housing Investment Pool



ARCH Development Services

Housing Program Implementation



ARCH Rental Program



ARCH Homeownership Program

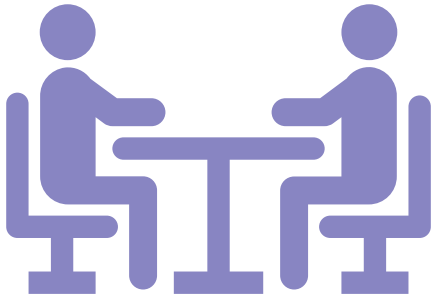


Affordable Housing Incentive and Inclusionary Programs

Member Education, Engagement, and Community Outreach



Education Efforts and Elected Official Engagement



Community Outreach, Communications, and Assistance for the Public



Equitable Access to Affordable Housing in East King County

Housing Policy and Planning



Local Policy, Planning and Code Development



State and Regional Policy and Funding Engagement

ARCH 2027 Legislative Priorities

A Regional Coalition for Housing

General Policy Principles



- ARCH supports policies and continued state assistance that ensure strong local affordable housing projects, plans, and programs (such as the Multifamily Tax Exemption and inclusionary policies).
- ARCH recognizes the importance of maintaining the existing stock of affordable housing in East King County and protecting prior investments.

ARCH

ARCH 2027 Legislative Priorities

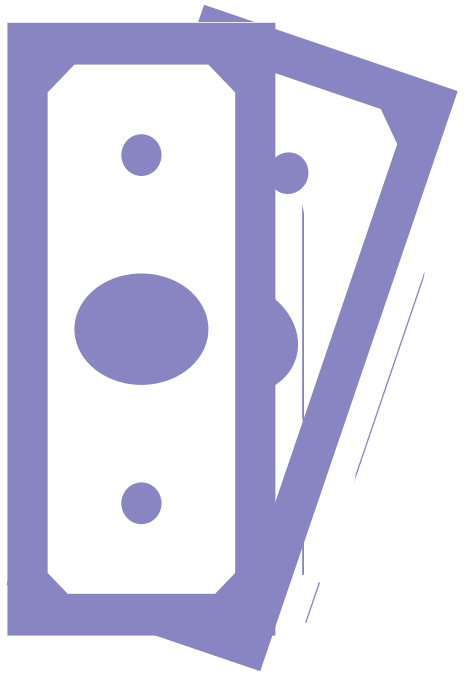
A Regional Coalition for Housing

Priority #1: Increase funding for affordable housing at the state and local levels

A. Provide local revenue options (e.g., REET, short term rental tax, etc.)

B. Encourage state investments (e.g., State Housing Trust Fund, CHIP, LAP)

C. Ensure adequate Operations, Maintenance and Services Funding



ARCH

ARCH 2027 Legislative Priorities

A Regional Coalition for Housing

Priority #2: Ensure local governments have effective affordable housing tools

A. Protect ability to use inclusionary zoning to promote inclusive communities

B. Ensure flexibility to optimize the Multifamily Tax Exemption (MFTE) to achieve affordability and public benefits



ARCH

ARCH 2027 Legislative Priorities

A Regional Coalition for Housing

Priority #3: Reduce barriers to collaboration and support local efforts to build more affordable housing faster

A. Clarify local government's role in planning for affordable housing and recognize sub-regional collaboration

B. State Department of Housing: Prioritize coordination, efficiency, and resources for deeply affordable housing



ARCH

Ways to Support ARCH's Mission

Funding Options for Affordable Housing

- Maintain Trust Fund Commitments
- Land Contributions
- Local REET Funds
- Countywide and Local Levy Options*
- Fee in Lieu Funds (tap into value of development incentives)
- Tax Increment Financing
- State Legislative Advocacy for Additional Tools

**King County revenue work group currently in process*

Policy, Planning, Land Use and Development

- Adopt supportive land use policies to promote development and include affordable housing
- Identify potential sites for affordable housing
- Connect ARCH with community partners interested in affordable housing
- Evaluate future redevelopment on city or other property
- Incorporate ARCH priorities into city's legislative agenda



Questions

"Plan for and accommodate housing affordable to all economic segments"

HB 1220 / RCW 36.70A	Housing Needs	Land Capacity	Adequate Provisions	Progress Reports
Department of Commerce	Guidance and Checklists		Five-Year Reports	
King County	CPPs: Housing Needs Numbers + Collaboration Policies		AHC: Ongoing Monitoring	

CPPs: Net New Housing Needs

	<30% AMI; PSH	<30% AMI; non-PSH	>30-50% AMI	>50-80% AMI	>80-100% AMI	>100-120% AMI	>120% AMI	Emergency	Grand Total
Beaux Arts Village	0	1	0	0	0	0	0	0	1
Bellevue	6,270	11,925	8,780	2,671	703	798	3,853	6,688	41,688
Bothell	1,806	3,502	2,230	2,012	180	819	2,233	1,540	14,322
Clyde Hill	2	3	2	3	0	0	0	2	12
Hunts Point	0	1	0	0	0	0	0	0	1
Issaquah	575	1,093	868	460	66	75	363	669	4,169
Kenmore	559	1,063	483	393	75	85	412	587	3,657
Kirkland	2,546	4,842	3,052	1,022	228	259	1,251	2,522	15,722
Medina	3	5	3	8	0	0	0	4	23
Mercer Island	178	339	202	488	4	5	23	237	1,476
Newcastle	329	627	433	22	9	10	50	283	1,763
Redmond	3,694	7,025	3,870	2,765	348	394	1,904	3,822	23,822
Sammamish	499	950	419	232	0	0	0	401	2,501
Woodinville	449	854	354	156	29	33	158	388	2,421
Yarrow Point	2	4	3	1	0	0	0	2	12
Total EKC	16,912	32,234	20,699	10,233	1,642	2,478	10,247	17,145	111,590

Measuring the Impact of Investments through the ARCH Housing Trust Fund



Calculate each city's proportion of the total local investment in the project (land and funding).



Allocate a proportionate share of affordable units from each project to each city.

Units Created by Contributions to ARCH-Funded Projects, 2019-20

Contributing City	Total	30% AMI	40% AMI	50% AMI	60% AMI	70% AMI	80% AMI	Total Affordable Units
Bellevue	$57.73M	127.1	20.5	188.7	490.3	39.0	39.9	905.5
Bothell	$7.08M	23.0	0.8	73.8	92.6	2.3	1.7	194.2
Clyde Hill	$0.15M	1.6	0.2	1.9	2.7	0.6	0.2	7.2
Hunts Point	$0.03M	0.3	0.0	0.5	0.6	0.1	0.1	1.6
Issaquah	$2.34M	18.7	3.7	18.4	25.3	5.4	3.3	74.8
Kenmore	$0.50M	5.2	0.6	7.4	8.5	1.9	0.4	23.9
Kirkland	$9.01M	102.1	9.7	178.2	176.1	31.7	6.0	503.9
Medina	$0.14M	1.4	0.2	1.6	2.2	0.6	0.2	6.2
Mercer Island	$0.41M	4.6	0.6	5.4	7.5	2.1	0.4	20.6
Newcastle	$0.33M	4.7	0.9	4.7	5.8	3.0	0.3	19.2
Redmond	$23.21M	190.5	6.7	151.5	275.8	21.5	29.5	675.5
Sammamish	$0.97M	10.3	1.2	13.8	17.1	4.1	1.0	47.5
Woodinville	$0.60M	6.0	0.8	7.3	9.5	2.5	1.0	27.1
Yarrow Point	$0.05M	0.6	0.1	0.8	1.0	0.2	0.1	2.7
	$102.53M	**496.0**	**46.0**	**654.0**	**1115.0**	**115.0**	**84.0**	**2510.0**

A Regional Coalition for H
Together Center Campus
16305 NE 87TH St, Suite 119
Redmond, WA 98052
425-861-3677

Memo

To: ARCH Member Councils
From: Lindsay Masters, ARCH Executive Director
Date: July 14, 2026

Re: ARCH 2027-28 Budget and Work Program

Please find attached the 2027-28 ARCH Budget and Work Program, which was adopted by the ARCH Executive Board in June of 2026. Over the last two years, ARCH and its members have achieved significant milestones as we advanced a Strategic Plan to *Build More Affordable Housing Faster*:

- **Increasing Investment.** Approved investments in over 700 units of affordable housing and awarded a record amount of local funding in the last two funding rounds.
- **Growing the Housing Pipeline.** Expanded affordable housing development opportunities through efforts on public and faith-owned land.
- **Supporting Local Leaders.** Launched the pilot ARCH Council of Elected Officials (ACE) to deepen knowledge and commitment to affordable housing and regional collaboration among local leaders.
- **Tapping Industry Expertise.** Established an Eastside Investment Committee that brings industry experts together to advise ARCH on local funding recommendations.
- **Expanding Local Program Impact.** Assisted nearly 100 low- and moderate-income households to become homeowners and added close to 500 new affordable multifamily units in 16 projects created through local inclusionary programs, while continuing to steward long-term affordability of over 800 ownership and 2,700 rental homes.
- **Supporting Legislative Policy and Funding.** Expanded support for ARCH members to collaborate on legislative policy and funding, with recent successes including greater REET flexibility for affordable housing and new options to incentivize affordable housing on faith-owned land.

You may find a summary of ARCH's priorities for the next two years in our 2027-28 Work Program, which now includes jurisdiction-level snapshots of the work of ARCH with each of our members. Per the direction of the Executive Board, ARCH's 2027-28 Budget maintains existing staffing levels, with base member dues distributed based on updated population figures.

As rising costs continue to have the greatest impact on low-income households, your work to create truly affordable housing opportunities in our region is more important than ever. We look forward to building on our shared progress and are grateful for your continued commitment and partnership.

Attachments:

1. 2027-28 ARCH Administrative Budget
2. 2027-28 ARCH Work Program

FINAL 2027-28 ARCH Administrative Budget

Adopted by the ARCH Executive Board

June 2026

	2025-2026 Adopted Budget		Proposed 2027-28 Budget			
	2025	2026	2027	2028	% change '26-'27	% change '27-'28
I. TOTAL EXPENSES	**$ 2,720,754**	**$ 2,827,690**	**$ 3,022,407**	**$ 3,179,284**	**6.9%**	**5.2%**
A. Personnel	**$ 2,427,721**	**$ 2,532,678**	**$ 2,663,210**	**$ 2,809,211**	**5.2%**	**5.5%**
Salaries	$ 1,848,491	$ 1,911,173	$ 2,029,427	$ 2,149,263		
Benefits	$ 579,230	$ 621,505	$ 633,783	$ 659,949		
14 FTEs (incl. 1 dedicated to Bellevue Housing Stability Program)						
B. Operating	**$ 125,787**	**$ 125,267**	**$ 133,348**	**$ 135,492**	**6.5%**	**1.6%**
Rent & Utilities	$ 42,000	$ 44,133	$ 52,497	$ 54,072	19.0%	3.0%
Telephone	$ 7,840	$ 8,075	$ 8,275	$ 8,523	2.5%	3.0%
Internet	$ 3,042	$ 3,164	$ 3,134	$ 3,228	-0.9%	3.0%
Software licensing (website, database, etc.)	$ 25,000	$ 25,750	$ 33,964	$ 34,983	31.9%	3.0%
Travel/Training	$ 7,150	$ 7,365	$ 9,800	$ 10,094	33.1%	3.0%
IT Equipment Replacement / Bellevue software	$ 8,600	$ 5,000	$ 8,286	$ 6,678	65.7%	-19.4%
Office Supplies	$ 2,700	$ 2,678	$ 2,758	$ 2,841	3.0%	3.0%
Postage/Printing	$ 2,500	$ 2,678	$ 2,678	$ 2,758	0.0%	3.0%
Periodical/Membership	$ 15,450	$ 15,914	$ 4,456	$ 4,590	-72.0%	3.0%
Translation and Interpretation	$ 5,000	$ 5,150	$ 1,500	$ 1,545	-70.9%	3.0%
Misc. (furniture, events, job posting fees, etc.)	$ 6,505	$ 5,361	$ 6,000	$ 6,180	11.9%	3.0%
C. In-Kind Admin/Services	**$ 46,495**	**$ 48,223**	**$ 138,000**	**$ 143,540**	**186.2%**	**4.0%**
Insurance	$ 33,280	$ 34,611	$ 68,000	$ 70,040		
Bellevue IT Services	$ 13,215	$ 13,611	$ 70,000	$ 73,500		
D. Professional Services / Consulting	**$ 120,750**	**$ 121,523**	**$ 87,849**	**$ 91,041**	**-27.7%**	**3.6%**
Consultant Contracts	$ 25,750	$ 26,523	$ 27,849	$ 29,241		
Outside Legal Counsel	$ 95,000	$ 95,000	$ 60,000	$ 61,800		

FINAL 2027-28 ARCH Administrative Budget

Adopted by the ARCH Executive Board

June 2026

	2025-2026 Adopted Budget		Proposed 2027-28 Budget			
	2025	2026	2027	2028	% change '26-'27	% change '27-'28
II. TOTAL INCOME	**$ 2,720,754**	**$ 2,827,690**	**$ 3,022,407**	**$ 3,179,284**	**6.9%**	**5.2%**
A. Member Contributions (General Fund $)	**$ 2,377,357**	**$ 2,460,218**	**$ 2,646,426**	**$ 2,781,886**	**7.6%**	**5.1%**
Beaux Arts Village	$ 3,187	$ 3,294	$ 3,543	$ 3,725	**7.6%**	**5.1%**
Bellevue	$ 600,541	$ 622,327	$ 664,125	$ 697,710	**6.7%**	**5.1%**
Bothell	$ 172,748	$ 178,110	$ 195,861	$ 206,246	**10.0%**	**5.3%**
Clyde Hill	$ 11,205	$ 11,553	$ 12,314	$ 12,967	**6.6%**	**5.3%**
Hunts Point	$ 3,187	$ 3,294	$ 3,543	$ 3,725	**7.6%**	**5.1%**
Issaquah	$ 157,108	$ 162,807	$ 173,157	$ 181,914	**6.4%**	**5.1%**
Kenmore	$ 88,579	$ 91,517	$ 97,742	$ 102,824	**6.8%**	**5.2%**
Kirkland	$ 366,910	$ 380,220	$ 405,092	$ 425,577	**6.5%**	**5.1%**
Medina	$ 10,538	$ 10,865	$ 11,560	$ 12,173	**6.4%**	**5.3%**
Mercer Island	$ 95,259	$ 98,405	$ 103,925	$ 109,334	**5.6%**	**5.2%**
Newcastle	$ 50,076	$ 51,819	$ 55,293	$ 58,124	**6.7%**	**5.1%**
Redmond	$ 293,990	$ 304,655	$ 338,315	$ 355,423	**11.0%**	**5.1%**
Sammamish	$ 243,510	$ 251,257	$ 266,409	$ 280,434	**6.0%**	**5.3%**
Woodinville	$ 47,952	$ 49,440	$ 57,066	$ 59,991	**15.4%**	**5.1%**
Yarrow Point	$ 4,615	$ 4,758	$ 4,730	$ 4,981	**-0.6%**	**5.3%**
King County	$ 227,952	$ 235,897	$ 253,751	$ 266,740	**7.6%**	**5.1%**
B. Bellevue Detail (General Fund + 1590)	**$ 776,623**	**$ 814,799**	**$ 860,106**	**$ 905,108**	**6%**	**5%**
Cash Contributions	$ 315,522	$ 338,836	$ 270,311	$ 283,712	**-20%**	**5%**
In-Kind Contributions	$ 461,101	$ 475,963	$ 589,795	$ 621,397	**24%**	**5%**
Personnel (Gen Fund + 1590)	$ 414,606	$ 427,740	$ 451,795	$ 477,857		
Insurance	$ 33,280	$ 34,611	$ 68,000	$ 70,040		
IT Services	$ 13,215	$ 13,611	$ 70,000	$ 73,500		
C. Other Income	**$ 167,315**	**$ 175,000**	**$ 180,000**	**$ 190,000**	**2.9%**	**5.6%**
Administrative Fees	$ 165,000	$ 135,000	$ 100,000	$ 100,000		
Interest Earnings	$ 2,315	$ 40,000	$ 80,000	$ 90,000		
III. RESERVES, CONTINGENT INCOME AND EXPENSES						
Note: This section expresses intended use of any excess revenues above levels needed to cover basic operating costs, as authorized by the ARCH Board, and/or any agreement by an ARCH member to fund work under section 13 of the ARCH Interlocal Agreement						
A. Contingent Expenses	**$ 450,000**	**$ 450,000**	**$ 500,000.00**	**$ 500,000.00**	**11%**	**0%**
Staffing/Administrative Expenses	$ 150,000	$ 150,000	$ 200,000.00	$ 200,000.00		
Other Services/Consulting	$ 300,000	$ 300,000	$ 300,000.00	$ 300,000.00		
B. Contingent Revenue	**$ 450,000**	**$ 450,000**	**$ 500,000.00**	**$ 500,000.00**	**11%**	**0%**
Excess Administrative, Service Fees	$ 150,000	$ 150,000	$ 150,000	$ 150,000		
Grant Funding	$ 145,000	$ 145,000	$ 150,000	$ 150,000		
Board-Approved Reserves	$ 155,000	$ 155,000	$ 200,000	$ 200,000		

A Regional Coalition for Housing

ARCH WORK PROGRAM: 2027-28

Adopted June 2026

Contents

Introduction and Priorities for 2027-28 2

2027-28 Priorities 2

I. AFFORDABLE HOUSING INVESTMENT 3

A. Local Investment Coordination and Administration 3

B. Special Projects and Technical Assistance 4

C. Preservation and Asset Management 5

II. HOUSING POLICY AND PLANNING 6

A. Local Policy, Planning and Code Development 6

B. State and Regional Policy and Funding Engagement 7

III. HOUSING PROGRAM IMPLEMENTATION 8

A. Affordable Housing Incentive and Inclusionary Programs 8

B. ARCH Rental Program 9

C. ARCH Homeownership Program 9

IV. MEMBER EDUCATION, ENGAGEMENT AND COMMUNITY OUTREACH 11

A. Education Efforts and Elected Official Engagement 11

B. Community Outreach, Communications, and Assistance for the Public 11

C. Equitable Access to Affordable Housing in East King County 12

V. ADMINISTRATION 13

A. Administrative Procedures 13

B. Organizational Assessment and Planning 13

Attachment A: Member Jurisdiction Work Program Summaries

Introduction and Priorities for 2027-28

A Regional Coalition for Housing is a partnership of King County and East King County Cities that has successfully collaborated for over three decades to preserve and increase housing for low and moderate income households. ARCH works with its members to develop housing policies, strategies and regulations; efficiently administer housing programs; coordinate city investments in affordable housing; and assist people looking for affordable rental and ownership housing. The ARCH Work Program includes services that ARCH provides to individual member jurisdictions, as well as shared programs and activities coordinated for the benefit of all ARCH members.

2027-28 Priorities

In 2027-28, ARCH will elevate the following priorities in its Work Program:

1. Continue to expand the pipeline of affordable housing projects in East King County through partnerships and development of special projects, including projects on public, nonprofit and faith-owned land.
2. Facilitate and advance proposals for dedicated revenue sources for affordable housing in East King County and ensure that countywide sources benefit ARCH communities.
3. Implement education and engagement efforts with ARCH member stakeholders (including staff, planning commissioners, elected officials) and community members to increase affordable housing support, connections and leadership in the region.
4. Convene coalition members to develop targeted legislative priorities related to funding for affordable housing, reducing barriers to affordable housing development, and supporting regional approaches to affordable housing.
5. Complete implementation of select recommendations from ARCH's Governance Study to streamline decision-making, increase alignment and empower the coalition to advance ARCH's mission.
6. Support preservation of existing affordable housing through policy and funding solutions
7. Manage continued growth in the ARCH Rental Program by evaluating ways to redistribute staff resources and streamline program implementation.

I. AFFORDABLE HOUSING INVESTMENT

A. Local Investment Coordination and Administration

ARCH works on behalf of members to recommend and implement investment of public funding for the development and preservation of affordable housing. ARCH manages multiple types of funding through coordinated processes aimed at maximizing the impact of local investment and streamlining access to capital for affordable housing developers. Current programs include:

- **ARCH Housing Trust Fund**. Pooled funds contributed by ARCH members for investment in eligible projects anywhere within the ARCH sub-region.
- **Bellevue Housing Stability Program and Affordable Housing Fund**. Local 0.1% sales tax funds authorized by HB 1590 for capital, operations and maintenance and services in eligible projects within Bellevue; Fee in lieu funds and other one-time funds reserved for affordable housing.
- **Issaquah Inclusive Housing Investment Pool**. Local 0.1% sales tax funds authorized by HB 1590 and other local funds for eligible projects within Issaquah.
- **Other Local Housing Investments.** Other local funds that may be administered by ARCH in coordination with the Trust Fund include fee in lieu funds, levy funds, REET funds or other sources directed by individual cities.

ARCH's responsibilities fall into the following categories:

<u>Investment Planning</u>

- **Parity Goals.** Maintain annual goals for individual member investments through the ARCH Housing Trust Fund, while pursuing broader strategies to increase overall investment levels in affordable housing in East King County.
- **Project Pipeline Management.** Work with member cities and project sponsors to develop a robust pipeline of projects to be funded over the next five years (see related work on special projects, below). Actively vet potential projects, and lead funding policy and prioritization discussions with the ARCH Executive Board to facilitate planning and decision-making.
- **East King County Development Capacity.** Support existing affordable housing developers and owners, and work to expand the pool of development organizations interested in working in East King County. Connect East King County community-based organizations with developers, funding opportunities, and other resources geared at community driven development.

<u>Funding Recommendations and Coordination</u>

- **Competitive Annual Funding Round**. Advertise the collective set of available funds and manage competitive processes on behalf of member cities. Develop funding priorities and evaluation criteria for decision-makers, review funding applications and facilitate coordinated recommendations. For the ARCH Housing Trust Fund, facilitate final recommendations by the ARCH Executive Board and approvals through member councils.

  - **Eastside Investment Committee.** In 2027-28, implement a streamlined advisory process that enhances funding coordination, leverages local dollars and ensures expert advice to members.
- **Public Funding Coordination**. Work collaboratively with public funders at the State and local levels to promote shared affordable housing goals and equitable geographic distribution of resources. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, TOD, etc.) and State (Tax Credit, State Housing Trust Fund, CHIP) resources. Provide input to the King County Joint Recommendations Committee (JRC) on behalf of participating Eastside jurisdictions. Assist with evaluating and making a recommendation regarding CDBG allocations for affordable housing.
- **Private Funding Coordination**. Work with private investors and lenders to maximize leverage of ARCH members' investments into affordable housing and negotiate public benefits from investment of housing funds. Engage with WSHFC on alignment of the ELAP and Evergreen Housing Impact Fund, both funded by Microsoft, to advance projects in the ARCH pipeline. Coordinate with Amazon to ensure projects in ARCH pipeline are considered for Amazon Housing Equity Fund program.

Contracting and Reporting

- **Contract Development and Administration.** Maintain updated standard legal templates. Prepare contract documents with legal counsel and facilitate execution of contracts with the Administering Agency (Bellevue). Review and approve disbursement of funds to awarded projects in accordance with executed contracts.
- **Reporting.** Maintain data for required reporting, including:
  - Centralized Trust Fund Reports. Work with Administering Agency to maintain records and produce regular financial reports for ARCH Trust Fund accounts.
  - HB 1406 Reports. Implement procedures to manage contributions, commitments and expenditures of pooled sales tax revenue authorized by HB 1406. Work with the Department of Commerce to ensure timely and complete reporting in compliance with state requirements.

B. Special Projects and Technical Assistance

ARCH provides expertise to advance special projects and initiatives that require unique financing, land use or partnership strategies that leverage significant development opportunities, including projects on underutilized public, nonprofit or faith community property. Activities include:

Surplus/Underdeveloped Public Property. Assist with evaluation of surplus or underutilized public property for suitability of affordable housing. Complete financial feasibility studies to inform potential property offerings and advise on strategy. Support ARCH members through the stages of feasibility analysis, RFP development, property offering, developer selection and contracting.

Nonprofit and Faith-Owned Land. Engage and provide technical assistance to nonprofit and faith community property owners interested in supporting affordable housing. Provide referrals and recommendations, coordinate with local planning efforts and facilitate potential partnerships.

Transit-Oriented Development Sites. Assist cities with advancing and coordinating affordable housing projects near transit. Partner with Sound Transit, King County Metro and other public agencies to maximize opportunities on public property. Current opportunities include sites in Bel-Red, Wilburton, Marymoor, Kirkland, Bothell, and Kenmore.

Strategic Predevelopment Investment. With approval of the Executive Board, invest in 3rd party predevelopment studies such as design, survey, geotechnical, environmental or other professional services, to investigate feasibility of special projects.

C. Preservation and Asset Management

ARCH oversees contracts and regulatory agreements with owners of projects supported through direct investment, and coordinates with property owners and other funders to ensure the long-term preservation and sustainability of existing affordable housing. Activities include:

Loan Monitoring and Evaluation

- Monitor project income and expenses to determine cash flow payments
- Conduct long-term sustainability monitoring of projects and owners including tracking physical capital needs and financial performance of properties.
- Work with legal counsel to review and approve requests for contract amendments, subordination and other agreements
- Coordinate with WSFHC, per an established MOU, to monitor properties and streamline processes for owners and funders.
- Collect annual compliance data and evaluate program beneficiaries

Support Recapitalization and Long-Term Sustainability

- Proactively problem-solve financial and/or organizational challenges in partnership with project owners and other funders
- Support ARCH borrowers with refinancing and rehabilitation efforts to extend useful lives of buildings, strength property financials, and improve housing quality for residents
- Support owners in connecting with Energy Smart Eastside or other efficiency programs that provide incentives to cover rehabilitation expenses, improve operational efficiency, and improve resident health and safety.

Preservation of At-Risk Affordable Housing

- Work with member cities to facilitate acquisitions or other strategies to preserve existing housing where affordability is at risk of being lost, including at-risk manufactured housing communities and naturally occurring affordable housing.
- Assist with responding to notices of sale of HUD assisted properties received by member cities, or other information indicating an impending loss of existing affordable housing.

II. HOUSING POLICY AND PLANNING

A. Local Policy, Planning and Code Development

ARCH provides assistance directly to member jurisdictions on a range of local planning efforts (see *Attachment A* for more detail). These efforts may take different forms, such as:

- **Housing Element Updates**. Work with members to update comprehensive plan housing elements (may include data analysis, policy writing, outreach, presentations, etc.)
    - Assist with understanding and complying with new housing-related requirements under the Growth Management Act and Countywide Planning Policies.
    - Prepare an east King County housing needs analysis with focused analyses for each city—including projected affordable housing needs—to fulfill GMA requirements.
- **Housing Strategy and Action Plans**. Assist members to prepare housing strategies to implement housing elements and create council work plans. Current local plans and strategies may be found on ARCH's website.
- **Incentive Program Design and Economic Analysis.** Provide economic analysis and policy and program development support to design local housing incentive programs, including height/density/FAR bonuses, property tax exemptions, impact fee waivers, parking reductions and other incentives. Provide standard tools or models that can be used by member cities/staff to evaluate and design their individual programs.
- **Land Use Code Amendments.** Assist city staff on land use and other code amendments in order to implement comprehensive plan policies.
- **Other Support.** Other areas in which ARCH could provide support to member cities include but are not limited to: review of tenant protection regulations, preservation of valuable community housing assets, assistance to households displaced by development activity, or negotiation of agreements for specific development proposals.

Coordination of Local Efforts

ARCH also provides support to facilitate collaboration and alignment of local planning efforts, including:

- **ARCH Liaisons.** Convene a regular meeting of member housing staff working on relevant policy, planning and programs to share knowledge, identify best practices and create peer connections.
- **Data Collection, Analysis and Reporting.** Maintain and provide reporting on local housing and demographic data, buildable lands, and members' progress toward meeting GMA and CPP housing requirements. Document members' investment in affordable housing in other jurisdictions and reflect these contributions in ongoing reporting.
- **Incentive/Inclusionary Housing Program Policies.** As program implementation issues arise, assist member jurisdictions to develop coordinated policy solutions that incorporate input from the diverse range of stakeholders. Work with member city staff to develop code amendments that adapt programs to new knowledge and best practices (e.g., monitoring fees, rent limit policies, etc.).
- **Implementation of State Legislation.** Coordinate members implementing state legislation with affordable housing components, such as HB 1494 (TOD Bill). Support may include

convening working groups, coordinating community engagement efforts, and recommending common approaches to ensure effective program administration.

Information Systems. Maintain a centralized ARCH database of affordable housing programs, projects, properties and investments to support ongoing reporting, program evaluation and efficient work streams. Continue to refine and enhance the database to meet local planning and program needs, facilitate reporting on local and regional progress in meeting affordable housing needs at various income levels, and inform program and funding policies and priorities.

B. State and Regional Policy and Funding Engagement

ARCH supports policy and planning activities at the state and regional level for the benefit of ARCH members, with a focus on targeted policy efforts that increase funding and reduce barriers that contribute to the cost of affordable housing development.

Long-Term Funding/Dedicated Revenue Strategy. Continue work on a long-term funding strategy for the ARCH Trust Fund. Facilitate conversations with member cities on identifying and exploring dedicated sources of revenue for affordable housing at the local and regional level (e.g., REET, property tax levy, commercial linkage fee, etc.). Provide relevant data and develop options for joint or individual revenue approaches across ARCH member cities and help inform potential shared state legislative priorities to authorize local options for funding.

Support for Sub-Regional Collaboration. Support policies that encourage and incentivize sub-regional collaboration such as giving "credit" to jurisdictions that pool resources and make investments in affordable housing in neighboring jurisdictions.

Regional Planning Efforts. ARCH will participate in broader regional planning efforts to advance Eastside priorities and ensure that the perspectives of communities in East King County are voiced in regional housing and homelessness planning. Examples include:

- King County GMPC Affordable Housing Committee / Housing Inter-Jurisdictional Team
- King County Dedicated Revenue Work Group

State Legislative Policy. ARCH supports members to develop and advance targeted state legislative priorities related to funding for affordable housing and/or reducing barriers to affordable housing development. Activities include:

- Convene coalition members and engage the Executive Board and ARCH Council of Elected Officials (ACE) to identify strategic legislative priorities for member councils' consideration.
- Coordinate and explore opportunities to partner with relevant organizations working on affordable housing (e.g., AWC, SCA, WLIHA, HDC, Black Home Initiative).
- Collaborate with ARCH members' government relations and other key personnel to support implementation of identified legislative priorities, including providing analysis and talking points, informing strategy, coordinating advocacy efforts, and providing timely updates.
- Provide presentations to member councils regarding legislative priorities and updates during or after the legislative session.

III. HOUSING PROGRAM IMPLEMENTATION

A. Affordable Housing Incentive and Inclusionary Programs

ARCH partners with member cities to administer local housing incentive and inclusionary programs, including mandatory inclusionary, voluntary density bonus, multifamily tax exemption (MFTE) and other programs. Existing programs administered by ARCH include:

Jurisdiction	Incentive/Inclusionary Programs
Bellevue	Inclusionary program, voluntary density bonuses, MFTE, impact fee waivers.
Bothell	Inclusionary housing, voluntary height bonus, MFTE.
Issaquah	Development agreements, voluntary and inclusionary programs, impact and permit fee waivers.
Kenmore	Development agreements, voluntary and inclusionary programs, MFTE, impact fee waivers.
Kirkland	Inclusionary program, impact fee waiver, MFTE.
Mercer Island	Voluntary height bonuses, impact fee reductions.
Newcastle	Inclusionary program, voluntary density and FAR bonuses,
Redmond	Inclusionary program, MFTE, impact fee waivers.
Sammamish	Inclusionary and voluntary density bonuses, impact fee waivers.
Woodinville	Inclusionary program, MFTE.
King County	Development agreements.

ARCH roles and responsibilities typically include:

- Work with member city staff and legal counsel to align incentive and inclusionary programs with a unified set of administrative policies, practices and templates for legal agreements
- Work with developers/applicants and city staff to establish and communicate applicability of codes and policies to proposed developments
- Develop contracts and covenants containing affordable housing requirements:
    - Review and approve proposed affordable housing (unit count, location/distribution, bedroom mix, and quality)
    - Draft agreements, ensuring city specific requirements are captured (Bellevue MFTE rent stabilization, parking inclusion and relocation assistance)
    - Coordinate with city staff, and development team, to ensure timely review, execution and recordation of agreements

- Oversee MFTE process including:
    - Review and recommend approval of MFTE applications
    - Draft MFTE conditional and final certificates for city approval
    - Register MFTE certificates with County Assessor and file annual MFTE reports with State Commerce
- Review and recommend approval of alternative compliance proposals
    - For fee in lieu projects, calculate fees and ensure execution of accompanying agreement if required
- Support cities on implementation of middle housing code updates as needed.
- Maintain project pipeline and transition projects to applicable teams
- Track city incentive programs across member-cities and update ARCH website as needed
- Provide periodic review of project pipeline for each municipality
- Provide ad hoc reporting on project data as requested
- On-going compliance monitoring (see ARCH Rental and Homeownership Programs, below).

B. ARCH Rental Program

ARCH provides long-term oversight of affordable housing created through city policies to ensure stewardship of these critical public assets for residents, owners and the broader community. For rental housing, this includes:

- Lease-Up. Ensure implementation of affordable housing requirements during lease-up of new properties.
- Compliance Monitoring. Ensure compliance with rent and income restrictions through timely annual report reviews and supplemental on-site file audits. Implement standard remedies for non-compliance, and work with member jurisdictions when enforcement efforts are needed.
- Training and Technical Assistance. Provide ongoing training and technical assistance to property managers
- Program Guidance. Maintain written standards for eligibility, leasing and other program requirements and communicate updated annual income and rent limits
- Resident Support. Respond to tenant issues and questions, mediate issues between properties, tenants and prospective renters, maintain renter resources and provide appropriate referrals.
- Housing Search. Maintain a web-based affordable housing rental search tool, including updating rental options and area median income data.

C. ARCH Homeownership Program

ARCH serves as the steward of affordable resale restricted homes created through local policies and programs. Activities include:

- Marketing and Buyer Selection for New Homes. Coordinate with developers and listing agents to market and select buyers for new construction homes.

- Resales. Oversee resales to ensure ongoing compliance with affordability, buyer eligibility and other program requirements and collect program fees to ensure sustainable operations
- Monitoring. Implement policies and procedures for monitoring compliance and work with cities to address non-compliance.
- Property Taxes. Coordinate with the King County Assessor to ensure affordable property tax assessments for eligible ARCH homeowners.
- Homeowners Communication. Distribute annual communications with relevant homeowner resources and respond to homeowners in financial distress.
- Program Documents. Maintain program guides and FAQs and work with member planning and legal staff to make improvements to boilerplate legal documents.
- Foreclosure prevention and homeowner support. Support homeowners in financial distress and preserve homes at risk of foreclosure. Explore strategies to support ARCH homeowners facing HOA special assessments.
- Lender Partnerships. Build relationships with lenders to improve ARCH homebuyers' access to financing options.
- Downpayment Assistance. Implement recommended updated to the East King County Downpayment Assistance program with the Washington State Housing Finance Commission to provide effective financial assistance to income-eligible first-time homebuyers in East King County.
- Preservation. Explore strategies to preserve expiring units and re-capture lost affordability.

IV. MEMBER EDUCATION, ENGAGEMENT AND COMMUNITY OUTREACH

A. Education Efforts and Elected Official Engagement

ARCH leads education and engagement efforts to build understanding, support and commitment to affordable housing, key policy and funding tools, and collaboration through ARCH. This may take a variety of forms, including:

- **Newly Elected Officials Orientation.** Offer ARCH orientation sessions for newly elected local officials each year. This orientation will provide information about affordable housing in East King County and the role ARCH plays in supporting member jurisdictions.
- **ARCH Council of Elected Officials.** Work with the ARCH Executive Board to determine if the ARCH Council of Elected Officials (ACE) should transition from a pilot to a permanent structure. If so, support ACE meetings and work with individual ACE members ahead of meetings to allow them to present on best practices and resources. Maintain contact with ACE members to ensure ACE meetings are achieving desired results.
- **Educational Reports and Presentations.** Prepare and deliver reports and presentations to councils, planning commissions and member staff and the community on current housing conditions, successful housing policies and programs, and related topics.
- **Annual ARCH Celebration.** Organize an annual event to celebrate accomplishments such as local affordable housing investments, planning accomplishments, or other milestones. Invite key partners to share successes and strengthen collaboration, and support related events led by other organizations.
- **Federal Delegation Support.** ARCH will work with its federal delegation to understand affordable housing challenges and advance housing opportunities in East King County. This includes participating in affordable housing tours while members of US Congress are in their home districts.

B. Community Outreach, Communications, and Assistance for the Public

Office Hours. Provide published office hours for appointments or walk-in customer service. Open office hours will be advertised on the ARCH website and ARCH Facebook page and shared with partner organizations.

ARCH Mailing List and Assistance for Community Members Seeking Affordable Housing.

- Maintain up-to-date information on affordable housing in East King County (rental and ownership) and distribute to people looking for affordable housing.
- Continue to maintain a mailing list of households interested in affordable ownership and rental housing and advertise newly available housing opportunities.
- Work with other community organizations and public agencies to develop appropriate referrals for different types of inquiries received by ARCH (e.g., rapid re-housing, eviction prevention, landlord tenant issues, building code violations, fair housing complaints, etc.).

ARCH Website and Other Communications Channels

- Continually update and build on information in the ARCH website to reach various audiences including affordable housing seekers, property managers and others.
- Provide information on the most urgently needed resources in the community, including rental assistance, no-cost legal services, mortgage assistance, and senior resources available in East King County.
- Encourage ARCH members to link to these shared resources from their websites.
- Utilize other communication channels to share useful information, such as short explainer videos, a quarterly e-newsletter, and social media channels.

Community Engagement and Outreach

- Host ARCH events to share information about ARCH programs with diverse communities
- Participate in city and community events and build connections with community groups, faith communities, developers, nonprofits and others interested in housing issues.
- Build relationships and share information with community-based organizations (CBOs) to cultivate knowledge and interest in affordable housing
- Hold an annual "Together in Housing" event geared towards engaging CBOs regarding ARCH's affordable housing programs.
- Advise and support ARCH members in seeking feedback from their community members regarding affordable housing policies

C. Equitable Access to Affordable Housing in East King County

Affirmative Marketing of Rental and Homeownership Opportunities. Using ARCH's database of CBOs (including many that serve communities of color and immigrant and refugee communities), provide timely notices regarding new affordable housing. Provide CBOs with guidance as needed to support their networks in accessing these units.

Increasing Access to Homeownership. Implement policies and partnerships to increase access to homeownership for households historically excluded and to increase homeownership rates for populations that have seen a decline in homeownership levels in Washington State. Sustain existing partnerships with King County Housing Authority's Dreams to Keys program, WSHFC Covenant Homeownership Program, and other partners, and continue to develop additional partnerships. Collect and analyze data on existing programs to determine potential gaps in access by different populations.

Black Home Initiative. With the ARCH Executive Board, work to consider becoming an official member of the Black Home Initiative, allowing East King County to become a part of policy, outreach and engagement work aimed at increasing Black homeownership rates across the region.

V. ADMINISTRATION

A. Administrative Procedures

Maintain administrative procedures that efficiently and transparently provide services to ARCH members and the public. Activities include:

- Prepare the ARCH Budget and Work Program and ensure equitable allocation of administrative costs among ARCH members.
- Prepare quarterly budget and work program progress reports, Trust Fund reports, and monitor expenses to stay within budget.
- Establish and maintain an Eastside Investment Committee, including recruitment of members with expertise in housing finance, development and operations.
- Staff the Executive Board.
- Staff the ARCH Council of Elected Officials.
- Work with Administering Agency to streamline financial systems.
- Maintain updated bylaws and ensure timely renewal of the ARCH Interlocal Agreement.

B. Organizational Assessment and Planning

The ARCH Executive Board will continue to evaluate and plan for ARCH's organizational capacity to accomplish its Work Program and broader mission, including its organizational structure, legal structure, staffing resources, capital resources and other aspects of the organization. This includes considering staffing options to manage the growing number of affordable units in the ARCH Rental and Homeownership Programs.

Since 2024, ARCH has advanced actions under its Strategic Plan to *Build More Affordable Housing Faster*, including organizational changes aimed at streamlining decision-making, empowering the coalition to tackle major policy challenges, and increasing education and engagement of elected officials. In 2027-28, ARCH will complete implementation of recommendations from its Governance Study, including determining whether to advance any amendments to the ARCH Interlocal Agreement. The Board will continue to monitor progress on ARCH's Strategic Plan and make adjustments to respond to new conditions and opportunities.

As requested, the Board may evaluate opportunities for ARCH to support non-member cities interested in creating affordable housing in north and east King County. Such collaboration should provide mutual benefits and may take the form of agreements to provide services for specific projects.

Attachment A

Member Jurisdiction Work Program Summaries

ARCH provides a wide range of services that support individual members with *Affordable Housing Investment*, *Special Projects, Local Policy and Planning, Program Implementation* and *Outreach and Engagement*. The following summaries describe expected services for individual members over the 2027-28 timeframe. These summaries may be updated as new plans, policies, programs or projects are established.

As members update their individual work plans, ARCH will prioritize member requests for services using the following criteria:

- Clarity. The scope, timeline and ARCH's desired role in the plan or project is clearly defined.
- Impact. The plan or project is expected to result in greater production or preservation of affordable housing.
- Leadership Support. The plan or project is a high priority for the jurisdiction and is supported by city leadership
- Timeliness. The jurisdiction has a unique opportunity to advance supportive policies or projects, and the opportunity may be missed if not advanced in a timely fashion.
- ARCH's Value. ARCH's participation would add significant value toward achieving affordable housing outcomes due to our unique expertise. In addition, the level of effort needed from ARCH is feasible and appropriate based on the potential impact of the plan, policy or project.
- Value for Coalition. The results of the work will be useful to other ARCH member jurisdictions who anticipate undertaking similar efforts.

Quick Links:

Beaux Arts, Clyde Hill, Medina, Hunts Point, Yarrow Point - ARCH Work Program A-2

Bellevue - ARCH Work Program A-3

Bothell - ARCH Work Program A-6

Issaquah - ARCH Work Program A-7

Kenmore - ARCH Work Program A-9

King County - ARCH Work Program A-10

Kirkland - ARCH Work Program A-11

Mercer Island - ARCH Work Program A-13

Newcastle - ARCH Work Program A-14

Redmond - ARCH Work Program A-15

Sammamish - ARCH Work Program A-17

Woodinville - ARCH Work Program A-18

Beaux Arts, Clyde Hill, Medina, Hunts Point, Yarrow Point - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund from Clyde Hill, Medina, Hunts Point, and Yarrow Point. Provide reporting to the State on HB 1406 funds from Clyde Hill, Medina and Yarrow Point.
Public surplus / underutilized property	Support evaluation of affordable housing development options on underutilized properties as opportunities arise, including on potential property in Clyde Hill and Medina. Help to analyze cost effectiveness and financial feasibility of various options.
Nonprofit/faith owned property	Support evaluation of faith owned property for potential affordable housing development, if available.

Local Policy and Planning

Item	*Description / ARCH Support*
Regulatory flexibility	Engage in conversations with Department of Commerce and regional partners on a mechanism to allow credit to be applied for local targets from subregional investment.
Land use, tax and financial incentives for affordable housing	Support development of an affordable housing fee in lieu program in Clyde Hill – provide updated economic analysis as requested. Assist with exploration of a potential affordable ADU tax exemption program in Yarrow Point, including outreach to other ARCH members and King County to gauge broader interest and feasibility.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education on housing	Provide support to staff as needed on communications materials and outreach to the community on questions related to affordable housing development and housing targets.

Bellevue - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds and other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Bellevue Housing Stability Program (HSP)	On an annual basis, verify and advertise available HSP funds for capital, operating and maintenance and services funds. Solicit application interest and provide in-depth review of funding applications. Develop recommendations with Bellevue staff, ensuring coordination with the Trust Fund and other regional and state funding processes. Coordinate with City staff and present recommendations to the Bellevue City Council for approval. Prepare contract documents in consultation with legal counsel and facilitate approval of contracts. Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain contract data and assist with regular reporting to the Bellevue City Council. Provide advice and support for other City initiatives funded through HSP, such as acquisition and preservation partnerships. Support may include assisting with overall outreach and engagement, evaluation of project feasibility, development of funding terms and conditions and preparation of project agreements. Collaborate with housing and human services staff to evaluate program outcomes and recommend updates to the HSP framework.
Public surplus property	Continue to support Wilburton TOD and Kelly TOD projects on city-owned land. This includes updating templates to accommodate 99-year leases and a pre-development award for Wilburton. Continue to support Office of Housing to explore re-use of underutilized Bellevue School District properties for housing. Support may include partnership strategy, potential partnership agreements, development of funding terms and conditions if needed.
Nonprofit/faith owned property	Support nonprofits and faith-based organizations interested in taking advantage of the city's C1 Density Bonus program by providing program eligibility consultation, preliminary funding strategy support and connections to affordable housing developers/organizations This could include initial meetings with Overlake Presbyterian Church and ongoing conversations with Jubilee Reach. Continue to monitor and advance development progress of Forest Edge and Peter's Ridge.

Other funding strategies and programs	Support other investments (fee in lieu, CIP funds, etc.) from Bellevue's Affordable Housing Fund as funds become available. Support includes advertising, marketing, reviewing applications, developing recommendations in coordination with HSP and Trust Fund processes, and contracting. Support analysis and implementation of relevant funding strategies and programs from Bellevue's Affordable Housing Strategy: • Advise on the implementation of the Flexible Project Fund to provide expedited short-term loans to acquire NOAH properties for affordable housing. • Explore new local revenue sources for affordable housing such as levies, increment revenue, fees and bonding, with consideration for regional coordination and the need for supportive services. • Assess the state of the existing affordable housing portfolio for operational and maintenance need Coordinate and provide guidance to Bellevue's Environmental Stewardship Initiative (ESI) to make sustainability programs and funding accessible and useful to affordable housing owners and low-income households.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Support analysis and implementation of relevant land use and tax incentives from Bellevue's Affordable Housing Strategy: • HOMA MFTE • BelRed upzones and MFTE • TOD bill implementation • C-1 expansion (2027) • Sales and use tax exemption for utilization of vacant parking lots for affordable housing
Housing diversity	Work with Office of Housing and Development Services to analyze pathways to remove barriers to middle housing.
Regulatory flexibility / reducing barriers	Support implementation of HB 2266 (STEP Housing).
Streamline processes	ARCH will support analysis of these items: • Exempt certain affordable housing projects from design review • Consider expanding eligibility of expedited permitting and fee waiver program to more affordable housing projects • Create and recommend a process to acquire and hold land for the development of affordable housing

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for Bellevue's incentive programs, including: • MFTE program (8, 12 and 20-year nonprofit homeownership projects) • Voluntary bonus programs (citywide, Downtown, and East Main TOD, and C1), • Mandatory inclusionary zoning (BelRed, Eastgate, Neighborhood Mixed Use, and other mixed-use districts citywide) • Transportation fee waiver • Permit fee reduction Implement SOPs with DS and OH to coordinate work streams across departments.
Rental Program	Monitor 647 affordable rental units in 27 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 67 existing affordable ARCH homes in Bellevue. Work with OH to explore options for reinvestment in ARCH homes.

Outreach and Engagement

Item	*Description / ARCH Support*
Housing access and education	Support creation of an education and communication plan for regular community dialogue on housing needs and the benefits of housing choices. • Create accessible and easy to understand resources guides for homeowners, tenants, and landlords to increase housing stability in the community. • Work with ARCH to create a centralized, user-friendly hub for affordable housing seekers. Implement improvements like creating a centralized affordable housing search tool; develop a step-by-step housing application guide; improving accessibility; and language access.

Bothell - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406 funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	BRIDGE Bothell United Methodist Church Project - Assist the city, BUMC and developer as needed to help the project close successfully; Assist the city with CHIP contracting support; coordination with WSHFC to support developer in securing the expiring HUD Difficult to Develop Designation. Assist with evaluation of remaining City-owned (Lots E, F, G, and city hall lots) or publicly owned property for potential affordable housing development in downtown Bothell.
Nonprofit/faith owned property	Provide support to any nonprofit or religious organizations in Bothell with interest in developing affordable housing on-site through WA state law incentives.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Support development and implementation of affordable housing strategies from Bothell's final Housing Action Plan and Downtown Plans (expected adoption in late 2026). Potential HAP actions include continued preservation of manufactured housing, additional evaluation of local renter protection policies on top of state policies, and financial assistance for homeowners to build for ADUs.
Land use, tax and financial incentives for affordable housing	Support continual evaluation, expansion and refinement of Bothell's inclusionary and MFTE policies, as well as implementation of HB 1491 (TOD Bill).

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, voluntary height bonus and MFTE programs.
Rental Program	Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	Work with Bothell's Communications team, Human Services coordinator, and Community Development on education and outreach for programs such as finding affordable housing, ADU opportunities, financial assistance for preservation of homes for homeowners, etc.

Issaquah - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, HB 1590 (IHIP) or other local funds contributed to Trust Fund. Provide reporting as required.
Issaquah Inclusive Housing Investment Pool (IHIP)	On an annual basis, verify and advertise available IHIP funds through the ARCH Housing Trust Fund process, with priorities established by the City of Issaquah. Review IHIP applications and prepare staff reports. Facilitate recommendations and award approval in tandem with Trust Fund recommendations. Administer approved awards through Issaquah's ARCH Trust Fund account. Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain contract data and assist with reporting to Issaquah City Council.
Trailhead Transit-Oriented Development	Prepare and administer approved capital contracts and covenants for KCHA and LEO. Provide marketing support when project opens in 2028.
Public surplus / faith-owned property	Provide technical assistance to Our Savior Lutheran Church and/or other faith communities or nonprofits with underutilized land.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	On an annual basis, prepare housing-related data for Issaquah's housing dashboard. Provide advice and guidance for Issaquah's Housing Strategy update in 2027.
Land use, tax and financial incentives for affordable housing	Provide policy, economic analysis and fiscal impact analysis for updates and potential expansion of Issaquah's MFTE and IZ programs in Central Issaquah. Help to evaluate potential projects/opportunities that arise under current or amended Development Agreements (e.g., Lakeside, Rowley) and prepare contractual agreements as needed.
Regulatory flexibility / reducing barriers	Provide feedback on City's proposals to reduce code-related barriers to housing development in Central Issaquah.
Streamline processes	Connect Issaquah with other jurisdictions pursuing similar efforts regarding pre-approved ADU plans.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for Central Issaquah bonus program, pioneer program, inclusionary zoning, fee waiver and MFTE programs.
Rental Program	Monitor 104 affordable rental units in 6 existing projects. Facilitate timely communication with property owners/managers and the city regarding rental units with expiring rent restrictions (i.e., Highlands at Wynhaven). Provide lease-up support, training and monitoring for any new rental projects coming online. Work with the city to establish alternative monitoring plan for High Street as needed.
Homeownership Program	Steward 277 existing affordable ARCH homes in Issaquah. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements. Support the city with strategies to preserve affordability and support ARCH homeowners facing special assessments or other challenges.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Kenmore - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds] contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	e.g., fee-in-lieu, etc.
Public surplus, nonprofit/faith-owned property	Work with City staff, Imagine Housing and Habitat on the Approach (Holt property). Advance other opportunities to site affordable housing in Kenmore, such as near ST3 transit investments, or on other public, nonprofit, and faith-based community property. Help evaluate and identify potential properties, partners, and financing strategies.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Develop an updated Housing Strategy Plan and implement associated actions.
Land use, tax and financial incentives for affordable housing	Create updates to the IZ and MFTE programs that consider TOD and expansions to downtown and Lakeside.
Housing diversity	Provide support for evaluating strategies for MHC preservation / anti-displacement policies. Explore other equity and anti-displacement policies.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption, voluntary density bonus and MFTE programs.
Rental Program	Monitor 56 affordable rental units in 1 existing project. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education on housing	Support City and consultant outreach on the development of the updated Affordable Housing Strategy and implementation initiatives.

King County - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Work with the ARCH Executive Board to make award recommendations for annual CDBG allocations from Kirkland, Redmond, and N/E Joint Agreement Cities.
Public surplus property	Work with King County staff to encourage efforts to develop affordable housing on underutilized county property (e.g., King County Metro Park & Rides).

Local and Regional Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Participate in King County's Housing Action Plan development and implementation.
Land use, tax and financial incentives for affordable housing	Participate in study of MFTE and inclusionary zoning in urban unincorporated King County.
Data and reporting	Support the Affordable Housing Committee in executing the CPP Housing Chapter accountability framework. This includes supporting King County's data collection and reporting on affordable housing production and preservation.

Program Implementation

Item	*Description / ARCH Support*
Rental Program	Monitor 478 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 236 existing ARCH homes in unincorporated King County. Administer process for expiring covenants in Redmond Ridge East including working with sellers to consider incentives to maintain the home as affordable and remove expired covenants at point of sale as requested. By the end of 2026, there will be 133 homes with in-force covenants.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education on housing, staff outreach events, etc.	N/A

Kirkland - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds, fee in lieu funds and any other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Support the City to analyze alternative compliance and fee-in-lieu proposals for inclusionary affordable units. Contract for fee-in-lieu funds as available.
Public surplus property	Support city staff in evaluating inclusion of affordable housing and pursuing strategies to maximize affordability for sites that may present future opportunities for City partnership.
Nonprofit/faith owned property	Support City's engagement and technical assistance for faith organizations to consider affordable housing development.
Other property evaluation	Support city engagement with private property owners in the 85th Street Station Area to consider affordable housing development.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans and Data	Continue to provide affordable housing project data 1-2x/year to support Kirkland's Housing Dashboard. Consider updating Kirkland's Housing Strategy in 2028.
Land use, tax and financial incentives for affordable housing	Support Kirkland's implementation of HB 1859 land use bonuses for faith owned land. Support Kirkland's implementation of HB 1491 related to Transit-Oriented Development. Evaluate affordable housing policies related to any middle housing code updates. Evaluate existing affordable housing requirements citywide. Adopted task on Kirkland's 2026-2028 Planning Work Program.
Housing diversity	Consider updates to optimize middle housing; ARCH to support evaluation related affordable housing policies.
Streamline processes	Evaluate consolidation of low-density zones.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and MFTE programs.
Rental Program	Monitor 395 affordable rental units in 18 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 60 existing affordable ARCH homes in Kirkland. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Mercer Island - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer general funds or other local funds contributed to Trust Fund. Provide reporting as required.
Other local investments	Support the City to invest any fee in lieu funds that may be collected through its inclusionary program. Support the City to explore other potential funding sources for affordable housing such as the CHIP program.
Public surplus property	Work with City staff on any potential surplus property as it becomes available.
Nonprofit/faith owned property	Work with local churches and nonprofits as requested to provide them with options for affordable housing production.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Support policy and economic analysis regarding affordable housing when implementing land use and MFTE incentives in TOD areas (see HB 1491). Consider land use incentives for faith owned land if potential sites are identified.
Housing diversity	Evaluate affordable housing policies when adopting permanent regulations for middle housing and ADUs.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for local inclusionary and fee reduction programs.
Rental Program	Monitor 28 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Newcastle - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	Provide assistance on 3 potential surplus city properties to evaluate affordable housing disposition and development options, identify potential development partners and pursue funding strategies.
Nonprofit/faith owned property	Assist with providing technical assistance to faith organizations with interest in affordable housing development.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Provide an updated housing needs analysis to inform the city's housing work plan.
Land use, tax and financial incentives for affordable housing	Assist with evaluating affordable housing incentives and requirements with the updated Newcastle Downtown Plan.
Housing diversity	Assist with evaluating options for affordable housing in any future updates to middle housing codes.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning and voluntary bonus programs.
Rental Program	Monitor 46 affordable rental units in 3 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 6 existing affordable ARCH homes in Newcastle. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Redmond - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds and other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Supports the City in analysis of alternative compliance and fee-in-lieu proposals for inclusionary affordable units. Contract for fee-in-lieu funds as applicable. Support implementation of other local investments in affordable housing as funds may be appropriate in the budget.
Public surplus property	Collaborate with Redmond and Sound Transit to support affordable housing development on surplus property at Marymoor Station. Assist with financial modeling, funding strategies, RFP development and proposal review. Work with City staff on surplus property/land banking/community land trust/other similar approaches to increasing affordable housing proposals, and explore ARCH-wide approaches to this work.
Nonprofit/faith owned property	Provide technical assistance to one or more faith-based organization planning to develop their property for affordable housing.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Provide data and guidance to support Redmond's updated Housing and Human Services Action Plan and contribute to implementation of relevant actions.
Land use, tax and financial incentives for affordable housing	Support evaluation and potential implementation of new MFTE options, including 20-year and 12-year extension options. Help to explore additional incentives to build affordable homeownership housing.
Housing diversity	Continue to refine standards to promote middle housing development and on-site affordable housing production.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and MFTE programs.

Rental Program	Monitor 923 affordable rental units in 43 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 118 existing affordable ARCH homes in Redmond. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Sammamish - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Assist with managing and, when directed by the City, investing Sammamish fee in lieu funds alongside the ARCH Trust Fund, consistent with city guidelines.
Nonprofit/faith owned/public property	Work with public and religious bonus parcel owners on feasibility of their sites for potential affordable housing development.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Assist with continued evaluation of affordable housing incentives and requirements in the Sammamish Town Center as well as other centers and future subareas.
Bonus Parcel Capacity Analysis	Support the City in understanding the capacity of bonus parcel sites.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and density bonus programs.
Rental Program	Monitor 48 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 7 existing affordable ARCH homes in Sammamish. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements, including 3 new affordable homes at the Brownstones West development.

Outreach and Engagement

Item	*Description / ARCH Support*
Nonprofit/public/faith-based owner and developer outreach	Market the City's affordable housing incentives available to bonus parcels and help to assess feasibility.

Woodinville - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	Support exploration of potential development of affordable housing on the WDOT Park & Ride.
Nonprofit/faith owned property	Provide support to nonprofit providers (CIRC/Transforming Age) to ensure long-term preservation of existing affordable housing.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Help review analysis and share best practices/policies as needed to inform potential expansion of Woodinville's inclusionary zoning and MFTE policies.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning (interim) and MFTE programs and related development agreements. Support contracting and monitoring of affordable housing requirements for the Midtown Woodinville (former Molbak's) development.
Rental Program	Monitor 26 affordable rental units in 1existing project. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 20 existing affordable ARCH homes in Woodinville. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

A Regional Coalition for Housing
Together Center Campus
16305 NE 87TH St, Suite 119
Redmond, WA 98052
425-861-3677

Memo

To: ARCH Member Jurisdictions
From: Lindsay Masters, ARCH Executive Director
Date: July 21, 2026

Re: ARCH Trust Fund Parity Goals, Funding for Affordable Housing and Credit for Investments through ARCH

For nearly three and a half decades, cities in East King County have worked together to fund affordable housing through A Regional Coalition for Housing (ARCH), creating or preserving close to 7,000 affordable homes across the region via the ARCH Housing Trust Fund (HTF). Investing local dollars to leverage other public and private funds has been a central strategy for East King County cities to create and preserve affordable housing.

This memo provides a brief overview of the following topics as ARCH members consider adoption of ARCH's 2027-28 budget and funding for the ARCH Trust Fund:

A. Updated Parity Goals for member contributions to the ARCH Trust Fund
B. Recent trends and data that inform funding levels needed to sustain affordable housing production
C. Current efforts to increase investment in affordable housing, including countywide revenue discussions, as well as potential local options
D. The impact of ARCH's regional approach to funding affordable housing, and related state policy discussions about ensuring investments through ARCH are credited toward cities' efforts to plan for housing needs under the Growth Management Act

A. Updated Parity Goals for Member Contributions to the ARCH Trust Fund

In 1998, ARCH members established the concept of voluntary Parity Goals to encourage proportional member contributions for affordable housing development. These goals were designed to establish regional funding targets that are distributed among members based on population and projected housing and job growth. These goals provide a way to engage members on annual contributions to the ARCH Trust Fund and encourage a variety of forms of voluntary contributions to affordable housing, including land donations and fee waivers.

ARCH updates Parity Goals on an annual basis to account for inflation. The chart on the following page shows 2026 Parity Goals alongside confirmed 2026 contributions to the Trust Fund from ARCH members. Collectively, ARCH members budgeted approximately **$3.3 million in 2026 for the Trust Fund**. These funds are supplemented by another $627k of Community Development Block Grant (CDBG) funds from Kirkland, Redmond and the northeast (N/E) consortium cities, and additional local funds thar ARCH supports from Bellevue and Issaquah that expand the impact of the ARCH Trust Fund.

ARCH Member Contributions and Updated Parity Goals (2026)

	2026 Trust Fund Contributions				2026 Parity Goals		
City	**Total Contribution***	**General Fund**	**HB 1406**	**HB 1590**	Low Goal	Midpoint	High Goal
Bellevue	$1,092,000	$442,000	$650,000	$0	$906,819	$1,400,823	$1,894,828
Redmond	$790,000	$494,450	$295,550	N/A	$416,747	$643,778	$870,808
Kirkland	$631,893	$415,000	$216,893	N/A	$393,899	$608,483	$823,066
Bothell	$104,430	$0	$104,430	N/A	$234,579	$362,369	$490,160
Issaquah	$180,000	$0	$0	$180,000	$131,380	$202,951	$274,523
Sammamish	$155,487	$100,000	$55,487	N/A	$118,763	$183,461	$248,159
Kenmore	$117,500	$93,534	$23,966	N/A	$78,572	$121,376	$164,180
Woodinville	$102,000	$39,210	$62,790	N/A	$64,510	$99,653	$134,795
Mercer Island	$35,000	$35,000	$0	N/A	$54,623	$84,380	$114,137
Newcastle	$13,333	$0	$13,333	N/A	$34,405	$53,148	$71,891
Clyde Hill	$7,118	$0	$7,118	N/A	$4,676	$7,224	$9,771
Medina	$27,201	$17,327	$9,874	N/A	$4,422	$6,830	$9,239
Yarrow Point	$12,069	$10,000	$2,069	N/A	$1,828	$2,824	$3,820
Hunts Point	$5,000	$5,000	$0	N/A	$429	$662	$896
TOTAL	$3,273,032	$1,651,521	$1,441,511	$180,000	$2,445,652	$3,777,962	$5,110,273

**These figures exclude CDBG allocations from Kirkland, Redmond and N/E consortium cities, and funds that are advertised solely for development within Bellevue and Issaquah.*

As in past years, ARCH anticipates available funds will be far exceeded by funding requests. This year ARCH received information from eight projects with **potential requests totaling $35 million**.

B. Recent Trends and Funding Levels Needed to Sustain Future Production

While ARCH members have successfully sustained consistent funding for the ARCH Trust Fund, several factors have impacted the level of local investment needed to maintain consistent production of affordable housing and attract ongoing investment:

- Construction costs have risen nearly 50% in the Seattle area since 2020.
- Lower tax credit investor pricing has reduced equity from the Low Income Housing Tax Credit Program by approximately 15%.
- Continued high interest rates are reducing borrowing power and adding millions of dollars in construction financing costs to projects.
- Increases in operating expenses are further reducing projects' capacity for debt service.

Over the last five funding rounds, these factors have resulted in steady per unit increases in total project cost, total public funding, and total ARCH investment. Using current assumptions, ARCH modeling estimates that **between $20-$25 million in local and county funding is needed to sustain production of roughly 350 units of affordable housing annually in East King County,** which represents a baseline production associated with continuing to attract the most significant sources of leverage to East King County**.**

As the demand for funding has grown, ARCH has seen a decline in general fund contributions to the ARCH Trust Fund as local jurisdictions face continued structural barriers to keep up with rising costs. Exacerbating this challenge is the near-term exhaustion of King County's largest funding source for affordable housing (Transit Oriented Development (TOD) bonds).

Despite constrained general funds, ARCH has worked successfully with members to creatively fill funding gaps and achieve a significant magnitude of investment and production through additional local funding and land contributions.

ARCH Members Five-Year Investment Trend (2021-25)

Year	2021	2022	2023	2024	2025	Total	Annual Average
Units	346	553	599	245	498	2,241	448
ARCH HTF and Member Awards	$7.4M* (Kirkland $2.7M fee-in-lieu)	$9.8M** (Redmond add'l $3.2M)	$6.6M (Redmond add'l $1M)	$5.6M	$5.7M ($600k from Redmond & Kirkland)	$35.1M	$7.0M
Bellevue & Issaquah (1590 + other)	$2.0M		$6.5M	$9.0M	$32.0M	$49.0M	$9.9M
Land Contributions		Redmond land donation estimated at $7.7M	2x Sound Transit land, Bellevue property estimated at $1M		Bothell land contribution estimated at $6.4M	4 low-cost sites	$3.0M in land value from cities

**2021 included a carry forward of a previous $4M award*
***2022 included a carry forward of a previous $3.2M award from 2020*

C. Options to Increase Investment in Affordable Housing

ARCH's 2024 Strategic Plan identified additional funding as the number one strategy to *Build More Affordable Housing Faster*. Building on the successes in recent years, ARCH members have a range of options to advance this strategy, including:

1. **Maintain Trust Fund Commitments.** While existing revenue sources have limited room to grow, continuing to maintain current general funds and HB 1406 funds for the ARCH Trust Fund preserves an important foundation for attracting development to East King County over the long-term. Since the passage of HB 1406 in 2019, a total of 11 ARCH members have contributed these state sales tax funds to the ARCH Trust Fund.
2. **Land Contributions.** Cities with surplus or underutilized public land could consider dedicating such properties for affordable housing. ARCH can provide technical assistance to perform feasibility studies and assess potential development options on city or other public and tax-exempt properties.
3. **Local REET Funds.** The legislature recently adopted HB 1791, which expanded eligibility for using existing REET revenues for affordable housing. Both REET1 and REET2 funds are eligible to be budgeted for affordable housing, including in regional investments through ARCH.
4. **Countywide and Local Levy Options.** Cities and counties may consider requesting voter approval for a levy lid lift or an affordable housing levy under RCW 84.52.105. Earlier this year, the King County Executive convened a work group to explore countywide approaches,

with a report due by the end of 2026. Member cities will have opportunities to engage in these discussions through ARCH and the Sound Cities Association.

5. **Fee in Lieu Funds.** Local inclusionary programs under RCW 36.70A.540 provide a mechanism for cities to tap into the value created by development incentives like height and density bonuses to generate affordable housing. State law also gives cities the option of establishing fee in lieu options for developers when such fees could be used for an equal or better outcome for affordable housing. ARCH encourages members utilizing fee in lieu options to calibrate the fee rates to optimize these benefits and work with ARCH to swiftly invest such funds into ready development opportunities.
6. **Tax Increment Financing.** RCW 39.114 allows counties and cities to issue bonds for public improvements that generate increased property tax revenue, which helps repay the bonds. Funds can pay for many eligible costs, including infrastructure, affordable housing, energy efficiency projects, and childcare facilities.
7. **State Legislative Advocacy for Additional Tools.** ARCH is continuing to support members in developing legislative priorities for additional funding options that the Washington State legislature could authorize. Several ARCH members have supported requests for additional local REET options, or short-term rental tax options. ARCH anticipates these discussions to continue in the 2027 legislative session.

D. Importance of a Regional Approach and Credit for Regional Investments

The flexible and regional nature of ARCH's Trust Fund has been a key ingredient to its success. This approach benefits member jurisdictions and the region in several ways:

- By pooling city funds and deploying them to the most competitive projects in the region, ARCH increases **the speed of investment** and supports a steady rate of production that individual jurisdictions would be unable to achieve.
- Through its longstanding partnerships with other funders and housing finance expertise, ARCH has been able to **maximize leverage** of scarce local resources. Over the life of the Trust Fund, ARCH members have attracted approximately $2 billion in investment in affordable housing to the region, with each $1 of local funds invested by ARCH leveraging between $10-$15 of other public and private funding.
- For individual jurisdictions, investing through ARCH enables them to support production across the region year after year, while also having access to a pool of capital for their local projects when they are ready to advance. ARCH also provides **technical support to jurisdictions of all sizes** to ensure that competitive projects can succeed in small and large cities alike.
- The flexibility of local funds has enabled ARCH members to support a **diverse range of populations and housing needs** including seniors, families, people with disabilities and special needs, first time homebuyers, and people transitioning from homelessness.

Attachment 1 shows the broad geographic impact achieved by this regional approach over the long-term, resulting in thousands of affordable housing opportunities created in large and small jurisdictions across East King County.

In recent months, the ARCH Executive Board, ARCH Council of Elected Officials, and ARCH Staff Liaisons have discussed the importance of giving credit to jurisdictions that invest in ARCH, which could encourage members to continue investing across their jurisdictional borders in a shared housing fund. Because housing needs numbers under the Growth Management Act are established on a jurisdiction-by-jurisdiction basis, cities have raised concerns about whether they will need to

demonstrate specific local subsidies to meet those needs. This would present a risk to the successful regional approach of ARCH members and could fragment and delay future investments in housing.

As ARCH members are focused on compliance with housing provisions of the Growth Management Act, ARCH is working actively with members to ensure that state policies and related monitoring will credit cities' investments in ARCH as part of their efforts to plan for and accommodate housing needs under the Growth Management Act. These discussions have identified two potential avenues for giving credit to ARCH members for their shared investments:

- State Legislation: Modifying or clarifying the relevant provisions of the Growth Management Act to encourage collaboration in interlocal organizations like ARCH.
- Countywide Monitoring Processes: Developing reporting approaches for tracking implementation of local Comprehensive Plans that recognize the shared impact of collaborative investments through interlocal organizations like ARCH.

To advance potential solutions via state legislation or countywide monitoring processes, ARCH has done the following:

- Held workshops with ARCH members to discuss potential legislative solutions that clarify local government's role in planning for and accommodating affordable housing under the Growth Management Act, while recognizing the importance of sub-regional collaboration through organizations like ARCH.
- Collaborated with the Sound Cities Association, South King Housing and Homelessness Partners, Association of Washington Cities and lobbyists serving ARCH members regarding legislative proposals that could encourage investments in affordable housing via interlocal entities like ARCH.
- Participated in King County's Monitoring and Reporting Work Group to develop standards to measure progress that account for shared investment pools, like the ARCH Housing Trust Fund.
- Developed a quantitative methodology to estimate the number of housing units each ARCH member has helped fund from 2019-2025 through the ARCH Housing Trust Fund (See **Attachment 2**).

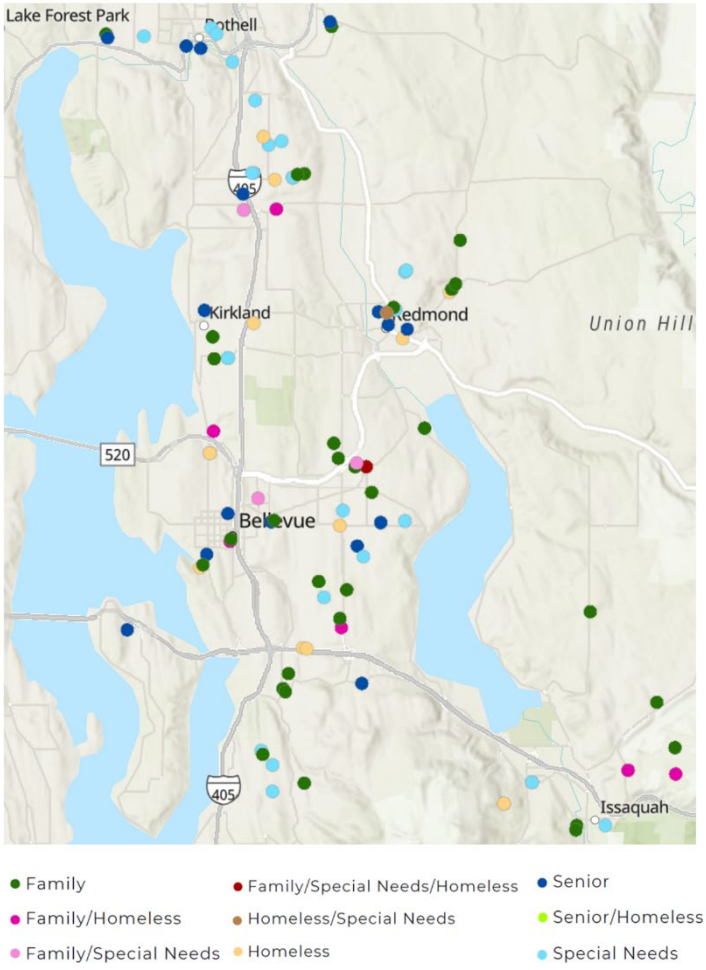
We look forward to working with members to protect our model of collaboration, which has a proven track record of building more affordable housing faster across East King County, by advancing state policies and monitoring that will give proper credit to cities that invest in ARCH.

Attachments

1. Location of Affordable Housing Funded through the ARCH Housing Trust Fund (1992-2025)
2. Affordable Units Created through City Contributions to ARCH-Funded Projects, 2019-2025

Attachment 1
Location of Affordable Housing Funded through the ARCH Housing Trust Fund (1992-2025)

ARCH Housing Trust Fund Projects



Location	Total Units
Bellevue	2,402
Bothell	348
Issaquah	484
Kenmore	86
Kirkland	1,381
Mercer Island	59
Newcastle	15
Redmond	1,903
Sammamish	64
Woodinville	100
Scattered / Multiple Locations	93
Unincorporated King County	5
Grand Total	6,940

Attachment 2
Affordable Units Created through City Contributions to ARCH-Funded Projects (2019-2025)

Contributing City	Total	30% AMI	40% AMI	50% AMI	60% AMI	70% AMI	80% AMI	Total Affordable Units
Bellevue	$57.73M	127.1	20.5	188.7	490.3	39.0	39.9	905.5
Bothell	$7.08M	23.0	0.8	73.8	92.6	2.3	1.7	194.2
Clyde Hill	$0.15M	1.6	0.2	1.9	2.7	0.6	0.2	7.2
Hunts Point	$0.03M	0.3	0.0	0.5	0.6	0.1	0.1	1.6
Issaquah	$2.34M	18.7	3.7	18.4	25.3	5.4	3.3	74.8
Kenmore	$0.50M	5.2	0.6	7.4	8.5	1.9	0.4	23.9
Kirkland	$9.01M	102.1	9.7	178.2	176.1	31.7	6.0	503.9
Medina	$0.14M	1.4	0.2	1.6	2.2	0.6	0.2	6.2
Mercer Island	$0.41M	4.6	0.6	5.4	7.5	2.1	0.4	20.6
Newcastle	$0.33M	4.7	0.9	4.7	5.8	3.0	0.3	19.2
Redmond	$23.21M	190.5	6.7	151.5	275.8	21.5	29.5	675.5
Sammamish	$0.97M	10.3	1.2	13.8	17.1	4.1	1.0	47.5
Woodinville	$0.60M	6.0	0.8	7.3	9.5	2.5	1.0	27.1
Yarrow Point	$0.05M	0.6	0.1	0.8	1.0	0.2	0.1	2.7
	$102.53M	**496.0**	**46.0**	**654.0**	**1115.0**	**115.0**	**84.0**	**2510.0**

Note: The table above estimates the number of affordable units at different income levels associated with local investments in ARCH-funded projects. These figures are calculated on a per-project basis using the value of direct funding and land contributions provided by ARCH member cities.

CITY OF MEDINA

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

Date: November 9, 2026
To: Honorable Mayor and City Council
From: Jeff Swanson, City Manager
Subject: City Manager Report

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

Incident Types (NERIS) - CC Medina 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
9
Percent of EMS Calls **56.25%**

Count of Fire Incidents (Primary Co...

Count of Fire Calls
1
Percent of Fire Calls **6.25%**

Count of Other Incidents (Primary ...

Count of Other Calls
6
Percent of Other Calls **37.50%**

ATTACHMENT 1

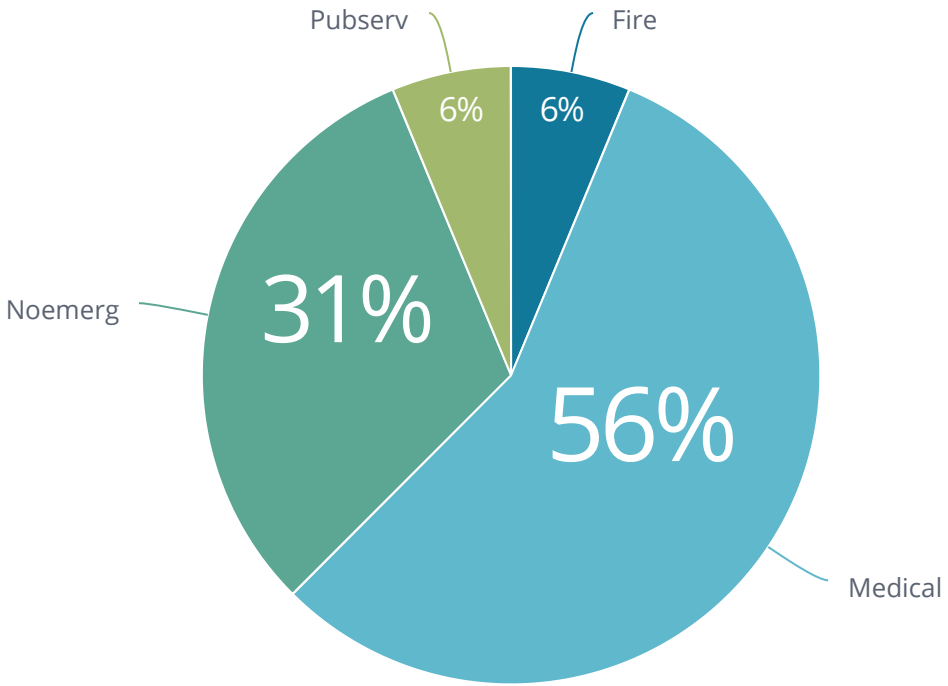
Incident Types (NERIS) - CC Medina

Fire Incidents (NERIS)

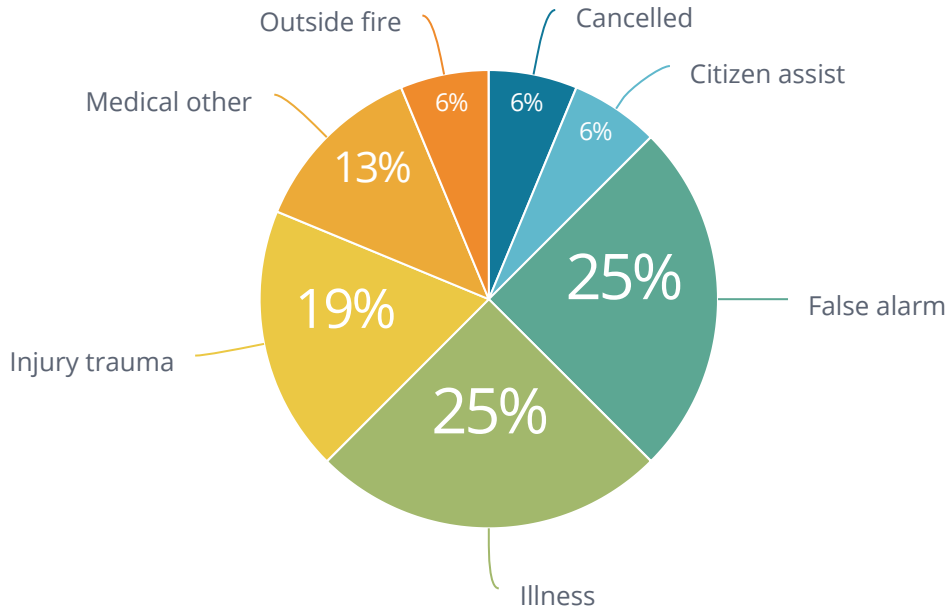
Filter statement

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

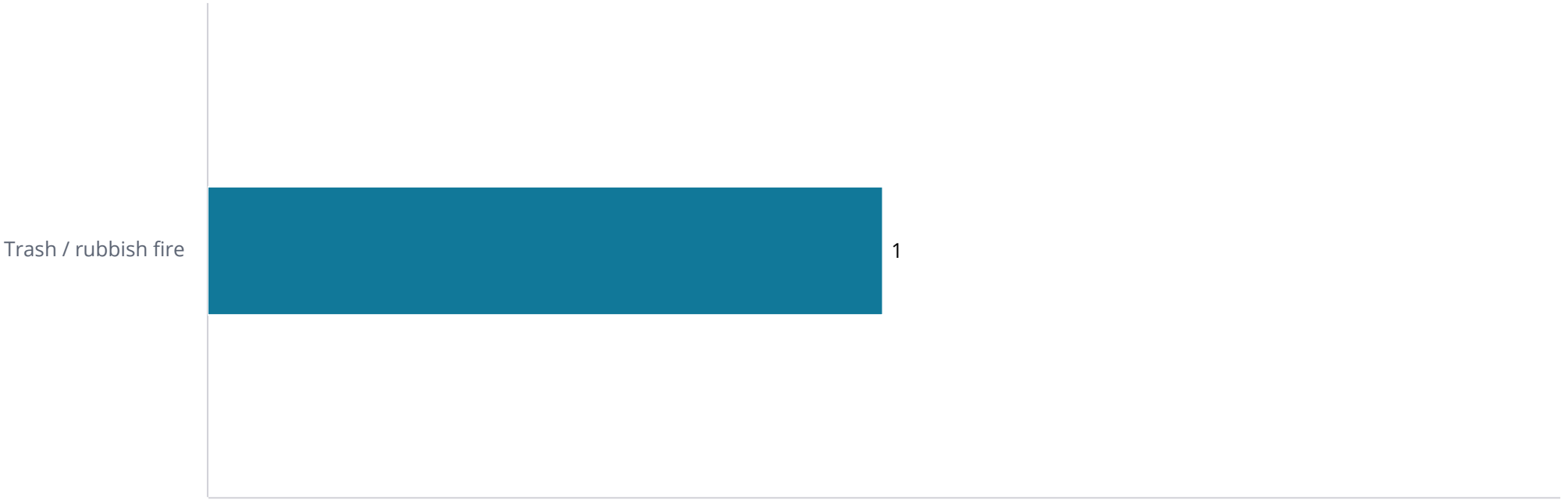
Incident Types (NERIS) - CC Medina

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

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	
	10/2026	Grand Total
Abdominal pain / problems	1	1
Accidental alarm	1	1
Breathing problems	1	1
Cancelled	1	1
Citizen assist / service call	1	1
Fall	2	2
Malfunctioning alarm	3	3
Medical alarm	2	2
Motor vehicle collision	1	1
Sick case	1	1
Trash / rubbish fire	1	1
Unknown problem (medical)	1	1

Additional Incident Types (by month)

Additional Incident Type	Incidents	
	10/2026	Grand Total
Law enforcement support	1	1
Sick case	1	1
Grand Total	2	2

MEDINA CITY COUNCIL

2026 AGENDA/ACTION CALENDAR

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

NOVEMBER 9, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	ARCH Budget and Workplan	Swanson, Masters			
Presentation					
City Manager Report	All department reports				
Consent Agenda	Check Register October 2026				
Consent Agenda	Draft CC Minutes 7/13	Nations			
Legislative Hearing	none				
Public Hearing	2027 Proposed Budget	Wagner	Adopt		
Public Hearing	2027 Property Tax	Wagner	Adopt		
Public Hearing	2026 proposed budget amendments	Wagner			
City Business	ARCH Budget and Workplan	Swanson	Approve		
City Business	Park Enhancement and Donation Policy	Osada			
City Business	DRAFT Park Board Work Plan	Swanson, Osada	Information and discussion		
City Business	*Tentative* ILAs with Town of Beaux Arts Village and City of Bellevue	Swanson	Approve		
Executive Session	None				

NOVEMBER 16, City Council Special Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	Emergency Preparedness Table Top Exercise	Sass			
Presentation	None				
Consent Agenda	None				
Legislative Hearing	None				
Public Hearing	None				

ATTACHMENT 2
Current Agenda Calendar

City Business	None				
Executive Session	None				
DECEMBER 14, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	Tree Code Discussion	Wilcox			
Presentation					
City Manager Report	All department reports				
Consent Agenda	Check Register				
Consent Agenda	PB minutes	Nations			
Consent Agenda	PC minutes	Nations			
Consent Agenda	Draft Minutes	Nations			
Consent Agenda	Fairweather bridge replacement	Osada			
Legislative Hearing					
Public Hearing					
City Business	2026 Budget Amendments	Wagner	Approve.		
City Business	Gas Powered Leaf Blowers	Swanson	Discussion and Direction		
City Business	DRAFT 2027 Legislative Agenda	Swanson	Approve.		
Executive Session	RCW 42.30.110(1)(g)	Swanson			
DECEMBER 28, City Council Regular Meeting - CANCELLED					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**

MEDINA CITY COUNCIL

2026 AGENDA/ACTION CALENDAR

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

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
JANUARY 12, City Council Regular Meeting, 5:00 pm					
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				
JANUARY 26, City Council Regular Meeting, 5:00 pm					
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	
Legislative Hearing	None				
Public Hearing	Interim Official Lighting Ordinance	Robertson/Wilcox		Completed	
City Business	Committee Assignments	Mayor/Council		Discussed	

ATTACHMENT 2
Past Agenda Calendar

Executive Session	RCW 42.30.110(1)(g)			Completed	
Executive Session	RCW 42.30.110(1)(i)			Completed	
FEBRUARY 9, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
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				
FEBRUARY 23, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
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	
Consent Agenda	Updating Financial Policies 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	

ATTACHMENT 2
Past Agenda Calendar

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	
MARCH 9, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
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	
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			
MARCH 23, City Council Regular Meeting, 6:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**

ATTACHMENT 2
Past Agenda Calendar

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	
APRIL 13, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
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	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				
APRIL 27, City Council Regular and Study Session Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**

ATTACHMENT 2
Past Agenda Calendar

Study Session	Medina Days	Swanson		Completed	
Presentation	Elizabeth McAuley, U.S. Coast Guard Auxiliary			Completed	
City Manager Report	Regional Policy Positions: RWQC rate letter (SCA PIC), KCTBD (SCA PIC), ETP (ST3)	Swanson		Approved.	
Consent Agenda	Proclamation - 57th Annual Professional Municipal Clerks Week May 3-9, 2026	Nations	Adopt	Adopted	
Consent Agenda	Proclamation - National Police Week May 10-16, 2026 - Peace Officers Memorial Day May 15, 2026	Sass	Adopt	Adopted	
Consent Agenda	Proclamation -Boating and Paddling Month May 2026	Swanson	Adopt	Adopted	
Consent Agenda	Sidewalk Sweeping Machine	Osada	approve	Approved	
Legislative Hearing	None			none	
Public Hearing	None			none	
City Business	Development Impacts Discussion	Wilcox/Gunderson	Discussion and direction	Completed	
City Business	Personnel Committee Item	Gokul/Swanson	Discussion and direction	Completed	
City Business					
Executive Session	RCW 42.30.110(1)(g)			Completed	
Executive Session	RCW 42.30.110(1)(h)			Completed	
MAY 11, City Council Special Meeting - Council Interviews 2:00PM					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Special Meeting	Council Interviews	Swanson			
MAY 11, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Executive Session	RCW 42.30.110(1)(h)	Swanson			
Council Vacancy	New Councilmember appointment			Completed	
Presentation	ARCH Presention Sophie Glass	Swanson			
City Manager Report	All department reports				

ATTACHMENT 2
Past Agenda Calendar

Consent Agenda	Check Register April 2026	Wagner		Approved	
Consent Agenda	Draft CC Minutes 3/9, 3/16, 3/26	Nations		Adopted	
Consent Agenda	2026 Medina Park North Pond Vegetation Removal - Change order 1	Osada		approved	
Consent Agenda	Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events	Swanson		adopted	
Consent Agenda	Surplus Equipment Approval	Wagner		approved	
Legislative Hearing	None				
Public Hearing	None				
City Business	None				
Executive Session	None				
MAY 26 (TUESDAY), City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Presentation	none				
City Manager Report	Arch Update and WSDOT Update			completed	
Consent Agenda	Park Board Minutes 11/17/25 and 1/9/26	Nations		Received	
Consent Agenda	Planning Commission Minutes 4/28 & 5/6	Bennett		Received	
Consent Agenda	Draft CC Minutes 4/13/2026	Nations		Adopted	
Legislative Hearing	none				
Public Hearing	none				
City Business	none				
Executive Session	none				
Study Session	City Council Retreat - Council Guidelines and 2027 Budget	Swanson, Wagner		Completed	
JUNE 8, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	Gas Powered Leaf Blowers	Swanson		Completed	
Presentation	Boards and Commissions			Completed	

ATTACHMENT 2
Past Agenda Calendar

City Manager Report	All department reports			Completed	
Consent Agenda	Check Register May 2026	Wagner		Approved	
Consent Agenda	Draft CC Minutes 4-27	Nations		Adopted	
Consent Agenda	IOC Extending Outdoor Lighting	Robertson, Wilcox		Adopted	
Consent Agenda	Park Rules for Tennis Courts Ordinance	Osada		Adopted	
Legislative Hearing	None				
Public Hearing	None				
City Business	None				
Executive Session	None				
JUNE 22, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	DRAFT -2027- 2032 Six-Year CIP/TIP/Non-TIP Plan	Osada		Completed	
Presentation	None				
City Manager Report					
Consent Agenda	78th Place NE Improvements	osada		Appoved	
Legislative Hearing	None				
Public Hearing	DRAFT -2027- 2032 Six-Year CIP/TIP/Non-TIP Plan	Osada		completed	
City Business	Master Fee Schedule Resolution Update	Wagner		Adopted	
City Business	Donation Policy	Wagner		Adopted	
City Business	ILA King County Animal Control	Sass		Approved	
Executive Session	none				
JULY 13, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	DRAFT -2027- 2032 Six-Year CIP/TIP/Non-TIP Plan	Osada		Completed	
Presentation	Boards and Commissions				

ATTACHMENT 2
Past Agenda Calendar

City Manager Report	All department reports				
Consent Agenda	Check Register June 2026	Wagner		Approved	
Consent Agenda	Draft CC Minutes	Nations		Adopted	
Consent Agenda	UW ILA	Wagner		Approved	
Consent Agenda	Council Guideline Updates	Robertson			
Legislative Hearing	None				
Public Hearing	CIP/TIP 2027- 2032	Osada		Completed	
City Business	None				
Executive Session	None				
JULY 27, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	Park Donation policy Draft	Osada		Completed	
Presentation	none				
Closed Session	Collective Bargaining RCW 42.30.140(4)(a) 20 minutes	Swanson, Wagner, Mabee		Completed	
City Manager Report	City Arborist Report			Completed	
Consent Agenda	2027- 2032 Six-Year CIP/TIP/Non-TIP Plan	Osada	Approve	Approved	
Consent Agenda	2026 Stormwater Improvements	Osada		Approved	
Consent Agenda	Update to Financial Policy Expansion of ACH Payments	Wagner	Approve	Approved	
Consent Agenda	King County Animal Control - code updates	Sass, Robertson	Approve	Approved	
Legislative Hearing	None				
Public Hearing	Ezee Fiber Franchise Agreement	Osada, Robertson	Public hearing, information and discussion	Completed	
Public Hearing	Outdoor Lighting permanent regulations	Wilcox		Adopted	
Public Hearing	Outdoor Lighting IOC	Wilcox		no action	
City Business	Ord. 1052 IOC extension	Wilcox		Adopted	
Executive Session	None			none	
AUGUST 24, City Council Regular Meeting and Retreat					

ATTACHMENT 2
Past Agenda Calendar

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentations	2027 Preliminary Budget Discussion	Wagner		Completed	
City Manager Report	All department reports			approved	
Consent Agenda	Check Register July 2026	Wagner	Approve	approved	
Consent Agenda	Ezee Fiber Franchise Agreement	Robertson, Osada	Approve	approved	
Consent Agenda	Lake Lane Dock Repair	Osada	Approve	approved	
Public Hearing	Ord. 1059 IOC extension	Wilcox		Completd	
City Business	None				
Closed Session	Collective Bargaining RCW 42.30.140(4)(a)			Completed	
Retreat Topic	2027 Preliminary Budget Discussion Continued	Wagner		Completed	
SEPTEMBER 14, City Council Special and Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	Development Impacts Discussion	Wilcox		Completed	
Presentation					
City Manager Report	All department reports				
Consent Agenda	Check Register August 2026	Wagner	Approve	Approved	
Consent Agenda	PB Minutes 5/18 & 6/15	Nations	Receive and file	Received	
Consent Agenda	PC Minutes 6/23 &7/28	Bennett	Receive and file	Received	
Consent Agenda	Draft CC Minutes	Nations	Adopt	Adopted	
Legislative Hearing	None				
Public Hearing	2027 Preliminary Budget	Wagner		Completed	published 8/25/2026
City Business	None				
Closed Session	Collective Bargaining RCW 42.30.140(4)(a)			Completed	
SEPTEMBER 28, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	Gas Powered Leaf Blowers	Swanson			
Presentation					
City Manager Report	Medina Days Discussion			completed	

ATTACHMENT 2
Past Agenda Calendar

Consent Agenda	Resolution - Indigenous Peoples' Day Elementary Students Project		Adopt	Adopted Res.	
Legislative Hearing	None				
Public Hearing	Development Impacts Ordinance	Wilcox		continued to Oct. 12th meeting	published 9/3/2026
City Business					
City Business	2027 Preliminary Budget Expenditures Discussion	Wagner		moved to Oct.12th mtg.	
Closed Session	Collective Bargaining RCW 42.30.140(4)(a)			Completed	
Executive Session	RCW 42.30.110(1)(g)	Swanson		Completed	
OCTOBER 12, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	2027 Preliminary Budget Expenditures Discussion	Swanson, Wagner			
Presentation					
City Manager Report	All department reports				
Consent Agenda	Check Register Sept. 2026				
Consent Agenda	PB Minutes 7/20	Nations	Receive and file		
Consent Agenda	PC Minutes 8/25	Bennett	Receive and file		
Consent Agenda	CC Draft Minutes	Nations	adopt		
Legislative Hearing	none				
Public Hearing	2027 Preliminary Budget - property tax	Wagner			
Public Hearing cont.	Development Impacts Ordinance No. 1062	Wilcox	Adopt		
City Business	None				
Closed Session	RCW 42.30.140(4)(a)				
Executive Session	None				
OCTOBER 26, City Council Regular Meeting, 5:00 pm					
Item Type	**Topic**	**Staff Contact**	**Recommendation**	**Council Action**	**Legal Notice**
Study Session	2027 Legislative Agenda				
Presentation					

ATTACHMENT 2
Past Agenda Calendar

City Manager Report					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing	None				
Public Hearing	None				
City Business	ILAs with Bellevue Fire, Hunts Point and Beaux Arts Village	Swanson, Osada	Information and discussion		
City Business	2027 Proposed Budget Discussion tentative	Wagner			
Executive Session	RCW 42.30.110(1)(i)	Robertson & Reitan			

MEDINA POLICE DEPARTMENT

DATE: November 9th, 2026

TO: Jeff Swanson, City Manager

FROM: Jeffrey R. Sass, Chief of Police

RE: Police Department Update – October, 2026

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

Follow up:

Nothing to report.

Community Bike Safety Program Event:

Officer Abbott conducted a community bicycle/e-bicycle safety event. The event taught participants fundamental bicycle safety, proper helmet and safety equipment, rules of the road and basic bicycle maintenance and repair. The event was very well received by the participants!



Patrol Tactics Instructor Training:

Officers Robles and Abbott attended a two-week train-the-trainer course on patrol tactics and violence de-escalation. They are now certified instructors and will be training the rest of our agency on this curriculum.

Shredder Day/Drug Take-Back/E-Cycle Event:

The Medina Police Department hosted the second Shredder/Drug Take-Back/E-Cycle Day of 2026! The event was a huge success and was an outstanding opportunity to spend time with our community members.

VitalShred collected approximately 12 bins of documents to shred and SBK Recycling collected approximately 1,500 pounds of electronics to be recycled. The Medina Police Department turned over approximately 45 pounds of drugs to be destroyed, rendering each medication incapable of being misused or falling into the wrong hands.









2026 Great Shake Out Exercise:

On Thursday, October 15th at 10:15 a.m. the Medina Police Department and City of Medina participated along with over 57 million people worldwide in the Great Shakeout earthquake exercise. The event is an international event intended to practice earthquake safety and address any areas of concern.

Marine Patrol:

Nothing to report.

MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT

OCTOBER, 2026

CRIMES	Current Month	YTD 2026	YTD 2025	Year-End 2025
Burglary	0	5	4	5
Vehicle Prowl	0	3	0	0
Vehicle Theft	0	0	1	1
Theft (mail & all other)	0	7	7	8
ID Theft/Fraud	0	9	7	7
Malicious Mischief (Vandalism)	0	6	4	4
Domestic Violence	1	9	6	8
Disturbance, Harassment & Non-DV Assault	0	3	5	5
TOTAL	**1**	**42**	**34**	**38**

COMMUNITY POLICING	Current Month	YTD 2026	YTD 2025	Year-End 2025
Drug Violations	0	0	1	1
Community Assists	45	580	646	741
Marine	1	7	8	8
House Watch Checks	63	607	694	859
School Zone	35	305	228	264
Behavioral Health	0	19	11	14
TOTAL	**144**	**1518**	**1588**	**1887**

TRAFFIC	Current Month	YTD 2026	YTD 2025	Year-End 2025
Collisions				
Injury	0	0	1	1
Non-Injury	1	8	3	5
Non-Reportable	0	0	3	4
TOTAL	**1**	**8**	**7**	**10**
Traffic Enforcement				
Criminal Citations	2	36	25	32
Infractions	13	175	245	273
Warnings	209	1755	1720	2057
TOTAL	**224**	**1966**	**1990**	**2362**

LICENSE PLATE READER EVENTS	Current Month	YTD 2026	YTD 2025	Year-End 2025
LPR alerts that were recovered	0	3	8	8
LPR alerts that were not located	2	20	37	41
LPR alerts that were located, not apprehended	0	0	0	0
TOTAL	**2**	**23**	**45**	**49**

CALLS FOR SERVICE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Animal	3	42	46	58
Residential Alarms	10	136	174	202
Missing Person	0	5	4	4
Suspicious Activity/Area Checks	60	631	656	749
TOTAL	**73**	**814**	**880**	**1013**

ADMINISTRATIVE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Public Disclosure Requests Received	5	112	77	94
Concealed Pistol License Applications Processed	3	27	31	33
TOTAL	**8**	**139**	**108**	**127**

**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
OCTOBER, 2026

FELONY CRIMES

MISDEMEANOR CRIMES

OTHER

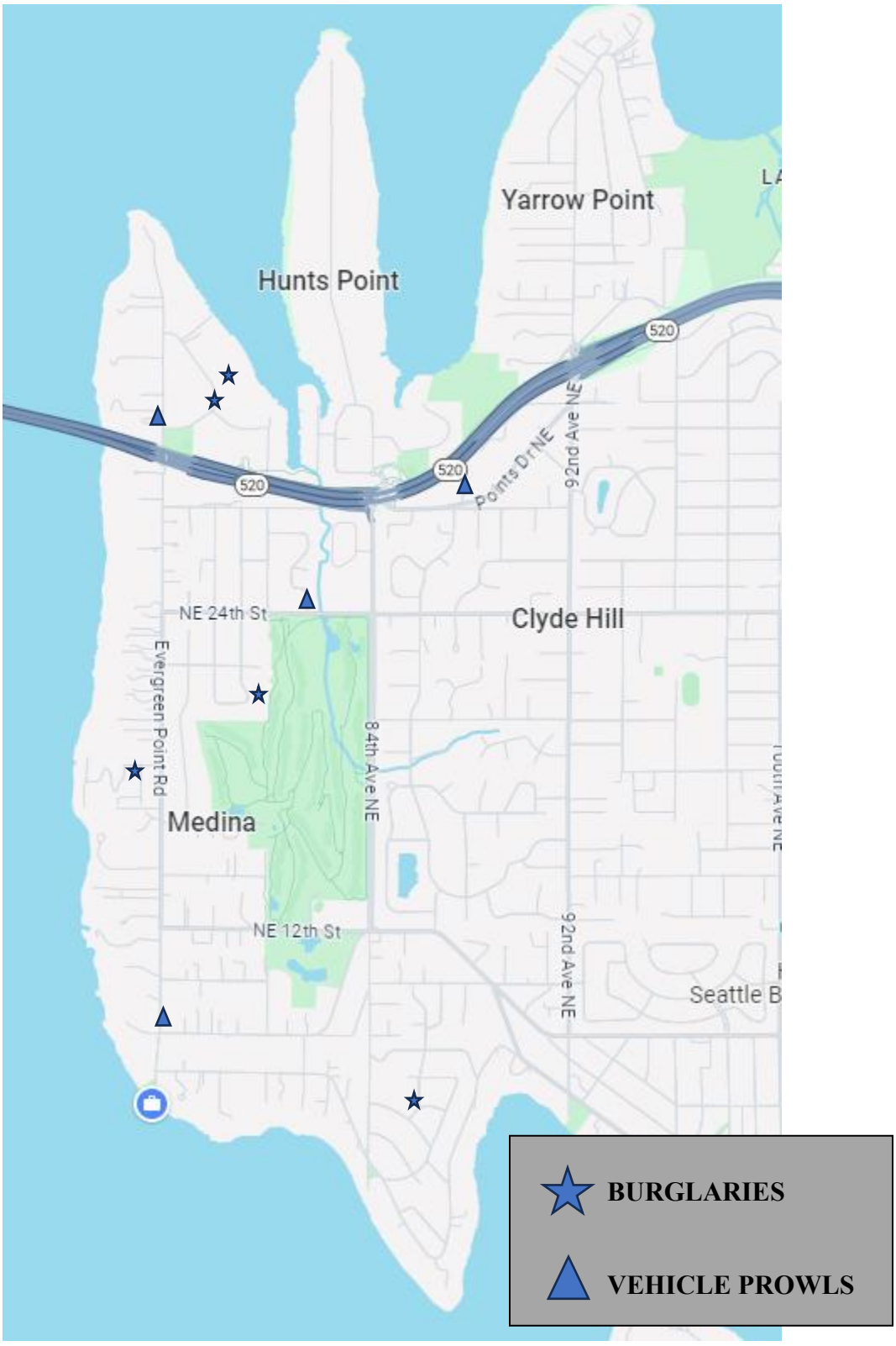
Domestic Violence **2026-000004918** **10/05/2026**
Officers were dispatched to the 8000 block of NE 27th Street for a report of a domestic violence incident. No crime occurred.

Traffic Collision **2026-000005011** **10/09/2026**
Officers were dispatched to the 2500 block of 84th Avenue NE for a vehicle versus tree, non-injury, reportable collision.

MEDINA POLICE DEPARTMENT

BURGLARY & MOTOR VEHICLE PROWL
INCIDENT MAP

OCTOBER YEAR-TO-DATE



MEDINA POLICE DEPARTMENT

MONTHLY REPORTING STANDARDS

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

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

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

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

City of MEDINA WASHINGTON

501 Evergreen Point Road, Medina WA 98039
425.233.6400 www.medina-wa.gov

Date: November 9, 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

Since adoption of the development impacts 'Phase 1" Ordinance 1062 by the Council, Development Services has had *five Minor Deviation applications with two of those on the same parcel*. There is also a pre-application meeting scheduled to discuss another (6th) Minor Deviation.

Please see the permits received and permits issued reports provided for October 2026.

Here is a comparison of permit valuation year to date 2026 vs 2025:

October 2025 YTM Permit Valuation: $26,313,001.18
October 2026 YTM Permit Valuation: $29,147,071.30

Medina issued no new house building permits in October 2026. The total valuation for October additions/alteration was $488,000.

Development activity in Medina, and generally throughout the Points area, continues to remain year over year comparatively slow.

Planning Commission

The November 18, 2926 Planning Commission meeting will be cancelled. Our consulting Planner Kim Gunderson is taking a break now that she has had a baby girl! Without a planner we do not have an agenda. I expect that the Planning Commission will resume work on December 15, 2026 at a scheduled Special Meeting. Council Work Plan topics that are due in mid-2027 will be on the December 15th agenda.

Unfortunately, we are missing two consecutive months of Planning Commission meetings.

Projects 2027

In addition to state mandated projects required to be completed by mid-2027, Medina is preparing to address various city-wide topics beginning in early 2027. Topics involving land use will begin early in 2027. A follow-up to 'Phase 1' development impact's that was recently approved by the Council through adoption of Ordinance

1062 is not defined in the Council Work Plan, but the Council may wish to consider this a priority to continue early in 2027.

An RFQ was issued which had a due date of September 11, 2026. The RFQ issuance was a response to the need for a highly and broadly experienced planning firm which may have additional capabilities in design and engineering. Medina needs guidance towards a cohesive vision as a starting point. With a vision, Medina can step forward towards city-wide projects.

Fifteen very qualified planning firms and individual planners responded to the RFQ. Some of the firms were multi-disciplinary with abilities such as civil engineering, landscape architecture, surveying, transportation, etc. in addition to planning. The fifteen were narrowed to three finalists. The three finalists were interviewed by the Development Services Committee on Tuesday November 3rd. At the time of this report a decision on the finalists has not been made. The three finalists are:

Dudek and Leland Consulting Group
Dowl
Opticos

Construction Mitigation Updates 2027

Background - Construction Activity Permit
Development project rules for mitigating construction impacts on their neighbors have been formalized in Medina. Enforcement is through Development Services Department staff.

A proposal for Council consideration in 2027 is being prepared which will propose updates to our Construction Activity Permit (CAP) ordinance. I thought a brief overview of Medina's construction mitigation ordinance would be timely. Council has already asked for certain amendments to the CAP noticing process which will be included in this comprehensive amendment proposal.

Here is a summarized history of Medina construction mitigation rules.

- 1994 Medina passed Ordinance 588 'Mitigation Plans for Major Construction Activities' (AKA 'CMP'). Ord 588 was reaction to a significant development project on the waterfront with new types of neighbor impacts. Ord 588 was simple and addressed basics that were needed at the time.
- There were several amendments to Ord 588 between 1994 and 2019.
- 2003 Medina passed Ordinance 748 which was the most significant of updates to the original 588. This is where the term 'Construction Mitigation Plan' (CMP) really began. Ord 748 included the first provisions regulating tower cranes. Various levels of construction mitigations were defined with their own processes. The simplest process was a 'Construction Code of Conduct' and the most rigorous 'Level 1' required a formal presentation and approval by the Planning Commission. "Level 2' was something in between. The entire CMP process was managed by the professional consulting firm Otak.
- 2019 Medina Ordinance 972 adopted the Construction Activity Permit (AKA 'CAP") which eliminated the CMP process and created an entirely new simplified approach to construction mitigation. Additional amendments followed Ord 972 in 2021 and have also been directed by the Council,

In most jurisdictions development project construction mitigation is limited to regulating work hours, days of work, and similar. In Medina the CAP regulates work hours, allowed work days, tower cranes, noise such as radios and loud voices and tile cutting, construction parking, use of the public right of way, visual barriers, site contact signage, vehicle idling, construction company advertising, site cleanliness, etc. The CAP process for permitting is formal in that new houses will have hard mailed and posted noticing, and a city hosted on-line open house is conducted where residents may interact with the permit applicant.

As with any ordinance, updates are often required based on experience with use. Updating the CAP is currently on the Council Work Plan, although this is not listed as a high priority. I believe a comprehensive update can and should be completed in 2027 with City Attorney assistance and likely no other consultants. The proposed updates will include new enhanced noticing, site visual impact reductions, code enforcement process and new fines among others.

Development Project Drones

The use of drones by building construction contractors in Medina is probably already happening and will likely become more frequent. The National Association of Home Builders published a sponsored report on drone use which the Master Builders Association then sent out as part of their daily newsletter. Builders find risk reduction and efficiencies with drone use. Please see the NAHB report at: https://www.nahb.org/blog/2026/10/sponsored-drone-as-a-service. The NAHB report is sponsored by a drone service company, but it is informative and relevant.

The sound produced by a drone is not likely to exceed Medina allowed noise levels. Drone sound is more likely to be a nuisance for development project neighbors. Both noise level maximums and nuisances are addressed within the Medina Municipal Code. Drone noise can be measured, although it would be difficult to do. Drone noise as a nuisance is subjective and therefore difficult to enforce. In Medina the use of drones could become a privacy matter for development project neighbors.

The Council may wish to explore the possibility of proactively regulating development project drone use through amendments to the Medina Municipal Code. The topic of drone enforcement is complicated as our Police Chief already knows. There are FAA and state laws involved meaning our City Attorney would need to weigh in early if there is any thought of pursuing regulations through our Municipal Code.

Trees

- The Council Study Session agenda on December 14th is scheduled to be a discussion on the Tree Management Code Updates Council Work Plan item which we hope to schedule and complete in 2027.

- The Right of Way Tree Inventory project is nearly complete. The two-year 'city tree' inventory performed by our City Arborist will be completed before the end of 2026. The data collected will be useful if the Council decides to establish a comprehensive tree management or urban forestry program. The data will also be available to the public on the Medina website through a program called 'TreePlotter'.

- For right of way tree removals, we created a new yellow notice. See the photo provided of a diseased Public right of way Douglas-fir at 7721 NE 24th Street which our Public Works Department will have removed due to hazard.

Code Enforcement

- After Halloween each year tree light installers place signs all through Medina. Our Building Official/Code Enforcement Officer Rob Kilmer picks up signs almost daily.

- As part of an investigation into vehicles parked within the right-of-way, Rob found two companies working in Medina without City of Medina business licenses. Rob used the Washington State Department of Labor & Industries and Washington State Department of Revenue websites to confirm the lack of licensing. Both companies were emailed about the matter and directed to the City's business license information page. The two companies obtained Medina business licenses the next day.

Please see the Code Enforcement Report provided.

Attachments:
October 2026 Permits Received Report
October 2026 Permit Issued Report
October 2026 Code Enforcement Report
October 2026 Tree Permit Report
Photo - Right of Way Tree Removal Notice

October 2026 Permit Applications Received

Permit Type	Submitted Date	Permit Number	Total Valuation	Address
B-ADD/ALT	10/27/2026	B-26-067	$250,000.00	1625 RAMBLING LN
B-ADD/ALT	10/02/2026	B-26-065	$10,000.00	3201 Evergreen Point Road
B-ADD/ALT	10/01/2026	B-26-064	$10,000.00	7720 NE 8th St.
TOTAL B-ADD/ALT:	**3**		**$270,000.00**	
B-GAS	10/13/2026	G-26-026		318 OVERLAKE DR E
B-GAS	10/20/2026	G-26-027		2541 MEDINA CIR
B-GAS	10/28/2026	G-26-028		7777 OVERLAKE DR W
TOTAL B-GAS:	**3**		**$0.00**	
B-MECHANICAL	10/07/2026	M-26-070		611 Evergreen Point Road
B-MECHANICAL	10/16/2026	M-26-071		2541 Medina Cir
B-MECHANICAL	10/22/2026	M-26-072		7749 NE 8th St.
B-MECHANICAL	10/22/2026	M-26-073		7821 NE 28th St.
B-MECHANICAL	10/28/2026	M-26-074		1545 77th Pl NE
TOTAL B-MECHANICAL:	**5**		**$0.00**	
B-PLUMBING	10/02/2026	P-26-062		3602 EVERGREEN POINT RD

B-PLUMBING	10/09/2026	P-26-063		7677 NE 14TH ST
B-PLUMBING	10/19/2026	P-26-068		7777 OVERLAKE DR W
B-PLUMBING	10/29/2026	P-26-072		7887 OVERLAKE DR W
TOTAL B-PLUMBING:	**4**		**$0.00**	
B-ROOF	10/20/2026	B-26-066		423 86TH AVE NE
TOTAL B-ROOF:	**1**		**$0.00**	
CAP - CONSTRUCTION ACTIVITY PERMIT	10/02/2026	CAP-26-030		3665 FAIRWEATHER LN
CAP - CONSTRUCTION ACTIVITY PERMIT	10/02/2026	CAP-26-031		3663 FAIRWEATHER LN
CAP - CONSTRUCTION ACTIVITY PERMIT	10/02/2026	CAP-26-032		7720 NE 8TH ST
CAP - CONSTRUCTION ACTIVITY PERMIT	10/02/2026	CAP-26-033		3435 Evergreen Pt Rd.
CAP - CONSTRUCTION ACTIVITY PERMIT	10/05/2026	CAP-26-034		3201 Evergreen Pt Rd.
CAP - CONSTRUCTION ACTIVITY PERMIT	10/14/2026	CAP-26-035		842 84th Ave NE
TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT:	**6**		**$0.00**	
ENG-GRADING/DRAINAGE	10/06/2026	ENG-GD-26-007	$25,000.00	945 88TH AVE NE
TOTAL ENG-GRADING/DRAINAGE:	**1**		**$25,000.00**	
P-CRITICAL AREAS REVIEW	10/16/2026	P-26-066		3203 Evergreen Point Rd
TOTAL P-CRITICAL AREAS REVIEW:	**1**		**$0.00**	

P-MINOR DEVIATION	10/14/2026	P-26-064		2827 EVERGREEN POINT RD
P-MINOR DEVIATION	10/15/2026	P-26-065		2827 EVERGREEN POINT RD
P-MINOR DEVIATION	10/19/2026	P-26-067		2229 EVERGREEN POINT RD
P-MINOR DEVIATION	10/20/2026	P-26-069		1811 73RD AVE NE
P-MINOR DEVIATION	10/22/2026	P-26-070		8400 NE 4TH ST
TOTAL P-MINOR DEVIATION:	**5**		**$0.00**	
P-NON ADMIN VARIANCE	10/27/2026	P-26-071		7616 NE 8TH ST
TOTAL P-NON ADMIN VARIANCE:	**1**		**$0.00**	
PW-RIGHT OF WAY	10/06/2026	PW-ROW-26-082		945 88th Ave Ne
PW-RIGHT OF WAY	10/07/2026	PW-ROW-26-083		8005 NE 28th Street
PW-RIGHT OF WAY	10/08/2026	PW-ROW-26-084		484 Overlake Dr E.
PW-RIGHT OF WAY	10/08/2026	PW-ROW-26-085		2618 80th Ave NE
PW-RIGHT OF WAY	10/20/2026	PW-ROW-26-086		3602 Evergreen Pt Rd.
PW-RIGHT OF WAY	10/21/2026	PW-ROW-26-087		7800 NE 28th St.
PW-RIGHT OF WAY	10/22/2026	PW-ROW-26-088		7842 NE 8TH ST
PW-RIGHT OF WAY	10/30/2026	PW-ROW-26-089		2427 79TH AVE NE

PW-RIGHT OF WAY	10/30/2026	PW-ROW-26-090		3602 EVERGREEN POINT RD
PW-RIGHT OF WAY	10/30/2026	PW-ROW-26-091		7838 NE 14th ST
PW-RIGHT OF WAY	10/31/2026	PW-ROW-26-092		2427 79TH AVE NE
TOTAL PW-RIGHT OF WAY:	**11**		**$0.00**	
TREE-PERFORMANCE	10/21/2026	TREE-26-044		8000 NE 16TH ST
TREE-PERFORMANCE	10/03/2026	TREE-26-041		842 84TH AVE NE
TREE-PERFORMANCE	10/17/2026	TREE-26-043		2424 79TH AVE NE
TOTAL TREE-PERFORMANCE:	**3**		**$0.00**	
TREE-RESTORATION	10/06/2026	TREE-26-042		945 88th Ave Ne
TREE-RESTORATION	10/26/2026	TREE-26-045		8809 NE 10TH ST
TOTAL TREE-RESTORATION:	**2**		**$0.00**	
Total # of Permits	**46**		**$295,000.00**	

October 2026 Issued Permits

Report run on: 11/02/2026 07:51 AM

Construction Value:	October [illegible]	October 2025	2026 YTM	2025 YTM	Difference
Accessory Structure	-	-	$115,750.00	$30,000.00	$85,750.00
Addition / Alteration	$488,000.00	$250,000.00	$9,001,070.30	$13,348,038.42	($4,346,968.12)
Fence / Wall	-	$15,000.00	$134,547.00	$290,937.66	($156,390.66)
New Construction	-	$7,797,638.00	$19,779,954.00	$12,614,025.10	$7,165,928.90
Repair / Replace	-	-	-	-	$0.00
Wireless Comm. Facility	-	-	$115,750.00	$30,000.00	$85,750.00
Total Value:	**$488,000.00**	**$8,062,638.00**	**$29,147,071.30**	**$26,313,001.18**	**$2,834,070.12**
Permits Issued:	**October 2026**	**October 2025**	**2026 YTM**	**2025 YTM**	**Difference**
New Construction	-	3	8	5	3
Permit Extension	2	9	40	40	0
Accessory Structure	-	-	2	1	1
Addition / Alteration	2	1	21	21	0
Construction Activity Permit	3	4	36	41	(5)
Demolition	-	3	8	6	2
Fence / Wall	-	1	7	15	(8)
Grading / Drainage	-	3	13	17	(4)
Mechanical	8	12	58	90	(32)
Other - Moving	-	-	-	-	0
Plumbing / Gas	7	3	63	52	11
Repair / Replace	-	-	-	-	0
Reroof	-	-	-	-	0
Right of Way Use	9	4	84	55	29
Tree Mitigation	7	5	51	41	10
Wireless Comm. Facility	-	-	2	1	1
Total Permits:	**38**	**48**	**393**	**385**	**8**
Inspections:	**October 2026**	**October 2025**	**2026 YTM**	**2025 YTM**	**Difference**
Building	91	98	721	878	(157)
Engineering/Other	47	29	195	182	13
	6	6	58	39	19
Tree	6	2	48	36	12
Total Inspections:	**150**	**135**	**1,022**	**1,135**	**(113)**

October 2026 Code Enforcement Report

Case Number	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2026-096	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs (Gutters & Roofs Xmas Lights Window Cleaning 206-759-7690) displayed around the community. Action Taken: Removed the signs and left a voicemail, as no company email could be located to send a code enforcement notice.	n/a
CC-2026-086	SIGN VIOLATION	Rob Kilmer	610 Evergreen Point Road	Description: Observed advertising flyer pinned to utility pole. Action Taken: Removed the flyer and sent notification email regarding sign rules in Medina. Had follow-up conversation with company owner.	n/a
CC-2026-087	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs (Christmas Light Installation 425-902-2901) displayed around the community. Action Taken: Removed the signs and sent a code enforcement notice to the company's email in follow-up to a phone conversation about sign rules in Medina.	n/a
CC-2026-088	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs (Prorab Homeworks 425-699-3660) displayed around the community. Action Taken: Removed the signs and sent a code enforcement notice to the company's email in follow-up to a phone conversation about sign rules in Medina.	n/a
CC-2026-089	STOP WORK ORDER	Rob Kilmer	7657 NE 14TH ST	Description: Received report of workers obstructing the roadway. Action Taken: Visited the site and observed work being set up that would obstruct the roadway. Issued Stop Work Order requiring that traffic control be planned and submitted for review.	n/a
CC-2026-090	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.	n/a
CC-2026-091	SIGN VIOLATION	Rob Kilmer	8200 NE 24th St	Description: Observed commercial advertising sign (West Bellevue Porches Pumpkin Delivery, 206-818-1949) displayed along the city right-of-way. Action Taken: Removed the sign and contacted the company about the sign rules for Medina. .	n/a

CC-2026-092	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs (Christmas Light Installation 425-902-2901) displayed around the community. Action Taken: Removed the signs and sent a second warning code enforcement notice to the company's email.	n/a
CC-2026-093	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs (PRO Christmas Lights LLC 206-898-1641) displayed around the community. Action Taken: Removed the signs and sent a second warning code enforcement notice to the company's email.	n/a
CC-2026-094	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs (Christmas Light Installation 425-260-4371) displayed around the community. Action Taken: Removed the signs and sent a second warning code enforcement notice to the company's email.	n/a
CC-2026-095	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs (Christmas Lights Installation 425-785-0070) displayed around the community. Action Taken: Removed the signs and left a voicemail, as no company email could be located to send a code enforcement notice.	n/a

Past Code Enforcement Cases Still Open

Case Number(s)	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2024-070 CC-2024-072 CC-2024-080	STOP WORK ORDER NOTICE OF VIOLATION NOTICE OF FINAL ORDER	Rob Kilmer	8711 Ridge Road	Description: Observed stairway structure being erected on roof of garage up to roof of second story. Action Taken: Issued Stop Work Order and required a permit pre-application meeting to be scheduled. 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	Fines are accumulating daily
CC-2026-004 CC-2026-030	STOP WORK ORDER NOTICE OF FINAL 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. Notice of Final Order recorded: 4/15/2026	Fines are accumulating daily

Tree Permit Activity Report
October 2026
By Andy Crossett

TreePlotter Tree Inventory Update: The right-of-way tree inventory is wrapping up, with a final check underway to ensure all ROW trees have been accounted for. The majority of the inventory work will be completed this month, followed by a final review of the administrative information to ensure the records are complete and accurate.

At the end of this report, I've included a summary of two recent arboricultural training courses and how the information relates to tree protection, development review, and public tree management in Medina.

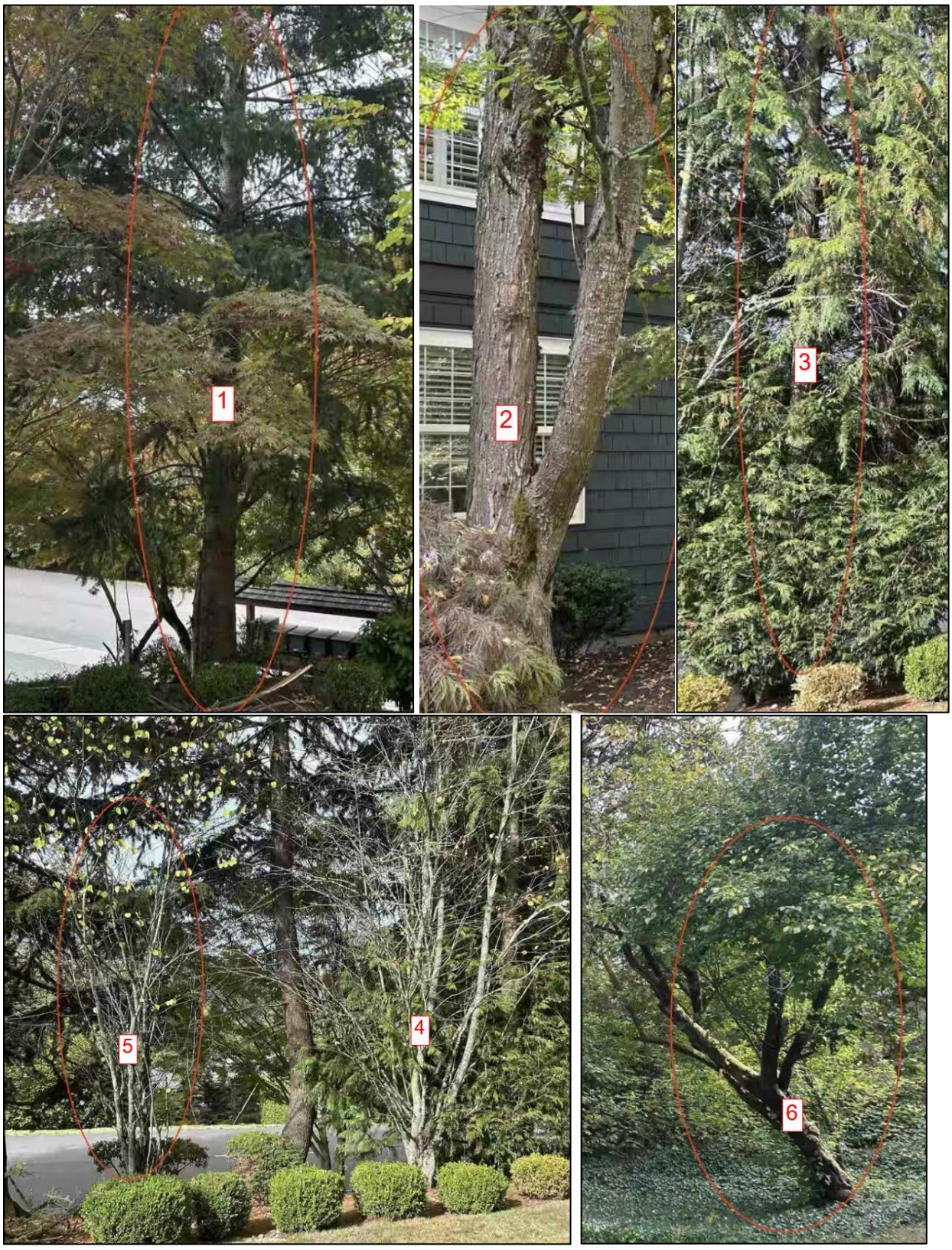
Issued Non-Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
1	TREE-PERFORMANCE	842 84TH AVE NE	1 Douglas fir, 2 Katsura, 3 Western redcedar, 4&5 Katsura, 6 Plum, 7 Spruce, 8 Pine	12, 12, 10, 6, 6, 12, 6, 18	N/A	Site exceeded minimum tree unit requirements. As a result, no supplemental tree planting required.
2	TREE-PERFORMANCE	8437 NE 10TH ST	1 Norway maple, 1 Japanese cherry	15, 12	N/A	Site exceeded minimum tree unit requirements. As a result, no supplemental tree planting required.
3	TREE-PERFORMANCE	2424 79TH AVE NE	1 Western redcedar, 1 Douglas fir	21, 23	N/A	Site exceeded minimum tree unit requirements. As a result, no supplemental tree planting required.
4	TREE-PERFORMANCE	7665 NE 14TH ST	1 Black Cottonwood	60	N/A	Site exceeded minimum tree unit requirements. As a result, no supplemental tree planting required.

No new development applications or pre-application meetings occurred in September.

Issued Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
N/A	N/A	N/A	N/A	N/A	N/A	N/A

Photographs

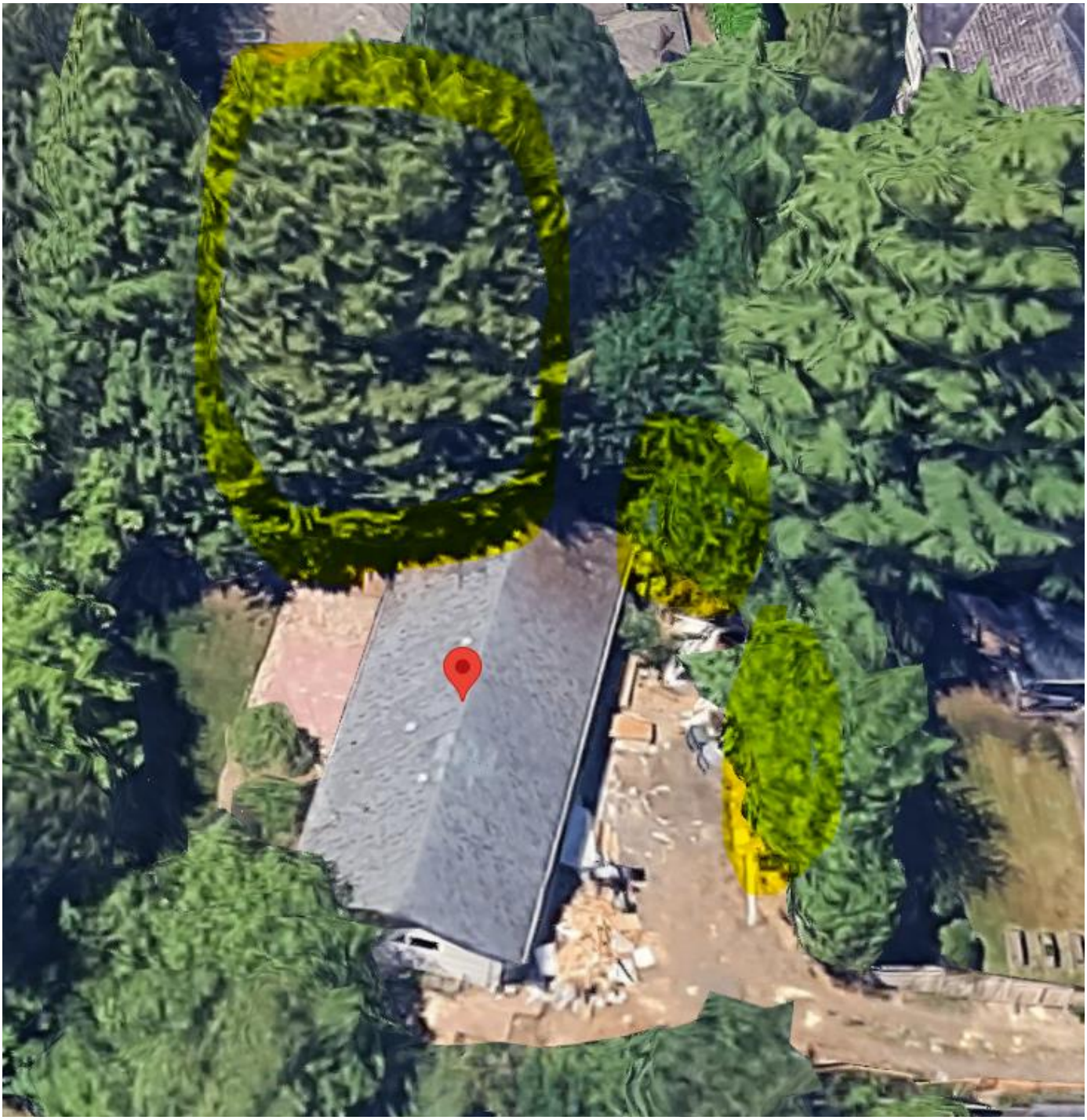
Picture 1. 842 84TH AVE NE: Owner removing trees they believed were unhealthy or too crowded.




7



Picture 2. 8437 NE 10TH ST: An ornamental Japanese cherry, a Norway maple (invasive), and a row of non-regulated Leyland cypress trees, all highlighted in the provided photograph, were removed.



Picture 3. 2424 79TH AVE NE: The Western redcedar had roots infiltrating the drainage system, with additional concerns regarding power line clearance and potential impacts to the driveway. The Douglas-fir had a codominant crown, which concerned the resident, along with potential future conflicts with overhead power lines.



Picture 4. 7665 NE 14TH ST: One large cottonwood, highlighted in the provided photograph, was removed due to concerns about tree risk. Cottonwood is not designated as a legacy or landmark tree species under Medina's tree code, regardless of size. This tree was located on the 7665 property, while a second cottonwood with an overlapping canopy was removed from the 7661 property under a separate permit after a portion of that tree failed and fell into a neighboring yard.



Improving Tree Management in Medina

I recently attended two arboricultural training courses that are directly relevant to my work for the City of Medina. The information covered will help support the City's tree protection requirements during development, improve tree risk assessments, and inform management decisions for trees within the public right-of-way.

Trees and Construction: Managing Trees Before, During and After Development

In August, I attended the Trees and Construction: Managing Trees Before, During and After Development course, which focused on the challenges of retaining trees during development and the consulting arborist's role throughout the construction process. The course emphasized the importance of planning tree protection measures before construction begins, including identifying qualified tree removal and pruning contractors, arranging for mulch and other protection materials, and establishing clear procedures for tree removal. This includes specifying whether trees should be felled or dismantled in sections, along with equipment access, staging areas, and material storage locations.

Additional topics included permanent versus adjustable tree protection fencing, accurately surveying tree locations to the center of the trunk, and using alternative construction methods, such as pier foundations rather than conventional continuous footings, to reduce root disturbance. The course also discussed temporary irrigation using IBC water tanks and the use of construction bonds to help ensure compliance with tree protection and replacement requirements. This information is particularly relevant to Medina, where development often occurs on properties with established trees that must be considered during site design and construction. The training reinforced the importance of involving the project arborist early in the design process and establishing clear construction procedures to avoid preventable tree damage.

Common Fungi Affecting PNW Trees & Coastal BC Trees and Their Importance to Tree Risk Assessment

I also attended the Common Fungi Affecting PNW Trees & Coastal BC Trees and Their Importance to Tree Risk Assessment workshop, which covered the identification of common wood decay fungi, their effects on tree health and structure, and their implications for tree risk assessment. One particularly relevant topic was velvet-top fungus (Phaeolus schweinitzii), which has been observed on two separate right-of-way trees during Medina's ongoing tree inventory.

Velvet-top fungus causes Schweinitzii root and butt rot, a disease that gradually decays the structural roots and lower trunk of conifers, particularly Douglas-fir. The fungus is concerning because infected trees can maintain healthy-looking crowns despite significant internal decay. As the wood deteriorates, the tree can lose structural strength and become susceptible to trunk breakage or uprooting during wind events, potentially resulting in catastrophic failure without obvious signs of declining health. The disease can also occur alongside other root pathogens, including Armillaria, which may further compromise tree health and stability.

The workshop reinforced the importance of recognizing fungal fruiting bodies and understanding the associated decay patterns when assessing tree risk. This is particularly relevant to Medina's right-of-way inventory, where identifying structural defects in otherwise healthy-looking trees is an important part of evaluating public safety.


The City of Medina
NOTICE OF
TREE WORK

CITY OF MEDINA

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

Date: November 9th, 2026

To: Honorable Mayor and City Council

Via: Jeff Swanson, City Manager

From: Ryan Wagner, Finance & HR Director

Subject: October 2026 Financials

The October 2026 report includes:

- Executive Summary
- October Key Revenue and Expenditure Numbers
- October Financial Summary
- October Cash Statement
- October 2026 REET Report
- October 2026, AP Check Register Activity Detail (Consent Item)

Executive Summary

Year-to-day expenditure continues to remain under or at the expected budget allocation through October for all funds except the Equipment Replacement Fund. Year to date general fund revenue is outpacing expectations by 21.8% through October, driven by a one-time sales tax allocation of $1.7M from the State of Washington for work done on the 520 project in the mid 2010's that was accounted for in July.

The City's cash position sits at $21.5M at the end of October, with the Capital Fund ($8.9M) and the General Fund ($7.5) carrying the largest balances.

Revenue:

- General Fund revenue is up almost $1.8M from this time last year. This is driven by the one-time allocation of sales tax from the State of Washington for the work done on 520 from the mid 2010's that was received in July.

- Development Services Revenue is down $35K from this time last year. This is driven by a slight decrease in permit fee collection over 2025.

- Capital Fund Revenue is down $800K from October of last year. A one-time major property sale generated a significant amount of REET in July of last year, and that transaction is driving this variance. Overall, the revenue is staying consistent to 2025.

October 2026 Key Revenue

- $885K Property Taxes
- $247K Utility Taxes
- $180K Local Sales and Use Tax
- $70K September REET Revenue
- $52K Investment Earnings
- $47K Permit Fees
- $31K Criminal Justice Funding

Expenditures:

- General Fund expenditures are up $5K over October of last year. The equipment replacement fund is the biggest increase over 2025, with the purchase of the new backhoe and Skidsteer.

- Development Services expenditures are down $121K when compared to October of 2025. This is driven by code enforcement and long planning being moved from the Development Services Fund to the General Fund.

- The Capital Fund spend is up $523K when compared to October of 2025. This represents about 82% of the budget allocation in 2026, so expect costs to increase as projects continue through Q4.

October 2026 Key Expenditures

- $159K Zemek Construction – Overlake Drive Bridge Repair
- $40K Inslee Best – September City Attorney Services
- $17K Dapper Plumbing – City Hall Server Room HVAC Install
- $13K Mahoney Planning – September Planning Services
- $11K Combined Cutting Contractors – Hazardous Tree Program

October 2026 Financial Summary

REVENUES:	YTD ACTUAL	2026 ANNUAL BUDGET	% of Budget Total	EXPECTED TOTAL %	DELTA	REMAINING BUDGET
General Fund						
Property Tax	$3,658,446	$4,741,397	77.16%	75.00%	2.16%	$1,082,951
Sales Tax	$3,281,515	$2,023,000	162.21%	83.00%	79.21%	($1,258,515)
Affordable & Sup. Housing	$5,901	$0	--			($5,901)
Criminal Justice	$140,901	$108,150	130.28%	83.00%	47.28%	($32,751)
B & O Tax: Utility & Franchise Fee	$1,284,094	$1,218,000	105.43%	83.00%	22.43%	($66,094)
Leasehold Excise Tax	$1,191	$0	0.00%		0.00%	($1,191)
General Government (includes Hunts Point)	$281,421	$378,984	74.26%	75.00%	-0.74%	$97,563
Passports, General Licenses & Permits	$79,424	$78,036	101.78%	83.00%	18.78%	($1,388)
Fines, Penalties, Traffic Infr.	$40,420	$30,000	134.73%	83.00%	51.73%	($10,420)
Misc. Invest. Facility Leases	$453,378	$278,820	162.61%	83.00%	79.61%	($174,558)
Disposition of Capital Assets	$57,509	$0	--			($57,509)
General Fund Total	**$9,284,200**	**$8,856,387**	104.83%	83.00%	21.83%	**($427,813)**
Development Services Fund Total	**$629,721**	**$805,000**	78.23%	83.00%	-4.77%	**$175,279.21**
Development Services Fund Transfers In from GF	*$83,333*	*$100,000*	83.33%	83.33%	0.00%	$0.00
Street Fund Total	**$46,874**	**$119,219**	39.32%	83.00%	-43.68%	**$72,345**
Street Fund Transfers In	*$462,500*	*$555,000*	83.33%	83.33%	0.00%	*$0*
Tree Fund Total	**$0**	**$3,075**	0.00%	83.33%	-83.33%	**$3,075**
Contigency Fund Total	**$0**	**$0**	0.00%		0.00%	**$0**
Capital Fund Total	**$1,299,137**	**$1,395,000**	93.13%	83.00%	10.13%	**$95,863**
Levy Stabilization Fund Total	**$0**	**$0**	--			**$0**
Levy Fund Transfers In GF	*$0*	*$0*	--			$0
NonRevenue Trust Funds Total	**$26,830**	**$0**	--			**($26,830)**
Master Investments Total	**$1,543,993**	**$0**	--			**($1,543,993)**
Total (All Funds)	**$11,286,762**	**$11,178,681**	100.97%	83.00%	17.97%	**($108,081)**
Total (All Funds) Transfers In	*$545,833*	*$655,000*	83.33%	83.33%	0.00%	*$109,167*

EXPENDITURES:	YTD ACTUAL	2026 ANNUAL BUDGET	% of Budget Total	EXPECTED TOTAL %	DELTA	REMAINING BUDGET
General Fund						
Legislative	$64,959	$80,000	81.20%	85.00%	3.80%	$15,041
Municipal Court	$26,904	$35,000	76.87%	83.00%	6.13%	$8,096
Executive	$272,346	$325,603	83.64%	83.00%	-0.64%	$53,257
Finance	$524,417	$632,123	82.96%	88.00%	5.04%	$107,706
Legal	$387,741	$527,000	73.58%	83.00%	9.42%	$139,259
Central Services	$650,357	$1,026,030	63.39%	83.00%	19.61%	$375,673
Police Operations	$2,203,333	$2,887,218	76.31%	83.00%	6.69%	$683,885
Fire & Medical Aid	$522,142	$1,060,791	49.22%	50.00%	0.78%	$538,650
Public Housing, Environmental & Mental Health Fees	$55,495	$56,143	98.85%	100.00%	1.15%	$648
Recreational Services	$44,009	$45,600	96.51%	100.00%	3.49%	$1,591
Long Range Planning	$155,275	$281,745	55.11%	83.00%	27.89%	$126,470
Parks	$525,522	$639,065	82.23%	83.00%	0.77%	$113,543
Equipment Replacement	$461,596	$479,995	96.17%	92.00%	-4.17%	$18,399
General Fund Subtotal	**$5,894,094**	**$8,076,313**	**72.98%**	**83.33%**	10.35%	**$2,182,219**
General Fund Transfers Out	$462,500	$555,000	*83.33%*	*83.33%*	0.00%	*$92,500*
General Fund Total	**$6,356,594**	**$8,631,313**	***73.65%***	***83.33%***	9.68%	***$2,274,719***
Development Services Fund Total	**$821,778**	**$1,004,807**	**81.78%**	**83.33%**	1.55%	**$183,029**
City Street Fund Total	**$559,657**	**$657,099**	**85.17%**	**83.33%**	-1.84%	**$97,442**
Tree Fund Total	**$22,351**	**$30,000**	**74.50%**	**75.00%**	0.50%	**$7,649**
Capital Fund Total	**$923,538**	**$1,120,000**	**82.46%**	**83.33%**	0.87%	**$196,462**
Capital Fund Transfers Out	$83,333	$100,000	83.33%	83.33%	0.00%	$16,667
NonRevenue Trust Funds Total	**$28,004**	**$0**	**0.00%**			**($28,004)**
Master Investments Total	**$1,487,290**	**$0**	**0.00%**			**($1,487,290)**
Total (All Funds)	**$8,249,422**	**$10,888,219**	**75.76%**	**83.33%**	7.57%	**$2,638,797**
Total (All Funds) Transfers Out	*$545,833*	*$655,000*	*83.33%*	*83.33%*	0.00%	*$109,167*

2026 October Cash Balance

2026 Cash Balance, 09/30/2026	
TOTAL CASH & INVESTMENTS	
Period Ending: 09/30/2026	
WA ST INV POOL	$ 15,872,350
OTHER INVESTMENTS*	4,849,092
CHECKING	474,796
	$ 21,196,238

2026 Cash Balance, 10/31/2026	
TOTAL CASH & INVESTMENTS	
Period Ending: 10/31/2026	
WA ST INV POOL	$ 16,151,276
OTHER INVESTMENTS*	4,849,092
CHECKING	952,784
	$ 21,953,151
Outstanding Checks	$391,019
Total:	$ 21,562,132

$1M bond (Dec 2024)
5/15/2028
$1.M bond (Jul 2026)
11/15/2028
$500K bond (May 2025)
3/1/2029
$1M bond (Aug 2024)
7/8/2027
$1M bond (Nov 2024)
11/15/2027
$500K bond (Mar 2026)
9/30/2029

Cash Balance by Fund

Fund	Beginning Cash	Receipts	Transfers In	Other Transfers	Disbursements	Ending Cash
General Fund	$4,555,259.14	$9,348,694.45	$0.00	$462,500.00	$5,903,575.84	$7,537,877.75
City Street Fund	$271,425.42	$57,203.89	$462,500.00	$0.00	$569,987.07	$221,142.24
Tree Fund	$40,546.27	$0.00	$0.00	$0.00	$22,350.77	$18,195.50
Contingency Fund	$1,750,000.00	$0.00	$0.00	$0.00	$0.00	$1,750,000.00
Levy Stabilization Fund	$2,684,999.99	$0.00	$0.00	$0.00	$0.00	$2,684,999.99
Capital Projects Fund	$8,636,372.11	$1,406,483.08	$0.00	$83,333.30	$1,030,883.73	$8,928,638.16
Development Services	$513,881.80	$878,098.65	$83,333.30	$0.00	$880,834.12	$594,479.63
NonRevenue Trust	$4,260.65	$36,913.66	$0.00	$0.00	$31,301.28	$9,873.03
	$18,456,745.38	**$11,727,393.73**	**$545,833.30**	**$545,833.30**	**$8,438,932.81**	**$21,745,206.30**

The variance between the two graphics above is due to how the City accounts for Bonds within the Financial System. As a cash basis entity, the bonds are recorded at both their purchase and sale price, as well as their PAR value. When Bonds are purchased at either a discount or a premium, the difference is shown above.

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

Monthly REET Distribution R

From 10/1/2026 to 10/31/2026
Print Date: 11/2/2026 11:13 AM
Jurisdiction: MEDINA

Excise Tax Number	Recorded Date	Conveyance Doc	Sale Date	Taxable Selling Price	CIP 1	CIP 2	CIP 1 INT	CIP 2 INT	COUNTY	Total Local	Jurisdiction	Tax Amount	Tax Exempt
Jurisdiction: MEDINA													
3398885	10/15/2026	WARRANTY DEED	10/10/2026	4,689,300.00	11,606.02	11,606.02	0.00	0.00	1,661.26	24,873.30	MEDINA	133,200.50	N
	Grantor: LEWIS, RODNEY R			Grantee: MCCAMMON, JANET E			Parcel ID: 2018700095		Instrument: 20261015000299				
3398976	10/15/2026	WARRANTY DEED	10/08/2026	6,800,000.00	16,830.00	16,830.00	0.00	0.00	2,589.98	36,249.98	MEDINA	207,075.00	N
	Grantor: BOSHAW, JAMES ARNE			Grantee: KAPOOR, ASHISH			Parcel ID: 5424700115		Instrument: 20261015000595				
3399501	10/20/2026		10/15/2026	96,000.00	237.60	237.60	0.00	0.00	18.53	493.73	MEDINA	1,536.00	N
	Grantor: ALLEN, TERESA L			Grantee: ESCARFULLER, LINDSEY MILLER			Parcel ID: 37241106		Instrument:				
3399692	10/21/2026	WARRANTY DEED	10/17/2026	3,500,000.00	8,662.50	8,662.50	0.00	0.00	1,137.98	18,462.98	MEDINA	91,575.00	N
	Grantor: LUO, JIELONG			Grantee: PORSANDEH KHIAL, PARHAM			Parcel ID: 3625049100		Instrument: 20261021000452				
MEDINA Subtotal:				**15,085,300.00**	**37,336.12**	**37,336.12**	**0.00**	**0.00**	**5,407.75**	**80,079.99**		**433,386.50**	
Count:	**4**		**Report Totals:**	**15,085,300.00**	**37,336.12**	**37,336.12**	**0.00**	**0.00**	**5,407.75**	**80,079.99**		**433,386.50**	

CITY OF MEDINA

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

Date: November 9, 2026

To: Honorable Mayor and City Council

Via: Jeff Swanson, City Manager

From: Dawn Nations, Acting City Clerk

Subject: Central Services Department Monthly Report

NOVEMBER AND DECEMBER PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
City Council Special and Regular Meeting	Nov. 9	5:00 pm	In-Person/Online
City Council Special and Regular Meeting	Nov. 16	5:00 pm	In-Person/Online
Park Board Meeting	Nov.17	5:00 pm	In-Person/Online
Planning Commission Special Meeting	Nov. 18	6:00 pm	In-Person/Online
Medina Team Appreciation Luncheon	Dec. 10	12:00 pm	Overlake Golf & Country Club
Annual Christmas Ship Event	Dec.12	2:30-3:00 pm	Medina Beach Park
Planning Commission Special Meeting	Dec. 15	6:00 pm	In-Person/Online
City Council Regular Meeting – **Cancelled**	Dec. 28		

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.

RECORDS REQUESTS

During the month of October **10** public records requests were received by Central Services. See **Attachment 1**.

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: In October 2026 the city sent 12 bulletins to 256,363 recipients.

Type of Notice	# sent	# of Subscribers
Agenda Packet Notices (Council, PB, PC)	2	5,112
Development Notices	1	2,805
Police Notices (E-Lert program, shredder day Great Shakeout etc.)	2	5, 658
City Event/Information Notices (Open House, fall cleanup,)	7	112,021

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

DATE: November 9, 2026

TO: Mayor and City Council

From: Dawn Nations, Acting City Clerk

Subject: October 2026, Public Records Request Tracking

In October 2026, Central Services staff received ***10*** new public records requests. These requests required approximately ***5 hours*** of Central Services and Development Services staff time and ***0 hours*** of consulting time with the City Attorney. The overall October cost, which includes staff hourly rate plus benefits and City Attorney fees, is approximately ***$350.***

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In October 2026, the Police Department received **9** new records requests. These requests required approximately ***9 hours*** of staff time and ***0 hours*** of consulting time with the City Attorney. The overall October cost, which includes staff hourly rate plus benefits, is approximately ***$650.*** The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

ATTACHMENT 2

October 2026 Monthly PRR Report

Ref. #	Public Records Request	Requester Name	Request Date	Dept.	Assigned Staff
26-280	Hello, I am submitting a public records request under the applicable state public records law. I am requesting the code enforcement and property violation records maintained by your office for the most recent 30 days. This includes, but is not limited to: - Unsafe or uninhabitable structures - Overgrown lots or yard debris - Abandoned or neglected properties - Illegal dumping or trash accumulation - Building or zoning code violations If available, please provide the records in an electronic format (Excel or CSV preferred). If there are any costs or clarifications needed to process this request, please let me know before proceeding. Thank you for your time and assistance. Best regards, Jennifer Smith Gulf Civic Record records@gulfcivicrecord.blog	Jennifer Smith	10/23/2026	Development Services	Dawn Nations
26-277	Requesting Building Plan drawings for house at 544 87th Ave. NE. Site plan, floor plans, Sections and Elevation.	Mark Nelson	10/22/2026	Development Services	Dawn Nations
26-276	Hi -I'm a party of record requesting records for Overlake Golf & Country Club sport court project. I'd like to review the application materials, including the sound studies and the noise mitigation changes made since the original proposal. Also, if available the SEPA checklist.	Ekta Jiwani	10/20/2026	Development Services	Dawn Nations
26-275	Can I get any approved plans, along with any critical area designation for the lot at 8245 NE 8th St, Medina, WA 98039? Thank you!	Matt Hayes	10/19/2026	Development Services	Dawn Nations

ATTACHMENT 2

26-273	Please check your records and provide the below documents for subject property. 1.Open code enforcement Violations/ Building & Zoning Violations. 2. Open/expired building permits. 3. Any open unrecorded Open Liens (Weed or Snow removal, Sidewalk, Junk or debris etc) 4. Miscellaneous bills /special assessments? (Not Included in Tax Bill) 5.Demolition Orders 6. Please check your records and let us know if you provide Water & Sewer service for the given property. If yes, provide us the account number with payoff for any unpaid balance and provide a payoff good through as of * 10/30/2026*. Also, let us know if balances are lienable against the property or follows the customer. Property Address – 8055 NE 28TH ST MEDINA WA King 98039 Owner's Name : RONG XUEMEI Regards, Logan Eric ProTitleUSA Lien Search Analyst Email: municipalsearch@protitleusa.com	Eric Logan	10/19/2026	Central Services	Dawn Nations
26-272	Requesting a report of all issued and pending building permits for residential & commercial properties from 09/01/2026 to 09/30/2026. 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.	Kristen Hoffman	10/14/2026	Development Services	Dawn Nations
26-270	Please check and advise for below, 1.Any outstanding code violations. 2.Open or expired building permits. 3.Demolition orders, unrecorded special assessments or liens (including those related to tall grass, junk/debris removal, lot maintenance, or mowing). 4.Any unpaid water or sewer balances associated with the property with a good through date till 10/30/2026. Property - 8055NE28TH ST MEDINAWAKing98039 Date Range- 01-01-2010 - 10-07-2026	Manny R	10/12/2026	Development Services	Dawn Nations
26-269	Pursuant to WA RCW 42-56, I request dates of employment and position title for Kendra Smith as an employee and/or contracted employee of Skagit County for dates 2000 through 2026. I am aware of 2012 Personal Services Agreement but want to clarify if there have been more than 1 or ever hired as direct employee of the county.	Karen Kelly	10/12/2026	Central Services	Dawn Nations

ATTACHMENT 2

26-267	Good morning, I am hoping to obtain the final decisions of the following File Numbers presented for Examination in April of 2026 File No.: P-24-034 Non-Administrative Special Use; P-24-035 Non-Administrative Variance; P24-036 SEPA Threshold Determination. If permits have been finalized I would like to request the working timeline for work completion. Thank you!	Christina Polzin	10/7/2026	Development Services	Dawn Nations
26-265	We are requesting all purchase orders issued between January 1, 2023, and the present, reflecting purchasing or procurement activity across all departments, divisions, and offices. Spreadsheet exports preferred; PDF, Word, or standard ERP/finance reports also work. This is a commercial research request, and we're happy to narrow or clarify the scope to ease fulfillment.	Glenda Walpole	10/5/2026	Finance	Dawn Nations

CITY OF MEDINA

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

Date: November 9, 2026

To: Honorable Mayor and City Council

Via: Jeff Swanson, City Manager

From: Ryan Osada, Public Works Director

Subject: Public Works Monthly Report

1. **BEAVERS NORTHWEST –** Last month, Public Works staff met with Beavers Northwest for a preliminary site review of the Medina Park wetlands. Over the last several years, the area has experienced flooding due to beaver activity. Public Works is looking for creative ways to manage the area with assistance from Beavers Northwest. They have proposed a draft scope of work with estimated project management hours including tree protection measures and quarterly monitoring/maintenance visits. There will also be an option for unforeseen beaver-related conflicts that may arise.



2. **MEDINA PARK POND TREE PLANTINGS –** Riparia Environmental completed the mitigation plantings which included 51 trees strategically placed along the southern edge of both ponds. As the trees mature, they will provide beneficial shade to help moderate summer water temperatures and improve overall habitat conditions. The planted tree species are Grand Fir, Sitka Spruce, Douglas Fir and Western Red Cedar.



3. **HAZARDOUS TREE REMOVAL –** The City Arborist recently identified a ROW Douglas-fir (Pseudotsuga menziesii) measuring 37 inches in diameter at breast height (DBH) and approximately 115 feet tall with significant base decay. It is located on the south side of NE 24th Street, immediately south of the sidewalk and adjacent to 7721 NE 24th Street. He is recommending removal due to fungus (Phaeolus schweinitzii) growing near the base of the tree and proximity to targets which could result in significant property damage or disruption to utility services.



4. **EMERALD ASH BORER (EAB) –** Recently there has been news of the EAB in Washington State, however nothing confirmed in our immediate area. The insect attacks ash trees (Fraxinus) and can cause widespread mortality once established. Currently Medina has identified 201 ash trees as part of the City's ROW and City-owned tree inventory. Most of these are native ash growing within natural areas, including Fairweather Park and the various trail systems, with a smaller number of non-native ash planted as street trees. There are effective treatments available, however at this point, it seems premature and unnecessary.



5. PROJECT UPDATES -

STREETS:
2026 Overlake Drive Bridge Repairs 1014C – completed, waiting for King County's report
78th PL NE Asphalt Overlay – completed

SIDEWALK:
Resurface Gravel Sidewalk OLDr & Points Loop Trail – completed
Pedestrian Improvements Design – RFP/RFQ reviewing

PARKS:
Fairweather Invasive Species Removal - completed
Fairweather Nature Preserve Foot Bridge Improvements – Bids Nov 18th
Post Office Park Design – Park Board to discuss and bring to council
Medina Beach Park Tree Planting *trees purchased in 2025 - TBD

STORMWATER:
2026 Drainage Improvements – substantial completion, punchlist
2025 Medina Park North Pond Vegetation Removal – phase 1 completed, phase 2 permitting
Citywide Stormwater System Mapping – on going updates

BUILDING:
2026 Post Office Interior Painting – completed
Public Works Carport & Storage – containers installed, canopy is being reviewed/permitted
City Hall Backup Generator Inlet Plug – CH Generator is due for replacement in 2028
City Hall Security, Lobby Design & Space Planning – moved to next year
City Hall Water Filler Station – completed

OTHER:
Points Loop Trail - QR Code Sign – completed
Beach & Medina Park Restroom Automated Locks – completed
2026 Hazardous Tree Removal & Planting Program – ongoing

October 2026 Check Register

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
8X8, Inc.	5867387	CH Phones	$925.41	EFT Payment 10/14/2026 12:40:59 PM - 1	10/14/2026	001-000-000-518-80-41-50	Technical Services, Software Services
			$925.41				
911 Supply Inc	INV-2-64258	Uniform - Martin	$209.76	68025	10/12/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-64257	Uniform - Glenn	$215.22	68025	10/12/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-64262	Uniform - Glenn	$294.74	68025	10/12/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-64259	Uniform - Abbott	$220.80	68025	10/12/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-64263	Uniform - Scott	$344.43	68025	10/12/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	Inv-2-64261	PD Patch - Uniform	$15.11	68025	10/12/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-64355	PD Patches	$1,743.23	68042	10/21/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-64256	Training Cuffs	$101.02	68025	10/12/2026	001-000-000-521-20-31-40	Police Operating Supplies
			$3,144.31				
Amazon Capital	1GV3-T77W-LKJF	Cycle Shoes	$154.50	EFT Payment 10/12/2026 1:03:33 PM - 1	10/12/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital	1QKL-PJ4T-PMX4	PD Uniform Shoes	$108.18	EFT Payment 10/12/2026 1:03:33 PM - 1	10/12/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital	1XG9-1CXX-3TJD	Alcohol Wipes	$55.18	EFT Payment 10/12/2026 1:03:33 PM - 1	10/12/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital	11X3-PG17-34W9	Pest Repellent	$139.75	EFT Payment 10/12/2026 1:03:33 PM - 1	10/12/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital	1CTR-V6KL-9F36	Sink Hole Cover	$16.77	EFT Payment 10/12/2026 1:03:33 PM - 1	10/12/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital	1NMH-LT1C-N1HJ	Water Cooler Dispenser	$311.57	EFT Payment 10/21/2026 1:50:36 PM - 1	10/21/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital	1F76-6TRC-G7DW	PD Surge Protector	$27.15	EFT Payment 10/21/2026 1:50:36 PM - 1	10/21/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital	1WNX-WNGT-4D6C	Mini First Aid Kits	$41.92	EFT Payment 10/12/2026 1:03:33 PM - 1	10/12/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital	1PK9-TC3T-T1WX	Chain Link for PD Bikes	$52.62	EFT Payment 10/21/2026 1:50:36 PM - 1	10/21/2026	001-000-000-521-20-31-40	Police Operating Supplies
			$907.64				
AT&T Mobility	287287975246x09272026	PD Patrol Cars Phones	$1,114.29	68026	10/12/2026	001-000-000-521-20-42-00	Communications (phone,Pagers)
			$1,114.29				
Buenavista Services, Inc	14228	CH & PO Janitorial Svcs	$1,852.00	68027	10/12/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	14229	Parks Janitorial Svcs	$1,053.29	68027	10/12/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			$2,905.29				
Centurylink	Sep. 18, 2026	CH Security System Phone Line	$700.51	68028	10/12/2026	001-000-000-518-10-42-00	Postage/Telephone
			$700.51				
Combined Cutting Contractors, Inc dba P n D Logging & Tree Service	5233	2026 Hazard Tree Program	$10,672.20	68043	10/21/2026	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
			$10,672.20				
Dapper Plumbing	48682505	CH Server Room Cooling HVAC	$16,707.16	EFT Payment 10/14/2026 12:40:59 PM - 2	10/14/2026	307-000-000-594-18-60-00	Building Improvements
			$16,707.16				
Day Wireless Systems	#INV932329	Radios Emergency Prepareness	$1,023.41	68044	10/21/2026	001-000-000-521-20-31-40	Police Operating Supplies
			$1,023.41				
Dunn Lumber	113040060	Supplies for Bulk Material Bins	$418.57	68029	10/12/2026	101-000-000-542-30-31-00	Operating & Maintenance Supplies
			$418.57				
Facet/DCG/Watershed	0076959	Creation of Critical Areas Map	$1,381.64	68045	10/21/2026	001-000-000-558-60-41-01	Planning Consultant
			$1,381.64				
Farallon Consulting	0061400	Critical Area Review	$1,955.60	EFT Payment 10/14/2026 12:40:59 PM - 3	10/14/2026	401-000-000-558-50-41-55	Shoreline Consultant
			$1,955.60				
FCI - Custom Police Vehicles	17919	Lease Car 33	$908.92	EFT Payment 10/23/2026 2:06:23 PM - 1	10/23/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17918	Lease MPD Car 32	$636.50	EFT Payment 10/23/2026 2:06:23 PM - 1	10/23/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17917	Lease MPD Car 30	$1,138.27	EFT Payment 10/23/2026 2:06:23 PM - 1	10/23/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17918	Interest MPD Veh	$337.44	EFT Payment 10/23/2026 2:06:23 PM - 1	10/23/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17919	Interest MPD Veh	$471.65	EFT Payment 10/23/2026 2:06:23 PM - 1	10/23/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17917	Interest PD Veh	$219.04	EFT Payment 10/23/2026 2:06:23 PM - 1	10/23/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
			$3,711.82				
Ford Credit Municipal Finance	1784519	Interest MPD veh	$307.75	EFT Payment 10/14/2026 12:40:59 PM - 4	10/14/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost

Ford Credit Municipal Finance	1784519	Lease MPD Car 34	$897.91	EFT Payment 10/14/2026 12:40:59 PM - 4	10/14/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
			$1,205.66				
G.W. Gunarama Wholesale, Inc.	1345023	PD Firearm	$918.53	68046	10/21/2026	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
			$918.53				
Gray & Osborne, Inc.	Inv # 1 Project # 26515.00	Stormwater Utility Formation	$713.30	68047	10/21/2026	101-000-000-542-30-41-00	Professional Services
Gray & Osborne, Inc.	Inv # 6 Project # 26421.00	NPDES Assistance	$118.44	68047	10/21/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Inv # 5 Project # 25518.00	NPDES Assistance	$1,793.88	68047	10/21/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Inv # 7 Project # 26460.00	Fairweather Foot Bridge Repl	$6,325.04	68047	10/21/2026	307-000-000-594-76-63-20	Park Improvements
Gray & Osborne, Inc.	Inv # 8 Project # 26447.00	78th PL NE Impr.	$6,130.23	68047	10/21/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 7 Project # 26449.00	2026 Drainage Impr.	$5,193.43	68047	10/21/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 10 Project # 25548.00	Medina Pk Pond Impr.	$627.72	68047	10/21/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 8 Project # 22427.27	Grading and Drainage Services	$276.57	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 11 Project # 24427.02		$287.21	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 25427.19	Grading and Drainage Services	$367.74	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 10 Project # 23427.07		$318.40	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 8 Project # 23427.10		$287.21	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 8 Project # 24427.06	Grading and Drainage Services	$376.87	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 10 Project # 25427.05	Grading and Drainage Services	$554.65	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 5 Project # 25427.17	Grading and Drainage Services	$680.79	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 8 Project # 23427.13	Grading and Drainage Services	$479.37	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 1 Project # 26427.05	Grading and Drainage Services	$584.23	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 25427.20	Grading and Drainage Services	$276.57	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 26427.00	Grading and Drainage Services	$627.59	68047	10/21/2026	401-000-000-558-50-41-07	Engineering Consultant
			$26,019.24				
Home Depot Credit Services	47110001905538	Return Planer Blades	($64.02)	EFT Payment 10/12/2026 1:03:33 PM - 2	10/12/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	WN71547722	Planer Blades	$39.01	EFT Payment 10/12/2026 1:03:33 PM - 2	10/12/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47116184501	Operating Supplies	$76.35	EFT Payment 10/12/2026 1:03:33 PM - 2	10/12/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47116170740	Drill Bits	$35.22	EFT Payment 10/12/2026 1:03:33 PM - 2	10/12/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47116194468	Operating Supplies	$7.56	EFT Payment 10/12/2026 1:03:33 PM - 2	10/12/2026	001-000-000-576-80-31-00	Operating Supplies
			$94.12				
Horticultural Elements, Inc.	11390	84/24th & 84th Median Maintenance	$3,135.00	EFT Payment 10/14/2026 12:40:59 PM - 5	10/14/2026	101-000-000-542-30-41-00	Professional Services
Horticultural Elements, Inc.	11390	Clyde Hill - 84/24th & 84th Median Maintenance	$1,490.00	EFT Payment 10/14/2026 12:40:59 PM - 5	10/14/2026	101-000-000-542-30-41-00	Professional Services
			$4,625.00				
Inslee Best Doezie & Ryder, P.S.	459916	City Attorney	$37,121.08	EFT Payment 10/23/2026 2:06:23 PM - 2	10/23/2026	001-000-000-515-41-40-00	City Attorney
Inslee Best Doezie & Ryder, P.S.	459916	Attorney passed to applicants	$2,700.00	EFT Payment 10/23/2026 2:06:23 PM - 2	10/23/2026	401-000-000-558-50-04-00	City Attorney, Dev. Serv.
			$39,821.08				
KC Finance-Roads	153746-153746	Overlake Dr Bridge Inspt	$458.33	68048	10/21/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
KC Finance-Roads	152385-152385	Overlake Dr Bridge Inspt	$149.00	68048	10/21/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
			$607.33				
Kirkland Municipal Court	Sept26Med	Filing Fees	$2,019.90	68030	10/12/2026	001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf
			$2,019.90				
Kirkland, City of	KPD2026-067	Inmate Housing	$882.00	EFT Payment 10/14/2026 12:40:59 PM - 6	10/14/2026	001-000-000-521-20-41-55	Jail Service-Prisoner Board
			$882.00				
Konica Minolta Premier Finance	5040352163	CH Main Floor Copier	$519.91	68031	10/12/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5040415150	Printer - CH Main Floor	$114.14	68049	10/21/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5040458083	Printer - DS Main Floor	$54.93	68049	10/21/2026	001-000-000-518-10-31-00	Office And Operating Supplies
			$688.98				
Konica Minolta Premier Finance (Lease Direct)	599040016	PD Printer	$255.77	EFT Payment 10/23/2026 2:06:23 PM - 3	10/23/2026	001-000-000-518-10-31-00	Office And Operating Supplies
			$255.77				

LexisNexis Risk Management - Account 1011660	1100370434	Investigative Tool	$135.78	EFT Payment 10/23/2026 2:06:23 PM - 4	10/23/2026	001-000-000-521-20-41-00	Professional Services
			$135.78				
Mac Towing	#26-09-80661	Tow Bill PD Car	$442.65	68032	10/12/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
			$442.65				
Mahoney Planning, LLC	26-09	Long Range	$7,989.69	EFT Payment 10/14/2026 12:40:59 PM - 7	10/14/2026	001-000-000-558-60-41-01	Planning Consultant
Mahoney Planning, LLC	26-09	Current Planning	$4,994.60	EFT Payment 10/14/2026 12:40:59 PM - 7	10/14/2026	401-000-000-558-60-41-01	Planning Consultant
			$12,984.29				
March MacDonald Inc	Permit PW-ROW-26-058 Performance Bond Release Right of Way	Permit PW-ROW-26-058 Performance Bond Release Right of Way	$10,000.00	68050	10/21/2026	401-000-000-582-10-00-01	Refund of PGB/CMP Deposits (DS)
			$10,000.00				
Michael's Fine Dry Cleaning	640	PD Dry Cleaning	$537.17	68051	10/21/2026	001-000-000-521-20-22-00	Uniforms
			$537.17				
Moberly & Roberts, PLLC	1332	Prosecuting Attorney	$4,000.00	68033	10/12/2026	001-000-000-515-93-40-10	Prosecuting Attorney
			$4,000.00				
Overlake Golf & Country Club	Permit# B-26-038 Advance Deposit Refund	Permit# B-26-038 Advance Deposit Refund	$577.20	68034	10/12/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
			$577.20				
Pape Machinery	2364238	Backhoe Bucket Maint.	$1,436.70	68035	10/12/2026	101-000-000-542-30-48-00	Equipment Maintenance
			$1,436.70				
PC Specialists, Inc.	72147	IT Services	$9,188.08	EFT Payment 10/14/2026 12:40:59 PM - 8	10/14/2026	001-000-000-518-80-41-50	Technical Services, Software Services
PC Specialists, Inc.	5639574	Duo Subscription	$92.74	EFT Payment 10/14/2026 12:40:59 PM - 8	10/14/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	5639527	Software	$4,315.62	EFT Payment 10/14/2026 12:40:59 PM - 8	10/14/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	5640361	Antimalware	$706.56	EFT Payment 10/23/2026 2:06:23 PM - 5	10/23/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	72147	IT Services	$1,693.11	EFT Payment 10/14/2026 12:40:59 PM - 8	10/14/2026	401-000-000-558-50-05-00	Technical Services, Software Services
			$15,996.11				
Pro-Vac LLC	272945	Clean Thirsty Duck Device	$8,514.75	EFT Payment 10/14/2026 12:40:59 PM - 9	10/14/2026	101-000-000-542-30-41-03	NPDES Grant
Pro-Vac LLC	272947	CB Cleaning Various	$4,806.77	EFT Payment 10/14/2026 12:40:59 PM - 9	10/14/2026	101-000-000-542-30-41-03	NPDES Grant
Pro-Vac LLC	272946	CB Cleaning NE 12th St & PW	$5,715.77	EFT Payment 10/14/2026 12:40:59 PM - 9	10/14/2026	101-000-000-542-30-41-03	NPDES Grant
			$19,037.29				
Public Safety Testing, Inc.	PST26-1095	23 Dues	$169.00	68052	10/21/2026	001-000-000-521-20-41-50	Recruitment-Background
			$169.00				
Puget Sound Emergency Radio Network	3509	Q4 Dues	$3,079.44	68036	10/12/2026	001-000-000-521-20-41-20	Dispatch-EPSCA
			$3,079.44				
Puget Sound Energy	09/02/26 - 10/01/26 80th Ave NE & NE 10th St	Street Light Pwr	$13.44	EFT Payment 10/12/2026 2:40:51 PM - 1	10/12/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	09/02/26 - 10/01/26 88th Ave & Lk WA Blvd	Gateway Lighting	$40.66	EFT Payment 10/12/2026 2:40:11 PM - 1	10/12/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	09/01/26 - 09/30/26 TIB LED Conversion	Street Light Power	$1,471.65	68053	10/21/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	09/01/26 - 09/30/26 77th Ave NE & 79th Ave NE Takeover	Street Ligt Pwr	$174.12	68053	10/21/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	09/02/26 - 10/01/26 515 Evergreen Point Rd	Street Light Pwr	$43.50	68053	10/21/2026	101-000-000-542-63-41-00	Street Light Utilities
			$1,743.37				
Rairdon's of Kirkland	RO# 452851 Tag# 7323	Veh Repair Car 31	$1,448.72	68037	10/12/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
Rairdon's of Kirkland	RO# 451503 Tag# 6481	Oil Change	$173.78	68037	10/12/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
			$1,622.50				
Ramp	GL Adj 2026		$0.00	EFT Payment 10/21/2026 1:50:36 PM - 2	10/21/2026	001-000-000-558-62-41-00	Special Planning Projects
			$0.00				
Republic Services, Inc. dba Rabanco, Ltd.	0172-010411016	PW Debris Removal	$1,161.96	EFT Payment 10/21/2026 1:50:36 PM - 3	10/21/2026	001-000-000-576-80-41-00	Professional Services
			$1,161.96				
SAFEbuilt, LLC	4843259	Building Inspections Services	$960.50	68038	10/12/2026	401-000-000-558-50-41-06	Building Inspector Contract
			$960.50				
Seattle Times, The	90775	Legal Notices	$982.60	68039	10/12/2026	001-000-000-518-10-44-00	Advertising
			$982.60				

Spot-On Print & Design	63897	Business cards Wagner, Swanson	$105.10	68054	10/21/2026	001-000-000-518-10-49-30	Postcard, Public information
			$105.10				
Staples Business Advantage	6075990415	Water for council meeting	$59.27	EFT Payment 10/23/2026 2:06:23 PM - 6	10/23/2026	001-000-000-511-60-49-00	Miscellaneous
Staples Business Advantage	6077007392	CH Office Supplies	$250.95	EFT Payment 10/23/2026 2:06:23 PM - 6	10/23/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6075990418	CH Office Supplies	$361.97	EFT Payment 10/23/2026 2:06:23 PM - 6	10/23/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6075990416	CH Office Supplies	$6.50	EFT Payment 10/23/2026 2:06:23 PM - 6	10/23/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6075990419	PD Office Supplies	$129.81	EFT Payment 10/14/2026 12:40:59 PM - 10	10/14/2026	001-000-000-521-20-31-00	Office Supplies
			$808.50				
Statewide Security	240820	Alarm Monitoring	$1,314.47	68040	10/12/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			$1,314.47				
Supply Source Inc., The	2603474	CH Janitorial Supplies	$1,294.11	EFT Payment 10/23/2026 2:06:23 PM - 7	10/23/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			$1,294.11				
Swanson, Jeff	2026 Out & Equal Workplace Summit	2026 Out & Equal Workplace Summit	$1,000.00	EFT Payment 10/23/2026 2:06:23 PM - 8	10/23/2026	001-000-000-513-10-43-00	Travel & Training
Swanson, Jeff	2026 Out & Equal Workplace Summit	2026 Out & Equal Workplace Summit Parking	$76.00	EFT Payment 10/23/2026 2:06:23 PM - 8	10/23/2026	001-000-000-513-10-43-00	Travel & Training
			$1,076.00				
Tree Frog LLC	Adj GL 2026		($10,800.00)	EFT Payment 10/14/2026 12:40:59 PM - 11	10/14/2026	001-000-000-558-60-41-02	Hearing Examiner
Tree Frog LLC	Adj GL 2026		($4,612.50)	EFT Payment 10/14/2026 12:40:59 PM - 11	10/14/2026	001-000-000-558-60-41-50	Landscape Consultant
Tree Frog LLC	Adj GL 2026		($5,362.50)	EFT Payment 10/14/2026 12:40:59 PM - 11	10/14/2026	001-000-000-558-60-41-50	Landscape Consultant
Tree Frog LLC	Adj GL 2026		($210.00)	EFT Payment 10/14/2026 12:40:59 PM - 11	10/14/2026	001-000-000-558-60-41-56	Tree Canopy and ROW Inventory
Tree Frog LLC	Adj GL 2026		$20,985.00	EFT Payment 10/14/2026 12:40:59 PM - 11	10/14/2026	001-000-000-558-62-41-00	Special Planning Projects
Tree Frog LLC	INV-0104	Row Tree Inventory	$4,500.00	EFT Payment 10/14/2026 12:40:59 PM - 11	10/14/2026	001-000-000-558-62-41-00	Special Planning Projects
Tree Frog LLC	INV-0103	Arborist Services	$7,762.50	EFT Payment 10/14/2026 12:40:59 PM - 11	10/14/2026	401-000-000-558-50-41-50	Arborist
			$12,262.50				
Vital Records Control (Pro-shred)	7078056	CH Shredding Services	$158.10	EFT Payment 10/14/2026 12:40:59 PM - 12	10/14/2026	001-000-000-518-10-41-00	Professional Services
			$158.10				
Voyager Systems	8693624262641	PD Fuel	$359.80	EFT Payment 11/02/2026 1:54:35 PM - 1	11/2/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			$359.80				
WA ST Dept of Transportation	*FB91017003271	PW Fuel	$878.78	68041	10/12/2026	001-000-000-576-80-32-00	Vehicle Fuel & Lube
WA ST Dept of Transportation	*FB91017003271	DS Fuel	$45.43	68041	10/12/2026	401-000-000-558-60-32-00	Vehicle Expenses - Gas, Oil, Maint.
			$924.21				
Willard's Pest Control	471068	PO Pest Control Svcs	$193.20	EFT Payment 10/14/2026 12:40:59 PM - 13	10/14/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			$193.20				
Zemek Construction Company LLC	Final Progress Est 1	Retention	($8,373.64)	EFT Payment 10/23/2026 2:06:23 PM - 9	10/23/2026	307-000-000-382-20-00-00	Retainage Deposits
Zemek Construction Company LLC	Final Progress Est 1	Overlake Dr E Bridge Repaire	$167,472.72	EFT Payment 10/23/2026 2:06:23 PM - 9	10/23/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
			$159,099.08				

AP Total:		**$375,167.09**

Payroll	October 2026 Payroll	Payroll	$ 21,673.85		10/31/2026	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	October 2026 Payroll	Payroll	$ 21,232.61		10/31/2026	001-000-000-514-20-11-00	Salaries, Wages & Benefits
Payroll	October 2026 Payroll	Payroll	$ 23,138.87		10/31/2026	001-000-000-518-10-11-00	Salaries, Wages & Benefits
Payroll	October 2026 Payroll	Payroll	$ 162,994.09		10/31/2026	001-000-000-521-20-11-00	Salaries, Wages & Benefits
Payroll	October 2026 Payroll	Payroll	$ 37,491.81		10/31/2026	001-000-000-571-00-11-00	Salaries, Wages & Benefits
Payroll	October 2026 Payroll	Payroll	$ 6,615.61		10/31/2026	001-000-000-558-80-11-00	Salaries, Wages & Benefits
Payroll	October 2026 Payroll	Payroll	$ 24,555.86		10/31/2026	101-000-000-542-30-11-00	Salaries, Wages & Benefits
Payroll	October 2026 Payroll	Payroll	$ 33,054.53		10/31/2026	401-000-000-558-60-11-00	Salaries, Wages & Benefits
			$ 330,757.23	**Payroll Total**			
			$ 705,924.32	**Grand Total**			

MEDINA, WASHINGTON

MEDINA CITY COUNCIL
REGULAR MEETING

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

MINUTES

1. STUDY SESSION starts at 5:00 PM

Mayor Jessica Rossman called the study session of Monday, July 13, 2026, to order at 5:05 PM.

PRESENT
Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Michael Luis
Councilmember Heija Nunn
Councilmember Laura Bustamante
Councilmember Jeff Price

ABSENT
Councilmember Harini Gokul

STAFF
Swanson, Osada, Wagner, Wilcox, Robertson, Sass, Nations

1.1 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan
Recommendation: Discussion.
Staff Contact: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director gave an update on the 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan regarding requested changes. The stormwater vault on 28th was discussed. A biofiltration swell was discussed. Evergreen Point Road sidewalks and planter strips were discussed. Director Osada will bring the updated 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan to council at a regular meeting to be approved.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Jessica Rossman called the regular meeting of Monday, June 22, 2026, to order at 6:08 PM.

PRESENT
Mayor Jessica Rossman

DRAFT

Deputy Mayor Randy Reeves
Councilmember Michael Luis
Councilmember Heija Nunn
Councilmember Laura Bustamante
Councilmember Jeff Price
Councilmember Harini Gokul (on-line at 6pm)

STAFF
Swanson, Osada, Wagner, Wilcox, Robertson, Sass, Nations

3. APPROVAL OF MEETING AGENDA

Council added an Executive Session for 10 minutes under RCW42.30.110(1)(g) item 10.1 and City Business item 10.2 Re-Appointment of Planning Commissioners.

ACTION: With no further changes proposed by consensus, the meeting agenda was approved as amended.

4. PUBLIC COMMENT PERIOD

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

Todd Bennett, owner of Customer Home Company, addressed the council regarding Ordinance 1052. He gave 3 suggestions regarding narrow lots, asking for changes and bonus height, roof overhang into setbacks. He gave an overview of his concerns with ordinance 1052.

Steve Burns, Medina resident, addressed the council regarding Gas Powered Leaf blowers. He offered his input on what he has heard from other residents and his concerns with banning the gas leaf blowers.

No further public comment was provided, and the public comment period was closed.

5. PRESENTATIONS

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

Acting City Clerk Nations reported on behalf of the Park Board. The board met for a special meeting on June 15th to discuss the park enhancement and donation policy. They will meet again on July 20th to further discuss and bring the policy to council at a later date.

No report from Planning Commission or Emergency Preparedness.

6. CITY MANAGER'S REPORT

DRAFT

6.1a City Manager Monthly Report

City Manager Swanson referred council to the written report from Bellevue fire and the printed council agenda calendar.

6.1b Police Monthly Report

Chief Sass addressed the council the police received the Grant funding to add an additional officer. He reported the new parking arrangement at City Hall and signage has been implemented. The initial observations are positive. He reported that the E-Bike safety class is anticipated to be held in September. He gave an overview of coverage for Seafair weekend. Councilmember Nunn commented the traffic pattern at St. Thomas School and staff gave additional input regarding the traffic plan.

6.1c Development Services Monthly Report

Development Service Director Wilcox reported the Planning Commission met on June 23rd to discuss the outdoor lighting ordinance, and development services committee will meet on July 14th to receive a presentation from the planning consultant. The city arborist identified a diseased tree on Overlake Drive East with beetles. The arborist will address the council on July 27th with his recommendation on how to address this issue.

6.1d Finance Monthly Report

Finance Director Wagner gave an update on Medina Days expected expenses and the process of how to donate. The Hot Cakes and Hot cars event will take place on August 9. Acting City Clerk Nations gave an update regarding save date postcards and event details will all be on the city's website by July 15th. Finance Director Wagner gave a brief update on the current budget. Councilmember Luis asked questions regarding permit evaluation numbers and staff responded.

6.1e Central Services Monthly Report

Councilmember Bustamante asked question regarding public records regarding invoices. Acting City Clerk Nations gave an update and Finance Director reported he provides the check register to the requester. We find out that they are not being used for commercial use. Councilmember Bustamante asked for notice topics to be added to the report. She reported postcards from the city go to the Medina residents only in zip code 98039.

6.1f Public Works Monthly Report

Public Works Director Osada gave an update Overlake Drive East Bridge closure for repairs will be closed from July 20th closed July 31st. The detour signage will be posted on July 14th. Night work for power pole maintenance and outages on Evergreen point road. The 10-day notice will be sent out to residents who will be affected. The city will send out GovDelivery Notice as well. Councilmember Nunn asked questions and staff responded. Mayor Rossman reported the 5-way stop sign was flashing red recently. Staff will research the issue. Council asked questions regarding the goats at Fairweather Nature Preserve and continued phases of how to continue to mitigate the invasive species.

DRAFT

7. CONSENT AGENDA

ACTION: Motion made by Councilmember Luis, Seconded by Deputy Mayor Reeves to approve the Consent Agenda as presented and carried by a vote of 7-0

7.1 Check Register June 2026
Recommendation: Approve.
Staff Contact: Ryan Wagner, Finance/HR Director

7.2 Draft City Council Meeting Minutes of May 11, 2026.
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

7.3 Interlocal Agreement - University of Washington
Recommendation: To approve the renewal of the law enforcement shared services ILA between the City of Medina and the University of Washington.
Staff Contact: Ryan Wagner, Finance/HR Director, Jeff Sass, Police Chief

7.4 Update of City Council Rules and Guidelines
Recommendation: Adopt Resolution No. 462.
Staff Contact: Jeff Swanson, City Manager, Jennifer Robertson, City Attorney

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

9.1 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan
Recommendation: Conduct public hearing, receive public comments for discussion.
Staff Contact: Ryan Osada, Public Works Director

Mayor Rossman opened the 2nd public hearing for the 2027- 2032 Six-Year CIP/TIP/Non-TIP Plan.

Director Osada gave an overview of the changes from the first hearing.

1) Street improvements and storm drain projects NE 22nd Street. Asphalt Overlay and storm water improvements.

2) Project #1 sidewalk improvements will align with the Comp Plan.

The final version will be brought back to council in final form for adoption.

Deputy Mayor Reeves asked for natural bile capture zones to be discussed.

Councilmember Bustamante asked for assessments on park and open spaces for strategic planning in these spaces.

Councilmember Nunn looking forward to global goals/polices for ROW and citywide vision to making it clear to the public of the city's priorities.

DRAFT

Mayor Rossman appreciates the effort of staff focus on priority-based budget.

No public testimony public hearing was closed.

10. CITY BUSINESS

10.1 Executive Session RCW42.30.110(1)(g)

Council entered the executive session at 6:59 PM 10 minutes under RCW42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Council reconvened the regular meeting at 7:15 PM.

10.2 Planning Commissioners Re-Appointment
Recommendation: Re- appoint Planning Commissioners.
Staff Contact: Jeff Swanson, City Manager and Harini Gokul, Personnel Committee Chair

Mayor Rossman gave overview of the Agenda Bill presented to council at the Dais to reappoint Planning Commissioners Li Tan-Hsu position 3 and Mark Nelson Position 7. And a request to waive the 10 notice requirements for the appointments. Personnel Committee Chair Gokul addressed the council. She thanked all the volunteers on the boards and commissions.

Personnel Committee Chair Gokul recommended to council the reappointment of Planning Commissioners Li Tan-Hsu position 3 and Commissioner Mark Nelson Position 7. The personnel committee will draft an updated policy regarding reappointments that will be brought back to council.

ACTION: Councilmember Bustamante moved to waive the 10-day council notice period in Rule 3.5.3 of the Council Rules and Guidelines to allow the Council to proceed with confirming an appointment to the Planning commission. Second by Councilmember Price vote carried 7-0.

ACTION: Councilmember Price moved to confirm the mayor's appointments of Li-Tan Hsu to Position 3 and Mark Nelson to Position 7 of the Planning Commission both for terms to expire on June 2030. Second, by Councilmember Bustamante vote carried 7-0.

Mayor Rossman and Councilmember Gokul commended both Commissioners for the dedication to the Commission and invited the community to volunteer.

11. COUNCILMEMBER REPORTS AND ROUNDTABLE

a) Council Reports

Councilmember Bustamante will be attending the July 23rd ARCH Elected officials

meeting. July 30th Issaquah groundbreaking for affordable housing. Working waterfront boat tour for King County on August 5th.

Councilmember Nunn reported she attended the SCA Solid waste for small cities. Attended the AWC conference. She spoke with a WSDOT employee who was watering the trees but not watering the lawn. She reported hearing chain saws on holiday. Requested more communication on sign codes.

Deputy Mayor Reeves thanked David Mills long time member of the community, for donating framed photos of Medina that will preserve the community's heritage. Council is honored to accept these on behalf of the city. Councilmembers Luis gave an estimated the date of the photographs are 1945 and 1933-1934 and gave some history of the story the photos tell.

Mayor Rossman reported she attended the SCA North Cacus Mayor meeting and reported many communities are applying for the grant that our Police department received and communities focusing more on public safety. She received an email regarding random no parking being put up throughout the city, City Manager Swanson responded to emails. She received noise complaints regarding pickle ball in Medina park. She agreed with need for further discussion regarding code enforcement. She did a shout out to City of Kirkland for their summer concert series. She attended the AWC annual conference with Councilmember Nunn and Price, City Manager Swanson and City Attorney Robertson. Special thanks to Councilmember Gokul for her dedication to council from a different time zone while attending to a family matter.

Councilmember Price attended the AWC conference and is excited about Medina Days.

b) Requests for future agenda items.

Mayor Rossman commented on items to get back on workplans and make council immediate priorities clearer. Council requested to arrange a city bus tour or boat tour.

12. PUBLIC COMMENT

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

13. EXECUTIVE SESSION

None.

14. ADJOURNMENT

By consensus the meeting was adjourned at 7:44 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk

DRAFT

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9th, 2026

Subject/Topic: 2027 Property Tax Levy **Dept. Origin:** Finance/HR **Category:** Public Hearing, Resolution **Prepared by:** Ryan Wagner – Finance Director **Attachments:** Attachment A – 2027 Property Tax Levy Packet	**Proposed Council Action/Motion:** ☐Information Only ☐Receive and File ☐Discuss ☐Provide Direction ☒**Public Hearing** ☒**Adopt/Approve** ☐Other:

Introduction by the City Manager

This is the first of three budget-related public hearings on the agenda for the November 9th, 2026 City Council meeting. Each builds upon the preceding item. Approval of the 2027 property tax levy confirms the revenue assumptions for the next public hearing, approval of the 2027 proposed budget. Not approving the 2027 property tax levy as proposed would require adjusting 2027 budget assumptions and the assumptions for the 2026 budget amendments. Approval of the 2026 budget amendments is scheduled for the December 14, 2026 City Council meeting after conducting tonight's public hearing on that matter.

Summary

Pursuant to RCW 84.55, the City is required to certify the estimated City of Medina property tax to be levied and collected by the King County Assessor's Office. The City Council draft 2027 budget includes an overall 2.09% increase against allowable levy due to remaining capacity from the 2019 voter-approved measure, new construction, estimated increase in utility value and allowable refunds. The 2025 levy amount -- 4,840,520 -- conforms to the 2019 ballot measure materials and is calculated as follows:

$3,373,393 - 2026 Levy basis for calculation, portion to increase by 1%
$36,818 - New construction
$33,734 –1% Increase
$0 – Refunds
$1,381,684 - Levy Carryover (Senior Exemption)
$14,891 - New construction (Senior Exemption)
$4,840,520 - Total recommended Medina City tax levy for 2027

Council Priorities

This proposal furthers Council Priorities 1 - 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: 2027 Budget Impacts as presented.

Recommendation: To adopt the 2027 Property Tax Levy resolution.

City Manager Approval: 

Proposed Council Motion: "I move to adopt Resolution No. 466, adopting the 2027 property tax levy for the City of Medina and setting forth the estimated levy amount."

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. 466

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, CERTIFYING TO THE GOVERNING AUTHORITY OF KING COUNTY THE ESTIMATES OF THE TAX AMOUNT TO BE LEVIED ON THE ASSESSED VALUATION OF THE PROPERTY WITHIN THE CITY FOR THE YEAR 2027

WHEREAS, the City Council of the City of Medina attests that the population of the City is less than ten thousand; and

WHEREAS, the City Council has properly given advance notice of the public hearing duly held November 10, 2025 to consider the revenue sources for the City's current expense budget for the 2026 calendar year, all pursuant to RCW 84.55.120; and

WHEREAS, the voters approved City of Medina Proposition 1 on November 5, 2019, to increase Medina's regular property tax levy above the limit factor by $0.20/$1000 assessed value to a maximum rate of $0.83712/$1000 assessed valuation for collection in 2020, to set a 5% limit factor for each year 2021-2025, to use the 2025 levy amount as the base to compute subsequent levy limits, and to exempt income seniors and disabled persons; all as set forth in Medina Ordinance No. 970; and to exempt

WHEREAS, the City Council, after hearing, and after duly considering all relevant evidence and testimony presented at the hearing, has determined that the City of Medina requires a regular levy in the amount of $4,840,520, for an increase of $99,123, representing a 2.09% increase from the previous year, including the levy limit of 1%, as well as amounts resulting from the addition of new construction and improvements to property, and any possible increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest.

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

Approval and Effective Date. This Resolution is hereby adopted and shall be effective as of the date of adoption by the City Council set forth below.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON NOVEMBER 9, 2029 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE ON NOVEMBER 9, 2029.

_____

Jessica Rossman, Mayor

Approved as to form:
Inslee, Best, Doezie & Ryder, PS

_____

Jennifer Robertson, City Attorney
Inslee, Best, Doezie & Ryder, PS

Attest:

_____

Dawn Nations, Acting City Clerk

FILED WITH THE CITY CLERK: XX
PASSED BY THE CITY COUNCIL: XX
RESOLUTION NO. **466**

By Ordinance 2152 of the Metropolitan King County Council, Taxing Districts are required annually to submit the following information regarding their tax levies for the ensuing year as part of a formal resolution of the District's governing body.

THE KING COUNTY ASSESSOR HAS NOTIFIED THE GOVERNING BODY OF

Medina, Washington THAT THE ASSESSED VALUATION OF PROPERTY

LYING WITHIN THE BOUNDARIES OF SAID DISTRICT FOR THE ASSESSMENT YEAR 2027 IS:

		$	**7,851,411,600**
REGULAR (STATUTORY) LEVY (AS APPLICABLE):			
EXPENSE FUND		$	**3,443,945**
- LID LIFT NAME	Voter Approved Levy	$	**1,396,575**
- LID LIFT NAME	11/8/2019	$	
- LID LIFT NAME			
- LID LIFT NAME			
- LTIF			
RESERVE FUND		$	
NON-VOTED G.O. BOND (Limited)		$	
REFUNDS (Noted on worksheet)		$	-
TOTAL REGULAR LEVY		**$**	**4,840,520**
EXCESS (VOTER APPROVED) LEVY:			
(Please list authorized bond levies separately.)			
G.O. BONDS FUND LEVY		$	
G.O. BONDS FUND LEVY		$	
G.O. BONDS FUND LEVY		$	
SPECIAL LEVIES (INDICATE PURPOSE AND DATE OF ELECTION AT WHICH APPROVED, **EXCEPT LID LIFTS**):			
		$	
		$	
TOTAL TAXES REQUESTED:		**$**	**4,840,520**

THE ABOVE IS A TRUE AND COMPLETE LISTING OF LEVIES FOR SAID DISTRICT FOR TAX YEAR 2027 AND THEY ARE WITHIN THE MAXIMUMS ESTABLISHED BY LAW.

(AUTHORIZED SIGNATURE) (DATE)

Preliminary Worksheet 10.29.2026

TAXING DISTRICT **City of Medina** 2026 Levy for 2027 Taxes

A. Highest regular tax which could have been lawfully levied beginning with the 1985 levy (refund levy not included).

Year		Highest Lawful Levy Since 1985		Limit Factor/Max Increase 101%		
2026	5,523,077	x	1.01000	=	5,578,308

B. Current year's assessed value of new construction, improvements, and wind turbines, solar, biomass, and geothermal facilities in original districts before annexation occurred times last year's levy rate (if an error occurred or an error correction was made in the previous year, use the rate that would have been levied had no error occurred).

A.V.		Last Year's Levy Rate				
88,090,707	*	0.58700	÷	1,000	=	51,709

C. Tax Increment finance area increment AV increase (RCW 84.55.010(1)€) (value included in B & D cannot be included in C)

A.V.		Last Year's Levy Rate				
0	*	0.58700	÷	1,000	=	0

D. Current year's state assessed property value less last year's state assessed property value. The remainder is to be multiplied by last year's regular levy rate (or the rate that should have been levied).

Current Year's A.V.		Previous Year's A.V.				
11,174,752	-	11,174,752	=	0		

Remainder from Line D		Last Year's Levy Rate				
0	*	0.58700	÷	1,000	=	0

E. 1st Year Lid Lift & Limit Factor>1%

F. Regular property tax limit: A+B+C+D+E = 5,630,017

Parts G through I are used in calculating the additional levy limit due to annexation.

G. To find the rate to be used in H, take the levy limit as shown in Line F above and divide it by the current assessed value of the district, excluding the annexed area.

Total in Line F		Assessed Value Less Annexed AV				
5,630,017	÷	7,851,411,600	*	1,000	=	0.71707

H. Annexed area's current assessed value including new construction and improvements, times the rate in Line G.

Annexed Area's A.V.		Annexation Rate				
0	*	0.71707	÷	1,000	=	0

I. Regular property tax limit including annexation F+H = 5,630,017

J. **Statutory maximum calculation**

Only enter fire/RFA rate, library rate, & firefighter pension fund rate for cities annexed to a fire/RFA or library or has a firefighter pension fund.

District base levy rate		Fire Rate		Library Rate		Firefighter Pension Fund		Statutory Rate Limit
3.60000	-		-	0.24822	+	0.00000	=	3.35178

Regular Levy AV		Reg Statutory Rate Limit				
7,851,411,600	*	0.43864	÷	1,000	=	**3,443,943** Reg Statutory Amount

Excess Levy AV		Excess Statutory Rate Limit				
7,839,675,120	*	2.91314	÷	1,000	=	**22,838,071** Excess Statutory Amount

26,282,014 Statutory Amount

K. **Highest Lawful Levy For This Tax Year** (Lesser of I and J) = **5,630,017**

L. **New highest lawful levy since 1985** (Lesser of I minus C and J, unless A (before limit factor increase) is greater, then A **5,630,017**

M.	Lesser of J and K	5,630,017
N.	Refunds	0
O.	**Total: M+N** (unless stat max)	**5,630,017**
P.	**Levy Corrections** Year of Error: ____ Did the district cause the error?	
	1. Minus amount over levied (if applicable)	0
	2. Plus amount under levied (if applicable)	0
Q.	**Total Allowable Levy**	**5,630,017**

R. **Tax Base For Regular Levy**

1. Total district taxable value (including state-assessed property, and excluding boats, timber assessed value, and the senior citizen exemption for the regular levy) 7,851,411,600

S. **Tax Base for Excess, Voted Bond Levies and Sr Exempt Lid Lifts**

2. Excess AV		7,839,675,120
3. Plus Timber Assessed Value (TAV)		0
4. Tax base for excess and voted bond levies	(2+3)	7,839,675,120

T. **Increase Information**

1. Levy rate based on allowable levy	0.71707
2. Last year's ACTUAL regular levy	4,741,396
3. Dollar Increase over last year other than New Construction (-) Annexation	836,912
4. Percent Increase over last year other than New Construction (-) Annexation	17.65117%

September 25, 2026

RE: Submission of District Property Tax Levies for 2027 to the County Council

To the Board of Commissioners:

The County Council is required by RCW 84.52.070 to certify annually the amount of property taxes levied in King County. In order to make this certification, we must know the amount of taxes to be levied for each taxing district.

THE DEADLINE FOR SUBMITTING 2027 PROPERTY TAX LEVIES IS
December 1, 2026

In order for your district to receive property taxes in an amount greater than the 2026 certified amount, if permitted by law, we must receive your resolution by December 1, 2026. This applies to basic levies provided for by State law as well as any excess levies approved by a vote of the people. Please remember that the Assessor is required to review levy requests to ensure that they do not exceed the allowable levy.

The state Department of Revenue has notified the County Assessor that the implicit price deflator is greater than one percent (letter attached).

If you cannot finalize your levy request by December 1, please submit an estimate. If your estimate is higher than the allowable levy, the Assessor will reduce the amount requested for your jurisdiction to an amount no greater than the allowable levy. However, if your estimate is less than the allowable levy, the amount requested can only be increased from the amount certified in your ordinance or resolution to the level of the allowable levy with formal written notification from your Board of Commissioners. This written notification must be filed with the Assessor and the Clerk of the Council by December 1, 2026 for inclusion in the certification ordinance.

Forms are enclosed for you to use in submitting your levy request. Please submit copies of the form and any resolution or ordinance that may be required by RCW 84.55.120 or RCW 84.55.0101 to both the King County Council and the King County Assessor's Office at the following email addresses:

Clerk's Office
Metropolitan King County Council
Telephone: 206-477-1020
Clerk.council@kingcounty.gov

Julienne DeGeyter
Accounting Division
King County Department of Assessments
Telephone: 206-492-6717
levyadmin@kingcounty.gov

The King County Council may pass an amendatory certification ordinance in January 2027 in order to allow for technical adjustments in the final levy amounts. However, discretionary increases in your levy may not be made in the amendatory certification ordinance.

If you have any questions, please call the Assessor's Office at 206-263-2330.

Thank you for your cooperation.

Sincerely,

Sarah Perry, Chair
Metropolitan King County Council

c: John Arthur Wilson, Assessor

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9th, 2026

Subject/Topic: 2027 Final Budget and Salary Schedule **Dept. Origin:** Finance/HR **Category:** Public Hearing, Ordinance **Prepared by:** Ryan Wagner – Finance Director **Attachments:** Attachment A – 2027 Budget Ordinance Attachment B – 2027 Proposed Salary Schedule Attachment C – 2027 Proposed Budget Memo Attachment D – 2027 Proposed Budget Workbook	**Proposed Council Action/Motion:** ☐Information Only ☐Receive and File ☐Discuss ☐Provide Direction ☒**Public Hearing** ☒**Adopt/Approve** ☐Other:

Introduction by the City Manager

This is the second of three budget-related public hearings on the agenda for the November 9th, 2026 City Council meeting with each building upon the preceding item. Having now approved the 2027 property tax levy, the revenue assumptions for the 2027 proposed budget are validated and the 2027 budget is ready for adoption. Changes to the 2027 proposed budget as presented would require adjustments to the 2026 budget amendment assumptions, which is the next public hearing. Approval of the 2026 budget amendments is scheduled for the December 14, 2026 City Council meeting after conducting tonight's public hearing on that matter.

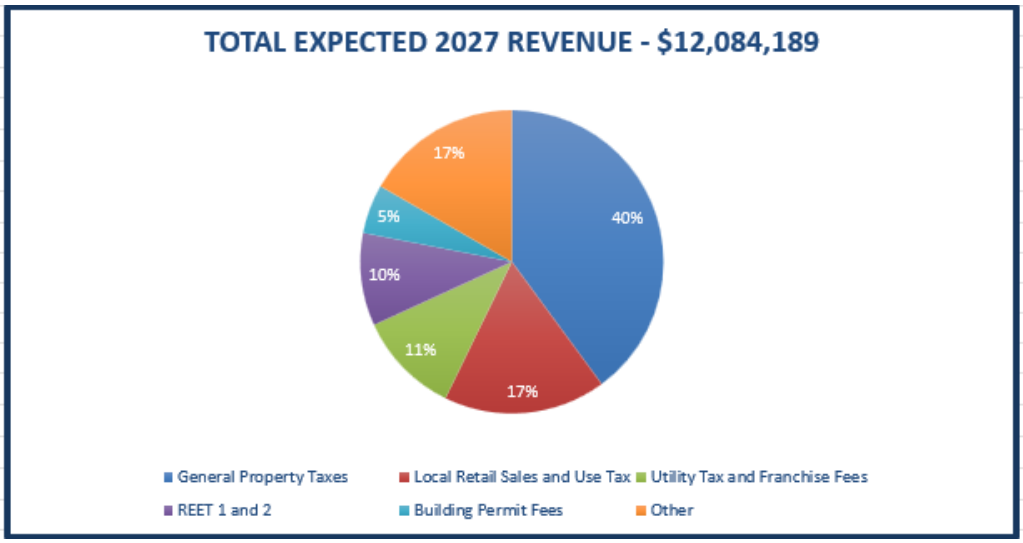
Summary

July 13, 2026 Regular Meeting: Public Hearing to consider the 2027-2032 Six Year Capital Improvement and Transportation Plan (CIP/TIB/Non-TIB).
September 14, 2026 Regular Meeting: The City Council held its first public hearing on the 2027 Budget.
October 12, 2026 Regular Meeting: The City Council held its second public hearing on the 2027 Budget.
October 14, 2026 Open House: Council and staff were available to interact and answer any questions the community had on the 2027 budget, and long term fiscal sustainability of the General Fund.
November 9, 2026 Regular Meeting: The City Council holds its third public hearing on the 2026 Budget, with the goal of adoption.

Budget, At a Glance

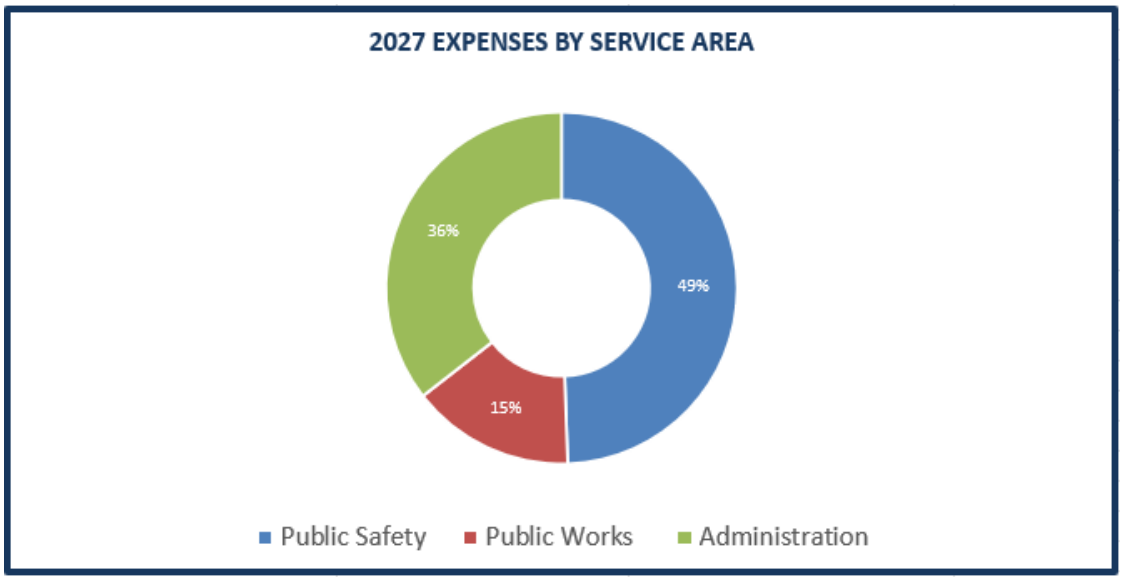
- Total Budget: $12.12 Million
- General & Street Fund: $9.18M (76%)
- Development Services Fund: $928K (7%)
- Capital & Tree Funds: $1.70M (14%)
- Equipment Replacement Fund: $307K (3%)

Where the Money Comes From (Revenues), and Goes (Expenditures)



Highlights for 2027

- Balanced budget is presented even as costs increase.
- Police Department: Added additional Officer, offset by increase in Sales Tax and Grant Funding
- Contracted Fire and Emergency Services: A 13.22% increase over 2026, driven by a growing budget from Bellevue Fire, an increase in service calls, and increased total assessed values of Medina real estate.
- Capital Projects: $1.57M for road, sidewalk, stormwater, and park improvements.
- Development Services: Revenues projected to remain neutral relative to 2026; long-term sustainability planning underway with an increased transfer from the General fund to maintain service levels for 2027.



Council Priorities

This proposal furthers Council Priorities 1 - 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: 2027 Budget Impacts as presented.

Recommendation: To approve the 2027 Budget Ordinance and the 2027 Salary Schedule.

City Manager Approval:

Proposed Council Motion: "I move to approve Ordinance 1063, adopting the 2027 Annual Budget and Salary Schedule."

ORDINANCE NO. 1063

CITY OF MEDINA, WASHINGTON

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDINA WASHINTON ADOPTING A BUDGET FOR THE YEAR 2027, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND EXPENDITURES FOR EACH SEPARATE FUND AND THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED AND ADOPTING THE 2027 SALARY SCHEDULE

WHEREAS, State law requires the City to adopt a budget and provides procedures for the filing of a budget, deliberations, public hearings, and final fixing of the budget, and

WHEREAS, a preliminary proposed budget for 2027 has been prepared and filed with the City Clerk, and

WHEREAS, the City of Medina City Council held public hearings on September 14, 2026 and October 12, 2026 to gather input as part of the 2027 budget process, and another public hearing on November 9, 2026 for the 2027 Property Tax Levy and the 2027 proposed budget, and deliberated and considered the preliminary proposed budget, and

WHEREAS, the preliminary proposed final budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Medina for the purposes and estimated expenditures set forth necessary to carry on the services and needs of the City of Medina for the calendar year 2027.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1. In accordance with the provisions of R.C.W. 35A.33.075, the budget of the City of Medina, WA, for the year 2027, is approved on the 9th day of November after the notice of hearings and after the preliminary budget having been filed with the City Clerk as required by law.

SECTION 2. Estimated resources for each separate fund of the City of Medina, and aggregate expenditures for all such funds for the year 2027 are set forth in a summary form below and are hereby appropriated for expenditure at the fund level during the year 2027 as set forth in the 2027 Budget.

	General Fund	Street Fund	Tree Fund	Dev Services Fund	Contingency Fund	Capital Fund	Levy Stabilization Fund	Equip. Replacement Fund	Total All Funds
Beginning Fund Balance	$ 6,288,118.75	$ 356,271.89	$ 27,046.27	$ 484,058.80	$ 1,750,000.00	$ 9,150,766.35	$ 2,685,000.00	$ -	$ 20,741,262.06
									$ -
Revenues	$ 9,585,581.62	$ 118,607.00	$ 3,075.00	$ 885,000.00	$ -	$ 1,495,000.00	$ -		$ 12,087,263.62
Transfers In	$ -	$ 570,000.00		$ 40,000.00				$ 307,109.00	$ 917,109.00
Total Resources	**$ 9,585,581.62**	**$ 688,607.00**	**$ 3,075.00**	**$ 925,000.00**	**$ -**	**$ 1,495,000.00**	**$ -**	**$ 307,109.00**	**$ 13,004,372.62**
									$ -
Expenditures	$ 8,661,813.97	$ 686,888.39	$ 30,000.00	$ 928,413.46	$ -	$ 1,570,000.00	$ -	$ 307,109.00	$ 12,184,224.82
Transfers Out	$ 923,109.00	$ -				$ 100,000.00		$ -	$ 1,023,109.00
									$ -
Total Uses	**$ 9,584,922.97**	**$ 686,888.39**	**$ 30,000.00**	**$ 928,413.46**	**$ -**	**$ 1,670,000.00**	**$ -**	**$ 307,109.00**	**$ 13,207,333.82**
									$ -
Ending Fund Balances	**$ 6,288,777.40**	**$ 357,990.50**	**$ 121.27**	**$ 480,645.34**	**$ 1,750,000.00**	**$ 8,975,766.35**	**$ 2,685,000.00**	**$ -**	**$ 20,538,300.85**

SECTION 3. The 2027 Salary Schedule for authorized positions is attached as **Attachment A** and hereby adopted.

SECTION 4. The City Clerk is directed to transmit a certified copy of the budget hereby adopted by reference to the Office of the Auditor of the State of Washington, Division of Municipal Corporation, and the Association of Washington Cities.

Section 5. Corrections**.** The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 6. Severability**.** If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE ON AND AFTER THE 1ST DAY OF JANUARY 2027.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 9 DAY OF NOVEMBER 2026 BY A VOTE OF X FOR, X AGAINST, AND X ABSTAINING, AND IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE XX DAY OF XX 20XX.

Jessica Rossman, Mayor

Approved as to form:

Jennifer Robertson, City Attorney
Inslee, Best, Doezie & Ryder, PS

Attest:

Dawn Nations, Acting City Clerk

PUBLISHED:
EFFECTIVE DATE: 01/01/2027
ORDINANCE NO.: 1063

SUMMARY OF ORDINANCE NO. 1063
of the City of Medina, Washington

On November 9, 2026 the City Council of the City of Medina, Washington, approved Ordinance No. 1063, the main points of which are summarized by its title as follows:

AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF MEDINA, WASHINGTON, FOR THE YEAR 2027, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND EXPENDITURES FOR EACH SEPARATE FUND AND THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED AND ADOPTING THE 2027 SALARY SCHEDULE.

The full text of this ordinance will be mailed upon request.

APPROVED by the City Council at their regular meeting of November 9, 2026,

_____
Dawn Nations, Acting City Clerk

City of Medina
Ordinance Number --1047
Attachment A

2027 Salary Schedule
The 2027 salary ranges for full time city employees shall be as follows **(see notes in blue)**:

Exempt Unrepresented Employees:

COLA increase = CPI-W, 3.8%	FTE	Minimum	Midpoint	Maximum
Building Official	1	$9,731	$10,950	$12,166
Planning Manager	0	$9,447	$10,631	$11,811
Public Works Director	1	$10,887	$12,246	$14,969
Development Services Director	1	$10,887	$12,246	$14,969
Finance/HR Director	1	$10,887	$12,246	$13,608
City Clerk	1	$10,887	$12,246	$13,608
Police Chief	1	$13,411	$15,087	$16,760
City Manager	1	$13,741	$15,457	$19,810

Non Exempt Unrepresented Employees:

COLA increase = CPI-W, 3.8%, Captain at 3.8% per Guild	FTE	Minimum	Midpoint	Maximum
Assistant Finance Director *	1	$7,226	$8,671	$10,154
Police Captain	1	$11,436	$12,863	$14,292

* = *position currently filled with part-time employee with salary pro-rated at 0.7 FTE*

Collective Bargaining Agreement between City of Medina and City of Medina Patrol Officers:

Police Guild Contract 3.8% Officer, 6.3% Sergeant COLA Increase	FTE	Step A	Step B	Step C	Step D
Patrol Officer A		$8,602	$9,108	$9,613	$10,122
Patrol Officer B	1	$8,706	$9,212	$9,715	$10,225
Patrol Officer C	1	$8,907	$9,413	$9,920	$10,425
Patrol Officer D	5	$9,108	$9,613	$10,123	$10,628
Police Sergeant A	2	$10,380	$10,945	$11,524	$12,114
Police Sergeant B		$10,586	$11,151	$11,730	$12,322

Public, Professional and Office-Clerical Employees Union, Local 763
(Representing Public Works Employees):

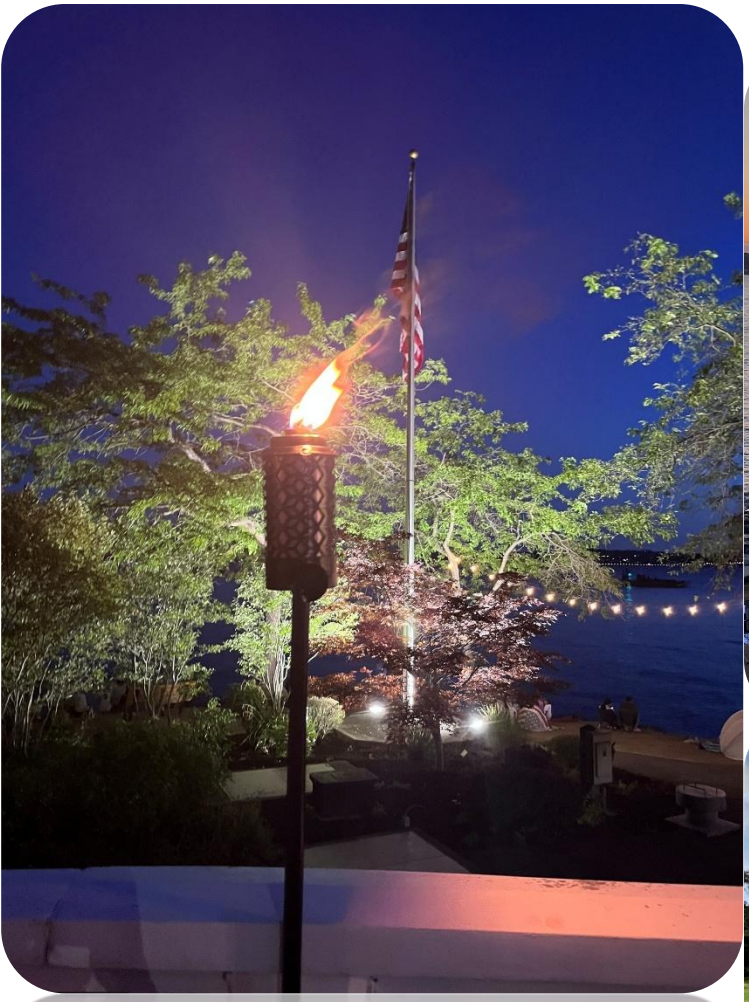
Teamsters Guild Contract 3.8% COLA Increase	FTE	Step A	Step B	Step C	Step D
Maintenance Worker	3	$6,857	$7,147	$7,551	$7,966
Maintenance Supervisor	1	$8,343	$8,806	$9,278	$9,773

Public, Professional and Office-Clerical Employees Union, Local 763
(Representing Office-Clerical Employees):

Teamsters Guild Contract 3.8% COLA Increase	FTE	Step A	Step B	Step C	Step D
Admin. Assistant-Deputy Clerk	1	$6,857	$7,147	$7,551	$7,966
Information Systems Coordinator	1	$6,857	$7,147	$7,551	$7,966
Police Administrative Specialist	0	$6,857	$7,147	$7,551	$7,966
Development Services Coordinator	1	$6,997	$7,207	$7,589	$7,988
Deputy Building Official	0	$7,437	$8,428	$9,420	$10,409
Police Office Manager	1	$8,343	$8,806	$9,278	$9,773

City of Medina, WA

Budget in Brief, 2027



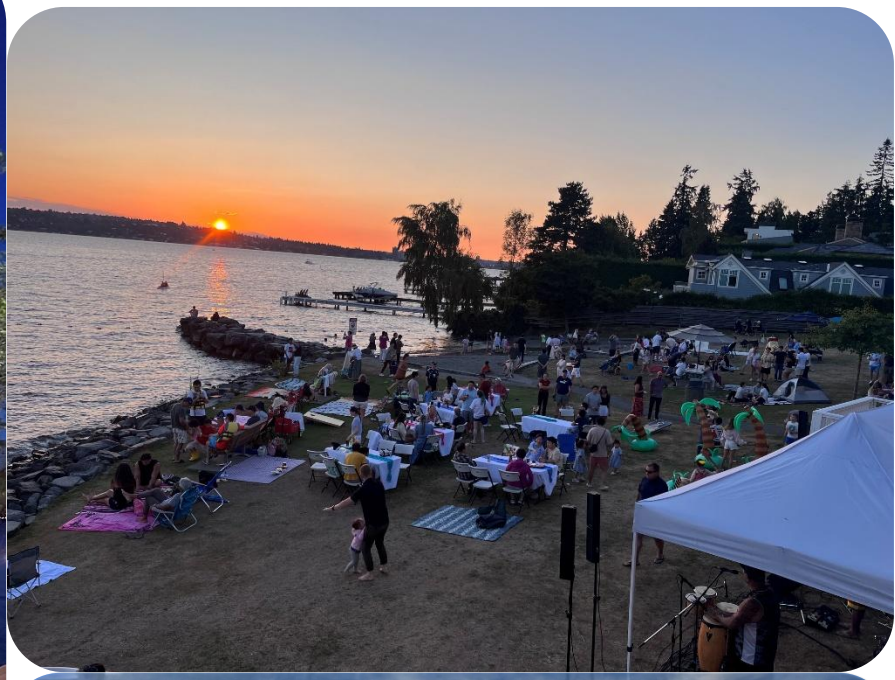




Table of Contents

1) Strategic Goals and Priorities (Page 3)
2) Letter From the City Manager (Page 3-5)
3) Budget Overview (Page 5-8)
4) Organization Chart (Page 9)
5) Key Assumptions and Drivers (Page 9-11)
6) Long Term Forecast (Page 12)
7) Debt Policy (Page 12-13)
8) Revenue Account Policies (Page 13-14)
9) Levy Stabilization Fund (Page 14-15)
10) Budget By Fund (Page 16-17)
11) General Fund – Key Departments (Page 18-23)
12) Development Services Fund (Page 23-25)
13) Learn More (Page 25)
14) Budget Calendar (Page 26-27)



City of Medina Strategic Goals and Priorities

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.

CITY COUNCIL PRIORITIES

- Financial Sustainability & Accountability
- Quality Infrastructure
- Efficient & Effective City Government
- Public Safety & Health
- Neighborhood Character & Community Building

Message from the City Manager

Dear Medina neighbors and members of the City Council,

I am pleased to present the 2027 Proposed Budget. It builds on our work in 2026 and reflects our shared commitment to fiscal responsibility, transparency, and service to this community.

This budget is balanced, even as we face rising costs from inflation and economic uncertainty, along with the limits of Washington's 1% property tax cap.

Keeping our promises. In 2019, Medina voters approved a levy-lid lift (an increase above the 1% property tax limit) to sustain essential services, maintain prudent reserves, and invest in infrastructure. It was designed to carry us through 2029. Thanks to the Council's leadership and careful financial management – and based on current forecasts – we now expect it to last through 2034. Thank you for your continued trust and support.

What we've accomplished this year. Following the directions set in the 2026 budget, we:

- Years of resident feedback led us to begin a land use planning project in 2026 to address how new development affects Medina's quality of life, including the look, feel, and character of our neighborhoods. We engaged with the community and other stakeholders extensively while we considered options. We completed Phase 1 within the time frame committed by the Council.
- Stepped up sidewalk right-of-way maintenance and code enforcement to keep vegetation from crowding sidewalks and blocking sight lines on our roads
- Worked with State Departments of Ecology and Fish and Wildlife and the US Army Corps of Engineers on planning efforts and project work to rehabilitate the ponds in Medina Park, including removing sediment, improving drainage, installing a device to discourage beavers from building dams to reduce impacts to nearby properties, and planting trees to improve shading around the ponds and keep the ponds viable for wildlife.
- Completed the State-mandated update to our Critical Areas Ordinances
- Completed an inventory of trees on City-owned property
- Worked with WSDOT on improving maintenance levels on the SR520 Evergreen Point lid in the near term and planning for sustainable, longer term solutions
- Organized this year's Medina Days celebration to ensure this beloved tradition continued, building on years of dedicated work by volunteers
- Approved a 0.1% sales tax increase the State Legislature authorized (HB 2015) to fund public safety. That decision helped us win a grant for an additional police officer and patrol vehicle.
- Successfully completed contract negotiations with our Police Department

Looking ahead at 2027

Land use. Building on the lessons learned in Phase I, the 2027 budget funds Phase 2 of our review of land use regulations, as we continue to address how new development affects Medina's quality of life, including the look, feel, and character of our streets and neighborhoods. We will undertake a deeper review of our zoning code and development regulations, which we expect to finish in 2028.

Supporting public safety. In addition to the police officer added in 2026, the 2027 budget also proposes take-home patrol vehicles – a benefit nearby agencies already offer – which will help us recruit and keep outstanding officers. The addition of the police officer brings us to full staffing, and is expected to reduce officer overtime.

Other priorities in the 2027 budget:

- Long-range planning projects required by the State or prioritized by the Council
- Full funding for the Equipment Replacement Fund, so we can plan for the life cycle of police vehicles and public works equipment in our financial forecasts
- Increase engagement with our state and local representatives to help them understand challenges facing small cities
- Continue working with WSDOT and our neighboring communities to resolve maintenance and other concerns with the SR520 Lids
- Upgrades to information technology and public outreach
- Reserves to address potential additional unfunded State mandates such as further Legislative changes to the Growth Management Act
- Additional land use planning efforts to further prior work addressing affordable housing needs
- Finalize discussions regarding regulating noise, including finishing prior work to develop gas-powered leaf blower regulations
- Planned investments to better keep you informed and connected

We welcome your thoughts as we work together on the budget. This is your City, and we hope you will share your input and stay engaged.

Jeff Swanson

City Manager

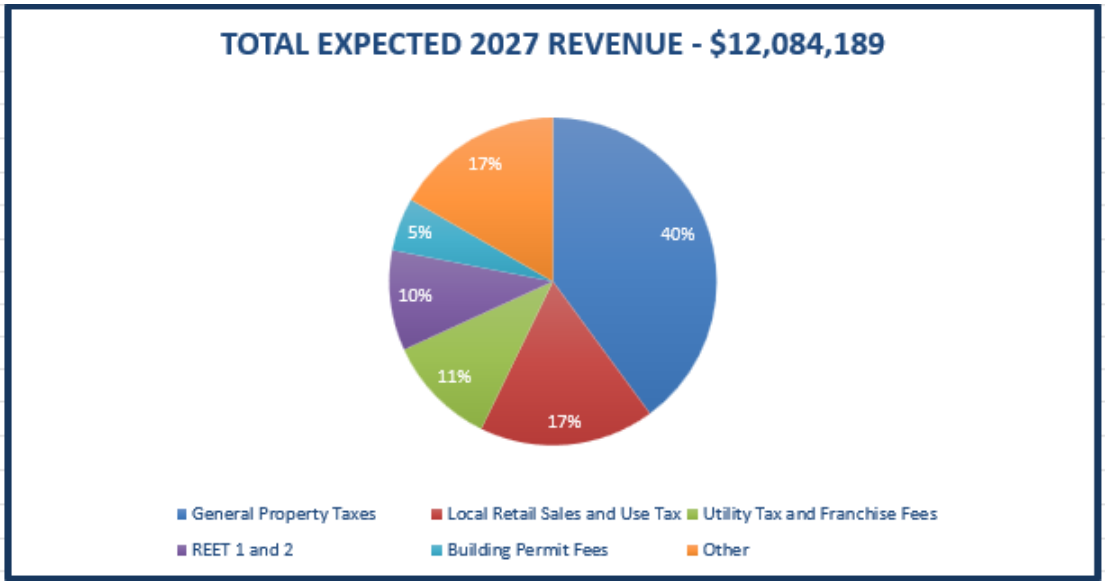
Budget, At a Glance

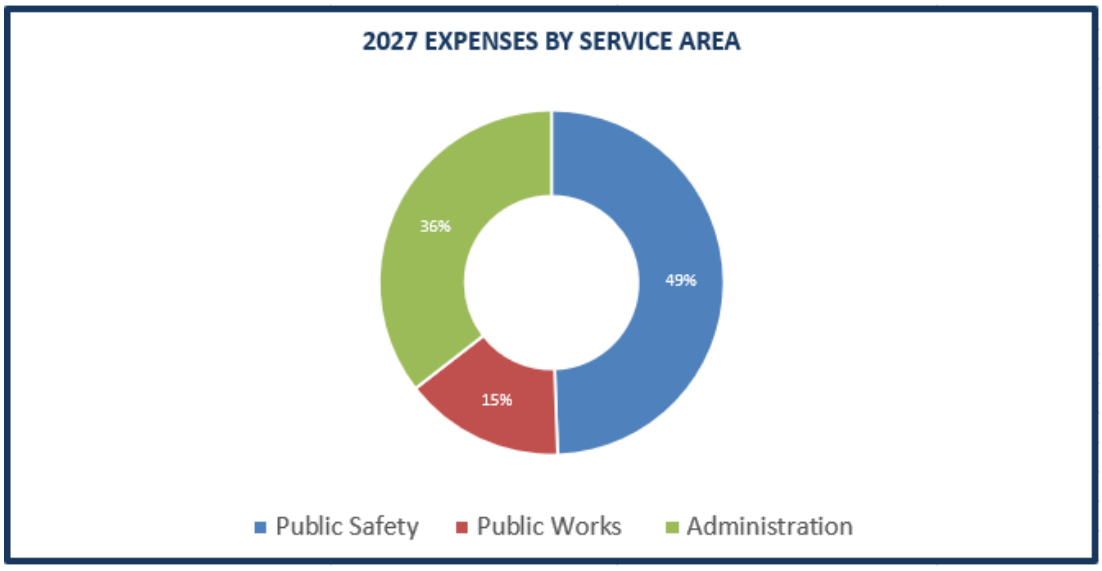
Total Budget:	$12.12 Million
General & Street Fund:	$9.18M (76%)
Development Services Fund:	$928K (7%)
Capital & Tree Funds:	$1.70M (14%)
Equipment Replacement Fund:	$307K (3%)

Highlights for 2027

- **Balanced budget** presented even as costs increase.
- **Police Department: Added additional Officer, offset by increase in Sales Tax and Grant Funding. Includes a ___% increase in salaries and benefits resulting from the renegotiated contract.**
- **Contracted Fire and Emergency Services: A 13.22% increase over 2026, driven by a growing budget from Bellevue Fire, an increase in service calls, and increased total assessed values of Medina real estate.**
- **Capital Projects: $1.57M for road, sidewalk, stormwater, and park improvements.**
- **Development Services: Revenues projected to remain neutral relative to 2026; long-term sustainability planning underway with an increased transfer from the General fund to maintain service levels for 2027.**

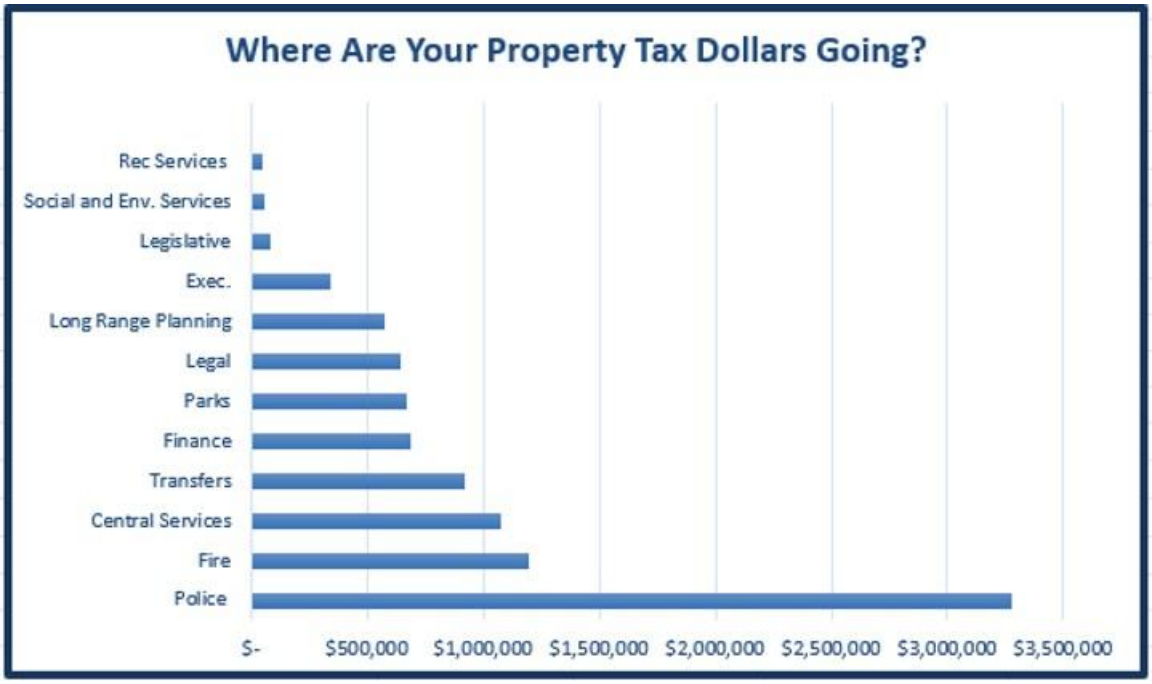
Where the Money Comes From (Revenues), and Goes (Expenditures)





What This Means for You

- Property taxes fund 40% of city services, and levy limits constrain revenue growth.
- City continues to prioritize public safety, financial health, and essential services.
- Long-term planning remains central to maintaining Medina's service levels.



About Fund Transfers...

In fund accounting, transferring money between funds is an internal reallocation of resources — it does not create new revenue or expenses, but ensures each fund has the cash or assets it needs to fulfill its designated purpose.

Fund accounting is necessary for City staff to correctly allocate restricted revenue sources and comply with SAO (State Auditor's Office) regulations governing municipal finance.

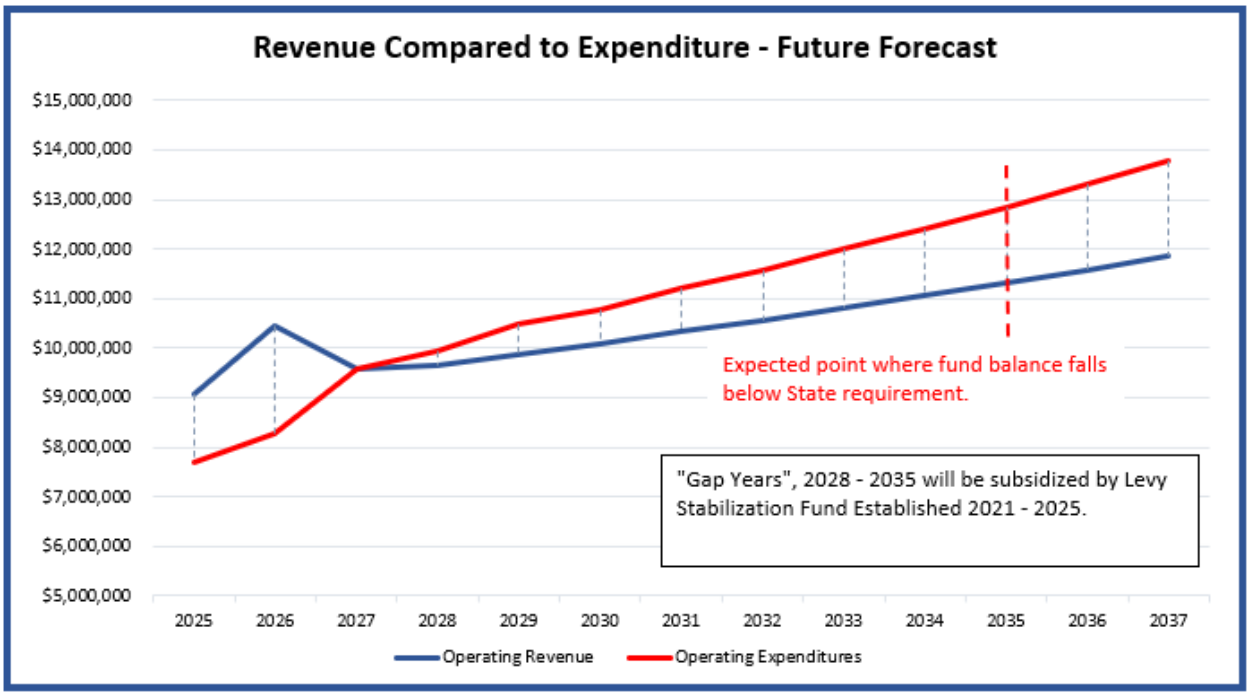
Fund accounting provides the City Council and community greater transparency into cost of services and helps inform policy decisions.

List of Transfers:

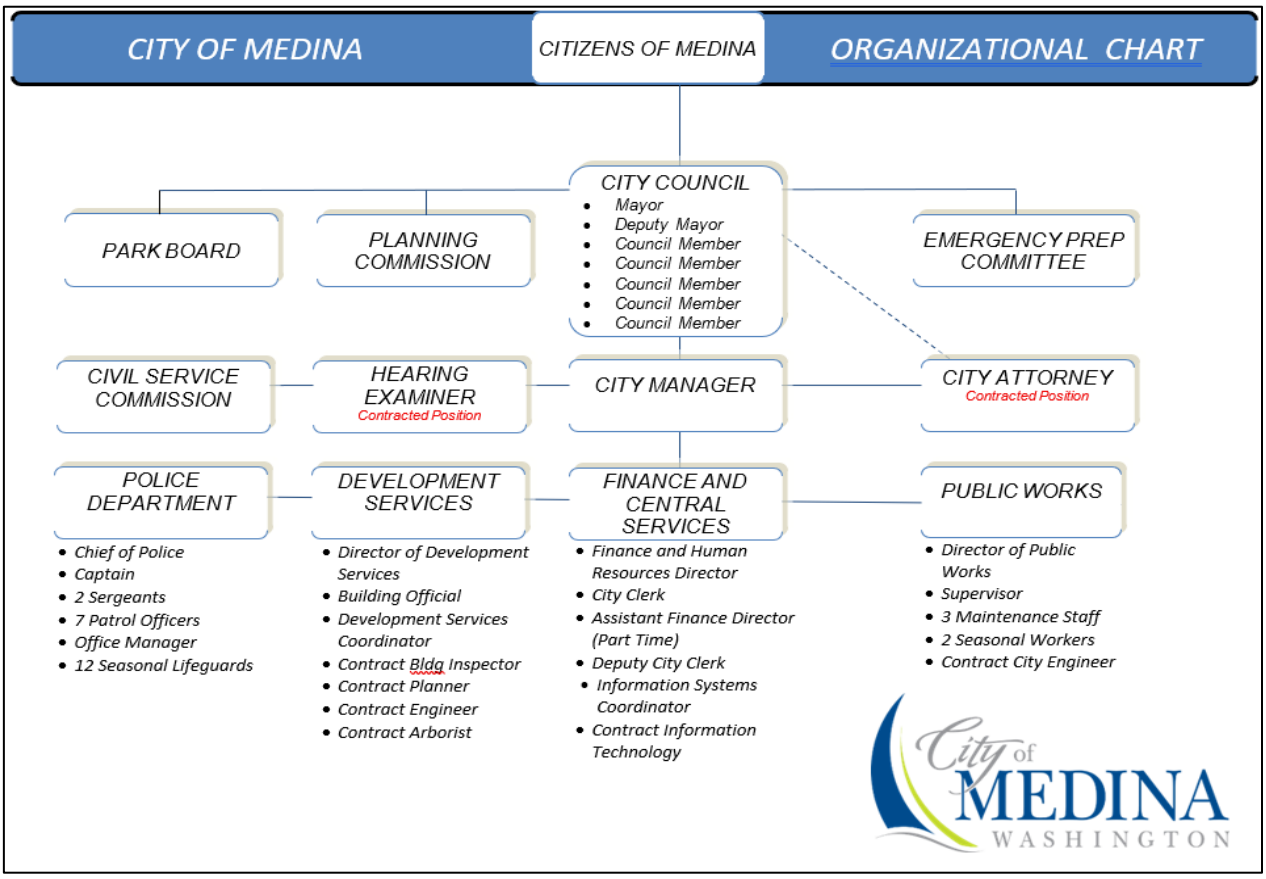
General Fund to Street Fund	$470,000
General Fund to Equipment Replacement Fund	$542,109
General Fund to DS Fund	$40,000
Capital Fund to Street Fund	$100,000

Looking Ahead

- **Levy Lid Lift (2019):** Continues to sustain services, with stabilization fund projected to last until 2034.
- **Revenue Constraints: Washington's 1% property tax levy cap limits future revenue growth.**
- **Forecast: Expenditures projected to surpass revenues beginning in 2028, requiring use of stabilization funds.**

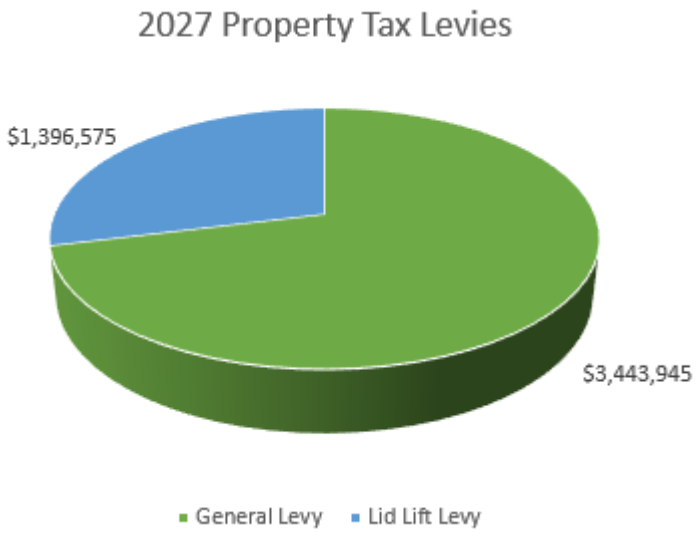


Organization Chart

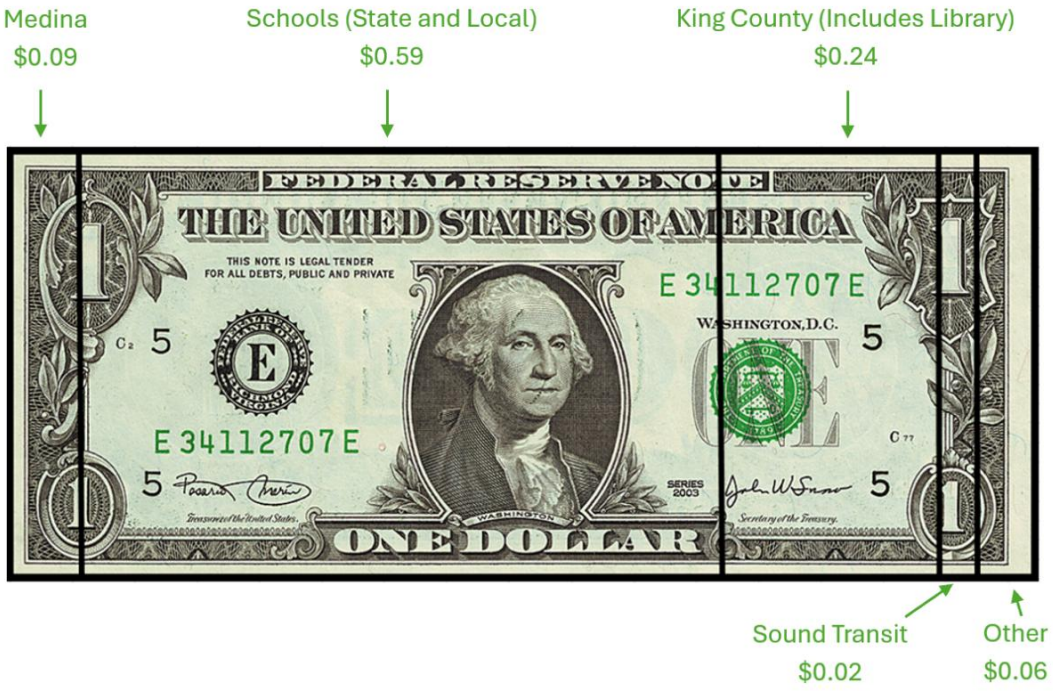


Principal Revenue Assumptions

The City's **Property Tax** Levy for 2027 is proposed at $4,840,520, which includes the allowable statutory increase of 1.0% plus an adjustment for the value of new construction and refunds. 2026 Assessed values for 2027 taxes are $7.85 Billion. The City has authority from the 2019 voter-approved Levy Lift to increase properties taxes by an additional $785,000. The City Council has not authorized the use of this "banked tax capacity" for 2027. The City may evaluate using this banked capacity for 2028. To learn more about property taxes in Washington State, please follow this link: [MRSC - WA State Property Tax]

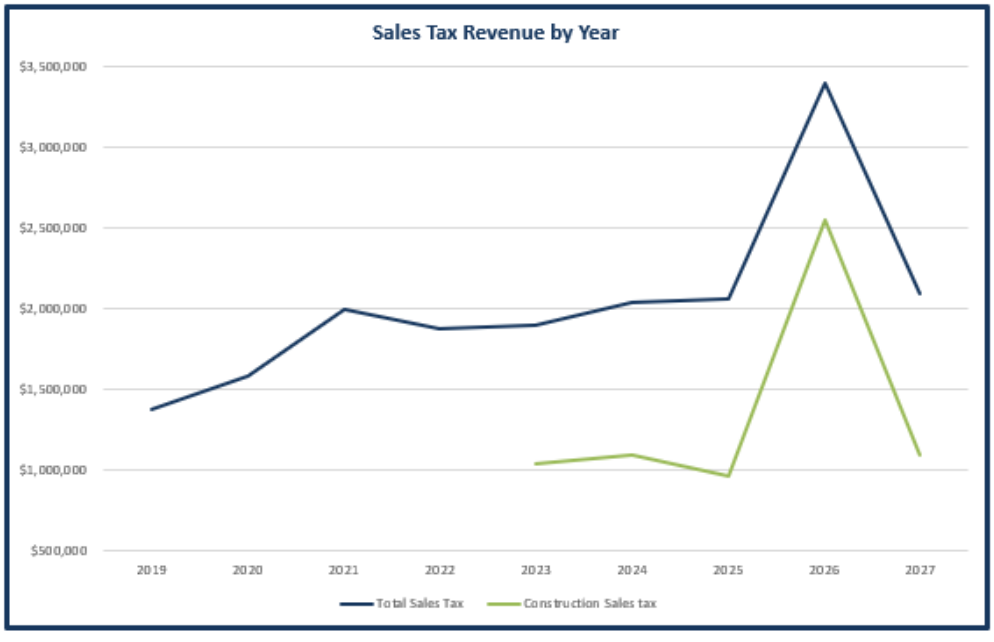


For every $1 of property tax collected from a Medina taxpayer the City receives $0.09.



With conservative revenue projections in 2026, the following two revenue sources see a large increase to more accurately reflect expectations:

- **Sales tax** increase of 3.81% (expected increase due to HB2015 sales tax increase passed in 2026). A year-over-year comparison of the annual sales tax data indicates that all revenue is gradually increasing year after year. The chart below illustrates the year-over-year trend for sales tax in Medina. 2026 is noted as an outlier, due to a one-time payment from work that was done on the 520-construction project in the mid-2010s. Construction, Retail Trade and Landscaping are the main sources of sales tax. To learn more about sales and use tax in Washington State, please follow the link: [MRSC - WA State Sales Tax]



- **Utilities Excise Tax** revenues in the proposed 2027 budget are based on all City water, sewer, gas/electricity, garbage, Cable, and Telephone Services. The city imposes a 6% tax on the revenues of all the services above, with an additional 4% Franchise Fee on Water, Sewer, and Cable. The 2027 budget is forecasted based on the continuation of the tax. Total public utility tax forecasted for 2027 is $1,329,510 which is a 9.16% increase from 2026. This tax revenue is intended to support all the general services of the city. To learn more about utility tax in Washington State, please follow the link: MRSC - WA State Utility Tax
- **Interest Earnings** projected 79.31% growth. Investment balance with an annual growth rate of 3% in 2027.

Expenditure Drivers

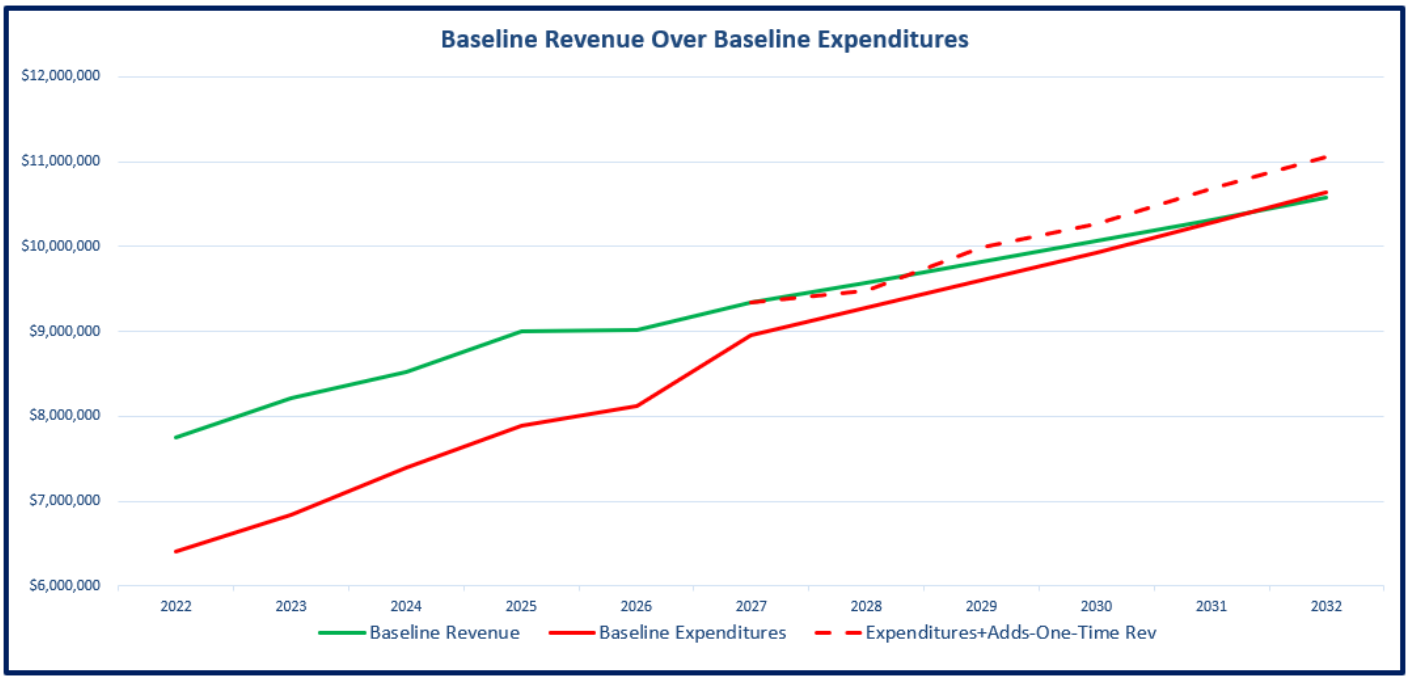
- COLA increase of 3.8% for Clerical Staff, Exempt Employees the Police Department and Public Works.
- Health benefits through AWC increase of 11.4%.
- Fire/EMS contract increase of 13.22%.
- Planning Department increase of 103%, due to increased staff allocation (moved from the Development Services Fund), and one-time increases for compliance related projects and Development Impacts Phase 2.
- City Attorney budget increase of 9.59%.

Long-Term Financial Forecast

The levy stabilization fund is projected to sustain balance through 2034, with expenditures exceeding revenues beginning in 2028.

Long Term Projected Revenue and Expenditures

	2026	2027	2028	2029	2030	2031	2032	2033
Operating Revenue	$ 10,458,694	$ 9,585,582	$ 9,658,722	$ 9,854,565	$ 10,076,304	$ 10,304,086	$ 10,528,063	$ 10,773,390
Operating Expenditures	$ 9,276,891	$ 9,584,923	$ 9,935,848	$ 10,331,059	$ 10,614,454	$ 11,046,505	$ 11,433,133	$ 11,833,292



Debt and Reserves

Debt Policy

The City will maintain adequate debt capacity for priority projects.

The City's Debt Management Policy objectives are to minimize the need for debt through maintaining strong revenues which reasonably meet or exceed expenditures.

Debt may be utilized to address short-term cash flow needs and/or to finance significant capital or other obligations. Debt will not be used to fund long-term revenue shortages. City Council approval is required to approve the issuance of debt.

Current Operations will not be financed with long-term debt. In the event a need for long term debt arises, the term of the debt will not exceed the life of the projects financed.

When evaluating the use of non-voted Councilmanic Debt and the associated debt service obligations, an analysis shall be performed to determine the City's ability to make debt service payments, considering revenue fluctuations associated with periodic economic cycles. Debt may be considered where the Director of Finance can demonstrate that there is sufficient projected discretionary revenue to service the debt without disrupting the City's existing service delivery or programs.

Voted and non-voted Councilmanic Debt will be used prudently in a manner to avoid an adverse impact on the City's credit rating and ability to issue subsequent or additional debt.

Upon the issuance of any debt, the Director of Finance will establish the appropriate procedures to ensure compliance with bond/debt covenants and applicable federal, state and local laws, policies, and regulations.

In the event the use of debt is required, the city will raise capital at the lowest cost, consistent with the need to borrow. This will be accomplished by keeping a high credit rating and maintaining a good reputation in the credit markets by managing the annual budget responsibly.

Reserve Account Policies

The City maintains Reserve Accounts for a Levy Stabilization Fund Account, a Contingency Fund Account, a Capital Projects Fund Account, and an Equipment Replacement Account. The priority or sequence for allocating reserves to these accounts is:

1. The Levy Stabilization Fund account, up to the annual targeted amount identified in the Levy.
2. The Contingency Fund account, up to 25% of the annual general fund budgeted expenditures. (Currently at 20% of 2027 Budget)
3. Any remaining reserves allocated to the Capital Projects Fund, the Equipment Replacement Account and/or the Levy Stabilization Fund as recommended by the City Manager and/or Finance Director.

Levy Stabilization Fund. On the November 2019 ballot, Medina voters approved a 6-year increase to their City property tax levy, starting in 2020, in order to maintain then-existing levels of service for the following 10 years. A promise was made to the voters that these additional funds would be managed in such a way as to keep those service levels in place for at least 10 years. The purpose of the Levy Stabilization Fund is to hold excess amounts resulting from the levy increase during 2020-2025 and to draw from the Levy Stabilization Fund to cover General Fund and Street Operations funding gaps during 2026 to 2029 (or longer, if feasible).

End of Year 2026 Balance: $2,685,000

Contingency Fund. The Contingency Fund may be used for the following:

- To sustain City services in the event of a catastrophic event such as a natural/manmade disaster (e.g. earthquake, windstorm, flood, terrorist attack) or a significant downturn in the economy.

- To address temporary, short-term (less than one year) economic downturns and temporary gaps in cash flow. Conditions, such as expense reductions and/or restrictions may be imposed.
- Amounts held in the Contingency Fund in excess of its limit (25% of the annual general fund budgeted expenditures) may be used to fund the Capital Improvement Plan.
- To pay down debts expeditiously when financially advisable, consistent with expert recommendations and with consideration of the City's overall financial status.

End of Year 2026 Balance: $1,750,000

All expenditures transferred into and out of the Continency Fund, must be authorized by the City Council.

Property Tax Levy Lid Lift

In 2019, the City of Medina faced challenging financial circumstances. The accumulated effects of Washington Initiative 747 limiting the Councilmanic annual property tax levy increase to 1% and years of costs increasing at a much higher rate than revenues effectively imposed a structural deficit on the City. Prior to 2019 maintaining levels of service in the city were made possible through cost-saving measures, identifying and implementing additional revenue sources available through statute, and use of reserves. However, the limits of these strategies had been reached, and more significant changes were necessary to sustainably balance the City's budget, which meant reducing levels of service.

In the 2019 November general election, the Medina City Council asked the voters to support a six-year levy lid lift calibrated to sustain the City's then current service levels for a period of at least ten years. This would be accomplished by accumulating reserves during the lift period and spending the reserves down to balance the budget between 2026 and 2030. The city promised voters:

- The same level of services as existed in 2019 would be maintained
- Restored measures of financial health
    - Begin each budget cycle with the full General Fund balance to cover first quarter expenses
    - Engage a City Finance Committee comprised of Councilmembers to provide increased oversight
    - Forecast and financial plan on a ten-year basis
    - Rebuild Contingency Fund
    - Develop community-friendly financial statements

- Make the six-year levy lid lift (from 2020-2025) last until at least 2030

The first year of the levy (2020) sustained services at prior levels. During the following five years of the six-year lid lift (2021-25) the City transferred amounts to a *Levy Stabilization Fund* to build a *minimum* operating reserve of $2M. The stabilization fund is forecasted to sustain service levels for at least an additional four years (2026-2030).

Specifics About the Levy

The levy's structure was designed to have an initial increase of no more than $0.20 per $1000 assessed value (example $2M AV home = additional $400/year). In 2020 this gave the City an additional 12% revenue towards General Fund and Street Operations, $941,572. For the following five years (2021-2025) the City was able to increase this amount by 5% (see table of projections below). From 2026 onwards, the previous year's levy total becomes the City's new baseline for property taxes, which is limited to annual Councilmanic increases of no more than 1%.

How Much Extra Funds is the Levy Lid Lift Creating Each Year?
Projected Revenues, 2020-2029

	Amount of Increase	Total	
2020	$ 941,572	$ 941,572	Initial "bump"
2021	$ 47,079	$ 988,651	
2022	$ 49,433	$ 1,038,083	
2023	$ 51,904	$ 1,089,987	+5% each year
2024	$ 54,499	$ 1,144,487	
2025	$ 57,224	$ 1,201,711	
2026	$ 12,017	$ 1,213,728	
2027	$ 12,137	$ 1,225,865	+1% each year
2028	$ 12,259	$ 1,238,124	
2029	$ 12,381	$ 1,250,505	
		$ 11,332,713	10-year total

More information on the City of Medina's Financial Reporting

Medina is a **cash basis** entity. Expenses and revenues are recorded as they are paid or deposited. There is no balance sheet, meaning no reporting of assets and liabilities. The City owns buildings, land, and equipment; however, those do not appear in City financial reports as one would find in private sector financial reporting. Financial reporting functions similar to a checkbook register: starting balance, money in, money out, and remaining balance.

Medina uses **fund accounting**. Fund accounting is like running a separate entity for each activity or program of the City. A Fund is a set of accounts used to manage resources segregated for specific purposes due to regulations, restrictions, or limitations. The number and type of funds depend upon the number and types of activities of the City.

Budget By Fund - Government Fund Types

Code 001 General Fund

This fund is used to account for all financial resources except those required to be accounted for in another fund. The City identifies the General Fund as 001. Most of this fund's revenue is made up of general property, sales, and utility taxes. These revenues are used to support several key services for the City such as: City Administration, City Council, General Legal Services, Financial Services, City Building Maintenance, Parks, Police Services, Code Enforcement, and Medina's seasonal lifeguards.

Code 100 General Capital Project Funds

These funds are supported by the general fund and are supplemented by other revenues, such as grants and impact fees. They are used to account for capital projects the city undergoes in these service areas. The Street and Tree Funds fall under this category.

Code 300 Capital Projects Funds

Used to account for the acquisition or construction of major capital assets.

Code 400 Enterprise Funds

These funds are used to account for proprietary type activities for which the City charges a fee to operate the service. It may be used to report any activity for which a fee is charged to external users for goods or services. Enterprise funds are required for any activity whose principal revenue sources meet any of the following criteria: Debt backed solely by a pledge of the net revenues from fees and charges. Legal requirement to recover costs. Policy decision to recover costs. It is necessary to use an enterprise fund if the government's policy is to establish activity fees or charges designed to recover the cost, including capital costs (such as depreciation or debt service). For Medina, the Development Services Department falls under this fund type.

DESCRIPTION	2022 Year-end Actuals	2023 Year-end Actuals	2024 Year-end Actuals	2025 Year-end Actuals	2026 Year-end Estimates	2027 Prelim. Budget	General Fund Year End Carrgover Balances
GENERAL FUND							2027
BEGINNING FUND BALANCE	$ 4,251,680	$ 3,909,675	$ 4,299,448	$ 3,641,979	$ 4,546,117	$ 6,288,119	Fund Balance
REVENUES	7,890,020	8,352,385	8,787,239	9,199,205	10,458,694	9,585,582	Excess/(Shortfall)
OPERATING TRANSFERS-IN							$3,892,547
EXPENDITURES	6,019,717	6,484,612	7,084,708	7,563,562	8,161,692	8,661,814	
OPERATING TRANSFERS-OUT	1,916,463	1,478,000	2,360,000	731,504	555,000	923,109	25% Policy Minimum
Year end carryover balance	$ 4,205,519	$ 4,299,448	$ 3,641,979	$ 4,546,117	$ 6,288,119	$ 6,288,777	$2,396,231
STREET FUND							65.6%
BEGINNING FUND BALANCE	$ 81,376	$ 44,423	$ 92,592	$ 106,103	$ 271,425	$ 356,272	
REVENUES	62,793	157,028	94,585	189,689	121,347	118,607	
OPERATING TRANSFERS-IN	405,628	553,000	535,000	544,856	555,000	570,000	
EXPENDITURES	494,824	661,859	616,073	569,224	591,500	686,888	
OPERATING TRANSFERS-OUT							
Year end carryover balance	$ 54,973	$ 92,592	$ 106,103	$ 271,425	$ 356,272	$ 357,990	
DEV. SERVICES FUND							
BEGINNING FUND BALANCE	$ -	$ 835,726	$ 950,691	$ 716,489	$ 513,882	$ 484,059	*Note: $360,666+ of DS Balance is*
REVENUES	974,237	1,402,320	1,045,491	1,070,525	868,000	885,000	*Held within Advanced Deposits*
OPERATING TRANSFERS-IN	1,010,835			1,648	100,000	40,000	*Is Not Considered Usable Funds*
EXPENDITURES	1,149,347	1,287,355	1,279,693	1,274,780	997,823	928,413	
OPERATING TRANSFERS-OUT	-						
Year end carryover balance	$ 835,725	$ 950,691	$ 716,489	$ 513,882	$ 484,059	$ 480,645	
EQUIP. REPLACEMENT FUND							
BEGINNING FUND BALANCE						$ -	
REVENUES						-	
OPERATING TRANSFERS-IN						307,109	
EXPENDITURES						307,109	
OPERATING TRANSFERS-OUT	-						
Year end carryover balance	$ -	$ -	$ -	$ -	$ -	$ -	
TREE FUND							
BEGINNING FUND BALANCE	$ 86,032	$ 72,938	$ 48,457	$ 23,492	$ 40,546	$ 27,046	
REVENUES	2,310	950	888	21,000	1,500	3,075	
OPERATING TRANSFERS-IN	-						
EXPENDITURES	13,696	25,431	25,853	3,946	15,000	30,000	
OPERATING TRANSFERS-OUT	-						
Year end carryover balance	$ 74,646	$ 48,457	$ 23,492	$ 40,546	$ 27,046	$ 121	
LEVY STABILIZTION FUND							
BEGINNING FUND BALANCE	$ 500,000	$ 1,000,000	$ 2,000,000	$ 2,400,000	$ 2,685,000	$ 2,685,000	
OPERATING TRANSFERS-IN	500,000	1,000,000	400,000	285,000		-	
OPERATING TRANSFERS-OUT							
Year end carryover balance	$ 1,000,000	$ 2,000,000	$ 2,400,000	$ 2,685,000	$ 2,685,000	$ 2,685,000	**Must have min. of $2M by 12/31/2025**
CAPITAL PROJECTS FUND							
BEGINNING FUND BALANCE	$ 5,073,214	$ 5,930,906	$ 7,000,336	$ 7,045,916	$ 8,627,230	$ 9,150,766	
REVENUES	2,151,364	1,847,997	2,593,966	2,374,528	1,488,536	1,495,000	
OPERATING TRANSFERS-IN	-						
EXPENDITURES	1,238,272	703,567	2,473,386	693,214	865,000	1,570,000	*Note: CPF balances do not include*
OPERATING TRANSFERS-OUT	-	75,000	75,000	100,000	100,000	100,000	*contractor retainage activity amounts*
Year end carryover balance	$ 5,986,306	$ 7,000,336	$ 7,045,916	$ 8,627,230	$ 9,150,766	$ 8,975,766	
CONTINGENCY FUND							
BEGINNING FUND BALANCE	$ 250,000	$ 250,000	$ 250,000	$ 1,750,000	$ 1,750,000	$ 1,750,000	
REVENUES	$ -	$ -				$ -	
OPERATING TRANSFERS-IN	$ -	$ -	$ 1,500,000			$ -	
OPERATING TRANSFERS-OUT		$ -				$ -	
Year end carryover balance	$ 250,000	$ 250,000	$ 1,750,000	$ 1,750,000	$ 1,750,000	$ 1,750,000	
TOTAL ALL FUNDS BUDGET							
BEGINNING FUND BALANCE	$ 9,742,302	$ 11,907,170	$ 14,505,026	$ 15,547,482	$ 18,434,200	$ 20,741,262	
REVENUES	11,080,724	11,760,680	12,522,169	12,854,947	12,938,077	12,087,264	
OPERATING TRANSFERS-IN	1,916,463	1,553,000	2,435,000	831,504	655,000	610,000	
EXPENDITURES	8,915,856	9,162,825	11,479,713	10,104,726	10,631,015	11,877,116	
OPERATING TRANSFERS-OUT	1,916,463	1,553,000	2,435,000	831,504	655,000	610,000	
Year end carryover balance	$ 11,907,170	$ 14,505,026	$ 15,547,482	$ 18,434,200	$ 20,741,262	$ 20,951,409	

General Fund Departments

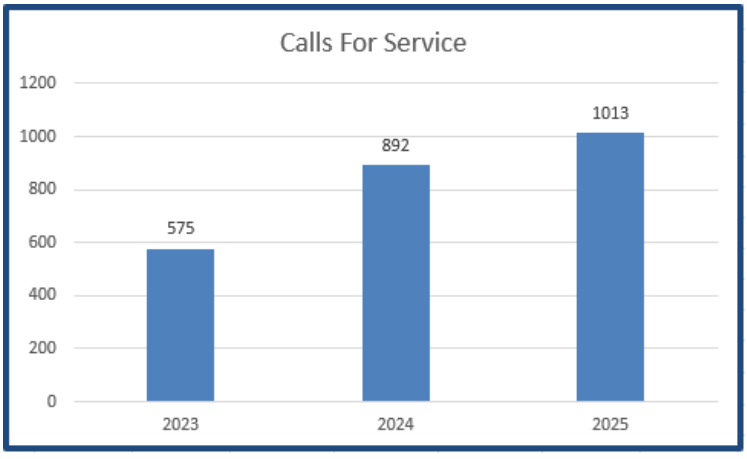
Public Safety - Police Department

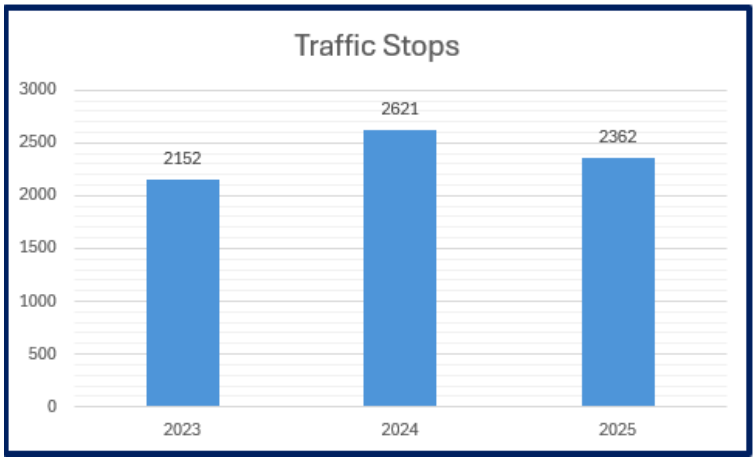
The Medina Police Department has 12 full-time employees (FTEs) which includes an Office Manager, seven Patrol Officers, two Sergeants, one Captain and the Chief.

Highlights from Leadership:

- 64.8% reduction in overall crime. Following a 21.8% increase in traffic enforcement between 2023 – 2024, a significant portion of the decrease in crime can be attributed to a substantial reprioritization of the agency's focus toward traffic law enforcement and overall presence within our communities.
- A sustained increase year-over-year from 2022 – 2025 of community policing and proactivity.
- Following the 56.3% increase in community assistance and proactive policing, the community became significantly more willing to report suspicious activity and become engaged in the collective goal of safety and security.
- License plate reader events decreased drastically from 2024 to 2025. Deterrence is immeasurable, but a reasonable inference from the data is that a combination of word-of-mouth advertising of the usage of license plate reader cameras in our community, a willingness of our officers to apprehend criminal activity identified by the license plate reader cameras, and a significant increase in traffic enforcement and visibility makes our communities increasingly less enticing for would-be criminals to come to Medina and Hunts Point.

Principal Operational Metrics





With the Police Department adding one more FTE for 2027, the expected increase in salaries and benefits is 13.37%. The new FTE will be partially offset in cost by an increase in sales tax revenue through HB 2015 and through a related grant administered by the Washington State Criminal Justice Training Center (CJTC) that will provide funds for 2027 and 2028.

The Police Union collective bargaining agreement (CBA) was signed in October of 2026. With a take home patrol vehicle program starting in 2027, the city will purchase four vehicles at the end of 2026 using surplus funds.

The supplies section of the budget is also impacted by the above, as vehicle expenses, office supplies and firearms are all expected to increase next year.

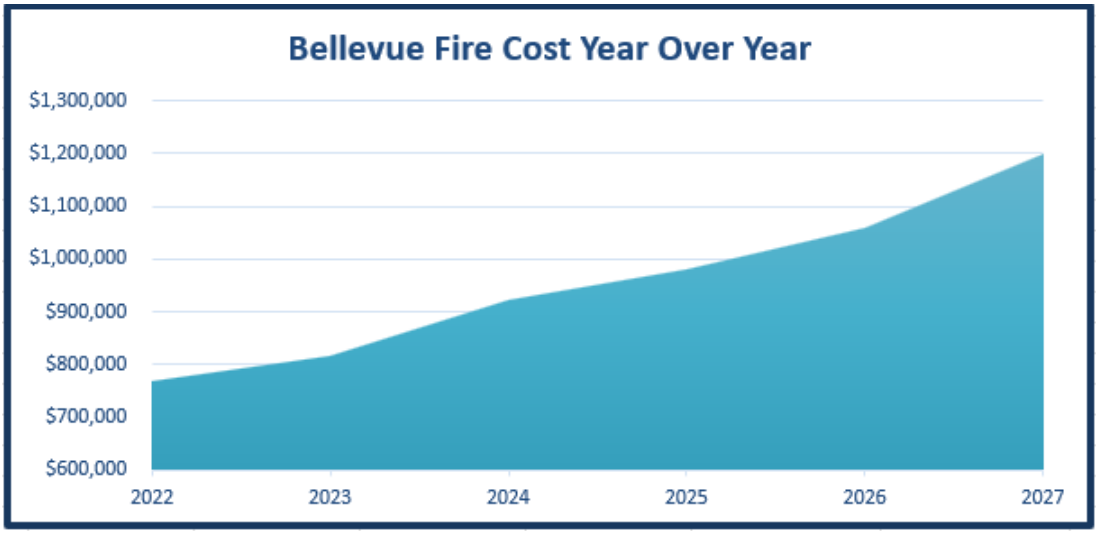
Below is a year over year summary of the Police Department by Category:

POLICE DEPARTMENT	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL SALARIES & WAGES	1,527,258	1,529,617	1,597,590	1,817,332	1,883,708	2,100,018	▲11.48%
TOTAL PERSONNEL BENEFITS	446,789	467,637	472,460	518,451	559,900	689,838	▲23.21%
TOTAL SUPPLIES	76,675	89,247	104,885	393,859	73,050	120,000	▲64.27%
TOTAL OTHER SERVICES & CHARGES	88,424	72,862	87,000	69,129	89,128	100,500	▲12.76%
TOTAL INTERGOVERNMENTAL SERVICES	169,097	197,160	205,533	235,685	248,411	264,778	▲6.59%
TOTAL PD BUDGET	2,308,242	2,356,523	2,467,468	3,034,456	2,854,197	3,275,134	▲14.75%

*7th Officer position added from 2027

Public Safety - Fire and Emergency Services

The City of Medina contracts with the City of Bellevue for Fire and Emergency services. In 2027, the city's portion of the cost increased by 13.22%, with Medina's assessed value and calls for service impacting the City of Medina's contractual cost allocation. This is an essential service that must be provided to the Medina community. The annual cost increases are shown below:



Equipment Replacement Fund

Created in 2026 this fund's purpose is to allocate resources to replace large city assets at the end of their useful life. Examples include the police department's patrol vehicle fleet and equipment used for public works operations.

In 2027, the cost to fund our vehicle and equipment leases, and the purchases of new assets will be 28.99% lower than in 2026.

Highlighted Items Budgeted for Purchase:

- One replacement patrol vehicle
- Replacement public works vehicle (Ford Ranger; the older vehicle will be repurposed for use by the Public Works Director to conduct field inspections of City infrastructure and capital projects)
- Replacement gasoline-powered ride-on mower
- Electronic street notification sign

Below is a year over year summary of the Equipment Replacement Fund by Category:

EQUIPMENT REPLACEMENT FUND	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL PD CAPITAL OUTLAY	215,908	146,576	209,133	180,267	542,680	198,060	▼63.50%
TOTAL EQUIPMENT REPLACEMENT BUDGET	215,908	146,576	209,133	180,267	542,680	198,060	▼63.50%

*Purchase of four new Police cars due to new CBA in 2026

EQUIPMENT REPLACEMENT FUND	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL PARKS OUTLAY	10,099	75,050	608	11,600	192,116	89,899	▼53.21%
TOTAL STREETS OUTLAY	8,529	65,336	38,928	5,000	53,845	19,150	▼64.43%
TOTAL EQUIPMENT REPLACEMENT BUDGET	18,629	140,386	39,536	16,600	245,961	109,049	▼55.66%

If you are interested in the new Equipment Replacement Fund, you can find more information about the City of Medina's major assets (Buildings, Vehicles, Equipment) at the following link: Medina Equipment/Vehicle Inventory

Public Works - Parks Department

Despite its small size, Medina hosts six sperate parks for use and benefit by the community. The City's parks feature public amenities such as public access to Lake Washington, an off-leash dog area, and a nature preserve. The primary goal of this fund is to ensure the city's parks are well maintained to the community's ongoing benefit.

Due to inflationary costs, a 5.02% increase in budget from 2026 to 2027 is proposed.

PARKS DEPARTMENT	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL SALARIES & WAGES	340,748	352,218	360,248	388,783	400,040	419,646	▲4.90%
TOTAL PERSONNEL BENEFITS	107,181	113,677	116,748	115,477	126,200	130,122	▲3.11%
TOTAL SUPPLIES	43,886	32,111	39,825	35,788	43,500	42,000	▼3.45%
TOTAL OTHER SERVICES & CHARGES	65,459	72,856	72,613	99,600	60,041	81,550	▲35.82%
TOTAL PARKS BUDGET	557,274	570,862	589,434	639,648	629,781	673,318	▲6.91%

Public Works - Streets Fund

This fund's purpose is to provide resources for services and maintenance of Medina's streets, rights-of-way, sidewalks, and storm drainage systems. Through annual repair work, street sweeping, snow removal, and other activities the City is able to maintain street assets in a state of good repair and provide safe, accessible infrastructure for the community.

Funded primarily through a transfer from the General and Capital Funds, 40% of our Public Works staff is allocated to Street Maintenance. Because of inflationary impacts on costs, a 5.34% increase in budget from 2026 to 2027 is proposed.

STREETS DEPARTMENT	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL SALARIES & WAGES	215,908	297,268	304,277	258,844	265,900	280,640	▲5.54%
TOTAL PERSONNEL BENEFITS	71,204	93,586	93,053	76,589	78,200	87,748	▲12.21%
TOTAL ROAD & ST MAINTENANCE	228,000	181,401	175,322	223,032	280,400	318,500	▲13.59%
TOTAL STREETS BUDGET	515,112	572,255	572,651	558,465	624,500	686,888	▲9.99%

Administration - Finance and Human Resources

The goal of this department is to steward public funds and resources, while providing accurate and timely financial reporting to the community and the state auditors.

A significant addition to the 2027 budget includes implementation costs for a new enterprise resource planning (ERP) system. An ERP system is an information system where the City's financial and accounting data resides. ERP systems are the backbone of a city's finance, budget, and accounting functional areas. The City's current system is over 30 years old. Modern systems are cloud-based, reducing costs related to hosting on site and the related

hardware and maintenance. With this addition for 2027, the proposed budget for Finance/HR shows an increase of 8.77%.

FINANCE AND HUMAN RESOURCES	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL SALARIES & WAGES	224,608	200,749	213,146	225,831	227,000	250,910	▲10.53%
TOTAL PERSONNEL BENEFITS	61,650	62,786	70,115	65,594	60,000	66,351	▲10.59%
TOTAL OTHER SERVICES & CHARGES	230,080	296,595	393,050	275,187	308,255	370,280	▲20.12%
TOTAL FINANCE/HR BUDGET	516,338	560,130	676,311	566,612	595,255	687,541	▲15.50%

*Budget increade due to placeholder for Implementation costs for new ERP system.

Administration - Central Services

Central Services provides a multitude of essential functions for a city government including public records, passports, licensing, and community noticing. It is the department where the City Clerk and Information Technology functions reside. The City has been without a director in this department since August of 2025. The proposed 2027 budget is expected to decrease by 0.19%.

CENTRAL SERVICES	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL SALARIES & WAGES	312,894	324,563	341,915	347,869	259,500	331,870	▲27.89%
TOTAL PERSONNEL BENEFITS	109,936	112,691	122,641	107,459	83,000	111,143	▲33.91%
TOTAL OTHER SERVICES & CHARGES	228,338	181,855	331,436	117,770	124,300	166,450	▲33.91%
TOTAL BUILDING MAINTENANCE	90,750	104,082	86,330	82,903	66,000	66,000	▲0.00%
TOTAL INFORMATION TECHNOLOGY	244,398	333,706	321,626	333,650	318,500	348,500	▲9.42%
TOTAL CAPITAL EXPENDITURES				56,000	57,185	57,000	▼0.32%
TOTAL CENTRAL SERVICES BUDGET	986,316	1,056,897	1,203,948	1,045,651	908,485	1,080,963	▲18.99%

*Please note, there was no City Clerk on Staff in 2026. Therefore the increase for 2027 is a placeholder for that position.

Long Range Planning

This department works with the Planning Commission and the City Council to implement the Comprehensive Plan and to bring beneficial development regulations to the community. This department also provides code enforcement related to compliance with city, federal and state statutes.

In 2027, a portion of the Director and Development Services Coordinator roles have been moved from the Development Services Enterprise Fund to offer increased transparency in Medina's allocation of funds.

The overall budgeted increase of 103% is partially due to this change, and the list of one-time compliance related, and discretionary projects is listed below.

Long-Range Planning Projects (compliance-related):

- Conversion of nonresidential construction to residential
- Unit Lot Subdivisions
- Residential Lot Splitting
- Siting of Childcare Centers
- 2024 State Building Code Update

Estimated Total Cost:

- Legal - $52,125
- Planning Consultants - $25,020

Long Range Planning Projects (discretionary) and Estimated Costs:

Tree Management Code Update $66,000

- Legal: $18,750
- Planning: $11,032
- Arborist $36,000

Phase 2 Development Impacts and Affordable Housing - $210,000

- Legal: $25,000
- Planning: $178,000

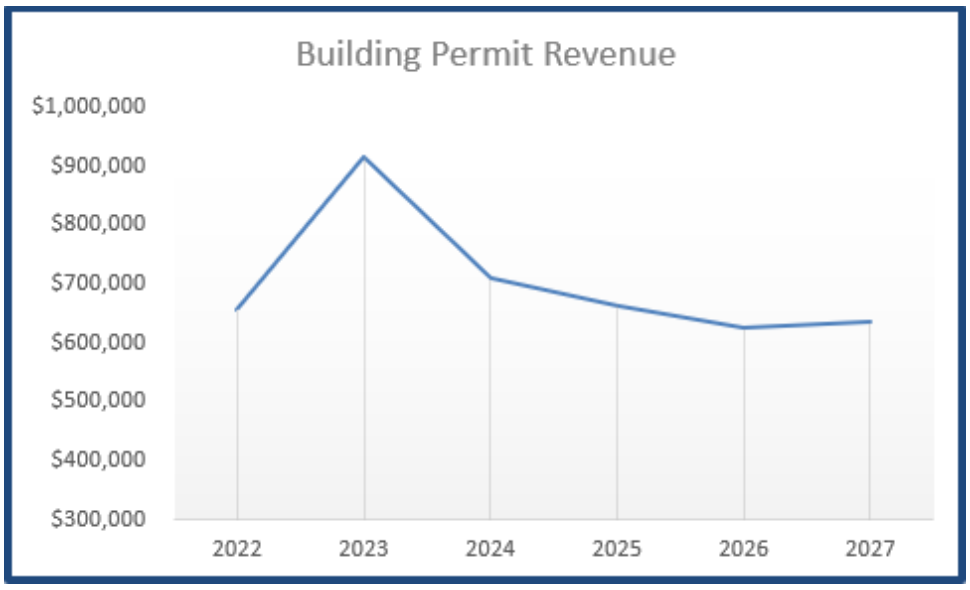
LONG RANGE PLANNING	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Actuals	2027 Budget	2026/2027 Change
TOTAL SALARIES & WAGES				64,222	69,468	189,349	▲172.57%
TOTAL PERSONNEL BENEFITS				36,000	13,250	46,505	▲250.98%
TOTAL OTHER SERVICES & CHARGES				215,000	136,000	337,000	▲147.79%
TOTAL PLANNING BUDGET				379,443	288,186	572,854	▲98.78%

*Staff costs transferred from DS Fund, and heavy project list for 2027

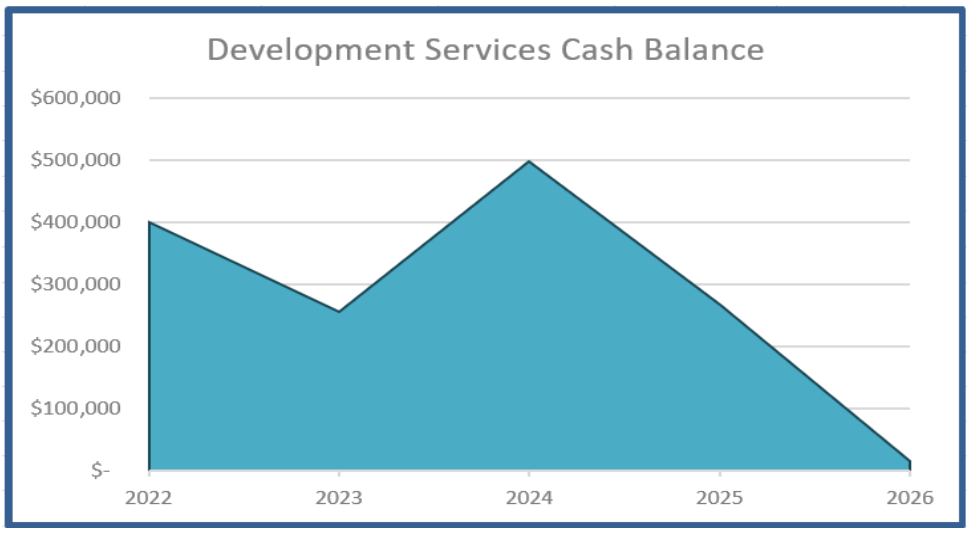
Development Services Fund

Created in 2022, the Development Services Fund is a type of enterprise fund. This fund is used to account for proprietary activities for which the City charges a fee for services. Under the principle of development fully paying for its cost of services through fees, Medina residents' taxes are not to subsidize private development projects in the City. Likewise fees related to private development activities do not subsidize general government activities and operations.

Development Services activity and related revenue over the five years the fund has been active has not been sufficient to cover rising department costs.



Staff have made changes in recent years to align development related services to the Development Services Fund and have moved general government activities such as non-development related code enforcement, long range planning activities, and inspections of the City's storm water infrastructure into the General Fund. Even with these reallocations, balancing the Development Services Fund in 2027 requires a $46,000 transfer from the General Fund. Without the transfer, the projected deficit for 2027 would be $43,413.



The Development Services Fund operates through a system of advanced deposits paid by development applicants to cover project-specific costs such as plan review and inspections. There are some staff, legal, and consulting expenses related to development review that fall outside this system. As a project achieves completion these expenses are reconciled and

either result in a balance due by the applicant to the City, or a refund of advanced deposit funds by the City to the applicant. Because development projects occur over periods of time that exceed budget cycles, forecasting is utilized to determine if a General Fund transfer is required to cover expenses during the period relative to the forecasted level of development activity.

In 2027 staff will work with a consultant to conduct a development services fee study with the goal of 100% cost recovery through development fees. This will include a reserve study to ensure development fees fund an appropriate reserve balance within the Development Services Fund to account for variability in development activity and the need to maintain this functional area of the City during periods of low activity. This will mitigate the need going forward for General Fund transfers to sustain development service resources.

Learn More About the City of Medina's Budget

Full budget documents and supporting materials are available at:

Adopted Budgets | Medina Washington



2027 Budget Calendar

City of Medina, Washington

Statutory Dates	***Planned/Actual Dates***	***2027 Budget Process***
July 1,2026	June 22, 2026	Council holds Public Hearing on 6 year Capital Improvement Plan (CIP/TIB/Non-TIB)
July 31, 2026	July 13, 2026	Council approves 6 year Capital Improvement Plan, file w/ Sec of Transp. by 7/31
No legal requirement	August 24, 2026	Staff and Council will participate in a budget retreat to make sure community needs are heard prior to the preliminary budget being put together.
Sept 11, 2026	July 27, 2026	Department Directors begin preparing 2027 Budget Requests.
Sept 24, 2026	August 27, 2026	Department Directors 2027 Budget requests submitted to Finance Director. RCW 35.33.031 and RCW 35A.33.030.
Oct 2, 2026	August 27, 2026	2027 Preliminary Budget estimates are presented to the City Manager by Finance Director for modification, revision or addition. RCW 35.33.031 and RCW 35A.33.030.
No legal requirement	September 14, 2026	Council holds a Public Hearing to gather input on 2027 Preliminary Budget.
Oct 2, 2026	September 14, 2026	City Manager provides City Council with 2026 Revenue projections for the current year. City Manager provides a 2027 Preliminary Budget showing 2027 Revenue and Expenditures by Department.

No legal requirement	Sept 28, 2026	City Council holds a study session on 2027 Preliminary Budget. *Balancing decisions made if necessary.*
Nov 2, 2026	October 12, 2026	City Manager files 2027 Updated Preliminary Budget & Budget Message with the City Clerk and the City Council.
Prior to November 25, 2026	October 12, 2026	City Council holds Preliminary Public Hearing on 2027 Budget & Revenue Sources (Property Tax Levy)
No legal requirement	October 14, 2026	Council holds an Open House to engage the public on the 2027 budget process and preliminary numbers.
No later than Nov 2, through Nov 20, 2026	Dates as needed prior to Nov 9th meeting	City Clerk publishes notice of filing of 2027 Budget and publishes notice of public hearing on final budget once a week for two consecutive weeks.
Nov 21, 2026	Nov 9, 2026	Copies of 2027 proposed final budget are made available to the public at the Regular City Council meeting.
Nov 30, 2026 (KC due date) (Hearing due date 12/4/26)	Nov 9, 2026	Council holds Final Public Hearing and sets the 2027 Property Tax Levy to certify property tax levy to King County Assessor's Office
Dec. 31, 2026	Nov 9, 2026	Council adopts Final 2027 Budget at the Regular Monthly City Council meeting.
After Adoption	After Adoption	Copies of 2027 Final Budget Ordinance are filed with the Washington State Auditor's Office, MRSC and AWC.

City of Medina 2027 Budget - General Fund					
Revenue					
Total Revenue			$		**9,585,582**
Change			$		**729,194**
Expenditures					
Department		2026 Adopted Budget		2027 Proposed Budget	Delta
Exec.		325,603	$	344,653	$ 19,050
Finance		632,123	$	687,541	$ 55,418
Central Services		1,083,030	$	1,080,963	$ (2,068)
Police		2,893,217	$	3,275,134	$ 381,916
Fire		1,060,791	$	1,198,836	$ 138,045
Parks		639,065	$	673,318	$ 34,253
Rec Services		45,600	$	46,350	$ 750
Legislative		80,000	$	80,000	$ -
Long Range Planning		281,745	$	572,854	$ 291,109
Legal		562,000	$	645,000	$ 83,000
Social and Env. Services		56,143	$	57,166	$ 1,023
Transfers		555,000	$	923,109	$ 262,109
Total General Fund Exp.	**$**	**8,214,318**	**$**	**9,584,923**	**$ 1,264,605**
Total General Fund Surplus					**$ 659**

City of Medina 2027 Budget Capital Fund		
Revenue		
Total Revenue	**$**	**1,495,000**
Change:	**$**	**100,000**
Expenditures		
Total Capital	$	600,000
Total Stormwater	$	1,070,000
Total Capital Fund Exp.	**$**	**1,670,000**
Change:	**$**	**450,000**

City of Medina 2027 Budget Dev Services Fund		
Revenue		
Total Revenue	**$**	**931,000**
Change	**$**	**(54,000)**
Expenditures		
Total Expenditures	**$**	**928,413**
Change	**$**	**(97,785)**
Total Development Services Deficit		**$ 2,587**

GENERAL FUND REVENUE

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Comments:
	GENERAL FUND - REVENUES									
	PROPERTY & SALES TAX									
001 000 000 311 10 00 00	General Property Taxes	4,185,656	4,329,063	4,460,475	4,585,732	4,741,397	4,741,397	4,840,520	▲2.09%	Includes 1% all'd increase + New Construction of $51,709
001 000 000 313 11 00 00	Local Retail Sales & Use Tax	1,883,644	1,904,907	2,042,597	2,059,543	2,023,000	3,600,000	2,100,000	▲3.81%	2026 in an outlier due to one time state capital project, 2026 budget plus HB2015 Increase
001 000 000 313 71 00 00	Criminal Justice Funding	104,390	106,831	104,614	105,119	108,150	110,000	112,200	▲3.74%	Flat to 2026.06 ytd rolling 12 mos + 2% Increase
	TOTAL PROPERTY & SALES TAX	**5,598,847**	**6,340,801**	**6,607,685**	**6,750,394**	**6,872,547**	**8,451,397**	**7,052,720**	▲2.62%	
	BUSINESS & OCCUPATION-UTILITY TAX									Util Tax 6% and Franchise Fees 4%
001 000 000 316 41 00 00	Electric - Puget Sound Energy	260,933	277,553	303,007	336,559	330,000	360,000	378,000	▲14.55%	
001 000 000 316 42 00 00	Gas - Puget Sound Energy	134,020	155,272	158,596	167,895	167,000	175,000	183,750	▲10.03%	
001 000 000 316 43 00 00	Water & Sewer	227,411	252,757	261,494	295,863	291,000	300,000	315,000	▲8.25%	
001 000 000 316 45 00 00	Garbage, Solid Waste	46,820	50,705	64,697	71,102	69,000	74,000	77,700	▲12.61%	
001 000 000 316 46 00 00	Cable - Comcast	92,924	80,555	88,200	97,737	97,000	92,000	96,600	▼0.41%	
001 000 000 316 47 00 00	Telephone - Mobile & landline	33,458	35,753	37,080	43,901	46,000	46,000	48,300	▲5.00%	
001 000 000 317 20 00 00	Leasehold Excise Tax	1,698	(2,480)	(3,093)	1,154	-	1,200	1,260		
	BUSINESS LICENSE/PERMITS-FRANCHISE FEES							-		
001 000 000 321 91 00 00	Franchise Fees - Water/Sewer COB, Cable Comcast	196,894	222,209	212,085	221,416	218,000	218,000	228,900	▲5.00%	Assumes 4% Franchise Fee per Ord 895 of 11/30/2012 , applied as above
	TOTAL UTILITY TAX & FRANCHISE FEES	**891,325**	**1,072,324**	**1,122,066**	**1,235,626**	**1,218,000**	**1,266,200**	**1,329,510**	▲9.16%	
	LICENSES & PERMITS									
001 000 000 322 30 00 00	Animal Licenses	165	350	440	230	4,500	30	4,500	▲0.00%	Moving to King County Pet Licensing
001 000 000 322 90 00 00	Other Non Bus. Licenses & Permits (Gun Permits)	20	-	362	563	750	600	600	▼20.00%	Based on 2026.06 ytd annualized
001 000 000 322 99 00 00	Business Licenses	290	-	-		25,000	12,000	25,000	▲0.00%	Flat to 2026 Budget
	TOTAL LICENSES & PERMITS	**$475**	**350**	**802**	**793**	**30,250**	**12,630**	**30,100**	▼0.50%	
	INTERGOVERNMENTAL									
001 000 000 331 17 20 13	State Grant - Criminal Justice							235,000		Grant to cover cost of new officer for 2 years, plus cost to cover one new patrol car
001 000 000 336 06 21 00	MVET-Criminal Justice-Pop.	3,558	1,054	1,118	1,176	1,166	1,166	1,312	▲12.52%	2027: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 26 00	Criminal Justice-Special	334	202	3,928	4,117	4,081	4,081	4,547	▲11.42%	2027: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 51 00	DUI/Other Criminal Justice	20,645	-	285	288					
001 000 000 336 06 94 00	Liquor Excise Tax	21,515	20,438	-	-	20,055	20,055	18,190	▼9.30%	2027: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 00	Liquor Control Board Profits	1,132	17,830	33,770	32,602	21,484	21,484	21,309	▼0.81%	2027: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 01	Liquor Control Board Profits-Public Safety Portion		4,458	8,443	8,151					
001 000 000 342 11 00 00	Hunts Point Police Contract- Add'l Police Serv	322,030	338,353	267,920	451,178	378,984	378,984	459,711	▲21.30%	Based on 13.1% avg previous years of expense subtotal line
	TOTAL INTERGOVERNMENTAL	**370,232**	**395,635**	**504,689**	**569,978**	**425,770**	**425,770**	**740,069**	▲73.82%	
	CHGS FOR GOODS AND SERVICES									
001 000 000 341 99 00 00	Passport & Naturalization Fees	2,100	2,646	1,365	595	1,000	600	750	▼25.00%	Potential reduction do to staff workload
	TOTAL CHGS FOR GOODS/SERVICES	**312,057**	**2,646**	**1,365**		**1,000**		**750**	▼25.00%	
	FINES & FORFEITURES									
001 000 000 353 10 00 00	Municipal Court-Traffic Infrac	15,965	11,099	19,606	34,193	30,000	45,000	40,000	▲33.33%	Hx ratio of court costs (75%) to revenue
	TOTAL FINES & FORFEITURES	**31,250**	**11,099**	**19,606**	**34,193**	**30,000**	**45,000**	**40,000**	▲33.33%	
	MISCELLANEOUS REVENUE									
001 000 000 361 11 00 00	Investment Interest	61,640	197,796	290,513	320,104	145,000	355,000	260,000	▲79.31%	Assumes LGIP and Bond Investments Interest, allocated between General Fund (50%) & Capital (50%)
001 000 000 361 40 00 00	Sales Interest	1,741	5,131	7,069	9,045	6,000	4,000	4,000	▼33.33%	Based on 2026 actual annualized 7.1
001 000 000 362 00 00 10	Wireless Commun. Facility Leases	23,223	27,801	28,635	29,494	30,631	30,378	31,243	▲2.00%	2027 American Towers Corp. Increased in 2026
001 000 000 362 00 00 20	Post Office Facility Lease	88,508	88,508	88,508	100,951	93,054	95,054	93,054	▲0.00%	Lease of $7,625/mo
001 000 000 367 11 00 00	Contributions/Donations		54,784		-	-	-	-		In 2027 we are not planning on asking for Community Donations
001 000 000 369 30 00 10	Confiscated Property-Auction	199	-		-		-			
001 000 000 369 91 00 00	Other	25,354	18,571	5,362	1,941	3,500	6,000	3,500	▲0.00%	Based on 2026 Revenue, Misc Revenue coded here
001 000 000 369 91 00 10	Other-Copies	459	172	10	-	75	25	75	▲0.00%	Based on 2026 Budget
001 000 000 369 91 00 15	Other-Fingerprinting	240	379	220	105	400	80	400	▲0.00%	Based on 2026 Budget
001 000 000 369 91 00 35	Other-Notary	10	70	29	10	100	850	100	▲0.00%	Based on 2026 Budget
001 000 000 369 91 00 45	Other-Reports	78	60	30	69	60	25	60	▲0.00%	Based on 2026 Budget
	TOTAL MISCELLANEOUS REVENUES	**128,007**	**393,272**	**420,375**	**461,719**	**278,820**	**491,412**	**392,432**	▲40.75%	
	DISPOSITION OF CAPITAL ASSETS									
001 000 000 395 10 00 00	Proceeds From Sales of Capital Assets	6,474	18,288	655	982		26,284			
001 000 000 395 10 00 20	PD Equipment Sale/Repl. Funds		41,221							
001 000 000 398 10 00 00	Insurance Recoveries		-							
	TOTAL DISPOSITION OF CAPITAL ASSETS	**3,000**	**59,509**	**655**	**982**	**-**	**26,284**	**-**		
	TOTAL GENERAL FUND REVENUE	**$ 7,909,764**	**8,275,635**	**8,677,243**	**$ 9,053,685**	**$ 8,856,387**	**$ 10,718,694**	**$ 9,585,582**	▲8.23%	

Based on 2026.06 ytd rolling 12 mos, + 5 % increase

LEGISLATIVE SERVICES

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	GENERAL FUND - EXPENDITURES									
	LEGISLATIVE SERVICES									
001 000 000 511 60 41 00	Professional Services			1,482	9,417	10,000	10,000	10,000	▲0.00%	CC retreat, End of year banquet
001 000 000 511 60 41 01	Legislative Activities-Regional Intergovt	6,799	5,540	6,399	5,011	7,000	4,600	7,000	▲0.00%	Association Washington Cities, Puget Sound Regional Council , Eastside Transp, Sound Cities
001 000 000 511 60 43 00	Training	6,075	9,680	5,710	65	10,000	9,000	12,000	▲20.00%	AWC training, conferences, meals, and travel
001 000 000 511 60 49 00	Miscellaneous	623	882	969	5,018	3,000	1,500	3,000	▲0.00%	Park Board, Planning Comm, Council misc meeting expenses
001 000 000 511 60 49 10	Medina Days	4,657	37,980	37,114	46,694	50,000	48,000	48,000	▼4.00%	$20,000 fireworks + $14,000 barge, $8,000 sani-cans, $6,000 assorted costs
	TOTAL LEGISLATIVE SERVICES	**18,154**	**54,082**	**51,674**	**62,694**	**80,000**	**73,100**	**80,000**	▲0.00%	

LEGAL

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	LEGAL DEPARTMENT									**FTE's: NA, contracted**
001 000 000 515 41 40 00	City Attorney	225,429	260,081	208,467	400,384	365,000	400,000	400,000	▲9.59%	"routine legal service", "excluding litigation or highly contentious events"= $235K. $50K for 520 Litigation, Staff added $100K for "contentious"
001 000 000 515 45 40 00	Special Counsel	10,284	879	59,303	5,895	50,000	40,000	60,000	▲20.00%	$60K for State Route 520 Mediation
001 000 000 515 45 40 00	Unfunded Mandate				0	50,000	0	75,000	▲50.00%	$75K budget, for City Manager and Council to allocate throughout the year
001 000 000 512 50 40 10	Municipal Court-Traffic/NonTrf	15,453	10,471	37,229	34,052	35,000	35,000	40,000	▲14.29%	Required Service/Expenditure - Offset by Court Revenue
001 000 000 512 50 41 10	Prosecuting Attorney	44,000	48,671	40,000	52,000	48,000	48,000	48,000	▲0.00%	
001 000 000 515 91 40 00	Public Defender	3,725	9,950	20,200	22,200	14,000	22,000	22,000	▲57.14%	Required Service/Expenditure
	TOTAL LEGAL DEPARTMENT	**298,891**	**330,051**	**365,198**	**514,531**	**562,000**	**545,000**	**645,000**	▲14.77%	

SOCIAL AND ENVIRONMENTAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Est.	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	SOCIAL & ENVIRONMENTAL SERVICES									
	SOCIAL SERVICES									
001 000 000 551 10 40 00	Public Housing Services - ARCH	32,109	29,611	36,350	10,538	38,066	38,066	38,066	▲0.00%	Including Admin Fees and GF plus $11K passthrough
	TOTAL SOCIAL SERVICES	32,109	29,611	36,350	10,538	38,066	38,066	38,066	▲0.00%	
	ENVIRONMENTAL SERVICES									
001 000 000 553 10 40 00	Land & Water Conservation Resources-King County	-	-	5,370	3,541	3,804	3,804	4,100	▲7.78%	
001 000 000 553 70 40 00	Pollution Prevention-Puget Sound Clean Air Agency	9,582	-	22,676	12,430	13,273	13,273	14,000	▲5.48%	
	TOTAL ENVIRONMENTAL SERVICES	9,582	-	28,046	15,971	17,077	17,077	18,100	▲5.99%	
	MENTAL HEALTH SERVICES									
001 000 000 564 60 40 00	Mental Health Services-KC Substance Abuse Fees	899	856	845	840	1,000	802	1,000	▲0.00%	
	TOTAL SOCIAL & ENVIRONMENTAL SVCS	**42,590**	**30,467**	**65,242**	**27,349**	**56,143**	**55,945**	**57,166**	▲1.82%	

RECREATIONAL - LIFEGUARD

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	RECREATION SERVICES (LIFEGUARDS AND BOYS & GIRLS CLUB)									Lifeguard Program at Medina Beach Park
	SALARIES & WAGES									
001 000 000 571 00 10 00	Salaries & Wages	28,714	29,910	31,685	28,707	32,000	34,000	34,000	▲6.25%	
001 000 000 571 00 11 00	Overtime		-							
	TOTAL SALARIES & WAGES	28,714	29,910	31,685	28,707	32,000	34,000	34,000	▲6.25%	
	PERSONNEL BENEFITS									
001 000 000 571 00 20 00	Personnel Benefits	3,463	3,713	3,902	3,570	3,000	2,672	3,000	▲0.00%	
001 000 000 571 00 30 00	Uniforms	1,468	1,847	1,149	513	2,000	1,357	1,500	▼25.00%	
	TOTAL PERSONNEL BENEFITS	4,931	5,559	5,051	4,083	5,000	4,029	4,500	▼10.00%	
	SUPPLIES									
001 000 000 571 00 31 00	Operating Supplies		212	82	240	500	1,839	1,500	▲200.00%	
001 000 000 571 00 32 00	Miscellaneous Lifeguard Expense	4,441	3,403	3,670	5,137	7,300	2,064	5,000	▼31.51%	
	TOTAL SUPPLIES	4,441	3,615	3,752	5,377	7,800	3,903	6,500	▼16.67%	
	OTHER SERVICES & CHARGES									
001 000 000 571 00 40 00	Travel & Training		1,370	1,321	781	800	1,517	1,350	▲68.75%	
001 000 000 571 00 41 00	Recreation - Boys & Girls Club			90						
	TOTAL OTHER SERVICES & CHARGES	-	1,370	1,411	781	800	1,517	1,350	▲68.75%	
	TOTAL RECREATION-LIFEGUARDS	**38,086**	**40,455**	**41,898**	**38,948**	**45,600**	**43,449**	**46,350**	▲1.64%	

Long Range Planning

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	Planning						**1.2 FTE 3.8 CPI-W (Split from Dev Services)**
001 000 000 558 60 11 00	Salary and Wages	61,222	67,305	66,468	180,849	▲168.70%	.5 FTE Director, .5 FTE Building Official, Split for Code Enforcement , .2 FTE Coordinator for Planning Commission Work
001 000 000 558 60 11 16	**ICMA 457 Plan**	3,000	3,000	3,000	6,000	▲100.00%	
001 000 000 558 60 11 17	**Opt-Out of Medical**				2,500		
001 000 000 558 60 21 00	Personnel Benefits	36,000	15,940	13,250	46,505	▲191.75%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 558 60 41 01	Long Range Planning Consultant	150,000	150,000	95,000	250,000	▲66.67%	Phase 2 for Middle Housing and other assorted planning projects, refer to City's planning calendar
001 000 000 558 62 41 00	Unfunded Mandate	65,000	34,000	32,000	75,000	▲120.59%	
001 000 000 558 60 41 03	Code Enforcement		5,000	3,000	5,000	▲0.00%	
001 000 000 558 66 49 00	Misc.		6,500	6,000	7,000	▲7.69%	$5K for Tree Plotter Software
		215,000	195,500	136,000	337,000	▲72.38%	
	TOTAL LONG RANGE PLANNING	**315,222**	**281,745**	**218,718**	**572,854**	▲103.32%	

EXECUTIVE

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	EXECUTIVE									**FTE's: 1**
	SALARIES & WAGES									
001 000 000 513 10 11 00	Salaries & Wages	221,558	191,813	194,780	274,028	229,021	229,021	237,724	▲3.80%	CPI-W=3.8% COLA-- See Salary Model for addl details
001 000 000 513 10 21 50	Auto Allowance	2,983	5,989	6,000	6,806	8,500	8,500	8,500	▲0.00%	
001 000 000 513 10 11 16	ICMA 457 Plan	13,164	13,245	24,554	13,094	4,800	4,800	4,800	▲0.00%	
	TOTAL SALARIES & WAGES	237,705	224,824	238,192	305,667	242,321	242,321	251,024	▲3.59%	
	PERSONNEL BENEFITS									
001 000 000 513 10 21 00	Personnel Benefits	21,339	13,528	19,147	30,617	43,282	46,000	45,629	▲5.42%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
	TOTAL PERSONNEL BENEFITS	21,339	13,528	19,147	30,617	43,282	46,000	45,629	▲5.42%	
	OTHER SERVICES AND CHARGES									
001 000 000 513 10 41 00	Lobbyist	36,128	33,000	39,000	78,053	36,000	36,000	36,000	▲0.00%	SR520 Lobbyist
001 000 000 513 10 43 00	Travel & Training	285	35	1,086	2,235	3,000	7,500	10,000	▲233.33%	Training
001 000 000 513 10 49 01	Dues, Subscr.	-	-	365	-	1,000	1,000	2,000	▲100.00%	
	TOTAL OTHER SERVICES & CHARGES	**36,413**	**33,035**	**40,451**	**80,288**	**40,000**	**44,500**	**48,000**	▲20.00%	
	TOTAL EXECUTIVE DEPARTMENT	**295,456**	**271,387**	**297,790**	**416,572**	**325,603**	**332,821**	**344,653**	▲5.85%	

FIRE AND MEDICAL

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Est.	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	FIRE & MEDICAL AID DEPARTMENT									
	INTERGOVERNMENTAL SERVICES									2027 Will see a 13.22% rise in Fire and EMS Costs
001 000 000 522 20 41 00	Fire Control Services	736,426	784,686	891,444	950,544	1,044,283	1,044,283	1,182,328	▲13.22%	Updated 7/31/26 with COB notice received. LEOFF1 contract obligation
001 000 000 522 20 41 00	Fire Control Services (LEOFF1 Liab.)	30,000	30,000	30,000	30,000	16,508	16,508	16,508	▲0.00%	(Pension)
	TOTAL INTERGOVERNMENTAL	766,426	814,686	921,444	980,544	1,060,791	1,060,791	1,198,836	▲13.01%	
	TOTAL FIRE & MEDICAL DEPT	**766,426**	**814,686**	**921,444**	**980,544**	**1,060,791**	**1,060,791**	**1,198,836**	▲13.01%	

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	POLICE DEPARTMENT									**FTE: 12**
	SALARIES & WAGES									
001 000 000 521 20 11 00	Salaries & Wages	1,208,938	1,200,455	1,307,772	1,375,578	1,425,110	1,440,000	1,626,777	▲14.15%	CPI-W=3.8% COLA 2 non-rep employee; 3.8% CBA Clerical;N/A CBA PD est ceiling COLA 10 employees
001 000 000 521 20 11 11	Longevity	21,180	24,607	28,397	37,341	40,110	43,000	42,443	▲5.82%	6.3% Increase for Sergeant Positions per CBA
001 000 000 521 20 11 14	Education	9,587	1,449	608	600	600	600	600	▲0.00%	
001 000 000 521 20 11 16	ICMA 457 Plan	41,252	50,585	44,317	46,125	49,000	56,000	52,600	▲7.35%	
001-000-000-521-20-11-17	Opt Out Medical	31,757	23,998	27,115	36,670	40,234	38,500	42,648	▲6.00%	
001 000 000 521 20 11 18	Night Shift Differential	9,504	11,972	11,661	13,097	20,808	21,500	25,162	▲20.92%	Based on "average" week of coverage provided by Sergeant
001 000 000 521 20 11 19	Physical Fitness Incentive	10,961	11,620	13,182	15,182	19,063	14,000	16,000	▼16.07%	All officers utilizing
001 000 000 521 20 12 00	Overtime	118,568	112,384	114,316	165,447	130,000	130,000	130,000	▲0.00%	Training, vacation leave, non-funded special events (Medina Days/SeaFair/Shredder Day, etc.)+ summer emphasis patrols
001 000 000 521 20 12 01	Exempliary Pay	75,511	50,255	50,221	65,094	71,205	72,108	79,655	▲11.87%	
001 000 000 521 20 13 00	Holiday Pay	-	42,291	-	62,198	72,811	68,000	84,133	▲15.55%	Increase due to potential additon of Juneteenth
	TOTAL SALARIES & WAGES	1,527,258	1,529,617	1,597,590	1,817,332	1,868,940	1,883,708	2,100,018	▲12.36%	
	PERSONNEL BENEFITS									
001 000 000 521 20 21 00	Personnel Benefits	388,916	416,295	425,867	461,806	536,540	509,000	613,590	▲14.36%	Payroll taxes, Medical (11.4% in 2027), Dental benefits,etc, Pension
001 000 000 521 20 21 10	Personnel Benefits-Retirees	22,844	23,408	24,368	24,704	27,826	23,000	30,998	▲11.40%	**Retired Officers** Medical plus Long Term Care (+4%) + 12 mon rolling reimb(+10%)
001 000 000 521 20 22 00	Uniforms	32,013	15,998	17,520	25,165	17,500	17,500	25,000	▲42.86%	Uniform replacement
001 000 000 521 20 22 01	DOJ Bullet Proof Vest Program	-	6,981	1,960	5,519	4,000	4,000	4,500	▲12.50%	Two vest replacements
001 000 000 521 20 23 00	Tuition	3,017	4,954	2,744	1,257	6,000	6,400	15,750	▲162.50%	Two officers collecting on tuition reimbursement
	TOTAL PERSONNEL BENEFITS	446,789	467,637	472,460	518,451	591,866	559,900	689,838	▲16.55%	
	SUPPLIES									
001 000 000 521 20 31 00	Office Supplies	12,925	23,354	21,949	20,346	15,000	15,000	20,000	▲33.33%	
001 000 000 521 20 31 01	Off Equip, IT HW, SW <$5K	18,041	8,523	13,853	2,262	6,000	500	6,000	▲0.00%	Upgrades, normal operating costs
001 000 000 521 20 31 40	Police Operating Supplies	5,937	16,519	24,078	18,961	20,000	6,000	18,000	▼10.00%	Evidence processing equip, radio batteries, etc.; NARCAN replacement
001 000 000 521 20 31 60	Ammo/Range (Targets, etc.)	10,903	5,624	3,679	7,191	11,000	8,000	10,000	▼9.09%	Per ofc. contract and for training/firearms qualifications - ammo costs
001 000 000 521 20 32 00	Vehicle Expenses-gas, car wash	28,220	35,126	36,664	342,345	35,000	37,000	60,000	▲71.43%	Includes bridge tolls,fuel costs
001 000 000 521 20 35 20	Firearms (purchase & repair)	649	100	4,662	2,754	2,500	6,550	6,000	▲140.00%	
	TOTAL SUPPLIES	76,675	89,247	104,885	393,859	89,500	73,050	120,000	▲34.08%	
	OTHER SERVICES & CHARGES									
001 000 000 521 20 41 00	Professional Services	7,365	6,821	4,000	3,715	4,000	4,000	4,000	▲0.00%	
001 000 000 521 20 41 50	Recruitment-Background	4,836	14,951	2,500	10,803	5,000	4,300	5,000	▲0.00%	Public Safety Testing fees
001 000 000 521 20 42 00	Communications (Phone,Pagers)	15,453	16,007	15,000	18,159	18,000	16,500	15,000	▼16.67%	Cell phones and service, computer modems in patrol car, Internet service.
001 000 000 521 20 43 00	Travel & Training	1,897	3,148	10,000	18,582	18,000	25,000	25,000	▲38.89%	Ongoing training requirements, large mandatory CJTC training requirements increase, new officers
001 000 000 521 20 45 00	Equipment-Lease & Rentals	14,018	5,425	2,500	2,039	2,000	3,000	3,000	▲50.00%	Copy machine
001 000 000 521 20 48 00	Repairs & Maint-Equipment	12,043	9,649	28,000	1,425	12,000	4,500	12,000	▲0.00%	Maintain serviceable fire extinguishers, radar, property room software yearly maintenance fee of $2500
001 000 000 521 20 48 10	Repairs & Maint-Automobiles	14,368	5,886	8,500	11,770	10,000	12,200	10,000	▲0.00%	
001 000 000 521 20 49 30	Animal Control	500	-				1,000	5,000		New for 2026
001 000 000 521 20 49 40	Dues,Subcriptions,Memberships	6,289	5,649	5,000	5,210	7,000	6,000	7,000	▲0.00%	Professional Memberships
001 000 000 521 20 49 41	Lexipol Manuals	5,150	550	6,000	(2,827)	9,000	6,628	7,000	▼22.22%	Yearly maintenance agreement per contract to Lexipol. PowerDMS needed for WASPC Accredidation Requirements
001 000 000 521 20 49 60	Crime Prevention/Public Educ	6,506	4,776	5,500	253	7,500	6,000	7,500	▲0.00%	Shredder Day costs, victim resource & crime prevention brochures, school resource materials.
	TOTAL OTHER SERVICES & CHARGES	88,424	72,862	87,000	69,129	92,500	89,128	100,500	▲8.65%	
	INTERGOVERNMENTAL SERVICES									
001 000 000 521 20 41 15	Dispatch Services-Norcom Trans	65,533	81,566	65,533	92,773	85,808	92,011	$101,383	▲18.15%	NORCOM - 2027 Estimate per Norcom
001 000 000 521 20 41 20	Dispatch-PSERN	6,020	8,899	6,500	11,519	12,000	16,500	17,325	▲44.38%	Per contract - cost to maintain 800 Mhz police radio connectivity
001 000 000 521 20 41 40	Marine Patrol Services	88,000	95,568	90,000	101,553	108,000	113,400	119,070	▲10.25%	Anticipated cost with Mercer Island
001 000 000 521 20 41 41	Bellevue CARE program	5,739	9,805	28,000	8,375	8,000	10,500	9,000	▲12.50%	Increase due to 2026 trend
001 000 000 521 20 41 55	Jail Service-Prisoner Board	3,805	1,321	15,000	21,465	14,000	16,000	17,500	▲25.00%	King County Jail/SCORE/Kirkland Jail
001 000 000 521 20 41 60	Prisoner Transport		-	500	-	500	-	500	▲0.00%	Cost to shuttle prisoners from jail to court and back to jail
			-			-		-		
	TOTAL INTERGOVERNMENTAL SERVICES	169,097	197,160	205,533	235,685	228,308	248,411	264,778	▲15.97%	
	TOTAL POLICE DEPARTMENT	2,308,242	2,356,523	2,467,468	3,034,456	2,871,115	2,854,197	3,275,134	▲14.07%	

CENTRAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	CENTRAL SERVICES									**FTE's: 3**
	SALARIES & WAGES									
001 000 000 518 10 11 00	Salaries & Wages	294,274	301,992	315096	317,519	337,380	221,000	303,930	▼9.91%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA 3 employees--see salary model notes for details
001 000 000 518 10 11 11	Longevity	4,634	6,783	6747.84	9,044	9,209	10,250	10,640	▲15.53%	
001 000 000 518 10 11 14	Education	1,798	1,799	1800	1,800	1,800	1,800	1,800	▲0.00%	
001 000 000 518 10 11 16	ICMA 457 Plan	2,995	3,999	6725.52	7,125	12,000	3,250	12,000	▲0.00%	Assumes full participation
001 000 000 518 10 11 17	Opt-Out of Medical	9,194	9,990	11545.31	8,277	-	8,200	-		
001 000 000 518 10 12 00	Overtime				4,104		15,000	3,500		
	TOTAL SALARIES & WAGES	312,894	324,563	341,915	347,869	360,389	259,500	331,870	▼7.91%	
	PERSONNEL BENEFITS									
001 000 000 518 10 21 00	Personnel Benefits	109,936	112,691	122,641	107,459	114,691	83,000	111,143	▼3.09%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
	TOTAL PERSONNEL BENEFITS	109,936	112,691	122,641	107,459	114,691	83,000	111,143	▼3.09%	
001 000 000 518 10 31 00	Office and Operating Supplies	28,242	23,432	13,004	15,351	35,000	25,000	25,000	▼28.57%	City Hall Office and Operating Expenses, Konica Copier, PW Printer, Pitney Bowes, CH Replacement Chairs
001 000 000 518 10 41 00	Professional Services	136,647	106,114	267,023	49,557	37,200	25,000	25,000	▼32.80%	Proshred - $2,200, Municode Codification Updates - $4,000, Debtbook - $6,000, Civic Plus Website and Notification Platform Update -
001 000 000 518 10 42 00	Postage/Telephone	3,048	2,877	2,389	1,642	8,000	7,800	10,000	▲25.00%	Postage (City Hall printing/mailing services); fax & credit card lines
001 000 000 518 10 43 00	Travel & Training	6,379	4,973	8,468	3,086	8,000	2,000	6,000	▼25.00%	Training for clerk, Deputy Clerk/Admin Asst, ISC
001 000 000 518 10 44 00	Advertising	11,912	13,362	9,810	8,248	7,500	9,000	7,500	▲0.00%	Development and Clerk related legal advertisements
001 000 000 518 10 47 00	Utility Serv-Elec,Water,Waste	26,450	19,778	20,940	24,774	28,000	36,000	30,000	▲7.14%	Calculated using current year YTD, annualized
001 000 000 518 10 48 00	Repairs & Maint-Equipment	-	233	662	430	750	250	750	▲0.00%	office equipment repairs - Printer Svcs-Budget
001 000 000 518 10 49 10	Miscellaneous	1,440	205	1,322	5,146	6,000	3,500	6,000	▲0.00%	City Council Meeting Food and Drink
001 000 000 518 10 49 20	Dues, Subscriptions	415	730	435	636	700	500	700	▲0.00%	City Clerk and Deputy Clerk
001 000 000 518 10 49 30	Postcard, public information	13,422	10,011	7,354	8,878	18,000	15,000	55,000	▲205.56%	Community mailings placeholder, Strategic Communications Plan (Consultant) $40,000
001 000 000 518 10 49 40	Photocopies	382	139	28	22	500	250	500	▲0.00%	Most expenditures reflect pass through costs related to public records
	TOTAL OTHER SERVICES & CHARGES	228,338	181,855	331,436	117,770	149,650	124,300	166,450	▲11.23%	
	BUILDING MAINTENANCE									
001 000 000 518 30 45 00	Facility Rental	7,983	9498.34	3643	5,884	4,800	6,000	6,000	▲25.00%	1 Public Storage Unit
001 000 000 518 30 48 00	Repairs/Maint-City Hall Bldg	82,767	94583.42	82687.49	77,019	60,000	60,000	60,000	▲0.00%	$10k City Hall & PD cleaning Maint. $5k Beach/Park Bathroom cleaning, $10k HVAC Maint., Alarm/Fire Monitoring $2,500, fire inspt, misc cleaning, bug service etc.
	TOTAL BUILDING MAINTENANCE	90,750	104,082	86,330	82,903	64,800	66,000	66,000	▲1.85%	
001 000 000 518 80 31 00	IT HW, SW, Operating Supplies	17,789	17,789	549	769	1,500	500	1,500	▲0.00%	Replacement mouse, keyboards, Data Center replacement battery, etc
001 000 000 518 80 41 50	Technical Services, IT	222,407	304,475	195,152	171,025	170,000	150,000	160,000	▼5.88%	IT Managed Services (less 15.56% for TIG DS allocation) $160,000 for Maint, monitoring, helpdesk, incident support;
001 000 000 518 80 41 60	Software Services (Split from Technical Services)				154,195	150,000	160,000	175,000	▲16.67%	Email Social Media archive, GovDelivery (Granicus), Municode Website hosting and Agenda Management, Internet, DUO Access, Azure Storage, O365 Licenses, Phones/Meetings Software Subscription, NextRequest PRA Software, Blue Beam Electronic Plan Review, Laserfiche, Sophos, DocuSign., Communications Tools
001 000 000 518 80 48 00	Repairs & Maint: Annual Software Maint.	4,202	11,442	121,012 4,914	7,662	15,000	8,000	12,000	▼20.00%	VEEAM,Cisco SmartNet, Avidex, Domain Name Renewal, Vision Application Suite, Cisco FirePower, Cisco Umbrella
	TOTAL INFORMATION TECHNOLOGY	244,398	333,706	321,626	333,650	336,500	318,500	348,500	▲3.57%	
	SUBTOTAL CENTRAL SERVICES	**986,316**	**1,056,897**	**1,203,948**	**989,651**	**1,026,030**	**851,300**	**1,023,963**	▼0.20%	
	CAPITAL EXPENDITURES									
001 000 000 594 14 64 00	City Hall - IT HW/SW >$5K Capital Outlay				56,000	57,000	57,185	57,000	▲0.00%	**HW**: VXRail Server Replacement with Storage Array $135,000 over three (3) years at $45,000/year, Computer Replacement (6) $12,000
	TOTAL CAPITAL EXPENDITURES				56,000	57,000	57,185	57,000	▲0.00%	
	TOTAL CENTRAL SERVICES	**986,316**	**1,056,897**	**1,203,948**	**1,045,651**	**1,083,030**	**908,485**	**1,080,963**	▼0.19%	

FINANCE AND HUMAN RESOURCES

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	FINANCE DEPARTMENT									**FTE's: 1.7**
	SALARIES & WAGES									
001 000 000 514 20 11 00	Salaries & Wages	215,430	190,255	203,896	217,081	233,054	218,000	241,910	▲3.80%	CPI-W=3.8% COLA---see salary model notes
001 000 000 514 20 11 16	ICMA 457 Plan	9,179	10,495	9,250	8,750	9,000	9,000	9,000	▲0.00%	Assumes full participation
	TOTAL SALARIES & WAGES	224,608	200,749	213,146	225,831	242,054	227,000	250,910	▲3.66%	
	PERSONNEL BENEFITS									
001 000 000 514 20 21 00	Personnel Benefits	54,118	50,950	65,142	60,732	68,575	60,000	66,351	▼3.24%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 514 20 21 17	Opt-Out Of Medical	7,531	11,836	4,973	4,862	5,754	-	-	▼100.00%	
	TOTAL PERSONNEL BENEFITS	61,650	62,786	70,115	65,594	74,329	60,000	66,351	▼10.73%	
	OTHER SERVICES & CHARGES									
001 000 000 514 20 41 01	Professional Services	9,600	28,305	39,998	42,783	44,000	46,000	96,200	▲118.64%	Finance/Financial System Support + ADP Payroll and HR Platform, + ERP Project Implementation
001 000 000 514 20 42 00	Intergvtml Prof Serv-Auditors	24,500	7,238	36,096	-	25,000	20,000	25,000	▲0.00%	Hybrid model utilized, $139 per hour but will save on travel expenses
001 000 000 514 20 43 00	Travel & Training	678	-	-	1,042	1,500	1,200	1,500	▲0.00%	Insurance related trainings, Finance related trainings
001 000 000 514 20 46 00	Insurance (AWC)	176,975	238,997	310,502	212,297	217,240	218,359	217,580	▲0.16%	Liability rate increase expected in October 2027, noticeless 15.56% alloc to DS
001 000 000 514 20 49 00	Misc-Dues,Subscriptions	1,921	234	99	783	1,000	800	1,000	▲0.00%	(Dues, Memberships),
001 000 000 514 20 49 10	Miscellaneous	3,547	10,650	5,137	6,056	15,000	7,500	15,000	▲0.00%	Non DS Merchant credit card fees (offset by Revenue), Flex Spend Admin, Microflex, Tax/AP Forms, L&I,
001 000 000 514 40 40 00	Elections Serv-Voter Reg Costs	12,857	11,172	1,218	12,226	12,000	14,396	14,000	▲16.67%	Election year costs (every other year is higher), 2027 increase due to 2026 actuals
	TOTAL OTHER SERVICES & CHARGES	230,080	296,595	393,050	275,187	315,740	308,255	370,280	▲17.27%	
	TOTAL FINANCE DEPARTMENT	**516,338**	**560,130**	**676,311**	**566,612**	**632,123**	**595,255**	**687,541**	▲8.77%	

32% of expense due to insurance

PARKS

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	PARKS DEPARTMENT									**FTE: 3 of 5 total allocated** **Public Works are split 60% Parks and 40% Streets**
	SALARIES & WAGES									
001 000 000 576 80 11 00	Salaries & Wages	296,866	298,072	294,815	325,681	331,718	333,000	346,645	▲4.50%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA 4 employees ---see salary model notes for details
001 000 000 576 80 11 11	Longevity	6,193	6,409	7,184	7,632	7,633	11,000	7,977	▲4.50%	
001 000 000 576 80 11 14	Education	3,236	3,194	3,240	3,105	3,240	3,240	3,240	▲0.00%	
001 000 000 576 80 11 16	ICMA 457 Plan	10,772	10,607	10,800	10,500	10,800	10,800	10,800	▲0.00%	Assumes full participation
001 000 000 576 80 11 17	Opt-Out of Medical	14,321	10,802	10,618	12,218	7,806	9,500	11,500	▲47.32%	
001 000 000 576 80 10 00	Salaries & Wages, SEASONAL WORKERS		10,779	23,264	14,414	22,089	17,500	22,089	▲0.00%	Seasonal Help
001 000 000 576 80 12 00	Overtime	9,360	12,355	10,327	15,233	17,054	15,000	17,395	▲2.00%	Special Events:Medina Days, Seafair, Parkboard, Snow Plowing
	TOTAL SALARIES & WAGES	340,748	352,218	360,248	388,783	400,340	400,040	419,646	▲4.82%	
	PERSONNEL BENEFITS									
001 000 000 576 80 21 00	Personnel Benefits	104,911	112,142	114,778	113,485	118,429	124,000	127,122	▲7.34%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 576 80 22 00	Uniforms	2,270	1,535	1,970	1,992	2,800	2,200	3,000	▲7.14%	
	TOTAL PERSONNEL BENEFITS	107,181	113,677	116,748	115,477	121,229	126,200	130,122	▲7.34%	
	SUPPLIES									
001 000 000 576 80 31 00	Operating Supplies	38,517	28,003	35,078	31,067	37,000	36,000	37,000	▲0.00%	Garbage bags, toilet paper, fertilizer, bark, topsoil, Mutt Mitts, bathroom supplies, Purell sanitizer, light bulbs, paint, mower blades, irrigation parts, tennis court nets, gloves, ear plugs, eye protection.
001 000 000 576 80 32 00	Vehicle Fuel & Lube	5,369	4,108	4,747	4,721	5,000	7,500	5,000	▲0.00%	Public Works equipment & vehicles
	TOTAL SUPPLIES	43,886	32,111	39,825	35,788	42,000	43,500	42,000	▲0.00%	
	OTHER SERVICES & CHARGES									
001 000 000 576 80 41 00	Professional Services	10,891	5,374	10,522	15,617	20,000	5,000	18,000	▼10.00%	Arborist, irrigation repairs, engineering, Back-flow device testing, hazardous material disposal, fertilizing and sprayin
001 000 000 576 80 41 04	Professional Services-Misc	7,471	7,610	9,951	10,980	4,000	11,200	6,000	▲50.00%	Debris Disposal Dumpster
001 000 000 576 80 42 00	Telephone/Postage	6,346	9,483	5,483	8,846	8,000	6,600	8,000	▲0.00%	Mobile phones, alarm/fire monitoring line, interne
001 000 000 576 80 43 00	Travel & Training	2,576	423	320	1,023	4,000	750	4,000	▲0.00%	Pesticide training, flagger training, certifications, licenses, conferences, qtrly safety meetings
001 000 000 576 80 47 00	Utilities	29,782	41,098	40,648	48,847	28,000	34,000	32,000	▲14.29%	Utilities for public works shop and park restrooms, irrigation water, pond powe
001 000 000 576 80 48 00	Repair & Maint Equipment	7,055	8,585	4,914	13,939	12,500	1,500	12,500	▲0.00%	Backhoe, Mowers, non-road vehicles
001 000 000 576 80 49 00	Miscellaneous, annual lease	1,000	-	500	-	600	600	600	▲0.00%	Yearly lease for Shop Yard
001 000 000 576 80 49 01	Misc-Property Tax	339	283	276	348	450	391	450	▲0.00%	KC Real Estate Tax
	TOTAL OTHER SERVICES & CHARGES	65,459	72,856	72,613	99,600	77,550	60,041	81,550	▲5.16%	
	TOTAL PARKS DEPARTMENT	**557,274**	**570,862**	**589,434**	**639,648**	**641,119**	**629,781**	**673,318**	▲5.02%	

FUND TRANSFERS OUT

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Actuals	2027 Proposed Budget		Notes:
	OPERATING TRANSFERS									
	From General Fund to:									
001 000 000 597 00 30 00	Levy Stabilization Fund	$ 500,000	1,000,000	$ 400,000	$ 285,000	$ -	$ -	$ -		
001 000 000 597 00 00 03	Street Fund	$ 405,628	478,000	$ 460,000	$ 440,000	$ 455,000	$ 455,000	$ 470,000	▲3.30%	
001 000 000 597 00 30 04	Development Service Fund	$ 1,010,835				$ 100,000	$ 100,000	$ 46,000	▼54.00%	Transfer to offset projected deficit
	Equipment Replacement Fund							307,109		New Fund, was in General Fund prior to 2027
	TOTAL TRANSFERS FROM GENERAL FUND	1,916,463	1,478,000	1,860,000	**725,000**	**555,000**	**555,000**	**823,109**	▲48.31%	
	From Capital Projects Fund to:									
307 000 000 597 00 00 30	Street Fund	-	75,000	75,000	100,000	100,000	100,000	100,000	▲0.00%	Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
	TOTAL TRANSFERS FROM CAPITAL FUND	-	75,000	75,000	**100,000**	**100,000**	**100,000**	**100,000**		
	TOTAL OPERATING TRANSFERS	**1,916,463**	**1,553,000**	**1,935,000**	**825,000**	**655,000**	**655,000**	**923,109**	▲40.93%	

Equipment Replacement Fund

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	CITY HALL									
	CAPITAL OVERLAY									
100 000 000 594 18 64 00	City Hall Capital 5K>	66,948	126,689	49,216	46,615	46,295	51,774	-	▼100.00%	
	TOTAL CITY HALL CAPITAL OUTLAY	66,948	126,689	49,216	46,615	46,295	51,774	-	▼100.00%	
	POLICE DEPARTMENT									
	CAPITAL OUTLAY									
100 000 000 594 21 64 10	Surveillance Cameras and Body Cameras		58,715	66,000	66,971	66,500	66,500	151,500	▲127.82%	Axon body cameras, Tasers, One PD Vehicle (Purchased)
100 000 000 594 21 64 10	Police HW/SW, Equip >$5K Capital		2,809	10,455	3,000	4,500	4,500	4,500	▲0.00%	Mandated mobile platform requirements
100 000 000 594 21 70 00	Police Vehicle Leasing, Princ. Cost	62,292	62,641	113,689	85,392	93,600	116,680	29,741	▼68.23%	Vehicle leasing costs - 4 vehicles
100 000 000 594 21 80 00	Police Vehicle Leasing, Int. Cost	16,741	22,412	18,989	24,904	27,600	25,000	12,319	▼55.37%	(this is included in line above)
	TOTAL PD CAPITAL OUTLAY	215,908	146,576	209,133	180,267	192,200	212,680	198,060	▲3.05%	
	PARKS DEPARTMENT									
	CAPITAL OUTLAY									
100 000 000 594 76 30 00	Park Improvements		(3,100)	70	8,238					
100 000 000 594 76 00 00	Furniture and Equipment: Replacement	-		-	-	9,000	6,000	9,000	▲0.00%	Park Benches & Tables, Flags, Tennis Court Accessories
100 000 000 594 76 64 00	Parks Capital Outlay >$5K	10,099	78,150	608	11,600	180,000	186,116	80,899	▼55.06%	(Replacement Gass Ride on Mower, $35KK) Replacement Ford Ranger - $46K
	TOTAL PARKS CAPITAL OUTLAY	10,099	75,050	608	11,600	189,000	192,116	89,899	▼52.43%	
	STREET FUND									
	CAPITAL OUTLAY									
100 000 000 594 42 64 00	>$5,000 Equipment, HW & SW	8,529	65,336	38,928	5,000	5,000	53,845	19,150	▲283.00%	Asset Essentials Licensing $5k, Electronic Street Notifications Sign
	TOTAL CITY STREET FUND	**8,529**	**65,336**	**38,928**	**5,000**	**5,000**	**53,845**	**19,150**	▲283.00%	
	TOTAL EQUIPMENT REPLACEMENT	**301,485**	**413,652**	**297,885**	**243,482**	**432,495**	**510,415**	**307,109**	▼28.99%	

Storm Water Fund

DESCRIPTION	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes: This is just to highlight costs associated with Storm Water
STAFF COSTS					
Salaries & Wages	102,305	107,305	106,193	▲3.80%	Includes portions of the PW Director, Building Official,
Longevity					and Seasonal Worker Salaries and benefits
Education					
Opt-Out of Medical					
Salaries & Wages, SEASONAL WORKERS	5,000	5,000	5,500	▲10.00%	
Overtime					
Personal Benefits	34,678	34,678	37,452	▲8.00%	
TOTAL STAFF COSTS	141,983	146,983	149,145	▲5.04%	
MAINTENANCE					All items currenlty in the Street Fund
CAPITAL OUTLAY					
Operating & Maintenance Supplies	7,000	6,500	9,000	▲28.57%	
Prof Svcs- NPDES Grant	60,000	22,000	50,000	▼16.67%	
Storm Drain Maintenance	15,000	15,000	15,000	▲0.00%	
Street Cleaning	78,000	65,000	78,000	▲0.00%	
TOTAL MAINTENANCE	78,000	108,500	152,000	▲94.87%	
CAPITAL PROJECTS					Paid for through REET (Real Estate Excise Tax)
CAPITAL OUTLAY					
Capital Storm Water Projects	200,000	260,000	1,070,000	▲435.00%	
TOTAL CAPITAL PROJECTS	200,000	260,000	1,070,000	▲435.00%	
TOTAL EQUIPMENT REPLACEMENT	**419,983**	**515,483**	**1,371,145**	▲226.48%	

STREET FUND REVENUE

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	CITY STREET FUND REVENUE									
	INTERGOVERNMENTAL REVENUE									
	DOE Sweeping Grant									
101 000 000 334 03 60 00	Nat'l Pollution Discharge Elim		75,000	32,897	130,000	65,000	65,000	65,000	▲0.00%	NPDES DOE Grant
101 000 000 336 00 71 00	Multimodal Transportation - Cities	3,846	3,785	3,750	7,687	3,236	3,647	3,615	▲11.71%	2027: MRSC estimated distribution of State Shared Revenue, available late July
101 000 000 336 00 87 00	Motor Fuel Tax and MVA Transpo	54,846	53,975	51,775	45,511	50,983	52,700	49,992	▼1.94%	2027: MRSC estimated distribution of State Shared Revenue, available late July
	TOTAL INTERGOVERNMENTAL	58,692	132,760	88,421	183,198	119,219	121,347	118,607	▼0.51%	
	OPERATING TRANSFERS									
101 000 000 397 00 20 00	From Capital Reserves (302)									
101 000 000 397 00 10 00	From General Fund (001)	405,628	478,000	460,000	444,856	455,000	455,000	470,000	▲3.30%	
101 000 000 397 00 30 00	From Capital Projects Fund (307)	-	75,000	75,000	100,000	100,000	100,000	100,000	▲0.00%	Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
	TOTAL OPERATING TRANSFERS	405,628	553,000	535,000	544,856	555,000	555,000	570,000	▲2.70%	
	TOTAL CITY STREET FUND	**464,320**	**685,760**	**623,421**	**728,054**	**674,219**	**676,347**	**688,607**	▲2.13%	

STREET FUND

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	CITY STREET FUND									**FTE: 2 of 5 total allocated** **Public Works are split 60% Parks and 40% Streets**
	SALARIES & WAGES									
101 000 000 542 30 11 00	Salaries & Wages	200,731	262,004	266,893	216,856	221,146	221,000	231,097	▲4.50%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA employees---see salary model notes for remaining staff
101 000 000 542 30 11 11	Longevity	4,129	4,423	5,488	5,088	5,089	8,000	5,343	▲5.00%	
101 000 000 542 30 11 14	Education	2,157	2,754	3,458	1,990	2,200	2,200	2,200	▲0.00%	
101 000 000 542 30 11 16	ICMA 457 Plan	7,181	12,154	8,550	7,000	7,200	7,200	7,200	▲0.00%	Assumes full participation
101 000 000 542 30 11 17	Opt-Out of Medical	9,547	7,436	7,079	8,145	5,212	7,500	8,000	▲53.49%	
101 000 000 542 30 10 00	Salaries & Wages (Seasonal Workers)			5,924	9,609	13,800	9,000	13,800	▲0.00%	Seasonal Help
101 000 000 542 30 12 00	Overtime	6,239	8,496	6,885	10,156	12,000	11,000	13,000	▲8.33%	Special Events:Medina Days, Seafair, Parkboard, Snow plowing
	TOTAL SALARIES & WAGES	215,908	297,268	304,277	258,844	266,646	265,900	280,640	▲5.25%	
	PERSONNEL BENEFITS									
101 000 000 542 30 21 00	Personnel Benefits	70,628	91,141	90,630	73,427	78,952	76,000	84,748	▲7.34%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
101 000 000 542 30 22 00	Uniforms	1,202	2,445	2,423	3,162	3,000	2,200	3,000	▲0.00%	
	TOTAL PERSONNEL BENEFITS	71,204	93,586	93,053	76,589	81,952	78,200	87,748	▲7.07%	
	ROAD & STREET MAINTENANCE									
101 000 000 542 30 31 00	Operating & Maintenance Supplies	5,652	4,406	4,951	5,467	7,000	6,500	9,000	▲28.57%	Storm drain pipe, catch basin grates, marking paint, gravel, cement, bark, roadside plantings, sweeper brushes **REET1 eligible**
101 000 000 542 30 35 00	Small Tools/Minor Equipment	3,384	4,951	7,186	7,574	8,000	7,500	8,000	▲0.00%	Power tools, mower parts, Pole Saw, Weedeater
101 000 000 542 30 41 00	Professional Services	71,130	41,060	52,009	67,333	60,000	85,000	75,000	▲25.00%	84th Median & 24th Roadside Maint, 24th traffic Signal (shared Clydehill # netted), REET1 eligible
101 000 000 542 30 41 03	Prof Svcs- NPDES Grant	20,971	8,389	7,038	13,646	60,000	22,000	50,000	▼16.67%	Environmental Requirements for Stormwater - Grant $50k
101 000 000 542 30 41 10	Road & Street Maintenance	10,801	412	6,918	-	11,000	33,000	15,000	▲36.36%	Pavement patching, pavement markings, sidewalk maintenance, curb repairs REET1 eligible
101 000 000 542 30 45 00	Machine Rental	-	2,277	2,000	3,499	4,000	5,000	10,000	▲150.00%	ditch witch, compactor, compressor, manlift, boom mower for roadside
101 000 000 542 30 47 00	Utility Services	888	645	903	615	1,000	900	1,000	▲0.00%	Utility locates
101 000 000 542 30 48 00	Equipment Maintenance	350	9,569	8,611	11,136	7,000	6,500	8,000	▲14.29%	PW vehicle and power equip repairs
101 000 000 542 40 41 00	Storm Drain Maintenance	13,548	23,777	19,924	-	15,000	15,000	15,000	▲0.00%	Catch Basin Vactoring, Storm Line jetting, root cutting, camera
101 000 000 542 63 41 00	Street Light Utilities	25,195	22,958	22,763	19,246	22,500	19,000	22,500	▲0.00%	PSE street light Power, REET1 eligible
101 000 000 542 64 41 00	Traffic Control Devices	13,602	11,558	3,249	12,467	10,000	3,500	10,000	▲0.00%	Posts, reflective signs(Fed Req), barricades, cones
101 000 000 542 66 41 00	Snow & Ice Removal	115	-	-	-	2,000	1,500	2,000	▲0.00%	Sand, ice melt
101 000 000 542 67 41 00	Street Cleaning	2,223	22,466	22,677	69,620	78,000	65,000	78,000	▲0.00%	Street sweeping
101 000 000 542 70 40 00	Street Irrigation Utilities	16,620	28,932	17,092	12,429	18,000	10,000	15,000	▼16.67%	
	TOTAL ROAD & ST MAINTENANCE	228,000	181,401	175,322	223,032	303,500	280,400	318,500	▲4.94%	
	TOTAL CITY STREET FUND	**515,112**	**572,255**	**572,651**	**558,465**	**652,099**	**624,500**	**686,888**	▲5.34%	

CAPITAL FUND REVENUE

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	CAPITAL PROJECTS FUND REVENUE									
	TAXES									
307 000 000 318 34 00 00	Real Estate Excise Tax 1	668,019	641,355	815,543	1,413,309	600,000	550,000	600,000	▲0.00%	
307 000 000 318 35 00 00	Real Estate Excise Tax 2	668,019	638,478	815,459	606,459	600,000	550,000	600,000	▲0.00%	
	TOTAL TAXES	1,336,037	1,279,832	1,631,002	2,019,768	1,200,000	1,100,000	1,200,000	▲0.00%	
307 000 000 332 92 10 01	Coronavirus Local Fis. Rec. (ARPA)	349,367								
307 000 000 334 03 80 00	State Transp Improv Board Grant - Sidewalks	36,405	207,160	604,090						
307 000 000 334 06 91 02	Property II Levy		64,311	67,501	72,379	50,000	78,036	70,000	▲40.00%	KC Parks Levy, Nov 2019 went to ballot for renewal, passed, updated to reflect notice rec'd from KC of COM annual portion
307 000 000 334 06 91 05	TIB-LED Streetlight Conversion Grants									
	TOTAL INTERGOVERNMENTAL	385,772	271,471	671,591	72,379	50,000	78,036	70,000	▲40.00%	
307 000 000 344 10 02 00	Roads Street CIP Improvements	333,012	-		-		-			
	TOTAL TRANSPORTATION	333,012	-	-	-	-	-	-		
307 000 000 361 11 00 00	Investment Interest Earnings	92,460	296,694	290,513	282,982	145,000	298,000	225,000	▲55.17%	Assumes LGIP and Bond Investments Interest, allocated between General Fund (50%) & Capital (50%)
307 000 000 367 00 00 00	Capital Project Donations - Non-Gov			2,000						
307 000 000 382 20 00 00	Refundable Retainage Deposits	4,083	9,176	31,000	9,299		12,500			
	OPERATING TRANSFERS - IN									
307 000 000 397 00 10 00	From General Fund to Capital									
307 000 000 397 00 04 00	From Custodial (relcass 2019 only)									
307 000 000 397 00 40 00	From Capital Reserve Fund to Capital	-		-		-		-		
	TOTAL TRANSFERS	-	-	-	-	-	-	-		
	TOTAL CAPITAL PROJECTS FUND	2,147,281	1,857,173	2,593,106	2,384,428	1,395,000	1,488,536	1,495,000	▲7.17%	

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actual	2026 Adopted Budget	2026 Year End Est.	2027 Preliminary Budget		Notes:
	TREE FUND REVENUE									
	MISCELLANEOUS REVENUE									
103 000 000 345 89 00 00	Other -Tree Replacement	2310	950	888	1500	3,075	1500	3,075	▲0.00%	Expecting only minimum fines
103 000 000 382 20 00 00	Refundable Retainage Deposits									
	TOTAL MISCELLANEOUS REVENUE	2,310	950	888	1,500	3,075	1,500	3,075	▲0.00%	
	TOTAL TREE FUND	2,310	950	888	1,500	3,075	1,500	3,075	▲0.00%	

2026 Capital Fund Adopted Project List

Account Code	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Budget	2026 Actuals Est.	2027 Budget	2027 Budget Breakdown	2027 PROPOSED PROJECT LIST
CAPITAL STREETS:									**STREETS:**
307 000 000 595 30 63 01	$ 595,770.00	$ 134,584.00	$ 364,415.00	$ 170,198.00	$ 260,000.00	$ 260,000.00	$ 180,000.00	$ 70,000.00	81st Ave Overlay
								$ 110,000.00	Lake WA Blvd Overlay
CAPITAL SIDEWALK:									**SIDEWALK:**
307 000 000 595 30 63 10	$ 9,806.00	$ 206,870.00	$ 1,382,599.00	$ 54,400.00	$ 200,000.00	$ 150,000.00	$ 200,000.00	$ 200,000.00	Pedestrian Improvements - Draft Construction Plans
CAPITAL PARKS:									**PARKS:**
								$ 50,000.00	Hardscaping and Landscaping Improvements
								$ 20,000.00	Invasive Species Removal and Planting Plan
307 000 000 594 76 63 20	$ 117,292.00	$ 34,211.00	$ 57,768.00	$ 93,977.00	$ 420,000.00	$ 125,000.00	$ 70,000.00		
CAPITAL STORMWATER:									**STORMWATER:**
307.000 000 595 30 63 02	$ 498,134.00	$ 291,068.00	$ 417,144.00	$ 193,895.00	$ 200,000.00	$ 260,000.00	$ 1,070,000.00	$ 470,000.00	NE 28th Water Quality Filter and Outfall Vault/Biofiltration
								$ 600,000.00	Medina Park North Pond Stormwater Improvements
CAPITAL BUILDING:									**BUILDING IMPROVEMENTS:**
								$ 20,000.00	Lobby and Workspace Planning and Design
307 000 000 594 18 60 00	$ 15,393.00	$ 42,559.00	$ 286,874.00	$ 149,758.00	$ 40,000.00	$ 120,000.00	$ 50,000.00	$ 30,000.00	PW Fuel Station
TRANSFERS:									**OTHER:**
307 000 000 597 00 30 00		$ 75,000.00	$ 75,000.00	$ 100,000.00	$ 100,000.00	$ 100,000.00	$ 100,000.00	$ 100,000.00	Transfer to Street Fund for Road Maintence
TOTALS	$ 1,236,395.00	$ 784,292.00	$ 2,583,800.00	$ 762,228.00	$ 1,220,000.00	$ 1,015,000.00	$ 1,670,000.00	$ 1,670,000.00	

TREE FUND:									**OTHER:**
103 000 000 558 60 49 10	$ 13,696.00	$ 25,431.00	$ 25,853.00	$ 3,946.00	$ 30,000.00	$ 16,678.00	$ 30,000.00	$ 30,000.00	Tree Planting and Hazardous Tree Removal

DEVELOPMENT SERVICES REVENUE

Permitting Fees

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	DEVELOPMENT SERV. ENT. FUND,									
Transfer from Gen. Rev tab:										Revenue forcasts, from 2026 actuals YTD
401 000 000 322 10 00 00	Building Permits	$ 656,228	$ 914,174	$ 709,829	$ 663,680	$ 635,000	$ 625,000	$ 635,000	▲0.00%	
401 000 000 322 11 00 00	Building Permit - Technology Fee	$ 11,769	$ 9,316	$ 8,786	$ 8,582	$ 8,500	$ 8,500	$ 8,500	▲0.00%	
401 000 000 345 81 00 00	Zoning	$ 46,900	$ 56,401	$ 70,808	$ 43,764	$ 40,000	$ 55,000	$ 50,000	▲25.00%	Building permit related
401 000 000 345 89 00 00	Additional Permit Fees	$ 198,288	$ 218,078	$ 84,690	$ 143,446	$ 100,000	$ 78,000	$ 90,000	▼10.00%	Includes, Tree, Right of way , Mechanical, CAP and G&D Permits
401 000 000 359 00 00 00	Misc. Fine, Penalties, Code			$ -	$ 1,480	$ 1,500	$ 500	$ 1,500	▲0.00%	
401 000 000 369 91 00 05	Other-CC Convenience Fees	18,253	22,378	18,480	20,148	20,000	21,000	20,000	▲0.00%	
401 000 000 397 00 30 00	Transfer from General Fund	$ 1,010,835				$ 100,000	$ 100,000	$ 46,000	▼54.00%	
	REVENUES	**$ 1,969,478**	**$ 1,336,010**	**$ 892,593**	**$ 881,100**	**$ 905,000**	**$ 888,000**	**$ 851,000**	▼3.42%	
	TOTAL DEV. SERV. ENT. FUND	**$ 1,969,478**	**$ 1,336,010**	**$ 892,593**	**$ 881,100**	**$ 905,000**	**$ 888,000**	**$ 851,000**	▼5.97%	

Advanced Deposits

Revenue		2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Budget	2026 Estimate	2027 Budget		
401 000 000 382 10 00 02	Refundable DS Adv Deposit	$ 15,590	$ 34,711	$ 48,399	$ 76,522	$ 40,000	$ 125,000	$ 75,000	▲87.50%	Money taken in for this deposit goes here until used for Consulting Fees
401 000 000 382 10 00 03	Advanced Deposits Used for Consulting Fees			$ 79,073	$ 82,903	$ 80,000	$ 80,000	$ 80,000	▲0.00%	All Money that is paid to consulting via Advanced Deposit Goes to this Account
	Total Advanced Deposit $ Brought In:	**$ 15,590**	**$ 34,711**	**$ 127,472**	**$ 159,425**	**$ 120,000**	**$ 205,000**	**$ 155,000**	▲29.17%	

DEVELOPMENT SERVICES FUND

Paid For By Permitting Fees

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Proposed Budget		Notes:
	DEVELOPMENT SERVICES DEPT									**FTE's: 3.5** Rob Salary and Benefits will be allocated 50/50 to DS and General Fund (Planning) Long Range Planning and Code Enforcement Has been pulled back to the General Fund to isolate development and permitting within this fund
	SALARIES & WAGES									
401 000 000 558 60 11 00	Salaries & Wages	$ 438,929.96	$ 390,877.52	$ 416,016.78	$ 412,911.00	$ 342,168.00	$ 342,168.00	$ 254,184.38	▼25.71%	CPI-W=2.7% COLA 3 non-rep employees; 2.7% CBA est COLA 1 employees-----see salary model notes for step increase info
401 000 000 558 60 12 00	Overtime	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ -	$ 3,000.00	$ -			Staff now conduct after-hours CAP open houses. Staff has the option of overtime or comp time.
401 000 000 558 60 11 11	Longevity			$ 699.25	$ 448.00					
401 000 000 558 60 11 14	Education	$ 3,599.11	$ 3,049.83	$ 3,002.33	$ 2,773.00	$ 2,400.00	$ 2,400.00	$ 2,400.00	▲0.00%	
401 000 000 558 60 11 16	ICMA 457 Plan	$ 16,569.33	$ 18,714.88	$ 16,500.00	$ 15,875.00	$ 12,000.00	$ 15,000.00	$ 9,000.00	▼25.00%	Assumes full participation
401 000 000 558 60 11 17	Opt-Out of Medical	$ 5,066.40	$ 5,073.96	$ 12,172.42	$ 8,094.00	$ 5,408.00	$ 12,000.00	$ 9,500.00	▲75.67%	
	TOTAL SALARIES & WAGES	$ 467,164.80	$ 420,716.19	$ 451,390.78	$ 440,101.00	$ 364,976.00	$ 371,568.00	$ 275,084.38	▼24.63%	
	PERSONNEL BENEFITS									
401 000 000 558 60 21 00	Personnel Benefits	$ 147,270.25	$ 130,549.62	$ 129,538.76	$ 121,623.00	$ 103,950.00	$ 108,000.00	$ 69,635.00	▼33.01%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
401 000 000 558 60 23 00	**Tuition Reimbursement**									
	TOTAL PERSONNEL BENEFITS	$ 147,270.25	$ 130,549.62	$ 129,538.76	$ 121,623.00	$ 103,950.00	$ 108,000.00	$ 69,635.00	▼33.01%	
	SUPPLIES									
401 000 000 558 50 31 00	Operating Supplies	$ 741.36	$ 209.64	$ 987.83	$ 136.00	$ 1,500.00	$ 600.00	$ 1,000.00	▼33.33%	Development site signs, business cards, etc.
401 000 000 558 50 32 00	Vehicle Expenses - Gas, Oil, Maint.	$ 3,633.90	$ 2,625.31	$ 685.22	$ 1,233.00	$ 1,000.00	$ 600.00	$ 1,000.00	▲0.00%	New vehicle basic maintenance
	TOTAL SUPPLIES	$ 4,375.26	$ 2,834.95	$ 1,673.05	$ 1,369.00	$ 2,500.00	$ 1,200.00	$ 2,000.00	▼20.00%	
	OTHER SERVICES & CHARGES									
401 000 000 558 50 03 00	Insurance (WCIA)	$ 32,611.74	$ 44,040.71	$ 57,217.08	$ 38,865.00	$ 58,933.59	$ 39,955.00	$ 40,094.07	▼31.97%	AWC Liability insurance. 15.56% alloc to DS
401 000 000 558 50 04 00	City Attorney, Dev. Serv.	$ 4,927.50	$ -	$ 8,229.43	$ 5,214.00		$ 20,000.00	$ 35,000.00		Estimate based upon 2026 Development activity.
401 000 000 558 50 05 00	Technical Services, Software Services	$ 23,483.28	$ 27,319.92	$ 25,941.38	$ 28,575.00	$ 27,238.45	$ 22,000.00	$ 25,000.00	▼8.22%	IT - DS allocation of 15.56% of total from CS for Maint, monitoring, helpdesk, incident support.
401 000 000 558 60 41 00	Professional Services	$ 50,910.00	$ 96,720.00	$ 74,497.25	$ 65,205.00	$ 35,000.00	$ 10,000.00	$ 30,000.00	▼14.29%	Building permit architectural and structural engineering review.
401 000 000 558 60 41 01	Planning Consultant	$ 122,513.60	$ 152,372.21	$ 169,869.50	$ 221,155.00	$ 175,000.00	$ 165,000.00	$ 175,000.00	▲0.00%	Current planning.
401 000 000 558 60 41 02	Hearing Examiner	$ 16,020.00	$ 16,273.50	$ 10,080.75	$ 25,131.00	$ 20,000.00	$ 10,000.00	$ 25,000.00	▲25.00%	Cost recovery through fee and deposit. Anticipated 2027 estimated increase due to new development impacts process.
401 000 000 558 50 41 06	Building Inspector Contract	$ -	$ 4,650.00	$ 700.00	$ 965.00	$ 2,500.00	$ 4,400.00	$ 2,500.00	▲0.00%	Consultant inspections support for the Building Official. Vacations, medical leave, and similar.
401 000 000 558 60 42 00	Communications	$ 2,570.98	$ 1,182.42	$ 4,595.48	$ 2,800.00	$ 5,000.00	$ 2,500.00	$ 4,000.00	▼20.00%	Estimate based upon prior years activities.
401 000 000 558 60 43 00	Travel & Training	$ 2,112.28	$ 1,844.96	$ 5,849.93	$ 1,861.00	$ 5,000.00	$ 1,500.00	$ 4,000.00	▼20.00%	Staff training. Required for certifications and administrative improvements.
401 000 000 558 60 49 00	Dues, Subscriptions, Memberships	$ 3,018.95	$ 956.53	$ 2,199.79	$ 1,861.00	$ 3,600.00	$ 3,000.00	$ 3,600.00	▲0.00%	Various DS related trainings
401 000 000 558 60 49 10	Miscellaneous	$ 21,059.84	$ 28,974.00	$ 24,284.06	$ 22,997.00	$ 24,000.00	$ 24,000.00	$ 24,000.00	▲0.00%	Bank fees for permits paid by credit card which are reimbursed with customer fees, postal expenses for code enforcement, etc.
401 000 000 558 50 41 08	Sound Testing Consultant	$ 21,371.66	$ 13,377.82	$ 10,080.00	$ 2,310.00	$ 1,500.00	$ 3,200.00	$ 3,500.00	▲133.33%	A new consulting contract in 2027 could change the estimate. Cost recovery uses fees only for certain sound tests (no advanced deposit).
401 000 000 558 50 41 55	Shoreline Consultant	$ 34,000.00	$ 12,682.50	$ 56,765.70	$ 30,431.00	$ 32,000.00	$ 60,000.00	$ 45,000.00	▲40.63%	Shorelines and critical areas specialist. A new consulting contract in 2027 could change the estimate.
	TOTAL OTHER SERVICES & CHARGES	$ 334,599.83	$ 400,394.57	$ 450,310.35	$ 447,370.00	$ 389,772.04	$ 365,555.00	$ 416,694.07	▲6.91%	
	CAPITAL OUTLAY									
401 000 000 594 60 64 00	DS- IT HW/SW >$5K Capital Outlay	$ 20,910.71	$ 30,000.00		$ 28,000.00	$ 30,000.00	$ 28,000.00	$ 30,000.00	▲0.00%	Brightly (E-permitting, public portal); BlueBeam (License, Maintenance).
	TOTAL CAPITAL OUTLAY	$ 20,910.71	$ 30,450.00	$ 39,746.00	$ 26,970.00	$ 30,000.00	$ 28,000.00	$ 30,000.00	▲0.00%	
	TOTAL DEVELOPMENT SERVICES	**974,321**	**984,945**	**1,072,659**	**1,037,433**	**891,198**	**874,323**	**793,413**	▼10.97%	

Paid For By Advanced Deposits -

Expenses DESCRIPTION		2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actual	2026 Budget	2026 Year End Est.	2027 Preliminary Budget		Notes:
401 000 000 558 50 41 07	Engineering Consultant	$ 79,892.39	$ 60,577.76	$ 72,016.39	$ 121,013.00	$ 85,000.00	$ 86,000.00	$ 85,000.00	▲0.00%	Grading & drainage Svcs similar to 2026 82% of 2026 of service costs have been recovered through Adv. Dep.
401 000 000 558 50 41 50	Arborist	$ 102,983.19	$ 65,082.50	$ 37,946.25	$ 54,801.00	$ 50,000.00	$ 37,500.00	$ 50,000.00	▲0.00%	Arborist. Approx. 50% of the 2026 invoiced service costs,recovered through Adv. Deposit.
401 000 000 582 10 00 02	Refund of DS Adv Deposits	$ 23,459.15	$ 162,633.00	$ 61,509.00	$ 37,243.00	$ 40,000.00	$ 25,000.00	$ 50,000.00	▲25.00%	Money returned to Payer upon completion of project
	Total Consulting Expenses:	**$ 206,334.73**	**$ 288,293.26**	**$ 171,471.64**	**$ 213,057.00**	**$ 175,000.00**	**$ 148,500.00**	**$ 185,000.00**	▲5.71%	

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9th, 2026

Subject/Topic: 2026 Budget Amendments **Dept. Origin:** Finance/HR **Category:** Public Hearing **Prepared by:** Ryan Wagner – Finance Director **Attachments:**	**Proposed Council Action/Motion:** ☐Information Only ☐Receive and File ☐Discuss ☒**Provide Direction** ☒**Public Hearing** ☐Adopt/Approve ☐Other:

Introduction by the City Manager

This is the third and final budget-related public hearing on the agenda for the November 9th, 2026 City Council meeting. Having now approved the 2027 property tax levy and proposed 2027 budget, the assumptions for the 2026 budget amendments are validated. Following tonight's public hearing the 2026 budget amendments will come to Council for adoption at the December 14, 2026 City Council meeting.

Summary

As the City proceeds through its budget programming for 2027, staff have prepared an option for 2026 budget amendments that are impactful to the 2027 preliminary budget. Specifically, staff propose recognizing the expense related to acquisition of police take home vehicles in 2026 along with other 2026 budget amendments previously discussed with Council. Doing so will significantly change the assumptions for the 2027 preliminary budget, negating the need to draw from accumulated funds to balance the budget.

2026 Budget Amendments

The City's practice with respect to amending current year budgets is to obtain Council approval at the time the proposed change is occurring and accumulate each change for omnibus approval near the end of the budget cycle. These items include:

Fund	Project	Cost	Description
Streets	Public Works Kubota Skidsteer	$50,803.00	Approved by Council in Q2 of 2026, this piece of equipment Is multi-use and is currently being utilized to clean city sidewalks. The replacement schedule for equipment in this category is 15 years.

Streets	Crosswalk Striping	$14,574	The city had all the crosswalks and handicap park spots redone, along with the striping for parking at the Green Store.
Equipment Replacement Fund	Patrol Cars	$330,000	Move payment for four police vehicles from the 2027 preliminary budget to the 2026 budget - $330,000. One of the four vehicles will be reimbursed in 2027 through the CJTC grant awarded to the city. Ordering vehicles in 2026 will result in earlier delivery to the city.
Capital Fund	Medina Park and Beach Park Bathrooms Automatic Locks and Cameras (Outside)	$36,091	Approved by Council in Q1 of 2026, the purchase and installation of cameras and automatic locks for our outdoor public spaces was in direct response to continued vandalism of those spaces.
Capital Fund	Public Works Shop Storage Project	$27,630	Originally in the 2025 Capital Budget, this project was pushed into 2026. The storage project's goal is to get city equipment and resources out of the elements to extend its useful life.

The following items are those that can be defined as emergency replacements. These projects are necessary for either city operations, or for a key service to be provided to the community. These items need to be approved by the Council to be added to the 2026 budget.

Fund	**Project**	**Cost**	**Description**
Capital Fund	Lake Lane Dock Repair	$80,691	In May of 2026, the public dock at Lake Lane was vandalized and sustained substantial damage. The dock was closed over the summer, and after permitting with the state, the dock was restored in August of 2026. Covered by insurance, no impact to the budget.
Capital Fund	CH Server Room Cooling HVAC	$16,707	Replacement of a failed HVAC system in the server room. Necessary to keep the server room at a regulated temperature for City function.
Capital Fund	PW Shop Hot Water Tank Installation	$9,975	Replacement hot water tank for the Public Works shop.

Staff propose taking the following actions to balance the budgetary impacts of all of the foregoing amendments:

General and Street Fund

The proposed amendments above have a combined cost to the 2026 General Fund of $1,645,377. Accordingly, the City would recognize the unanticipated one-time revenue from WSDOT SR520 construction the sales tax of $1,732,744. Transferring $65,377 from the General Fund to the Street Fund balances the impact of the 2026 amendments listed above.

Capital Fund

The proposed amendment for the Capital Fund is $107,373. Offsetting this adjustment requires a one-time transfer from the Capital Fund balance. All of these projects are eligible for use of restricted real estate excise tax (REET) funds, so a transfer from the balance of restricted REET funds will be used.

Fund	Revenue	Expenditures	Description
General Fund	$ 380,803		Recognized Surplus Revenue
		$ 330,000	Transfer to Equip Replace. Fund
		$ 50,803	Transfer to Street Fund
Equipment Replacement Fund	$ 330,000		Transfer from General Fund
		$ 330,000	Purchase of Take Home Cars
Street Fund	$ 50,803		Transfer from General Fund
	$ 14,574		Transfer from Capital Fund
		$ 50,803	Skidsteer
		$ 14,574	Crosswalk Striping
Capital Fund	$ 104,977		Fund Balance
	$ 80,691		Insurance Reimb.
		$ 14,574	Transfer to Street Fund
		$ 36,091	Park Bathroom Locks
		$ 27,630	PW Storage Project
		$ 80,691	Lake Lane Dock Repair
		$ 16,707	CH Server Room HVAC
		$ 9,975	PW Hot Water Tank

Council Priorities

This proposal furthers Council Priorities 1 - 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: 2026 and 2027 Budget Impacts as presented.

Recommendation: Provide feedback to staff on the provided amendments, with the goal to foster community discussion before the ordinance is brought in December for adoption.

City Manager Approval: 

Proposed Council Motions: N/A

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9, 2026

Subject/Topic: ARCH 2027-2028 Budget and Work Program **Dept. Origin:** City Manager **Category:** City Business **Prepared by:** Jeff Swanson, City Manager **Attachments:** ARCH 2027-2028 Budget and Work Program Memo; ARCH Trust Fund Trust Fund Parity Goals Memo	Proposed Council Action/Motion: ☐Information Only ☐Receive and File ☐Discuss ☐Provide Direction ☐Public Hearing ☒**Adopt/Approve** ☐Other:

Proposed Council Action

Approve ARCH 2027-2028 Budget and Work Program.

Summary

The ARCH Executive Board approved the 2027-2028 ARCH budget and work program earlier this year. A second step in that process is the ratification of that action by member jurisdiction governing bodies.

ARCH Executive Director Lindsay Masters presented the 2027-2028 ARCH budget and work program during the study session, and this item is being presented for Council action.

The 2027 Proposed Budget for the City of Medina includes appropriations for:

- $10,000 estimated excise tax receipts (pass through to ARCH)
- $11,000 ARCH administration
- $17,066 Housing Trust Fund

TOTAL 2027 estimated appropriation: $38,066.

Council Priorities

This proposal furthers Council Priorities 3, 4, and 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:
The 2027 Proposed Budget for the City of Medina includes appropriations for:

- $10,000 estimated excise tax receipts (pass through to ARCH)
- $11,000 ARCH administration
- $17,066 Housing Trust Fund

TOTAL 2027 estimated appropriation: $38,066.

Recommendation: Approve the 2027-2028 ARCH Budget and Work Program.

City Manager Approval: 

Proposed Council Motion:

"I move approval of the 2027-2028 ARCH Budget and Work Program."

A Regional Coalition for Housing

A Regional Coalition for
Together Center Campus
16305 NE 87TH St, Suite 119
Redmond, WA 98052
425-861-3677

Memo

To: ARCH Member Councils
From: Lindsay Masters, ARCH Executive Director
Date: July 14, 2026

Re: ARCH 2027-28 Budget and Work Program

Please find attached the 2027-28 ARCH Budget and Work Program, which was adopted by the ARCH Executive Board in June of 2026. Over the last two years, ARCH and its members have achieved significant milestones as we advanced a Strategic Plan to *Build More Affordable Housing Faster*:

- **Increasing Investment.** Approved investments in over 700 units of affordable housing and awarded a record amount of local funding in the last two funding rounds.
- **Growing the Housing Pipeline.** Expanded affordable housing development opportunities through efforts on public and faith-owned land.
- **Supporting Local Leaders.** Launched the pilot ARCH Council of Elected Officials (ACE) to deepen knowledge and commitment to affordable housing and regional collaboration among local leaders.
- **Tapping Industry Expertise.** Established an Eastside Investment Committee that brings industry experts together to advise ARCH on local funding recommendations.
- **Expanding Local Program Impact.** Assisted nearly 100 low- and moderate-income households to become homeowners and added close to 500 new affordable multifamily units in 16 projects created through local inclusionary programs, while continuing to steward long-term affordability of over 800 ownership and 2,700 rental homes.
- **Supporting Legislative Policy and Funding.** Expanded support for ARCH members to collaborate on legislative policy and funding, with recent successes including greater REET flexibility for affordable housing and new options to incentivize affordable housing on faith-owned land.

You may find a summary of ARCH's priorities for the next two years in our 2027-28 Work Program, which now includes jurisdiction-level snapshots of the work of ARCH with each of our members. Per the direction of the Executive Board, ARCH's 2027-28 Budget maintains existing staffing levels, with base member dues distributed based on updated population figures.

As rising costs continue to have the greatest impact on low-income households, your work to create truly affordable housing opportunities in our region is more important than ever. We look forward to building on our shared progress and are grateful for your continued commitment and partnership.

Attachments:

1. 2027-28 ARCH Administrative Budget
2. 2027-28 ARCH Work Program

FINAL 2027-28 ARCH Administrative Budget

Adopted by the ARCH Executive Board

June 2026

	2025-2026 Adopted Budget		Proposed 2027-28 Budget			
	2025	2026	2027	2028	% change '26-'27	% change '27-'28
I. TOTAL EXPENSES	**$ 2,720,754**	**$ 2,827,690**	**$ 3,022,407**	**$ 3,179,284**	**6.9%**	**5.2%**
A. Personnel	**$ 2,427,721**	**$ 2,532,678**	**$ 2,663,210**	**$ 2,809,211**	**5.2%**	**5.5%**
Salaries	$ 1,848,491	$ 1,911,173	$ 2,029,427	$ 2,149,263		
Benefits	$ 579,230	$ 621,505	$ 633,783	$ 659,949		
14 FTEs (incl. 1 dedicated to Bellevue Housing Stability Program)						
B. Operating	**$ 125,787**	**$ 125,267**	**$ 133,348**	**$ 135,492**	**6.5%**	**1.6%**
Rent & Utilities	$ 42,000	$ 44,133	$ 52,497	$ 54,072	19.0%	3.0%
Telephone	$ 7,840	$ 8,075	$ 8,275	$ 8,523	2.5%	3.0%
Internet	$ 3,042	$ 3,164	$ 3,134	$ 3,228	-0.9%	3.0%
Software licensing (website, database, etc.)	$ 25,000	$ 25,750	$ 33,964	$ 34,983	31.9%	3.0%
Travel/Training	$ 7,150	$ 7,365	$ 9,800	$ 10,094	33.1%	3.0%
IT Equipment Replacement / Bellevue software	$ 8,600	$ 5,000	$ 8,286	$ 6,678	65.7%	-19.4%
Office Supplies	$ 2,700	$ 2,678	$ 2,758	$ 2,841	3.0%	3.0%
Postage/Printing	$ 2,500	$ 2,678	$ 2,678	$ 2,758	0.0%	3.0%
Periodical/Membership	$ 15,450	$ 15,914	$ 4,456	$ 4,590	-72.0%	3.0%
Translation and Interpretation	$ 5,000	$ 5,150	$ 1,500	$ 1,545	-70.9%	3.0%
Misc. (furniture, events, job posting fees, etc.)	$ 6,505	$ 5,361	$ 6,000	$ 6,180	11.9%	3.0%
C. In-Kind Admin/Services	**$ 46,495**	**$ 48,223**	**$ 138,000**	**$ 143,540**	**186.2%**	**4.0%**
Insurance	$ 33,280	$ 34,611	$ 68,000	$ 70,040		
Bellevue IT Services	$ 13,215	$ 13,611	$ 70,000	$ 73,500		
D. Professional Services / Consulting	**$ 120,750**	**$ 121,523**	**$ 87,849**	**$ 91,041**	**-27.7%**	**3.6%**
Consultant Contracts	$ 25,750	$ 26,523	$ 27,849	$ 29,241		
Outside Legal Counsel	$ 95,000	$ 95,000	$ 60,000	$ 61,800		

FINAL 2027-28 ARCH Administrative Budget

Adopted by the ARCH Executive Board

June 2026

	2025-2026 Adopted Budget		Proposed 2027-28 Budget			
	2025	2026	2027	2028	% change '26-'27	% change '27-'28
II. TOTAL INCOME	**$ 2,720,754**	**$ 2,827,690**	**$ 3,022,407**	**$ 3,179,284**	**6.9%**	**5.2%**
A. Member Contributions (General Fund $)	**$ 2,377,357**	**$ 2,460,218**	**$ 2,646,426**	**$ 2,781,886**	**7.6%**	**5.1%**
Beaux Arts Village	$ 3,187	$ 3,294	$ 3,543	$ 3,725	**7.6%**	**5.1%**
Bellevue	$ 600,541	$ 622,327	$ 664,125	$ 697,710	**6.7%**	**5.1%**
Bothell	$ 172,748	$ 178,110	$ 195,861	$ 206,246	**10.0%**	**5.3%**
Clyde Hill	$ 11,205	$ 11,553	$ 12,314	$ 12,967	**6.6%**	**5.3%**
Hunts Point	$ 3,187	$ 3,294	$ 3,543	$ 3,725	**7.6%**	**5.1%**
Issaquah	$ 157,108	$ 162,807	$ 173,157	$ 181,914	**6.4%**	**5.1%**
Kenmore	$ 88,579	$ 91,517	$ 97,742	$ 102,824	**6.8%**	**5.2%**
Kirkland	$ 366,910	$ 380,220	$ 405,092	$ 425,577	**6.5%**	**5.1%**
Medina	$ 10,538	$ 10,865	$ 11,560	$ 12,173	**6.4%**	**5.3%**
Mercer Island	$ 95,259	$ 98,405	$ 103,925	$ 109,334	**5.6%**	**5.2%**
Newcastle	$ 50,076	$ 51,819	$ 55,293	$ 58,124	**6.7%**	**5.1%**
Redmond	$ 293,990	$ 304,655	$ 338,315	$ 355,423	**11.0%**	**5.1%**
Sammamish	$ 243,510	$ 251,257	$ 266,409	$ 280,434	**6.0%**	**5.3%**
Woodinville	$ 47,952	$ 49,440	$ 57,066	$ 59,991	**15.4%**	**5.1%**
Yarrow Point	$ 4,615	$ 4,758	$ 4,730	$ 4,981	**-0.6%**	**5.3%**
King County	$ 227,952	$ 235,897	$ 253,751	$ 266,740	**7.6%**	**5.1%**
B. Bellevue Detail (General Fund + 1590)	**$ 776,623**	**$ 814,799**	**$ 860,106**	**$ 905,108**	**6%**	**5%**
Cash Contributions	$ 315,522	$ 338,836	$ 270,311	$ 283,712	**-20%**	**5%**
In-Kind Contributions	$ 461,101	$ 475,963	$ 589,795	$ 621,397	**24%**	**5%**
Personnel (Gen Fund + 1590)	$ 414,606	$ 427,740	$ 451,795	$ 477,857		
Insurance	$ 33,280	$ 34,611	$ 68,000	$ 70,040		
IT Services	$ 13,215	$ 13,611	$ 70,000	$ 73,500		
C. Other Income	**$ 167,315**	**$ 175,000**	**$ 180,000**	**$ 190,000**	**2.9%**	**5.6%**
Administrative Fees	$ 165,000	$ 135,000	$ 100,000	$ 100,000		
Interest Earnings	$ 2,315	$ 40,000	$ 80,000	$ 90,000		
III. RESERVES, CONTINGENT INCOME AND EXPENSES						
Note: This section expresses intended use of any excess revenues above levels needed to cover basic operating costs, as authorized by the ARCH Board, and/or any agreement by an ARCH member to fund work under section 13 of the ARCH Interlocal Agreement						
A. Contingent Expenses	**$ 450,000**	**$ 450,000**	**$ 500,000.00**	**$ 500,000.00**	**11%**	**0%**
Staffing/Administrative Expenses	$ 150,000	$ 150,000	$ 200,000.00	$ 200,000.00		
Other Services/Consulting	$ 300,000	$ 300,000	$ 300,000.00	$ 300,000.00		
B. Contingent Revenue	**$ 450,000**	**$ 450,000**	**$ 500,000.00**	**$ 500,000.00**	**11%**	**0%**
Excess Administrative, Service Fees	$ 150,000	$ 150,000	$ 150,000	$ 150,000		
Grant Funding	$ 145,000	$ 145,000	$ 150,000	$ 150,000		
Board-Approved Reserves	$ 155,000	$ 155,000	$ 200,000	$ 200,000		

A Regional Coalition for Housing

ARCH WORK PROGRAM: 2027-28

Adopted June 2026

Contents

Introduction and Priorities for 2027-28 2

2027-28 Priorities 2

I. AFFORDABLE HOUSING INVESTMENT 3

A. Local Investment Coordination and Administration 3

B. Special Projects and Technical Assistance 4

C. Preservation and Asset Management 5

II. HOUSING POLICY AND PLANNING 6

A. Local Policy, Planning and Code Development 6

B. State and Regional Policy and Funding Engagement 7

III. HOUSING PROGRAM IMPLEMENTATION 8

A. Affordable Housing Incentive and Inclusionary Programs 8

B. ARCH Rental Program 9

C. ARCH Homeownership Program 9

IV. MEMBER EDUCATION, ENGAGEMENT AND COMMUNITY OUTREACH 11

A. Education Efforts and Elected Official Engagement 11

B. Community Outreach, Communications, and Assistance for the Public 11

C. Equitable Access to Affordable Housing in East King County 12

V. ADMINISTRATION 13

A. Administrative Procedures 13

B. Organizational Assessment and Planning 13

Attachment A: Member Jurisdiction Work Program Summaries

Introduction and Priorities for 2027-28

A Regional Coalition for Housing is a partnership of King County and East King County Cities that has successfully collaborated for over three decades to preserve and increase housing for low and moderate income households. ARCH works with its members to develop housing policies, strategies and regulations; efficiently administer housing programs; coordinate city investments in affordable housing; and assist people looking for affordable rental and ownership housing. The ARCH Work Program includes services that ARCH provides to individual member jurisdictions, as well as shared programs and activities coordinated for the benefit of all ARCH members.

2027-28 Priorities

In 2027-28, ARCH will elevate the following priorities in its Work Program:

1. Continue to expand the pipeline of affordable housing projects in East King County through partnerships and development of special projects, including projects on public, nonprofit and faith-owned land.
2. Facilitate and advance proposals for dedicated revenue sources for affordable housing in East King County and ensure that countywide sources benefit ARCH communities.
3. Implement education and engagement efforts with ARCH member stakeholders (including staff, planning commissioners, elected officials) and community members to increase affordable housing support, connections and leadership in the region.
4. Convene coalition members to develop targeted legislative priorities related to funding for affordable housing, reducing barriers to affordable housing development, and supporting regional approaches to affordable housing.
5. Complete implementation of select recommendations from ARCH's Governance Study to streamline decision-making, increase alignment and empower the coalition to advance ARCH's mission.
6. Support preservation of existing affordable housing through policy and funding solutions
7. Manage continued growth in the ARCH Rental Program by evaluating ways to redistribute staff resources and streamline program implementation.

I. AFFORDABLE HOUSING INVESTMENT

A. Local Investment Coordination and Administration

ARCH works on behalf of members to recommend and implement investment of public funding for the development and preservation of affordable housing. ARCH manages multiple types of funding through coordinated processes aimed at maximizing the impact of local investment and streamlining access to capital for affordable housing developers. Current programs include:

- **ARCH Housing Trust Fund**. Pooled funds contributed by ARCH members for investment in eligible projects anywhere within the ARCH sub-region.
- **Bellevue Housing Stability Program and Affordable Housing Fund**. Local 0.1% sales tax funds authorized by HB 1590 for capital, operations and maintenance and services in eligible projects within Bellevue; Fee in lieu funds and other one-time funds reserved for affordable housing.
- **Issaquah Inclusive Housing Investment Pool**. Local 0.1% sales tax funds authorized by HB 1590 and other local funds for eligible projects within Issaquah.
- **Other Local Housing Investments.** Other local funds that may be administered by ARCH in coordination with the Trust Fund include fee in lieu funds, levy funds, REET funds or other sources directed by individual cities.

ARCH's responsibilities fall into the following categories:

<u>Investment Planning</u>

- **Parity Goals.** Maintain annual goals for individual member investments through the ARCH Housing Trust Fund, while pursuing broader strategies to increase overall investment levels in affordable housing in East King County.
- **Project Pipeline Management.** Work with member cities and project sponsors to develop a robust pipeline of projects to be funded over the next five years (see related work on special projects, below). Actively vet potential projects, and lead funding policy and prioritization discussions with the ARCH Executive Board to facilitate planning and decision-making.
- **East King County Development Capacity.** Support existing affordable housing developers and owners, and work to expand the pool of development organizations interested in working in East King County. Connect East King County community-based organizations with developers, funding opportunities, and other resources geared at community driven development.

<u>Funding Recommendations and Coordination</u>

- **Competitive Annual Funding Round**. Advertise the collective set of available funds and manage competitive processes on behalf of member cities. Develop funding priorities and evaluation criteria for decision-makers, review funding applications and facilitate coordinated recommendations. For the ARCH Housing Trust Fund, facilitate final recommendations by the ARCH Executive Board and approvals through member councils.

  - **Eastside Investment Committee.** In 2027-28, implement a streamlined advisory process that enhances funding coordination, leverages local dollars and ensures expert advice to members.
- **Public Funding Coordination**. Work collaboratively with public funders at the State and local levels to promote shared affordable housing goals and equitable geographic distribution of resources. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, TOD, etc.) and State (Tax Credit, State Housing Trust Fund, CHIP) resources. Provide input to the King County Joint Recommendations Committee (JRC) on behalf of participating Eastside jurisdictions. Assist with evaluating and making a recommendation regarding CDBG allocations for affordable housing.
- **Private Funding Coordination**. Work with private investors and lenders to maximize leverage of ARCH members' investments into affordable housing and negotiate public benefits from investment of housing funds. Engage with WSHFC on alignment of the ELAP and Evergreen Housing Impact Fund, both funded by Microsoft, to advance projects in the ARCH pipeline. Coordinate with Amazon to ensure projects in ARCH pipeline are considered for Amazon Housing Equity Fund program.

Contracting and Reporting

- **Contract Development and Administration.** Maintain updated standard legal templates. Prepare contract documents with legal counsel and facilitate execution of contracts with the Administering Agency (Bellevue). Review and approve disbursement of funds to awarded projects in accordance with executed contracts.
- **Reporting.** Maintain data for required reporting, including:
  - Centralized Trust Fund Reports. Work with Administering Agency to maintain records and produce regular financial reports for ARCH Trust Fund accounts.
  - HB 1406 Reports. Implement procedures to manage contributions, commitments and expenditures of pooled sales tax revenue authorized by HB 1406. Work with the Department of Commerce to ensure timely and complete reporting in compliance with state requirements.

B. Special Projects and Technical Assistance

ARCH provides expertise to advance special projects and initiatives that require unique financing, land use or partnership strategies that leverage significant development opportunities, including projects on underutilized public, nonprofit or faith community property. Activities include:

Surplus/Underdeveloped Public Property. Assist with evaluation of surplus or underutilized public property for suitability of affordable housing. Complete financial feasibility studies to inform potential property offerings and advise on strategy. Support ARCH members through the stages of feasibility analysis, RFP development, property offering, developer selection and contracting.

Nonprofit and Faith-Owned Land. Engage and provide technical assistance to nonprofit and faith community property owners interested in supporting affordable housing. Provide referrals and recommendations, coordinate with local planning efforts and facilitate potential partnerships.

Transit-Oriented Development Sites. Assist cities with advancing and coordinating affordable housing projects near transit. Partner with Sound Transit, King County Metro and other public agencies to maximize opportunities on public property. Current opportunities include sites in Bel-Red, Wilburton, Marymoor, Kirkland, Bothell, and Kenmore.

Strategic Predevelopment Investment. With approval of the Executive Board, invest in 3rd party predevelopment studies such as design, survey, geotechnical, environmental or other professional services, to investigate feasibility of special projects.

C. Preservation and Asset Management

ARCH oversees contracts and regulatory agreements with owners of projects supported through direct investment, and coordinates with property owners and other funders to ensure the long-term preservation and sustainability of existing affordable housing. Activities include:

Loan Monitoring and Evaluation

- Monitor project income and expenses to determine cash flow payments
- Conduct long-term sustainability monitoring of projects and owners including tracking physical capital needs and financial performance of properties.
- Work with legal counsel to review and approve requests for contract amendments, subordination and other agreements
- Coordinate with WSFHC, per an established MOU, to monitor properties and streamline processes for owners and funders.
- Collect annual compliance data and evaluate program beneficiaries

Support Recapitalization and Long-Term Sustainability

- Proactively problem-solve financial and/or organizational challenges in partnership with project owners and other funders
- Support ARCH borrowers with refinancing and rehabilitation efforts to extend useful lives of buildings, strength property financials, and improve housing quality for residents
- Support owners in connecting with Energy Smart Eastside or other efficiency programs that provide incentives to cover rehabilitation expenses, improve operational efficiency, and improve resident health and safety.

Preservation of At-Risk Affordable Housing

- Work with member cities to facilitate acquisitions or other strategies to preserve existing housing where affordability is at risk of being lost, including at-risk manufactured housing communities and naturally occurring affordable housing.
- Assist with responding to notices of sale of HUD assisted properties received by member cities, or other information indicating an impending loss of existing affordable housing.

II. HOUSING POLICY AND PLANNING

A. Local Policy, Planning and Code Development

ARCH provides assistance directly to member jurisdictions on a range of local planning efforts (see *Attachment A* for more detail). These efforts may take different forms, such as:

- **Housing Element Updates**. Work with members to update comprehensive plan housing elements (may include data analysis, policy writing, outreach, presentations, etc.)
    - Assist with understanding and complying with new housing-related requirements under the Growth Management Act and Countywide Planning Policies.
    - Prepare an east King County housing needs analysis with focused analyses for each city—including projected affordable housing needs—to fulfill GMA requirements.
- **Housing Strategy and Action Plans**. Assist members to prepare housing strategies to implement housing elements and create council work plans. Current local plans and strategies may be found on ARCH's website.
- **Incentive Program Design and Economic Analysis.** Provide economic analysis and policy and program development support to design local housing incentive programs, including height/density/FAR bonuses, property tax exemptions, impact fee waivers, parking reductions and other incentives. Provide standard tools or models that can be used by member cities/staff to evaluate and design their individual programs.
- **Land Use Code Amendments.** Assist city staff on land use and other code amendments in order to implement comprehensive plan policies.
- **Other Support.** Other areas in which ARCH could provide support to member cities include but are not limited to: review of tenant protection regulations, preservation of valuable community housing assets, assistance to households displaced by development activity, or negotiation of agreements for specific development proposals.

Coordination of Local Efforts

ARCH also provides support to facilitate collaboration and alignment of local planning efforts, including:

- **ARCH Liaisons.** Convene a regular meeting of member housing staff working on relevant policy, planning and programs to share knowledge, identify best practices and create peer connections.
- **Data Collection, Analysis and Reporting.** Maintain and provide reporting on local housing and demographic data, buildable lands, and members' progress toward meeting GMA and CPP housing requirements. Document members' investment in affordable housing in other jurisdictions and reflect these contributions in ongoing reporting.
- **Incentive/Inclusionary Housing Program Policies.** As program implementation issues arise, assist member jurisdictions to develop coordinated policy solutions that incorporate input from the diverse range of stakeholders. Work with member city staff to develop code amendments that adapt programs to new knowledge and best practices (e.g., monitoring fees, rent limit policies, etc.).
- **Implementation of State Legislation.** Coordinate members implementing state legislation with affordable housing components, such as HB 1494 (TOD Bill). Support may include

convening working groups, coordinating community engagement efforts, and recommending common approaches to ensure effective program administration.

Information Systems. Maintain a centralized ARCH database of affordable housing programs, projects, properties and investments to support ongoing reporting, program evaluation and efficient work streams. Continue to refine and enhance the database to meet local planning and program needs, facilitate reporting on local and regional progress in meeting affordable housing needs at various income levels, and inform program and funding policies and priorities.

B. State and Regional Policy and Funding Engagement

ARCH supports policy and planning activities at the state and regional level for the benefit of ARCH members, with a focus on targeted policy efforts that increase funding and reduce barriers that contribute to the cost of affordable housing development.

Long-Term Funding/Dedicated Revenue Strategy. Continue work on a long-term funding strategy for the ARCH Trust Fund. Facilitate conversations with member cities on identifying and exploring dedicated sources of revenue for affordable housing at the local and regional level (e.g., REET, property tax levy, commercial linkage fee, etc.). Provide relevant data and develop options for joint or individual revenue approaches across ARCH member cities and help inform potential shared state legislative priorities to authorize local options for funding.

Support for Sub-Regional Collaboration. Support policies that encourage and incentivize sub-regional collaboration such as giving "credit" to jurisdictions that pool resources and make investments in affordable housing in neighboring jurisdictions.

Regional Planning Efforts. ARCH will participate in broader regional planning efforts to advance Eastside priorities and ensure that the perspectives of communities in East King County are voiced in regional housing and homelessness planning. Examples include:

- King County GMPC Affordable Housing Committee / Housing Inter-Jurisdictional Team
- King County Dedicated Revenue Work Group

State Legislative Policy. ARCH supports members to develop and advance targeted state legislative priorities related to funding for affordable housing and/or reducing barriers to affordable housing development. Activities include:

- Convene coalition members and engage the Executive Board and ARCH Council of Elected Officials (ACE) to identify strategic legislative priorities for member councils' consideration.
- Coordinate and explore opportunities to partner with relevant organizations working on affordable housing (e.g., AWC, SCA, WLIHA, HDC, Black Home Initiative).
- Collaborate with ARCH members' government relations and other key personnel to support implementation of identified legislative priorities, including providing analysis and talking points, informing strategy, coordinating advocacy efforts, and providing timely updates.
- Provide presentations to member councils regarding legislative priorities and updates during or after the legislative session.

III. HOUSING PROGRAM IMPLEMENTATION

A. Affordable Housing Incentive and Inclusionary Programs

ARCH partners with member cities to administer local housing incentive and inclusionary programs, including mandatory inclusionary, voluntary density bonus, multifamily tax exemption (MFTE) and other programs. Existing programs administered by ARCH include:

Jurisdiction	Incentive/Inclusionary Programs
Bellevue	Inclusionary program, voluntary density bonuses, MFTE, impact fee waivers.
Bothell	Inclusionary housing, voluntary height bonus, MFTE.
Issaquah	Development agreements, voluntary and inclusionary programs, impact and permit fee waivers.
Kenmore	Development agreements, voluntary and inclusionary programs, MFTE, impact fee waivers.
Kirkland	Inclusionary program, impact fee waiver, MFTE.
Mercer Island	Voluntary height bonuses, impact fee reductions.
Newcastle	Inclusionary program, voluntary density and FAR bonuses,
Redmond	Inclusionary program, MFTE, impact fee waivers.
Sammamish	Inclusionary and voluntary density bonuses, impact fee waivers.
Woodinville	Inclusionary program, MFTE.
King County	Development agreements.

ARCH roles and responsibilities typically include:

- Work with member city staff and legal counsel to align incentive and inclusionary programs with a unified set of administrative policies, practices and templates for legal agreements
- Work with developers/applicants and city staff to establish and communicate applicability of codes and policies to proposed developments
- Develop contracts and covenants containing affordable housing requirements:
    - Review and approve proposed affordable housing (unit count, location/distribution, bedroom mix, and quality)
    - Draft agreements, ensuring city specific requirements are captured (Bellevue MFTE rent stabilization, parking inclusion and relocation assistance)
    - Coordinate with city staff, and development team, to ensure timely review, execution and recordation of agreements

- Oversee MFTE process including:
    - Review and recommend approval of MFTE applications
    - Draft MFTE conditional and final certificates for city approval
    - Register MFTE certificates with County Assessor and file annual MFTE reports with State Commerce
- Review and recommend approval of alternative compliance proposals
    - For fee in lieu projects, calculate fees and ensure execution of accompanying agreement if required
- Support cities on implementation of middle housing code updates as needed.
- Maintain project pipeline and transition projects to applicable teams
- Track city incentive programs across member-cities and update ARCH website as needed
- Provide periodic review of project pipeline for each municipality
- Provide ad hoc reporting on project data as requested
- On-going compliance monitoring (see ARCH Rental and Homeownership Programs, below).

B. ARCH Rental Program

ARCH provides long-term oversight of affordable housing created through city policies to ensure stewardship of these critical public assets for residents, owners and the broader community. For rental housing, this includes:

- Lease-Up. Ensure implementation of affordable housing requirements during lease-up of new properties.
- Compliance Monitoring. Ensure compliance with rent and income restrictions through timely annual report reviews and supplemental on-site file audits. Implement standard remedies for non-compliance, and work with member jurisdictions when enforcement efforts are needed.
- Training and Technical Assistance. Provide ongoing training and technical assistance to property managers
- Program Guidance. Maintain written standards for eligibility, leasing and other program requirements and communicate updated annual income and rent limits
- Resident Support. Respond to tenant issues and questions, mediate issues between properties, tenants and prospective renters, maintain renter resources and provide appropriate referrals.
- Housing Search. Maintain a web-based affordable housing rental search tool, including updating rental options and area median income data.

C. ARCH Homeownership Program

ARCH serves as the steward of affordable resale restricted homes created through local policies and programs. Activities include:

- Marketing and Buyer Selection for New Homes. Coordinate with developers and listing agents to market and select buyers for new construction homes.

- Resales. Oversee resales to ensure ongoing compliance with affordability, buyer eligibility and other program requirements and collect program fees to ensure sustainable operations
- Monitoring. Implement policies and procedures for monitoring compliance and work with cities to address non-compliance.
- Property Taxes. Coordinate with the King County Assessor to ensure affordable property tax assessments for eligible ARCH homeowners.
- Homeowners Communication. Distribute annual communications with relevant homeowner resources and respond to homeowners in financial distress.
- Program Documents. Maintain program guides and FAQs and work with member planning and legal staff to make improvements to boilerplate legal documents.
- Foreclosure prevention and homeowner support. Support homeowners in financial distress and preserve homes at risk of foreclosure. Explore strategies to support ARCH homeowners facing HOA special assessments.
- Lender Partnerships. Build relationships with lenders to improve ARCH homebuyers' access to financing options.
- Downpayment Assistance. Implement recommended updated to the East King County Downpayment Assistance program with the Washington State Housing Finance Commission to provide effective financial assistance to income-eligible first-time homebuyers in East King County.
- Preservation. Explore strategies to preserve expiring units and re-capture lost affordability.

IV. MEMBER EDUCATION, ENGAGEMENT AND COMMUNITY OUTREACH

A. Education Efforts and Elected Official Engagement

ARCH leads education and engagement efforts to build understanding, support and commitment to affordable housing, key policy and funding tools, and collaboration through ARCH. This may take a variety of forms, including:

- **Newly Elected Officials Orientation.** Offer ARCH orientation sessions for newly elected local officials each year. This orientation will provide information about affordable housing in East King County and the role ARCH plays in supporting member jurisdictions.
- **ARCH Council of Elected Officials.** Work with the ARCH Executive Board to determine if the ARCH Council of Elected Officials (ACE) should transition from a pilot to a permanent structure. If so, support ACE meetings and work with individual ACE members ahead of meetings to allow them to present on best practices and resources. Maintain contact with ACE members to ensure ACE meetings are achieving desired results.
- **Educational Reports and Presentations.** Prepare and deliver reports and presentations to councils, planning commissions and member staff and the community on current housing conditions, successful housing policies and programs, and related topics.
- **Annual ARCH Celebration.** Organize an annual event to celebrate accomplishments such as local affordable housing investments, planning accomplishments, or other milestones. Invite key partners to share successes and strengthen collaboration, and support related events led by other organizations.
- **Federal Delegation Support.** ARCH will work with its federal delegation to understand affordable housing challenges and advance housing opportunities in East King County. This includes participating in affordable housing tours while members of US Congress are in their home districts.

B. Community Outreach, Communications, and Assistance for the Public

Office Hours. Provide published office hours for appointments or walk-in customer service. Open office hours will be advertised on the ARCH website and ARCH Facebook page and shared with partner organizations.

ARCH Mailing List and Assistance for Community Members Seeking Affordable Housing.

- Maintain up-to-date information on affordable housing in East King County (rental and ownership) and distribute to people looking for affordable housing.
- Continue to maintain a mailing list of households interested in affordable ownership and rental housing and advertise newly available housing opportunities.
- Work with other community organizations and public agencies to develop appropriate referrals for different types of inquiries received by ARCH (e.g., rapid re-housing, eviction prevention, landlord tenant issues, building code violations, fair housing complaints, etc.).

ARCH Website and Other Communications Channels

- Continually update and build on information in the ARCH website to reach various audiences including affordable housing seekers, property managers and others.
- Provide information on the most urgently needed resources in the community, including rental assistance, no-cost legal services, mortgage assistance, and senior resources available in East King County.
- Encourage ARCH members to link to these shared resources from their websites.
- Utilize other communication channels to share useful information, such as short explainer videos, a quarterly e-newsletter, and social media channels.

Community Engagement and Outreach

- Host ARCH events to share information about ARCH programs with diverse communities
- Participate in city and community events and build connections with community groups, faith communities, developers, nonprofits and others interested in housing issues.
- Build relationships and share information with community-based organizations (CBOs) to cultivate knowledge and interest in affordable housing
- Hold an annual "Together in Housing" event geared towards engaging CBOs regarding ARCH's affordable housing programs.
- Advise and support ARCH members in seeking feedback from their community members regarding affordable housing policies

C. Equitable Access to Affordable Housing in East King County

Affirmative Marketing of Rental and Homeownership Opportunities. Using ARCH's database of CBOs (including many that serve communities of color and immigrant and refugee communities), provide timely notices regarding new affordable housing. Provide CBOs with guidance as needed to support their networks in accessing these units.

Increasing Access to Homeownership. Implement policies and partnerships to increase access to homeownership for households historically excluded and to increase homeownership rates for populations that have seen a decline in homeownership levels in Washington State. Sustain existing partnerships with King County Housing Authority's Dreams to Keys program, WSHFC Covenant Homeownership Program, and other partners, and continue to develop additional partnerships. Collect and analyze data on existing programs to determine potential gaps in access by different populations.

Black Home Initiative. With the ARCH Executive Board, work to consider becoming an official member of the Black Home Initiative, allowing East King County to become a part of policy, outreach and engagement work aimed at increasing Black homeownership rates across the region.

V. ADMINISTRATION

A. Administrative Procedures

Maintain administrative procedures that efficiently and transparently provide services to ARCH members and the public. Activities include:

- Prepare the ARCH Budget and Work Program and ensure equitable allocation of administrative costs among ARCH members.
- Prepare quarterly budget and work program progress reports, Trust Fund reports, and monitor expenses to stay within budget.
- Establish and maintain an Eastside Investment Committee, including recruitment of members with expertise in housing finance, development and operations.
- Staff the Executive Board.
- Staff the ARCH Council of Elected Officials.
- Work with Administering Agency to streamline financial systems.
- Maintain updated bylaws and ensure timely renewal of the ARCH Interlocal Agreement.

B. Organizational Assessment and Planning

The ARCH Executive Board will continue to evaluate and plan for ARCH's organizational capacity to accomplish its Work Program and broader mission, including its organizational structure, legal structure, staffing resources, capital resources and other aspects of the organization. This includes considering staffing options to manage the growing number of affordable units in the ARCH Rental and Homeownership Programs.

Since 2024, ARCH has advanced actions under its Strategic Plan to *Build More Affordable Housing Faster*, including organizational changes aimed at streamlining decision-making, empowering the coalition to tackle major policy challenges, and increasing education and engagement of elected officials. In 2027-28, ARCH will complete implementation of recommendations from its Governance Study, including determining whether to advance any amendments to the ARCH Interlocal Agreement. The Board will continue to monitor progress on ARCH's Strategic Plan and make adjustments to respond to new conditions and opportunities.

As requested, the Board may evaluate opportunities for ARCH to support non-member cities interested in creating affordable housing in north and east King County. Such collaboration should provide mutual benefits and may take the form of agreements to provide services for specific projects.

Attachment A

Member Jurisdiction Work Program Summaries

ARCH provides a wide range of services that support individual members with *Affordable Housing Investment*, *Special Projects, Local Policy and Planning, Program Implementation* and *Outreach and Engagement*. The following summaries describe expected services for individual members over the 2027-28 timeframe. These summaries may be updated as new plans, policies, programs or projects are established.

As members update their individual work plans, ARCH will prioritize member requests for services using the following criteria:

- Clarity. The scope, timeline and ARCH's desired role in the plan or project is clearly defined.
- Impact. The plan or project is expected to result in greater production or preservation of affordable housing.
- Leadership Support. The plan or project is a high priority for the jurisdiction and is supported by city leadership
- Timeliness. The jurisdiction has a unique opportunity to advance supportive policies or projects, and the opportunity may be missed if not advanced in a timely fashion.
- ARCH's Value. ARCH's participation would add significant value toward achieving affordable housing outcomes due to our unique expertise. In addition, the level of effort needed from ARCH is feasible and appropriate based on the potential impact of the plan, policy or project.
- Value for Coalition. The results of the work will be useful to other ARCH member jurisdictions who anticipate undertaking similar efforts.

Quick Links:

Beaux Arts, Clyde Hill, Medina, Hunts Point, Yarrow Point - ARCH Work Program A-2

Bellevue - ARCH Work Program A-3

Bothell - ARCH Work Program A-6

Issaquah - ARCH Work Program A-7

Kenmore - ARCH Work Program A-9

King County - ARCH Work Program A-10

Kirkland - ARCH Work Program A-11

Mercer Island - ARCH Work Program A-13

Newcastle - ARCH Work Program A-14

Redmond - ARCH Work Program A-15

Sammamish - ARCH Work Program A-17

Woodinville - ARCH Work Program A-18

Beaux Arts, Clyde Hill, Medina, Hunts Point, Yarrow Point - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund from Clyde Hill, Medina, Hunts Point, and Yarrow Point. Provide reporting to the State on HB 1406 funds from Clyde Hill, Medina and Yarrow Point.
Public surplus / underutilized property	Support evaluation of affordable housing development options on underutilized properties as opportunities arise, including on potential property in Clyde Hill and Medina. Help to analyze cost effectiveness and financial feasibility of various options.
Nonprofit/faith owned property	Support evaluation of faith owned property for potential affordable housing development, if available.

Local Policy and Planning

Item	*Description / ARCH Support*
Regulatory flexibility	Engage in conversations with Department of Commerce and regional partners on a mechanism to allow credit to be applied for local targets from subregional investment.
Land use, tax and financial incentives for affordable housing	Support development of an affordable housing fee in lieu program in Clyde Hill – provide updated economic analysis as requested. Assist with exploration of a potential affordable ADU tax exemption program in Yarrow Point, including outreach to other ARCH members and King County to gauge broader interest and feasibility.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education on housing	Provide support to staff as needed on communications materials and outreach to the community on questions related to affordable housing development and housing targets.

Bellevue - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds and other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Bellevue Housing Stability Program (HSP)	On an annual basis, verify and advertise available HSP funds for capital, operating and maintenance and services funds. Solicit application interest and provide in-depth review of funding applications. Develop recommendations with Bellevue staff, ensuring coordination with the Trust Fund and other regional and state funding processes. Coordinate with City staff and present recommendations to the Bellevue City Council for approval. Prepare contract documents in consultation with legal counsel and facilitate approval of contracts. Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain contract data and assist with regular reporting to the Bellevue City Council. Provide advice and support for other City initiatives funded through HSP, such as acquisition and preservation partnerships. Support may include assisting with overall outreach and engagement, evaluation of project feasibility, development of funding terms and conditions and preparation of project agreements. Collaborate with housing and human services staff to evaluate program outcomes and recommend updates to the HSP framework.
Public surplus property	Continue to support Wilburton TOD and Kelly TOD projects on city-owned land. This includes updating templates to accommodate 99-year leases and a pre-development award for Wilburton. Continue to support Office of Housing to explore re-use of underutilized Bellevue School District properties for housing. Support may include partnership strategy, potential partnership agreements, development of funding terms and conditions if needed.
Nonprofit/faith owned property	Support nonprofits and faith-based organizations interested in taking advantage of the city's C1 Density Bonus program by providing program eligibility consultation, preliminary funding strategy support and connections to affordable housing developers/organizations This could include initial meetings with Overlake Presbyterian Church and ongoing conversations with Jubilee Reach. Continue to monitor and advance development progress of Forest Edge and Peter's Ridge.

Other funding strategies and programs	Support other investments (fee in lieu, CIP funds, etc.) from Bellevue's Affordable Housing Fund as funds become available. Support includes advertising, marketing, reviewing applications, developing recommendations in coordination with HSP and Trust Fund processes, and contracting. Support analysis and implementation of relevant funding strategies and programs from Bellevue's Affordable Housing Strategy: • Advise on the implementation of the Flexible Project Fund to provide expedited short-term loans to acquire NOAH properties for affordable housing. • Explore new local revenue sources for affordable housing such as levies, increment revenue, fees and bonding, with consideration for regional coordination and the need for supportive services. • Assess the state of the existing affordable housing portfolio for operational and maintenance need Coordinate and provide guidance to Bellevue's Environmental Stewardship Initiative (ESI) to make sustainability programs and funding accessible and useful to affordable housing owners and low-income households.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Support analysis and implementation of relevant land use and tax incentives from Bellevue's Affordable Housing Strategy: • HOMA MFTE • BelRed upzones and MFTE • TOD bill implementation • C-1 expansion (2027) • Sales and use tax exemption for utilization of vacant parking lots for affordable housing
Housing diversity	Work with Office of Housing and Development Services to analyze pathways to remove barriers to middle housing.
Regulatory flexibility / reducing barriers	Support implementation of HB 2266 (STEP Housing).
Streamline processes	ARCH will support analysis of these items: • Exempt certain affordable housing projects from design review • Consider expanding eligibility of expedited permitting and fee waiver program to more affordable housing projects • Create and recommend a process to acquire and hold land for the development of affordable housing

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for Bellevue's incentive programs, including: • MFTE program (8, 12 and 20-year nonprofit homeownership projects) • Voluntary bonus programs (citywide, Downtown, and East Main TOD, and C1), • Mandatory inclusionary zoning (BelRed, Eastgate, Neighborhood Mixed Use, and other mixed-use districts citywide) • Transportation fee waiver • Permit fee reduction Implement SOPs with DS and OH to coordinate work streams across departments.
Rental Program	Monitor 647 affordable rental units in 27 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 67 existing affordable ARCH homes in Bellevue. Work with OH to explore options for reinvestment in ARCH homes.

Outreach and Engagement

Item	*Description / ARCH Support*
Housing access and education	Support creation of an education and communication plan for regular community dialogue on housing needs and the benefits of housing choices. • Create accessible and easy to understand resources guides for homeowners, tenants, and landlords to increase housing stability in the community. • Work with ARCH to create a centralized, user-friendly hub for affordable housing seekers. Implement improvements like creating a centralized affordable housing search tool; develop a step-by-step housing application guide; improving accessibility; and language access.

Bothell - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406 funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	BRIDGE Bothell United Methodist Church Project - Assist the city, BUMC and developer as needed to help the project close successfully; Assist the city with CHIP contracting support; coordination with WSHFC to support developer in securing the expiring HUD Difficult to Develop Designation. Assist with evaluation of remaining City-owned (Lots E, F, G, and city hall lots) or publicly owned property for potential affordable housing development in downtown Bothell.
Nonprofit/faith owned property	Provide support to any nonprofit or religious organizations in Bothell with interest in developing affordable housing on-site through WA state law incentives.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Support development and implementation of affordable housing strategies from Bothell's final Housing Action Plan and Downtown Plans (expected adoption in late 2026). Potential HAP actions include continued preservation of manufactured housing, additional evaluation of local renter protection policies on top of state policies, and financial assistance for homeowners to build for ADUs.
Land use, tax and financial incentives for affordable housing	Support continual evaluation, expansion and refinement of Bothell's inclusionary and MFTE policies, as well as implementation of HB 1491 (TOD Bill).

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, voluntary height bonus and MFTE programs.
Rental Program	Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	Work with Bothell's Communications team, Human Services coordinator, and Community Development on education and outreach for programs such as finding affordable housing, ADU opportunities, financial assistance for preservation of homes for homeowners, etc.

Issaquah - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, HB 1590 (IHIP) or other local funds contributed to Trust Fund. Provide reporting as required.
Issaquah Inclusive Housing Investment Pool (IHIP)	On an annual basis, verify and advertise available IHIP funds through the ARCH Housing Trust Fund process, with priorities established by the City of Issaquah. Review IHIP applications and prepare staff reports. Facilitate recommendations and award approval in tandem with Trust Fund recommendations. Administer approved awards through Issaquah's ARCH Trust Fund account. Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain contract data and assist with reporting to Issaquah City Council.
Trailhead Transit-Oriented Development	Prepare and administer approved capital contracts and covenants for KCHA and LEO. Provide marketing support when project opens in 2028.
Public surplus / faith-owned property	Provide technical assistance to Our Savior Lutheran Church and/or other faith communities or nonprofits with underutilized land.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	On an annual basis, prepare housing-related data for Issaquah's housing dashboard. Provide advice and guidance for Issaquah's Housing Strategy update in 2027.
Land use, tax and financial incentives for affordable housing	Provide policy, economic analysis and fiscal impact analysis for updates and potential expansion of Issaquah's MFTE and IZ programs in Central Issaquah. Help to evaluate potential projects/opportunities that arise under current or amended Development Agreements (e.g., Lakeside, Rowley) and prepare contractual agreements as needed.
Regulatory flexibility / reducing barriers	Provide feedback on City's proposals to reduce code-related barriers to housing development in Central Issaquah.
Streamline processes	Connect Issaquah with other jurisdictions pursuing similar efforts regarding pre-approved ADU plans.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for Central Issaquah bonus program, pioneer program, inclusionary zoning, fee waiver and MFTE programs.
Rental Program	Monitor 104 affordable rental units in 6 existing projects. Facilitate timely communication with property owners/managers and the city regarding rental units with expiring rent restrictions (i.e., Highlands at Wynhaven). Provide lease-up support, training and monitoring for any new rental projects coming online. Work with the city to establish alternative monitoring plan for High Street as needed.
Homeownership Program	Steward 277 existing affordable ARCH homes in Issaquah. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements. Support the city with strategies to preserve affordability and support ARCH homeowners facing special assessments or other challenges.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Kenmore - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds] contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	e.g., fee-in-lieu, etc.
Public surplus, nonprofit/faith-owned property	Work with City staff, Imagine Housing and Habitat on the Approach (Holt property). Advance other opportunities to site affordable housing in Kenmore, such as near ST3 transit investments, or on other public, nonprofit, and faith-based community property. Help evaluate and identify potential properties, partners, and financing strategies.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Develop an updated Housing Strategy Plan and implement associated actions.
Land use, tax and financial incentives for affordable housing	Create updates to the IZ and MFTE programs that consider TOD and expansions to downtown and Lakeside.
Housing diversity	Provide support for evaluating strategies for MHC preservation / anti-displacement policies. Explore other equity and anti-displacement policies.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption, voluntary density bonus and MFTE programs.
Rental Program	Monitor 56 affordable rental units in 1 existing project. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education on housing	Support City and consultant outreach on the development of the updated Affordable Housing Strategy and implementation initiatives.

King County - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Work with the ARCH Executive Board to make award recommendations for annual CDBG allocations from Kirkland, Redmond, and N/E Joint Agreement Cities.
Public surplus property	Work with King County staff to encourage efforts to develop affordable housing on underutilized county property (e.g., King County Metro Park & Rides).

Local and Regional Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Participate in King County's Housing Action Plan development and implementation.
Land use, tax and financial incentives for affordable housing	Participate in study of MFTE and inclusionary zoning in urban unincorporated King County.
Data and reporting	Support the Affordable Housing Committee in executing the CPP Housing Chapter accountability framework. This includes supporting King County's data collection and reporting on affordable housing production and preservation.

Program Implementation

Item	*Description / ARCH Support*
Rental Program	Monitor 478 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 236 existing ARCH homes in unincorporated King County. Administer process for expiring covenants in Redmond Ridge East including working with sellers to consider incentives to maintain the home as affordable and remove expired covenants at point of sale as requested. By the end of 2026, there will be 133 homes with in-force covenants.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education on housing, staff outreach events, etc.	N/A

Kirkland - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds, fee in lieu funds and any other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Support the City to analyze alternative compliance and fee-in-lieu proposals for inclusionary affordable units. Contract for fee-in-lieu funds as available.
Public surplus property	Support city staff in evaluating inclusion of affordable housing and pursuing strategies to maximize affordability for sites that may present future opportunities for City partnership.
Nonprofit/faith owned property	Support City's engagement and technical assistance for faith organizations to consider affordable housing development.
Other property evaluation	Support city engagement with private property owners in the 85th Street Station Area to consider affordable housing development.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans and Data	Continue to provide affordable housing project data 1-2x/year to support Kirkland's Housing Dashboard. Consider updating Kirkland's Housing Strategy in 2028.
Land use, tax and financial incentives for affordable housing	Support Kirkland's implementation of HB 1859 land use bonuses for faith owned land. Support Kirkland's implementation of HB 1491 related to Transit-Oriented Development. Evaluate affordable housing policies related to any middle housing code updates. Evaluate existing affordable housing requirements citywide. Adopted task on Kirkland's 2026-2028 Planning Work Program.
Housing diversity	Consider updates to optimize middle housing; ARCH to support evaluation related affordable housing policies.
Streamline processes	Evaluate consolidation of low-density zones.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and MFTE programs.
Rental Program	Monitor 395 affordable rental units in 18 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 60 existing affordable ARCH homes in Kirkland. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Mercer Island - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer general funds or other local funds contributed to Trust Fund. Provide reporting as required.
Other local investments	Support the City to invest any fee in lieu funds that may be collected through its inclusionary program. Support the City to explore other potential funding sources for affordable housing such as the CHIP program.
Public surplus property	Work with City staff on any potential surplus property as it becomes available.
Nonprofit/faith owned property	Work with local churches and nonprofits as requested to provide them with options for affordable housing production.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Support policy and economic analysis regarding affordable housing when implementing land use and MFTE incentives in TOD areas (see HB 1491). Consider land use incentives for faith owned land if potential sites are identified.
Housing diversity	Evaluate affordable housing policies when adopting permanent regulations for middle housing and ADUs.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for local inclusionary and fee reduction programs.
Rental Program	Monitor 28 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Newcastle - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	Provide assistance on 3 potential surplus city properties to evaluate affordable housing disposition and development options, identify potential development partners and pursue funding strategies.
Nonprofit/faith owned property	Assist with providing technical assistance to faith organizations with interest in affordable housing development.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Provide an updated housing needs analysis to inform the city's housing work plan.
Land use, tax and financial incentives for affordable housing	Assist with evaluating affordable housing incentives and requirements with the updated Newcastle Downtown Plan.
Housing diversity	Assist with evaluating options for affordable housing in any future updates to middle housing codes.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning and voluntary bonus programs.
Rental Program	Monitor 46 affordable rental units in 3 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 6 existing affordable ARCH homes in Newcastle. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Redmond - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds and other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Supports the City in analysis of alternative compliance and fee-in-lieu proposals for inclusionary affordable units. Contract for fee-in-lieu funds as applicable. Support implementation of other local investments in affordable housing as funds may be appropriate in the budget.
Public surplus property	Collaborate with Redmond and Sound Transit to support affordable housing development on surplus property at Marymoor Station. Assist with financial modeling, funding strategies, RFP development and proposal review. Work with City staff on surplus property/land banking/community land trust/other similar approaches to increasing affordable housing proposals, and explore ARCH-wide approaches to this work.
Nonprofit/faith owned property	Provide technical assistance to one or more faith-based organization planning to develop their property for affordable housing.

Local Policy and Planning

Item	*Description / ARCH Support*
Housing Plans	Provide data and guidance to support Redmond's updated Housing and Human Services Action Plan and contribute to implementation of relevant actions.
Land use, tax and financial incentives for affordable housing	Support evaluation and potential implementation of new MFTE options, including 20-year and 12-year extension options. Help to explore additional incentives to build affordable homeownership housing.
Housing diversity	Continue to refine standards to promote middle housing development and on-site affordable housing production.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and MFTE programs.

Rental Program	Monitor 923 affordable rental units in 43 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 118 existing affordable ARCH homes in Redmond. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

Sammamish - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Assist with managing and, when directed by the City, investing Sammamish fee in lieu funds alongside the ARCH Trust Fund, consistent with city guidelines.
Nonprofit/faith owned/public property	Work with public and religious bonus parcel owners on feasibility of their sites for potential affordable housing development.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Assist with continued evaluation of affordable housing incentives and requirements in the Sammamish Town Center as well as other centers and future subareas.
Bonus Parcel Capacity Analysis	Support the City in understanding the capacity of bonus parcel sites.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and density bonus programs.
Rental Program	Monitor 48 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 7 existing affordable ARCH homes in Sammamish. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements, including 3 new affordable homes at the Brownstones West development.

Outreach and Engagement

Item	*Description / ARCH Support*
Nonprofit/public/faith-based owner and developer outreach	Market the City's affordable housing incentives available to bonus parcels and help to assess feasibility.

Woodinville - ARCH Work Program

Affordable Housing Investment, Special Projects

Item	*Description / ARCH Support*
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	Support exploration of potential development of affordable housing on the WDOT Park & Ride.
Nonprofit/faith owned property	Provide support to nonprofit providers (CIRC/Transforming Age) to ensure long-term preservation of existing affordable housing.

Local Policy and Planning

Item	*Description / ARCH Support*
Land use, tax and financial incentives for affordable housing	Help review analysis and share best practices/policies as needed to inform potential expansion of Woodinville's inclusionary zoning and MFTE policies.

Program Implementation

Item	*Description / ARCH Support*
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning (interim) and MFTE programs and related development agreements. Support contracting and monitoring of affordable housing requirements for the Midtown Woodinville (former Molbak's) development.
Rental Program	Monitor 26 affordable rental units in 1existing project. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 20 existing affordable ARCH homes in Woodinville. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.

Outreach and Engagement

Item	*Description / ARCH Support*
Civic education in housing, staff outreach events, etc.	N/A

A Regional Coalition for Housing
Together Center Campus
16305 NE 87TH St, Suite 119
Redmond, WA 98052
425-861-3677

Memo

To: ARCH Member Jurisdictions
From: Lindsay Masters, ARCH Executive Director
Date: July 21, 2026

Re: ARCH Trust Fund Parity Goals, Funding for Affordable Housing and Credit for Investments through ARCH

For nearly three and a half decades, cities in East King County have worked together to fund affordable housing through A Regional Coalition for Housing (ARCH), creating or preserving close to 7,000 affordable homes across the region via the ARCH Housing Trust Fund (HTF). Investing local dollars to leverage other public and private funds has been a central strategy for East King County cities to create and preserve affordable housing.

This memo provides a brief overview of the following topics as ARCH members consider adoption of ARCH's 2027-28 budget and funding for the ARCH Trust Fund:

A. Updated Parity Goals for member contributions to the ARCH Trust Fund
B. Recent trends and data that inform funding levels needed to sustain affordable housing production
C. Current efforts to increase investment in affordable housing, including countywide revenue discussions, as well as potential local options
D. The impact of ARCH's regional approach to funding affordable housing, and related state policy discussions about ensuring investments through ARCH are credited toward cities' efforts to plan for housing needs under the Growth Management Act

A. Updated Parity Goals for Member Contributions to the ARCH Trust Fund

In 1998, ARCH members established the concept of voluntary Parity Goals to encourage proportional member contributions for affordable housing development. These goals were designed to establish regional funding targets that are distributed among members based on population and projected housing and job growth. These goals provide a way to engage members on annual contributions to the ARCH Trust Fund and encourage a variety of forms of voluntary contributions to affordable housing, including land donations and fee waivers.

ARCH updates Parity Goals on an annual basis to account for inflation. The chart on the following page shows 2026 Parity Goals alongside confirmed 2026 contributions to the Trust Fund from ARCH members. Collectively, ARCH members budgeted approximately **$3.3 million in 2026 for the Trust Fund**. These funds are supplemented by another $627k of Community Development Block Grant (CDBG) funds from Kirkland, Redmond and the northeast (N/E) consortium cities, and additional local funds thar ARCH supports from Bellevue and Issaquah that expand the impact of the ARCH Trust Fund.

ARCH Member Contributions and Updated Parity Goals (2026)

	2026 Trust Fund Contributions				2026 Parity Goals		
City	**Total Contribution***	**General Fund**	**HB 1406**	**HB 1590**	Low Goal	Midpoint	High Goal
Bellevue	$1,092,000	$442,000	$650,000	$0	$906,819	$1,400,823	$1,894,828
Redmond	$790,000	$494,450	$295,550	N/A	$416,747	$643,778	$870,808
Kirkland	$631,893	$415,000	$216,893	N/A	$393,899	$608,483	$823,066
Bothell	$104,430	$0	$104,430	N/A	$234,579	$362,369	$490,160
Issaquah	$180,000	$0	$0	$180,000	$131,380	$202,951	$274,523
Sammamish	$155,487	$100,000	$55,487	N/A	$118,763	$183,461	$248,159
Kenmore	$117,500	$93,534	$23,966	N/A	$78,572	$121,376	$164,180
Woodinville	$102,000	$39,210	$62,790	N/A	$64,510	$99,653	$134,795
Mercer Island	$35,000	$35,000	$0	N/A	$54,623	$84,380	$114,137
Newcastle	$13,333	$0	$13,333	N/A	$34,405	$53,148	$71,891
Clyde Hill	$7,118	$0	$7,118	N/A	$4,676	$7,224	$9,771
Medina	$27,201	$17,327	$9,874	N/A	$4,422	$6,830	$9,239
Yarrow Point	$12,069	$10,000	$2,069	N/A	$1,828	$2,824	$3,820
Hunts Point	$5,000	$5,000	$0	N/A	$429	$662	$896
TOTAL	$3,273,032	$1,651,521	$1,441,511	$180,000	$2,445,652	$3,777,962	$5,110,273

**These figures exclude CDBG allocations from Kirkland, Redmond and N/E consortium cities, and funds that are advertised solely for development within Bellevue and Issaquah.*

As in past years, ARCH anticipates available funds will be far exceeded by funding requests. This year ARCH received information from eight projects with **potential requests totaling $35 million**.

B. Recent Trends and Funding Levels Needed to Sustain Future Production

While ARCH members have successfully sustained consistent funding for the ARCH Trust Fund, several factors have impacted the level of local investment needed to maintain consistent production of affordable housing and attract ongoing investment:

- Construction costs have risen nearly 50% in the Seattle area since 2020.
- Lower tax credit investor pricing has reduced equity from the Low Income Housing Tax Credit Program by approximately 15%.
- Continued high interest rates are reducing borrowing power and adding millions of dollars in construction financing costs to projects.
- Increases in operating expenses are further reducing projects' capacity for debt service.

Over the last five funding rounds, these factors have resulted in steady per unit increases in total project cost, total public funding, and total ARCH investment. Using current assumptions, ARCH modeling estimates that **between $20-$25 million in local and county funding is needed to sustain production of roughly 350 units of affordable housing annually in East King County,** which represents a baseline production associated with continuing to attract the most significant sources of leverage to East King County**.**

As the demand for funding has grown, ARCH has seen a decline in general fund contributions to the ARCH Trust Fund as local jurisdictions face continued structural barriers to keep up with rising costs. Exacerbating this challenge is the near-term exhaustion of King County's largest funding source for affordable housing (Transit Oriented Development (TOD) bonds).

Despite constrained general funds, ARCH has worked successfully with members to creatively fill funding gaps and achieve a significant magnitude of investment and production through additional local funding and land contributions.

ARCH Members Five-Year Investment Trend (2021-25)

Year	2021	2022	2023	2024	2025	Total	Annual Average
Units	346	553	599	245	498	2,241	448
ARCH HTF and Member Awards	$7.4M* (Kirkland $2.7M fee-in-lieu)	$9.8M** (Redmond add'l $3.2M)	$6.6M (Redmond add'l $1M)	$5.6M	$5.7M ($600k from Redmond & Kirkland)	$35.1M	$7.0M
Bellevue & Issaquah (1590 + other)	$2.0M		$6.5M	$9.0M	$32.0M	$49.0M	$9.9M
Land Contributions		Redmond land donation estimated at $7.7M	2x Sound Transit land, Bellevue property estimated at $1M		Bothell land contribution estimated at $6.4M	4 low-cost sites	$3.0M in land value from cities

**2021 included a carry forward of a previous $4M award*
***2022 included a carry forward of a previous $3.2M award from 2020*

C. Options to Increase Investment in Affordable Housing

ARCH's 2024 Strategic Plan identified additional funding as the number one strategy to *Build More Affordable Housing Faster*. Building on the successes in recent years, ARCH members have a range of options to advance this strategy, including:

1. **Maintain Trust Fund Commitments.** While existing revenue sources have limited room to grow, continuing to maintain current general funds and HB 1406 funds for the ARCH Trust Fund preserves an important foundation for attracting development to East King County over the long-term. Since the passage of HB 1406 in 2019, a total of 11 ARCH members have contributed these state sales tax funds to the ARCH Trust Fund.
2. **Land Contributions.** Cities with surplus or underutilized public land could consider dedicating such properties for affordable housing. ARCH can provide technical assistance to perform feasibility studies and assess potential development options on city or other public and tax-exempt properties.
3. **Local REET Funds.** The legislature recently adopted HB 1791, which expanded eligibility for using existing REET revenues for affordable housing. Both REET1 and REET2 funds are eligible to be budgeted for affordable housing, including in regional investments through ARCH.
4. **Countywide and Local Levy Options.** Cities and counties may consider requesting voter approval for a levy lid lift or an affordable housing levy under RCW 84.52.105. Earlier this year, the King County Executive convened a work group to explore countywide approaches,

with a report due by the end of 2026. Member cities will have opportunities to engage in these discussions through ARCH and the Sound Cities Association.

5. **Fee in Lieu Funds.** Local inclusionary programs under RCW 36.70A.540 provide a mechanism for cities to tap into the value created by development incentives like height and density bonuses to generate affordable housing. State law also gives cities the option of establishing fee in lieu options for developers when such fees could be used for an equal or better outcome for affordable housing. ARCH encourages members utilizing fee in lieu options to calibrate the fee rates to optimize these benefits and work with ARCH to swiftly invest such funds into ready development opportunities.
6. **Tax Increment Financing.** RCW 39.114 allows counties and cities to issue bonds for public improvements that generate increased property tax revenue, which helps repay the bonds. Funds can pay for many eligible costs, including infrastructure, affordable housing, energy efficiency projects, and childcare facilities.
7. **State Legislative Advocacy for Additional Tools.** ARCH is continuing to support members in developing legislative priorities for additional funding options that the Washington State legislature could authorize. Several ARCH members have supported requests for additional local REET options, or short-term rental tax options. ARCH anticipates these discussions to continue in the 2027 legislative session.

D. Importance of a Regional Approach and Credit for Regional Investments

The flexible and regional nature of ARCH's Trust Fund has been a key ingredient to its success. This approach benefits member jurisdictions and the region in several ways:

- By pooling city funds and deploying them to the most competitive projects in the region, ARCH increases **the speed of investment** and supports a steady rate of production that individual jurisdictions would be unable to achieve.
- Through its longstanding partnerships with other funders and housing finance expertise, ARCH has been able to **maximize leverage** of scarce local resources. Over the life of the Trust Fund, ARCH members have attracted approximately $2 billion in investment in affordable housing to the region, with each $1 of local funds invested by ARCH leveraging between $10-$15 of other public and private funding.
- For individual jurisdictions, investing through ARCH enables them to support production across the region year after year, while also having access to a pool of capital for their local projects when they are ready to advance. ARCH also provides **technical support to jurisdictions of all sizes** to ensure that competitive projects can succeed in small and large cities alike.
- The flexibility of local funds has enabled ARCH members to support a **diverse range of populations and housing needs** including seniors, families, people with disabilities and special needs, first time homebuyers, and people transitioning from homelessness.

Attachment 1 shows the broad geographic impact achieved by this regional approach over the long-term, resulting in thousands of affordable housing opportunities created in large and small jurisdictions across East King County.

In recent months, the ARCH Executive Board, ARCH Council of Elected Officials, and ARCH Staff Liaisons have discussed the importance of giving credit to jurisdictions that invest in ARCH, which could encourage members to continue investing across their jurisdictional borders in a shared housing fund. Because housing needs numbers under the Growth Management Act are established on a jurisdiction-by-jurisdiction basis, cities have raised concerns about whether they will need to

demonstrate specific local subsidies to meet those needs. This would present a risk to the successful regional approach of ARCH members and could fragment and delay future investments in housing.

As ARCH members are focused on compliance with housing provisions of the Growth Management Act, ARCH is working actively with members to ensure that state policies and related monitoring will credit cities' investments in ARCH as part of their efforts to plan for and accommodate housing needs under the Growth Management Act. These discussions have identified two potential avenues for giving credit to ARCH members for their shared investments:

- State Legislation: Modifying or clarifying the relevant provisions of the Growth Management Act to encourage collaboration in interlocal organizations like ARCH.
- Countywide Monitoring Processes: Developing reporting approaches for tracking implementation of local Comprehensive Plans that recognize the shared impact of collaborative investments through interlocal organizations like ARCH.

To advance potential solutions via state legislation or countywide monitoring processes, ARCH has done the following:

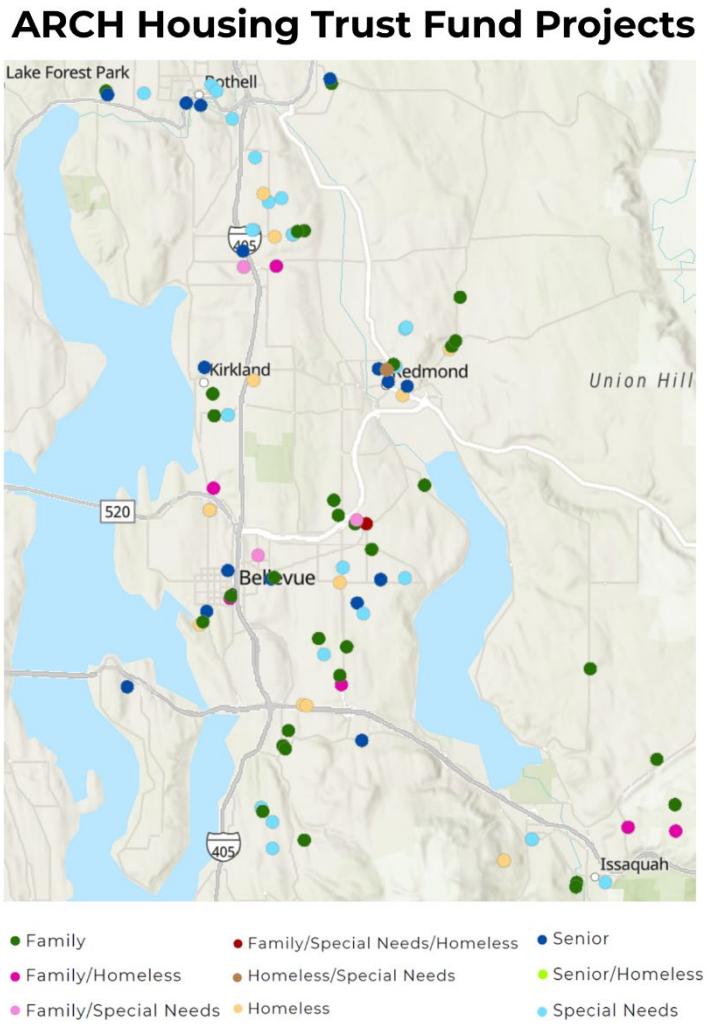
- Held workshops with ARCH members to discuss potential legislative solutions that clarify local government's role in planning for and accommodating affordable housing under the Growth Management Act, while recognizing the importance of sub-regional collaboration through organizations like ARCH.
- Collaborated with the Sound Cities Association, South King Housing and Homelessness Partners, Association of Washington Cities and lobbyists serving ARCH members regarding legislative proposals that could encourage investments in affordable housing via interlocal entities like ARCH.
- Participated in King County's Monitoring and Reporting Work Group to develop standards to measure progress that account for shared investment pools, like the ARCH Housing Trust Fund.
- Developed a quantitative methodology to estimate the number of housing units each ARCH member has helped fund from 2019-2025 through the ARCH Housing Trust Fund (See **Attachment 2**).

We look forward to working with members to protect our model of collaboration, which has a proven track record of building more affordable housing faster across East King County, by advancing state policies and monitoring that will give proper credit to cities that invest in ARCH.

Attachments

1. Location of Affordable Housing Funded through the ARCH Housing Trust Fund (1992-2025)
2. Affordable Units Created through City Contributions to ARCH-Funded Projects, 2019-2025

Attachment 1
Location of Affordable Housing Funded through the ARCH Housing Trust Fund (1992-2025)



Location	Total Units
Bellevue	2,402
Bothell	348
Issaquah	484
Kenmore	86
Kirkland	1,381
Mercer Island	59
Newcastle	15
Redmond	1,903
Sammamish	64
Woodinville	100
Scattered / Multiple Locations	93
Unincorporated King County	5
Grand Total	6,940

Attachment 2
Affordable Units Created through City Contributions to ARCH-Funded Projects (2019-2025)

Contributing City	Total	30% AMI	40% AMI	50% AMI	60% AMI	70% AMI	80% AMI	Total Affordable Units
Bellevue	$57.73M	127.1	20.5	188.7	490.3	39.0	39.9	905.5
Bothell	$7.08M	23.0	0.8	73.8	92.6	2.3	1.7	194.2
Clyde Hill	$0.15M	1.6	0.2	1.9	2.7	0.6	0.2	7.2
Hunts Point	$0.03M	0.3	0.0	0.5	0.6	0.1	0.1	1.6
Issaquah	$2.34M	18.7	3.7	18.4	25.3	5.4	3.3	74.8
Kenmore	$0.50M	5.2	0.6	7.4	8.5	1.9	0.4	23.9
Kirkland	$9.01M	102.1	9.7	178.2	176.1	31.7	6.0	503.9
Medina	$0.14M	1.4	0.2	1.6	2.2	0.6	0.2	6.2
Mercer Island	$0.41M	4.6	0.6	5.4	7.5	2.1	0.4	20.6
Newcastle	$0.33M	4.7	0.9	4.7	5.8	3.0	0.3	19.2
Redmond	$23.21M	190.5	6.7	151.5	275.8	21.5	29.5	675.5
Sammamish	$0.97M	10.3	1.2	13.8	17.1	4.1	1.0	47.5
Woodinville	$0.60M	6.0	0.8	7.3	9.5	2.5	1.0	27.1
Yarrow Point	$0.05M	0.6	0.1	0.8	1.0	0.2	0.1	2.7
	$102.53M	**496.0**	**46.0**	**654.0**	**1115.0**	**115.0**	**84.0**	**2510.0**

Note: The table above estimates the number of affordable units at different income levels associated with local investments in ARCH-funded projects. These figures are calculated on a per-project basis using the value of direct funding and land contributions provided by ARCH member cities.

ARCH Presentation to the Medina City Council

November 9, 2026

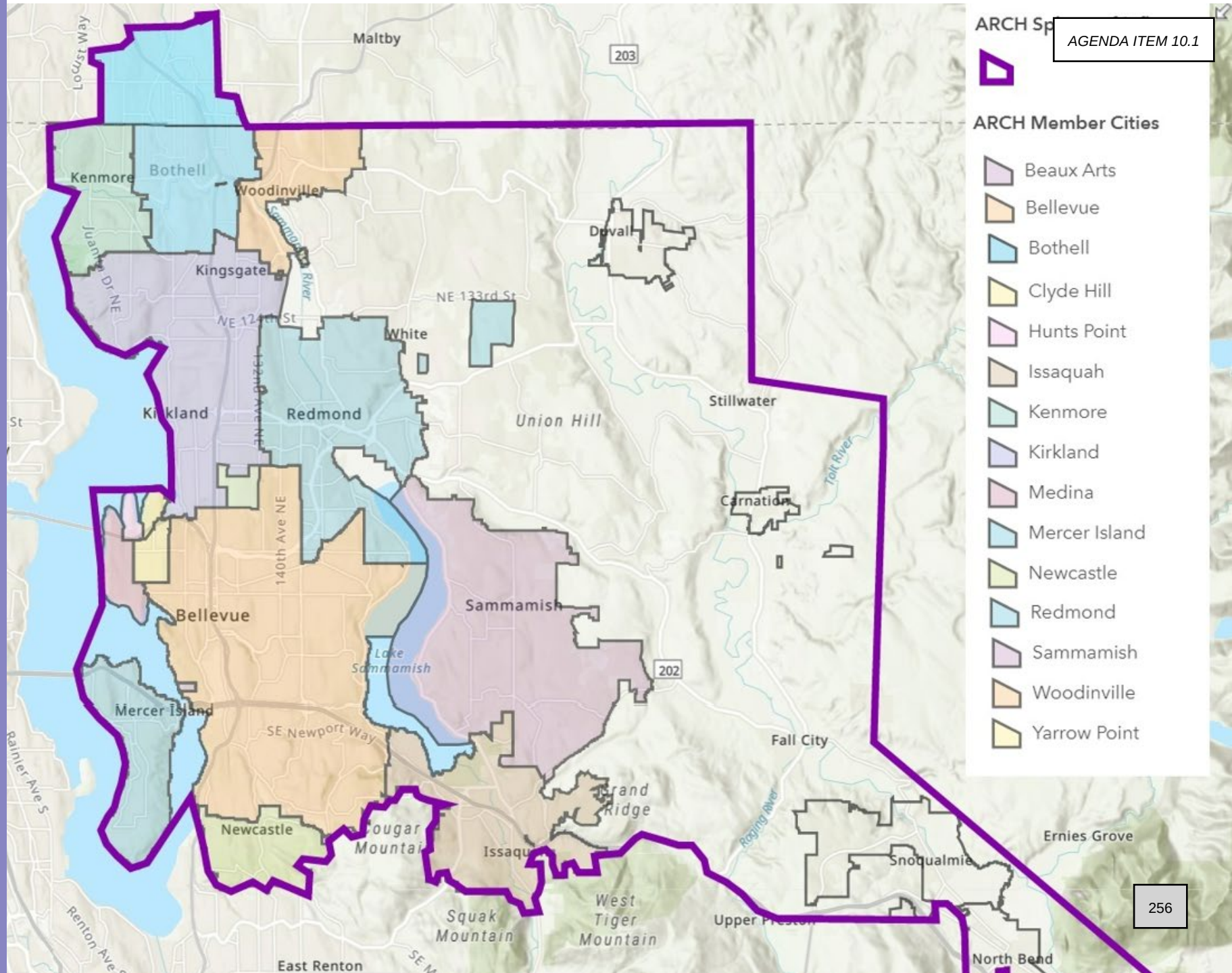
Presenter: Lindsay Masters, ARCH Executive Director

Agenda

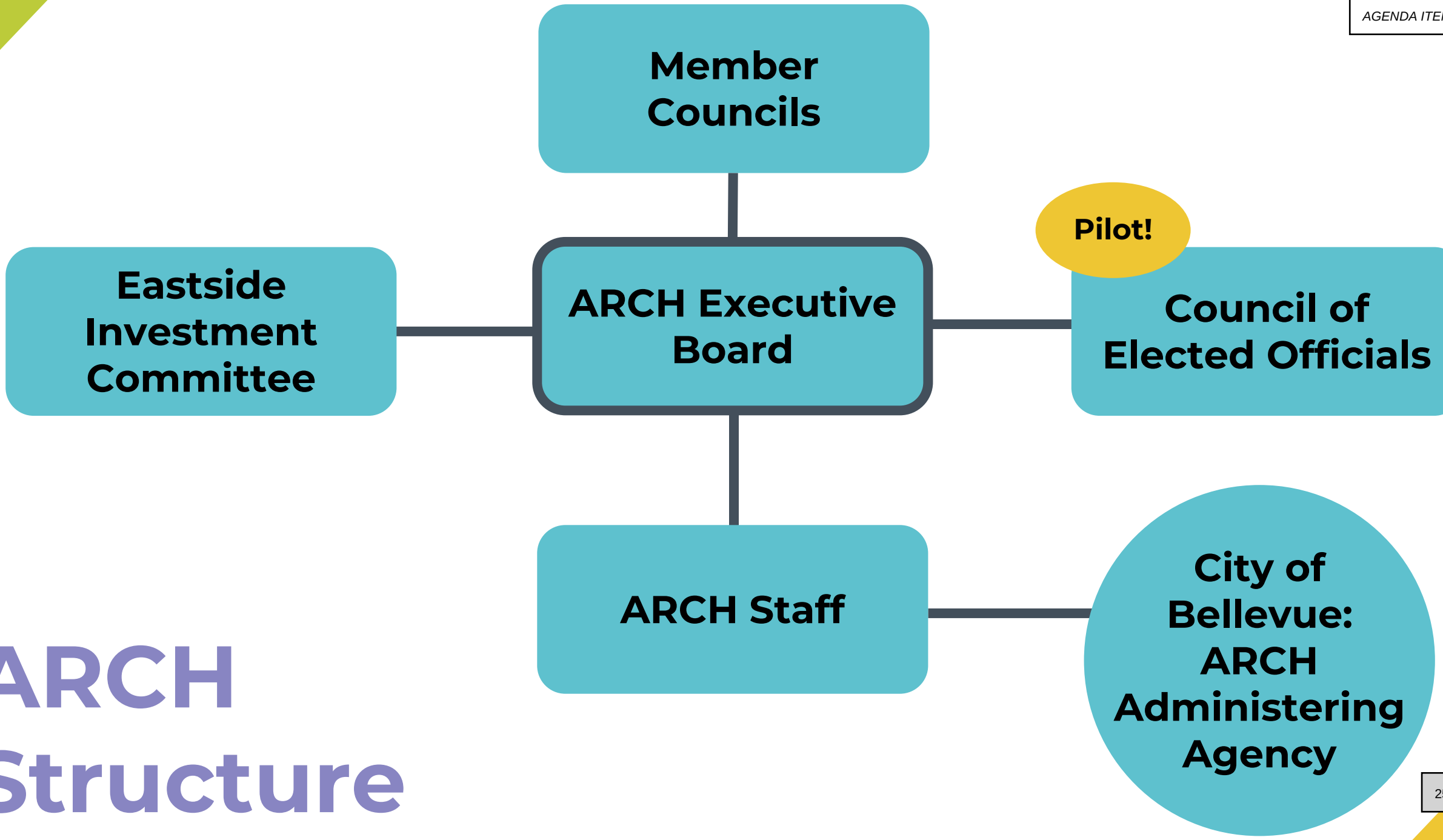
1. ARCH Overview
2. 2027-28 Budget and Work Program
3. ARCH's 2027 Legislative Priorities

Mission

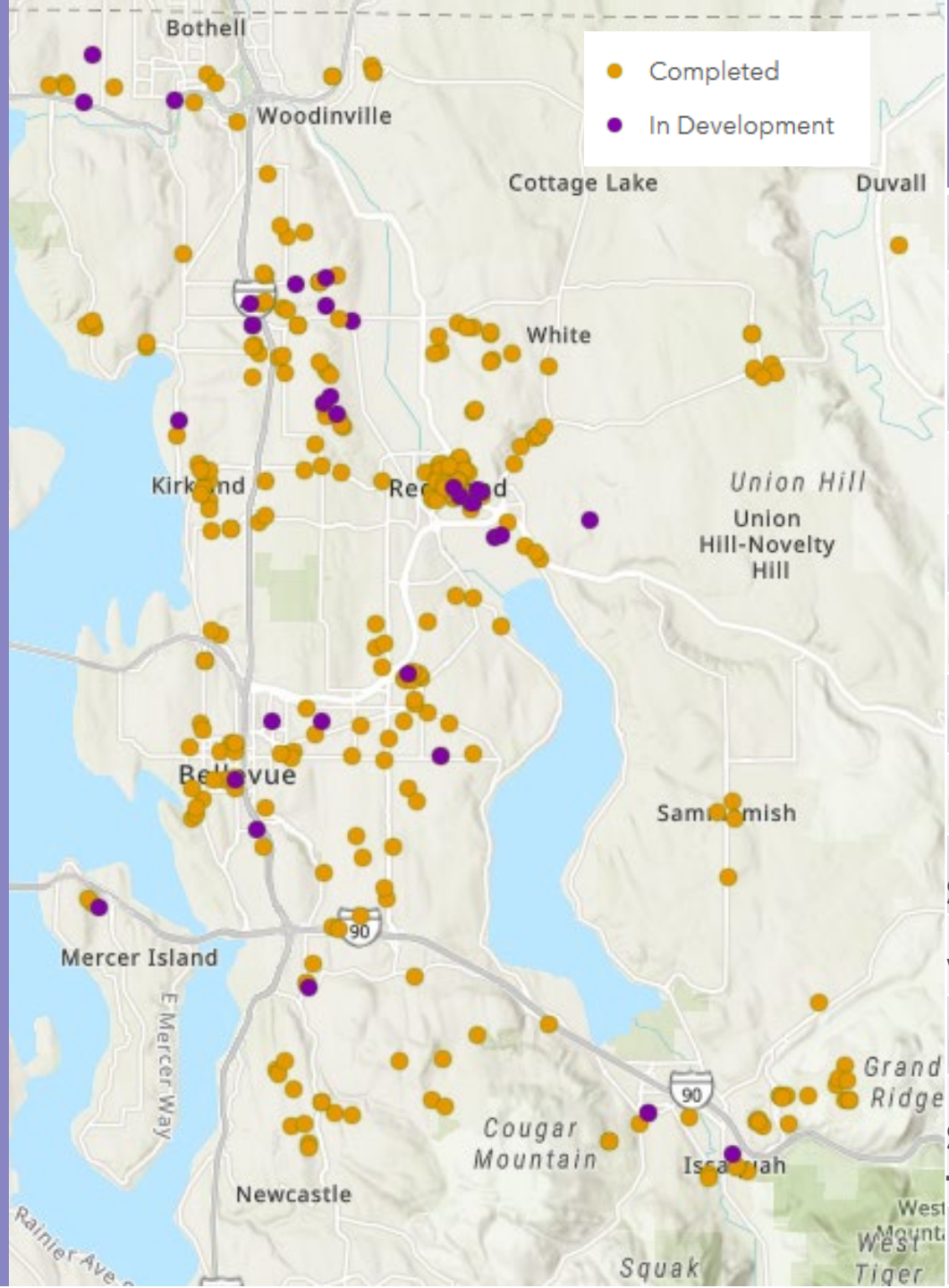
To preserve and increase housing for low- and moderate-income households in East King County



ARCH Structure



Collective Impact



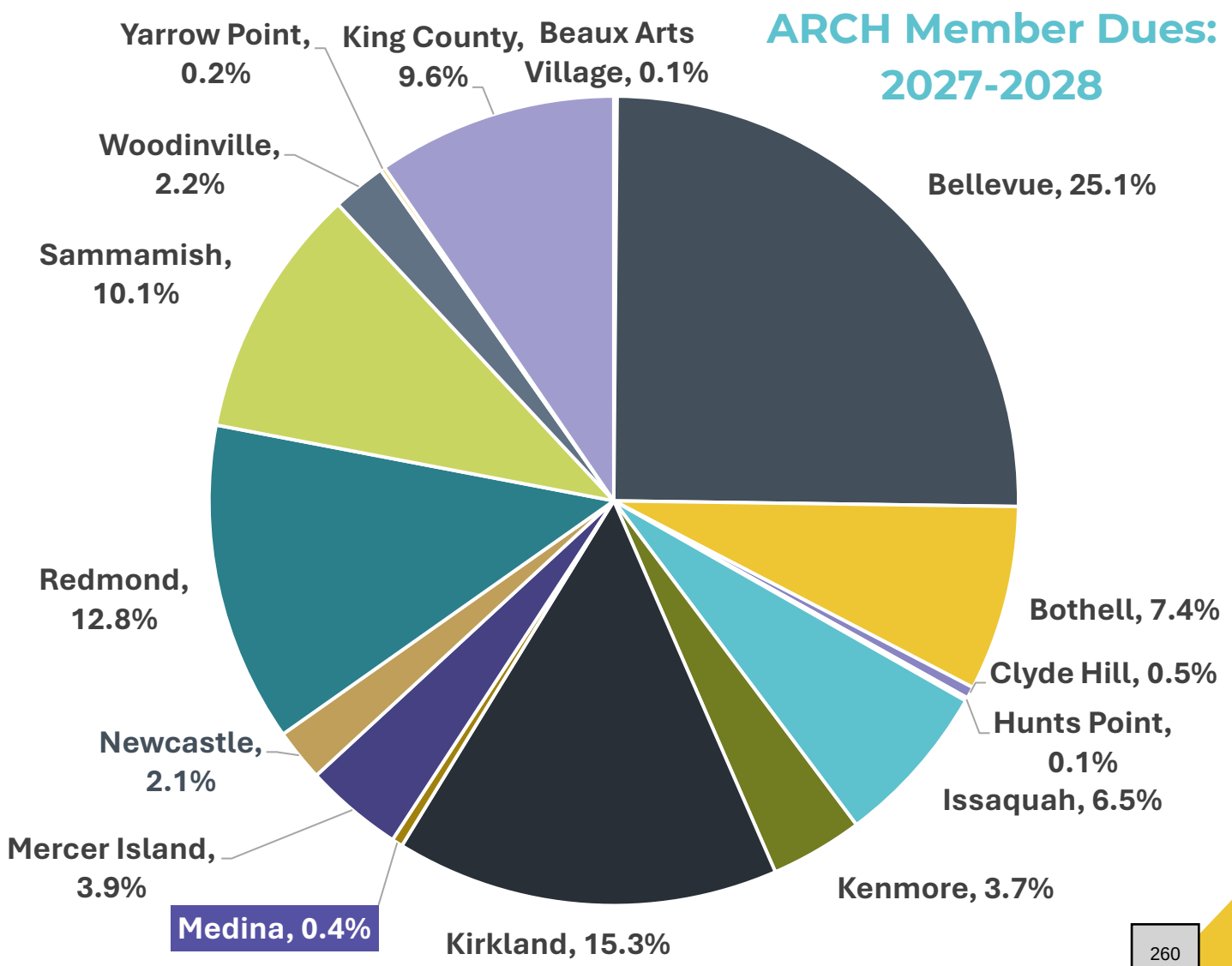
Location	Affordable Units/ Beds	# of Projects
Bellevue	3,141	75
Bothell	348	7
Issaquah	872	29
Kenmore	143	6
Kirkland	1,946	68
Mercer Island	87	3
Newcastle	67	7
Redmond	3,054	108
Sammamish	122	6
Woodinville	146	4
King County	714	8
Scattered/Multiple Locations	115	6
	10,755	327

2027-28 ARCH Budget and Work Program

ARCH Executive Board Recommendation

2027-28 ARCH Administrative Budget

- Recommendation approved by ARCH Executive Board in May 2026
- Informed by the ARCH Strategic Plan with goal to build more affordable housing faster
- Membership contributions primarily based on population



2027-28 ARCH Priorities

Expand the pipeline of affordable housing projects in East King County

Advance dedicated revenue sources for affordable housing

Finish implementing recommendations from ARCH's Governance Study

Develop targeted state legislative priorities

Educate and engage ARCH members

Preserve existing affordable housing

Manage continued growth in the ARCH Rental Program

ARCH

Affordable Housing Investment



ARCH Housing Trust Fund

City of Bellevue Housing Stability Program & Affordable Housing Fund

City of Issaquah Inclusive Housing Investment Pool



ARCH Development Services

ARCH

Housing Program Implementation



ARCH Rental Program



ARCH Homeownership Program

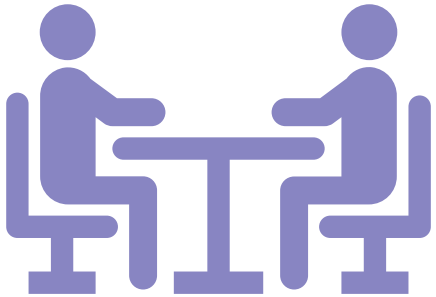


Affordable Housing Incentive and Inclusionary Programs

Member Education, Engagement, and Community Outreach



Education Efforts and Elected Official Engagement



Community Outreach, Communications, and Assistance for the Public



Equitable Access to Affordable Housing in East King County

Housing Policy and Planning



Local Policy, Planning and Code Development



State and Regional Policy and Funding Engagement

ARCH 2027 Legislative Priorities

A Regional Coalition for Housing

General Policy Principles



- ARCH supports policies and continued state assistance that ensure strong local affordable housing projects, plans, and programs (such as the Multifamily Tax Exemption and inclusionary policies).
- ARCH recognizes the importance of maintaining the existing stock of affordable housing in East King County and protecting prior investments.

ARCH

ARCH 2027 Legislative Priorities

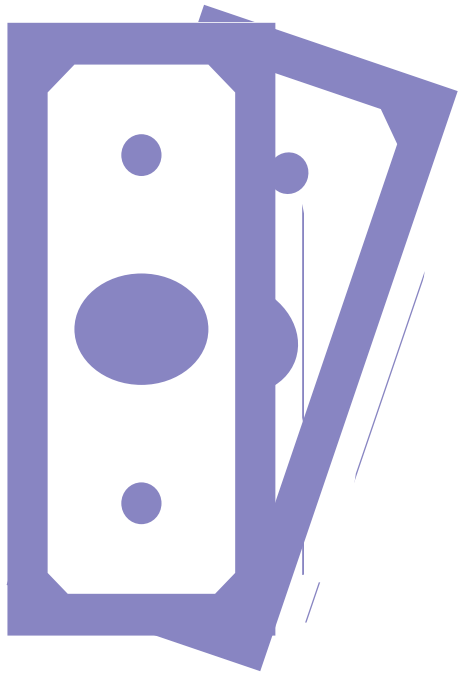
A Regional Coalition for Housing

Priority #1: Increase funding for affordable housing at the state and local levels

A. Provide local revenue options (e.g., REET, short term rental tax, etc.)

B. Encourage state investments (e.g., State Housing Trust Fund, CHIP, LAP)

C. Ensure adequate Operations, Maintenance and Services Funding



ARCH

ARCH 2027 Legislative Priorities

A Regional Coalition for Housing

Priority #2: Ensure local governments have effective affordable housing tools

A. Protect ability to use inclusionary zoning to promote inclusive communities

B. Ensure flexibility to optimize the Multifamily Tax Exemption (MFTE) to achieve affordability and public benefits



ARCH

ARCH 2027 Legislative Priorities

A Regional Coalition for Housing

Priority #3: Reduce barriers to collaboration and support local efforts to build more affordable housing faster

A. Clarify local government's role in planning for affordable housing and recognize sub-regional collaboration

B. State Department of Housing: Prioritize coordination, efficiency, and resources for deeply affordable housing



ARCH

Ways to Support ARCH's Mission

Funding Options for Affordable Housing

- Maintain Trust Fund Commitments
- Land Contributions
- Local REET Funds
- Countywide and Local Levy Options*
- Fee in Lieu Funds (tap into value of development incentives)
- Tax Increment Financing
- State Legislative Advocacy for Additional Tools

**King County revenue work group currently in process*

Policy, Planning, Land Use and Development

- Adopt supportive land use policies to promote development and include affordable housing
- Identify potential sites for affordable housing
- Connect ARCH with community partners interested in affordable housing
- Evaluate future redevelopment on city or other property
- Incorporate ARCH priorities into city's legislative agenda



Questions

"Plan for and accommodate housing affordable to all economic segments"

HB 1220 / RCW 36.70A	Housing Needs	Land Capacity	Adequate Provisions	Progress Reports
Department of Commerce	Guidance and Checklists		Five-Year Reports	
King County	CPPs: Housing Needs Numbers + Collaboration Policies		AHC: Ongoing Monitoring	

CPPs: Net New Housing Needs

	<30% AMI; PSH	<30% AMI; non-PSH	>30-50% AMI	>50-80% AMI	>80-100% AMI	>100-120% AMI	>120% AMI	Emergency	Grand Total
Beaux Arts Village	0	1	0	0	0	0	0	0	1
Bellevue	6,270	11,925	8,780	2,671	703	798	3,853	6,688	41,688
Bothell	1,806	3,502	2,230	2,012	180	819	2,233	1,540	14,322
Clyde Hill	2	3	2	3	0	0	0	2	12
Hunts Point	0	1	0	0	0	0	0	0	1
Issaquah	575	1,093	868	460	66	75	363	669	4,169
Kenmore	559	1,063	483	393	75	85	412	587	3,657
Kirkland	2,546	4,842	3,052	1,022	228	259	1,251	2,522	15,722
Medina	3	5	3	8	0	0	0	4	23
Mercer Island	178	339	202	488	4	5	23	237	1,476
Newcastle	329	627	433	22	9	10	50	283	1,763
Redmond	3,694	7,025	3,870	2,765	348	394	1,904	3,822	23,822
Sammamish	499	950	419	232	0	0	0	401	2,501
Woodinville	449	854	354	156	29	33	158	388	2,421
Yarrow Point	2	4	3	1	0	0	0	2	12
Total EKC	**16,912**	**32,234**	**20,699**	**10,233**	**1,642**	**2,478**	**10,247**	**17,145**	**111,590**

Measuring the Impact of Investments through the ARCH Housing Trust Fund



Calculate each city's proportion of the total local investment in the project (land and funding).



Allocate a proportionate share of affordable units from each project to each city.

Units Created by Contributions to ARCH-Funded Projects, 2019-20

Contributing City	Total	30% AMI	40% AMI	50% AMI	60% AMI	70% AMI	80% AMI	Total Affordable Units
Bellevue	$57.73M	127.1	20.5	188.7	490.3	39.0	39.9	905.5
Bothell	$7.08M	23.0	0.8	73.8	92.6	2.3	1.7	194.2
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Yarrow Point	$0.05M	0.6	0.1	0.8	1.0	0.2	0.1	2.7
	$102.53M	**496.0**	**46.0**	**654.0**	**1115.0**	**115.0**	**84.0**	**2510.0**

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9, 2026

Subject/Topic: Park Enhancement and Donation Policy **Dept. Origin:** Public Works **Category:** City Business **Prepared by:** Ryan Osada, Public Works Director Jennifer Robertson, City Attorney **Attachments:** 1. Resolution No. XXX with attached Updated Donation Acceptance Policy including Parks 2. Redline to show changes to policy from donation policy adopted under Resolution No. 461 3. Policy Timeline	**Proposed Action/Motion:** ☐Information Only ☐Receive and File ☒**Discuss** ☐Provide Direction ☐Public Hearing ☐Adopt/Approve ☐Other:

Proposed Action: Discussion

Summary

This is the City Council's second touch of the Park Enhancement and Donation Policy approved by the Park Board. The discussion will allow the City council to review the updates from the July Study Session and ensure all the requested changes were accurately captured in the policy. It incorporates revisions based on discussions and direction provided by both the City Council and Park Board. The draft has been incorporated into the City's recently adopted Donation Acceptance Policy to clarify the City's process for accepting monetary and non-monetary donations, including donations involving land or significant improvements. It also clarifies the approval process and how the City will determine whether a proposed donation is consistent with its needs and policies. Additionally, the policy addresses existing donor recognition plaques and establishes requirements for future donor acknowledgments.

Recommendation: Discuss and give direction to staff.

City Manager Approval:

Proposed Motions: NA

City of Medina
Donation Acceptance Policy Adopted November 9, 2026

The City of Medina recognizes that residents, families and community members may wish to contribute to the City in a myriad of ways, including making donations for events, to support City services, to provide enhancement of city parks, or commemorate connections to the community. The purpose of this policy is to establish standards for the acceptance and recognition of donations of all kinds, including park enhancement donations.

1. Purpose:

The purpose of this policy is to establish a formal process for acceptance and documentation of donations made to the City of Medina. This policy provides guidance when individuals, community groups, and business entities wish to make donations to the City for any purpose, including parks enhancements. The policy is constructed to be consistent with the applicable provisions of the Medina Municipal Code (MMC) chapters 2.60 and 2.84.

2. Types of Donations

The types of donations that may be offered and accepted by the City of Medina are real property, personal property, and cash donations. Donations may be designated for a specific purpose, may be proposed to a specific City department, and/or may be for the City's discretionary use.

3. City Interests in General

The City of Medina must always consider public interest, adopted policies, and applicable law when considering acceptance of a donation. Donations may only be accepted if their purpose mirrors the City's goals, objectives, and/or long-range plans.

4. City's Interest in Park Donations or Enhancements

The city may accept donations that enhance Medina's parks, improve open spaces, contribute to the overall appearance and long-term sustainability of the City's parks and open spaces. Acceptance of any donation shall be at the sole discretion of the city and shall be based upon consistency with adopted park plans, operational considerations, maintenance and community interest.

The city's interest in accepting donations for Park Enhancements must include and align with the City's goals of preserving the natural character, appearance, maintenance objectives and long-term goals of Medina's parks and open spaces.

5. Priority for Park Donations or Enhancements

Because enhancement donations are intended to recognize individuals and families with a connection to the Medina community, requests shall be considered in the following order of priority, including but not limited to:

- Current residents of the City of Medina
- Immediate family members of current or former Medina residents
- Former residents of the City of Medina
- Other individuals or organizations demonstrating a significant relationship to the Medina community as determined by the City.

The priority categories do not create an entitlement or guaranteed acceptance of any donation request.

6. Park Enhancement Opportunities

Donated improvements shall be limited to enhancement opportunities identified by the City. Public Works and the Park Board shall develop and maintain an annual list of eligible enhancement opportunities and associated contribution amounts based upon:

- Park needs
- Available locations
- Maintenance requirements
- Replacement schedules
- Capital improvement priorities

Only enhancement opportunities included on the annual list shall be eligible for donation consideration. The annual list of eligible donation opportunities shall include benches, picnic tables, memorial trees, and landscape plantings, but shall not be limited to these items.

7. Monetary Donations for Parks

The city may accept monetary donations intended for beautification and improvements to the city, consistent with this Policy.

Monetary donations accepted under this policy shall:

- Be provided without conditions, obligations, limitations, naming rights or requirements regarding expenditure
- Become the sole property of the city upon acceptance
- Be used at the sole discretion of the city in a manner consistent with adopted budgets, maintenance programs and capital improvement priorities.
- The city shall not accept donations that impose maintenance obligations, design requirements, operational restrictions or other conditions upon the city.

8. Large or Non-Monetary Donations for Parks

Donations of real property, land, buildings, structures, vehicles, equipment, artwork, monuments or other items of substantial value may be considered by the city on a case-by-case basis. The city is under no obligation to accept any proposed donation and may decline a donation when acceptance is determined not to be in the best interest of the city.

Prior to acceptance, the city may require an evaluation of the proposed donation, including, as applicable, title and ownership, legal restrictions or encumbrances, condition, environmental considerations, estimated value, maintenance and operating costs, insurance and liability considerations, compatibility with city plans and policies and any ongoing financial or administrative obligations associated with the donation.

Acceptance of real property or other substantial assets shall be subject to approval by the City Council. The city may require the donor to provide, at the donor's expense, such documentation, inspections, appraisals, surveys, environmental assessments or other information as the city determines necessary to evaluate the proposed donation.

The city may accept a donation subject to conditions, restrictions, covenants or other terms when such conditions are determined to be acceptable and consistent with the city's interests. The city reserves the right to reject donations that impose unreasonable costs, restrictions, maintenance obligations, liabilities or other burdens on the city.

Acceptance of a donation does not obligate the city to retain, maintain, display, improve, or use the donated property or item for any particular purpose unless expressly agreed to in writing by the city.

9. Recognition Standards for Park Donations

The city recognizes the importance of commemorating families while maintaining the natural character of Medina's parks and open spaces.

a) Memorial plaques, engraved markers, commemorative stones, signage, naming rights, and other forms of permanent physical recognition shall not be permitted within city parks or park facilities. All existing physical recognition items shall be phased out upon the next required maintenance, repair, or replacement. At that time, the physical recognition item shall be removed and returned to the owner.
b) Recognition of approved donations shall occur through a Friends of Medina Parks recognition page maintained on the City's website.
c) The recognition page may include:
    - The name of the individual being honored
    - The name of the donor, if desired by the donor
    - The park enhancement provided
    - A map identifying the general location of the donated enhancement within the park system.
d) Donors may elect to remain anonymous.

The city will recognize qualifying donations with a listing on the City's official website. Recognition will be provided for donations with a minimum value of $250. Recognition will remain on the City's website for a period of ten years from the date the donation is accepted. At the conclusion of the ten-year recognition period, the listing will be removed.

10. Ownership and Maintenance for Donations

All donated improvements, enhancements, and associated materials shall become the property of the city upon acceptance and installation.

The city retains authority regarding the design, installation, maintenance, replacement, relocation or removal of donated improvements as

determined necessary for operations, maintenance, safety, accessibility and capital improvement purposes. The city does not guarantee replacement of donated improvements that deteriorate, become damaged and/or vandalized or are removed due to changing park needs or conditions.

Acceptance of a donation does not create an obligation for the city to maintain any improvement beyond its normal maintenance practices and available resources.

11. Donation Acceptance Process

All proposed donations to the City must be submitted using the City's Donation Application Form. The proposed donation's use and monetary value determine the required approval process for a proposed donation's acceptance as follows:

a) All unrestricted cash or property donations with a current value of $2,000 or less may be reviewed and approved by the City Manager provided the proposed donation requires no additional or ongoing expenditure of City resources. (S*ee* 11.c.3 below.)

b) All other proposed donations shall be submitted to the City Council for review and approval as required by Chapter 2.84 MMC.

c) In considering acceptance of a proposed donation, the City will consider the following:

(1) Whether the proposed donation has a purpose consistent with those listed in this document.

(2) Whether the donation conflicts with any applicable law, adopted City policy, or would be in violation of the Medina Municipal Code.

(3) Whether the donation places any burden on the city, including but not limited to requiring future expenditure of time and/or other City resources.

(4) The City reserves the right to decline any donation without cause or explanation. Public recognition of an accepted donation is subject to the direction of the City Council and any applicable adopted City policies and procedures.

12. Acknowledgement of Donations

If a proposed donation is approved for acceptance consistent with this policy, the Donation Application Form will be signed by the City Manager, and a copy will be provided to the Finance Director and the City Council at the next business meeting. All donations will be issued with a tax receipt evidencing the acceptance of the donation subject to the City's determination of value. This acknowledgement is in addition to the recognition for park donations in section 9.

13. Donations Records

Every Donation Application Form will be housed and maintained by the City Clerk's Office, and a copy of all accepted forms will be provided to both the Finance Director and the City Council.

PARK ENHANCEMENT & DONATION POLICY

Policy Timeline & Background

Date	Meeting	Description
March 17, 2025	PB	Offered Pavilion donation which initiated policy discussions
April 14, 2025	CC	Announced moratorium for all park donations until a policy is implemented
May 18, 2025	PB	Initial policy discussion
July 21, 2025	PB	First Draft
September 15, 2025	PB	Second Draft
May 19, 2026	PB	Third Draft
July 20, 2026	PB	Fourth Draft, PB approved for CC review
July 27, 2026	CC SS	Study Session deep dive into the donation policy that PB reviewed
September 21, 2026	PB	Reviewed changes made by CC, PB approved for CC second touch.
November 9, 2026	CC	Approved by PB and reviewed by City Atty, CC second touch to review updates since the July SS

Notes

During the initial drafting period with the PB, staff consulted with the City Attorney regarding policy restrictions and language.

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, ADOPTING AN AMENDMENT TO FINANCIAL POLICIES TO UPDATE ITS DONATION POLICY, INCLUDING ADOPTING A NEW POLICY FOR PARK ENHANCEMENTS.

WHEREAS, the Medina City Council adopted a formal process for acceptance and documentation of donations by adoption of Resolution No. 461 on June 22, 2026;and

WHEREAS, the city must always consider public interest, adopted policies and applicable law: and

WHEREAS, in accordance with Chapter 2.84 MMC, the City may accept donations and may adopt policies and procedures for the same; and

WHEREAS, the City Council directed the Parks Board to prepare a donation policy specific to park enhancements and services; and

WHEREAS, after discussion and deliberation, the Parks Board recommended a policy for park enhancements and donations to the City Council; and

WHEREAS, the language from the recommended policy that the Parks Board crafted has been added to the City's adopted Donation Policy in order to ensure all donation policies are in a single document which will be easier for the public and city staff to implement; and

WHEREAS, the approved changes provide greater transparency into the policies and procedures of the City of Medina; **NOW THEREFORE,**

THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Donation Policy Adopted. The Donation Policies as Amended, are hereby adopted as the Donation Policy and Procedures for the City of Medina attached hereto as Exhibit A.

Section 2. Repeal of Resolution No. 461. Resolution No. 461 is hereby repealed and replaced in whole with this Resolution.

Section 3. Effective Date. This Resolution shall be effective upon its adoption by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON NOVEMBER 9, 2026 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE ON NOVEMBER 9, 2026.

Jessica Rossman, Mayor

Approved as to form:

Jennifer Robertson, City Attorney
Inslee Best Doezie & Ryder, PS

Attest:

Dawn Nations, City Clerk

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

City of Medina

Donation Acceptance Policy Adopted November 9, 2026

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- Current residents of the City of Medina
- Immediate family members of current or former Medina residents
- Former residents of the City of Medina
- Other individuals or organizations demonstrating a significant relationship to the Medina community as determined by the City.

The priority categories do not create an entitlement or guaranteed acceptance of any donation request.

6. Park Enhancement Opportunities

Donated improvements shall be limited to enhancement opportunities identified by the City. Public Works and the Park Board shall develop and maintain an annual list of eligible enhancement opportunities and associated contribution amounts based upon:

- Park needs
- Available locations
- Maintenance requirements
- Replacement schedules
- Capital improvement priorities

Only enhancement opportunities included on the annual list shall be eligible for donation consideration. The annual list of eligible donation opportunities shall include benches, picnic tables, memorial trees, and landscape plantings, but shall not be limited to these items.

7. Monetary Donations for Parks

The city may accept monetary donations intended for beautification and improvements to the city, consistent with this Policy.

Monetary donations accepted under this policy shall:

- Be provided without conditions, obligations, limitations, naming rights or requirements regarding expenditure
- Become the sole property of the city upon acceptance
- Be used at the sole discretion of the city in a manner consistent with adopted budgets, maintenance programs and capital improvement priorities.

- The city shall not accept donations that impose maintenance obligations, design requirements, operational restrictions or other conditions upon the city.

8. Large or Non-Monetary Donations for Parks

Donations of real property, land, buildings, structures, vehicles, equipment, artwork, monuments or other items of substantial value may be considered by the city on a case-by-case basis. The city is under no obligation to accept any proposed donation and may decline a donation when acceptance is determined not to be in the best interest of the city.

Prior to acceptance, the city may require an evaluation of the proposed donation, including, as applicable, title and ownership, legal restrictions or encumbrances, condition, environmental considerations, estimated value, maintenance and operating costs, insurance and liability considerations, compatibility with city plans and policies and any ongoing financial or administrative obligations associated with the donation.

Acceptance of real property or other substantial assets shall be subject to approval by the City Council. The city may require the donor to provide, at the donor's expense, such documentation, inspections, appraisals, surveys, environmental assessments or other information as the city determines necessary to evaluate the proposed donation.

The city may accept a donation subject to conditions, restrictions, covenants or other terms when such conditions are determined to be acceptable and consistent with the city's interests. The city reserves the right to reject donations that impose unreasonable costs, restrictions, maintenance obligations, liabilities or other burdens on the city.

Acceptance of a donation does not obligate the city to retain, maintain, display, improve, or use the donated property or item for any particular purpose unless expressly agreed to in writing by the city.

9. Recognition Standards for Park Donations

The city recognizes the importance of commemorating families while maintaining the natural character of Medina’s parks and open spaces.

a) Memorial plaques, engraved markers, commemorative stones, signage, naming rights, and other forms of permanent physical recognition shall not be permitted within city parks or park facilities. All existing physical recognition items shall be phased out upon the next required maintenance, repair, or replacement. At that time, the physical recognition item shall be removed and returned to the owner.

b) Recognition of approved donations shall occur through a Friends of Medina Parks recognition page maintained on the City's website.

c) The recognition page may include:

- The name of the individual being honored
- The name of the donor, if desired by the donor
- The park enhancement provided
- A map identifying the general location of the donated enhancement within the park system.

d) Donors may elect to remain anonymous.

The city will recognize qualifying donations with a listing on the City's official website. Recognition will be provided for donations with a minimum value of $250. Recognition will remain on the City's website for a period of ten years from the date the donation is accepted. At the conclusion of the ten-year recognition period, the listing will be removed.

10. Ownership and Maintenance for Donations

All donated improvements, enhancements, and associated materials shall become the property of the city upon acceptance and installation.

The city retains authority regarding the design, installation, maintenance, replacement, relocation or removal of donated improvements as determined necessary for operations, maintenance, safety, accessibility and capital improvement purposes. The city does not guarantee replacement of donated improvements that deteriorate, become damaged and/or vandalized or are removed due to changing park needs or conditions.

Acceptance of a donation does not create an obligation for the city to maintain any improvement beyond its normal maintenance practices and available resources.

11. Donation Acceptance Process

All proposed donations to the City must be submitted using the City’s Donation Application Form. The proposed donation’s use and monetary value determine the required approval process for a proposed donation’s acceptance as follows:

a) All unrestricted cash or property donations with a current value of $2,000 or less may be reviewed and approved by the City Manager provided the

proposed donation requires no additional or ongoing expenditure of City resources. (S*ee* 11.c.3 below.)

b) All other proposed donations shall be submitted to the City Council for review and approval as required by Chapter 2.84 MMC.

c) In considering acceptance of a proposed donation, the City will consider the following:

(1) Whether the proposed donation has a purpose consistent with those listed in this document.

(2) Whether the donation conflicts with any applicable law, adopted City policy, or would be in violation of the Medina Municipal Code.

(3) Whether the donation places any burden on the city, including but not limited to requiring future expenditure of time and/or other City resources.

(4) The City reserves the right to decline any donation without cause or explanation. Public recognition of an accepted donation is subject to the direction of the City Council and any applicable adopted City policies and procedures.

12. Acknowledgement of Donations

If a proposed donation is approved for acceptance consistent with this policy, the Donation Application Form will be signed by the City Manager, and a copy will be provided to the Finance Director and the City Council at the next business meeting. All donations will be issued with a tax receipt evidencing the acceptance of the donation subject to the City's determination of value. This acknowledgement is in addition to the recognition for park donations in section 9.

13. Donations Records

Every Donation Application Form will be housed and maintained by the City Clerk's Office, and a copy of all accepted forms will be provided to both the Finance Director and the City Council.

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9, 2026

Subject/Topic: Park Board Work Plan **Dept. Origin:** Public Works **Category:** City Business **Prepared by:** Ryan Osada, Public Works Dir. **Attachments:** Park Board Work Plan Summary_11022026 Park Board Agenda Schedule 2027-2028	**Proposed Action/Motion:** ☒Information Only ☐Receive and File ☒**Discuss** ☐Provide Direction ☐Public Hearing ☐Adopt/Approve ☐Other:

Proposed Action: N/A

Summary

This discussion is intended to review the updated Park Board Work Plan and next year's Agenda Schedule. The work plan identifies upcoming Park Board discussion topics which will keep the City Council informed of potential policy changes. The agenda schedule will also show how the Park Board's workload is managed throughout the year. The Park Board currently holds six one-hour meetings and hosts up to seven events each calendar year. The work plan summary identifies important discussion topics supported by the City Council. The tentative agenda schedule will allow the Park Board to prioritize discussion topics and use the limited meeting time effectively.

Recommendation: N/A

City Manager Approval:

Proposed Motions: N/A

Park Board Work Plan Summary

1. **Park Enhancement & Donation Policy: 2026**
   2026 item almost to the finish line. Next steps, website development.

2. **Park Rules & Usage Management: 2027**
   Code consistent with posted rules, address dog issues, enforcement, reservation policy, tennis court usage (commercial), signage language or picto type graphics.

3. **Park Maintenance: 2027**
   2027 Mutt mitt stations or trash stations, monitoring /reporting issues, ClickFix via Website

4. **Public Information/Communication: 2027**
   Create FAQ's on website to include reservations and park rules.

5. **Events:**
   2027 List of events:
   - Spring Clean up
   - Fall Clean up and Bulb planting
   - Easter Egg Hunt
   - Arbor Day
   - Medina Days Pet Parade?
   - Christmas Ships

6. **Parks Recreation Open Space (PROS) Plan Updates: 2028**
   - Review comp plan polices related to specific parks assets (amenities & ecological functions)
   - Identify gaps between present state & intended use/condition including desirable areas for parks/open space acquisition
   - Determine plan for ongoing maintenance and capital improvements
   - Plan & phase capital project budgeting (Parks CFP)
   - Address funding policies such as Park Impact Fees (PIF) for development activity

Park Board Agenda Schedule

January 2027:

1. Park Enhancement & Donation Policy Website Discussion
2. Discussion Park Code and Signage Consistency

March 2027:

1. Discussion Park Code and Signage Consistency
2. Park Sign Update – languages / picture type graphics

May 2027:

1. Park Sign Update – languages / picture type graphics
2. Park Usage Discussion – Dogs, Reservations, Commercial use of Tennis Courts

July 2027:

1. Park Usage Discussion – Dogs, Reservations, Commercial use of Tennis Courts

September 2027:

1. Mutt Mitt / Trash station evaluation
2. Park Monitoring and Reporting, evaluate current use of ClickFix (website based)

November 2027:

1. Mutt Mitt / Trash station evaluation
2. Park Monitoring and Reporting, evaluate current use of ClickFix (website based)

2028

1. Finish uncompleted items from 2027
2. Create Content for website FAQ's page
3. PROS Plan Updates – This item will depend on PC & CC Agenda Schedule

MEDINA, WASHINGTON

AGENDA BILL

Monday, November 9, 2026

Subject/Topic: Proposed Interlocal Agreements **Dept. Origin:** City Manager **Category:** City Business **Prepared by:** Jeff Swanson, City Manager **Attachments:** Proposed Interlocal Agreement with the Town of Beaux Arts Village; Amendment to the Interlocal Agreement with the City of Bellevue	Proposed Council Action/Motion: ☐Information Only ☐Receive and File ☐Discuss ☐Provide Direction ☐Public Hearing ☒**Adopt/Approve** ☐Other:

Proposed Council Action

Approve the following:

(1) Interlocal Agreement with the Town of Beaux Arts Village for public works services/resource sharing

(2) Amendment to City of Bellevue Interlocal Agreement for EMS and Fire Services to extend the term of the Agreement through December 31, 2037, and provide for assignment of the Agreement

Summary

1. Consistent with Council's direction to work with the other Points Communities and look for ways to share resources and improve scale economies, City staff have been engaged in discussions with the Town of Beaux Arts Village. These discussions have produced agreement on the terms under which the City of Medina may provide public works services on an on-call basis. Compensation for services rendered are for time using the hourly rates published in the City's adopted fee schedule for personnel and equipment, and for materials at actual cost. The proposed Interlocal Agreement with the Town of Beaux Arts Village is in final form and is included in the agenda packet.

2. The City's current Interlocal Agreement with the City of Bellevue for EMS and Fire Services was entered into in 2017. The Agreement is through December 31, 2027 and a ten-year extension (through December 31, 2037) is provided for if the parties agree in writing by December 1, 2026. An amendment to the Interlocal Agreement is included in the agenda packet for this purpose. The amendment also provides for flexibility to assign the Interlocal Agreement to another entity such as a Fire District or Regional Fire Authority should the City elect such an option during the term of the Agreement.

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:

Budgetary/fiscal impacts related to the Interlocal Agreement with the Towns of Beaux Arts Village are expected to be neutral as the quantity and frequency of services requested will be on-call and revenues will offset expenses.

Budgetary/fiscal impacts for the amendment to the Interlocal Agreement with the City of Bellevue are not different from present conditions/baseline.

Recommendation: Approve the Interlocal Agreement with the Town of Beaux Arts Village. Approve the Amendment to the Interlocal Agreement with the City of Bellevue for Fire and EMS services.

City Manager Approval: 

Proposed Council Motion:

"I move for approval of the Interlocal Agreement between the City of Medina and the Town of Beaux Arts Village for the provision of public works and maintenance services and authorize the City Manager to execute all related documents."

"I move for approval of the Amendment to the Interlocal Agreement between the City of Medina and the City of Bellevue for Fire and EMS services, extending the term of the Agreement through December 31, 2037, and providing for assignment of the Agreement as described in the Amendment, and authorize the City Manager to execute the Amendment and all related documents."

INTERLOCAL AGREEMENT
BETWEEN THE CITY OF MEDINA AND THE TOWN OF BEAUX ARTS VILLAGE FOR THE PROVISION OF PUBLIC WORKS AND MAINTENANCE SERVICES

THIS INTERLOCAL AGREEMENT ("**Agreement**") is entered into by and between the City of Medina ("**City**") and the Town of Beaux Arts Village ("**Town**"), collectively referred to as "**Parties**" and individually as "**Party**," pursuant to the authority granted by Chapter 39.34 RCW, the Interlocal Cooperation Act.

WHEREAS, the Parties are both "public agencies" within the meaning of RCW 39.34.020 and are authorized to enter into interlocal agreements for the provision of services; and

WHEREAS, the Town has requested that the City provide certain public works services subject to payment for such services; and

WHEREAS, the Parties desire to memorialize their relationship and set forth the terms and conditions under which the City will provide certain maintenance and public works services to the Town; and

WHEREAS, the Parties find that entering into this Agreement is in the best interests of their respective residents and will promote efficiency, cost-effectiveness, and continuity of public services;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

I. PURPOSE OF AGREEMENT. The purpose of this Agreement is for the City to provide certain public works services on an on-call basis as City's availability permits, as further described herein, to the Town and for the Town to compensate the City for such services, consistent with the Parties past practices and mutual understanding.

II. SERVICES. The services to be provided by the City to the Town may include but are not limited to the following ("**Services**"):

a. Removal of snow from Town streets, roads, and rights-of-way;
b. Replacement of traffic-control signals and street signage located on Town streets, roads, and rights-of-way;
c. Removal of residual tree debris from Town streets, roads, and rights-of-way following downed tree removal by the Town and or the Bellevue Fire Department;
d. Coordination of emergency response for storm drain blockage or backup; and
e. Emergency maintenance or restoration activities that the Parties mutually agree can be performed by the City in a timely and cost-effective manner.

III. AUTHORIZED REPRESENTATIVES. The following individuals are designated as representatives for the respective Parties. The representatives shall be responsible for

administration of this Agreement and for coordinating and monitoring performance under this Agreement. Wherever written notice is required under this Agreement, such notice shall be provided to the representatives designated below. In the event such representatives are changed, the Party making the change shall notify the other Party.

City of Medina:
Ryan Osada, Public Works Director
501 Evergreen Pt Rd
Medina, WA 98039
425-233-6439
rosada@medina-wa.gov

Town of Beaux Arts Village:
Aletha Howe, Mayor
10550 SE 27th St
Beaux Arts, WA 98004
ahowes@beauxarts-wa.gov

IV. REQUESTS FOR SERVICES. The authorized Town representative shall request Services by contacting the City Public Works Director and providing a description of the nature and scope of the Services being requested. If the original request is made orally, including by telephone, the request shall subsequently be confirmed in writing, email included, to ensure an adequate written record of the request. The City reserves the right to deny requests for Services as determined by the City Public Works Director.

V. COMPENSATION. The Town shall pay the City for Services rendered at the hourly rates published in the City's adopted fee schedule and at the City's actual cost for materials and equipment used in providing the Services.

VI. INVOICING AND PAYMENT. The City shall submit an invoice to the Town Clerk within thirty (30) days of completion of any Services. The Town shall remit payment to the City within thirty (30) days of receipt of any invoice.

VII. ADMINISTRATION. No separate legal or administrative entity is created by this Agreement. Each Party shall administer this Agreement within its own organization and shall remain responsible for compliance with all applicable laws.

VIII. INDEMNIFICATION; INSURANCE.

a. **Indemnification by Town.** The Town shall indemnify, defend, and hold harmless the City, its officials, officers, employees, and agents against any and all claims,

demands, damages, losses, or liabilities, including reasonable attorneys' fees and costs, arising out of or resulting from the negligence or misconduct of the Town, its officers, employees, agents, or contractors, in the performance of Services under this Agreement, except to the extent such claims arise from the negligence or willful misconduct of the City.

b. **Indemnification by City.** The City shall indemnify, defend, and hold harmless the Town, its officials, officers, employees, and agents against any and all claims, demands, damages, losses, or liabilities, including reasonable attorneys' fees and costs, arising out of or resulting from the negligence or misconduct of the City, its officers, employees, agents, or contractors, in the performance of Services under this Agreement, except to the extent such claims arise from the negligence or willful misconduct of the Town.

c. **Waiver.** The Parties expressly waive, as between themselves only, any immunity that may be available under Title 51 RCW to the extent permitted by law and solely for the purposes of claims between the Parties arising out of performance of this Agreement. This waiver is made pursuant to RCW 39.34.030(1) and shall not be construed to affect or diminish the rights or benefits of any employee of the Town or City under Title 51 RCW, nor shall it apply to claims by or on behalf of any employee or third party. This waiver has been mutually negotiated by the Parties. The provisions of this section shall survive the expiration or termination of this Agreement.

d. **Title 4 RCW.** Notwithstanding the provisions of (a) above, in the event a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of the City, its officers, officials, employees, volunteers, and agent, and the Town, its officers, officials, employees, volunteers, and agents, then the Town's liability, including any duty and cost to defend hereunder shall be only to the extent of the each Party's negligence, and the other Party's liability, including any duty and cost to defend hereunder shall be only to the extent of that Party's negligence.

e. **Claims Handling.** Claims made pursuant to this Section shall be tendered to each Party's risk pool in accordance with that Party's coverage agreement and applicable risk-pool procedures.

f. **Insurance.** Each Party shall maintain liability coverage through a governmental risk pool, commercial insurance, self-insurance, or another legally permissible form of coverage, in amounts and subject to address its liability and obligations arising under this Agreement. Each Party shall be responsible for maintaining such coverage throughout the term of this Agreement.

DRAFT

IX. TERM AND TERMINATION.

a. The term of this Agreement begins on the date last executed below. This Agreement shall automatically renew on January 1 of each successive calendar year unless written notice of termination is provided to either Party at least ninety (90) days prior to expiration of the then-current term.

b. Either Party may terminate this Agreement upon thirty (30) days written notice. If this Agreement is so terminated, the Parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

X. GOVERNING LAW AND VENUE. This Agreement shall be governed by the laws of the State of Washington. Any action at law, suit in equity, or judicial proceeding arising out of this Agreement shall be commenced and maintained in the Superior Court of King County.

XI. WAIVER. A failure by either Party to exercise its rights under this Agreement shall not preclude that Party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the Party.

XII. CHANGES, MODIFICATIONS, AND AMENDMENTS. This Agreement may be changed, modified, or amended, or waived only by written agreement signed by each Party's authorized representatives and adopted by resolution of each Party's legislative authority as provided in Chapter 39.34 RCW.

XIII. SEVERABILITY. If any portion of this Agreement is declared invalid or unconstitutional by a court of competent jurisdiction, the remaining provisions of this Agreement shall remain in full force and effect.

XIV. ENTIRE AGREEMENT. This Agreement contains all the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto.

XV. APPROVAL BY GOVERNING BODIES. The governing body of each Party must approve this Agreement before any representative of such Party may sign this Agreement.

XVI. FILING. This Agreement shall be filed or posted to the Parties' public websites, pursuant to RCW 39.34.040.

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IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the dates set forth below.

CITY OF MEDINA

_____
Jeff Swanson, City Manager

ATTEST / AUTHENTICATED:

_____
Dawn Nations, City Clerk

APPROVED AS TO FORM:

_____
Jennifer Robertson, City Attorney

TOWN OF BEAUX ARTS VILLAGE

_____
Aletha Howes, Mayor

ATTEST / AUTHENTICATED:

_____
Amy Myhre, Town Clerk

APPROVED AS TO FORM:

_____
David Linehan, Town Attorney

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AGREEMENT TO AMEND AND EXTEND THE FIRE SERVICES AGREEMENT OF 2017 BETWEEN THE CITY OF BELLEVUE AND _____

THIS AGREEMENT TO EXTEND THE FIRE SERVICE AGREEMENT OF 2017 ("Extension") is made and entered into by and between the CITY OF BELLEVUE, a municipal corporation of the State of Washington ("Bellevue"), and _____, a municipal corporation of the State of Washington ("Contracting Agency"), jointly referred to as the Parties.

WHEREAS, in 2017 the Parties entered into an Agreement for the provision of Fire Protection Services by Bellevue to the Contracting Agency ("Agreement") to avoid unnecessary duplications of effort and expenditures of public funds; and

WHEREAS, such Fire Protection Services include fire protection, emergency medical, emergency management services capabilities, and hazardous materials response; and

WHEREAS, the term of the Agreement is through December 31, 2027, but may be extended for an additional ten years to December 31, 2037, if the Parties agree in writing to extend the Agreement by December 1, 2026; and

WHEREAS, the Parties wish to extend the Agreement by entering into this Extension; and

WHEREAS, the Agreement is a multiparty agreement between six Contracting Agencies; and

WHEREAS, some Contracting Agencies are evaluating the formation of a fire protection district or regional fire authority under Title 52 RCW; and

WHEREAS, if any Contracting Agency, alone or jointly with any other Contracting Agency, moves forward with the creation of such entity, allowing those Contracting Agencies to assign this agreement to said entity after creation would be of benefit to all parties; and

WHEREAS, in order to allow such assignments, Section 16 of the Agreement should be amended; and

WHEREAS, the Agreement and this Extension are authorized by the Interlocal Cooperation Act set forth in chapter 39.34 of the Revised Code of Washington.

NOW, THEREFORE, in consideration of the terms and provisions of the Agreement and as included herein, the Parties agree as follows:

1. Purpose: the purpose of this Extension is to formalize in writing Bellevue and the Contracting Agencies agreement to extend the Fire Services Agreement of 2017 for an additional ten (10) years.

2. Term: the term of this Extension shall be from January 1, 2028, through December 31, 2037. Either Party may terminate this Extension by providing written notice of its intent to terminate at least 30 days prior to commencement of the final service year (e.g., December 1, 2036) for which the service is to be provided. In the event that such written notice is given, this Extension and the Agreement shall terminate and be of no further force and effect on December 31st of such final year of service; provided that Sections 4(b) and 6(b) LEOFF I Fee, and Section 11 Hold Harmless of the Agreement shall survive the expiration or termination of this Extension and the Agreement.

3. Effect of Extension: This Extension shall only act to extend the term of the Agreement as described in Section 2 above, and to amend the terms of assignment as described in Section 4 below. All other terms and conditions of the Agreement shall remain as described in the Agreement.

4. Assignment of Agreement: Section 16 of the Fire Services Agreement of 2017 is hereby amended to read as follows:

> 16. Assignment. No assignment or other transfer of any right or obligation under this Agreement shall be made by any party, except that any Contracting Party shall be permitted to assign this Agreement to a taxing district that is organized to provide fire and/or emergency medical services to that Contracting Party, provided that the assignment does not change the service area or scope of services provided under this Agreement. The Contracting Party shall provide written notice of assignment to Bellevue. Any attempt to so assign or transfer such right or obligation, except as specifically provided herein, shall be a breach of this Agreement and the assignment shall be of no effect.

5. Entire Agreement: This Extension together with the Agreement and its exhibits and attachments, which are hereby incorporated by reference as if fully set forth herein, represent the entire and integrated agreement between the Parties hereto and supersede all prior negotiations, representations, or agreements, either written or oral. The Extension and the Agreement may be amended, modified or added to only by written instrument properly signed by authorized representatives of both Parties hereto.

IN WITNESS whereof, the Parties acting in their official capabilities have hereby executed this Extension by affixing thereto the signature of the proper officers on the dates below indicated.

CITY OF BELLEVUE _____

By_____

By_____

Its_____

Its_____

Date_____

Date_____

APPROVED AS TO FORM: APPROVED AS TO FORM:

_____

_____

City Attorney's Office City Attorney's Office